



# S. Sahoo & Co.

Chartered Accountants

## Independent Auditor's Report

To the Trustees of  
Institute For Social Democracy  
110 Nambardar House, 62A Laxmi Market,  
Munirka, New Delhi- 110067

## Report on the Financial Statements

### Opinion

1. We have audited the accompanying financial statements of **Institute For Social Democracy (ISD) [PAN: AAATI4098Q]**, which comprise the Balance Sheet as at 31 March 2020, the Income and Expenditure Account, Receipts & Payment Account for the year then ended, and significant accounting policies and notes to the financial statements.
2. In our opinion and to the best of our information and according to the explanations given to us, the aforesaid financial statements give the information required by the Act in the manner so required and comply, in all material respects, with the conditions laid down in the Scheme for the management and administration of the Trust and the rules made thereunder, to the extent relevant and applicable, and give a true and fair view in conformity with the accounting principles generally accepted in India, of the state of affairs of the Trust as at 31 March 2020, and its surplus for the year ended on that date

### Basis of Opinion

3. We conducted our audit in accordance with the Standards on Auditing (SAs). Our responsibilities under those Standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Trust in accordance with the Code of Ethics issued by the Institute of Chartered Accountants of India ('ICAI') and we have fulfilled our other ethical responsibilities in accordance with these requirements and the Code of Ethics. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of the Trustee for the Financial Statements

4. The Trustee ('management') is responsible for the preparation of these financial statements that give a true and fair view of the financial position and financial performance of the Trust in accordance with the accounting principles generally accepted in India. This responsibility also includes maintenance of adequate accounting records in accordance with the provisions of the Act for safeguarding of the assets of the Trust and for preventing and detecting frauds and other irregularities; selection and application of appropriate accounting policies; making judgments and estimates that are reasonable and prudent; and design,



implementation and maintenance of adequate internal financial controls, that were operating effectively for ensuring the accuracy and completeness of the accounting records, relevant to the preparation and presentation of the financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

5. In preparing the financial statements, management is responsible for assessing the Trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Trust or to cease operations, or has no realistic alternative but to do so.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

6. Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Standards on Auditing will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.
7. As part of an audit in accordance with Standards on Auditing, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:
  - Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence including the utilization certificates submitted by the sub-recipients, that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
  - Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances.
  - Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management.



- Conclude on the appropriateness of Trust's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Trust's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Trust to cease to continue as a going concern.
  - Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
8. We communicate with the management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### Other Matter

9. We have also issued our audit report as per Form No. 10B pursuant to the requirements of section 12A(1)(b) of the Income-tax Act, 1961, on the financial statements prepared by the management as required by the provisions of the Income-Tax Act, 1961 covering the same period as these accompanying financial statements.

#### Report on Other Legal and Regulatory Requirements

10. As required under other regulatory requirements, we report as under for the year ended 31 March 2020:
- a. Trust has maintained its books of accounts in electronic mode. The books of accounts are updated and maintained by the finance department of the Trust on regular basis. The books of accounts are maintained in Delhi location. In our opinion and accordingly information provided to us, proper books of accounts are maintained by the Trust and the same is maintained in accordance with the provisions of the Act and the rules made thereunder.
  - b. Receipts and disbursements are properly and correctly shown in the accounts;
  - c. The cash balance, vouchers, bank book etc. are in custody of Executive Director and the same are in agreement with Books of account on the date of our audit.
  - d. All books, deeds, accounts, vouchers or other documents or records required by us were produced for audit;



- e. The Executive Director and Head-Finance of the Trust has furnished all information required for audit;
- f. In our opinion and according to the information provided to us, no property or funds of the Trust were applied for any object or purpose other than the object or purpose of the Trust;
- g. Trust has invested its surplus in fixed deposit in scheduled Bank as defined in Reserve Bank of India Act, 1934 as well as under the provisions of section 11(5) of the Income Tax Act.
- h. In our opinion and according to the information provided to us, no cases of irregular, illegal or improper expenditure or failure or omission to recover moneys or other property belonging to the public trust or of loss, or waste of moneys or other property thereof, and whether such expenditure, failure, omission, loss or waste was caused in consequence of breach of trust or misapplication or any other misconduct on the part of the trustee or any other person while in the management of the Trust were identified;
- i. In our opinion and according to the information provided to us, no trustees has any interest in the investment of the trust;
- j. In our opinion and according to the information provided to us, no material irregularities were pointed out in the books of accounts of previous year.

**For S. Sahoo & Co**  
**Chartered Accountants**  
FR NO.: 322952E



  
**CA. Subhajit Sahoo, FCA, LLB**  
Partner  
M. No: - 057426  
UDIN: 20057426AAABCN3058

Place: New Delhi  
Date: 01.12.2020

**INSTITUTE FOR SOCIAL DEMOCRACY**  
110 NAMBARDAR HOUSE, 62A LAXMI MARKET, MUNIRKA, NEW DELHI- 110067  
BALANCE SHEET AS ON 31ST MARCH 2020

<u>CONSOLIDATED PROJECTS</u>	<u>AMOUNT IN INR</u>		
	SCHEDULE	F.Y. 2019-20	F.Y. 2018-19
<b>SOURCES OF FUND</b>			
<b>I.FUND BALANCES:</b>			
a. General Fund	[01]	8,51,454.78	7,23,030.48
b. Project Fund	[02A]	27,16,828.25	29,46,679.30
c. Asset Fund	[03]	3,50,434.82	3,01,958.82
<b>II.LOAN FUNDS:</b>			
a. Secured Loans		-	-
b. Unsecured Loans		-	-
<b>TOTAL</b>	<b>[ I + II ]</b>	<b>39,18,717.85</b>	<b>39,71,668.60</b>
<b>APPLICATION OF FUND</b>			
<b>I.FIXED ASSETS</b>			
Opening WDV	[04]	3,01,958.82	3,85,021.00
Add: Assets Purchased during the Year		1,44,824.00	40,800.00
Less: Disposed during the Year		-	14,616.18
Less: Depreciation		96,348.00	1,09,246.00
Closing WDV		<u>3,50,434.82</u>	<u>3,01,958.82</u>
<b>II. INVESTMENT</b>		7,00,000.00	-
<b>III.CURRENT ASSETS, LOANS &amp; ADVANCES:</b>			
a. Cash & Bank Balance	[05]	23,90,873.03	33,54,709.78
b. Loans and Advances	[06]	6,01,216.00	3,15,000.00
c. Grant Receivable	[07]	-	3,54,469.00
d. Accrued Interest		34,689.00	-
	<b>A</b>	<u>30,26,778.03</u>	<u>40,24,178.78</u>
<b>Less: CURRENT LIABILITIES &amp; PROVISIONS:</b>			
a. Current Liabilities	[08]	1,58,495.00	3,54,469.00
	<b>B</b>	<u>1,58,495.00</u>	<u>3,54,469.00</u>
<b>NET CURRENT ASSETS</b>	<b>[ A - B ]</b>	28,68,283.03	36,69,709.78
<b>TOTAL</b>	<b>[I+II+III]</b>	<b>39,18,717.85</b>	<b>39,71,668.60</b>

Significant Accounting Policies and Notes to Accounts [16]

Schedules referred to above forms an integral part of Financial Statement.

For & on Behalf:

S. Sahoo & Co.

Chartered Accountants

FR No: 322952E



CA Subhajit Sahoo, FCA, LLB

Partner

M. No.: 057426

Place: New Delhi

Date:

For & on Behalf:

INSTITUTE FOR SOCIAL DEMOCRACY

*Mohammad Azhar*  
Mohammad Azhar  
Managing Trustee



**INSTITUTE FOR SOCIAL DEMOCRACY**  
**110 NAMBARDAR HOUSE, 62A LAXMI MARKET, MUNIRKA, NEW DELHI- 110067**  
**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2020**

<u>CONSOLIDATED PROJECTS</u>	<u>AMOUNT IN INR</u>		
	<u>SCHEDULE</u>	<u>F.Y. 2019-20</u>	<u>F.Y. 2018-19</u>
<b><u>I. INCOME</u></b>			
Grant in Aid	[09]	1,78,59,393.25	1,62,02,626.00
Bank Interest		22,812.00	12,850.00
Interest on FD		34,689.00	-
Donation		82,471.00	84,538.00
Other Income	[10]	4,78,384.00	6,12,319.00
<b>TOTAL</b>		<b>1,84,77,749.25</b>	<b>1,69,12,333.00</b>
<b><u>II. EXPENDITURE</u></b>			
<b><u>FOREIGN PROJECTS</u></b>			
Regional Mainstreaming of Local Capacities for Peace Approach in South Asia	[11]	14,93,663.00	7,81,410.00
N-IND-2016-0263 Reaffirming South Asian Cultural Heritage as a basis for Peace, Harmony and Democracy	[12]	1,01,81,293.30	1,36,97,667.00
N-IND-2019-0202 / Reaffirming South Asian Cultural Heritage as a Basis for Peace, Harmony and Democracy	[13]	60,17,473.00	-
Misereor Project No.321-923-1012 ZG Composite Heritage for Peace in Jammu and Kashmir, India	[14]	8,75,199.00	-
Bank Charges		1,220.00	-
Festival Expenses		8,445.00	-
<b><u>NATIONAL PROJECTS</u></b>			
Admin Expenses		-	60.00
Bank Charges		348.70	-
Postage & Courier		1,534.00	-
Advances written off		-	500.00
Local Capacity for Peace & Other Activities		-	5,95,494.00
Non Recurring Expenses		-	40,800.00
Depreciation	[04]	96,348.00	96,348.00
Less: Transfer to Asset Fund		96,348.00	96,348.00
<b>TOTAL</b>		<b>1,85,79,176.00</b>	<b>1,51,15,931.00</b>
<b>III. EXCESS OF INCOME OVER EXPENDITURE</b>	<b>[I - II]</b>	<b>(1,01,426.75)</b>	<b>17,96,402.00</b>
<b>IV. TRANSFERRED TO GENERAL FUND</b>		<b>1,28,424.30</b>	<b>72,853.00</b>
<b>TRANSFERRED TO PROJECT FUND</b>	<b>[02B]</b>	<b>(2,29,851.05)</b>	<b>17,23,549.00</b>

Significant Accounting Policies and Notes to Accounts [16]

Schedules referred to above forms an integral part of Financial Statement.

For & on Behalf:

S. Sahoo & Co.

Chartered Accountants

FR No: 322952E

CA Subhajit Sahoo, FCA, LLB

Partner

M. No.: 057426

Place: New Delhi

Date:



For & on Behalf:

INSTITUTE FOR SOCIAL DEMOCRACY

Mohammad Azhar  
 Managing Trustee



**INSTITUTE FOR SOCIAL DEMOCRACY**

110 NAMBARDAR HOUSE, 62A LAXMI MARKET, MUNIRKA, NEW DELHI- 110067

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2020

<u>CONSOLIDATED PROJECTS</u>	SCHEDULE	<u>AMOUNT IN INR</u>	
		F.Y. 2019-20	F.Y. 2018-19
<b>RECEIPTS</b>			
<i>Opening Balances</i>			
Cash in Hand		27,056.00	19,570.00
Cash at Bank		33,27,653.78	18,53,237.78
Grant in Aid	[15]	1,80,24,166.25	1,60,17,203.00
Bank Interest		2,12,508.00	1,98,273.00
Donation		82,471.00	84,538.00
Other Income	[10]	4,78,384.00	6,12,319.00
Loan & Advances Received		4,73,495.00	-
<b>TOTAL</b>		<b>2,26,25,734.03</b>	<b>1,87,85,140.78</b>
<b>PAYMENTS</b>			
<b>FOREIGN PROJECTS</b>			
Regional Mainstreaming of Local Capacities for Peace Approach in South Asia	[11]	14,93,663.00	7,81,410.00
N-IND-2016-0263 Reaffirming South Asian Cultural Heritage as a basis for Peace, Harmony and Democracy	[13]	1,01,81,293.30	1,36,97,667.00
N-IND-2019-0202 / Reaffirming South Asian Cultural Heritage as a Basis for Peace, Harmony and Democracy		60,17,473.00	-
Misereor Project No.321-923-1012 ZG Composite Heritage for Peace in Jammu and Kashmir, India		8,75,199.00	-
Bank Charges		1,220.00	-
Festival Expenses		8,445.00	-
<b>NATIONAL PROJECTS</b>			
Local Capacity for Peace & Other Activities		-	5,95,494.00
Admin Expenses		-	60.00
Bank Charges		348.70	-
Postage & Courier		1,534.00	-
Purchase of Fixed Assets		-	40,800.00
Loans and Advances Paid		6,01,216.00	3,15,000.00
Liabilities Paid		3,54,469.00	-
Investment in Fixed Deposit		7,00,000.00	-
<i>Closing Balances</i>			
Cash in Hand		8,925.00	27,056.00
Cash at Bank		23,81,948.03	33,27,653.78
<b>TOTAL</b>		<b>2,26,25,734.03</b>	<b>1,87,85,140.78</b>

Significant Accounting Policies and Notes to Accounts [16]

Schedules referred to above forms an integral part of Financial Statement

For & on Behalf:

S. Sahoo & Co.

Chartered Accountants

FR No: 322952E



CA Subhajit Sahoo, FCA, LLB

Partner

M. No.: 057426

Place: New Delhi

Date:

For & on Behalf:

INSTITUTE FOR SOCIAL DEMOCRACY

Mohammad Azhar  
Managing Trustee



# INSTITUTE FOR SOCIAL DEMOCRACY

110 NAMBARDAR HOUSE, 62A LAXMI MARKET, MUNIRKA, NEW DELHI- 110067

AMOUNT IN INR

## CONSOLIDATED PROJECTS

### Schedules forming part of Financial Statement

F.Y. 2019-20

F.Y. 2018-19

#### SCHEDULE [01] : GENERAL FUND

##### **FCRA PROJECTS**

Opening Balance	2,158.94	33,950.94
Add: Transfer from Income & Expenditure Account	33,985.00	(31,792.00)
	<b>36,143.94</b>	<b>2,158.94</b>

##### **LOCAL PROJECTS**

Opening Balance	7,20,871.54	6,16,226.54
Add: Transfer from Income & Expenditure Account	94,439.30	1,04,645.00
	<b>8,15,310.84</b>	<b>7,20,871.54</b>

**TOTAL**

**8,51,454.78**

**7,23,030.48**

#### SCHEDULE [02A] : PROJECT FUND

##### *Bftw/CASA (Regional Mainstreaming of Local Capacities for Peace Approach in South Asia)*

Add: Opening Fund Balance	1,71,035.00	-
Add: Grant Received During the Year	17,62,034.00	9,39,500.00
Add: Bank Interest	37,084.00	12,945.00
Less: Grant Utilized During the Year	14,93,663.00	7,81,410.00
Closing Fund Balance	<b>4,76,490.00</b>	<b>1,71,035.00</b>

##### *Bftw (N-IND-2016-0263 Reaffirming South Asian Cultural Heritage as a basis for Peace, Harmony and Democracy)*

Opening Fund Balance	27,75,644.30	12,23,130.30
Add: Grant Received During the Year	72,95,129.00	1,50,77,703.00
Add: Bank Interest	1,10,520.00	1,72,478.00
Less: Grant Utilized During the Year	1,01,81,293.30	1,36,97,667.00
Closing Fund Balance	<b>-</b>	<b>27,75,644.30</b>

##### *Bftw (N-IND-2019-0202 / Reaffirming South Asian Cultural Heritage as a Basis for Peace, Harmony and Democracy)*

Add: Grant Received During the Year	72,17,607.00	-
Add: Bank Interest	30,232.00	-
Less: Grant Utilized During the Year	60,17,473.00	-
Closing Fund Balance	<b>12,30,366.00</b>	<b>-</b>

##### *Misereor Project No.321-923-1012 ZG*

Add: Grant Received During the Year	18,73,311.25	-
Add: Bank Interest	11,860.00	-
Less: Grant Utilized During the Year	8,75,199.00	-
Closing Fund Balance	<b>10,09,972.25</b>	<b>-</b>

**TOTAL**

**27,16,828.25**

**29,46,679.30**



**CONSOLIDATED PROJECTS**

Schedules forming part of Financial Statement

F.Y. 2019-20

F.Y. 2018-19

**SCHEDULE [02B] : ADDITION TO THE PROJECT FUND**

Bftw/CASA (Regional Mainstreaming of Local Capacities for Peace Approach in South Asia)	3,05,455.00	1,71,035.00
Bftw (N-IND-2016-0263 Reaffirming South Asian Cultural Heritage as a basis for Peace, Harmony and Democracy)	(27,75,644.30)	15,52,514.00
Bftw (N-IND-2019-0202 / Reaffirming South Asian Cultural Heritage as a Basis for Peace, Harmony and Democracy)	12,30,366.00	-
Misereor Project No.321-923-1012 ZG Composite Heritage for Peace in Jammu and Kashmir, India	10,09,972.25	-
<b>TOTAL</b>	<b>(2,29,851.05)</b>	<b>17,23,549.00</b>

**SCHEDULE [03] : ASSET FUND**

**FCRA PROJECTS**

Gross Value	3,01,958.82	3,85,021.00
Add: Purchased during the year	1,44,824.00	40,800.00
Less: Disposed off during the year	-	14,616.18
Less: Depreciation transferred to Assets fund	96,348.00	1,09,246.00
<b>TOTAL</b>	<b>3,50,434.82</b>	<b>3,01,958.82</b>

**LOCAL PROJECTS**

Gross Value	-	-
Add: Purchased during the year	-	-
Less: Disposed off during the year	-	-
Less: Depreciation transferred to Assets fund	-	-
<b>TOTAL</b>	<b>3,50,434.82</b>	<b>3,01,958.82</b>

**SCHEDULE [05] : CLOSING CASH & BANK BALANCE**

<b>Cash in Hand</b>	7,084.00	16,271.00
FCRA Projects	1,841.00	10,785.00
Local Projects	-	-
<b>Cash at Bank</b>	22,01,800.19	29,39,221.24
Canara Bank A/C No: 1305101039034)	76,794.54	3,88,432.54
Canara Bank ( A/c - 1305101039036)	1,03,353.30	-
HDFC Bank (A/c - 5010033227861)	-	-
<b>TOTAL</b>	<b>23,90,873.03</b>	<b>33,54,709.78</b>

**SCHEDULE [06] : LOAN AND ADVANCES**

Advance to Designers	-	3,00,000.00
Pixmagnate works	-	15,000.00
Salary Advance	5,95,089.00	-
Sai Kripa Samadhan Sewa	127.00	-
Advance to Jan Mohd.	6,000.00	-
<b>TOTAL</b>	<b>6,01,216.00</b>	<b>3,15,000.00</b>



# INSTITUTE FOR SOCIAL DEMOCRACY

110 NAMBARDAR HOUSE, 62A LAXMI MARKET, MUNIRKA, NEW DELHI- 110067

CONSOLIDATED PROJECTS

AMOUNT IN INR

## Schedules forming part of Financial Statement

F.Y. 2019-20

F.Y. 2018-19

### SCHEDULE [07] : GRANT RECEIVABLE

*Bftw (20130124 G / KED EK 23/2013 Reaffirming South Asian Cultural Heritage as a basis for Peace, Harmony and Democracy)*

Opening Grant Receivable	3,54,469.00	3,54,469.00
Less: Grant Received During the Year	3,54,469.00	-
<b>TOTAL</b>	-	<b>3,54,469.00</b>

### SCHEDULE [08] : CURRENT LIABILITIES

Design and Dimensions Payable	-	3,54,469.00
TDS Payable	57,128.00	-
EPF Payable	1,01,367.00	-
<b>TOTAL</b>	<b>1,58,495.00</b>	<b>3,54,469.00</b>

### SCHEDULE [09] : GRANT IN AID

*Bftw/CASA (Regional Mainstreaming of Local Capacities for Peace Approach in South Asia)*

Grant received During the year	12,83,650.00	9,39,500.00
Add: Bank Interest	37,084.00	12,945.00
	<b>13,20,734.00</b>	<b>9,52,445.00</b>

*Bftw (20130124 G / KED EK 23/2013 Reaffirming South Asian Cultural Heritage as a basis for Peace, Harmony and Democracy)*

Grant received during the year	3,54,469.00	-
Less: Opening Grant Receivable	3,54,469.00	3,54,469.00
Add: Closing Grant Receivable	-	3,54,469.00
	-	-

*Bftw (N-IND-2016-0263 Reaffirming South Asian Cultural Heritage as a basis for Peace, Harmony and Democracy)*

Grant received during the year	72,95,129.00	1,50,77,703.00
Add: Bank Interest	1,10,520.00	1,72,478.00
	<b>74,05,649.00</b>	<b>1,52,50,181.00</b>

*Bftw (N-IND-2019-0202 / Reaffirming South Asian Cultural Heritage as a Basis for Peace, Harmony and Democracy)*

Transfer from General Fund	72,17,607.00	-
Grant received during the year	30,232.00	-
Add: Bank Interest	-	-
	<b>72,47,839.00</b>	-



# INSTITUTE FOR SOCIAL DEMOCRACY

110 NAMBARDAR HOUSE, 62A LAXMI MARKET, MUNIRKA, NEW DELHI- 110067

CONSOLIDATED PROJECTS

AMOUNT IN INR

## Schedules forming part of Financial Statement

F.Y. 2019-20

F.Y. 2018-19

*Misereor Project No.321-923-1012 ZG Composite Heritage for Peace in Jammu and Kashmir, India*

	F.Y. 2019-20	F.Y. 2018-19
Grant received during the year	18,73,311.25	-
Add: Bank Interest	11,860.00	-
	18,85,171.25	-
<b>TOTAL</b>	<b>1,78,59,393.25</b>	<b>1,62,02,626.00</b>

### SCHEDULE [10] : OTHER INCOME

Reimbursable Income received from CASA against Local Capacity for Peae & Other Activities	-	5,95,494.00
Sale of Assets	-	8,000.00
Sale of Scrap, Newsletter & Magazine	-	8,825.00
Reimbursable Income received from CASA	4,78,384.00	-
<b>TOTAL</b>	<b>4,78,384.00</b>	<b>6,12,319.00</b>

### SCHEDULE [11] : Bftw/ CASA (Regional Mainstreaming of Local Capacities for Peace Approach in South Asia)

#### **Programme Expenses**

Communication Expenses	-	12,077.00
Conveyance Expenses	710.00	-
Co-ordination Staff Cost	4,51,200.00	99,000.00
Social Security	15,785.00	-
Exposure Visit	1,03,345.00	74,638.00
Seminar	21,321.00	17,438.00
Study Circle	-	55,841.00
Meeting with youth	-	3,600.00
Follow up	-	1,50,187.00
Follow up Meeting	-	4,900.00
DNH/Conflict Transformation Workshop	1,10,637.00	1,77,460.00
Gender Workshop	1,59,373.00	1,28,417.00
Street Play	6,415.00	9,380.00
Consultancy Charges	3,540.00	-
Youth Camps	79,852.00	-
<b>Admin Expenses</b>		
Electricity & Water	16,200.00	16,170.00
Audit Fees	11,800.00	11,800.00
Bank Charges	416.00	317.00
Postage & Courier	269.00	-
Printing & Stationary	300.00	8,030.00
Repair & Maintenance	4,027.00	-
Staff Welfare	6,642.00	-



# INSTITUTE FOR SOCIAL DEMOCRACY

110 NAMBARDAR HOUSE, 62A LAXMI MARKET, MUNIRKA, NEW DELHI- 110067

## CONSOLIDATED PROJECTS

AMOUNT IN INR

Schedules forming part of Financial Statement		
	F.Y. 2019-20	F.Y. 2018-19
Internet Expenses	4,850.00	7,444.00
Telephone and Fax	16,620.00	4,711.00
Photocopy	1,977.00	
Travel Cost for LCPCC Meeting & Workshop	4,78,384.00	-
<b>TOTAL</b>	<b>14,93,663.00</b>	<b>7,81,410.00</b>

### SCHEDULE [12] : Bftw (N-IND-2016-0263 Reaffirming South Asian Cultural Heritage as a basis for Peace, Harmony and Democracy)

<b>Programme Cost</b>		
Workshops & Trainings	9,95,520.00	13,62,724.00
Taking CH to Grassroot Level and Mainstreaming	17,99,430.00	20,63,055.00
Annual Backstopping within ISD	-	2,24,070.00
Material for Popular Education and Dissemination	12,92,546.30	11,11,553.00
Research & Survey	1,71,821.00	2,17,291.00
Training for ISD Staff	11,02,167.00	78,629.00
Staff Travel	1,27,086.00	2,43,130.00
<b>Programme Personnel</b>		
Programme Staff Salaries	34,76,094.00	58,47,385.00
Staff Social Security	3,10,759.00	6,70,834.00
<b>Admin &amp; Accounts Personnel</b>		
Administrative Staff Salaries	3,57,600.00	8,24,190.00
<b>Administration Cost</b>		
Office Running Cost	5,48,270.00	10,54,806.00
<b>TOTAL</b>	<b>1,01,81,293.30</b>	<b>1,36,97,667.00</b>

### SCHEDULE [13] : Bftw (N-IND-2019-0202 / Reaffirming South Asian Cultural Heritage as a Basis for Peace, Harmony and Democracy)

<b>Project activities</b>		
Workshops and Trainings on CH	2,17,562.00	-
Staff Capacity Building	1,88,527.00	-
Annual Backstopping with ISD	3,31,441.00	-
Composite Heritage Accompaniment	35,840.00	-
Composite Heritage at Grassroot level and Mainstreaming	6,97,154.00	-
Material for Popular Education and Dissemination	3,36,185.00	-
Research and Survey	25,000.00	-
Travel Costs	1,25,751.00	-
<b>Personnel</b>		
Programme Personnel	25,72,482.00	-
Administrative Staff	9,04,606.00	-
<b>Administration Cost</b>		
Administration Incl. Audit & Bank Charges	4,62,101.00	-
<b>Procurement</b>		
Procurement: Office equipment	1,20,824.00	-
<b>TOTAL</b>	<b>60,17,473.00</b>	



**INSTITUTE FOR SOCIAL DEMOCRACY**  
110 NAMBARDAR HOUSE, 62A LAXMI MARKET, MUNIRKA, NEW DELHI- 110067

CONSOLIDATED PROJECTS

AMOUNT IN INR

Schedules forming part of Financial Statement

F.Y. 2019-20

F.Y. 2018-19

**SCHEDULE [14] : Misereor Project No.321-923-1012 ZG Composite Heritage for Peace in Jammu and Kashmir, India**

**Non-Recurrent Expenditure**

1 Computer System, 1 Voice Recorder, 1 Camera 24,000.00 -

**Staff Costs**

2 Programme Associates, 2 Community Resource, Person, 1 Chief Functionary (Part-Time) 4,57,550.00 -

1 Account in Charge and Head of Finance (both Part-Time), 1 Account Assistant 1,35,060.00 -

Social Security 28,171.00 -

**Project Activities**

Exposure Visits, Campaign and alliance building, grassroot initiatives 1,51,348.00 -

**Project Administration**

Office Rent 62,800.00 -

Other Admin Costs (postage, telephone, internet charges, photocopies, etc.) 16,270.00 -

**TOTAL** 8,75,199.00 -

**SCHEDULE [15] : GRANT IN AID**

Bftw/ CASA (Regional Mainstreaming of Local Capacities for Peace Approach in South Asia) 12,83,650.00 9,39,500.00

Bftw (20130124 G / KED EK 23/2013 Reaffirming South Asian Cultural Heritage as a basis for Peace, Harmony and Democracy) 3,54,469.00 -

Bftw (N-IND-2016-0263 Reaffirming South Asian Cultural Heritage as a basis for Peace, Harmony and Democracy) 72,95,129.00 1,50,77,703.00

Bftw (N-IND-2019-0202 / Reaffirming South Asian Cultural Heritage as a Basis for Peace, Harmony and Democracy) 72,17,607.00

Misereor Project No.321-923-1012 ZG 18,73,311.25

**TOTAL** 1,80,24,166.25 1,60,17,203.00



**INSTITUTE FOR SOCIAL DEMOCRACY**

110, Nambardar House, 62A, Laxmi Market, Munirka, New Delhi-110067

**SIGNIFICANT ACCOUNTING POLICIES AND NOTES FORMING PART OF  
ACCOUNTS FOR THE YEAR ENDED ON 31<sup>st</sup> MARCH 2020****A. SIGNIFICANT NOTES ON ACTIVITIES**

ISD came into existence at the backdrop of unprecedented violent conflict that South Asia has witnessed over the last ten years. Which have become a routine affair. Thousands of men, women and children fell victim to this madness.

ISD has chosen Composite Heritage as a tool for conflict transformation and violence prevention. Composite Heritage is chosen as a tool, because of the fact that irrespective of the caste, religion, and gender every individual relates to it. Composite Heritage belongs to no individual, it belongs to the masses. It is only then that it is composite.

**B. SIGNIFICANT ACCOUNTING POLICIES**

1. **Basis of Accounting:** The accounts are prepared on historical cost basis as a 'going concern'. Income and Expenses are accounted for on Accrual Basis following generally accepted accounting principles and practices.
2. **Fixed Assets:** Assets are stated at cost of acquisition including taxes, duties and other incidental expenses relating to acquisition and installation.
  - a) Assets purchased out of grant received are charged to Income & Expenditure Account under the head "COST INCURRED ON ASSETS ACQUISITION" under the concerned project expenses head. Simultaneously Asset Fund is created against the value of the Fixed Assets charged to the Income & Expenditure Account.
  - b) In case of Assets created out of own fund is shown under the head Fixed Assets.
  - c) Fixed Assets are shown at Written Down Value in the Balance Sheet
  - d) No revaluation of fixed assets was made during the year.



3. **Depreciation:** Depreciation on depreciable assets is charged on written down value method as per the rates and manner prescribed under Appendix 1 to the Income Tax Rule 1962.

<u>Item</u>	<u>Rate of Depreciation</u>
Air Conditioner	15%
Office and Other Equipment	15%
Computer	40%
Furniture & Fixtures	10%

As the total value of the Assets acquired out of the Grant fund is charged to revenue during the year of purchase, depreciation on such assets is adjusted against the Assets Fund for disclosure purpose in the Balance Sheet.

4. **Revenue Recognition:** Restricted project grants were recognized as income on the grant received during the project period on the prorate basis of respective projects, whereas unrestricted project grants and Donations were recognized on the basis of receipts in accordance to the guidelines on "Not for Profit Organization" issued by The Institute of Chartered Accountants of India.
5. **Project Fund:** The Project Fund was recognized on the basis of unspent balance of Grant Recognized as income over the grant utilized during the period. Grant Income of the year, to the extent unutilized has transferred to Project Fund vide schedule -No.-02 of the Balance Sheet.
6. **Other Income:** Amount disclosed in Income & Expenditure Account and Receipt and Payment Account under the head "Other Income" represents the amount realized as follows:  
Reimbursement Income: Rs. 4,78,384/-
7. **Grant Receivable:** Expenses incurred in excess of the grant received during the year, in accordance of the memorandum of the understanding or terms of reference with the funder, has been recognized as grant receivable.



8. **Bank Interest:** Interest earned on saving bank account is reflected under the Income & Expenditure Account after allocating such interest derived on unutilized donor funds. The interest is accounted under the Receipts & Payment Account as the total interest received during the period from 01.04.2019 to 31.03.2020 in the savings bank account.
9. **Expenditure:** Expenses are disclosed on Accrual basis in the Income & Expenditure Account.
10. **Foreign Contribution:** Foreign Contributions are accounted for on the basis of the credit advice received from bank.

### **C. NOTES TO ACCOUNTS**

1. Income & Expenses incurred out of Foreign Grants are generally disclosed as per the requirements of the Rule 5 of Foreign Contribution Regulation Rule 2011.
2. There is no such income which is of a business nature as defined under Section 2(15) of the Income Tax Act, 1961
3. Previous year figures to the extent possible has been regrouped and rearranged wherever required.
4. **Pending Legal Case/Contingent Liabilities:** It was informed to us by the management that there are no legal cases pending or initiated during the year either by any individual or organization against INSTITUTE FOR SOCIAL DEMOCRACY.
5. The Accounts relating to Foreign Funds are in Conformity with the provision of FCRA 2010. Specific care was taken the applicability of Rule 4 & Rule 5 of the FCRR, 2011.
6. **The Organization is registered under :**
  - a) Trust Act vide Registration No 2333 dated 05.04.2004.
  - b) Under section 12A of the Income Tax Act, 1961 vide Registration No. A5/I1012/04/529 dated 16.07.2004.





# S. Sahoo & Co.

## Chartered Accountants

### Independent Auditor's Report

To the Trustees of  
Institute For Social Democracy  
110 Nambardar House, 62A Laxmi Market,  
Munirka, New Delhi- 110067

### Report on the Financial Statements

#### Opinion

1. We have audited the accompanying financial statements of **Institute For Social Democracy (ISD) [PAN: AAATI4098Q]**, which comprise the Balance Sheet as at 31 March 2020, the Income and Expenditure Account, Receipts & Payment Account for the year then ended, and significant accounting policies and notes to the financial statements.
2. In our opinion and to the best of our information and according to the explanations given to us, the aforesaid financial statements give the information required by the Act in the manner so required and comply, in all material respects, with the conditions laid down in the Scheme for the management and administration of the Trust and the rules made thereunder, to the extent relevant and applicable, and give a true and fair view in conformity with the accounting principles generally accepted in India, of the state of affairs of the Trust as at 31 March 2020, and its surplus for the year ended on that date

#### Basis of Opinion

3. We conducted our audit in accordance with the Standards on Auditing (SAs). Our responsibilities under those Standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Trust in accordance with the Code of Ethics issued by the Institute of Chartered Accountants of India ('ICAI') and we have fulfilled our other ethical responsibilities in accordance with these requirements and the Code of Ethics. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Responsibilities of the Trustee for the Financial Statements

4. The Trustee ('management') is responsible for the preparation of these financial statements that give a true and fair view of the financial position and financial performance of the Trust in accordance with the accounting principles generally accepted in India. This responsibility also includes maintenance of adequate accounting records in accordance with the provisions of the Act for safeguarding of the assets of the Trust and for preventing and detecting frauds and other irregularities; selection and application of appropriate accounting policies; making judgments and estimates that are reasonable and prudent; and design,



implementation and maintenance of adequate internal financial controls, that were operating effectively for ensuring the accuracy and completeness of the accounting records, relevant to the preparation and presentation of the financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

5. In preparing the financial statements, management is responsible for assessing the Trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Trust or to cease operations, or has no realistic alternative but to do so.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

6. Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Standards on Auditing will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.
7. As part of an audit in accordance with Standards on Auditing, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:
  - Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence including the utilization certificates submitted by the sub-recipients, that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
  - Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances.
  - Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management.



- Conclude on the appropriateness of Trust's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Trust's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Trust to cease to continue as a going concern.
  - Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
8. We communicate with the management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### Other Matter

9. We have also issued our audit report as per Form No. 10B pursuant to the requirements of section 12A(1)(b) of the Income-tax Act, 1961, on the financial statements prepared by the management as required by the provisions of the Income-Tax Act, 1961 covering the same period as these accompanying financial statements.

#### Report on Other Legal and Regulatory Requirements

10. As required under other regulatory requirements, we report as under for the year ended 31 March 2020:
- a. Trust has maintained its books of accounts in electronic mode. The books of accounts are updated and maintained by the finance department of the Trust on regular basis. The books of accounts are maintained in Delhi location. In our opinion and accordingly information provided to us, proper books of accounts are maintained by the Trust and the same is maintained in accordance with the provisions of the Act and the rules made thereunder.
  - b. Receipts and disbursements are properly and correctly shown in the accounts;
  - c. The cash balance, vouchers, bank book etc. are in custody of Executive Director and the same are in agreement with Books of account on the date of our audit.
  - d. All books, deeds, accounts, vouchers or other documents or records required by us were produced for audit;



- e. The Executive Director and Head-Finance of the Trust has furnished all information required for audit;
- f. In our opinion and according to the information provided to us, no property or funds of the Trust were applied for any object or purpose other than the object or purpose of the Trust;
- g. Trust has invested its surplus in fixed deposit in scheduled Bank as defined in Reserve Bank of India Act, 1934 as well as under the provisions of section 11(5) of the Income Tax Act.
- h. In our opinion and according to the information provided to us, no cases of irregular, illegal or improper expenditure or failure or omission to recover moneys or other property belonging to the public trust or of loss, or waste of moneys or other property thereof, and whether such expenditure, failure, omission, loss or waste was caused in consequence of breach of trust or misapplication or any other misconduct on the part of the trustee or any other person while in the management of the Trust were identified;
- i. In our opinion and according to the information provided to us, no trustees has any interest in the investment of the trust;
- j. In our opinion and according to the information provided to us, no material irregularities were pointed out in the books of accounts of previous year.

**For S. Sahoo & Co**  
**Chartered Accountants**  
FR NO.: 322952E



**CA. Subhajt Sahoo, FCA, LLB**  
Partner  
M. No: - 057426  
UDIN: 20057426AAABCN3058

Place: New Delhi  
Date: 01.12.2020