

FEEDBACK ON BUDGET 2022

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| **Group number** | 123 |
| **Project name** | KTG Computer Literacy |

Feedback on expenses

* Please note: Receipts must be attached (please paste each receipt on a blank A4 sheet).
* Taxi money, Uber or Taxify– no receipt (Indicate the date and amount)
* Petrol money X R2.50 per kilometre – make an excel spreadsheet and indicate
* In the case where you have a surplus of money – buy materials for the institution or refund the module. Ask for Mr Manaiwa to provide you with the account no of the module.
* This money is NOT for food for yourself or the community– only materials and transport
* Use the following format and create a budget on an excel sheet

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| **Income** | **Amount** |
| UP sponsorship (The money received from the JCP- module) per person(4) | R 3 80.00 |
| UP transport |  |
| Sponsorship (transfer materials received into an amount, e.g. 1 litre of paint =  R450) |  |
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| **Total income** | R 3 80.00 |
|  | |
| **Expenses** | **Amount** |
| 1 Transport (65%) per person(4) | R 2 47.00 |
| 2 Notes and Paper(15%) per person(4) | R 57.00 |
| 3 Stationery eg. Pens, pensils, rulers etc. (20%) per person (4) | R 76.00 |
| 4 |  |
| 5 |  |
| 6 |  |
| 7 |  |
| 8 |  |
| 9 |  |
| **Total expenses** | R 3 80.00 |