**Budgeting**

Three main points:

Budget Planning

Budget Execution / Monitoring

Reporting

Budget planning

To be constructed based on projects proposed within each district.

Each district can enter any number of projects that they are interested, together with their duration and estimated budget.

Projects can be small or large. Amount of money estimated for the project determines its size. Large projects should have Cost Benefit Analysis attached during planning phase.

Within each district, there should be a commission of three who decide which projects should be approved and then which have higher priority, based on the government policies among other. Approval and sorting / ranking system for the commission should exist.

If some of the district budget comes from the central level (such as Ministry of Finance), than the central level must have final approval on the projects.

Central level could be the ultimate administrator / reviewer of the projects planned within the budget. Therefore Central level may need a dedicated person per District for project review.

Maybe central level may decide the District threshold on the budget (depending on Ghana laws)

Budget Execution / Monitoring

Monitor the execution of the project approved last year.

The execution data values (cash flow) should come from the Oracle system that Ghana has.

Various things could be monitored:

Total value spent per project throughout the years. Percentage spent throughout the years.

Expenditure, Physical Progress, Obligations, Variance between planned or allocated budget and expenditure, Monthly cashflow, Cumulative work completed, Expenditure by departments etc.

Reporting

Separated into 2 groups:

Reports for planning

Reports for Monitoring

Planning Reports:

All projects planned. All projects approved and ranked by the district commission. All the projects approved by the central level.

Number of projects at each stage. Projects aligned with government priorities.

Per district, per region and National.

Monitoring reports:

Reports based on quarters and final annual report.

Reports for monitoring large projects.

Reports for overdue / late projects.

Per project, per district, per region and National.