



General information form (GIF)

Organization ( ) acronym ( ) general information on first six months  Second six months  year 201... 139...

Annual budget approved	( ) six months expenses of current year		Name of donors	Kind of the activities and projects	Number of current year projects			Bank account number and the amount of money in that	Number of vehicles			Equipment	Number of staff		Bank account number	Organization email address
	Project expenses	Administration expenses including organization venue and guest house rent			Completed	Under work	Total projects		Private license plate	Temporary license plate	Total vehicles		Local	International		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
<b>Total budget:</b> ( )	<b>Total expenses:</b> ( )	<b>Total administration expenses:</b> ( )		1 health <input type="checkbox"/> 2 education <input type="checkbox"/> 3 agriculture <input type="checkbox"/> 4 irrigation <input type="checkbox"/> 5 demining <input type="checkbox"/> 6 social services <input type="checkbox"/> 7 capacity building <input type="checkbox"/> 8 public awareness <input type="checkbox"/> 9 skills development <input type="checkbox"/> 10 environment and natural resources development <input type="checkbox"/> 11 other activities <input type="checkbox"/> 12 advocacy <input type="checkbox"/> 13 peace building <input type="checkbox"/>								Equipment Number 1. Computer ( ) 2. Printer ( ) 3. Xerox ( ) 4. Scanner ( ) 5. Camera ( ) 6. Fan ( ) 7. AC ( ) 8. Generator ( ) 9. Tell and Mob ( ) 10. Other equipment ( )  The equipment list should be attached.				
<b>From which:</b>		<b>From which</b>														
<b>1. Donation of new projects donors:</b> ( )		<b>1. Administration expense in Afghanistan:</b> ( )														
<b>2. Donation of previous projects donors:</b> ( )		<b>2. The expenses of the main office abroad</b> ( )														
<b>3. The portion of organization budget:</b> ( )																

Extra information:

- The main problems of NGO in six months: (.....)
- The comments and suggestions for NGO improvement: (.....)

Name and signature of individual in charge of the programs: (.....)  
Name and signature of individual in charge of finance: (.....)  
Name and signature of president of the organization on Afghanistan: (.....)