

RIGHT2KNOW

NATIONAL & WESTERN CAPE

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Right2Know Campaign Assessment of financial health and integrity of systems.

(updated January 2017)

The Right2KnowR2K was formed as a loose network in August 2010. The Campaign's first National Summit was convened in February 2011 where it was agreed that R2K should be established as a legal entity with its own constitution, elected board, bank account etc.

By June 2011, we signed a service level agreement with the Institute for Security Studies (ISS) stating that the ISS would provide financial management support to the R2K national office. In June 2012 we completed the process of adopting our first constitution and opened our own bank account. We appointed [Cathy Masters Development Services \(CMDS\)](#) to provide support with our financial management. In November 2013 we installed pastel Pastel software in our office and now maintain our own financial records with regular oversight from CMDS. R2K is registered as a Non Profit Organisation. Our NPO number is 132-307. We also have PBO (tax exempt) status.

Both the R2K/ISS project (Aug 2010 – June 2012) and R2K entity (July 2012 – Dec 2016) have received clean audits. In line with our commitment to transparency and accountability we publish links to our audited financial statements for [2012](#) and [2013](#), [2014](#), [2015](#) and [2016](#).

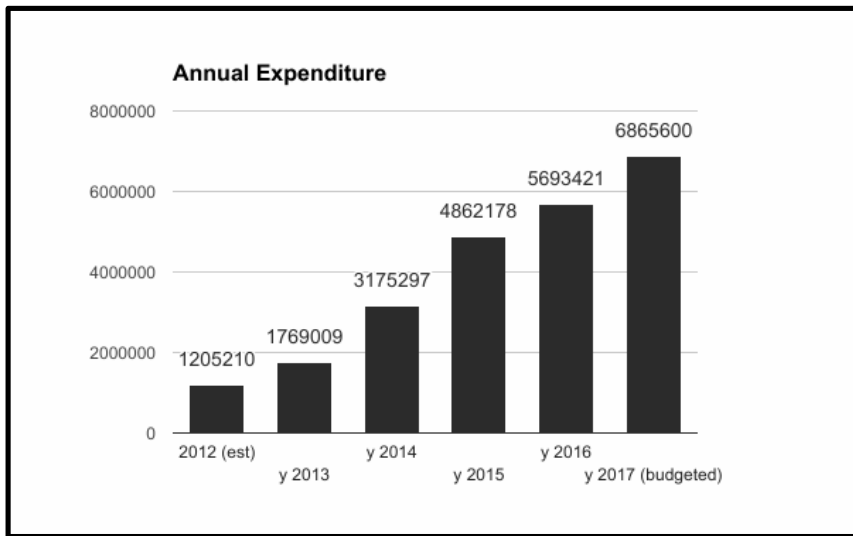
Our finances are managed in accordance with our detailed Financial Policies that outline roles, responsibilities and protocols. See Section 9 of our [Policy & Procedures Manual](#) (as of November 2016) .

The National Working Group (NWG), our NPO Board, develops and adopts a 3-year budget linked to our 3-year strategic framework and reviews our budget annually, reflecting on expenditure to adopt a refined budget for the coming year. The NWG presents this budget, together with a financial report, to the National Summit annually.

A standing Finance Subcommittee of the NWG oversees fund-raising and financial management. The NWG receives monthly reports before their monthly teleconference. regarding income, fund-raising, and expenditure, and statement of financial position, including balances of unaccounted for advances to provinces for follow up.

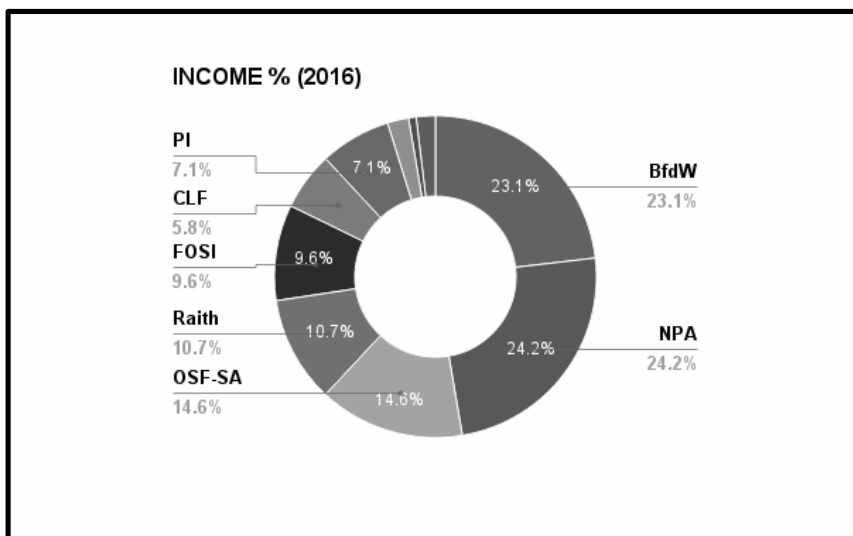
Provincial structures in KZN, Gauteng and the Western Cape access funds by submitting regular budgets. Funds are transferred as advances and Provinces must submit proof of expenditure before a further advance is made.

The Campaign's income has grown steady from initial short term project funding from a single donor to multiple donors and core and multi year contracts. Our annual budget has begun to plateau after our early years of rapid growth. In 2017 we are planning for an inflation related increase in salaries, 10% increase in overheads and 15% growth in programme costs.



Our income continues to be diversified ensuring limited donor dependency. We managed to raise our full budget for 2016. 75% of our funds are core funds enabling great flexibility and responsiveness.

In 2016 we had a total of seven donors: Bread for the World, Claude Leon Foundation, Norwegian People's Aid, the Open Society Foundation, and Raith Foundation provide multi-year core funding. The OSF Information Programme and Privacy International provided project funds. We also generate some unrestricted income from fund raising initiatives/events and small donations from individuals. This income is saved, if possible, to begin to build a small reserve as a protection against funding delays and shortfalls.



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