

INSTITUTE OF LEADERSHIP AND DEVELOPMENT

**FINANCIAL STATEMENTS FOR THE YEAR ENDED
31ST DECEMBER, 2020**

**EDDIE NIKOI ACCOUNTING CONSULTANCY
CHARTERED ACCOUNTANTS
AND MANAGEMENT CONSULTANTS**

INSTITUTE OF LEADERSHIP AND DEVELOPMENT
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INSTITUTE OF LEADERSHIP AND DEVELOPMENT
EXECUTIVE MEMBERS, OFFICIALS AND REGISTERED OFFICE

Executive members: Issah Ali
Abdul Razak Ali
Fatima Abdulai

Secretary: Abdul Razak Ali

Registered Office: House Number E49/12
Ashie Street Nima
Accra
Greater Accra Region
P. O. Box YK. Kanda, Accra
Ghana

Contact Details: 0303934021
0244057950

Auditors: EDDIE NIKOI ACCOUNTING CONSULTANCY
CHARTERED ACCOUNTANTS AND
MANAGEMENT CONSULTANTS
P.O. BOX OS 51
OSU – ACCRA.
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Reg. No: CG057982017

TIN: C0008110123

INSTITUTE OF LEADERSHIP AND DEVELOPMENT
EXECUTIVE MEMBERS' REPORT

The Executive Members present herewith the audited accounts of the Organization for the year ended 31st December, 2020 and report thereon as follows:

1. The Statement of Financial Position has been signed by two Directors indicating their approval of such Statement of Financial Position and the attached Accounts on pages 7 to 14.

2. INSTITUTE OF LEADERSHIP AND DEVELOPMENT is a non - profit organization involved in building leadership capacity and promoted development.

	2020 GH¢	2019 GH¢
3. Balance brought forward on Income & Retained Funds as at 1st January, 2020:	1,107.56	-
To which must be added Income surplus for the period after charging all expenditure & depreciation:	<u>4,759.71</u>	<u>1,107.56</u>
Balance Brought Down	5,867.27	1,107.56
Less Distribution to Members	-	-
Balance carried forward on Income & Retained Funds as at 31st December, 2020:	<u>5,867.27</u>	<u>1,107.56</u>

4. No Distribution to Members was recommended by the Directors.

5. In accordance with section 139(5) of the Companies Act 2019 (Act 992), the Auditors, Eddie Nikoi Accounting Consultancy, continue in office as Auditors of the Organization.

BY ORDER OF THE BOARD



Executive Member

Name:

ISSAH ALI

Date:

4TH MARCH 2021



Executive Member

Name:

FATIMA ABDULAI

Date:

3RD MARCH 2021

**INSTITUTE OF LEADERSHIP
AND DEVELOPMENT
P. O. BOX YK 982 KANDA
ACCRA - GHANA**

INSTITUTE OF LEADERSHIP AND DEVELOPMENT
STATEMENT OF EXECUTIVE MEMBERS' RESPONSIBILITIES

The Executive Members are responsible for preparing financial statements for each financial year which gives a true and fair view of the state of affairs of the organization at the end of the financial year and of the surplus or deficit of the organization for the year. In preparing those financial statements, the directors are required to:

- i. select suitable accounting policies and then apply them consistently.
- ii. make judgements and estimates that are reasonable and prudent.
- iii. state whether the applicable accounting standards have been followed.
- iv. prepare the financial statements on the going concern basis unless it is inappropriate to presume that they will continue in business.

The Executive Council Members are responsible for ensuring that the organization keeps accounting records which disclose with reasonable accuracy the financial position of the organization and which enable them to ensure that the financial statement comply with IFRS for SMEs. They are responsible for taking such steps as are reasonably open to them to safeguard the assets of the organization, and to prevent and detect fraud and other irregularities.

The financial statements do not contain untrue statements, misleading facts or limit or omit material facts to the best of our knowledge

Approval of the financial statements

The financial statements, as indicated, were approved by the Executive Members and were signed on their behalf by:

Signature.....

Date.....

Executive Member's name.....

Signature.....

Date.....

Executive Member's name.....

**INSTITUTE OF LEADERSHIP
AND DEVELOPMENT
P. O. BOX YK 982 KANDA
ACCRA, GHANA**



EDDIE NIKOI ACCOUNTING CONSULTANCY

Chartered Accountants, Management Consultants, Fixed Assets Management and Revaluation Experts,
Accountancy Tutors & Tax Experts

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DZORWULU ANNEX:

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INSTITUTE OF LEADERSHIP AND DEVELOPMENT

INDEPENDENT AUDITOR'S REPORT

To the Directors of **INSTITUTE OF LEADERSHIP AND DEVELOPMENT**

Opinion

In our opinion, the Organization's financial statements present fairly, in all material respects, *a true and fair view of the financial position of INSTITUTE OF LEADERSHIP AND DEVELOPMENT as at December 31, 2020, and of its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards (IFRSs).*

We have audited the financial statements of the Organization, which comprise the statement of financial position as at December 31, 2020, and the statement of income and expenditure, accumulated fund and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). 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 Organization within the meaning of the Companies Act 2020 and have fulfilled our other responsibilities under those ethical requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Going Concern

The Organization's financial statements have been prepared using the going concern basis of accounting. The use of this basis of accounting is appropriate unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

As part of our audit of the financial statements, we have concluded that management's use of the going concern basis of accounting in the preparation of the Organization's financial statements is appropriate.

Management has not identified a material uncertainty that may cast significant doubt on the entity's ability to continue as a going concern, and accordingly none is disclosed in the financial statements. Based on our audit of the financial statements, we also have not identified such a material uncertainty. However, neither management nor the auditor can guarantee the Organization's ability to continue as a going concern.

INSTITUTE OF LEADERSHIP AND DEVELOPMENT

INDEPENDENT AUDITOR'S REPORT

Responsibilities of Directors for the Financial Statements

The directors are responsible for the preparation and fair presentation of these financial statements in accordance with IFRSs and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. The directors are responsible for overseeing the Organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements


The objectives of our audit 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 ISAs 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.

REPORT ON OTHER LEGAL REQUIREMENTS

The Companies Act, 2020 requires that in carrying out our audit work we consider and report on the following matters:

We confirm that:

- I. We have obtained all the information and explanations which to the best of our knowledge and believe were necessary for the purpose of the audit.
- II. In our opinion proper books of account have been kept by the Organization in so far as appears from our examination of those books; and
- III. The Organization's statement of financial position and statement of income and expenditure are in agreement with the books of account.


SIGNED BY EDDIE NIKOI (ICAG/P/1040)
FOR AND ON BEHALF OF
EDDIE NIKOI ACCOUNTING CONSULTANCY: (ICAG/F/2020/110)
CHARTERED ACCOUNTANTS
NEAR OSU RE KFC RESTAURANT
P. O. BOX OS 51
OSU - ACCRA



DATE: 10th March 2021

INSTITUTE OF LEADERSHIP AND DEVELOPMENT
STATEMENT OF FINANCIAL POSITION AS AT 31ST DECEMBER, 2020

Notes

Assets:		<u>2020</u>	<u>2019</u>
<u>Non-current assets</u>		GH¢	GH¢
Property, Plant & Equipment		-	-
Total non-current assets		<u>-</u>	<u>-</u>
 <u>Current assets</u>			
Bank & cash	4	6,167.27	1,407.56
Total current assets		<u>6,167.27</u>	<u>1,407.56</u>
Total assets		<u>6,167.27</u>	<u>1,407.56</u>
 Liabilities:			
<u>Non-current liabilities</u>			
Loan		-	-
Total non-current liabilities		<u>-</u>	<u>-</u>
 <u>Current liabilities</u>			
Accounts payable	8	300.00	300.00
Total current liabilities		<u>300.00</u>	<u>300.00</u>
Total net assets/ Accumulated fund		<u>5,867.27</u>	<u>1,107.56</u>
 <u>Funds:</u>			
Restricted funds	Pg 8	-	-
Unrestricted funds	Pg 8	5,867.27	1,107.56
Total funds		<u>5,867.27</u>	<u>1,107.56</u>

INSTITUTE OF LEADERSHIP AND DEVELOPMENT
STATEMENT OF INCOME AND RETAINED FUNDS
FOR THE YEAR ENDED 31ST DECEMBER, 2020

	<u>Notes</u>	<u>2020</u> GHc Unrestricted funds	<u>2020</u> GHc Restricted funds	<u>2020</u> GHc Total funds
Income & restricted funds from:				
Donations & Contributions	6	19,336.00	-	19,336.00
Total		<u>19,336.00</u>	<u>-</u>	<u>19,336.00</u>
 Expenditure on:				
running the Ministry & other activities	5	14,432.75	-	14,432.75
Social purpose activities		-	-	-
Other	7	143.54	-	143.54
Net income/(expenditure)		<u>14,576.29</u>	<u>-</u>	<u>14,576.29</u>
Net movement in funds		<u>4,759.71</u>	<u>-</u>	<u>4,759.71</u>
 Reconciliation retained for:				
Retained funds b/f		1,107.56	-	1,107.56
Transfer between unrestricted & restricted funds		4,759.71	-	4,759.71
Distributions to members		-	-	-
Retained funds c/f		<u>5,867.27</u>	<u>-</u>	<u>5,867.27</u>

INSTITUTE OF LEADERSHIP AND DEVELOPMENT
CASH FLOW STATEMENT
FOR THE YEAR ENDED 31ST DECEMBER, 2020

	<i>Note</i>	<u>2020</u> GHc	<u>2019</u> GHc
<u>Cash flow from operating activities:</u>			
Net cash provided by (used in) operating activities	9	4,759.71	1,407.56
<u>Cash flow from investing activities</u>			
Dividends, interest and rent from investment		-	-
Proceeds from the sale of property, plant & equipment		-	-
Purchase of property, plant & equipment		-	-
Proceeds from sale of investments		-	-
Increase/decrease in Accruals		-	-
<i>Net cash provided by (used in) investing activities</i>		<u>4,759.71</u>	<u>1,407.56</u>
<u>Cash flows from financing activities</u>			
Repayment of borrowing		-	-
Cash inflows from new borrowing		-	-
Receipts of restricted funds subject to condition that mean that they cannot be spent in a reporting year		-	-
<i>Net cash provided by (used in) financing activities</i>		<u>-</u>	<u>-</u>
Change in cash & cash equivalent in reporting year		4,759.71	1,407.56
Cash & cash equivalent at the beginning of the reporting year		1,407.56	
Change in cash & cash equivalent due to exchange rate movement		-	-
Cash & cash equivalent at the end of the reporting year		<u><u>6,167.27</u></u>	<u><u>1,407.56</u></u>

INSTITUTE OF LEADERSHIP AND DEVELOPMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER, 2020

1. General information

INSTITUTE OF LEADERSHIP AND DEVELOPMENT is a non-profit organisation in Ghana. The address of its registered office and principal place of business is House Number C164/11, Kotobabi Street, Kotobabi, Accra, Greater Accra Region. P.O.Box YK 982, Kanda, Greater Accra Region - Ghana.

2. Basis of preparation and accounting policies

This set of financial statement prepared by INSTITUTE OF LEADERSHIP AND DEVELOPMENT in accordance with the IFRS for Small and Medium-size Entities' issued by the International Accounting Standards Board (IASB). The financial statements are presented in Ghana Cedis which is the organization's functional currency.

2.1 Going Concern

The organization's governing body has made assessment of its ability to continue as a going concern and is satisfied that it has the resources to continue in business for the foreseeable future. Furthermore, management is not aware of any material uncertainties that may cast significant doubt upon the organization's ability to continue as a going concern.

Therefore, the financial statements continue to be prepared on the going concern basis.

2.2 Revenue recognition

Revenue is recognised to the extent that it is probable that the economic benefit will flow to the organization and the revenue can be reliably measured, regardless of when the payment is being made. Revenue is measured at fair value of the consideration received or receivable, taking into account contractually defined terms of payment and excluding taxes and duty.

2.2.1 Donations & grants

Grants are recognised in accordance with the provisions of the underlying agreements, and where more appropriate, in the year in which the expenditure is respect of which grant was received, was incurred.

Donations are recognised as income when received.

2.3 Income taxes

The organisation has been approved as a charitable organisation in terms of section 97 of the Income Tax Act, 2015, (Act 896) and the receipts & accruals are exempt from income tax in terms of Section 97(4) of the act.

The charitable organisation has been approved for purposes under Section 97 (1)(a) of the act.

INSTITUTE OF LEADERSHIP AND DEVELOPMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER, 2020

2.4 Property, plant and equipment

Property, plant and equipment are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes direct expenditure that are attributable to bringing the asset to the location and the condition necessary for it to be capable of operating in the manner intended by management. The organization adds to the carrying amount of an item of property, plant and equipment the cost of replacing parts item when that cost is incurred if the replacement part is expected to provide an incremental of such an future benefit to the organization. The carrying amount of the replaced part is derecognised the period in which they are incurred. All other repairs and maintenance are charged to profit or loss during the period in which they are incurred.

Items of property, plant and equipment are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is charged so as to allocate the cost of asset over their estimated useful lives, using the straight-line method.

The assets' useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, if there is any indication of significant change since the last reporting date.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount and are recognised within other gains/(losses) - net' in the profit or loss.

2.5 Impairment of Assets

At each reporting date, Property Plant and Equipment, intangible assets and investments in associates are reviewed to determine whether there is any indication that those assets have suffered an impairment loss. If there is an indication of possible impairment, the recoverable amount of any affected assets (or group of related assets) is estimated and compared with its carrying amount. If estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount and an impairment loss is recognised immediately in Income and Expenditure.

Similarly, at each reporting date, inventories are assessed for impairment by comparing the carrying amount of each item of inventory (or group of similar items) with the selling price less cost to complete and sell. If an item of inventory (or group of similar items) is impaired, its carrying amount is reduced to selling price less cost to complete and sell and an impairment loss is recognised immediately in Income and Expenditure.

2.6 Foreign Currency Translations

The organization's financial statements are presented in Ghana Cedis (GHS) which is also the organization's functional currency. Items included in the financial statements of the organization are measured using that functional currency.

Transactions and Balances

Transactions in foreign currencies are initially recorded at the functional currency rate prevailing at the date of the transaction.

Monetary Assets and Liabilities demonstrated in foreign currencies are translated at the functional currency rate of exchange ruling at the reporting date. All differences are taken to the income statement.

Non-monetary items that are measured in terms of historical cost in the foreign currency are translated using the exchange rate at the date of the initial transaction and are not subsequently restated. Non monetary items measured at fair value in a foreign currency are translated using the exchange rate at the date when the fair value was determined.

INSTITUTE OF LEADERSHIP AND DEVELOPMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER, 2020

2.7 Cash and Cash Equivalents

For the purposes of the Cash Flow Statement, Cash and Cash Equivalents comprise cash at banks and in hand, short term fixed deposits with an original maturity of three months or less. Bank overdraft which are repayable on demand. All of the components of the cash and cash equivalent form an integral part of the organization's cash management. Cash and cash equivalents are measured subsequently at amortised cost.

2.8 Provisions

Provisions are recognised when the organization has a present obligation (legal or constructive) as a result of past event, it is probable that the organization will be required to settle the obligation and a reliable estimate can be made of the amount of obligation.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the end of the reporting period. Taking into account the risks and uncertainties surrounding the obligation. When provision is measured using the cash flows to estimate to settle the present obligation, its carrying amount is the present value of those cash flows (when the effect of the time value of money is material)

When some or all of the economic benefits required to settle a provision are expected to be recovered from the third party, a receivable is recognized as an asset if it is virtually certain that reimbursement will be received and the amount receivable can be measured reliably.

3. Critical accounting judgements and key sources of estimating uncertainty

In the application of the organization's accounting policies, which are described in note 2, the directors are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from those estimates. The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the review affects only that period, or in the period of the revision affects both current and future periods.

3.1 Key sources of estimating uncertainty

The following are the key assumptions concerning the future, and other key sources of estimating uncertainty at the end of the reporting period, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

3.1.1 Useful lives of property, plant and equipment

As described at 2.3 above, the organization reviews the estimated useful lives of property, plant and equipment at the end of each reporting period. During the current year, directors determined that the useful lives of certain items of equipment should be shortened, due to developments in technology.

INSTITUTE OF LEADERSHIP AND DEVELOPMENT

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31ST DECEMBER, 2020**

4. Bank & cash

	<u>2020</u>	<u>2019</u>
	GH¢	GH¢
Cash on hand	-	-
Cash at bank:		
Cedi Account	5,591.54	878.51
Dollar Account	575.73	529.05
	<u>6,167.27</u>	<u>1,407.56</u>

5. Expenditure on: **running the NGO & other activities**

	<u>2020</u>	<u>2019</u>
	GH¢	GH¢
Transportation	3,184.75	232.00
Fuel	1,639.00	200.00
Refreshment	1,140.00	-
Media	475.00	-
Hiring	1,650.00	-
Repairs and Maintenance	941.00	-
Print&Stationery	1,770.00	-
Allowance	550.00	-
Cleaning and Sanitation	185.00	-
Other Expense	1,000.00	-
Communication	563.00	-
Training	350.00	-
Registration	985.00	-
Depreciation	-	-
	<u>14,432.75</u>	<u>432.00</u>

6. Income & restricted funds from:

(a) Donations & dues

	<u>2020</u>	<u>2019</u>
	GH¢	GH¢
	Unrestricted funds	Unrestricted funds
Cash at start	-	-
Donations	6,744.00	-
Directors' contribution	12,592.00	1,876.42
Subscriptions	-	-
	<u>19,336.00</u>	<u>1,876.42</u>

7. Other Expenditure

	<u>2020</u>	<u>2019</u>
	GH¢	GH¢
Audit fee	-	300.00
Bank charges	143.54	36.86
	<u>143.54</u>	<u>336.86</u>

INSTITUTE OF LEADERSHIP AND DEVELOPMENT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER, 2020

8. Accounts payable

	<u>2020</u>	<u>2019</u>
	GH¢	GH¢
Balance b/f	300.00	-
Audit fee	-	300.00
	<u>300.00</u>	<u>300.00</u>
Less Payments	-	-
Balance c/f	<u><u>300.00</u></u>	<u><u>300.00</u></u>

9. Operating Activities

	<u>2020</u>	<u>2019</u>
	GH¢	GH¢
Excess of Income over expenditure	4,759.71	1,107.56
Adjustment for:		
Depreciation	-	-
Accounts payable	-	300.00
Accounts receivable	-	-
	<u><u>4,759.71</u></u>	<u><u>1,407.56</u></u>