Budget Fact Sheet – BF
[to be filled out collaboratively by principal, account, and an education manager]

Aimak/ city code: ☐☐

Soum/ district code: ☐☐

School Code: ☐☐☐

School name (please write) _____

Interview code: BF☐

Budget Fact Sheet

To the regional coordinator: Please ensure that the Enumerator name corresponds to the school code by checking the relevant checklist.

	Questions	**Codes / Units**	**Skip**	**Responses**
1	Code of enumerator	Insert you code		☐☐
2	Date of interview	Day / Month /		☐☐ / ☐☐ / **2 0 0 5**
3	Starting time of interview	Exact time in 24 hour format. Example; 15:35		☐☐ : ☐☐

Questionnaire Identification

In this study, we are collecting information on finance at the school level, aimag-level, and Ministry level. The Ministries of Education and Finance already assured us their help to provide the necessary information, and also the aimag-level authorities will provide us with information on their figures. It is important that we also collect information at the school level. For example, we need to understand what budget figures were submitted at each level, and revised or approved at the next. We are using the information that you are providing to see how much of what schools submitted as the budget gets approved at the next levels, and then is actually spent. I therefore ask you to look up all necessary documents that enable us to fill in the exact information.

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1. Information on Finance Formula (zones and norms)

In this section we will talk about the budget planning (including per student flexible cost calculation). We are asking you to give us information on how you used the per student normative mean which is approved every year by the Government separately for primary, secondary and high school levels in your budget planning.

	Questions	Codes / Units	Skip	Responses
1	In what financial zone is your school located?	1=central 2=east 3=middle west 4= west 5= do not know		☐
2	Did you use the regular per student expenditure norm, approved by the Government for you region, to calculate the 2004 budget?	1= yes 2= no		☐
3	Which Normative Mean Expenditure norm did you use to calculate the variable costs for the primary school level?	Insert amount Insert XXX if do not know		☐☐☐☐☐☐T
4	Which Normative Mean Expenditure Norm did you use to calculate the variable cost for the middle school level?	Insert amount Insert XXX if do not know		☐☐☐☐☐☐T
5	Which Normative Mean Expenditure Norm did you use to calculate the variable cost for the high school level?	Insert amount Insert XXX if do not know		☐☐☐☐☐☐T
6	Which Normative Mean Expenditure Norm did you use to calculate the variable cost for your school dormitory?	Insert amount Insert XXX if do not know		☐☐☐☐☐☐T
7	What additional features of your school were considered for calculating the per student expenditure norm?	1=the fact that we are a complex school 2=the fact that we are an independent bagh school 3=the fact that we are an inter-soum school 4=the fact that we are a very small school 5= no additional features were considered 6=other fact, please state:		☐ If other, please state

| 8. | Did you use any other normative measure to calculate the variable cost for your school? | 1=yes, please specify:
2=no | | ☐

If yes, please specify |

2.   Submitted Budget 2004

Could you please find the document that shows how much you submitted for Fiscal Year 2004 (your school's 2004 budget proposal). Usually, schools submitted that document sometime in early summer 2003 (by June 1, 2003).

	Questions	Codes/ Unites	Skip	Responses
1	What is the date of the document (the 2004 budget proposal)?	Insert the date Code 00/00 if the document is not found		☐☐/☐☐/ 2 0 0 4
2	What was the student number listed in the document, that is, on how many students did you base your calculations?	Insert number Code XXXX if no student number listed in the document		☐☐ ☐☐☐
3	What was the total amount that you requested for the flexible costs?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐T
4	What was the total amount that you requested for the fixed costs?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐T
5	What was the total amount that you requested for all other costs?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐T
6	What was the total amount requested in the submitted budget for Fiscal Year 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐T

3.   Approved Budget 2004

Could you please find the document that shows how much budget was approved for your school in Fiscal Year 2004 (your school's 2004 approved budget). Usually, schools receive this document at the end of the year (December 2003)

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	Questions	Codes/ Unites	Skip	Responses
1	What is the date of the document (the 2004budget proposal)?	Insert the date Code XX/XX if the document is not found		☐☐/☐☐/ 2 0 0 3
2	What was the student number listed in the document, that is, on how many students was your school's approved budget calculation based on?	Insert number Code XXXX if no student number listed in the document		☐☐☐☐
3	What was the total amount that was approved for your school's flexible costs?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐ T
4	What was the total amount that was approved for the fixed costs?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐ T
5	What was the total amount that was approved for all other costs?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐ T
6	What was the total amount approved for your school's budget for Fiscal Year 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐ T
7	How much was listed as "income generation" in the approved budget for FY 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐ T

4. Received Amount for 2004

In this section we would like to ask you to give us information on the funds your school received from the Treasury including budget funds and any additional funds from the Treasury like budget amendments. Could you please find all relevant documents that show how much money has been transferred to your school's bank account from the Single Treasury Account throughout the entire fiscal year of 2004.

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	Questions	Codes/ Unites	Skip	Responses
1	What is the date of the document (the 2004 budget transfers from the Single Treasury account to your schools account)?	2004 /mm/dd		☐☐/☐☐ ☐☐/☐☐ ☐☐/☐☐ ☐☐/☐☐ ☐☐/☐☐ ☐☐/☐☐ ☐☐/☐☐ ☐☐/☐☐ ☐☐/☐☐ ☐☐/☐☐ ☐☐/☐☐ ☐☐/☐☐
2	What was the total amount for the flexible costs transferred to your school in the fiscal year 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐☐T
3	What was the total amount for the fixed costs transferred to your school in the fiscal year 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐☐T
4	What was the total amount for all other costs transferred to your school in the fiscal year 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐☐T

| 5 | What was the grand total amount transferred to your school in the fiscal year 2004? | Insert amount Code XXX if do not know | | □□□□□□□□ T |

5. Spent Amount in 2004

Could you please find your school's annual financial expenditure report for Fiscal Year 2004, a document where you report how much money was actually spend on what budget lines in the 2004 fiscal year.

	Questions	Codes/ Unites	Skip	Responses
1	What is the date of the document (the 2004 financial report)?	Insert the date Code 00/00 if the document is not found		□□/□□/ 2 0 0 4
2	What was the student number listed in the document?	Insert number Code XXX if no student number listed in the document		□□□□□
3	What was the total amount that you spent as flexible costs in 2004?	Insert amount Code XXX if do not know		□□□□□□□□ T
4	What was the total amount that you spend as the fixed costs in 2004?	Insert amount Code XXX if do not know		□□□□□□□□ T
5	What was the total amount that you spent on all other costs?	Insert amount Code XXX if do not know		□□□□□□□□ T
6	What was the grand total amount you spent in the Fiscal Year 2004?	Insert amount Code XXX if do not know		□□□□□□□□ T

6.   Budget Amendments in Fiscal year 2004

Now we would like to ask you about budget amendment totals that you requested from the Treasury in the fiscal year 2004 in addition to the school approved budget of 2004. Can you please find documents showing when and how much money the school has requested as a budget amendments (by months) and also tell us reasons for such amendment (as presented to the district/ aimak State Treasury Department when such amendment was requested).

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	Questions	Codes/ Unites	Skip	Responses
1	Did you request any budget amendments in the fiscal year 2004?	1=yes 2=no 3=do not know (please explain why)	➔Next section ➔Next section	☐ If do not know please explain why
2	What total amount of amendments did you request for the entire fiscal year of 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐T
3	What total amount of amendments were received by your schools in fiscal year of 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐T
4	Did you request any budget amendment in January 2004?	1=yes 2=no 3=do not know (explain why)	➔Q9 ➔Q9	☐ If do not know please explain why
5	What reason did you give to the Treasury as to why the school needs budget amendment in January 2004?	Please note explanation as in the original request		☐ Please specify
6	How much did you request as budget amendment in January 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐T
7	How much was approved as budget amendment for your school in January 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐T
8	How much was actually received as budget amendment in January 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐T
9	Did you request any budget amendment in February 2004?	1=yes 2=no 3=do not know (explain why)	➔Q14 ➔Q14	☐ If do not know please explain why
10	What reason did you give to the Treasury as to why the school needs budget amendment in February 2004?	Please note explanation as in the original request		☐ Please specify
11	How much did you request as budget amendment in February 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐T

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12	How much was approved as budget amendment for your school in February 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐☐ T
13	How much was actually received as budget amendment in February 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐☐ T
14	Did you request any budget amendment in March 2004?	1=yes 2=no 3=do not know (explain why)	➔Q19 ➔Q19	☐ If do not know please explain why
15	What reason did you give to the Treasury as to why the school needs budget amendment in March 2004?	Please note explanation as in the original request		☐ Please specify
16	How much did you request as budget amendment in March 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐ T
17	How much was approved as budget amendment for your school in March 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐ T
18	How much was actually received as budget amendment in March 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐ T
19	Did you request any budget amendment in April 2004?	1=yes 2=no 3=do not know (explain why)	➔Q24 ➔Q24	☐ If do not know please explain why
20	What reason did you give to the Treasury as to why the school needs budget amendment in April 2004?	Please note explanation as in the original request		☐ Please specify
21	How much did you request as budget amendment in April 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐ T

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22	How much was approved as budget amendment for your school in April 2004?	Insert amount Code XXX if do not know Code 000 if none		⬜⬜⬜ ⬜⬜⬜ ⬜⬜⬜ T
23	How much was actually received as budget amendment in April2004?	Insert amount Code XXX if do not know Code 000 if none		⬜⬜⬜ ⬜⬜⬜ ⬜⬜⬜ T
24	Did you request any budget amendment in May 2004?	1=yes 2=no 3=do not know (explain why)	➜Q29 ➜Q29	⬜ If do not know please explain why
25	What reason did you give to the Treasury as to why the school needs budget amendment in May 2004?	Please note explanation as in the original request		⬜ Please specify
26	How much did you request as budget amendment in May 2004?	Insert amount Code XXX if do not know		⬜⬜⬜ ⬜⬜⬜ ⬜⬜⬜ T
27	How much was approved as budget amendment for your school in May 2004?	Insert amount Code XXX if do not know Code 000 if none		⬜⬜⬜ ⬜⬜⬜ ⬜⬜⬜ T
28	How much was actually received as budget amendment in May 2004?	Insert amount Code XXX if do not know Code 000 if none		⬜⬜⬜ ⬜⬜⬜ ⬜⬜⬜ T
29	Did you request any budget amendment in June 2004?	1=yes 2=no 3=do not know (explain why)	➜Q34 ➜Q34	⬜ If do not know please explain why
30	What reason did you give to the Treasury as to why the school needs budget amendment in June 2004?	Please note explanation as in the original request		⬜ Please specify
31	How much did you request as budget amendment in June 2004?	Insert amount Code XXX if do not know		⬜⬜⬜ ⬜⬜⬜ ⬜⬜⬜ T
32	How much was approved as budget amendment for your school in June 2004?	Insert amount Code XXX if do not know Code 000 if none		⬜⬜⬜ ⬜⬜⬜ ⬜⬜⬜ T

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33	How much was actually received as budget amendment in June 2004?	Insert amount Code XXX if do not know Code 000 if none		□□□□□□□□ T
34	Did you request any budget amendment in July 2004?	1=yes 2=no 3=do not know (explain why)	➔Q39 ➔Q39	□ If do not know please explain why
35	What reason did you give to the Treasury as to why the school needs budget amendment in July 2004?	Please note explanation as in the original request		□ Please specify
36	How much did you request as budget amendment in July 2004?	Insert amount Code XXX if do not know Code 000 if none		□□□□□□□□ T
37	How much was approved as budget amendment for your school in July 2004?	Insert amount Code XXX if do not know		□□□□□□□□ T
38	How much was actually received as budget amendment in July 2004?	Insert amount		□□□□□□□□ T
39	Did you request any budget amendment in August 2004?	1=yes 2=no 3=do not know (explain why)	➔Q44 ➔Q44	□ If do not know please explain why
40	What reason did you give to the Treasury as to why the school needs budget amendment in August 2004?	Please note:		□
41	How much did you request as budget amendment in August 2004?	Insert amount Code XXX if do not know		□□□□□□□□ T
42	How much was approved as budget amendment for your school in August 2004?	Insert amount Code XXX if do not know Code 000 if none		□□□□□□□□ T
43	How much was actually received as budget amendment in August 2004?	Insert amount Code XXX if do not know Code 000 if none		□□□□□□□□ T

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44	Did you request any budget amendment in September 2004?	1=yes 2=no 3=do not know (explain why)	➜Q49 ➜Q49	☐ If do not know please explain why
45	What reason did you give to the Treasury as to why the school needs budget amendment in September 2004?	Please note explanation as in the original request		☐ Please specify
46	How much did you request as budget amendment in September 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐ T
47	How much was approved as budget amendment for your school in September 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐☐ T
48	How much was actually received as budget amendment in September 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐☐ T
49	Did you request any budget amendment in October2004?	1=yes 2=no 3=do not know (explain why)	➜Q54 ➜Q54	☐ If do not know please explain why
50	What reason did you give to the Treasury as to why the school needs budget amendment in October 2004?	Please note explanation as in the original request		☐ Please specify
51	How much did you request as budget amendment in October 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐☐ T
52	How much was approved as budget amendment for your school in October 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐☐ T
53	How much was actually received as budget amendment in October 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐ T
54	Did you request any budget amendment in November 2004?	1=yes 2=no 3=do not know (explain why)	➜Q59 ➜Q59	☐ If do not know please explain why

55	What reason did you give to the Treasury as to why the school needs budget amendment in November 2004?	Please note explanation as in the original request		☐ Please specify
56	How much did you request as budget amendment in November 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐☐T
57	How much was approved as budget amendment for your school in November 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐T
58	How much was actually received as budget amendment in November 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐T
59	Did you request any budget amendment in December 2004?	1=yes 2=no 3=do not know (explain why)	➜next section ➜next section	☐ If do not know please explain why
55	What reason did you give to the Treasury as to why the school needs budget amendment in December 2004?	Please note explanation as in the original request		☐ Please specify
56	How much did you request as budget amendment in December 2004?	Insert amount Code XXX if do not know		☐☐☐☐☐☐☐☐T
57	How much was approved as budget amendment for your school in December 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐☐T
58	How much was actually received as budget amendment in December 2004?	Insert amount Code XXX if do not know Code 000 if none		☐☐☐☐☐☐☐☐T

7. 2004 budget execution by expenditure lines/ posts

Please look up the following information from the school's 2004 annual budget report.

	Question	Code /Unit	Response
1	What is the total amount the school spent on staff salary and additional salary in FY 2004?	Insert amount in tugriks Code XXX if do not know	☐☐☐☐☐☐☐☐T

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	A. Of which: on base salary for staff	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜ ⬜⬜⬜ ⬜⬜ T
	B: additional salary and supplement of the staff	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜ ⬜⬜⬜ ⬜⬜ T
	C: employer liability to the Social Insurance Fund	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜ ⬜⬜⬜ ⬜⬜ T
2	What is the total amount spent by the school on purchase of goods and services in FY 2004?	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜ ⬜⬜⬜ ⬜⬜ T
	A. Of which: on stationary	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜ ⬜⬜⬜ ⬜⬜ T
	B: on electricity	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜ ⬜⬜⬜ ⬜⬜ T
	C: on water and sewage	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜ ⬜⬜⬜ ⬜⬜ T
	D: on heating	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜ ⬜⬜⬜ ⬜⬜ T
	E: on transportation (gas)	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜ ⬜⬜⬜ ⬜⬜ T
	F: on postal service and communication	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜ ⬜⬜⬜ ⬜⬜ T
	G: on small maintenance and repairs	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜ ⬜⬜⬜ ⬜⬜ T
	H: on purchase of books and periodicals	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜ ⬜⬜⬜ ⬜⬜ T

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	I: on lesson and practical training	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜⬜⬜⬜⬜⬜ T
	J: on business travel	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜⬜⬜⬜⬜⬜ T
	K: on furniture purchase	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜⬜⬜⬜⬜⬜ T
	L: on uniform and soft apparel purchase	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜⬜⬜⬜⬜⬜ T
	M: on drugs	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜⬜⬜⬜⬜⬜ T
	N: on dormitory food expenses	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜⬜⬜⬜⬜⬜ T
	O: on research work	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜⬜⬜⬜⬜⬜ T
3	What is the amount your school spent on all other purchases on FY 2004?	Insert amount in tugriks Code XXX if do not know	⬜⬜⬜⬜⬜⬜⬜⬜ T
4	What is the gross amount your school spent in FY 2004?	Gross total (1+2+3) in tugriks	⬜⬜⬜⬜⬜⬜⬜⬜ T

8. Submitted Budget 2005

We would like to ask you to find the same documents, but for Fiscal Year 2005. Could you please find the document that shows how much you submitted for Fiscal Year 2005 (your school's 2005 budget proposal). Usually, schools submitted that document sometime in early summer 2004 (by July 1, 2004).

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[to be filled out collaboratively by principal, account, and an education manager]

	Questions	Codes/ Unites	Responses
1	What is the date of the document (the 2005 budget proposal)?	Insert the date Code XX/XX if do not know	☐☐/☐☐/ **2 0 0 4**
2	What was the student number listed in the document, that is, on how many students did you base your calculations?	Insert number Code XXX if no student number listed in the document	☐☐☐☐
3	What was the total amount that you requested for the flexible costs?	Insert amount Code XXX if do not know	☐☐☐☐☐☐☐☐T
4	What was the total amount that you requested for the fixed costs?	Insert amount Code XXX if do not know	☐☐☐☐☐☐☐☐T
5	What was the total amount that you requested for all other costs?	Insert amount Code XXX if do not know	☐☐☐☐☐☐☐☐T
6	What was the total amount requested in the submitted budget for Fiscal Year 2005?	Insert amount Code XXX if do not know	☐☐☐☐☐☐☐☐T

9. Approved Budget 2005

Could you please find the document that shows how much was your school's approved budget for Fiscal Year 2005 (your school's 2005 approved budget). Usually, schools receive this document at the end of the year 2004 (end of December, 2004).

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	Questions	Codes/ Unites	Skip	Responses
1	What is the date of the document (the 2005 approved budget)?	Insert the date Code 00/00 if the document is not found		☐☐/☐☐/**2 0 0 5**
2	What was the student number listed in the document, that is, on how many students was your 2005 approved budget calculations based on?	Insert number Code XXX if no student number listed in the document		☐☐☐☐
3	What was the total amount that was approved for your school's flexible costs?	Insert amount Code X if do not know		☐☐☐☐☐☐☐ T
4	What was the total amount that was approved for the fixed costs?	Insert amount Code X if do not know		☐☐☐☐☐☐☐ T
5	What was the total amount that was approved for all other costs?	Insert amount Code X if do not know		☐☐☐☐☐☐☐ T
6	What was the total amount that was approved for all other costs?	Insert amount Code X if do not know		☐☐☐☐☐☐☐ T
7	How much was listed as "income generation" in the approved budget for FY 2005?	Insert amount Code X if do not know		☐☐☐☐☐☐ T

10. Received Amount for first quarter of 2005

In this section we would like to ask you to give us information on the funds your school received from the Treasury including budget funds and any additional funds from the Treasury like budget amendments. Could you please find all relevant documents that show how much money has been transferred to your school's bank account from the Single Treasury Account in the first three months of the fiscal year of 2005.

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	Questions	Codes/ Unites	Responses
1	What is the date of the document (the 2005 budget transfers from the Single Treasury account to your schools account)?	2005 /mm/dd Code XX/XX if do not know	☐☐/☐☐ ☐☐/☐☐ ☐☐/☐☐
2	What was the total amount for the flexible costs transferred to your school in the first quarter of fiscal year 2005?	Insert amount Code XXX if do not know	☐☐☐☐☐☐☐☐T
3	What was the total amount for the fixed costs transferred to your school first quarter of fiscal year 2005?	Insert amount Code XXX if do not know	☐☐☐☐☐☐☐T
4	What was the total amount for all other costs transferred to your school first quarter of fiscal year 2005?	Insert amount Code XXX if do not know	☐☐☐☐☐☐☐T
5	What was the grand total amount transferred to your school first quarter of fiscal year 2005?	Insert amount Code XXX if do not know	☐☐☐☐☐☐☐T

11.   Budget Amendments in the first quarter of 2005 fiscal year

Now we would like to ask you about budget amendment totals that you requested from the Treasury in the first quarter of fiscal year 2005in addition to the school approved budget of 2005. Can you please find documents showing when and how much money the school has requested as a budget amendments (by months) in the first three months of the fiscal year 2005 and also tell us reasons for such amendment (as presented to the district/ aimak State Treasury Department when such amendment was requested).

Budget Fact Sheet – BF
[to be filled out collaboratively by principal, account, and an education manager]

1	Did you request any budget amendments in the first quarter of FY 2005?	1=yes 2=no ➜Next section 3=do not know (please explain why)	➜Next section ➜Next section	☐ If do not know please explain why
2	What total amount of amendments did you request for the entire fiscal year of 2005?	Insert amount Code XXX if do not know		☐☐ ☐☐ ☐☐ ☐ T
3	What total amount of amendments were received by your schools in fiscal year of 2005?	Insert amount Code XXX if do not know Code 000 if none		☐☐ ☐☐ ☐☐ T
4	Did you request any budget amendment in January 2005?	1=yes 2=no 3=do not know (explain why)	➜Q9 ➜Q9	☐ If do not know please explain why
5	What reason did you give to the Treasury as to why the school needs budget amendment in January 2005?	Please note explanation as in the original request		☐ Please specify
6	How much did you request as budget amendment in January 2005?	Insert amount Code XXX if do not know		☐☐ ☐☐ ☐☐ T
7	How much was approved as budget amendment for your school in January 2005?	Insert amount Code XXX if do not know Code 000 if none		☐☐ ☐☐ ☐☐ T
8	How much was actually received as budget amendment in January 2005?	Insert amount Code XXX if do not know Code 000 if none		☐☐ ☐☐ ☐☐ T
9	Did you request any budget amendment in February 2005?	1=yes 2=no 3=do not know (explain why)	➜Q14 ➜Q14	☐ If do not know please explain why
10	What reason did you give to the Treasury as to why the school needs budget amendment in February 2005?	Please note explanation as in the original request		☐ Please specify

Budget Fact Sheet – BF
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11	How much did you request as budget amendment in February 2005?	Insert amount Code XXX if do not know		□□□ □□□ □ T
12	How much was approved as budget amendment for your school in February 2005?	Insert amount Code XXX if do not know Code 000 if none		□□□ □□□ □ T
13	How much was actually received as budget amendment in February 2005?	Insert amount Code XXX if do not know Code 000 if none		□□□ □□□ □ T
14	Did you request any budget amendment in March 2005?	1=yes 2=no 3=do not know (explain why)	➜Q19 ➜Q19	□ If do not know please explain why
15	What reason did you give to the Treasury as to why the school needs budget amendment in March 2005?	Please note explanation as in the original request		□ Please specify
16	How much did you request as budget amendment in March 2005?	Insert amount Code XXX if do not know		□□□ □□□ □ T
17	How much was approved as budget amendment for your school in March 2005?	Insert amount Code XXX if do not know Code 000 if none		□□□ □□□ □ T
18	How much was actually received as budget amendment in March 2005?	Insert amount Code XXX if do not know Code 000 if none		□□□ □□□ □ T

Budget Fact Sheet – BF
[to be filled out collaboratively by principal, account, and an education manager]

12. Projected and actual enrollment in the fiscal year 2004

	Questions	Codes/ Unites	Skip	Responses
1	What was the total student number on which you base your budget proposal for fiscal year of 2004? Please give the student number by grades (according to the old 10-year school system) as documented in the budget proposal for 2004 fiscal year.	Insert student number for each grade		Grade 1: ☐☐☐☐ Grade 2: ☐☐☐☐ Grade 3: ☐☐☐☐ Grade 4: ☐☐☐☐ Grade 5: ☐☐☐☐ Grade 6: ☐☐☐☐ Grade 7: ☐☐☐☐ Grade 8: ☐☐☐☐ Grade 9: ☐☐☐☐ Grade 10: ☐☐☐☐
2	If you had any special classes/ groups that does not fall into the previous by-grade classification at the time of developing the 2004 fiscal year budget proposal, how many students were planning to have in this class (es)?	Insert number Code 000 if none Code XXX if do not know	➜Q4	☐☐☐☐
3	If you had such a class/ group, please explain what class was this	Note the response		☐ please specify

Budget Fact Sheet – BF
[to be filled out collaboratively by principal, account, and an education manager]

4	What was the actual student number in 2003-2004 school year? Please give student numbers by grades (according to the old 10-year school system) as documented in the student number form EBC-3 you filled out for the Ministry of Education in October 2003?	Insert number of students for each grade		Grade 1: ☐☐☐☐ Grade 2: ☐☐☐☐ Grade 3: ☐☐☐☐ Grade 4: ☐☐☐☐ Grade 5: ☐☐☐☐ Grade 6: ☐☐☐☐ Grade 7: ☐☐☐☐ Grade 8: ☐☐☐☐ Grade 9: ☐☐☐☐ Grade 10: ☐☐☐☐
5	If you had any special classes/ groups (foe example, mixed group) that does not fall into the previous by-grade classification at in September 2004, how many students were this class (es)?	Insert number Code 000 if none Code XXX if do not know	➜Q4	☐☐☐☐
6	If you had such a class/ group, please explain what class was this	Note the response		☐ please specify

Budget Fact Sheet – BF
[to be filled out collaboratively by principal, account, and an education manager]

13. Projected and actual enrollment in the fiscal year 2005

	Questions	Codes/ Units	Skip	Responses
1	What was the total student number on which you base your budget proposal for fiscal year of 2005? Please give the student number by grades (according to the old 10-year school system) as documented in the budget proposal for 2005 fiscal year.	Insert student number for each grade		Grade 1: ☐☐☐☐ Grade 2: ☐☐☐☐ Grade 3: ☐☐☐☐ Grade 4: ☐☐☐☐ Grade 5: ☐☐☐☐ Grade 6: ☐☐☐☐ Grade 7: ☐☐☐☐ Grade 8: ☐☐☐☐ Grade 9: ☐☐☐☐ Grade 10: ☐☐☐☐
2	If you had any special classes/ groups that does not fall into the previous by-grade classification at the time of developing the 2005 fiscal year budget proposal, how many students were planning to have in this class (es)?	Insert number Code 000 if none Code XXX if do not know	➔Q4	☐☐☐☐
3	If you had such a class/ group, please explain what class was this	Note the response		☐ please specify

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[to be filled out collaboratively by principal, account, and an education manager]

4	What was the actual student number in 2004-2005 school year? Please give student numbers by grades (according to the old 10-year school system) as documented in the student number form EBC-3 you filled out for the Ministry of Education in October 2004?	Insert number of students for each grade		Grade 1: ☐☐☐☐ Grade 2: ☐☐☐☐ Grade 3: ☐☐☐☐ Grade 4: ☐☐☐☐ Grade 5: ☐☐☐☐ Grade 6: ☐☐☐☐ Grade 7: ☐☐☐☐ Grade 8: ☐☐☐☐ Grade 9: ☐☐☐☐ Grade 10: ☐☐☐☐
5	If you had any special classes/ groups (foe example, mixed group) that does not fall into the previous by-grade classification at in September 2004, how many students were this class (es)?	Insert number Code 000 if none Code XXX if do not know	➜Q4	☐☐☐☐
6	If you had such a class/ group, please explain what class was this	Note the response		☐ please specify

Budget Fact Sheet – BF
[to be filled out collaboratively by principal, account, and an education manager]

14. For the Enumerator

	Questions	Codes / Units		Responses
1	How would you rate the respondents during the interview?	1=Cooperative 2=Neutral 3=Not cooperative		☐
2	Were you able to speak with the planned interviewees?	1=yes 2=no	➔Q4	☐
3	If no, of all planned interviews who was absent?	////////	////////	////////
	A. principal	1=yes 2=no		☐
	B. education manager	1=yes 2=no		☐
	C. accountant	1=yes 2=no		☐
4	Please explain why the planned interviewees were not available for the inteeview	Please note		☐ please specify
5	Were you able to speak alone with the interviewees for the entire interview?	1=Yes 2=No	➔Q6	☐
6	If no, please write down the time the other person was present in minutes.	////////	////////	////////
	A. Teacher	Minutes		☐☐☐ min
	B. Soum/district official	Minutes		☐☐☐ min
	C. Bank accountant	Minutes		☐☐☐ min
	D. Aimag/city official	Minutes		☐☐☐ min
	E. Student	Minutes		☐☐☐ min

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	F. Social worker	Minutes		☐☐☐ min
	G. Other, please specify			please specify who _____ and time present ☐☐☐ min
7	Were there any other special conditions that may have affected the interview?	1=Yes (Please specify) 2=No		☐ Please specify
8	How long did the interview take?	Please insert total time in minutes		☐☐☐ min