

Fund-wise Allocation Worksheet

Finance & Accounting

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Builds a fund-wise (restricted-fund) cost-allocation worksheet that splits shared costs across grants while respecting each grant's admin-cost cap and program scope, flagging cap breaches. Use it to allocate shared costs correctly across grants. For the fund structure, use the Grant & Fund Accounting Guide.

Purpose of this tool & output

Split shared costs correctly across restricted grants

How the output is used

Use it to split shared costs correctly across restricted grants so each funder is charged only what its grant allows.

Important cautions

Align with each grant agreement and your auditor.

Companion documents

- Grant & Fund Accounting Guide
- FCRA Compliance Checklist
- CSR (Schedule VII) Spend Tracker
- Grant Utilisation Certificate Builder
- 12A / 80G Registration Guide
- Donor Reporting Pack Generator

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