# SOUTH PACIFIC BUSINESS DEVELOPMENT FOUNDATION 

## FINANCIAL STATEMENTS



# SOUTH PACIFIC BUSINESS DEVELOPMENT FOUNDATION 

## FINANCIAL STATEMENTS

## FOR PERIOD ENDING 31 DECEMBER 2006

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SOUTH PACIFIC BUSINESS DEVELOPMENT FOUNDATION
BALANCE SHEET
AS AT 31 DECEMBER 2006
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| ACCUMULATED FUNDS | Notes | $\begin{gathered} \text { NZD }(\$) \\ \text { 31-Dec-06 } \end{gathered}$ | $\begin{gathered} \text { NZD (\$) } \\ \text { 31-Dec-05 } \end{gathered}$ |
| :---: | :---: | :---: | :---: |
| Net Loss from Operations: |  |  |  |
| 1999 |  | $(38,058)$ | $(38,058)$ |
| 2000 |  | $(418,831)$ | $(418,831)$ |
| 2001 |  | $(353,420)$ | $(353,420)$ |
| 2002 |  | $(205,728)$ | $(205,728)$ |
| 2003 |  | $(214,196)$ | $(214,196)$ |
| 2004 |  | $(35,435)$ | $(35,435)$ |
| 2005 |  | $(50,402)$ | $(50,402)$ |
| 2006 |  | $(31,786)$ | - |
|  |  | (1,347,856) | $(1,316,071)$ |

Represented by:

## CURRENT ASSETS

Cash on Hand and at Bank
Loans Receivable
Other Receivables

| 2 | 372,066 |  | 232,762 |
| :--- | ---: | ---: | ---: |
| 3 | 942,571 |  | 768,129 |
| 5 | 34,956 |  |  |
|  | $1,349,594$ | 13,869 |  |
|  |  | $1,014,759$ |  |

## CURRENT LIABILITIES

Other Creditors and Accruals
Member Saving Deposits

| WORKING CAPITAL |  | 1,291,675 | 969,845 |
| :---: | :---: | :---: | :---: |
| FIXED ASSETS | 7 | 91,797 | 84,150 |
| TERM LIABILITIES/QUASI EQUITY |  |  |  |
| Soft Loans/Quasi Equity | 8 | 2,330,158 | 2,057,954 |
| Commercial Loans | 9 | 401,170 | 312,112 |
|  |  | (1,347,856) | $(1,316,071)$ |

The above balance sheet is to be read in conjunction with the accompanying notes to accounts.

Preary Bicsumble
Gregory F. Casagrande

| 6 | 24,303 | 29,752 |
| :---: | ---: | ---: |
| 11 | 33,617 |  |
|  | 57,919 | 15,163 |
|  | $1,291,675$ | 44,914 |
|  |  | 969,845 |
|  | 91,797 | 84,150 |

PRESIDENT

|  |  | NZD (\$) | NZD (\$) |
| :---: | :---: | :---: | :---: |
|  | Notes | 2006 | 2005 |
| REVENUE |  |  |  |
| Interest from Loans |  | 349,105 | 304,270 |
| Insurance on Loans |  | 48,816 | 39,452 |
| Loan Recoveries |  | 5,769 | 8,950 |
| Savings Fees |  | 1,879 | 1,683 |
| Operating Revenues Sub-Total |  | 405,569 | 354,356 |
| Grants | 10 | 30,859 | 40,716 |
| Interest on Bank Accounts and Term Deposits |  | 10,698 | 3,919 |
| Miscellaneous income |  | 2,677 | 909 |
| Gain on disposal |  | 6,338 | 517 |
| Non-Operating Revenues Sub-Total |  | $\mathbf{5 0 , 5 7 2}$ | 46,061 |
| Total Revenues |  | 456,141 | 400,417 |

## EXPENDITURES

| Accident Compensation Board |  | 2,133 | 1,385 |
| :---: | :---: | :---: | :---: |
| Bank Charges |  | 11,222 | 3,986 |
| Collection Fees - Delinquent Loans |  | 22,297 | 7,388 |
| Communications |  | 9,004 | 11,621 |
| Depreciation | 7 | 45,489 | 36,742 |
| Insurance |  | 8,756 | 6,903 |
| Loss on sale of fixed assets |  | 507 | - |
| National Provident Fund |  | 7,375 | 6,116 |
| Office Expense |  | 1,284 | 2,083 |
| Other Expenses |  | 15,804 | 12,526 |
| Printing and Stationeries |  | 12,672 | 8,012 |
| Professional Services |  | 2,888 | 3,069 |
| Public Relations |  | 3,122 | 3,776 |
| Rental Expenses |  | 21,792 | 18,916 |
| Repairs and Maintenance |  | 25,844 | 24,998 |
| Salaries and Wages |  | 158,090 | 144,352 |
| Taxes and Fees |  | 517 | 263 |
| Transportation |  | 37,978 | 37,787 |
| Travel |  | 12,781 | 8,555 |
| Operating Expenditures Sub-Total |  | 399,555 | 338,478 |
| Interest Expenses |  | 50,490 | 32,898 |
| Interest on Overdraft Facilities |  | 25,012 | 14,248 |
| Loan loss provision |  | 8,948 | 19,843 |
| Insurance loss provision |  | 1,971 | 2,865 |
| Foreign Exchange (Gain)/Loss |  | 1,951 | 42,487 |
| Total Expenditures |  | 487,927 | 450,819 |
| Net Income/Loss |  | $(31,786)$ | $(50,402)$ |
| Transfer to Accumulated Funds |  | $(31,786)$ | $(50,402)$ |

The above statement of revenues and expenditures is to be read in conjunction with the
accompanying notes to accounts.

|  | NZD (\$) | NZD (\$) |
| :---: | :---: | :---: |
| CASH FLOWS FROM OPERATING ACTIVITIES | 2006 | 2005 |
| Cash was provided from: |  |  |
| Loan Principal Repayments | 1,860,232 | 1,574,080 |
| Loan Interest Repayments | 356,064 | 295,709 |
| Loan Recoveries | 5,769 | 8,950 |
| Loan Insurance | 48,816 | 39,452 |
| Miscellaneous income | 2,677 | 909 |
| Interest from Bank | 10,698 | 3,919 |
| Savings fees | 1,878 | 1,683 |
| Cash was applied to: |  |  |
| Loans Disbursements | $(2,045,593)$ | $(1,719,986)$ |
| Payments to Suppliers and Employees | $(305,133)$ | $(301,736)$ |
| Other Receivable | - | $(3,238)$ |
| Net Cash flows from Operating Activities | $(64,592)$ | $(100,258)$ |
| CASH FLOWS FROM INVESTING ACTIVITIES |  |  |
| Purchase of Fixed Assets | $(52,394)$ | $(66,279)$ |
| Net Cash flows from Investing Activities | $(52,394)$ | $(66,279)$ |
| CASH FLOWS FROM FINANCING ACTIVITIES |  |  |
| Soft Loans/Quasi Equity | 471,237 | 291,429 |
| Loan Repayment - Soft Loans | $(244,759)$ | $(98,049)$ |
| Commercial Loans | 29,402 | 23,925 |
| Grants | 2,181 | 40,716 |
| Interest Paid on Loans | $(40,525)$ | $(45,960)$ |
| Member Savings Deposit | 32,416 | 810 |
| Gain from disposal of assets | 6,338 | 517 |
| Net Cash flows from Financing Activities | 256,290 | 213,388 |
| NET INCREASE/ (DECREASE) IN CASH | 139,304 | 46,851 |
| OPENING CASH BALANCE | 232,762 | 185,910 |
| CLOSING CASH BALANCE | 372,066 | $\underline{232,762}$ |

## Represented by:

## Samoa-based Accounts

| ANZ Bank - Cheque Account | - | 3,732 |
| :--- | ---: | ---: |
| ANZ Bank - Grameen Trust Account | 115 | 163 |
| ANZ Bank - Access Account | 1,169 | 44,285 |
| ANZ Bank - Term Deposit | 65,917 | 66,482 |
| ANZ Bank - Term Deposit (ST) | 25,415 | 23,484 |
| Westpac Bank Term Deposit (USD) | 103,886 | 67,073 |
| Westpac Bank Term Deposit | 33,100 | 15,120 |
| Westpac Bank - Savings Account | 8,839 | 4,345 |
| $\quad$ Westpac Bank - EURO Foreign Account | 127,780 | - |
| Petty Cash | 275 | 275 |
| New Zealand-based Account |  |  |
| Bank of New Zealand | $\mathbf{5 , 5 7 1}$ |  |
|  |  | $\mathbf{3 7 2 , 0 6 6}$ |

## 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

These accounts are prepared in accordance with the historical cost convention. Accrual accounting is used to match expenses with revenues. Generally accepted accounting principles have been applied.
(b) Depreciation

Depreciation is calculated so as to write off the net cost of each fixed asset during its expected useful life. The principal rates and methods used are as follows:

Office Equipment
Computers
Furniture and Fittings
Leasehold Improvements
Used Motor Vehicles

| 5 years | Straight line |
| :--- | :--- |
| 5 years | Straight line |
| 5 years | Straight line |
| $4-5$ years | Straight line |
| $2-5$ years | Straight line |

(c) Foreign Currency

All amounts are expressed in New Zealand dollars. Transactions in local currency have been converted to New Zealand dollars at the monthly end exchange rates for the month in which they occurred. Liabilities in local currencies at balance date have been converted at rates ruling at that date. Exchange differences are taken to the statement of revenues and expenditures as foreign exchange gain or loss.

| Exchange rates used: |  | $\mathbf{2 0 0 6}$ | $\mathbf{2 0 0 5}$ |
| :--- | :--- | :---: | :---: |
|  | NZD/ST | 0.5134 | 0.5201 |
|  | USD/NZD | 1.4108 | 1.4721 |
|  | EUR/NZD | 1.8868 | 1.7664 |

(d) Income Tax

SPBD is registered as a charitable organization under the Charitable Trust Act 1965. Charitable organizations are not liable for income tax, according to the Income Tax Act 1974.
(e) Comparative Figures

This is the seventh year since SPBD started its operations. The audited figures for the year ended 31 December 2005 are provided for comparison.
(f) Grants

SPBD records all grants and donations in the income statement in the period they are received except for SPBD-USA grant totalling USD \$20k committed in 2006 but the actual transfer was received in January 2007.

## 2 CASH AND BANK BALANCES

2006
2005

## Samoa-based Accounts

| ANZ Bank - Access Account | 1,169 | 44,285 |
| :--- | ---: | ---: |
| ANZ Bank - Checking Account | - | 3,732 |
| ANZ Bank - Grameen Trust Account | 115 | 163 |
| ANZ Bank - USD Term Deposit * | 65,917 | 66,482 |
| ANZ Bank - ST Term Deposit * | 25,415 | 23,484 |
| Westpac Bank - USD Term Deposit * | 103,886 | 67,073 |
| Westpac Bank - ST Savings Term Deposits | 33,100 | 15,120 |
| Westpac Bank - Savings Account | 8,839 | 4,345 |
| Westpac Bank - EURO Foreign Account | 127,780 |  |
| Petty Cash | 275 | 275 |

New Zealand-based Account
Bank of New Zealand
$\begin{array}{rr}5,571 & 7,803 \\ & \mathbf{2 3 2 , 0 6 6}\end{array}$

* Letter of Charge given as security for Commercial Loan Facilities (see Notes 8)

| 3 | LOANS RECEIVABLE |  | 2006 | 2005 |
| :---: | :---: | :---: | :---: | :---: |
|  | Total Disbursements (Accumulative Since Inception) |  | 6,999,462 | 4,953,868 |
|  | Less: Repayments (Accumulative Since Inception) |  | $(5,798,750)$ | $(3,938,517)$ |
|  | Less: Write-offs - Loans -Principal (Accumulative Since Inception) |  | $(242,673)$ | $(231,616)$ |
|  | Gross Loans Receivable |  | 958,039 | 783,735 |
|  | Less: Loan Contingency Reserve |  | $(15,468)$ | $(15,606)$ |
|  | Less: Loan Insurance Reserve |  | - | - |
|  |  |  | 942,571 | 768,129 |
|  | Gross Loans Receivable |  |  |  |
|  | Ending Balance as at 31 December 2005 |  |  | 783,735 |
|  | Add/Less: 2006 Transactions | WST | NZD |  |
|  | 2006 Disbursements | 3,765,329 | 2,045,593 |  |
|  | 2006 Repayments | $(3,415,412)$ | $(1,860,232)$ |  |
|  | Write-offs - Principal | $(21,129)$ | $(11,057)$ |  |
|  | Total |  |  | 174,304 |
|  | Balance as at 31 December 2006 |  |  | 958,039 |

## 4 RELATED PARTY TRANSACTIONS

$\left.\begin{array}{lccc}\text { Borrower } & \begin{array}{c}\text { Principal balance } \\ \text { Staff }\end{array} & \begin{array}{c}\text { Term }\end{array} & \begin{array}{c}\text { Status } \\ \text { Current }\end{array} \\ \text { OTHER RECEIVABLES } & 31,747 & \mathbf{3} \text { to } 24 \text { month }\end{array}\right)$

6 OTHER CREDITORS AND ACCRUALS
Interest payable
Accrued expenses

| 12,085 | 7,427 |
| ---: | ---: |
| 12,218 | 22,325 |
| 24,303 | 29,752 |

7 FIXED ASSETS

| 31-Dec-06 | Cost | Accumul. <br> Deprec | Depreciation <br> Charge | Net Book <br> Value |
| :--- | ---: | ---: | ---: | ---: |
| Office Equipment | 12,887 | 8,550 | 1,100 | 4,337 |
| Computers | 65,850 | 52,501 | 8,894 | 13,349 |
| Furniture and Fittings | 15,034 | 13,571 | 854 | 1,463 |
| Leasehold Improvements | 11,194 | 11,194 | - | - |
| Motor Vehicles | 242,920 | 170,273 | 34,642 | 72,647 |


| 31-Dec-05 | Cost | Accumul. <br> Deprec | Depreciation <br> Charge | Net Book <br> Value |
| :--- | ---: | ---: | ---: | ---: |
| Office Equipment | 11,687 | 7,450 | 1,305 | 4,237 |
| Computers | 65,332 | 43,607 | 10,113 | 21,725 |
| Furniture and Fittings | 14,846 | 12,717 | 1,581 | 2,129 |
| Leasehold Improvements | 11,194 | 11,194 | 189 | - |
| Motor Vehicles | 191,690 | 135,631 | 23,553 | 56,059 |

## SOUTH PACIFIC BUSINESS DEVELOPMENT FOUNDATION <br> NOTES TO ACCOUNTS <br> FOR YEAR ENDING 31 DECEMBER 2006

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| $\mathbf{8}$ QUASI EQUITY (0-1\% interest debt) | $\mathbf{2 0 0 6}$ | $\mathbf{2 0 0 5}$ |
| :--- | ---: | ---: |
|  |  | $1,416,083$ |
|  | $1,489,712$ |  |
| Gregory F. Casagrande | 155,191 | 184,015 |
| SPBD-USA | 10,000 | 10,000 |
| Scott Gilmore | 7,372 | - |
| Kiva Micro funds | $1,588,645$ | $1,683,727$ |

## Gregory F. Casagrande

This is a long term, $0 \%$ interest loan from Gregory F. Casagrande, SPBD's Founder, Chairman and President. The loan has been used to finance the start-up and growth of SPBD. The loan balance as of 31 December 2006 is NZD\$1,416,083. The loan with Mr. Casagrande is governed by a Master Loan. Agreement, the major provisions of which include a $0 \%$ interest rate, and a quarterly repayment schedule going through to 31 December 2011. SPBD has made quarterly principal repayments in 2006 totalling to NZD \$67,500.

## SPBD-USA

SPBD-USA has provided SPBD a total loan of $\$ 165,000$ from 2001 to 2005 at an interest rate of $1 \%$ per annum. SPBD has repaid back USD $\$ 40,000$ from 2004 to December 2005, reducing an outstanding balance by the end of 2005 to USD $\$ 125,000$. There were no additional loans acquired from SPBD-USA in 2006. SPBD then made further repayments of USD $\$ 15,000$ thereby further reducing the outstanding balance of 31 December 2006 to USD $\$ 110,000$ (NZD $\$ 155,191$ ). Final repayment will be made in the year 2008.

## Scott Gilmore

SPBD received two loans from Mr. Gilmore (NZD \$2,000 in 2001 and NZD \$8,000 in 2002) totalling NZD \$10,000 at $0 \%$ p.a. interest rate. There is no fixed repayment date. Outstanding loan balance as of year end 2006 was NZD \$10,000.

## Kiva Micro Funds

Kiva MicroFunds is a non-profit organisation based in California which established a website to pool lending funds as zero percent interest rate from individuals and channel the pooled funds to field partners. SPBD is one of the field partners of Kiva thereby entitling it to be included in the fund raising activities of Kiva Microfunds. In year 2006 Kiva Micro funds was able to raise USD \$5,200 (NZD \$7,372) in pooled loan in behalf of SPBD. This pooled loan is payable in 12 monthly amortization starting
31 January 2007. No repayments were made in this financial year, balance as at 31 December 2006 USD \$5,200 (NZD \$7,372) Funds raised by Kiva on a monthly basis in behalf of SPBD already nets out the monthly amortization due from SPBD.

8A SOFT LOANS (> 1\% interest debt)

| Donald Hollander | 1,540 | 1,560 |
| :--- | ---: | ---: |
| PlaNet Finance | - | 78,238 |
| Deutsche Bank | 162,245 | 132,491 |
| Rabobank | 70,755 | 88,332 |
| CRESUD | 129,611 | 73,606 |
| OikoCredit | 377,361 | - |
|  | $\mathbf{7 4 1 , 5 1 3}$ | 374,227 |

## Donald Hollander

SPBD received $\$ 3,000$ Samoan Tala loan from Donald Hollander of New Zealand in 2003. The interest rate is set at $5 \%$ p.a., and the repayment of principal and interest will take place-once-at the end of four years, but no later than December 31, 2007. Average loan balance (quarterly) during 2006 was NZD \$1,540.

## PlaNet Finance

SPBD has repaid back in full a loan of USD $\$ 52,826$ from PF in 2006, including interest accrued on the loan

## 8A SOFT LOANS (cont'd)

## Deutsche Bank

Deutsche Bank, through the Deutsche Bank Microcredit Development Fund, has increased its exposure from USD $\$ 90,000$ to USD $\$ 115,000$ to SPBD in 2006 with an interest rate maintained at $2 \%$ per annum. This loan was specifically approved to provide collateral to Westpac and ANZ Bank based on 2:1 leverage funding structure whereby proceeds of this loan held on deposit with ANZ and Westpac and ANZ bank secured by way of letter of charge securing local currency loan facilities equivalent to $2: 1$ (refer to note 8 ). This loan has been extended until May 2007, in order to facilitate the renewal of existing credit facilities with Westpac and ANZ Banks. Repayment of the full outstanding loan amount to be done in May 2007. Outstanding loan balance as of year end 2006 was USD $\$ 115,000$ (NZD \$162,245).

|  | \% rate <br> p.a | Maturity <br> date | Beginning <br> Balance | Availment <br> Balance | Repayments | Ending <br> Balance | Amount in <br> NZD |
| :--- | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Original loan USD | $2 \%$ | 31-Dec-06 | 90,000 | - | - | 90,000 |  |
| Renewed loan USD | $2 \%$ | $1-$ May-07 | 90,000 | 25,000 | - | 115,000 | 162,245 |

## RABOBANK FOUNDATION

SPBD received a EURO \$50,000 loan from Rabobank Foundation in March 2005 with an interest rate of $5 \%$ per annum. Two Principal payment of EURO $\$ 12,500$, were made bringing the total outstanding balance as of 31 December 2006 to EURO \$37,500 (NZD \$70,755).

Loan

|  | \% rate <br> p.a | Maturity <br> date | Beginning <br> Balance | Availment <br> Balance | Repayments | Ending <br> Balance | Amount in <br> NZD |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| EURrency | $5 \%$ | $31-\mathrm{Dec}-09$ | 50,000 | - | 12,500 | 37,500 | 70,755 |

## Cresud

Cresud S.p.A provided a loan of USD $\$ 50,000$ in 2005 with the interest rate of $9.5 \%$ per annum. SPBD made two principal repayment in 2006 totalling to USD $\$ 25,000$ which has then reduced the outstanding balance as of 31 December 2006 to USD $\$ 25,000$. Final repayment to be done in the year 2007. CRESUD S.p.A further provided a loan of EURO $\$ 50,000$ in 2006 with the interest rate of $8.5 \%$ per annum. The first repayment of EURO $\$ 10,000$ to be made by December 2007, and the final repayment to made on 31 December 2008. Outstanding loan balance as of 31 December 2006 is NZD \$129,611.

|  | Currency | \% rate <br> p.a | Maturity <br> date | Beginning <br> Balance | Availment <br> Balance | Repayments | Ending <br> Balance | Amount in |
| :--- | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | NZD |  |  |  |  |  |  |  |

## Oikocredit

SPBD received a loan of EURO \$200,000 in two tranches of EURO \$100,000 each in 2006 from Oikocredit. The loan bears an interest rate of $10 \%$ per annum based on the loans declining balance. The loan shall be paid back in nine (9) equal semiannual installements starting May 2007. Loan maturity date is in May 2011. Outstanding loan balance as of 31 December 2006 was EURO \$200,000 (NZD \$377,361).

|  | O rate |  |  |  |  |  |  |  |
| :--- | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Currency | Maturity <br> p.a | Beginning <br> date | Availment <br> Balance | Repayments | Ending <br> Balance | Amount in <br> Balance |  |
| 1st tranche | EURO | $10.00 \%$ | $31-M a y-11$ |  |  | 100,000 | - | 100,000 |
| 2nd Loan | EURO | $10.00 \%$ | $31-M a y-11$ | - | 100,000 | - | 100,000 |  |
| Total |  |  |  |  | 200,000 | - | 200,000 |  |

## 9 COMMERCIAL LOANS

Westpac Bank
ANZ Bank
Total

| Loan | OD | 31-Dec-06 | 31-Dec-05 |
| :---: | :---: | :---: | :---: |
| - | 212,374 | 212,374 | 136,396 |
| 176,610 | 12,186 | 188,796 | 175,716 |
| 176,610 | 224,560 | 401,170 | 312,112 |

## 9 COMMERCIAL LOANS (cont'd)

## Westpac Bank

The overdraft facilities with Westpac Bank are secured by a USD term deposit using the proceeds from the Deutsche Bank loan of USD 70,000 and a standby letter of credit from HSBC Private Bank (UK) Ltd of GBP 10,000.

| $\mathbf{2 0 0 6}$ | Credit limit |  | Credit limit | Available | Form of |
| :--- | ---: | ---: | ---: | ---: | ---: | | Amount of |
| :---: |
| Facility |

These facilities are reviewed and renewed every end of the year.

## ANZ Bank

These facilities granted by ANZ Bank are a combination of overdraft and loan facilities. The overdraft facility is unsecured while the loan facilities are secured by a combination of term deposits and standby letter of credit. Details are as follows;

| 2006 | Credit limit <br> ST | Credit limit <br> NZD | Available <br> Balance NZD | Form of <br> Security | Amount of <br> Security |
| :--- | ---: | ---: | ---: | ---: | :---: |
| Overdraft facility account | 100,000 | 51,340 | 12,186 | Unsecured | Nil |
| Loan Account 1 (interest only) | 254,000 | 130,404 | 130,404 | DB Funds | USD 45,000 |
| Loan Account 2 (interest only) | 90,000 | 46,206 | 46,206 | SPBD TD | ST 49,506 |
| Loan Account 3 (interest only) | 69,502 | 35,682 | - | Cresud SBLC | USD 25,000 |
|  |  | $\mathbf{5 1 3 , 5 0 2}$ | $\mathbf{2 6 3 , 6 3 2}$ | $\mathbf{1 8 8 , 7 9 6}$ |  |

The "interest only" loan types mean that only the interest at the end of each month are due for payment. The loan facilities are reviewed and renewed annually. The next review date is 15 September 2007.

## 10 GRANTS

SPBD received a grant of $\$ 900$ (pounds) from the Fund the Future Organization, based in Bristol England in 2006.
SPBD USA has already committed USD $\$ 20,000$ grant to be sent to SPBD in 2006, but due to communication breakdown, SPBD received this money in January 2007. Total grants for 2006 is NZD \$30,859.

## 11 MEMBER SAVING DEPOSITS

SPBD developed the micro-savings program in partnership with UNDP and Westpac Bank. SPBD formally launched the micro-savings program on October 7th, 2004 following a 3-month pilot-test period and required consultations with the Central Bank of Samoa. Any SPBD member can open up a savings account with a minimum ST\$10 deposit. Account opening is compulsory for second-cycle or higher loan members, but actual deposits are voluntary. SPBD deposits collected savings daily in a segregated bank account at Westpac Bank. SPBD is not a regulated financial intermediary and does not therefore use client deposits for on-lending. Members can withdraw money with prior notice or anytime for emergencies. SPBD provides monthly saving reports to the Central Bank.

|  | 31-Dec-06 |  | 31-Dec-05 |
| :--- | ---: | ---: | ---: |
| Westpac bank | 33,617 | 15,163 |  |
| Total | 33,617 | 15,163 |  |

## 12 GENERAL

SPBD is a microfinance organization founded by Gregory F. Casagrande, which was registered on 18 January 2000. SPBD is a Grameen Bank replication and as such provides training, unsecured credit and motivation to mostly poor women for the purpose of starting or expanding small businesses. These small businesses enable SPBD's members to significantly improve the lives of their families. SPBD also provides

## SOUTH PACIFIC BUSINESS DEVELOPMENT FOUNDATION

ADDITIONAL DISCLOSURE FOOTNOTES
FOR YEAR ENDING 31 DECEMBER 2006

## A. Loan Loss Provisioning

SPBD conducts loan loss provisioning every quarter to maintain an adequate reserve for doubtful loans. The reserve is determined by applying predicted loss percentages to aged loans grouped by lateness of payment. A loan becomes late as a weekly scheduled payment is missed. SPBD applies the following conservative predicted loss ratios.

Provisioning Ratios for Group Loans

| 1 week to 4 weeks late | $5 \%$ |
| :--- | ---: |
| 5 weeks to 8 weeks late | $10 \%$ |
| 9 weeks to 12 weeks late | $25 \%$ |
| 13 weeks to 16 weeks late | $50 \%$ |
| 17 weeks to 20 weeks late | $75 \%$ |
| 21 weeks or more | $100 \%$ |

Loan Loss Provision is calculated as a flat rate to be applied on the loan balance outstanding in arrears.

## B. 2006 Write-Offs

| Loan Type | \# of Loans | Write off NZD | Amount as \% of <br> Loan Portfolio |
| :--- | :---: | ---: | ---: |
| Loan Insurance | 3 | 1,971 | $0.21 \%$ |
| Loan Loss | 60 | 9,086 | $0.95 \%$ |
| Total | $\mathbf{6 3}$ | $\mathbf{1 1 , 0 5 7}$ | $\mathbf{1 . 1 6 \%}$ |

The decision as to which loans to write off in 2006 was made taking into account the age of the outstanding loan, the balance of the outstanding loan compared to the cost effectiveness of legal recovery and management's own evaluation of the likelihood of recovery. This was reviewed to include all loans that have already passed their maturity date after June 30, 2006.

## C. Movement in Loan Loss Reserves

Loan loss reserve is increased by annual loan loss provisioning expense and decreased by loan write-offs.

| NZD | $\mathbf{2 0 0 6}$ | $\mathbf{2 0 0 5}$ |
| :--- | ---: | ---: |
| Loan Loss Reserve - January 1, 2006 | 15,606 | 3,752 |
| Loan Loss Expense for the Year (refer to R \& E) | 8,948 | 19,843 |
| Loans written off in 2006 (refer to B above) | 9,086 | 7,989 |
| Loan Loss Reserve - December 31, 2006 (refer to Note 3) | 15,468 | 15,606 |

## Movement in Insurance Loan Loss Reserves

|  | $\mathbf{2 0 0 6}$ | $\mathbf{2 0 0 5}$ |
| :--- | :---: | :---: |
| Loan Loss Reserve - January 1, 2006 | - | - |
| Loan Loss Expense for the Year (refer to R \& E) | 1,971 | 751 |
| Loans written off in 2005 (refer to B above) - 2006 | 1,971 | 751 |
| Insurance Loan Loss Reserve - Dec 31, 2006 | - | - |

## SOUTH PACIFIC BUSINESS DEVELOPMENT FOUNDATION ADDITIONAL DISCLOSURE FOOTNOTES

## D. Portfolio Composition

SPBD adopts the Grameen Bank's group solidarity lending methodology. SPBD's loan portfolio consists of two types: client loans and staff loans. Group Loans are made under the provisions of SPBD Credit Manual. Staff loans are made under the provisions of the Employee Loan Program as outlined under SPBD Human Resources Policy Manual.

SPBD offers two group loan products: (1) 52-week loan product; and (2) 17 weeks loan product. Maximum first loan sizes are ST\$750 and ST\$300, respectively. Both loans are amortized in weekly equal instalments. Both loan types are unsecured. The first loan (regardless of loan product) should be used exculsively to expand or establish a microenterprise to be managed by the client herself. Subsequent loans can be used for any or a combination of the following purposes: business, home improvement and education of children. Loans are disbursed at the SPBD office, but loan repayments are collected at the village-based weekly meetings by SPBD staff. A loan must be paid off before another loan is issued to the same client

Loans Disbursed during 2006

| Loan Type | \# of Loans | Principal <br> Amount | Amount as \% of <br> Total Portfolio |
| :--- | ---: | ---: | ---: |
| Group loans | 3,592 | $2,018,790$ | $99 \%$ |
| Staff loans | 101 | 26,803 | $1 \%$ |
| Total | 3,693 | $2,045,593$ | $100 \%$ |

Loans Disbursed during 2005

| Loan Type | \# of Loans | Principal <br> Amount | Amount as \% of <br> Total Portfolio |
| :--- | ---: | ---: | ---: |
| Group loans | 3,648 | $1,677,364$ | $98 \%$ |
| Staff loans | 155 | 42,603 | $2 \%$ |
| Total | 3,803 | $1,719,967$ | $100 \%$ |

SPBD clients must use the first loans for starting or expanding micro-businesses. If these micro-businesses are doing well, they can then apply for housing improvement and educational loans for their subsequent borrowings. Housing improvement loans are typically used to buy concrete, timber, roofing, plumbing or electrical supplies to significantly upgrad their homes. Educational loans are typically used to pay for school fees, school uniforms and text books.

## E. Portfolio Quality

SPBD loan staff's number one priority is to keep the loan portfolio healthy. They strictly apply the credit rules and policies outlined in SPBD Credit Manual. As SPBD offers only unsecured loans, we rely on good client and project selection as a primary tool to ensure portfolio quality. When a client does not have a payment, we apply the group guarantee policy and ask her group members to make a payment for that client. The principle of group guarantee is clearly communicated and explained in program training, knowledge test, loan application and loan interview; and is regularly reinforced through weekly meetings and periodic trainings.

## E. Portfolio Quality (cont'd)

| Loan Types | 31-Dec-06 |  | 31-Dec-05 |  |
| :---: | :---: | :---: | :---: | :---: |
|  | Outstanding Principal Balance |  | Outstanding Principal Balance |  |
|  | $\begin{gathered} \hline \text { Amount } \\ \$ \\ \hline \end{gathered}$ | Portfolio-at-Risk \% | $\begin{gathered} \hline \text { Amount } \\ \$ \\ \hline \end{gathered}$ | Portfolio-at- <br> Risk <br> \% |
| Group Loans \& Flexis |  |  |  |  |
| Current | 890,867 |  | 690,142 |  |
| 1-4 weeks late | 21,567 |  | 42,740 |  |
| 5-8 weeks late | 3,068 |  | 7,813 |  |
| 9-12 weeks late | 1,731 |  | 3,923 |  |
| 13-16 weeks late | 266 |  | 1,360 |  |
| 17-20 weeks late | 329 |  | 1,946 |  |
| over 21 weeks late | 6,647 |  | 4,158 |  |
| Sub-total | 12,041 | 1.30\% | 19,199 | 2.45\% |
| Staff Loans |  |  |  |  |
| Current | 28,521 |  | 27,587 |  |
| over 4 weeks in arrears | 3,226 | 10.16\% | 4,067 | 0.52\% |
|  |  |  |  |  |
| Grand Total | 956,222 | 1.60\% | 783,735 | 2.97\% |

SPBD defines portfolio at risk (PAR) as:

Outstanding principal amount of all loans that have one or more instalments of principal past due by 30 days Gross Loan Portfolio

A loan is considered in arrears when a due weekly payment is missed and that group guarantee does not work. SPBD does not have any late or penalty fees. SPBD staff then follows the procedures outlined in the SPBD Credit Manual to get clients in arrears back on track as soon as possible. Several steps are taken up to and including, initiating the legal recovery process. A significant portion of loan staff compensation is directly linked to the quality of loan portfolio under his/her management. Parallel to these efforts, SPBD provisions to ensure that adequate reserves are maintained for potential losses as outlined under SPBD Loan Loss Provisioning and Write-Off Policies outlined in note A above.

Staff loans in arrears as at 31 December 2006 represent unpaid loans of five staff who left in 2004/2005.
All of these files have been referred to our lawyer for collections through legal action.

## F. Loan Accounts Outstanding

The number of outstanding loan accounts as at the end of the financial year were as follows:

|  | $\mathbf{2 0 0 6}$ | $\mathbf{2 0 0 5}$ |
| :--- | :---: | :---: |
| Number of outstanding loan accounts | 2,366 | 2,331 |

G. Savings Accounts

The number of voluntary savings accounts at the end of the financial year were as follows:

