

**MAKERERE UNIVERSITY BUSINESS SCHOOL**  
**BACHELOR OF SCIENCE IN ACCOUNTING**  
**COURSEWORK ONE TAKE-HOME ASSIGNMENT**

**COURSE NAME:** ACCOUNTING FOR NON PROFIT MAKING ORGANISATION.

**COURSE CODE:** BSA 2205 & BSA3207

**SEMESTER:** TWO

**YEAR OF STUDY:** TWO/THREE

**ACADEMIC YEAR:** 2025/2026

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**INSTRUCTIONS:**

- i. This is an unsupervised take-home assignment of one question, to be done in groups of 10.
  - ii. The assignment must be hand written and not more five (5) pages of answers to be provided.
  - iii. The deadline for submission to the Class Leader assignment signed by each group member with their names, student number and registration number and signature is March 13<sup>th</sup>, 2026
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**Question:**

The last decade has seen an increased involvement of Non-Governmental Organizations (NGOs) in the development process. This in part reflects frustration and impatience with what is perceived to be the failure of governmental development assistance either to generate growth or to reach the poor. An increased role for NGOs has also been made possible by traditional donors renewed interest in democratization and the civil society and, hence, their willingness to experiment with funding domestic NGOs in Uganda. Religious activism especially among evangelical churches and Muslim communities is another case for NGOs being set up. Most NGOs are engaged in the Health sector (over 40%) community-based initiatives, religious based among others.

Leaders and Managers of NGOs have to develop, at the very least, basic skills in financial management. Expecting others in the organization to manage finances is clearly asking for trouble. Basic skills in financial management start in the critical areas of cash management and book-keeping, which should be carried out following certain financial controls to ensure integrity in the bookkeeping process. New leaders and Managers should swiftly learn how to generate financial statements (from book-keeping journals) and analyze those statements so as to develop a real understanding of the financial condition of the organization. Financial analysis shows the ‘reality’ of the situation of an organization – and as such, is one of the most important practices in management.

Your Group are Founders of BSA Uganda an NGO, which is part of BSA International, an NGO based in California DC dealing with support to the Elderly and have been tasked to put in place a Financial Management model and process.

You are given areas of importance to focus your activities. The areas are:

- i) Governance of the NGO and Financial reporting responsibilities
- ii) Local Chart of Accounts and integration into the Global Chart of accounts
- iii) Financial Reporting Routine.
- iv) Key Performance Measurements.
- v) Financial Budgeting and Forecasting
- vi) Capital Planning Process and Asset Management

**Activity:**

- i) Determine the regulatory and legal framework you will follow in setting up the Financial Management system for the NGO and at the same time ensuring that it conforms to BSA International global requirements and local standards and regulations. **(12 Marks)**
- ii) Explain how you will design the accounting system of BSA Uganda and define the key elements of the financial statements of the NGO that will have to be included in the Chart of Accounts. **(8 Marks)**
- iii) Explain the key performance measures you will have to implement in the NGO to fit in with the requirements of BSA International. **(4 Marks)**
- iv) Using your knowledge of IAS 16, explain how you will execute the Capital plan of the NGO. How would you maintain the financial records of the non-current assets of the new NGO including accounting for depreciation and disposal of assets? **(6 Marks)**

.....**Good Luck**.....