

Vote: 140 Uganda Management Institute

Structure of Submission

QUARTER 2 Performance Report

Summary of Vote Performance

Cumulative Progress Report for Projects and Programme

Quarterly Progress Report for Projects and Programmes

QUARTER 3: Workplans for Projects and Programmes

QUARTER 4: Cash Request

Submission Checklist

Vote: 140 Uganda Management Institute

HALF-YEAR: Highlights of Vote Performance

V1: Summary of Issues in Budget Execution

This section provides an overview of Vote expenditure

(i) Snapshot of Vote Releases and Expenditures

Table V1.1 below summarises cumulative releases and expenditures by the end of the quarter:

Table V1.1: Overview of Vote Expenditures (UShs Billion)

<i>(i) Excluding Arrears, Taxes</i>	Approved Budget	Cashlimits by End	Released by End	Spent by End Dec	% Budget Released	% Budget Spent	% Releases Spent
Recurrent Wage	1.225	0.376	0.613	0.613	50.0%	50.0%	100.0%
Recurrent Non Wage	0.296	0.143	0.143	0.143	48.5%	48.5%	100.0%
Development GoU	1.500	0.398	0.398	0.398	26.5%	26.5%	100.0%
Development Donor*	0.000	N/A	0.000	0.000	N/A	N/A	N/A
GoU Total	3.021	0.917	1.153	1.153	38.2%	38.2%	100.0%
Total GoU+Donor (MTEF)	3.021	N/A	1.153	1.153	38.2%	38.2%	100.0%
<i>(ii) Arrears and Taxes</i> Arrears	0.000	N/A	0.000	0.000	N/A	N/A	N/A
Taxes**	0.000	N/A	0.000	0.000	N/A	N/A	N/A
Total Budget	3.021	0.917	1.153	1.153	38.2%	38.2%	100.0%
<i>(iii) Non Tax Revenue</i>	20.686	N/A	9.993	9.945	48.3%	48.1%	99.5%
Grand Total	23.707	0.917	11.147	11.099	47.0%	46.8%	99.6%
Excluding Taxes, Arrears	23.707	0.917	11.147	11.099	47.0%	46.8%	99.6%

The table below shows cumulative releases and expenditures to the Vote by Vote Function :

Table V1.2: Releases and Expenditure by Vote Function*

<i>Billion Uganda Shillings</i>	Approved Budget	Released	Spent	% Budget Released	% Budget Spent	% Releases Spent
VF:0751 Delivery of Tertiary Education	23.71	11.15	11.10	47.0%	46.8%	99.6%
Total For Vote	23.71	11.15	11.10	47.0%	46.8%	99.6%

* Excluding Taxes and Arrears

(ii) Matters to note in budget execution

Inadquate classrooms which in turn led to low enrolments resulting to poor budget performance of the Institute. This is as a result of delayed release from ADB funds.

Table V1.3: High Unspent Balances and Over-Expenditure in the Domestic Budget (Ushs Bn)

<i>(i) Major unspent balances</i>
<i>(ii) Expenditures in excess of the original approved budget</i>
* Excluding Taxes and Arrears

V2: Performance Highlights

Vote: 140 Uganda Management Institute

HALF-YEAR: Highlights of Vote Performance

This section provides highlights of output performance, focusing on key outputs and actions implemented to improve section performance.

Table V2.1: Key Vote Output Indicators and Expenditures*

Vote, Vote Function Key Output	Approved Budget and Planned outputs	Cumulative Expenditure and Performance	Status and Reasons for any Variation from Plans
Vote Function: 0751 Delivery of Tertiary Education			
Vote Function Cost	US\$ Bn:	23.707 US\$ Bn:	11.099 % Budget Spent: 46.8%
Cost of Vote Services:	US\$ Bn:	23.707 US\$ Bn:	11.099 % Budget Spent: 46.8%

* Excluding Taxes and Arrears

More emphasis on early reporting and capacitybuilding of staff

Table V2.2: Implementing Actions to Improve Vote Performance

Planned Actions:	Actual Actions:	Reasons for Variation
Vote: 140 Uganda Management Institute		
Vote Function: 07 51 Delivery of Tertiary Education		
Complete the construction of the Administration Block	To complete the classroom block by 1st quarter FY 2016/17	Delay in the release of the ADB funds
Vote: 140 Uganda Management Institute		
Vote Function: 07 51 Delivery of Tertiary Education		
Continue with lobbying for the scholarships and sponsor UMI staff. Ranging from PHDs, Masters, and PGDs.	To lobby for funds by 3rd quarter FY 2015/16	Delay in the release of funds

V3: Details of Releases and Expenditure

This section provides a comprehensive summary of the outputs delivered by the Vote and further details of Vote expenditures by Vote Function and Expenditure Item.

Table V3.1: GoU Releases and Expenditure by Output*

Billion Uganda Shillings	Approved Budget	Released	Spent	% GoU Budget Released	% GoU Budget Spent	% GoU Releases Spent
VF:0751 Delivery of Tertiary Education	3.02	1.15	1.15	38.2%	38.2%	100.0%
<i>Class: Outputs Provided</i>	<i>1.52</i>	<i>0.76</i>	<i>0.76</i>	<i>49.7%</i>	<i>49.7%</i>	<i>100.0%</i>
075101 Teaching and Training	0.00	0.33	0.33	N/A	N/A	100.0%
075105 Administration and Support Services	1.52	0.42	0.42	27.9%	27.9%	100.0%
<i>Class: Capital Purchases</i>	<i>1.50</i>	<i>0.40</i>	<i>0.40</i>	<i>26.5%</i>	<i>26.5%</i>	<i>100.0%</i>
075172 Government Buildings and Administrative Infrastructure	1.50	0.40	0.40	26.5%	26.5%	100.0%
Total For Vote	3.02	1.15	1.15	38.2%	38.2%	100.0%

* Excluding Taxes and Arrears

Table V3.2: 2015/16 GoU Expenditure by Item

Billion Uganda Shillings	Approved Budget	Releases	Expenditure	% Budget Released	% Budget Spent	% Releases Spent
Output Class: Outputs Provided	1.52	0.76	0.76	49.7%	49.7%	100.0%
211102 Contract Staff Salaries (Incl. Casuals, Temporary)	1.23	0.61	0.61	50.0%	50.0%	100.0%
212101 Social Security Contributions	0.10	0.05	0.05	50.0%	50.0%	100.0%
221007 Books, Periodicals & Newspapers	0.01	0.00	0.00	50.0%	50.0%	100.0%
221008 Computer supplies and Information Technology (IT)	0.01	0.00	0.00	50.0%	50.0%	100.0%
221009 Welfare and Entertainment	0.00	0.00	0.00	50.0%	50.0%	100.0%
221011 Printing, Stationery, Photocopying and Binding	0.00	0.00	0.00	50.0%	50.0%	100.0%

Vote: 140 Uganda Management Institute

HALF-YEAR: Highlights of Vote Performance

<i>Billion Uganda Shillings</i>	Approved Budget	Releases	Expenditure	% Budget Released	% Budget Spent	% Releases Spent
221017 Subscriptions	0.00	0.00	0.00	50.0%	50.0%	100.0%
222001 Telecommunications	0.02	0.01	0.01	50.0%	50.0%	100.0%
223005 Electricity	0.10	0.05	0.05	45.6%	45.6%	100.0%
223006 Water	0.05	0.03	0.03	50.0%	50.0%	100.0%
227004 Fuel, Lubricants and Oils	0.00	0.00	0.00	50.0%	50.0%	100.0%
228002 Maintenance - Vehicles	0.00	0.00	0.00	50.0%	50.0%	100.0%
228003 Maintenance – Machinery, Equipment & Furniture	0.00	0.00	0.00	50.0%	50.0%	100.0%
Output Class: Capital Purchases	1.50	0.40	0.40	26.5%	26.5%	100.0%
231001 Non Residential buildings (Depreciation)	0.00	0.10	0.10	N/A	N/A	100.0%
312101 Non-Residential Buildings	1.50	0.30	0.30	20.0%	20.0%	100.0%
Grand Total:	3.02	1.15	1.15	38.2%	38.2%	100.0%
Total Excluding Taxes and Arrears:	3.02	1.15	1.15	38.2%	38.2%	100.0%

Table V3.3: GoU Releases and Expenditure by Project and Programme*

<i>Billion Uganda Shillings</i>	Approved Budget	Released	Spent	% GoU Budget Released	% GoU Budget Spent	% GoU Releases Spent
VF:0751 Delivery of Tertiary Education	3.02	1.15	1.15	38.2%	38.2%	100.0%
<i>Recurrent Programmes</i>						
01 Administration	1.52	0.76	0.76	49.7%	49.7%	100.0%
<i>Development Projects</i>						
1106 Support to UMI infrastructure Development	1.50	0.40	0.40	26.5%	26.5%	100.0%
Total For Vote	3.02	1.15	1.15	38.2%	38.2%	100.0%

* Excluding Taxes and Arrears

Table V3.4: Donor Releases and Expenditure by Project and Programme*

Vote: 140 Uganda Management Institute

QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter

Annual Planned Outputs	Cumulative Outputs Achieved by End of Quarter (Quantity and Location)	Cumulative Expenditures made by the End of the Quarter to Deliver Cumulative Outputs	US\$ Thousand
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Vote Function: 0751 Delivery of Tertiary Education

Recurrent Programmes

Programme 01 Administration

Outputs Provided

Output: 07 5101 Teaching and Training

		Item	Spent
Improve knowledge and skills in management, leadership and administration.	Procured all teaching materials during the period	211102 Contract Staff Salaries (Incl. Casuals, Temporary)	306,261
	7 Advertisements were run during the period	211103 Allowances	1,226,131
The number of students completing the course.	19 Short courses and 2 Tailor made courses were conducted	212101 Social Security Contributions	24,263
	1384 Participants were registered on Long courses	221001 Advertising and Public Relations	38,350
		221003 Staff Training	413,037
		221007 Books, Periodicals & Newspapers	1,323

Reasons for Variation in performance

In adequate classrooms which have affected the enrolment rate

Total	2,009,365
Wage Recurrent	306,261
Non Wage Recurrent	25,586
NTR	1,677,518

Output: 07 5102 Research, Consultancy and Publications

		Item	Spent
Conduct reseach seminars,attending local and national conferences.	25 staff attended international and 13 local conferences	221002 Workshops and Seminars	312,103
	12 Journals were sold		
	2 Policy papers were conducted		
	2 Policy briefs were developed		
	1 Research seminar was held		

Reasons for Variation in performance

Poor budget performance

Total	312,103
Wage Recurrent	0
Non Wage Recurrent	0
NTR	312,103

Output: 07 5105 Administration and Support Services

		Item	Spent
Retain UMI staff,cordinate UMI activities as per the Vision of the Institute.Facilitate the recruitment of all competent staff for the institute,and facilitate all Institute's council affairs.	Paid salaries of 191 Staff on time	211102 Contract Staff Salaries (Incl. Casuals, Temporary)	2,306,760
	Maintained and cleaned UMI compund	211103 Allowances	762,030
	Paid all utility bills on time	212101 Social Security Contributions	221,326
	Recruited 2 staff	213004 Gratuity Expenses	772,063
	Held 6 Committee and 1 Council meeting	221001 Advertising and Public Relations	92,928
	22 Contract Committee and 18 Evaluation meetings were held	221002 Workshops and Seminars	69,400
	Procured a 100KVA generator	221003 Staff Training	776,943
		221007 Books, Periodicals & Newspapers	36,579
		221008 Computer supplies and Information Technology (IT)	240,689

Reasons for Variation in performance

Poor budget performance

Vote: 140 Uganda Management Institute**QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter**

Annual Planned Outputs	Cumulative Outputs Achieved by End of Quarter (Quantity and Location)	Cumulative Expenditures made by the End of the Quarter to Deliver Cumulative Outputs	US\$ Thousand
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Vote Function: 0751 Delivery of Tertiary Education*Recurrent Programmes***Programme 01 Administration**

221009 Welfare and Entertainment	188,377
221011 Printing, Stationery, Photocopying and Binding	63,671
221014 Bank Charges and other Bank related costs	61,475
221017 Subscriptions	46,373
222001 Telecommunications	100,055
222002 Postage and Courier	4,242
223004 Guard and Security services	124,489
223005 Electricity	164,731
223006 Water	164,191
225002 Consultancy Services- Long-term	750,000
226001 Insurances	36,406
227001 Travel inland	47,304
227004 Fuel, Lubricants and Oils	50,690
228002 Maintenance - Vehicles	1,061
228003 Maintenance – Machinery, Equipment & Furniture	500
228004 Maintenance – Other	177,099
Total	7,621,840
Wage Recurrent	306,261
Non Wage Recurrent	117,776
NTR	7,197,803

*Development Projects***Project 1106 Support to UMI infrastructure Development***Capital Purchases***Output: 07 5172 Government Buildings and Administrative Infrastructure**

The Administration block completed	80% of Hostel renovation completed	Item	Spent
	59% Classroom/office block completed	231001 Non Residential buildings (Depreciation)	97,500
	Started on the construction of the Gulu Centre and on ground level	312104 Other Structures	675,000

Reasons for Variation in performance

Delay in the release of African Development Bank(AfDB) funds

Total	1,072,500
GoU Development	397,500
External Financing	0
NTR	675,000

Output: 07 5176 Purchase of Office and ICT Equipment, including Software

Vote: 140 Uganda Management Institute**QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter**

Annual Planned Outputs	Cumulative Outputs Achieved by End of Quarter (Quantity and Location)	Cumulative Expenditures made by the End of the Quarter to Deliver Cumulative Outputs	<i>US\$ Thousand</i>
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Vote Function: 0751 Delivery of Tertiary Education*Development Projects***Project 1106 Support to UMI infrastructure Development**

Annual Planned Outputs	Cumulative Outputs Achieved by End of Quarter (Quantity and Location)	Item	Spent
ICT equipment and software purchased	Procured 4 fibre internet modules and 28 UPS batteries	312202 Machinery and Equipment	83,000
	1 server using IPA was installed		
	1 Software development training was held		

Reasons for Variation in performance

Poor budget performance

Total	83,000
<i>GoU Development</i>	0
<i>External Financing</i>	0
<i>NTR</i>	83,000
GRAND TOTAL	11,098,808
<i>Wage Recurrent</i>	612,521
<i>Non Wage Recurrent</i>	143,362
<i>GoU Development</i>	397,500
<i>External Financing</i>	0
<i>NTR</i>	9,945,424

Vote: 140 Uganda Management Institute

QUARTER 2: Outputs and Expenditure in Quarter

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
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UShs Thousand

Vote Function: 0751 Delivery of Tertiary Education

Recurrent Programmes

Programme 01 Administration

Outputs Provided

Output: 07 5101 Teaching and Training

		<i>Item</i>	<i>Spent</i>
Advertising of various courses ranging from short, and long courses, teaching participants, setting examinations.	Procured all teaching materials during the period	211102 Contract Staff Salaries (Incl. Casuals, Temporary)	306,261
	2 Advertisements were run during the period	211103 Allowances	540,000
11 Short courses were conducted 1084 Participants were registered on Long courses		212101 Social Security Contributions	24,263
		221001 Advertising and Public Relations	14,000
		221003 Staff Training	126,001
		221007 Books, Periodicals & Newspapers	1,323

Reasons for Variation in performance

In adequate classrooms which have affected the enrolment rate

Total	1,011,847
<i>Wage Recurrent</i>	306,261
<i>Non Wage Recurrent</i>	25,586
<i>NTR</i>	680,001

Output: 07 5102 Research, Consultancy and Publications

		<i>Item</i>	<i>Spent</i>
To develop policy briefs, Publish Research for staff, Staff attending local and international conferences	1 Staff attended an international conference	221002 Workshops and Seminars	90,000
	2 Policy papers were conducted		
	2 Policy briefs were developed		
	2 Journals were sold		

Reasons for Variation in performance

Poor budget performance

Total	90,000
<i>Wage Recurrent</i>	0
<i>Non Wage Recurrent</i>	0
<i>NTR</i>	90,000

Output: 07 5105 Administration and Support Services

		<i>Item</i>	<i>Spent</i>
Retain UMI staff, coordinate and facilitate all Institute's activities	Paid salaries of 191 Staff on time	211102 Contract Staff Salaries (Incl. Casuals, Temporary)	1,000,250
	Maintained and cleaned UMI compound	211103 Allowances	350,580
	Paid all utility bills on time	212101 Social Security Contributions	97,038
	5 Vehicles were repaired and serviced on time	213004 Gratuity Expenses	350,564
	Held 9 Committee meetings	221001 Advertising and Public Relations	36,500
	8 Contract Committee and 9 Evaluation meetings were held	221002 Workshops and Seminars	25,000
		221003 Staff Training	320,000
		221007 Books, Periodicals & Newspapers	16,007
		221008 Computer supplies and Information Technology (IT)	99,019
		221009 Welfare and Entertainment	95,674

Reasons for Variation in performance

Poor budget performance

Vote: 140 Uganda Management Institute**QUARTER 2: Outputs and Expenditure in Quarter**

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
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US\$ Thousand

Vote Function: 0751 Delivery of Tertiary Education*Recurrent Programmes***Programme 01 Administration**

221011 Printing, Stationery, Photocopying and Binding	26,763
221014 Bank Charges and other Bank related costs	29,223
221017 Subscriptions	18,904
222001 Telecommunications	40,782
222002 Postage and Courier	2,050
223004 Guard and Security services	75,658
223005 Electricity	84,092
223006 Water	89,152
225002 Consultancy Services- Long-term	230,000
226001 Insurances	16,543
227001 Travel inland	21,359
227004 Fuel, Lubricants and Oils	914
228002 Maintenance - Vehicles	531
228003 Maintenance – Machinery, Equipment & Furniture	250
228004 Maintenance – Other	85,007
Total	3,111,858
<i>Wage Recurrent</i>	0
<i>Non Wage Recurrent</i>	43,878
<i>NTR</i>	3,067,980

*Development Projects***Project 1106 Support to UMI infrastructure Development***Capital Purchases***Output: 07 5172 Government Buildings and Administrative Infrastructure**

		<i>Item</i>	<i>Spent</i>
Continue with the building of the administration block	Hostel renovation still at 80%	231001 Non Residential buildings (Depreciation)	97,500
	Classroom/office block still at 59%	312104 Other Structures	375,000
Started on the construction of the Gulu Centre and on ground level			

Reasons for Variation in performance

Delay in the release of African Development Bank(AfDB) funds

Total	472,500
<i>GoU Development</i>	97,500
<i>External Financing</i>	0
<i>NTR</i>	375,000

Output: 07 5176 Purchase of Office and ICT Equipment, including Software

		<i>Item</i>	<i>Spent</i>
Procure projectors and train staff in software development	1 Software development training was held	312202 Machinery and Equipment	36,000
	30% Information systems intergrated and upgraded		

Reasons for Variation in performance

Vote: 140 Uganda Management Institute**QUARTER 2: Outputs and Expenditure in Quarter**

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
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UShs Thousand

Vote Function: 0751 Delivery of Tertiary Education*Development Projects***Project 1106 Support to UMI infrastructure Development**

Poor budget performance

Total	36,000
<i>GoU Development</i>	0
<i>External Financing</i>	0
<i>NTR</i>	36,000
GRAND TOTAL	4,722,205
<i>Wage Recurrent</i>	306,261
<i>Non Wage Recurrent</i>	69,464
<i>GoU Development</i>	97,500
<i>External Financing</i>	0
<i>NTR</i>	4,248,981

Vote: 140 Uganda Management Institute

QUARTER 3: Revised Workplan

Planned Outputs for the Quarter (Quantity and Location)	Estimated Funds Available in Quarter (from balance brought forward and actual/expected releases)	<i>US\$ Thousand</i>	
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Vote Function: 0751 Delivery of Tertiary Education

Recurrent Programmes

Programme 01 Administration

Outputs Provided

Output: 07 5101 Teaching and Training

Advertising of various courses ranging from short, and long courses, teaching participants, setting examinations and graduation

Total	-22,000	0	-22,000
<i>Wage Recurrent</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>Non Wage Recurrent</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>NTR</i>	<i>-22,000</i>	<i>0</i>	<i>-22,000</i>

Output: 07 5105 Administration and Support Services

Retain UMI staff, coordinate and facilitate all Institute's activities

Total	70,000	0	70,000
<i>Wage Recurrent</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>Non Wage Recurrent</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>NTR</i>	<i>70,000</i>	<i>0</i>	<i>70,000</i>

Development Projects

Project 1106 Support to UMI infrastructure Development

Capital Purchases

Output: 07 5172 Government Buildings and Administrative Infrastructure

Continue with the construction of the office/classroom block

Total	0	0	0
<i>GoU Development</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>External Financing</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>NTR</i>	<i>0</i>	<i>0</i>	<i>0</i>

GRAND TOTAL	48,000	0	48,000
<i>Wage Recurrent</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>Non Wage Recurrent</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>GoU Development</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>External Financing</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>NTR</i>	<i>48,000</i>	<i>0</i>	<i>48,000</i>

Vote: 140 Uganda Management Institute

QUARTER 4: Revised Cashflow Plan

Non-Wage Recurrent

	Annual budget	Release to end of Q3	% Budget Released	Q4 Cash Requirement	
				Total	% Budget
PAF	0	0	0.0%	0	0.0%
Statutory	0	0	0.0%	0	0.0%
Other	0.198539508	0.2	100.7%	0.076	38.3%
Total	0.198539508	0.2	100.7%	0.076	38.3%

Reasons for cash requirement greater than 1/4 of the budget:

Requirement is as planned

GoU Development

	Annual budget	Release to end of Q3	% Budget Released	Q4 Cash Requirement	
				Total	% Budget
PAF	0	0	0.0%	0	0.0%
Other	1.5	0.5	33.3%	0.25	16.7%
Total	1.5	0.5	33.3%	0.25	16.7%

Reasons for cash requirement greater than 1/4 of the budget:

Requirement is as planned

Grand Total

	Annual budget	Release to end of Q3	% Budget Released	Q4 Cash Requirement	
				Total	% Budget
Grand Total	1.698539508	0.7	41.2%	0.326	19.2%

Vote: 140 Uganda Management Institute

Checklist for OBT Submissions made during QUARTER 3

This is an automated checklist which shows whether data has been entered into the areas which are required for a complete quarterly submission. It does not verify the quality of the data that has been entered. A complete checklist is therefore a necessary, but not sufficient condition for a satisfactory submission to MoFPED.

Project and Programme Quarterly Performance Reports and Workplans (Step 2)

The table below shows whether output information, and where relevant donor and ntr data has been entered into the required areas for the quarterly performance reports and quarterly workplans under step 2.

Output Information

Vote Function, Project and Program	Q2 Report	Q3 Workplan
0751 Delivery of Tertiary Education		
○ Recurrent Programmes		
- 01 Administration	Data In	Data In
○ Development Projects		
- 1106 Support to UMI infrastructure Development	Data In	Data In

Donor Releases and Expenditure

NTR Releases and Expenditure

Vote Function, Project and Program	Q2 Report	Q3 Workplan
0751 Delivery of Tertiary Education		
○ Recurrent Programmes		
- 01 Administration	Data In	Data In
○ Development Projects		
- 1106 Support to UMI infrastructure Development	Data In	Data In

The table below shows whether data has been entered in the fields for key variances in budget execution under step 2.2 and 2.3:

Vote Performance Summary (Step 3)

The table below shows whether information has been entered into the required fields in the vote performance summary tables for each vote functions under step 3.1:

Vote Function	Perf. Indicators	Output Summary	Actions
0751 Delivery of Tertiary Education	Data In	Data In	Data In

The table below shows whether data has been entered into the vote narrative fields under step 3.2:

	Narrative
Narrative	Data In

Quarterly Cash Requests (Step 4)

Vote: 140 Uganda Management Institute**Checklist for OBT Submissions made during QUARTER 3**

The table below shows whether data has been entered into the cash request under step 4:

Cash Request	
Cash Request	Data In