

Quarterly ongoing report draft for a project with the foundation Up-Micro Loans

## 1. General Information

Date of Report	
Name of Organization	
Project Name	
Date of disbursement of Up's credit	
Duration of Up's credit	
Amount of the credit	
Name of Coordinator/CEO	
Name of Project Manager (contact person for Up)	
Complete address (incl. Country Name)	
Phone (incl. Country Code)	
Fax	
E-mail address	
Website	

## 2. Quarterly monitored Information

This Information concerns the current activity of the organization.

	(Month) 2009
	Local currency / USD
Exchange Rate used for Conversion	
<b>Staff</b>	
Number of staff members	
<b>Loan</b>	
Gross Loan Portfolio (in US\$)	
Number of Active Borrowers	
Average Loan Balance per Borrower (US\$)	
<b>Saving</b>	
Total Savings in (US\$)	
Number of Savers	
Average Savings Balance per Saver (US\$)	
<b>Productivity</b>	
Borrowers per Staff member	
<b>Risk</b>	
Portfolio at Risk > 30 days Ratio (%)	