UJIMA FOUNDATION
FOR TRAINING AND DEVELOPMENT

2017 ANNUAL REPORT

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Kisumu | Nakuru | Mombasa | Homa bay
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1 Who We are

Ujima Foundation for Training & Development is a training institute that works to empower orphaned youngsters so that they can get a job and support themselves and the children under their care. These youths become role models to their siblings and the community hence undoubtedly convey the message that Ujima is trying to spread: -

“best support is self-support”

Our mission

“To jointly create, promote and deliver skills and knowledge that develop and nurture vulnerable youth to be self-reliant by developing and offering an array of innovative and diverse skills and training programs in conjunction with the private sector.”

Our vision

“a society rich of economically and socially empowered youth”

Our work

We work in Kenya – Kisumu, Nakuru, Mombasa and Homa bay counties partnering with the most vulnerable youth’s in the communities to improve their:

EDUCATION • SEXUAL AND REPRODUCTIVE HEALTH • ECONOMIC OPPORTUNITY
1.1 Letter from the CEO

Dear Friends,

Ujima Foundation for Training & Development is a training institute that works to empower orphaned youngsters so that they are able to get a job and support themselves and the children in their care. These youths become role models to their siblings and the community and clearly conveys the message that Ujima is trying to spread: That the best support is self-support.

At Ujima Foundation for training and development our days are always inspired by the accomplishments of our youth and their beneficiaries. We are proud to present you with our annual report for fiscal year 2017.

In this report you will meet our awesome youth, learn about their resilience and success, and read about our program outcomes.

Since its inception back in 2004 until today, Ujima Foundation has stayed true to its mission and values.

We are a complex multiservice, multisite organization with a local and regional reach. Yet our hopes and dreams for our youth have not changed or diminished over the years. We strive to do more, and we strive to do it better for the hundreds of young people we serve and support annually. Most importantly, we continue to open the doors of opportunity for our youth to walk through and thrive. Ujima is the result and reality of several dedicated efforts and contributions, from staff, community partners, professionals and commercial enterprises that partner with us, and our trainees. Ujima means achieved with the help of others. We are very grateful for the support from our sponsors and donors for their role in realizing the ultimate goal of Ujima to support as many youths as possible to become self-reliant and responsible citizens of Kenya.

The success of our youth is a result of your investment in our work. Thank you for caring about young people and their families in our region. We hope you enjoy reading this report as much as we enjoy doing our work.

Charles J. Odhiambo
Executive Director
Ujima Foundation for training and Development

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| O Tel: +254(0)20 3529130 |
| P Cell: +254(0)736 780078 |
| Skype charles.j.ogana |
2 EDUCATION

2.1 Pathway to employment

2.1.1 Employability training

Training of Ujima’s beneficiaries to get job and keep that job is our core business. Ujima Foundation has achieved this through rigorous training of the youngsters and equipping them with the necessary tools to be attractive to potential employers. This training method is anchored on Ujima’s 3H (the head, the hands and the heart) philosophy of training that takes a holistic approach in equipping the beneficiaries with the necessary skills that they need to not only get a job but keep that job. The training takes the beneficiaries through three stages. The orientation program for three months, The Skill center for three months and the last phase is the Job hunting and mediation that goes for another three months. In the year 2017 out of the targeted 261 youths who started training, 248 successfully completed the cycle and graduated.

2.1.2 Results Ujima Foundation

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Planned Result</th>
<th>Actual Result</th>
</tr>
</thead>
<tbody>
<tr>
<td>Girls that start training</td>
<td>156</td>
<td>204</td>
</tr>
<tr>
<td>Girls that complete training</td>
<td>156</td>
<td>193</td>
</tr>
<tr>
<td>Girls employed</td>
<td>113</td>
<td>114</td>
</tr>
<tr>
<td>Boys that start training</td>
<td>84</td>
<td>57</td>
</tr>
<tr>
<td>Boys that complete training</td>
<td>84</td>
<td>55</td>
</tr>
<tr>
<td>Boys employed</td>
<td>61</td>
<td>42</td>
</tr>
</tbody>
</table>

Table 1 Ujima’s 2017 results

2.2 Entrepreneurship and basic computer training

We are happy to share with you that our trainees are now not only equipped with the employability training but also with skills to start their own businesses.

In 2017, Ujima introduced business competitions and pitching as part of promoting entrepreneurship program. Students pair up in a group of four each and develop simple business plans.

In future we hope to partner with financial institutions to provide seed capital for the winners to realise their dreams of starting own business. This money can be repaid back to Ujima to create a revolving fund.
**YOUTH SPOTLIGHT: MARGARET JARAMBA**

My name is Margaret Achieng Jaramba, my aunt is the one who made me to know about Ujima Foundation. I saw her progressing in life after studying at Ujima and she was helping her family members very much. I joined Ujima because the training was taking a short duration and the commitment fee was affordable. I also wanted to assist my siblings the way my aunt was assisting theirs. I trained in Ujima for three months then got attached at Twiga Sanctuary Resort for another three months.

During my attachment, I practiced the people skills I had learnt at Ujima such as teamwork, conflict management, communication, self-awareness and motivation.

I volunteered for them for one month and got employed as a receptionist in the second month earning Ksh. 7,500. I am now able to take care of myself. I can budget for the things I need and be able to purchase them. I also support my youngest sibling who is in primary school by purchasing for them education related items such as uniform, text books and exercise books.

<table>
<thead>
<tr>
<th>Name: Margaret Jaramba</th>
<th>Siblings: 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intake: September, 2016</td>
<td>Attachment: Twiga sanctuary resort</td>
</tr>
<tr>
<td>Graduated: March, 2017</td>
<td>Job: Twiga Sanctuary resort</td>
</tr>
</tbody>
</table>

Figure 2 Margaret Jaramba at Twiga Sanctuary resort, Kisumu
3.1 Ready steady program

On March 24, 2017, the Avenue hospital and their health care professional mentors organized a health talk and lessons on reproductive health including HIV and AIDS to 84 Ujima trainees in Kisumu. The health talk also included referrals to their various hospitals within the region.

Lumumba health center also gave 182 Ujima Foundation trainees talks on gender-based violence and preventive measure. They also referrals on the same. During the meeting 60 contraceptives were distributed.

The ready steady program adopted from Ethiopia had a challenge at the close of year 2017. The password used to enter into the web pages malfunctioned and thus the students were unable to log in. To mediate this, we made use of print out curricular as well as saved videos clips that were originally in the website. We have since contacted Educaid to assist in the system reset.

- In FY17, 182 youth were participated in training on prevention of HIV and STIs provided by Avenue and Lumumba health center in Kisumu through their Counseling, Testing, Referrals, and Linkages Program.
- 270 youth participated in the ready steady program.
- 60 youth received tutoring and other programming through ready steady program website.
- 12 Youths participated in Bike ride to raise awareness of teen pregnancies

Figure 3 SRH Training by Avenue health care
Our impact

One hundred and fifty-six trainees accessed employment in 2017 representing 62% of trainees who successfully completed the training program. 91% of those employed are in gainful employment earning above Ksh. 5,000 and supporting 1,617 siblings.

The total pre-training income for Ujima beneficiaries was Ksh. 394,660. Their post training income totaled Ksh. 1,332,500 by the close of year 2017. The change in income is Ksh. 937,840 representing 238% increase in income before they joined Ujima. The average monthly income for the trainees was Ksh. 8,487 with male earning more than the female beneficiaries by Ksh. 518. The female beneficiaries have an increased change of income compared to male beneficiaries by 175%.

Table 2 Distribution of departments Trainees got employed in

- 74% of our trainee’s access employment within the first 3 months after completing their training.
- 24% of the trainees got employment within four and six months after training.
- The remaining 2% got their employment after six months.

Distribution of employed trainees in towns

61% and 24% of the trainees who successfully completed the program got employed in Kisumu and Nakuru respectively. This is where the training departments are located. The rest of them are working in other towns. Five trainees are working in Nairobi, four trainees in Bondo, two trainees in Mombasa, Busia and Kakamega towns. The rest of the towns such as Siaya, Yala, Mumias, Oyugis and Rongo have one working beneficiary each.
4.1 Accessing employment

44% of the trainee’s access jobs through attachment. They are employed immediately after completing their attachment. 22% of the trainees accessed jobs through personal initiative and they visited employers inquiring about employment opportunities. 19% of them accessed jobs through their family and friends. The rest of them accessed job opportunities through the Alumni and Ujima Staff.

The alumni network assisted 10% of the trainees to get jobs.

4.2 Job Hunting period

74% of our trainee’s access employment within the first 3 months after completing their training. 24% of the trainees got the employment within four and six months. The remaining got their employment after six months.

4.3 Total intervention

On average Ujima trainee has the responsibility of 4.2 children under their care. In 2017, none of the males declared having children of their own however they all had siblings under their care. As for female trainees, they both had children of their own as well as siblings under their care. In 2017, Ujima’s intervention reached 1,370 beneficiaries. This are both primary and secondary beneficiaries as per the table below.

<table>
<thead>
<tr>
<th>Gender</th>
<th>2017 annual Intake</th>
<th>Dropouts</th>
<th>Completed</th>
<th>% Completed</th>
<th>No. of Children</th>
<th>Siblings</th>
<th>Intervention</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>57</td>
<td>2</td>
<td>55</td>
<td>96%</td>
<td>0</td>
<td>226</td>
<td>281</td>
</tr>
<tr>
<td>Female</td>
<td>204</td>
<td>11</td>
<td>193</td>
<td>95%</td>
<td>72</td>
<td>824</td>
<td>1,089</td>
</tr>
<tr>
<td>Total</td>
<td>261</td>
<td>13</td>
<td>248</td>
<td>95%</td>
<td>72</td>
<td>1,050</td>
<td>1,370</td>
</tr>
</tbody>
</table>

4.4 Improving quality of education

In the Year 2017, Ujima sent four beneficiaries for refresher courses provided by the Kenya Utalii college. Two of Ujima staff members also benefited from this refresher courses. The knowledge acquired from the refresher courses improved the quality of training in both Kisumu and Nakuru programs.

We are happy to share that Ujima Foundation has been recognized by National Industrial Training Authority (NITA) as a training institute under registration number NITA/LEVY/CDAT/8454 our trainers have also been certified by NITA. This means that Ujima students can now sit for trade tests conducted by NITA. These tests will cost ksh. 6,000 (€ 60) per student. We are currently working with NITA to certify Ujima as a center for examinations.
My mum passed away when I was to join form one and this made me drop out of school. At that time my dad was terminally ill from diabetes and he could not manage to support my education. My uncle supported me to complete secondary education and thereafter I was to fend for myself. I heard about Ujima from my cousin who had studied at Ujima. He was working and this inspired me to apply to Ujima which I managed to join on 4th September 2016.

I was trained for three months on employability and basic computer skills. I gained skills in working with Microsoft Office and learnt how to be an effective team player so as to produce the best results. For job placement, I was taken to Royal City Garden. I learnt basic techniques in hotel industry. I worked in various departments – housekeeping, service, kitchen). After my attachment, I decided to volunteer for 2 months as a kitchen steward to learn more. Fortunately, I got employed in July 2017 in the same hotel as a kitchen steward due to my hard work and skills that I learned on my orientation. I earn Ksh. 12,000 per month and I am now able to take care of my younger sister who is currently in high school. I really thank Ujima for this opportunity. May God Bless Ujima.

Name: Felix Owino
Intake: September, 2016
Graduated: March, 2017

siblings: 1
Attachment: Royal City Gardens
Job: Royal City Gardens
5.1 Girls@Work Program

The year 2017 saw Ujima start implement a new program targeting girls between the ages of 18 to 24 years. The Girls@Work training program targets a total of 520 girls within three years (2017-2019) and links them to the job market. By engaging more than 100 employers in job placements for our trainees, Ujima provides an opportunity for the employers to achieve their corporate social responsibility while benefiting from dedicated, eager to learn staff.

In year 2017, a total of 37 youths and 35 masters were recruited against the planned 42. In Kisumu, the training of masters took place three times (January, March and September) In Nakuru the training of masters too place only once. The low intake of trainees is attributed to the political situation in the country and the fact the WBL is still a new program. Most beneficiaries are aware of Ujima’s employability program and its successes and thus more beneficiaries are absorbed therein.

A total of 40 trainees have been recruited so far against the planned 75 in total. Due to political uncertainty especially in Mombasa and Kisumu, training of the 6 youths as well as the training of masters in Mombasa was pushed to November and successfully attached to industrial exposure in late December.

5.2 Challenges for Girls@Work Program

The Girls@Work has experiences relatively low numbers mostly as a result of the political tensions in the country. Hotels and other businesses have also been hard hit; this has prompted the business owners to accept limited number of trainees in their establishments. To curb this, Ujima recruited one staff from Maili Saba camp to act as a recruitment officer in Nakuru to increase the numbers.

5.2 Expansion into Mombasa county
The labour market survey and needs assessments done earlier in the year gave a strong business case for moving into Mombasa County. However, this has not moved on as planned. Logistical issues and the political climate in the country due to 2017 presidential elections has affected the implementation schedule. Ujima has however identified a potential partner in Mombasa that will assist in grassroots mobilization of potential beneficiaries and provision of an office space.

5.3 Plans and expectations for year 2018

Ujima Foundation and Edukans intend to fully implement the Girls@Work program in Mombasa starting in January 2017. Already six beneficiaries have been identified and one organization to assist Ujima in logistical issues in the first stages before acquiring an office.

It is anticipated however that setting up Mombasa office will bring additional costs that had not been anticipated earlier during the proposal development stage notably office space and its related running costs, the costs of travel (hotels are located far apart and the transport rates are higher than Kisumu and Nakuru), Program monitoring costs and so forth. We are however working on modalities to reduce these costs as much as possible.

5.4 Meetings and conferences

5.4.1. International meetings

In September 2017, Ujima was represented by the director at The Segal Family Foundation annual meeting in New Jersey USA. The meeting also included one engagement with the donors and consultants in development work. Other meetings are as per the below:

- Segal Family Foundation, Arusha, Tanzania, African Visionary Fellowship, August
- Edukans – Partners meeting, Nairobi, Kenya, Donor Visit, March
- Segal Family Foundation, Nairobi, African Visionary fellowship, March

5.4.2 National and local meetings

The following meetings and conferences took place in 2017 at the national and local level:

- Center for Adolescent Studies, Nairobi, SRH programming, February
- Omega Foundation, Kisumu, Gala fundraising for OVCs, March
- Edukans, Kisumu, Work based Learning, May
- Jocknick Foundation, Kisumu, Donor Visit, May
- SOS children Villages, Kisumu, partnership meeting, Nov
5.5 New strategic plan

Most notable in 2017, after a great deal of shared thinking, consultation and refinement, Ujima Foundation published a new Strategic Plan that will guide all of our work for the next four years 2017 - 2020.

Apart from the strategic six goals that became our shared approach to making a difference in the world, the new strategic plan sets out shared goals for our internal operations as well. The strength of the Ujima rests on the clear guidance of how we will work through to 2020, striving to build and improve sustainable practices in our work in all areas Income generating projects included.

5.6 challenges and Lessons learnt

Providing a holistic training that responds to the demands and trends in the labour market is the most ideal and sustainable way of matching the gap between education and work. Ujima strives to achieve this through coordinated and collaborative efforts with support from within and from donors. This has resulted into several lessons highlighted;

i. For trainees to be competitive, Ujima needs to pursue accreditation of its programs
ii. There is need for management capacity building in order strengthen the organization
iii. Having credible organizational leadership is critical in enhancing an organization’s public image and access to funding opportunities.
iv. Involvement of all stakeholders is key for the success and implementation of the new curricular.

However, the following challenges are still eminent shall be addressed in year 2018.

i. Strengthening the balance between needs and rights in programmes.
ii. Strengthening private sector and alumni engagement.
iii. Documenting the Ujima’s Success story from a ‘best support is self-support’ perspective.
iv. Investing in Board and Staff Development.

5.7 Summary of 2017-2020 strategic plan – Strategic objectives

<table>
<thead>
<tr>
<th>1. Holistic skills Training and development</th>
<th>Goal 3: Continuously increase donor funding network locally and internationally to support 70% of the Foundation’s budget.</th>
</tr>
</thead>
<tbody>
<tr>
<td>The main activity for Ujima is to offer demand driven, marketable and quality training.</td>
<td>3. Community and Alumni engagement</td>
</tr>
<tr>
<td>Goal for this strategic objective; Goal 1: “By 2020, Ujima should have trained 1080 orphaned and vulnerable in the society and linked them to the job market”</td>
<td>After over a decade of implementation of skills training, Ujima has a huge community of following within the communities as well as the alumni network.</td>
</tr>
<tr>
<td>2. Strategic Partnerships and resource mobilization</td>
<td>Goal 4: By 2020 Ujima to have a vibrant and active alumni network with at least 1080 members.</td>
</tr>
<tr>
<td>Ujima aspires to be self-reliant and independent of donors over time. This strategic objective focuses on how to access resources and relevant technical expertise from the carefully selected relevant organizations working to enhance development efforts among targeted beneficiaries that are of interest to Ujima. These are the main goals;</td>
<td>4. Institutional Capacity Development &amp; strengthening</td>
</tr>
<tr>
<td>Goal 2: Strengthen and increase the IGAs income streams to meet at least 30% of the total Foundation’s budget</td>
<td>Human resource is the backbone of an organization.</td>
</tr>
<tr>
<td>Ujima seeks to strength its internal capacity in order to deliver on its mandate. The goals for this theme is:</td>
<td>Goal 5: By 2020, we should have developed a strong motivated and highly skilled staff</td>
</tr>
</tbody>
</table>
6.1 Maili saba camp
Mail Saba Camp is located at the very edge of the Menengai crater. In 2017, the camp received a total of 1,348 guests against the planned 2,100. The low turnout was a result of cancelations due to the political climate in Kenya.

6.2 Ujima bakehouse
The Bakehouse is located in Nakuru and have been in operation since 2015. The bakery produces only healthy sugar free products. Like the sour dough bread.

In the last three months of 2017, the bake house was closed due to low uptake of the products. This was because most of the political situation in the country.

6.3 Ujima Restaurant
Ujima Restaurant is expected to be open and ready by March 2018. It will be a full-service restaurant/ café located in Milimani estate in Kisumu city. The restaurant will feature a full menu of moderately priced "comfort" food influenced by African, Indian and European cooking traditions, but based upon time honored recipes from around the world. The cafe section of Ujima Restaurant will feature a coffeehouse with a dessert bar, magazines, and space for a small bar. The main objective of the restaurant is to teach the Ujima Foundation beneficiaries the practical skills needed before they enter the job market.

Most international schools around Nakuru went on a recess, this being our client Ujima decides to close the bakery and open after the elections.

**FAST FACTS**

12%

Contribution of our income generating programs to the total budget of the training program. Best support is self-support!

64%

Number of Ujima Trainees Working in our income generating programs

**FOR MORE INFORMATION**

Maili Saba Camp
http://www.mailisabacamp.com

Ujima Bakehouse
http://www.ujimabakehouse.com

The restaurant provides a safe environment for learning in a real word situation.

Ujima Restaurant will be owned and operated by Ujima Foundation for training and development.
Ujima Foundation gratefully acknowledges the support of all the donors and partners, large and small, individual and institutional. Their commitment to youth and their trust in Ujima made this work possible.

Foundations

Edukans Foundation
Segal Family Foundation
Robo Bank Foundation
Struan Foundation
DIORAPHTE Foundation
Jocknick Foundation
Soromptomist
Issroff Family Foundation
De Koornzaayer Foundation
Heijmerink-Reith Foundation
Porticus

Corporates and Businesses

Acacia Premier
Blue bay hotel
Bontana Hotel
Capitol hill
Chakalika hotel

Chester hotel
Clarice guest house
Dal international
Dessert Rose
Dream house
Dunga Hill Camp
Edalline hotel
Emboita hotel
Family kitchen
Flamingo Hill Camp
Geneva guest house Sudoy Hotel
Genevieve hotel
Golden palace
Good Samaritan Hotel
Highlanes
Hill Court hotel and Spa
Hotel Apex
Hotel City-max
Hotel Delux
Hotel Eros
Hotel Jams
Hotel Kunste
Imani guest house
Kiboko bay
Kisumu hostels
Kisumu hotel
Kivu retreat
La fete hotel
Lake breeze
Lake Nakuru flamingo lodge
Le pearl Hotel
Le Savanna county lodge

Legacy hotel
Leopard hotel
Maili Saba camp
Matt Pharm
Milele resort
Milimani Guest House
Milimani Hotel
Miriam house
Mon Amie hotel
Museum view
New east view
Nuru palace
Nyanza golf
Poly view hotel
Public service hotel
Shalom Hotel
Sovereign Hotel
St. John manor
St.Anna’s guest House
St. Marys pastrol centre
Sunset Hotel
The Vic Hotel
Tich restaurant
TLC Hotel
Tripple Trojan
Tusksies supermarket
Ujima Bake House
Vunduba hotel
Waterbuck hotel
Whirlspring
### 2017 INCOMES

- **Youth at Work**: 80%
- **Girls at Work**: 15%
- **Ujima Restaurant**: 3%
- **Ujima Bake house**: 2%

#### Incomes 2017 Youth@Work Project

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>Actuals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edukans</td>
<td>50,000</td>
<td>62,915</td>
</tr>
<tr>
<td>Segal Family Foundation</td>
<td>50,000</td>
<td>37,712</td>
</tr>
<tr>
<td>DORAPHTE Foundation</td>
<td>25,000</td>
<td>22,500</td>
</tr>
<tr>
<td>Work based learning contribution</td>
<td>22,000</td>
<td>22,000</td>
</tr>
<tr>
<td>Rabo Bank Share4More</td>
<td>15,000</td>
<td>14,967</td>
</tr>
<tr>
<td>Struan Foundation</td>
<td>20,000</td>
<td>20,000</td>
</tr>
<tr>
<td>Dutch School (in kind)</td>
<td>5,173</td>
<td>5,173</td>
</tr>
<tr>
<td>Other partners (in kind)</td>
<td>6,480</td>
<td>6,480</td>
</tr>
<tr>
<td>Ujima lodges and training center</td>
<td>21,697</td>
<td>28,527</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>215,350</strong></td>
<td><strong>198,274</strong></td>
</tr>
</tbody>
</table>

#### Incomes 2017 Girls@Work Project

- **Jocknic Foundation**: 40,000
- **Total**: 40,000

#### Incomes 2017 Ujima Restaurant

- **Soromptist Foundation**: 7,500
- **Total**: 7,500

#### Incomes 2017 Ujima Bake House

- **London School of tropical medicine**: 7,000

**GRANT TOTAL**: 262,350

**2017 EXPENSES**

- **Administration and fundraising**: 17%
- **Program costs**: 83%

#### Figure 9 Graphical representation of costs per program

#### Figure 10 2017 Income per program

#### Figure 11 Graphical representation of Expenses
### 8.4 Summary of Youth@Work income vs expenditures

#### UJIMA FOUNDATION 2017 YOUTH@WORK PROJECT INCOME VS EXPENDITURES SUMMARY (euro)

<table>
<thead>
<tr>
<th>INCOMES</th>
<th>Reference to youth@work budget</th>
<th>Budgeted</th>
<th>Actuals</th>
<th>Deviation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edukans</td>
<td>Cash</td>
<td>50,000</td>
<td>62,915</td>
<td>(12,915)</td>
</tr>
<tr>
<td>Segal Family Foundation</td>
<td>Cash</td>
<td>50,000</td>
<td>37,712</td>
<td>12,288</td>
</tr>
<tr>
<td>DIORAPHT Foundation</td>
<td>Cash</td>
<td>25,000</td>
<td>22,500</td>
<td>2,500</td>
</tr>
<tr>
<td>Work based learning contribution</td>
<td>Cash</td>
<td>22,000</td>
<td>22,000</td>
<td>0</td>
</tr>
<tr>
<td>Rabo Bank Share4More</td>
<td>Cash</td>
<td>15,000</td>
<td>14,967</td>
<td>33</td>
</tr>
<tr>
<td>Struan Foundation</td>
<td>Cash</td>
<td>20,000</td>
<td>20,000</td>
<td>0</td>
</tr>
<tr>
<td>Dutch School (in kind)</td>
<td>in kind</td>
<td>5,173</td>
<td>5,173</td>
<td>0</td>
</tr>
<tr>
<td>Other partners (in kind)</td>
<td>in kind</td>
<td>6,480</td>
<td>6,480</td>
<td>0</td>
</tr>
<tr>
<td>Ujima lodges and training center</td>
<td>Cash</td>
<td>21,697</td>
<td>28,527</td>
<td>(6,830)</td>
</tr>
<tr>
<td><strong>TOTAL INCOMES</strong></td>
<td></td>
<td>215,350</td>
<td>198,274</td>
<td>17,076</td>
</tr>
</tbody>
</table>

#### Training costs

|                          |                                | 29,282    | 27,772   | 1,510     |

#### Orientation program

|                          |                                | 36,522    | 30,992   | 5,530     |

#### Skill center

|                          |                                | 18,770    | 14,776   | 3,994     |

#### Job hunting, good citizenship and mediation

|                          |                                | 15,398    | 16,170   | (772)     |

**Total result 1**

|                                |                                | 99,972    | 89,710   | 10,262    |

#### Enhance the quality of the training program

|                          |                                | 9,304     | 6,850    | 2,454     |

#### Yearly feedback

|                          |                                | 1,100     | 1,114    | (14)      |

#### Refresher courses

|                          |                                | 12,104    | 11,943   | 161       |

**Total result 2**

|                                |                                | 22,508    | 19,907   | 2,601     |

#### Embed good practices at the institutional level of TVET service providers.

|                          |                                | 6,839     | 6,732    | 107       |

#### Curricular accreditation

|                          |                                | 2,130     | 1,415    | 715       |

#### Ujima teachers trained by a registered TVET

|                          |                                | 5,958     | 4,423    | 1,535     |

#### Collaboration and networking with different stakeholders INGO, NGO, government ministries

|                          |                                | 1,000     | 600      | 400       |

**Total result 3**

|                                |                                | 15,927    | 13,170   | 2,757     |

#### Include new actors in development cooperation in education and private sector

|                          |                                | 6,695     | 5,773    | 922       |

#### Linking and learning with international network in hospitality industry

|                          |                                | 1,574     | 1,469    | 105       |

#### Local expert center to optimise and improve local and international network

|                          |                                | 2,662     | 1,355    | 1,307     |

**Total result 4**

|                                |                                | 10,931    | 8,597    | 2,334     |

**TOTAL BUDGET YOUTH@WORK**

|                                |                                | 149,338   | 131,384  | 17,954    |

#### Program admin costs

|                          |                                | 33,194    | 38,506   | (5,312)   |

#### Project management

|                          |                                | 1,500     | 2,423    | (923)     |

#### Audit

|                          |                                | 31,318    | 32,651   | (1,333)   |

#### Others

|                                |                                | 66,012    | 73,580   | (7,568)   |

**TOTAL 2017 YOUTH@WORK PROJECT BUDGET Vs EXPENDITURES**

|                                |                                | 215,350   | 204,964  | 10,386    |

Detailed financial report attached as Annex 1
### 8.5 Summary of Girls at Work Income and expenditures

**UJIMA FOUNDATION GIRLS AT WORK 2017 INCOME VS EXPENDITURE SUMMARY (€)**

<table>
<thead>
<tr>
<th>Incomes</th>
<th>Budget</th>
<th>Actuals</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jocknick Foundation</td>
<td>100,435</td>
<td>41,313</td>
<td>-59,122</td>
</tr>
</tbody>
</table>

**Total incomes**

<table>
<thead>
<tr>
<th>Total incomes</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>100,435</td>
<td>41,313</td>
<td>-59,122</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>Budget</th>
<th>Actuals</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff</td>
<td>51,111</td>
<td>9,654</td>
<td>-41,457</td>
</tr>
<tr>
<td>Laptops new staff</td>
<td>2,315</td>
<td></td>
<td>-2,315</td>
</tr>
<tr>
<td>Furniture new staff</td>
<td>1,389</td>
<td>901</td>
<td>-488</td>
</tr>
<tr>
<td>Training materials Ujima</td>
<td>1,375</td>
<td>64</td>
<td>-1,311</td>
</tr>
<tr>
<td>Disposable materials - training</td>
<td>1,852</td>
<td>142</td>
<td>-1,710</td>
</tr>
<tr>
<td>Equipment - training</td>
<td>296</td>
<td>289</td>
<td>-8</td>
</tr>
<tr>
<td>Transportation monitoring visits</td>
<td>840</td>
<td>844</td>
<td>4</td>
</tr>
<tr>
<td>Insurance</td>
<td>3,972</td>
<td>27,150</td>
<td>23,178</td>
</tr>
<tr>
<td>Exams</td>
<td>9,167</td>
<td>310</td>
<td>-8,857</td>
</tr>
<tr>
<td>Graduation</td>
<td>917</td>
<td></td>
<td>-917</td>
</tr>
<tr>
<td>Refreshments master training</td>
<td>1,167</td>
<td>768</td>
<td>-399</td>
</tr>
<tr>
<td>Payment training attendance</td>
<td>1,296</td>
<td>888</td>
<td>-408</td>
</tr>
<tr>
<td>Office and support staff</td>
<td>19,800</td>
<td></td>
<td>-19,800</td>
</tr>
<tr>
<td>Reaching out</td>
<td>3,086</td>
<td>2,919</td>
<td>-167</td>
</tr>
<tr>
<td>PA system</td>
<td>1,852</td>
<td>2,100</td>
<td>248</td>
</tr>
</tbody>
</table>

**TOTAL 2017 Girls@Work PROJECT INCOME VS EXPENDITURES**

<table>
<thead>
<tr>
<th>TOTAL 2017 Girls@Work PROJECT INCOME VS EXPENDITURES</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>100,435</td>
<td>46,028</td>
<td>-54,407</td>
</tr>
</tbody>
</table>
UJIMA FOUNDATION SENIOR STAFF

Charles J. Odhiambo  Executive director
Peter Ofwa  Finance Manager
Clara Masira  Head of training – Kisumu Training Programs
Elizabeth Njeri  Head of training – Nakuru Training Programs
James Karaya  Manager Maili Saba Camp
Emma Odongo  Executive assistant and HR officer