

springboard



WRITTEN REPORT ON BRAILLE WITHOUT BORDERS FOUNDATION SWITZERLAND SECOND INSTALLMENT(AUGUST 2013)

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a. What was the amount received in the (prior) installment? In addition to notified transfer fees were any additional costs deducted? If so, please detail.

The amount received was N386, 108.56 (\$2500)

There were no additional costs deducted on this amount.

b. What were the detailed objectives for the last period, and what progress was made towards them?

The following were the objectives for the last period:

1. Commence the maiden edition of Springboard Entrepreneurship training
2. Construct a hut on Springboard farm
3. Purchase necessary equipments for the project such as desktop computer, pen drives, farm equipments, white boards, antivirus etc
4. Pay for recurrent costs such as lunch, facilitators' fee, training centre maintenance, staff salaries, training materials, etc

Commencement of the maiden edition of Springboard Entrepreneurship training

Stage 1 (Business Idea Development & Farm Adventure) of the Springboard training started on May 13, 2013 and is progressing well even though with some challenges encountered. Participants are happy to be learning new skills which will help them become self-employed and change agents in their communities. Participants have just finished writing their business plans and are presently submitting their plans to organizations and individuals in the community for possible grants/seed money. On Monday 9 September, participants will also have the opportunity to pitch their business ideas in front of organizations and individuals who may be interested in investing in their business ideas. More so, the Stage 2 (I am the change) of the training will start on September 1 2013 where participants will be carrying out community development activities.

Construction of a hut on Springboard Farm

We could not construct a hut before the commencement of the training. The carpenter we wanted to engage complained he could not construct it during the raining season. However, we plan to do this before the commencement of the next batch we starts in March 2014. The money (\$182) received for this task is kept in the bank account.

Purchase of necessary equipments

We were able to purchase necessary equipments for the project. Please find receipts attached and details in accounts.

Payment for recurrent costs

We were also able to make the necessary recurrent costs as planned and written in the 2nd Installment. Find in attachment, all receipts and tellers.

c. What were the major successes?

With the support of BWB Foundation Switzerland, majority of our objectives for this period were successful. Our major successes in the last 4 months are as follows:

- i. Commencement of Springboard Entrepreneurship training with 20 participants
- ii. Completion of Stage 1 of the training

- iii. Partnership with United Nations Programme for Development (UNDP) to create public awareness in the community on critical Environmental issues
- iv. Fundraising via GlobalGiving: Springboard project has been approved on GlobalGiving, an online donation platform. You can see the project page at: <http://www.globalgiving.org/projects/help-empower-10-poor-communities-in-nigeria/>. Although the project page is visible, it will not accept donations until it goes live on September 1, 2013.
- v. Andras Nevai, from Hungary, visits Springboard in September 2013: Springboard team is happily preparing to receive Andras Nevai from Budapest, Hungary who will be visiting the Springboard Project from August 24 to September 15. During his visit, Andras, who has much interest in Springboard, will help to organize some fundraising activities and workshops. He will also facilitate some sessions with our participants. For many years Andras has supported the Teaching and Training of the Future Leaders of the world, both financially and as a mentor. Andras is an Art Photographer, he is currently working on his second book of photographs called “Angels of Water”. He is also the founder of The Council of Healers, The Pendulum Works, The Crystal Master Gallery and the First Global Sacred Geometry Conference. Andras is an author, photographer, teacher, and businessman educated in the United States and he presently lives in Europe.
- vi. Springboard Farm: In the last 4 months, we have harvested and sold more farm produce (maize and plantain). Also, a community has just donated (at no cost) some acres of farmland to Springboard. This donation has come at a time when some of our students will need farmland to start their farm projects after graduating from the training. Springboard will partner with its graduates who are starting farm projects by donating some of this farmland to them to commence their projects after graduating from the Springboard training in November 2013.

d. What were main barriers to success? What assistance may be required for the project to continue? What is the strategy for addressing the barriers?

2013 Springboard participants are very talented and full of potentials. Also, they demonstrate a huge readiness, tenacity and commitment towards learning how to turn their business ideas into successful businesses after graduating from the training.

At the start of the training in May 2013, we admitted 20 participants, 7 later dropped out of the training due to lack of money to transport themselves four times a week to the training centre and the farm. Most of our participants travel as far as 20km to attend the training. As much as we tried to get sponsorship to cover all participants’ transport cost, we were only able to get for participants coming from Iju and Ita-ogbolu communities. The community leaders in these two communities, who see the potential impact Springboard has on their youth and the communities supported the participants from their villages with a token to

cover their transport. In the next batch, starting March 2014, all our trainings will be on the farm so our participants will only transport themselves to one particular location.

e. Is the grantee working alone, or has he/she got support? Is the grantee receiving coaching or mentoring? Does the grantee require any assistance/advice?

Springboard has 3 paid staff. 2 staff work on the training programme and the 3rd coordinates activities on the Springboard organic farm. We also have some dedicated volunteers and have recruited training facilitators.

f. Is the grantee able to continue to commit full time to the project? If not, an explanation is required.

Yes, I am committed to the work and vision of Springboard

g. Detailed bookkeeping overview of how the first installment was used including bank statements and day to day bookkeeping details

Please find attached, in 2 Excel sheets, Springboard Income and Expenses accounts for the months of February, March, April, May, June, July and August 2013. Also, find in PDF the bank account (Cheques written and income). The Bank Statement (May to August) is also attached.

However, we have used the second installment from BWB Foundation Switzerland on the following:

ITEM	NAIRA
• Desktop Computer	35,000
• 2 Whiteboards	10,200
• 20 Flash/pen drives (20 items)	37,680
• Farm Cutlasses (20)	48,000
• Marker pen	500
• Training centre maintenance	10,000
• Salaries	68,000
• Facilitators	78,000
• Lunch	45,000
• Antivirus	4,500
• HP Black Ink	3,000
• HP Color Ink	3,500
• Plastic Clear bag (20)	750
• Generator rentage	3,100
• Renting Projector	5,000
• Internet subscription	3,400
• Transport	<u>950</u>
TOTAL:	<u>356,580</u>

**Find in attachment all the relevant receipts and tellers*

h. Detailed action plan for the next installment period with a time line, costs and description, both qualitatively and quantitatively of each task and milestone.

- 1. Lunch:** Lunch will be served to 13 participants 2 staffs and 3 facilitators 4 days in a week. Cost per person per day is \$ 0.38. 2^{1/2} months (July 15 – September) will be paid from this installment. Total cost for lunch for 40 days is \$ 289. Lunch will not be served in October and November as participants will be at apprenticeship.
- 2. Salaries:** Salaries for 1 director (\$125 monthly) and 1 administrative staff (\$100 monthly). 3 months (June, July and August) will be paid from this installment.
- 3. Facilitators’ fee:** 3 facilitators will be paid for 3 months from this installment (June to August). Each facilitator will receive \$85 each
- 4. Participants’ Apprenticeship Allowance fee:** The participants will begin their apprenticeship from October 1 till November 30th. 13 Participants will receive \$50 each as living allowance for the 2 months of Apprenticeship. Some of the participants will travel to industries/organizations established in far distance.
- 5. Internet Subscription:** 2 months (September and October) internet service will be paid for from this installment. \$22 is paid monthly.
- 6. Administrative Expenses:** such as Ink, paper, transportation, etc. \$40 will cover for 2 months (September and October)

ITEM	\$	N
• Lunch	289	46,240
• Salaries	675	108,000
• Facilitators’ Fee	765	122,400
• Participants’ Apprenticeship Allowance	650	104,000
• Internet Subscription	44	7,040
• Administrative Expenses	40	6,400
TOTAL	2,463	394,080

**approximated to the nearest figure*

**As at today 25 August 2013, Dollar conversion rate is 160naira*

7. Short application with budget, detailing how the funds for the third installment will be used.

Dear Grantor,

Thank you for the release of the First and Second installments of the Braille Without Borders Foundation Switzerland grant for the work of Springboard. The funds were used

for the purpose it was meant for. The entire staff of Springboard is highly grateful for your support.

As Springboard progresses on its maiden training, I hereby wish to request for the release of Third installment (\$2,500) of the Braille without Borders foundation Switzerland Grant which will be used for items explained above. Please find in this report, necessary requirements for the release of the grant.

Thank you so much for your support for Springboard.

I look forward to the release of the Third Installment.

Best Regards,
Afere Alaba Lawrence