

ANNUAL REPORT

2016



A. Management

PAAJAF Foundation is a registered Non-Governmental Organisation (NGO) in Ghana with Department of Social Welfare Certificate Number: D.S.W/4003 and Register General Certificate Number: G21,781.

Who We Are

PAAJAF is working to uplift underprivileged children, youth, and women in rural Ghana and end poverty and illiteracy by providing education and job training programs. PAAJAF aims to become a leading resource centre in the Gbawe Community and beyond in Ghana. Accordingly, PAAJAF provides charitable services in line with its mission to support children, youth, and women in Gbawe. The services are organised into different areas such as education, child welfare, and youth resilience.

Projects/Programs

Due to a lack of funding at PAAJAF, our projects in healthcare, youth resilience, and child welfare are on hold as we struggle to secure funding in order to resume them. The projects listed below have been developed by the PAAJAF FOUNDATION:



Education



Child Welfare



Health Care



Youth Resilience

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Education Program

At PAAJAF, we are extremely grateful to the grant team and the entire team of the PAAJAF community for their generous support to our education project. The PEI Family Learning project is a part of our PAAJAF Educational Institute program. The following link is a video presentation with more information about the project: <https://www.youtube.com/watch?v=f1Y2SCiK5C8>



PEI is an educational facility that aims to create an environment of growth in which children between the ages of 1 and 15 can realise their fullest potential. The project includes a boarding house facility, recreational facilities, and a solid educational program that nurtures students into active and responsible citizens of the future. With resources, the project aims to expand to the university level. In 2016, the project had a goal of reaching 64 children and 10 adults as part of the adult learning initiative by December. At the end of the year, the project was providing scholarship education to 100 children, surpassing all our expectations.

The scholarships are provided in either of the following ways:

- Full Scholarship
- Partial scholarship

To read more about the scholarship categories, please visit this link: <http://www.peischool.org/scholarships/>.

As of the end of 2016, we have 20 children who are receiving full scholarship and 80 children receiving partial scholarships. Our goal was to provide 30 full scholarships and 34 partial scholarship. In terms of staff, we have 5 class teachers, 1 kitchen staff, 1 class attendant, 1 cleaner, and 1 adult education teacher.

The Issues/ Problems



The premises that we have rented for the school has 5 rooms. Of these, we are using 1 as an office and 4 for the pre-school. At first, we were using 3 rooms for the school and 1 was reserved for the IT project. Since the individual who pledged to sponsor the IT project has not honoured the pledged yet, the room that was serving as the IT room is now is being using by the school. Still, the rooms are not big and the classrooms are now overcrowded.

The rental agreement for the school's premises expires on October 2016, and there are not enough funds available to renew the lease to re-rent the building and continue running the school. We are at a critical point of need, and we need support to rehire the venue or purchase land to build our own permanent premises.

For this, we have located a plot that is costing US\$18,000. With enough funds, we can purchase this land to build and run our school, and remove the burden of paying an increasing cost of rent continuously.

Operational Result

The information in this report accounts for the operations during the entire year under consideration – 2016. Our activities are in support of seven of the eight United Nations Millennium Development Goals, specifically goals 1, 2, 3, 4, 5, 6, and 8. With regard to the development goals that aim for quality education provision, equality, and long-term upliftment of the Gbawe community, PAAJAF Foundation targets goals 1, 2 and 3 which are:

1 To eradicate extreme poverty and hunger



2 To achieve universal primary education



3 To promote gender equality and empower women



The income recorded under the year 2016 was received through partial school fees collected and generous individual donations via Global-Giving, from a Church in Netherland, and through a reference from one of our passionate volunteers - Kristine Germar. We also registered support from the MacEwan University Global Education Fund, Paul and his family, Chin, Arla, Charlene and more. Please refer to Note 1 for additional details about our income.

An amount of GH¢77,680.51 was registered as income which equals US\$18,065.23. When compared to the year 2015 which had an income of GH¢52,446.52 (US\$13,765.49), PAAJAF registers an increase of GH¢25,233.99 (US\$5,868.37) in income at an exchange rate of GH¢4.30 to US\$1.00.

In terms of expenditure, the foundation registered a total expenditure of GH¢79,002.46 (US\$18,372.67) on projects and administration which excludes depreciation of GH¢1,000.47 (US\$232.49). Notes 2 and 3 provide more information. The year 2015 registered an amount of GH¢48,614 (US\$12,759.68), so based on analysis, we registered a positive variance of US\$1,005.81.

Results and Impact



In 2016, the project had a goal of reaching 64 children and 10 adults as part of the adult learning initiative by December. At the end of the year, the project was providing scholarship education to 100 children, surpassing our expectations. Of these children, 20 are receiving full scholarships and 80 are receiving partial scholarships.

We also have 5 class teachers, 1 kitchen staff, 1 class attendant, 1 cleaner and 1 adult education teacher on staff.

Volunteers Community

We appreciate all our volunteers for their help in making 2016 a productive year. We are also grateful for the United Nations Online Volunteering portal which has been supporting our organisation by connecting us with enthusiastic online volunteers from around the world.



B. Financial Statements

1. STATEMENT OF FINANCIAL POSITION FOR THE YEAR ENDED DECEMBER 31, 2016

ASSETS	NOTE	2016		2015	
		GHC¢	USD\$	GHC¢	USD\$
Non-Current Assets	5	2,222.59	463.04	2,621.90	819.34
CURRENT ASSETS					
Prepaid Rent		-	-	-	-
Cash and Bank		3,471.83	723.30	4,793.78	1,498.06
		5,694.42	1,186.34	7,415.68	2,317.40
EQUITY AND LIABILTY					
Account Payable	4	2,601.26	541.93	2,000.00	625.00
Accumulated Fund		5,415.58	1,128.25	5,415.68	1,692.40
Income Surplus/Changes in Equity		(2,322.42)	(483.84)	-	-
		5,694.42	1,186.34	7,415.68	2,317.40

2. INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED DECEMBER 31, 2016

DETAILS	NOTE	2016		2015	
		GHC¢	USD\$	GHC¢	USD\$
Total Income	1	77,680.51	18,065.23	52,446.52	13,765.49
Expenditure		-	-	-	-
Project Expenses	2	76,100.74	17,697.85	43,500.00	11,417.32
General Expenses	3	3,902.19	907.49	6,107.58	1,603.04
Total Expenditure		80,002.93	16,667.28	49,607.58	13,020.36
Net Income/Deficit		(2,322.42)	(483.84)	2,838.94	745.13

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STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED DECEMBER 31, 2016		2016	
		GHC¢	USD\$
Balance as at January 2015		2,838.94	745.13
Transfer from income statement		(2,322.42)	(540.10)
Total		516.52	205.03

4. STATEMENT OF RECEIPTS AND PAYMENTS AS AT DECEMBER 31, 2016

Details	2016		2015	
	GHC¢	USD\$	GHC¢	USD\$
RECEIPTS				
Balance as at January 1, 2016	4,793.78	1,258.21	1,961.26	514.77
Receipts for the year	77,680.51	18,065.23	52,446.52	13,765.49
Total Receipts	82,474.29	19,323.44	54,407.78	14,280.26
LESS EXPENDITURE				
Teachers' Salaries	18,118.74	4,213.66	16,200.00	4,251.97
School Feeding	7,780.00	1,809.30	5,500.00	1,443.57
School Tables and Chairs	4,750.00	1,104.65	3,000.00	787.40
Scholarships fund	12,400.00	2,883.72	10,200.00	2,677.17
Director's Stipends	4,500.00	1,046.51	3,000.00	787.40
Internet	800.00	186.05	1,400.00	367.45
Repairs and Maintenance	4,250.00	988.37	2,000.00	524.93
Venue Rent -PEI	18,000.00	4,186.05	-	-
School Uniforms Purchased	2,500.00	581.40	2,000.00	524.93
Transportation/Fuel	550.00	127.91	1,300.00	341.21
Reference Books	1,000.00	232.56	-	-
Utility-PEI	1,702.00	395.81	1,600.00	419.95
Post and Telecommunication	929.00	216.05	500.00	131.23
Audit Fee	-	-	500.00	131.23
Printing and Stationery	1,480.00	344.19	1,400.00	367.45
Bank Charges	242.72	56.45	14.00	3.67
Total Expenses	79,002.46	18,372.67	48,614.00	12,759.58
Balance	3,471.83	950.78	5,793.78	1,520.68

NOTE TO THE ACCOUNT

NOTE 01:
INCOME

The income for the year was generated through the following sources:

Details	2016	
	GHC¢	USD\$
GlobalGiving Fund	22,451.64	5,221.31
Partial School Fees (PEI) Fund	13,928.00	3,239.07
Individual donors	1,185.15	275.62
School Feeding	6,800.00	1,581.40
MacEwan University Global Education Fund - Grant	16,336.97	3,799.30
Scholarship Fund	9,500.00	2,209.30
Books Fund	1,500.00	348.84
Czech Republic School - The school Sezemice	1,374.52	319.66
School Uniform Fund	2,000.00	465.12
International Catholic Fund - The Church of Our Saviour	2,112.25	491.22
Interest	491.98	114.41
Total Income	77,680.51	18,065.23

NOTE 02:

PROJECT EXPENDITURE	GHC¢	USD\$
Scholarships provided	12,400.00	2,883.72
Repairs and Maintenance	4,250.00	988.37
Reference Books	1,000.00	232.56
School Feeding	7,780.00	1,809.30
School Uniforms	2,500.00	581.40
Director's Stipend	4,500.00	1,046.51
Tables and Chairs	4,750.00	1,104.65
Venue Rent -PEI	18,000.00	4,186.05
Teachers Salary at PEI	18,118.74	4,213.66
Utility at PEI	1,702.00	395.81
Printing of Exercise Books and Examination Papers	1,100.00	255.81
	76,100.74	17,697.85

NOTE 03:

GENERAL EXPENSES	GHC¢	USD\$
Post & Telecommunication	929.00	216.05
Travel and Transport	550.00	127.91
Printing & Stationery	380.00	88.37
Internet	800.00	186.05
Bank Charges	242.72	56.45
Depreciation	1,000.47	232.67
Total General Expenses	3,902.19	907.49

NOTE 04:

ACCOUNT PAYABLE	GHC¢	USD\$
Loan received to support the school project not yet paid	2,000.00	416.67
Total Payables	2,000.00	416.67

NOTE 05:

FIXED ASSETS SCHEDULE					
Cost/Evaluation	Office Equipment	Table & Chairs	Others	Total	Total
Details		GHC¢	GHC¢	GHC¢	GHC¢
Balance	1,257.22	-	145.16	1,402.38	379.02
Additions		2,500.00	-	2,500.00	675.68
Total Assets	1,257.22	2,500.00	145.16	3,902.38	1,054.70
					-
Depreciation Balances	679.32	-	-	679.32	183.60
Current Period Charges	251.44	720.00	29.03	1,000.47	270.40
Total Depreciations	930.76	720.00	29.03	1,679.79	454.00
Net Book Value	326.46	1,780.00	116.13	2,222.59	600.70