



Juhudi Africa Programme

Juhudi Africa Programme (JAP) Brief Profile

Name of Organization - name and legal entity (in English):	Juhudi Africa Programme, Non-Governmental Organization (NGO)
Legal form, year of establishment:	Juhudi Africa Programme (JAP) is a registered non-governmental organisation (public benefit organization) in accordance with Non-Governmental Organisations Co-ordination Act No. 19 of 1990 (Revised 2012) in Kenya, Registration date: 12 th April, 2017
Main contact details and address (street, number, post code, city, office/cell phone, email, website):	P.O. Box 522-80108, Kilifi. Organization Tel No: +254202026508/+254726420006 Director Projects Contact: (+254)723527558 Email: info@juhudiafrica.org Website: www.juhudiafrica.org
Registration number / Office of Registered Organizations:	Registration number: OP.218/051/17-051/10630. Tax registration number: P051745152L. Registered NGO's Headquarter's Physical Office: Juhudi House, Mtondoni Road, Mtwapa, Kilifi County, Kenya.
Bank details: Bank name: Bank address: Bank account name: IBAN number: SWIFT code:	Bank Name: Stanbic Bank Kenya Ltd P.O. Box 90131-80100, Mombasa. Account Name: Juhudi Africa Programme Euro Account Account Number: 0100006547006 Swift Code: SBICKENX Branch Code: 027
Main field of focus of applicant organization:	Juhudi Africa Programme (JAP) is dedicated to work with other Local and International Organizations to improve the social and economic status for the rural poor in Africa.
Statutory representative (full name, position, email and phone):	Full Name: Joachim Tamaro MAKORI, Programmes Director & Legal Entity Appointed Representative, Email: joachim.tamaro@gmail.com , Phone Contact: (+254)723527558
Project manager (if different than statutory representative, full name, position, email and phone):	Same as Above

1.0 Introduction of JAP

Juhudi Africa Programme (JAP) is a registered non-governmental organisation (public benefit organization) in accordance with Non-Governmental Organisations Co-ordination Act No. 19 of 1990 (Revised Edition 2012) in Kenya, **Registration number:** OP.218/051/17-051/10630, **Registration date;** 12TH APRIL 2017, **Tax registration number:** P051745152L.

Juhudi Africa Programme (JAP) (with a EuropeAid ID and Registration No: OP.218/051/17-051/10630) is a registered non-governmental organisation in accordance with Non-Governmental Organisations Co-ordination ACT No. 19 of 1990 (Revised Edition 2012) in Kenya with regional programmes of support in 20 Counties in areas of social infrastructure and services, production sectors, economic infrastructure and services, general environmental protection and humanitarian aid with major focus on Sustainable Development Goals #1, 2, 5, 6, 8, 12, 13 and 14.

Back in 2008 the organization started as a (CBO) known as Juhudi Africa Group. In 2017, the organization transformed itself into a registered Non-Governmental Organization (NGO) named Juhudi Africa Programme (certificate attached). Juhudi is an organization, dedicated to working with women, youth, children, families, and communities in Kenya to reach their full potential by addressing root causes of poverty and offering suitable interventions.

The NGO is currently headquartered in Kenya Coast, Kilifi County-Mtwapa Town, benefiting over 15 thousand people through its comprehensive development programme, which comprises 5 fields of activity:

1.1 Full Programmes:

- Social infrastructure and services: Policy, Education focusing on access, I.C.T, Entrepreneurship and Capacity building, Health, Water & Sanitation
- Sponsoring Specialized Training on Healthcare especially Cancer, HIV/AIDS etc
- Health Policy and Administration
- Medical Research
- Population Policies and Programmes including reproductive health care, Family Planning: Policy, personnel development, STD Control including HIV/AIDs:
 - Supporting Access for Adolescents to Integrated Sexual and Reproductive Health Services i.e adolescent/youth reproductive health services (AYSRH), HIV and STIs Prevention Advocacy, prevention of sexual harassment in workplaces, quality of the comprehensive package for SWs, MSM, TG, and PWID ensuring optimal coverage, HIV testing, linkage of identified HIV positive individuals to treatment, treatment retention and viral suppression in the Kenya Coastal Region, promotion of gender equity and human rights, review and reform of legislations that create barriers to accessing health services or reinforce stigma and discrimination in healthcare settings to the youth, marginalised groups, persons with disability, adolescent girls and young women, PLHIV and key populations and working with Information, Communication Technology (ICT) platforms to increase access to services and ASRH information.
 - JAP has a multi-pronged approach to bring on board the youth constituency in voicing their concerns. Among the key activities include; **Youth Advocacy and Social Action**, supports youth to undertake effective policy analysis ,engage in policy advocacy actions, develop advocacy networks and coalitions and increase youth interactions with key decision makers in society; **Youth Enterprise Development and Employment creation**- working with young people to identify viable enterprises, identify value chain constraints , provides business skills training and identifying markets; **Youth Talent Development and Recreation**- organizes activities that are attractive to the youth and uses them as forums to pass across important messages on issues that are of concern to the youth; **Youth Organization Development and Capacity Building**- mobilizes youth, supports development of youth organizations and growth by providing knowledge and skills in good governance; **Provision of Psychological Support**- We partner with other actors in advocating for increased access to psychological services for young people and

in providing models of such services for replication by other actors; **Mainstreaming Youth Reproductive Health and HIV/AIDS**- In partnership with other organizations, Juhudi Africa promotes youth reproductive health to address the impact of HIV/AIDS and provides preventive services including voluntary counseling and testing, provision of home based care services and supporting access to antiretroviral therapy; **Mainstreaming Gender**- JAP endeavors to address practices like gender based violence, female genital cutting and discrimination of women in employment and in work places and general lack of opportunities for both male and female youth in the basic sectors in society and **Youth Research and Evidence Based Programming**- we undertakes participatory action research, rapid assessments, baselines, evaluative research and situational analysis to inform policy and programs among the different actors involved with youth in the sectors.

- **Water and Sanitation including water resources conservation, water supply and sanitation-large systems**

1.2 Production sectors:

Production Policy and Administration, Policy, Agriculture, Forestry, livestock and Fisheries, Food Security

Juhudi Africa Programme (JAP) is dedicated to work with other Local and International Organizations to improve the social and economic status for the rural poor in Africa. JAP's Agricultural, Forestry, livestock and Fisheries (policies, education, training and research) Production and Productivity Facilitating diverse agricultural production and improved productivity by enhancing farmer access to sustainable sources of information, training, extension services, improved technologies and inputs. Examples include: • Supporting private sector firms or cooperatives to offer embedded training and extension services on a commercial basis. • Encouraging youth and women entrepreneurs to establish sustainable micro enterprises offering needed services, • Launching village-based advisor activities in selected counties. • Expanding and developing input supply models, incorporating new models that respond to specific geographic areas, and commodities, focusing on inclusion and cost efficiencies. Increase access to inputs and services by co-sponsoring agro-dealer platforms and launch of private sector embedded extension driven by agro-dealers;

1.3 Agriculture Policy and Administration Support

- Food Security
- Agricultural water resources
- Plant and Post-harvest protection
- Facilitation of extension services

1.4 Economic infrastructure and services:

Policy, Energy generation, renewable sources (Solar, wind and geothermal)

1.5 General environmental protection:

Policy, education and training, research and Climate Change

1.6 Humanitarian aid:

Policy, Disaster preparedness

1.7 Target group(s)

- Community Based Organisation(s)
- Educational organisations (school, universities)
- Illness affected people (Malaria, Tuberculosis, HIV/AIDS)
- Indigenous peoples

- Local authorities
- Non Governmental Organisations
- People with Disabilities
- Research organizations

2.0 Vision

A leading Agency in the enhancement of social-economic lives of marginalized groups living in Kenya.

3.0 Mission

To improve the quality lives of marginalized groups through education, income generating initiatives, community participation, better housing, health, water access and sustainable environment management.

4.0 Core values

- Professionalism
- Honesty
- Fairness
- Quality
- Hard work

For more information, kindly visit: www.juhudiafrica.org

5.0 JAP's Philosophy

JAP is an NGO that supports Technology and is therefore a regional hub of innovation in engineering, architecture and the building sciences, agriculture, fisheries, ICT, science and entrepreneurship support. JAP bridges the gap between innovation and business with a view to bringing innovation closer to the wider society with for accelerated development. JAP harnesses the resources of talented individuals to provide knowledge, training and technical solutions; and to showcase new products, services and innovations.

JAP understands that industry constantly seeks competitive advantage through new knowledge and innovation, and thus facilitates direct access to emerging knowledge through close contact with researchers, inventors and trainers.

6.0 JAP's Structure

Juhudi Africa assumes full supervision and responsibility in the administration and management of all donor and internal funded projects lead by Executive Director (as CEO), Regional Deputy Director (in charge of all Programmes) and other two middle level management directors. The directors offer the policy and strategic direction of the NGO. They have specific tasks assigned to them as follows;

JAP is an entity registered as an NGO legally organized under the laws of, and have its principal place of business in Kenya with 95% beneficially owned by individuals who are citizens or lawfully admitted permanent residents Kenya, has a Board of Directors with 95% of the members of the Board being citizens of Kenya.

The JAP Board is the policy organ that consist of Seven (7) members, three of whom are the honorary posts of Chairman, Secretary and Treasurer. In instances where the Chairman is absent, the Board members can elect one of their own to act in that position; the Chief Executive Officer is an Ex-Officio member of the Board.

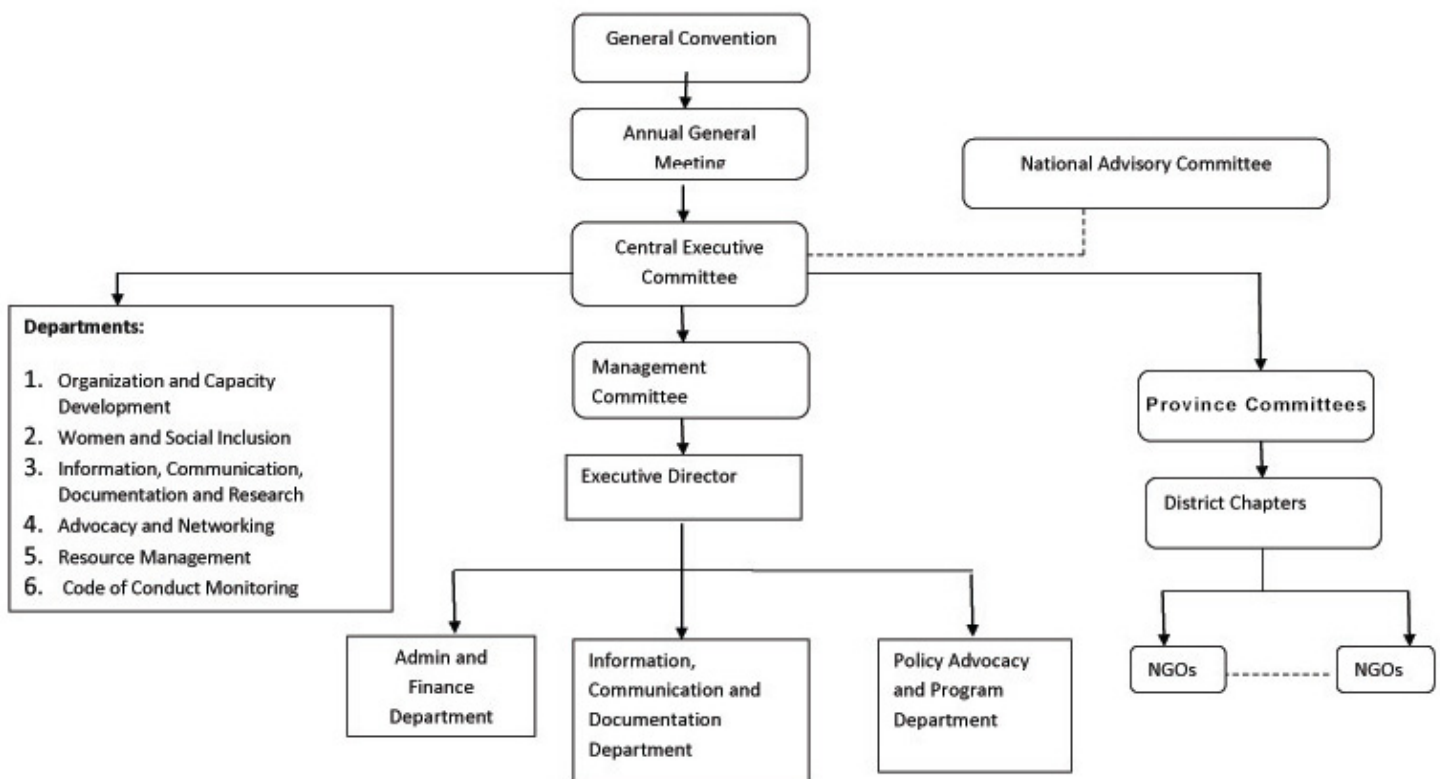
The Chief Executive Officer heads the secretariat and is assisted by the employees of the Organisation to manage the day-to-day affairs of the Organisation. The management paid all expenses incurred in setting up and registering the Organisation and exercise such powers of the Organisation as are required by the constitution to be exercised to achieve the objectives of the Organisation.

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The NGO has an in-house pool of 54 (95% Local and 5% international but legally admitted to work in Kenya) experts (consultants specialized in various fields of JAP core areas of competence).

JAP has at least 95% of her staff (senior, mid-level, support) who are citizens of Kenya. JAP has at least 85% of her senior staff (i.e., managerial and professional personnel) are citizens and lawfully admitted permanent residents of Kenya. However, currently has no international staff in the current projects.

The JAP Board is the policy organ that consist of Seven (7) members, three of whom are the honorary posts of Chairman, Secretary and Treasurer and the Chief Executive Officer is an Ex-Officio member of the Board. In her current composition, the organization has 100% membership of local citizens. However, the JAP's policy on inclusivity is open to non citizens who can be lawfully admitted as permanent residents of Kenya or as international staff with work permit.



7.0 Technical Team

The NGO has an in-house pool of 54 experts (consultants specialized in various fields of JAP core areas of competence) as follows:-

7.1 Our competence

Juhudi Africa has competence in the following areas:

- Community/Rural development/Mobilization
- Agriculture, Livestock, Fisheries and natural resource management
- Environment management

- Dry land farm system management
- Soil and water conservation and water harvesting
- Irrigation technology and engineering
- Water and sanitation project design, implementation and training.
- Micro enterprise and business services development
- Programme/Project proposal design, implementation, management, monitoring and evaluation
- HIV/AIDS awareness and training
- Management, leadership, Organizational/Institutional strengthening
- Human rights and governance
- Organizational development and change management
- Poverty related aspects
- Girl child education
- Participatory Methodologies

7.2 Technical Capability-Human Capital Competency

JAP boasts of an impressive pool of highly qualified staff that cuts across disciplines and pioneers in the frontiers of Fisheries, Renewable Energy, Environment, Climate Change, computer engineering, architecture, agriculture, ICT, biotechnology, food science, the hard sciences, entrepreneurship and quantitative techniques among others. The NGO's staff includes a seasoned cadre of competent researchers and consultants who have conducted and/or managed both large-scale & small-scale research, and who have engaged in the development of pragmatic solutions both technical and entrepreneurial. JAP effectively leverages on this outstanding pool of human capital in carrying out its activities.

JAP is continuously innovating and offering renewable energy solutions, one of the major ones being Geothermal. The NGO is in partnership with Geothermal Development Company, KenGen, to offer sufficient capacity on direct use of geothermal energy in Kenya. JAP envisage to implement a direct use geothermal energy project for elopement of aquaculture to enhance production of fish and fingerings for restocking programme in EAC region. The NGO has gone on to support training of her staff to further study abroad so as to enhance technological expertise critical in exploiting and developing Geothermal energy in Kenya.

JAP also has a department dedicated to food science and technology with capable experts in the field who offer solutions to affected communities on food security, post harvest technology and nutrition and food science technology. Similarly, the NGO has invested widely in agriculture, agro science projects and research development efforts geared towards increasing food security within the region and country as a whole. Further to this, JAP is in plan to establish an ultramodern state of the art fish processing plant capable of processing 30 tonnes of fish per day. Our designs have met all quality, production and environmental requirements necessary for preparation of premium fish products. Our fish products are fresh, nutritious , locally sourced and benefits small scale fishing communities in Kenya and EAC region. We will have capacity to distribute to all parts of the country and beyond if need be. To start with we wish to concentrate our efforts on to promote fish consumption under school feeding and food relief programs instead of engaging in stiff competition in the retail sector.

Annex III entails Juhudi Africa Programme's Experience gained from donor funded previous projects other than the Slovak Official Development Assistance funded from SlovakAid for small-scale projects.

8.0 JAP Methodology

JAP does not provide 'off-the-shelf' solutions – JAP specializes in creating unique, innovative, needs-propelled solutions that are tailored to suit the needs of the communities we serve. JAP has over 6 departments and ten Experts who are continuously researching and innovating within, and across their various disciplines. And in addition to that JAP has a wealth of products and services that are constantly being developed by exceptional staff, that have frequently proved invaluable to industrial and communities. JAP provides a window to showcase talent innovations as well as an avenue for those seeking innovative solutions. Consequently apart from approaching potential clients, JAP welcomes enquiries from all quarters.

9.0 Financial Capability

The JAP is an NGO with limited funding opportunities. The NGO's main source of income is donor grants, but it also envisages to receive annual revenue streams for EGhaP eFish App. JAP has an annual turnover of about **Ksh. 100 Million (€ 1,000,000.00)**. Additionally, the NGO generates revenue through its trainings and consultancies in various JAP innovations, services and products including the COVID-19's social distancing and contact tracing app. As stipulated by law, the NGO undertakes an internal annual audit and external audit by donor partners and its audited financials made available to the NGO coordination Board in Kenya and public scrutiny and consumption.

9.1 Financial Accounting

For a contract value of EUR 5,000.01 or more, a software-based accounting system must be used and maintained by qualified personnel in all JAP projects.

JAP uses Quick books which is an accounting software application used to manage sales, expenses and keep track of daily transactions. It is used to maintain financial reports. Its easy to use (customer Oriented) and constantly evolving and improving and easy to adapt new technologies. The software-based accounting system meets the national standard in Kenya where we are registered in?

JAP has dedicated accounting staff who have more than 8 years experience in project accounting and administration with the following functions and qualification/ experience;

Dedicated accounting staff Qualification:

- i) Bachelors degree in Mathematics and Business Studies
- ii) CPA-K Section 6

Functions:

- Develop and maintain the accounting system for Green Africa Foundation operation in accordance with the operational manual.
- Provide information necessary for preparation of monthly, bi-annual and annual accounting statements as may be required.
- Responsible for the implementation of accounting registration and control procedures.
- Maintain proper control of the special accounts, see to the preparation of payments, adequate bank statements, documentary proof availability for all disbursements. The accountant foresees the special accounts replenish needs and prepares all relevant documents.
- Prepare the draft annual budget
- Establish and operate the accounting system for sub-projects (including reporting norms)
- Prepare requests for withdrawal of funds and all necessary documentation.
- Review and verify all requests for payments for sub-projects or other contractors expense statements and prepare payments to the creditors.
- Register the administrative and sub-projects expenditures in the accounting.
- Prepare for audit exercise at the right time.
- Reconcile monthly bank accounts with bank statements
- Control the proper utilization of the petty cash account
- Perform duties of human resource officer when the organization has not filled that position mainly;
 - ✓ Preparing payroll
 - ✓ Ensuring the employees have their contracts with clear job descriptions
 - ✓ Making sure that the employees get paid correctly and timely
 - ✓ Submitting statutory deductions to the relevant authorities

Alternatively, the accounting tasks are sometimes outsourced. In this case, the requirements for accounting would have to be met by the contracted company. In such cases JAP provides partners with the signed contract between JAP and the accounting firm.

JAP is planning to acquire an electronic time recording system, in the meantime we use manual system. Our manual recording involves where at the end of the month an employee has a timesheet to show how much time was employed in specific projects. We commit to graduate to electronic system which is more accurate. This is well allocated in every employees' contract of employment as well as monthly timesheet.

9.2 Revenue and financial statements

Financial revenue in the last three years:

Year : 2017	revenue:	EUR 165,570.88
Year : 2018	revenue:	EUR 503,846.62
Year : 2019	revenue:	EUR 1,050,000.00

Copies of annual financial statements of the last three years subject to an external audit according to national standards, including the audit certificate, can be availed upon request form partners.

9.3. Internal and external controls

A copy of JAP's internal accounting guidelines as well as an English translation of the relevant sections is available upon request. However, JAP do not have any external (third party) control mechanism beyond external financial auditing.

The following principles form the basis of what we regard as an internal control system:

- a) **The principle of transparency:** For processes, process-concepts (or process plan) must be established that enable an outsider to assess the extent to which participants work in conformity with this process-concept. At the same time, the process-concept represents the expectations of higher management.
- b) **The principle of four eyes:** This principle states that in a well-functioning control system no essential process should remain without (counter) control.
- c) **The principle of functional separation:** This principle states that executive tasks (e.g. processing purchases), booking tasks (e.g. financial accounting, stock records) and administrative tasks (e.g. stock management) that are carried out as part of a corporate process (e.g. purchasing process seen as a process that extends from determining requirements up to outgoing payments) should not be performed by one and the same person.
- d) **The principle of minimum information:** This principle states that staff members should only be provided with the information they need to perform their work (need-to-know principle). This also covers the corresponding security measures for IT systems.

9.4 Separation of Duties

Responsibilities are shared in the organization. This has ensured no fraudulent acts committed in the organization.

9.5 Accounting System Access Controls

This has kept unauthorized users out of the system while providing a way to audit the usage of the system to identify the source of errors or discrepancies.

9.6 Standardized Financial Documentation

Standardized documents, such as invoices, internal materials requests, etc, help us to maintain consistency in record keeping over time.

9.7 Periodic Reconciliations in Accounting Systems

This help to ensure balances in our accounting system match up with balances in accounts held by other entities, including banks, suppliers and credit customers. Eg, a bank reconciliation

9.8 Approval Authority Requirements

Certain types of transactions have required specific managers to authorize so as to avoid fraudulent transactions.

10.0 Achievements

- **We have rented and are managing a property: a business incubator for innovative SMEs, total space 20 Sq. m.**
- **Currently, we incubate 54 clients (mostly innovative SMEs-women and youth groups in agribusiness, aquaculture, small scale marine/inland fisheries). Our main objective is regional development via direct help to SMEs especially early-stage SMEs, innovative, with young owners. We provide our services especially to start-ups, spin-off, pro-export-oriented, innovative, etc.**
- **Developed a COVID-19 s-Distance & Contact Tracing proto-type App Platform based on a secure, robust platform proven to work effectively and efficiently for large populations.** Our application is at prototype stage which is nearly ready for use and would also tell people when they should self-isolate. The App will be downloadable from the Android Google Play or Apple App Store.
- Seven Counties have been monitored for activities and evaluated as per our work plan.
- More OVC, adolescents and key populations were reached and trained on SGBV, HIV/AIDS, SRHRs and drug abuse
- More than 2000 Male and female were reached during this quarter
- Formulation of National policy on Sustainable Development of Northern Kenya and other Arid Lands to spearhead improvements in the living conditions of the people living in the ASALs
- Kilifi County HIV and AIDS Strategic Plan
- Ongoing Policy formulation on Kilifi County Gender Policy
- National Adolescent Sexual and Reproductive Health Policy (2015),
- National Guidelines for Provision of Adolescent Youth Friendly Services (YFS) in Kenya (2005),
- The Children Act (Amendments 2019)
- The National Youth Policy (2007 and amendments 2018).
- Vision 2030 Development Strategy for Northern Kenya and other semi-arid lands. The purpose of this document is to complement and deepen Vision 2030 by explaining how its goals will be realized in the specific context of Northern Kenya and the country's arid and semiarid lands.
- Gender Mainstreaming in Countering Violent Extremism in Kenyan Coast (2019)
- Establishment of the National Drought Management Authority to spearhead drought coordination and climate change adaptation and mitigation in 23 ASAL counties
- Advocacy on policies and strategies supporting resilience of ASALs, including Sessional Paper No. 8 of 2012 on the National Policy for the Sustainable Deve