

Sustainable development is the pathway to the future we want for all. It offers a framework to generate economic growth, achieve social justice, exercise environmental stewardship and strengthen governance.
Ban Ki-moon

Bizweni Centre for Disabled Children Sustainability Plan

April, 2015 - March 2017

Vicky Hinrichsen
Project Manager

Executive Summary

Bizweni Centre for Disabled Children is an NGO that educates and equips and cares for 50 amazing children in the Helderberg region. The focus of the Centre is early childcare development and the equipping of our children to reach their full potential. Over the last three years the Centre has intentionally moved forward in transforming itself into an ECD centre that is able to take a two year old through to Grade R, affording them the holistic interventions that are essential for their individual development and education. During last year three new programs were implemented, speech therapy, occupational therapy and remedial special needs. The impact of these interventions in the children's development has been remarkable.

What we offer at the centre is unique to this area. The lack of alternatives for the children with disabilities is evident in the number of referrals we receive, who have nowhere else to go. The critical shortage of schools and centres has made it very difficult for us to move the older children on into schools or centres best suited for their particular needs. This has resulted in a growing number of older children remaining at the centre preventing a natural flow through the ECD for younger children.

Looking at the overall needs of all our children and the sustainability of our Project, it was decided, that we needed to extend our services to accommodate the older children by implementing interventions best suited to their needs. We are now in the process of expanding by establishing a Skills Development Program to address this challenge opening up place for 25 new children.

One of the many shortfalls in the ECD sector for children with disabilities is access to resources. Our program implementers are having to create their own programs, adapt and write their class curriculums, research and make or obtain the resources appropriate for their children's specific needs. As our mission states "We believe that every child with disabilities, irrespective of background, ability or circumstances should have access to education". By opening up our Centre as a Resource Centre, to share our acquired experiences, knowledge and skills we will be able to contribute to other children with disabilities outside our sphere of influence.

As a team, consisting of 2 Board members and 4 Centre managers we have reviewed the 2014 SWOT analysis, updating and modifying it as needs be. We then compiled this Sustainability Plan document.

To run a holistic, child centred service for children like ours, who fall into the full spectrum of disabilities is incredibly exciting and rewarding but it has a cost. There is a high staff to child ratio. Teachers, class assistants and certified professional therapists are needed to develop and run the various programs. Children need to be transported to and from their homes. Administration costs and so forth all need to be financed, which being an NGO equates to relying on funding. Without money our services would cease to exist. Without good stewardship of our money our funding sources will dry up. We understand the importance of adhering to our fiscal policies and procedures to ensure the financial stability and sustainability of our Centre.

The daily implementation of our services, the growth and the progress of our programs is vital for the work and life of the Centre. It is therefore imperative that we have these planned activities to keep us focused and moving in the right direction as a team. At the same time monitoring and evaluating them for us to see how effective we are being and alerting us to any potential risk or threat. Hopefully giving us time to react and reassess to counteract the problem.

Bizweni Centre for Disabled Children

BOARD OF DIRECTORS

Chairperson KOBUS SWART	430321 5037 080	Senior Pastor	W	17 Steynsrust Road, Helderberg, Somerset West. (021) 851 2042/3 kobus888@bizweni.net
Deputy/Vice Chairperson TREVOR MUBAIWA	BN801835(awaiting official ID)	IT Specialist	B	7 The Bay, Victoria park, 7130. 076 728 6900 clickafrica@outlook.com
Secretary CARMEN MARAIS	681106 0054 081	PA Company Director	C	9 Sorbonne St. Helderberg Park. Strand 079 832 6327 carmenm@bolandcollage.com
Treasurer SAM FESTUS	611230 5797 088	Cape Town Government Events Manager	C	5 Derby Road, Lake Side. Cape Town 084 3977718 Samuel.Festus@capetown.gov.za
Additional members SINDISWA BLOUW	670228 0834 081	NGO Home-based Care Coordinator	B	15861 Kaya St. Lwandle, Strand 083 354 5270

Organisational History

Bizweni Centre for Disabled Children (The Centre) was founded in May 1998. It was identified that there were no ECD or Day-Care Centres for children with disabilities in the Helderberg area and that the children from the disadvantaged communities had no access to support or assistance.

The Bizweni Community Church founded the Centre under the auspices of The Institute for Social Concerns, a duly constituted non-profit organization, registration number 004-549 and Public Benefit Organization Nr 930005075.

The Centre started in a small room on the present property. By the end of 2009 the Centre had moved into a beautiful new building, built out of the fundraising efforts of the local Helderberg Rotary Club. The Centre caters for 50 and has three class rooms.

Vision

Equipping children with disabilities to reach their full potential.

Mission

We believe that every child with disabilities, irrespective of background, ability or circumstances should have access to education. Our aim is to provide a safe, loving environment, conducive to learning and development.

Objectives

- Have an ECD centre that provides access to all communities
- Ensure that children will have access to transport
- Provide children with individualised assessments
- Develop specific programs for each child
- Ensure that children have access to specialised services
- Have ongoing skills and development training programs for all member of staff
- Provide ongoing practical support and education to parents and caregivers

Bizweni Centre for Disabled Children

- Raise awareness of the needs of children with disabilities within the local communities and encourage integration
- Be a resource and training centre

SWOT Analysis

A very positive team made up of two Board and four staff members met together and reviewed the 2014 SWOT analysis. We started with the Vision and Mission. Our Mission has not changed but it needed to be shortened and fine-tuned. We needed to recreate a vision statement and streamline our Objectives.

This was followed by a situational analysis, which helped us to have a clear picture of our true positioning within the area we service. Sadly there is no competition, as there are no other centres that offer the services we do and no lack of beneficiaries for the same reason.

The yearly SWOT exercise is essential as it forces us to look at and review every aspect of our project. We are very encouraged with our strengths that highlight the soundness of the project and feel positive that we will see marked change in our weaknesses, plus there are exciting opportunities for us to work with.

The SWOT analysis is the foundation of our sustainability plan.

<p style="text-align: center;">Strengths</p> <ul style="list-style-type: none"> • Well established running since 1997 • New centre built in 2007 with 25 year lease • Dedicated experienced staff and therapists • Specialised services for beneficiaries • Networking and support. • Transport provided for all children • Registered with Health Dept. Mental Health Care Organisation • Stringent yearly assessments • Efficient accounting system in place • Income generating streams • Marketing strategy • Specialised technological equipment and skills • Active volunteer program 	<p style="text-align: center;">Weaknesses</p> <ul style="list-style-type: none"> • Higher than ideal staff to child ratio • Fees inadequate to cover all costs • Donation campaigns • Insufficient space • Dependent on donors and corporates • Resources, software • Access to special needs training • Staff performance appraisals
<p style="text-align: center;">Opportunities</p> <ul style="list-style-type: none"> • Centrally located for our catchment area • Need for additional special needs day care centre • Skills development centre • Increased funding • Support from donor agencies and other sectorial organisations • Strengthening network and support relationships • Staff training • Position oneself to be a resource centre • Increase local volunteers 	<p style="text-align: center;">Threats</p> <ul style="list-style-type: none"> • Dire lack of special needs schools for referrals • Staff Burnout • Poor economic climate effects parent's ability to pay fees and allocation amounts from funders.

Goals

Over the last three years the Centre has intentionally moved forward in transforming itself into an ECD centre that is able to take a two year old through to Grade R, affording them the holistic interventions that are essential for their individual development and education. This has been a work in progress. Three new programs have been implemented, speech therapy, occupational therapy and remedial special needs. We are seeing profoundly positive results both in the children and the staff as they are up-skilled and mentored. Looking at our Mission and the Swot analysis, the following goals were set to help us with our strategic planning to ensure the sustainability of our much needed services and the planning of new interventions and services.

Educational Program

Goal: Bizweni Centre is committed to our mission of providing a safe, loving environment, conducive to learning and development.

Strategies:

- Dedicated teachers and class assistants trained up and skilled to work with children and their various disabilities.
- Specialised therapists: Remedial Special Needs, Occupational and Speech.
- Well-developed class programs and curriculum. These are being written up and implemented by the appropriate class specialist.
- Continue progress on compensation packages. Thus permits teachers and therapists to focus on their profession.
- Implement a thorough and reflective evaluation process for the class assistants, teachers and therapists.
- Increase and continue professional development: Attain training outside of the organization to maintain skills.
- Ongoing in-house training and development of teachers and class assistants.
- Equip parents to manage and assist their children.
- Position the Centre to become a recognised resource centre

Facilities

Goal: To have a property and building to run our ECD centre, that creates a safe environment that is conducive to playing, learning, and teaching.

Strategies:

- Health and Safety Committee to monitor the environment.
- Have a safe outside area conducive for playing and exercise.
- Classrooms that are well appointed and maintained
- Having been ECD focused, we now need to shift our focus to include the growing number of older children we are not able to find placement for by building a skills development centre

Finance and Development

Goal: To support our vision and mission through sound, transparent and efficient financial practices while creating and maintaining sustainable working capital.

Strategies:

- Yearly accurate budget that we follow and monitor.
- Continue to work with our donors and funders, source new funding and continue to fundraise.
- Grow and accumulate a sustainability fund.

Bizweni Centre for Disabled Children

- Improve the collection of school fees.
- Increase net revenue in order to cover the additional costs of the proposed skills development centre

Governance and Leadership

Goal: To ensure that the governance and leadership of the NGO sets proper processes and structures in place so that the Centre can operate effectively and ethically.

Strategies:

- Quarterly board meetings
- Monthly management meetings

Communication

Goals: Create top-of-the mind awareness of Bizweni Centre to encourage and remind individuals to support us. Raise awareness of the needs of children with disabilities within the local communities and encourage integration.

Strategies:

- Develop and maintain a creative and functional website.
- Expand and maintain a presence in appropriate social media outlets.
- Increase community awareness by maintaining high visibility through appropriate media and community events.
- Open communication with the children's families.

Marketing Opportunities

What we offer at the centre is unique to this area. The lack of alternatives for the children with disabilities is evident in the number of referrals we receive, who have nowhere else to go. The critical shortage of schools and centres has made it very difficult for us to move the older children on into schools or centres best suited for their particular needs. This has resulted in a growing number of older children remaining at the centre preventing a natural flow through the ECD for younger children.

Marketing Development:

After much deliberation it was decided to extend our services to accommodate the older children and implement interventions best suited to their needs. We are in process of **establishing a Skills Development Program** to address this. This will open up the space for 25 new children. The proposed starting date is January, 2016 as an extension is being built onto our existing building.

Now begins a great financial call to ensure the additional staff costs of approx. R228,000 and purchase of the bus to transport the extra 25 children R575,000 is met by Jan 2016.

Service Offering Development:

One of the shortfalls in the ECD sector for children with disabilities are resources. Hours are spent by our program implementers creating programs, researching and making or obtaining the resources appropriate for their children's specific needs. CAPS and NELDS the national curriculums do not address the needs of children with disabilities consequently the remedial therapists are adapting them to best suit these children.

We know how much we would have benefited from observing a functional ECD for children with special needs and we feel it is important to **share our knowledge and skills to improve the services offered to these precious children by opening ourselves up as a resource centre.**

Key Issues for the next operating period:

For the Centre to run, grow, develop and be sustainable it takes sound planning and a very careful watch over the financial position of the Centre. The threats from our external are very real, our economy does impact general accessibility of funds, but with focused, dedicated and imaginative strategies in place there definitely is funding out there to be accessed.

The commitment of the Board of Directors, the Management Committee and the staff of the Centre are all vital ingredients in the success of our project.

We have therefore put together an action Plan extrapolated from our Mission, SWOT and Goals to take the Centre forward through 2015-2017.

Action plan issues

Educational Program: The very core of our service is to providing a professional certified service for the educational and developmental needs of the children.

- Funding for Therapists salaries, Speech therapist, Occupational Therapist, Remedial Teachers x 2
- Specialised projects, speech therapy, occupational therapy, Remedial Teachers
- Evaluation for the class assistants, teachers and therapists
- Professional Development
- In-house training
- Become a resource and training centre

Facilities: If our centre did not exist, our 50 children would have nowhere else to go in the area. As it is we have to turn numerous referrals away and have a waiting list of 20 children. Being unable to move our older children out to the appropriate schools and centres, for us to remain relevant and sustainable, we need to expand our service.

- Skills Development Centre:
 - Plans submitted for approval
 - Building time period
 - Skills development teacher
 - 3 Class assistants
 - Bus for extra 25 children
 - Bus driver
- Re-design and build onto the existing jungle gym

Finance and Development: Without money our services would cease to exist. Without good stewardship of our money our funding sources will dry up. Sound financial policies and procedures need to be followed and monitored.

Yearly budget from March 2014 – Feb 2015

- Fundraising initiatives are something we are hoping to develop to bring in larger amounts we have three events lined up
- Submit new funding proposals
- Quarterly reports for funders
- Source new funding
- Accumulate a sustainability fund.
- School fees (Approx. 60 % is retrieved a month, increasing this would go a long way towards sustainability)

Governance and Leadership: Management is doing things right; leadership is doing the right things. Peter Drucker

- The Board meetings are held quarterly. Management meetings monthly (this active committee has an overview of the general running of the Centre and helps with decision making around larger issues)

Communication: Raising awareness is key to a strong supportive community network and funder confidence.

Develop and maintain functional website.

- Social media outlets:
 - Twitter
 - Facebook
 - Instagram
- Increase visibility through media, newspaper articles, and radio and community events.
- Open communication with the children's families so that they feel fully included and part of their children's education and progress.

The short term immediate needs are of high priority and they are:

To raise the funds necessary to pay for the services of our 4 therapists who are implementing and overseeing the occupational, speech and remedial projects. Although these projects were only implemented during last year, we are already seeing the incredible difference they are making to our children's development. We can see a rise in standard of the overall service we are able to offer to our children and their families.

The second issue of priority, although we have this year to address the issues, is the Skills Development program. For this program to be fully functional and financially viable from January 2016 we need to prioritise working on the funding, staffing and purchase of bus.

The Medium term needs are really all the activity issues that are in place or being put in place to help us achieve our objectives and reach our goals. These cover our governance, management, various programs and funding plus all that goes into running our centre, while setting up safeguards and measures to ensure that we are monitoring what we are doing.

The long term plan is the idea of the Centre opening itself up to become a Resource Centre, to help address the lack of readily available resources for starting up and running an ECD centre for children with disabilities. As our mission states "We believe that every child with disabilities, irrespective of background, ability or circumstances should have access to education". By opening up our Centre to share our acquired experiences, knowledge and skills we are able to contribute to other children outside our sphere of influence.

Staffing Structure

We cannot do anything towards accomplishing our Vision, Mission and Objectives without staff. Our staff are at the very core of our Centre and due to the very nature of our business there needs to be a high staff to child ratio. We need to be the hands and feet of many of our children.

Our greatest strength at the Centre is our dedicated and committed staff many of whom have been at the Centre from its inception.

We pride ourselves on the exceptionally low staff turnover and absenteeism rate. The staff of Bizweni Centre are our greatest asset and it is on the shoulders of management to address any issues, deal with any concerns and work hard to ensure that that their jobs are safeguarded through the future sustainability of this project.

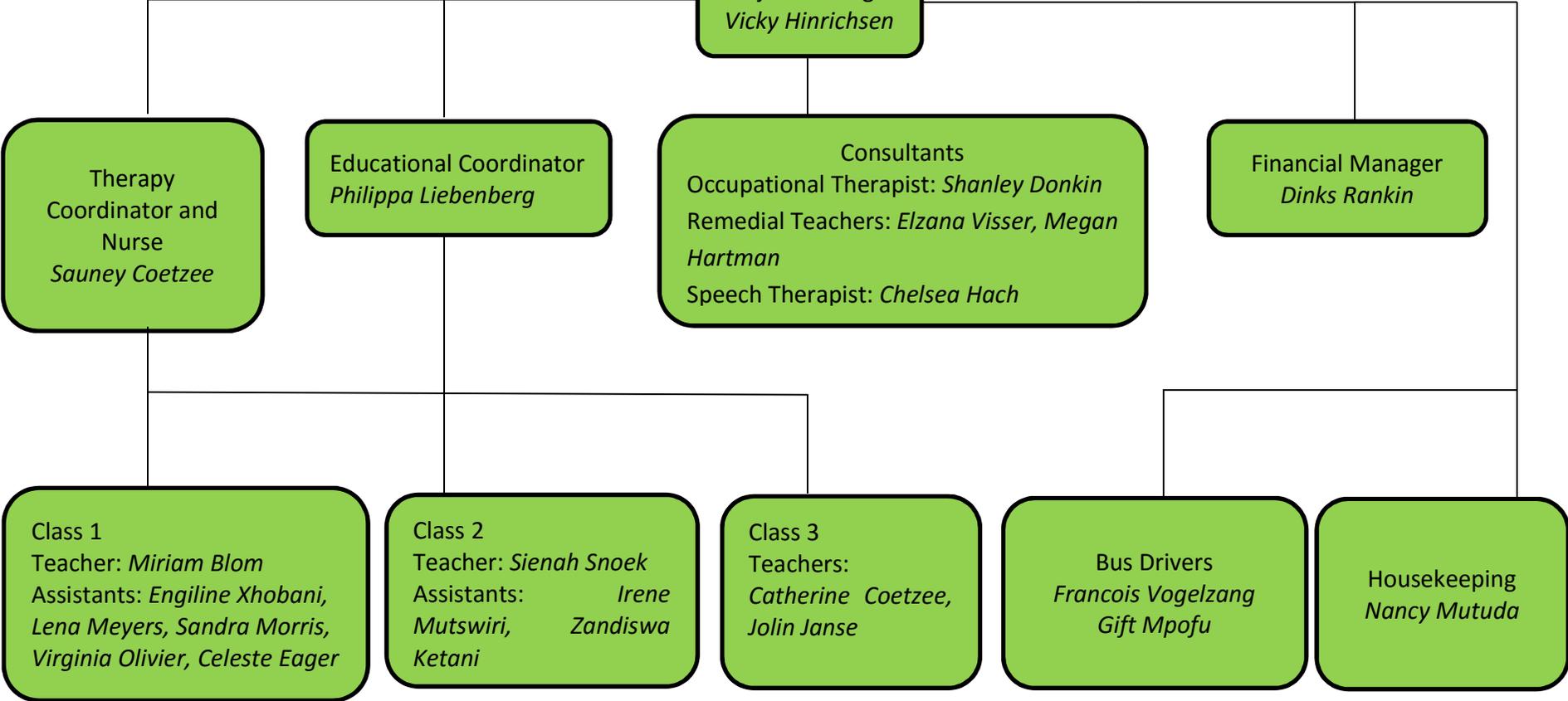
The Centre will have to take on 5 extra staff members to run the Skills program. 1 skills program teacher, 3 class assistants and a bus driver.



Organisational Chart

BOARD

Project Manager
Vicky Hinrichsen



Therapy Coordinator and Nurse
Sauney Coetzee

Educational Coordinator
Philippa Liebenberg

Consultants
Occupational Therapist: *Shanley Donkin*
Remedial Teachers: *Elzana Visser, Megan Hartman*
Speech Therapist: *Chelsea Hach*

Financial Manager
Dinks Rankin

Class 1
Teacher: *Miriam Blom*
Assistants: *Engiline Xhobani, Lena Meyers, Sandra Morris, Virginia Olivier, Celeste Eager*

Class 2
Teacher: *Sienah Snoek*
Assistants: *Irene Mutswiri, Zandiswa Ketani*

Class 3
Teachers: *Catherine Coetzee, Jolin Janse*

Bus Drivers
Francois Vogelzang, Gift Mpofu

Housekeeping
Nancy Mutuda

Risk Management

Risk management of the Centre is an important component of our sustainability plan across every area of our business.

The safety of each child, the staff, volunteers, visitors has been assessed and policies and procedures written up to prevent risk as far as possible.

Staff burnout is high risk in those members who have difficult home and family situations on top of an emotionally demanding job. This we have been able to address through the generosity of a clinical psychologist who has offered her services free of charge.

The dire lack of special needs schools and centres for us to refer our older children out to has had a number of negative impacts and risks. We have been congested with older children, class three is very age inappropriate and inadvertently their size and weight becomes a risk when they are mixing with the smaller children plus the natural flow of children through the ECD has been retarded. After much deliberation we have decided to expand our service too include a skills development program to accommodate these older children. Thus turning a threat into an opportunity.

The state of our economy has effected many of our children's families, which in turn impacts upon the Centre as they are unable to pay their fees plus we are seeing more cases of food insecurity. To counter these threats we have a Sponsor a Child program, although still very small, does help to supplement fees. In some cases we organise food parcels for families in acute situations.

The financial risk of losing funders due to numerous reasons is always a threat so it has been decided that we will make every effort to increase our fundraising and donations to begin to put aside a sustainability fund to tide us over for a few months while we work on getting new funding.

Financial risk is minimised with sound financial management—Planning, organizing, controlling and monitoring financial resources to support the objectives and functioning of our organization. The day-to-day fiscal affairs are conducted according to the policies and procedures which align themselves with the law. Financial controls have been put in place by establishing systems and procedures, checks and balances, to make sure that the financial resources of the organization are properly handled and that risks are managed.

Monitoring and Evaluation of the Plan

Our monitoring entails comparing objectives with actual performance for us to identify our strengths and weaknesses in our planning and implementation which we need to adjust as necessary.

On the activity schedule, time periods have been set and certain people have been appointed to do these appointed task.

One of our Board and Management Committee members has been appointed to measure progress of the plan quarterly.

If there are changes that need to be made, these will be discussed with Trevor and captured on the planning schedule. We will be going through the Sustainability Plan with all the staff and have it openly displayed to discussing so that we are all on board and moving in the same direction.

Activity schedule for the strategic plan

We put this together, with the explicit purpose of highlighting for ourselves the most important activities and tasks that we need to do, to ensure the efficient and effective running of the Centre plus keep us forward focused on new initiatives vital for our growth and development.

Activity schedule for the strategic plan

Column 1 What is to be done? The strategy	Column 2 How will it be done? Key activities	Column 3 By when will it be done? Timeframe	Column 4 Who is responsible? Project official	Column 5 How much will it cost? Budget	Column 5 How will it be monitored and evaluated? Success and/or impact
Educational Program	Funding applications sent out to cover Therapists salaries: <ul style="list-style-type: none"> Speech therapist, Occupational Therapist, Remedial teachers x 2 	Applications must be sent out by the latest April and ongoing.	Vicky Hinrichsen Project manager	R 86,400 per yr. R115,200 per yr. R230,400 per yr.	Success of proposals. Management team monthly report back.
	<ul style="list-style-type: none"> Therapy Projects: Speech therapist, Occupational Therapist, Remedial x 2 	Yearly - ongoing	Elzana Visser Shanley Donkin Chelsea Hach	R 86,400 per yr. R115,200 per yr. R230,400 per yr.	Ongoing class assessments Children's term progress report. Parent feedback.
	<ul style="list-style-type: none"> Professional development 	As it becomes available	Elzana Visser Shanley Donkin Chelsea Hach	R9000 per year	Feedback session to the school.
	<ul style="list-style-type: none"> In-house training 	Bi- monthly	Class therapists	No Cost	Attendance registers. Staff performance evaluations. Children's term progress reports.
	<ul style="list-style-type: none"> Become a resource and training centre 	2016	Elzana Visser Shanley Donkin Chelsea Hach Class teachers	Incorporated in existing staff cost	Department of Social Development referrals. Private Individuals visits. Signed attendance register.
	Performance evaluations <ul style="list-style-type: none"> Class assistants, teachers Therapists. 	Quarterly October 2015	Class Therapists Vicky Hinrichsen	Incorporated in existing staff cost	Evaluation Reports
	<ul style="list-style-type: none"> Developed class programs and curriculum. 	Quarterly 2015/2016	Elzana Visser Shanley Donkin Chelsea Hach	The cost of the staff members doing it	Quarterly progress report. Completed curriculum.
				TOTAL: R441,000.00	

Bizweni Centre for Disabled Children

Facilities	Skill Development Centre: <ul style="list-style-type: none"> Plans submitted for approval Building time period Advertise 3 positions Skills Program Teacher Class assistants Bus driver Submit funding applications for salaries Skills Program Teacher 3 Class assistants Bus Driver Submit funding applications Begin fundraising drive for <ul style="list-style-type: none"> Bus 	March 2015 May –Dec 2015 July 2015 Dec 2015 Start July 2015 Due Jan 2016 Start July 2015 Due Jan 2016	Pierre Ytier Rotary Committee Vicky Hinrichsen Vicky Hinrichsen Vicky Hinrichsen	No Cost to Us No Cost to Us No Cost R120,000 per yr. R108,000 per yr. R 36,000 per yr. R575,000 per yr.	The building will be monitored by the designated Rotary team. Management Committee progress report-back monthly: On staff applications Success of submitted Funding proposals. Monitoring the income from bus fundraising drive.
	<ul style="list-style-type: none"> Jungle gym 	April-May 2014	Vicky Hinrichsen	R 10,000	Monitor start date and progress. Completion date.
	Health & Safety Committee <ul style="list-style-type: none"> Monitor the environment 2 Day Health & Safety training x 2 	Quarterly Date to be confirmed	Philippa Liebenberg, Educational Coordinator	R 4,000	Health & Safety Register for meetings. Register for Fire Drills. Inspection Charts.
				Total 2015 R 14,000 2016 R839,000	
Finance and Development	<ul style="list-style-type: none"> Accurate budget off general ledger Audited Financials Advanced pastel training 	Financial year end – yearly April - 2015 April – 2016 Date to be finalised	Dinks Rankin Financial Manager	R 2,800 R 3,500 R 1,500	Monthly bank statement reconciliation. Audited financial reports yearly.
	<ul style="list-style-type: none"> Source and submit new funding proposals. 	Yearly - ongoing.	Vicky Hinrichsen Project Manager	No Cost	Monitor progress of proposals sent out. Management meeting progress reports monthly.
	Fundraising initiatives <ul style="list-style-type: none"> -High Tea -Raffle -Casual Day -Sponsor a Child 	9 th May 3 rd Term 4 th September Ongoing	Management team. Philippa Liebenberg	R10,000 per yr.	Weekly meetings for progress reports. Event interest and attendance. Recorded sales. Recorded sponsors.

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	<ul style="list-style-type: none"> Quarterly reports for funders 	Quarterly On-going	Vicky Hinrichsen Dinks Rankin	No Cost	Feedback from the funders.
	<ul style="list-style-type: none"> Accumulate a sustainability fund. 	Look at finances monthly	Dinks Rankin Financial Manager	No Cost	Any monthly excess will be put into the sustainability account.
	<ul style="list-style-type: none"> Improve the collection of school fees. 	Monthly Statements. Letters of warning	Dinks Rankin Financial Manager	No Cost	Receipts for fees Monthly fee schedule printed for Project Manager.
				Total 2015 R 14,300 2016 R 15,000	
Governance and Leadership	<ul style="list-style-type: none"> Quarterly board meetings 	4 times a year	Chairman Board of Directors	No Cost	Minutes of meeting
	<ul style="list-style-type: none"> Monthly management meetings 	Monthly	Management Committee	No Cost	Minutes of meeting
Communication	Social media outlets: <ul style="list-style-type: none"> Twitter Facebook Instagram 	Daily weekdays 3 times a week Start 3 months	Philippa Liebenberg, Educational Coordinator	R 500 per yr.	Monitor interaction of the social media sites. Monitor number of followers, using site analytics.
	<ul style="list-style-type: none"> Develop and maintain functional website 	In the next 3 months then ongoing	Philippa Liebenberg, Educational Coordinator	R 3,500 per yr.	Monitor number of hits using site analytics.
	<ul style="list-style-type: none"> Increase visibility through media, radio and newspaper Community events. 	Ongoing	Philippa Liebenberg, Educational Coordinator	R10,000 per yr.	Monitoring the support and awareness from the community. Monitor increase in child sponsorship and local volunteers.
	<ul style="list-style-type: none"> Open communication with the child's family. 	Ongoing	Philippa Liebenberg, Educational Coordinator	No Cost	Attendance register for meetings. Individual parent teacher meetings attendance recorded. Returning of reply slips.
				Total 2015 R14,000 2016 R14,000	

Bizweni Centre for Disabled Children

BIZWENI CENTRE FOR DISABLED CHILDREN						
PROJECTED BUDGET FOR 2015 - 2016						
	BUDGET		2015 - 2016			
	PROJECTED INCOME FOR 2015-2016		Estimate			
Description	Amount per Year	Amount per Month				
INCOME	INCOME	INCOME				
Alexander Forbes	R 200 000.00	R 16 666.67				
Power Construction	R 36 000.00	R 3 000.00				
Social Development	R 606 600.00	R 50 550.00				
Fees Children	R 267 157.80	R 22 263.15				
PSG Consult.	R 288 000.00	R 24 000.00				
Anders Pettersson	R 100 000.00	R 8 333.33				
Interest Received	R 250.00	R 20.83				
Corporate Funds (Contract Staff)	R 250 000.00	R 20 833.33	This amount is dependant on successful funding			
General donations	R 100 000.00	R 8 333.33				
Securewealth	R 12 000.00	R 1 000.00				
TOTAL	R 1 860 007.80	R 155 000.65				
EXPENSES	Actual 2014-2015		Amount per month	per year	TOTAL	per month
ADMIN EXPENSES			10% INCREASE			
Salaries.	R 859 267.32	R 71 605.61	R 7 160.56	R 94 519.45	R 78 766.17	10% increase
Casual wages	R -	R -	R -	R -	R -	
Contract staff	R 345 600.00	R 28 800.00	R -	R 345 600.00	R 28 800.00	0%
Bonus	R 36 000.00	R 3 000.00	R 300.00	R 39 600.00	R 3 300.00	10%
UIF	R 17 699.28	R 1 474.94	R 147.49	R 19 469.21	R 1 622.43	10%
TOTAL	R 1 258 566.60	R 104 880.55	R 7 608.06	R 1 349 863.26	R 112 488.61	
GENERAL EXPENSES			6% INCREASE			
Tracker	R 2 801.36	R 233.45	R 14.01	R 2 969.44	R 247.45	
Insurance	R 18 458.00	R 1 538.17	R 92.29	R 19 565.48	R 1 630.46	
Tel., Cell, Internet	R 15 938.72	R 1 328.23	R 79.69	R 16 895.04	R 1 407.92	
Maint. Comb i	R 10 962.78	R 913.57	R 54.81	R 11 620.55	R 968.38	
Groceries	R 44 605.54	R 3 717.13	R 223.03	R 47 281.87	R 3 940.16	
Stationery	R 21 735.82	R 1 811.32	R 108.68	R 23 039.97	R 1 920.00	
Petrol	R 80 111.29	R 6 675.94	R 400.56	R 84 917.97	R 7 076.50	
Petty Cash	R 112 015.00	R 9 334.58	R 560.08	R 118 735.90	R 9 894.66	
First Aid	R 1 650.00	R 137.50	R 8.25	R 1 749.00	R 145.75	
Nappies / Clothes	R 15 211.95	R 1 267.66	R 76.06	R 16 124.67	R 1 343.72	
Bank charges	R 6 776.10	R 564.68	R 33.88	R 7 182.67	R 598.56	
HEM	R 2 970.04	R 247.50	R 14.85	R 3 148.24	R 262.35	
Hertzner	R 307.00	R 25.58	R 1.54	R 325.42	R 27.12	
Building Maintenance	R 25 941.79	R 2 161.82	R 129.71	R 27 498.30	R 2 291.52	
ADT Security	R 5 889.28	R 490.77	R 29.45	R 6 242.64	R 520.22	
Sundries	R 87 273.32	R 7 272.78	R 436.37	R 92 509.72	R 7 709.14	
Electricity/Garden Maint.	R 8 602.16	R 716.85	R 43.01	R 9 118.29	R 759.86	
TOTAL	R 461 250.15	R 38 437.51	R 2 306.25	R 488 925.16	R 40 743.76	
			EXPENSES			
			GRAND TOTAL	R 1 838 788.42	R 153 232.37	
			INCOME	R 1 860 007.80	R 155 000.65	
			EXPENSES	R 1 838 788.42	R 153 232.37	
			BALANCE	R 21 219.38	R 1 768.28	

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