

Prepared By: Matthew Aboah (lifewaysfoundation1986@gmail.com)

Date Prepared June 2020

Country: Ghana

Project Activity Title: **Dressmaking resource center for school dropout girls and single mothers**

Location/Project: Nkwanta, Nkwanta south municipal. Oti Region. Ghana

Total Number of expected Direct Beneficiaries: 151

Total Request: US\$ **55,100**

Proposed Activity Start Date: 3th August 2020

Proposed Activity Duration: 18 months

### **EXECUTIVE SUMMARY**

Over 150 women and young girls will be empowered with on the job-trained skills on dressmaking of which will help them establish their own business, and be able to put a three daily square meal on their table. In addition, these single mothers will be able to

take care of the basic needs (medical care, clothing, and feeding, academic materials) of their children.

The young teenage girl who will also go through the training will become useful to herself and the society, rather than indulging herself in prostitution with bad behaviors

## **BACKGROUND AND HISTORY**

Nkwanta south Municipal occupies the north-eastern part of Ghana and the northern part of Volta Region. It is counted to be one of the most deprived towns in the Oti region.

It occupies the north-eastern part of Ghana and it is one of the Municipal with the most difficult terrains in the Oti Region. It lies between latitudes 7 30° and 8 45° north and longitude 0 10° and 0 45° east. The District is bounded to the north by Nkwanta north district, to the south by Kadjebi District, to the east by Republic of Togo and to the west by Krachi east District.

Nkwanta has an area of boundary size 2,733km<sup>2</sup>with an estimated population of 117,878 Of which 33,276 are females. Out of the total number that is females 15,276 fall between (15-29yrs) are economically not active.(not into any business or skills/un-trained)

*(Source: PHC2010 report for Nkwanta south, Ghana Statistical Service.*

( [www.statsghana.gov.gh](http://www.statsghana.gov.gh))

The deprived nature and rate of poverty in Nkwanta has contributed largely to the high unemployment rate in Nkwanta.

Establishing of a dressmaking resource center will help empower these single mothers and teenage girls with on the job-trained skills on dressmaking of which will help them

establish their own business, and be able to put a three daily square meal on their table. In addition, these single mothers will be able to take care of the basic needs (medical care, clothing, and feeding, academic materials) of their children.



Caption 1.1, inserted picture of a suburb of Nkwanta Township

### **PROBLEM STATEMENT/DESCRIPTION**

Three out of every four group of females (15-29yrs) in Nkwanta do not have any job or lack on the trained job skills.

The problem at hand have made difficult for these young single mothers and teenage girls to be able to make a living.

They also find it difficult to cater for their children, they always finds it difficult to cater for their medical bills, academic materials, feeding and clothing.

Establishing of a dressmaking resource center will help empower over 150 single mothers and teenage girls with on the job-trained skills on dressmaking of which will help them establish their own business, and be able to put a three daily square meal on their table. In addition, these single mothers will be able to take care of the basic needs (medical care, clothing, and feeding, academic materials) of their children and themselves. Their children will also be enrolled in school.



Caption 1.2, inserted picture of how single mothers need to fetch water to a construction site in order to get some money to feed with their children

## **OBJECTIVE**

The objective of this intervention is to establish a dressmaking resource center to empower over 150 single mothers and teenage girls with on the job-trained skills on dressmaking of which will help them establish their own business, and be able to put a three daily square meal on their table. In addition, these single mothers will be able to take care of the basic needs (medical care, clothing, and feeding, academic materials) of their children and themselves.

Trainees will also be fed during all the 18months of training with the provision of lunch.

Their children will also be enrolled in school.

## **PROJECT IMPLEMENTATION/SOLUTION**

We shall hire the services of highly qualified fashion designers to train over 150 single mothers and teenage girls on how sew cloths in dresses. They shall be fed and also educated on reproductive health care while on training for 18 months.

They will be provided with tables, sewing machines, embroidering machines, neatening machines, sewing thread, pins, needles and all materials needed in the line of their training

## **DONATION OPTIONS**

US\$ 280.95 will purchase electric sewing machines for one of each over 150 single mothers and teenage girls

US\$ 55 will provide daily lunch each for over 150 single mothers and teenage girls

US\$ 20 will buy sewing thread and needles to teach over 150 single mothers and teenage girls how to sew

US\$ 20 will purchase school uniform and academic materials for the wards of these trainees to attend school.

## **MONITORING AND EVALUATION**

Monitoring and evaluation will involve the collection of information on the objectives and the project activities. Progress in activities implementation will be tracked through visits to resource center and progress meetings. The evaluation would comprise of data collection methodology by use of instruments and interviews with beneficiaries.

## **REPORTING**

The completion report of this activity will be compiled by the Project Director with support from the fashion designers and the implementation Committee. Daily photo upload will be adhered to each and every day

**Table 1: Activity Schedule**

<b>Activity</b>	<b>Time Frame</b>	<b>Person Responsible</b>		<b>Location</b>
		<b>Assigned to</b>	<b>Supervised by</b>	
Formation of a project committee	August 2020	Country Director of Lifeway support foundation int.	Country Director of Lifeway support foundation int.	Nkwanta

		Board Members of Lifeway support foundation int.		
Engagement of Contractor in the purchases of materials & equipment for the project	August 2020	Purchasing companies Implementation Committee Chairman	Implementation Committee Chairman & Purchasing officers	Nkwanta
Registration, Lunching and awareness on resource center	August 2020	Country Director of Lifeway support foundation int. Implementation Committee	Country Director of Lifeway support foundation int.	Nkwanta
Commencement of dressmaking training session	1 <sup>st</sup> Sept. 2020	Fashion designers Supervisors	Implementation Committee Chairman	Nkwanta
Monitoring, Evaluation & reporting	Every week supervisory monitoring  Monthly assessment of trainees  Minutes of review meetings, pictures of progress of training sessions, monitoring visit notes, question and answers for	Fashion designers Supervisors Board Members of Lifeway support foundation int.	Implementation Committee Chairman	Nkwanta

	trainers			
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## Timeline

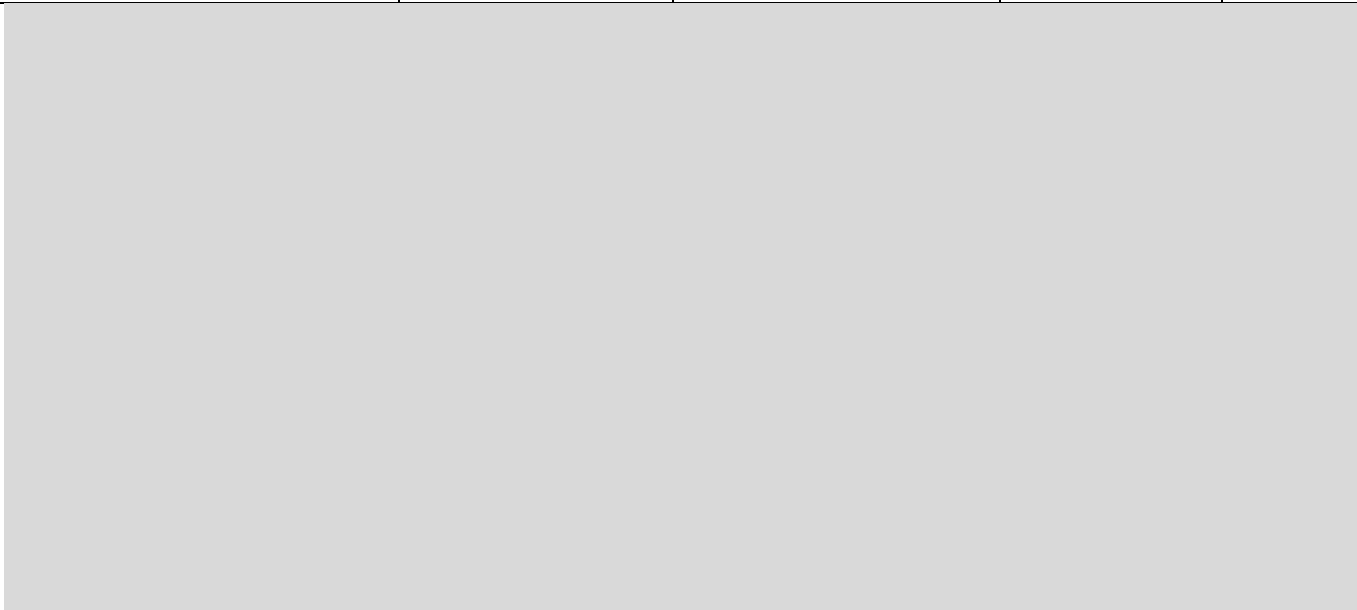
The time line of this intervention will be Eighteen months, starting from 1<sup>st</sup> Sept. and ending January 2022

**Table 3: Outcome Evaluation**

Objective	Information To Collect	How To Measure	Person Responsible	Time
The primary objective is to empower over 150 single mothers and teenage girls with on the job-trained skills on dressmaking of which will help them establish their own business, and be able to put a three daily square meal on their table. In addition,	<p>Training sessions monitoring reports.</p> <p>Fashion Designers assessment reports.</p> <p>Final Assessment by NVTI</p> <p>Trainees' impact</p>	<p>OBSERVATION OF COMPLETELY SEWN COLTHS BY TRAINEES</p> <p>ASSESSING NVTI EXAMINATION CERTIFICATES OF TRAINEES</p> <p>ABILITY TO BECOME ECONOMICALLY SELF EMPLOYED</p>	<p>Country Director of Lifeway support foundation int.</p> <p>Board Members of Lifeway support foundation int.</p> <p>International Monitoring</p>	January 2022



<p>these single mothers will be able to take care of the basic needs (medical care, clothing, and feeding, academic materials) of their children and themselves. Trainees will also be fed during all the 18months of training with the provision of lunch. Their children will also be enrolled in school.</p>	<p>statement or comments.</p>		<p>Officer from Global Giving</p>	
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**Table 4: Projected Budget Details and Explanation**

<b>Budget Details (description of each expense)</b>	<b>Expense Calculation</b>	<b>National Currency Amount- GH¢</b>	<b>USD Amount</b>	<b>Grant Requested US\$</b>
Construction of a metallic roofed structure for use as resource center	Cost of roofing sheets, metal pillars, cement , sand for construction @ GH¢35,000	35,000	6,055.36	6,055.36
Purchase of training equipment's and logistics	Cost of sewing machines 160pcs @ GH¢ 250  Cost of manufacturing sewing tables and chairs est. @7000  Cost of sewing materials e.g. thread, tape measure, pins, needles, thimbles, scissors aprons Estimated coast @ GH¢10,000	57,000	9,861.59	9,861.59
Lunching of training of participants and registration	Lunching events cost of organization estimated @ GH¢5000  Refreshment @ GH¢2500  Transportation @ GH¢1500 Cost of making resource center T-shirt for	17,000	2,941.18	2,941.18

	trainees 200pcs @ GH¢50			
Safety Precautions at the center forum on fire safety at the center. (the use of electric iron, neatening machine)	Cost of fire extinguishers 5 pcs @ GH¢500  T&T For National Fire facilitators 5 persons @ GH¢100  Cost of smoke detectors 10pcs @ GH¢300	3300	570.93	570.93
Salaries and Allowances	Salaries for 5 fashion designers trainers @ GH¢ 500 for 18 months	45,000	7,785.47	7,785.47
Center feeding	snack & water for 160 trainees for 558days .approx. 18 months estimated @ GH¢16,532	16,532	2,860.21	2,860.21
EXTRA CURRICULLA ACTIVITIES organizing forum on Reproductive health T&T for health facilitators  Center resource fun games	Cost of T&T for health facilitators 5 facilitators @ GH¢100  Cost of indoor games materials like ludo,oware estimated @ GH¢2500	3000	519.03	519.03

<p>Training Evaluation Expenses</p> <p>Finale practical examination with NVTI Examination center</p> <p>Practical examination logistics</p>	<p>Cost of registering all finale trainers to partake in the exams estimated @ GH¢20,000</p> <p>Cost of Practical examination logistics estimated @ GH¢5000</p>	<p>25,000</p>	<p>4,325.26</p>	<p>4,325.26</p>
<p>Passing Out Graduation Expenses</p>	<p>Lunching events cost of organization estimated @ GH¢5000</p> <p>Refreshment @ GH¢2500</p> <p>Transportation @ GH¢1500</p> <p>Cost of making resource center Citation for trainees 151pcs estimated @ GH¢50</p>	<p>16,550</p>	<p>2,863.32</p>	<p>2,863.32</p>
<p>Trained dressmakers empowerment support</p> <p>Purchase of 200 newly sewing machines as start up support for all newly trained dressmakers 200pcs @ 500</p> <p>Renting of shops for all newly trained</p>	<p>Cost of sewing machines 151pcs @ GH¢250</p> <p>Financial support to rent shops to commence own business estimated at GH¢9500</p>	<p>47,250</p>	<p>8,174.74</p>	<p>8,174.74</p>

dressmakers in their various communities				
Expenses on visits by global giving officials & donors	Transportation expenses, Hotel Accommodation cost, feeding and tourist attraction to waterfalls and mountains sites estimated cost @ 12,930	12,930.	2,237.02	2,237.02
Miscellaneous (example: internal support for any trainee when need arises)	Miscellaneous @ 16,218	16,218	2,805.88	2,805.88
<b>Sub total</b>	<b>GH¢</b>	<b>GH¢ 294,780.00</b>	<b>US\$ 51,000.00</b>	<b>US\$ 51,000.00</b>
<b>GRAND TOTAL</b>		<b>GH¢294,780.00</b>	<b>US\$ 51,000.00</b>	<b>US\$ 51,000.00</b>
Exchange Rate: US\$1.00 = GH¢5.78				

## CONCLUSION

Over 150 women and young girls will be empowered with on the job-trained skills on dressmaking of which will help them establish their own business, and be able to put a three daily square meal on their table. In addition, these single mothers will be able to take care of the basic needs (medical care, clothing, and feeding, academic materials) of their children.

The young teenage girl who will also go through the training will become useful to herself and the society, rather than indulging herself in prostitution with bad behaviors

LIFEWAY SUPPORT FOUNDATION



Guardian counseling for single parents –women in a Nkwanta Zongo community



Health education in one of the communities



Juliet sewing school children's uniform after graduating as a dressmaker with support from lifeway





Akpene making use of her skills at home to make a living. After been supported by lifeway to learn dressmaking



Esi at her apprentice shop



Akpene have to go and search for job to do with her child at her back.



Beneficiary of lifeway support



CONSTITUTION OF  
LIFEWAY SUPPORT FOUNDATION  
INTERNATIONAL

# CONSTITUTION OF LIFEWAY SUPPORT FOUNDATION INTERNATIONAL

## Article 1: NAME AND MOTTO:

The group shall be called '*LifeWay Support Foundation International*' (*LIWASF*) herein after shall be referred to in this document as the **Foundation**, and its *Emblem* shall be '**The Heart**' with the **Motto "SERVICE WITH LOVING HEART"**.

## Article 2: VISION:

To create awareness among the needy in the society sensitize them to avail themselves to acquire sound education, skill training and to provide, support and encourage the under privileged in the society so as to enhance and promote economic growth.

## Article 3: MISSION:

'To assist vulnerable women and children, especially single mothers (with particular attention to teenage single school girl/teenage (girls) school dropouts; street children (neglected children) to acquire skills training with micro credit support to them in order to set up small business to provide funding for their rehabilitation.'

## Article 4: AIMS AND OBJECTIVES:

- I. To provide care and support for the under privileged school girl-child;
- II. To create awareness about the need to improve oneself and sensitize the Community about the need to support and care for the poor (the vulnerable and excluded teenage school girl-child) in the society;
- iii. To promote the rights and dignity of people;
- iv. To support the youth especially the teenage single mothers to increase their knowledge of the need for leading and living a decent and healthy life;
- v. To bring the under privileged together in fund raising, income generating activities and companionship;
- vi. To promote the needs of children from broken homes through advocacy, access and community based rehabilitation

## **Article 5: ADMINISTRATIVE MACHINERY**

### ***Advisory Council***

The Foundation shall put in place a five-member Advisory Council (which shall be voluntary) and shall be chaired by the Management Consultant to:-

'advise Management on its plans/policies and in the discharge of its responsibilities to achieve the set targets/goals.

**Membership:** to this high office shall be on the recommendation of the Management Consultant.

**Remuneration:** Counsellors shall be given motivational allowances, which shall be determined and reviewed by both the Management Board and the Advisory Council.

### **Tenure of Office:**

A member shall hold office for a two-term period of three (3) years each, and or shall be removed or resigned on a month notice by or to the Management Board

### **Management Board:**

The Management Board shall be made up of the following;

- (a) Executive Director(Chairman) (b) Management Consultant (c) First Trustee
- (d) Second Trustee and (e) a Member; and shall include two (2) respectable and dedicated citizens in the Community where projects are being implemented.

### **Duties of Management Board:**

To formulate, analyse, implement, monitor and evaluate policies/programs of the Foundation to achieve set aims/targets/goals/objectives by following laid down procedures.

### **Administration:**

The following personnel shall be appointed by the Management to assist in executing and achieving the Foundation aims/targets/goals/objectives:

1. Planning /Project Co-ordinator
2. Administrative/Finance Officer
3. Field (Technical) Officers

### **DUTIES/RESPONSIBILITIES OF MANAGEMENT STAFF**

**The Executive Director/Chairman:** shall be the head of the Foundation. He shall preside over all meetings and shall be responsible for the appointment of the personnel for Administration and be responsible for the day-to-day running of the



Foundation. He shall collaborate with the Management Board and the Advisory Council so as to enhance and achieve cohesion in programmes implementation.

**The Planning/Project Co-ordinator:** shall be responsible for the general planning of projects, writing proposals and other corresponding activities as well as initiating and supervising projects/programmes. He/She shall report to the Executive Director/Chairman.

**Administrative/Finance Officer:** He/She shall be responsible for administrative and financial activities of the Foundation. He/She shall advise the Foundation on financial issues, prepare and record proceedings at meetings; prepare and advise the Foundation on budget/estimates on programmes/proposals/projects.

**The Field (Technical Officers:** shall be in charge in identifying groups/peoples that falls under the aims/objectives of the Foundation. He/She shall also assist/advise both the Foundation and the target groups so identified to execute the programmes envisaged.

**Remuneration:** shall be determined and reviewed by the Management in consultation with the Advisory Council.

**Solicitor:** The Management shall upon the advice of the Advisory Council secure the services of a Lawyer to advise the Foundation on all legal issues.

#### Article 6: PARTNERSHIP

The Foundation shall seriously consider going into partnership with or shall be affiliated to any local or international CBO's, CSO's, NGO's etc that shares the same or with similar/identical vision/mission for the achieving of its aims/objectives.

#### Article 7: FINANCE

**Source of Income:** The Foundation shall go into legally approved income generating projects such as agricultural activities/marketing of commercial merchandise; engage in social and fund raising activities; solicit funds from both local and international donors and MDA's and MMDA's.

**Accounting Records:** The Foundation shall keep records of all funds/inventories received/acquired and expended/dispensed in accordance with statutory rules.

**Bank Account:** The Foundation shall operate a current account with any of the reputable commercial banks in the country. Signatories to the account shall include either of the Executive Director/Chairman or the Management Consultant and the Administrative/Finance Officer.

#### Article 8: MEETINGS

The Advisory Council: shall meet at least once in every three (3) months to deliberate on issues brought before it by the Management; and where necessary shall be compelled to meet within seven (7) days on emergency issues brought before or that

has come to their notice. The date and time of the meeting shall be determined by the Council.

**General Council:** The Foundation shall convene its general Council Meetings at every six (6) months to evaluate its activities and prepare the platform for members of the Advisory Council, Management as well as stakeholders to draw Action Plan for achieving the Foundation set goals/targets.

**Article 9: REGULATIONS & BYE-LAWS**

Regulations and Bye-Laws to supplement the provisions of this Constitution for the conduct of the affairs of the Foundation to suit local conditions and as may be proposed by the General Council shall be made.

**Article 10: DISSOLUTION/LIQUIDATION**

- i. The Foundation shall not be dissolved except for unforeseen circumstances beyond control and, in such a situation the consent of two-thirds of the Advisory/Management/Administrative members shall be sought;
- ii. In the event of the Foundation being dissolved all assets/liabilities constitutionally and legally incurred for and on behalf of the Foundation shall be discharged to the extent of the assets and remaining funds/assets shall be distributed or transferred to any other organisation sharing the same vision/mission of the Foundation.

**Article 11: AMENDMENT**

- i. A committee shall be set up to review a proposal for an amendment;
- ii. When such proposal is carried the amendment shall be at a General Council Meeting and shall be supported by two-thirds of the members.

Signed this      day of

in the year 2010



Emmanuel Richard Aboah  
Executive Director/Chairman



John Yaw Amankrah  
Management Consultant



Sarah Inkoom (Ms)  
First Trustee



Kwesi Richard Aboah  
Second Trustee



Emma Animponma Aboah  
Member

No. G-35,469



REPUBLIC OF GHANA

# Certificate of Incorporation

**I hereby certify that the**


*LIFEWAY SUPPORT FOUNDATION INTERNATIONAL*

.....  
is this day incorporated under the Companies Code, 1963  
(Act 179) and that the liability of its members is limited by  
guarantee.

Given under my hand and official seal at Victoriaborg, Accra,

this 11<sup>th</sup> day of February 20 11



  
for .....  
Registrar of Companies, Ghana

No. G-35,469

COMPANIES CODE, 1963



REPUBLIC OF GHANA

**CERTIFICATE TO COMMENCE  
BUSINESS**

*I hereby certify that*

***LIFEWAY SUPPORT FOUNDATION INTERNATIONAL***

having complied with the provision of Sections 27 and 28 of  
the Companies Code, 1963 is entitled to commence business  
with effect from **14<sup>th</sup> February 2011**

Given under my hand at Accra this **14<sup>th</sup>** day of  
**February** 20 11



Assistant Registrar of Companies



## **LIFEWAY SUPPORT FOUNDATION INTERNATIONAL**



### **MESSAGE FROM EXECUTIVE DIRECTORS OF LIFEWAY SUPPORT FOUNDATION**

A life changed at a time creates a brighter future in the life of many others,

Affecting one person's life is a great reward, because he/she becomes a benefit unto the society.

Lifeway has over the years constantly been a strong pillar behind the most vulnerable single mothers and school dropout girls. Our focal points beneficiaries receives incentives like

- Donation of sewing machines to learn a dressmaking trade

Motto: LIWASF- **Service with Loving Heart**  
Registrar General Department G-35,469

Email. [lifewaysfoundation1986@gmail.com](mailto:lifewaysfoundation1986@gmail.com)  
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- Health care support
- Knowledge impacts such as health education forum on reproductive health.
- Provision of clothing's

Lifeway support foundation international solicits for internal Generated funds to cushion its activities and programs

Board members have over the years been a good regular of financial support to the activities of lifeway support foundation international.

Donations from well wishes' in the society have also contributed much to our gain over the years.

Since our inception in 2011, Lifeway support foundation international have supported over 200 young women (15-30 years) to learn a trade in dressmaking.

As of Now, about 70% of our focal point beneficiaries have fully completed their skills training and are economically self-employed.

The entire board members, volunteers and staff have contributed many in diverse ways to gain our success as an organization.

But, THE BATTLE IS NOT OVER.....

There are many more that are waiting to benefits from our charitable program.



I Came from Brenyase in the Nkwanta south municipal of Oti Region.

My name is Faustina, am 23 years old. I want to use this opportunity to thank Lifeway support foundation very much for identifying my needs and not giving me fish, but showing me how to fish.

They picked me during a community durbar on family planning education in my community, which I attended with my 7 months year old baby boy 3 years ago.

I had become a single mother, because the gentleman that impregnated me had refuse to father my child and take care of us.

After 13months of breastfeeding, Lifeway support foundation enrolled by son in a day care Creech school and also put me to learn a trade in dressmaking. Truly, the skills I have acquired as a dressmaker have helped me to become self-dependents.

I can now buy clothes for my son and myself. I am now a responsible single mother to my son.

People in the society bring their cloths for me to sew for them at a fee.

Lifeway Thank you for putting a big smile on my face.



- I PROUD TO BE THE RIGHTFUL MAKER OF THIS PILLOW

### AKPENE THE WONDER GIRL







Akpene is my name, the only single child of by deceased parents.

I was brought up by my grandmother. A very poor widow and a farmer in a village near Nkwanta.

It took the gossip of a friend about the activities of lifeway support foundation international that turned my story.

I was pregnant when I approached them for a support.

Lifeway support foundation took it upon them and cared for me before and after my delivery. They also enrolled me in a dressmaking skills training to learn dressmaking. Am glad to announce to the world, my dream of ever smiling happily as a woman and a mother has become a reality.

I have now become economically self-empowered and I can now take care of my widowed grandmother and my daughter.



## **ACTIVITIES OF LIFEWAY SUPPORT FOUNDATION INTERNATIONAL IN 2019 IN PERSPECTIVE**

2019 was a great year, but it had its own technical and administrative challenges. But Lifeway was able to meet its set out goals for the year 2019.

In reference to our vision, which states.....?



To create awareness among the needy in the society sensitize them to avail themselves to acquire sound education, skill training and support, provide and encourage the under privileged in the society so as to enhance and promote economic growth.



In general, we had a close 100% achievement. The most sets out goals we nailed to the later.

The year 2019 came with one major goal. Thus to enroll about 30 single mothers and school dropout girls in dressmaking skills training to learn a trade in dressmaking to enable them become economically empowered.



**STELLA, SAYS I CAN NOW SEW A SKIRT ON MY OWN.  
THANKS TO LIFEWAY FOR SHOWING ME THE WAY.....**



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**PHOTO GALLERY OF MOST CENTER ACTIVITIES IN THE PREVIOUS YEAR**

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Lifeway support foundation international is aiming to meets all sets out objectives in order to cause a positive impact in identified over 120 single teenage girls who have giving birth and school dropout girls within Nkwanta south district and its environs.

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