



Help at hand

AMANI COUNSELLING CENTRE AND TRAINING INSTITUTE

FOR

TRES' PROJECT

PSYCHOLOGICAL COUNSELLING SERVICES

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AMANI COUNSELLING CENTRE AND TRAINING INSTITUTE

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18th January, 2021

Merilin & Naiama,
Project Tres,
NAIROBI.

Dear Merilin & Naiama,

REF: PSYCHOLOGICAL COUNSELLING SERVICES

Receive greetings from Amani Counselling Centre and Training Institute (Hereafter referred to ACCTI).

This is in response to your request for the above referenced service. We do confirm that ACCTI has the professional competence and is willing to deliver the said program at a time of your convenience.

Given the opportunity to work with you, our customized program on psychological counselling will add value to the institution by addressing the common issues/ challenges being faced the women you support through the TRES Project before they become distractions and affect their life.

Thank you for inquiring about our services. Please feel free to come back to us for any further consultations or clarifications

Eddah Kabiru,
Outreach Coordinator.



NAIROBI CBD BRANCH:
Mwalimu National SACCO 8th Floor
Along Tom Mboya Street
Near Ambassador House
Tel: 0718 225627 / 0740 528880
Email: info@amanicentrecbd.org

MOMBASA BRANCH:
Laxmi House 1st floor along
Moi Avenue Opp - Toyota Kenya Ltd
Next to Standard Chartered Bank.
P. O. Box 85641-80100 Mombasa
Tel: 041 2315906 / 0736 370183
0723 647768 / 0727 802394
Email: info@amanicentremombasa.org

KISUMU BRANCH:
Tom Mboya Estate
Behind National Oil Service Station
P. O. Box 3528 - 40100 Kisumu
Tel: 0723 752096 / 0723 798932
0723 630278
Email: info@amanicentrekisumu.org

UGUNJA SUB BRANCH:
Off Kisumu Busia Road
Next to Kolalo Grounds
Tel: 0723 455882
Email: info@amanicentregunja.org

NYERI BRANCH:
Central Plaza 2nd Floor, Town Centre
P. O. Box 733 - 10100 Nyeri
Tel: 0723 632661 / 061 2034641
Email: info@amanicentrenyeri.org

AMANI COUNSELLING CENTRE & TRAINING INSTITUTE (ACCTI) PROFILE

Amani Counselling Centre and Training Institute (here after referred to as ACCTI) has been in existence since 1979. The centre remains the oldest and most established counselling service provider in Kenya and indeed in the East African region. The founders had experienced that the process of economical development with its accompanying patterns of new life styles in both urban centres and rural areas had become major sources of mental health challenges in Kenya. To help people cope with psychological problems as they re-adjust to new challenges within a fast-changing society, they agreed to establish a counselling centre to provide counselling services for people, training for counsellors and support for caregivers.

***Vision:** Holistic individuals, communities and organizations in Kenya and beyond.*

***Mission:** To professionally facilitate the realization of holistic individuals, communities and organizations in Kenya and beyond.*

As a pioneer in offering counselling and training of counsellors, Amani has developed into a reputable institute recognized by academic establishments in Kenya and abroad as well as the Government of Kenya. Over the past three decades ACCTI has demonstrated expertise in psychosocial support and counselling and has continued to provide training with a focus on alleviating human suffering and empowering people to be able to move on with their lives, despite their day to day challenges.

ACCTI's main operations are in Nairobi. However, its services have been decentralized through regional centres in Nyeri, Kisumu, Mombasa, Ugunja and an office within the Central Business District (CBD) in Nairobi. This decentralization has helped ACCTI take care of the rural communities who need its services but may not be able to reach it.

The details of these offices are:

OFFICE	LOCATION	TELEPHONE CONTACTS
Amani Head Office	Mbagathi way opposite Jonathan Gloag Academy info@amanicentre.org	6002672/3/4, 0722626590, 0733263870
Nairobi Central Business District Office	Mwalimu Sacco Building, 8 th Floor. Along Tom Mboya Street. Near Ambassadeur House. cbd@amanicentre.org	0718225627, 0733388200
Amani Mombasa	Laxmi House, 1 st floor along Moi Avenue opp. Toyota Kenya Limited. Next to Standard Chartered Bank. mombasa@amanicentre.org	041-02315906, 0723647768 0736370183/0727802394
Amani Nyeri	Central Plaza, 2 nd floor, Opposite stage ya katikati. Town Centre. nyeri@amanicentre.org	061-2034641, 0723633661
Amani Kisumu	Behind Tom Mboya Estate, National Oil Service Station kisumu@amanicentre.org	0723798932, 0723752096 0723630278
Amani Ugunja Sub Branch	Off Kisumu Busia Road, Next to Kolalo Grounds ugunja@amanicentre.org	07240290703
Amani Siaya	2 nd Floor, At Lake Western Park Bld, Next to Siaya Red Cross siaya@amanicentre.org	0724 290 703

The three main aspects of ACCTI's work are;

1. Provision of **Clinical services**. These include **counselling** for individuals, couples, children, and groups by professional and qualified staff. It also entails **clinical supervision services** for practicing counsellors and **psychological support** for caregivers. These services are provided both at Amani and outside Amani premises as per client's request.
2. Training in **counselling** and **Social work & Community development** both at certificate and diploma level.
3. **Tailor making** and **organizing** training workshops, seminars and short courses in response to societal needs from different organizations and institutions. These institutions include Government agencies, Corporates as well as International Non-Governmental Organizations (INGOs) and Public Benefit Organizations (PBOs).

STATEMENT OF CAPABILITY

Amani counselling Centre & Training Institute (ACCTI) has over the year's tailor-made work-site education and training on diverse issues which add value to the organization. We have a rich pool of counsellors and we are therefore able to cater for different client preferences (gender, age, religion, culture etc). Some of the organizations in which we have worked in the past include:

ORGANISATION	NATURE OF WORK DONE
Insurance Companies such as UAP, APA Life Assurance, First Assurance, GA Insurance, CIC General Insurance and Jubilee Insurance and Clarkson Notcutt (Insurance Broker) Limited.	Employee Assistance Program <ul style="list-style-type: none"> • Counselling Services • Customized trainings
Banks e.g. National Bank, NIC Bank, Consolidated bank, Barclays Bank, Central Bank, Cooperative Bank	Employee Assistance Program <ul style="list-style-type: none"> • Counselling Services • Customized trainings
Kenya Airways	<ul style="list-style-type: none"> • Counselling services • Customized Trainings • Retrenchment related services • Continuous staff support and debriefing including support for staff and families after the Duala plane crash, and other critical incidences
Red Cross Kenya	Psychosocial Support Services <ul style="list-style-type: none"> • Individual counselling, Group Counselling and debriefing • Regular training for staff to create awareness of vicarious or secondary traumatization. • Supervision sessions for workers in the field.
Government Agencies such as Kenya Bureau of Standards, Kenya Industrial Property Institute, Kenya National Highways Authority(KENHA), Kenya Revenue Authority(KRA), Kenya Plant Health Inspectorate Service(KEPHIS), Kenya Medical Research Institute(KEMRI), Kenya Railways Corporation, Association for the Physically Disabled in Kenya(APDK), Ministry of Education(MOE), Teachers Service Commission(TSC), Ministry of Interior and coordination of National Government a focus	Employee Assistance Program <ul style="list-style-type: none"> ▪ Counselling Services ▪ Customized trainings ▪ Continuous staff psychological support such as debriefing/defusing and managing change

on National Police services, Ministry of Labour, Social security and services, Probation and aftercare and Kenya Prisons services.	
ADRA, JUBA, GOAL Kenya – SOUTH SUDAN	Psychosocial Support Services <ul style="list-style-type: none"> • Individual counselling, Group Counselling and debriefing • Supervision sessions for workers in the field. • Continuous staff psychosocial support such as debriefing

Justification and Comparative and Competitive Advantages of ACCTI

ACCTI has evolved to be one of the most well established and respected counselling and training institutions in Kenya and beyond. It has established a track record, identity, brand and credibility in the country. Since its inception, it has developed a niche in building the capacity of counselling professionals and offering quality services towards psychological wellbeing, emotional, as well as spiritual development. The institutional structure consisting of the Board, the management team, heads of departments, staff and volunteers has not only enabled wide outreach but has also enhanced synergy and coordination in decision making. Decentralization through the Regional Centres has significantly increased its coverage to reach communities, which had hither to been excluded from enjoying the benefits accrued through professional counselling and related interventions.

The organization has maximized on collaborative and consultative approaches with like-minded individuals and organizations such as appropriate government ministries, corporate organizations, learning institutions as well as other Non-Governmental organizations at Local, National and Regional level. With these strategic collaborations and through its services and tailor-made training programmes, ACCTI has enabled individuals, communities and organizations to adapt to the emerging lifestyle patterns and challenges of a world in transition.

Part of ACCTI’s main assets include well trained, experienced and professional multi-disciplinary full-time staff with a supportive culture and a pool of part-time/consultants always ready to go the extra mile to achieve ACCTI’s vision and mission.

CHARGES

Folio	SERVICE	Unit Cost in Kshs.
1.	Intake Sessions (One-off charge)	600.00
2.	Individual Counselling (Per Hour)	3,500.00
3.	Provision of a counsellor (1) per day at your premises	30,000.00
4.	Group Counselling (max. 12 clients per group) 1.5 – 2 hrs.	30,000.00
5.	Training (up to 30 participants with two facilitators for a whole day)	60,000.00

NB:

Kindly note these charges exclude:

- Transport, meals and accommodation outside Nairobi
- Tax (VAT)

To access our services, a formal contract is drawn. ACCTI bills corporate clients **monthly** for counselling services rendered but trainings, **immediately** they are done.

CONCLUSION

Counselling and Training services are very crucial to ACCTI and we are committed to excelling in delivering the same amongst our other professional services.

We look forward to establishing a mutually fruitful working partnership. Please do not hesitate to come back to the undersigned or to Susan Ngatia our Assistant Outreach Coordinator for any further consultation, clarification or negotiation.

Thank You.

Yours Sincerely,



Eddah Kabiru
Outreach Coordinator.

