

# Hibret Lelimat Ma'ekel

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Hibret Lelimat Ma'ekel

## 2007 ANNUAL REPORT DECEMBER 2007

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## Hibret Lelimat Ma'ekel (HLM) Annual Report January 2007 – December 2007

This is Hibret Lelimat Ma'ekel's (HLM's) first Annual Report. Although HLM was established in January 2006, it is only able to submit its first Annual Report at this time due to two main reasons. First, HLM's founder, Dr. Tewabech Bishaw, retired from her active international duty with UNICEF on May 31, 2006 and relocated herself back into the country in July 2006. Secondly, the remaining part of the year was used to identify members for the General Assembly and initiate the processes for the development of the organization's Strategic Plan. Due to these reasons and the delay in formulating the Board, HLM, was unable to complete an annual report for 2006.

The 2007 year end Annual Report will focus on thirteen main areas. They are:

1. Establishing the organization as per the constitution,
2. Staffing
3. Securing office space for HLM,
4. Activities related to the development of HLM's Strategic Plan,
5. Official launching of the organization,
6. Development of its logo,
7. Development of HLM's Website,
8. Organization of a National Symposium,
9. Work on advocacy and publicity on behalf of HLM,

10. Networking with Youth
11. Partnership
12. Resource mobilization, and
13. Membership recruitment

The report will highlight key achievements and constraints as well as the financial resources used during the year in implementing HLM's activities.

#### **1) Establishing the organization as per the constitution**

Hibret Lelimat Ma'ekel's General Assembly (GA) was officially constituted and had its first meeting on February 10, 2007 at Imperial Hotel in Addis Abeba. The GA elected Ato Tsegaye Kassa as its Chairman and Dr. Girum Hailu as its Secretary. In this meeting, the GA also appointed its Board Members and elected Dr. Teshome Yizengaw as the Board Chairman, Woizero Mebrat Woldetinsae as the Vice Chairperson and Ato Getachew Abebe as the Auditor.

The HLM Board had its first meeting on 10 March, 2007 where it nominated Dr. Tewabech Bishaw as the Managing Director of HLM and Secretary to the Board, and Woizero Yemisrach Bezabih as the Accountant. The Board has met four times since then, and it has reviewed progress of HLM's work and made key decisions to facilitate the organization's development.

Subsequently, the list of the elected Board Members and Auditor was submitted to the Ministry of Justice (MOJ) on March 15, 2007 and as per the law, the MOJ reviewed the submission and informed the Disaster Prevention and Preparedness Agency (DPPA) on March 27, 2007. Upon the request of HLM, the DPPA then, communicated to the Commercial Bank of Ethiopia (CBE), authorizing HLM to open its bank account at the

CBE Addis Abeba Branch. HLM's bank account No. is 01718/301328/00, was opened on March 29, 2007

Many of the Board Members have busy work schedules and time constraints and thus getting full attendance of these members to meetings had not been easy. To compliment face to face meetings, Board Members provided their input electronically as required.

Ato Kumilachew Aberra, a Board Member, who is currently out of the country on international assignment, has sent his resignation and his position needs to be filled urgently.

## **2) Staffing**

To date, the only full time staff is the Managing Director. However when HLM was sharing an office at the Rendezvous part time service was provided by the office secretary for three months and salary top-up was provided for the period. Other than that, the office has been depending on volunteers serving on different task teams as well as consultants who have been engaged for specific tasks. HLM would like to extend its appreciation to those members who have been volunteering their time, energy and resources to support HLM. These include Ato Tsegaye Kassa, Ato Mulugeta Gebru, Dr. Wubshet Mammo, Woizero Woubalem Taye, Woizero Mebrat Woldetinsae, Ato Getachew Tesfaye, Ato Yohannes Abebe, Ato Tamrat Woldegebriel, Dr. Tamrat Retta, Ato Tarekegne Bishaw, Ms. Sefanit Mesfin, Ato Ayedefer Negash and Ato Jorga Mesfin. Although HLM believes in lean organizational structure and staffing, it is urgent and important that the Ma'ekel deploys critical staff to make the organization fully operational. Lack of adequate funding has been the major constraint faced by HLM to secure required staffing.

## **3. Securing Office Space for HLM**

Office space for HLM was secured free of cost for a period of eight months from February – September 2007 through the generous offer made by Ato Abraham Zeleke, a private investor, a colleague and a founding member of HLM. He gave us a desk and allowed HLM to operate

from his office in the Rendezvous complex opposite Estifanos Church by Meskel Square. HLM expresses its immense gratitude to Ato Abraham for his kindness and generosity, which was extremely helpful especially during the initial and critical stages of HLM's development.

Since end of September, 2007, as Ato Abraham's project expanded and needed the full space for his own endeavors, HLM, after extensive search for the right location and price, secured an office in the Bole area with a monthly rent of a discounted Birr 1650 per month. Since November 5, 2007, HLM has been in its new location on the first floor of the B.M Building, which is located next to the Bole Airport Motel. An advance payment of three months rent was made and the lease agreement was signed for a period of six months. HLM appreciates and thanks Ato Bahiru and Woizero Mamit owners of the building for the discount they provided on the rent.

Limited financial resources continue to be a key constraint in covering the cost of rent for an extended period of time, which would have been preferable.

#### **4) Development and production of the Strategic Planning document**

HLM held a meeting with all its founding members on August 26, 2006 at the Imperial Hotel in Addis Abeba. At this meeting, Dr. Tewabech Bishaw, the HLM founder gave a brief account on the concept, rationale, vision and purpose of the organization and further explained the processes that were undertaken to establish the NGO. After this account, participants emphasized the need for HLM to have a strategic plan in order to have clear direction and focus on its priorities. At this meeting a steering committee was established to facilitate the development of the strategic planning document.

The Steering Committee met on September 6, 2006 at the Ghion Hotel in Addis Abeba and elected a Strategic Planning Committee (SPC) composed of six members and chaired by Woizero Woubalem Taye. In the same month, the committee developed a Terms of Reference (TOR),

interviewed, identified and engaged Ato Ayedefer Negash as a consultant to undertake the task of developing the Strategic Planning Document. During the document development process, the SPC provided guidance and leadership to the consultant

In addition to the comments and inputs provided electronically by members of the SPC on the Strategic Plan, the committee also held nine consultative meetings between September 2006 and March 2007 to review and finalize the draft document. The Strategic Plan was later approved by the Founding Members, and the document was professionally edited, printed, reproduced and distributed to participants at the HLM Launch that was held on March 30, 2007 at the Ghion hotel. The Document was well received and endorsed by participants at the launch. Key comments, suggestions and inputs provided by participants were incorporated into that greatly enriched the document, as well.

While the document highlighted key elements of HLM's strategic direction issues and priorities upto 2020, it was agreed that the document serve as the basis for the development of HLM's annual work plans with specific targets, resource needs and outputs for the specified year.

Major challenges during the process of developing the Strategic Plan was the amount of time it took in getting required feedbacks and comments from identified key members.

### **5. HLM's Official Launch**

The Ma'ekel was officially launched on March 29, 2007 at a meeting held at the Ghion Hotel in Addis Abeba. H.E Ato Fikru Dessalegne, the State Minister of the Ministry of Capacity Building, was the Guest of Honor. The Ministries of Education, Foreign Affairs, Health and Youth & Sports, the International Organization on Migration (IOM), and a Diaspora representative addressed the meeting. The Strategic Plan was also presented, discussed and endorsed at the meeting. There were about 150 individuals present at the meeting, including members from government and non-governmental organizations, the private sector,

Embassies and Heads of Missions, UN and Bilateral Agencies, civil society, professional associations and the media.

The objectives of the Launch were to:

- 1) Introduce HLM to its development partners,
- 2) Review and endorse HLM's Strategic Planning Document,
- 3) Mobilize support and resources for HLM,
- 4) Initiate networking and partnerships with key stakeholders.
- 5) Identify and establish links with organizations working on the Diaspora to increase opportunities for brain gain, and
- 6) Enlist organizational and institutional membership for HLM.

These objectives were fully met and HLM received many positive and encouraging feedback from participating individuals and organizations. In addition, while the Strategic Plan Document was endorsed at the meeting, many useful comments, suggestions and inputs were received that helped in developing the document further.

The proceedings of the launch can be found on the HLM website. The hard copy is currently being finalized for distribution. A major constraint in organizing HLM's official launch was the lack of funds to cover the expenses incurred. Despite the efforts made to send out sponsorship requests to several donors, there was no positive response to the requests. Another constraint was the time that it took to deliver invitation letters by hand to all participants that took a lot of financial resources and time.

## **6. Development of Logo for HLM**

The work of a creative artist who was recommended by one of the founding members of HLM was reviewed and his track record assessed. Having found the work satisfactory, the artist was engaged as a consultant to develop the logo for HLM. As the logo was being developed, the work of the consultant was reviewed from time to time using a Technical Team established for the IT and web design for HLM. Incorporating the comments and suggestions given to the consultant, the logo was produced that met the satisfaction of the Technical Team, as well as members of the Board.

The logo was officially launched during the HLM launch on March 29, 2007. See Annex 1 of this report

## **7. Development and Administration of HLM's Website**

As HLM's work is highly dependent on linking members of the Diaspora and friends of Ethiopia with institutions and professionals locally for increased opportunities for brain gain, the critical role that a well-designed and interactive website can play was recognized by the founding and Board members. Therefore, the development of an interactive, dynamic, user-friendly and attractive website was given the utmost priority and attention.

In January 2007, a team of website designers from Pixel Surgeon's Studio were recommended to HLM. The Managing Director interviewed the team and gave them a detailed brief on the objectives, purposes and vision of the organization. However they were unable to produce the expected level of quality hence it was necessary to look for another consultant without losing much time. Based on his track record and competence in the job and his clarity on the concept and commitment to the vision of HLM, Ato Solomon Belayneh, also a founding member, was engaged as a consultant on February 18, 2007 based on a TOR developed.

The Technical Team on Information Technology (IT) and web-design that was chaired by Dr. Woubshet Mamo and Woizero Woubalem Taye,



continued to provide guidance and support to the consultants. Between February and August 2007, the team met with the consultant well over ten times to review the work done, to provide input and to follow-up on decisions made, including field testing of the web site. All effort was made to make the website user-friendly interactive and dynamic as well as aesthetically attractive. The website was officially launched during the National Symposium on 30<sup>th</sup> August 2007 at the Addis Abeba Municipality City hall. The website has been very well received, and it was acclaimed for the systematic, meticulous and high level professional work that was put into the design. The website address is <http://www.hlmethiopia.org> please do visit us and share it with friends.

It is understood that the market price for web design is much higher. However, the consultant kindly agreed to volunteer a lot of his time to complete the task with the limited funds that HLM was able to offer. For this, HLM would like to express its immense gratitude to Ato Solomon Belayneh and Ato Berhanu Nega, member of the consultancy team.

After the website was launched, a TOR was developed for a Website Manager. Ato Tamirat Woldegebriel has been engaged as a consultant at a very nominal fee for a period of one year beginning 1<sup>st</sup> November 2007 in order to ensure effective and smooth functioning of the website. The website is one of *the* key instruments for HLM's work and effectiveness in achieving its goals, and HLM is tremendously grateful to Ato Tamerat Woldegebriel for volunteering to undertake this task at a very nominal fee. However it is important that the fee structure be reviewed and adjusted and the position re-advertised when HLM is able to mobilize funds for this purpose.

The main constraints in the development of the website were the time it took to complete the website's content and to receive feedback from designated members during its development and test run. The challenge and main task remains to ensure that the site is well promoted and known and that it is widely and effectively used by professionals in the

Diaspora and friends of Ethiopia and by institutions and professionals in the country.

### **8. HLM's National Symposium**

As Ethiopia was preparing for a grand celebration to usher its new Millennium, many visitors and members of the Ethiopian Diaspora from various parts of the world arrived to join the Ethiopian people in the celebration. To maximize on this opportunity, HLM, in partnership with the Addis Abeba Millennium Secretariat, and with close collaboration and support from the Ministry of Capacity Building and Ministry of Foreign Affairs, organized a one day National Symposium on August 30, 2007 that served as a platform for interactive dialogue between members of the Diaspora and key institutions, stakeholders and relevant individuals engaged in Ethiopia's capacity building.

The Symposium was held at the Addis Abeba City Hall and was chaired by Dr. Teshome Yizengaw, HLM's Board Chairman. H.E. Ato Misganu Arga, the Deputy Chairman of the Addis Abeba Millennium Secretariat welcomed participants to the National Symposium on behalf of the Mayor of the City of Addis Abeba. This was followed by Ato Adebabay Abai from the Ministry of Capacity Building who delivered the key note address prepared by H.E. Ato Teferra Walwa, Minister of Capacity Building as Ato Teferra was, unfortunately, unable to come due to last minute urgent duty call of national interest. High level government officials, national and international dignitaries, the private sectors, NGOs and members of the Diaspora were also in attendance. Amongst those present were the Ambassador of India H.E. Mr. Gurjit Singh, Minister Plenipotentiare from the Embassy of Tanzania H.E. Mr. Vincent Kibwana, Advisor to the Deputy Prime Minister H.E. Professor Mesfin Abebe, Director General of the Disaster Prevention and Preparedness Agency (DPPA), Ato Simon Mechale, Advisor to the Minister of Foreign Affairs, Ato Fisseha Tesfu, Ministry of Education, Woizero Tesfanesh Tilahun, Ministry of Health, Dr. Medhin Zewdu, Mr. Charles Kwening, Country Director of IOM, FAO Country Director and representatives from the Embassies of India, Tanzania,

Sweden, France, Russia, Japan, China Netherlands and Nigeria were also present. Around 300 participants attended the meeting, with close to a third representing the Diaspora and friends of Ethiopia. Also present were representatives from the AAU, Sectoral Ministries, WHO, UNDP, NGOs Private and Public sector, including other institutions of higher learning, as well as youth and the media.

Twelve presentation were made at the meeting that include presentation including from Ambassador of India, Minister Plenipotentiare Embassy of Tanzania, President Ethiopian Knowledge and Technology Transfer Society (EKTTS), President designate AEHPS Association of Ethiopian Health and Health Associated Professionals in Sweden, President, AHEAD Canada, Delegate, Ministry of Health, Country Representative Designate IOM, Department Head, Ministry of Education, Vice President, Addis Ababa University, Team Leader, Vega Ethiopia, Founder, Access Bank, Country Director, Twinning Center, and a Diaspora Volunteer, in the Twinning Center. Also at the meeting, The Country Director of IOM, Mr. Charles Kwenin, and the Advisor to the Minister of Foreign Affairs, Ato Fisseha Tesfu addressed participants. The presentations provided useful information on a variety of experiences that increased awareness on the subject and stimulated discussion that led to useful recommendation on the way forward.

The main purposes of the symposium were to:

- (a) Help Diaspora members get first-hand information regarding opportunities and challenges in the country and to appreciate the human resource needs and expectations of institutions in the country and to enable them see the role they can play in Ethiopia's capacity building,
- (b) Help participating institutions in the country to strengthen their efforts to enhance the Ethiopian Diaspora's and friends of Ethiopia's participation to achieve their institutions' developmental goals,

(c) Enable other stakeholders to appreciate the supportive role they can play for the effective engagement of the Diaspora for Ethiopia's development, and

(d) Use opportunity to officially launch HLM's website.

The expected outcomes were:

1. To initiate a comprehensive network of Ethiopian professionals in the Diaspora, and
2. To reach a common understanding on ways the Diaspora can be effectively engaged for Ethiopia's development.

The Symposium came up with several key conclusions and recommendations that gave more focus on the issues that HLM and its partners should prioritize for implementation in the immediate future. Among these recommendations were:

1. Establishing data base and streamlining the information flow between the Diaspora and friends of Ethiopia and local institutions and professionals,
2. To learn from experiences of other countries such as India that have successfully managed to engage their Diaspora in national development,
3. Undertaking situation and process analysis to have a clear understanding of the issues, including policies, strategies, processes and institutional arrangements involved.
4. Advocacy and publicity to increase awareness Organizing meetings with members of the Diaspora and to learn the type, extent of resources that exist outside the country and what the

expectations of the Diaspora are, as well as to share the country's needs and expectations.

These were the few high priority recommendations that came up during the Symposium, and they are tasks to be undertaken by HLM in collaboration with its partners. The proceedings of the National Symposium will be finalized and made available shortly.

HLM would like to express its thanks to USAID, the Twinning Center, CRDA, the Addis Abeba Millennium Secretariat and SIDA for their financial support to cover some of the expenses of the Symposium. Main constraints were the limited number of participants from the Diaspora community, and limited funds to cover the entire expense of the workshop.

The Symposium has largely achieved its objectives and expected outcome. However, the challenge remains in securing adequate financial resources to strengthen HLM's capacity as well as to support immediate implementation of agreed upon recommendations of the National Symposium.

### **9. Advocacy and Publicity**

The Managing Director of HLM did a commendable job in contacting various media outlets, both local and international, to share information on the objectives, purpose, vision and the role HLM can play in serving as a link to bring the Diaspora and friends of Ethiopia close to local professionals and institutions to increase Ethiopia's opportunities for brain gain.

Television programmes, such as Meet ETV and the Millennium Programmes of the Addis Abeba City Administration were informed about the activities that HLM was engaged in, and they highlighted the National Symposium and HLM's vision and mission in supporting Ethiopia's capacity building. Also, the print and other electronic media outlets were informed and carried stories regarding HLM's work. Some of these

include newspapers such as the Ethiopian Herald, Addis Zemen, Capital, Reporter, the Special Edition of the Zemen Journal, various websites such as Ethio-finder and the Ethiopian Students' Association, international (ESAI), and forums like People to People (P2P), ETFF and other Diaspora related news and online. They wrote about HLM's purpose and highlighted the key role it can play in mobilizing the Diaspora in incremental numbers to participate in capacity building for national development and for the prosperity of the Ethiopian people. International media such as the BBC and Deuchevelle also transmitted the news globally.

Press releases and press conferences were also used as medium for advocacy and publicity on HLM and its vision and efforts as well as soliciting consensus and support.

#### **10. Networking with the Youth**

Specific work in this regard has not been initiated yet and, therefore, more focus will be made in this area for next year. Discussion has already been initiated with relevant organizations inside and outside the country.

#### **11. Partnerships**

During the year HLM has endeavored to establish partnerships with several key organizations. The Managing Director held discussions with the following organizations and has received commitment for partnership and collaboration with HLM.

- Ministry of Capacity Building has expressed its commitment for collaboration and partnership. Through a letter written by the Minister to the DPPA, the Ministry has confirmed its support to and partnership with HLM.
- The Ministry of Foreign Affairs' Directorate of Ethiopian Expatriate Affairs has also expressed the Ministry's commitment for partnership and collaboration with HLM. There is ongoing preliminary discussion for partnership in areas of situation analysis and needs assessment.

- Ministry of Education, Division of Higher Education has confirmed its keenness to work with HLM.
- Ministry of Youth and Sports in series of discussions held with the Minister, State Minister and Department Head have in a similar way expressed their willingness to partner with HLM specifically in the areas related to Youth partnership.
- The Minister of Health and the State Minister have both expressed their support to the work of HLM and expressed their commitment for partnership.
- In discussions held with the President and the three vice presidents of the Addis Abeba University, commitment was expressed for partnership and collaboration.
- The Presidents of Jimma University, Hawasa University, Haremaya University, Mekele University, Gondar University, and Wollo University have also expressed readiness to partner and collaborate with HLM.
- HLM has signed Memorandum of Understanding with SIDA, SNV and the CRDA.
- Discussions with DPPA and MOJ has been helpful in establishing good working relationship.
- Discussions with IOM have also resulted in positive response for collaboration and partnership.
- USAID expressed to support HLM in its activities and has committed collaboration in the areas of common interest.
- The Twinning Center has expressed its commitment to support and partner with HLM and actually assisted HLM in its activities.
- Discussions have been initiated with Officers in the, CDC, WB, GTZ, and EU, UNDP, AU, ECA, and CDC.
- Organizations including ENHAPA, P2P, EKTTS, ESAi and ETFF have been contacted to initiate partnerships.
- HLM was requested and participates in the National Steering Committee, on IOM/GOV project on Diaspora mobilization.

## **12. Resource Mobilization**

The area of resource mobilization has proven to be and has remained the weakest point of HLM so far. Out of the twenty requests sent out to donors for funding during the launch and for the symposium. Only four organizations provided financial support for the symposium. A total sum of Birr 108,867.20 has been secured from the following donors: USAID (Birr 53,467 in kind), SIDA (Birr 12,900), CRDA (Birr 20,000) and the Twinning Center (Birr 22,500). See annex 2. The Addis Abeba Millennium Secretariats has provided the conference facility for the National Symposium. HLM sincerely appreciates their generosity and support of these partners that enabled HLM implement its activities. SNV has committed to provide financial support for the symposium but funds have not been received yet.

A positive trend has been observed. It appears that the chances for HLM to win the confidence of donors is increasing by the day, and it is likely to see this confidence turn into positive responses from donors to support HLM in implementing its priority activities.

The challenge remains in securing sustained adequate funds to implement planned activities as well as strengthen HLM's capacity to undertake its tasks. Different strategies need to be developed and implemented to successfully mobilize the resources required.

## **13. Membership Mobilization**

Recruiting membership for HLM has not been aggressively pursued. However, forms were circulated both during the HLM launch and at the National Symposium requesting participants to become members of HLM, both as institutional members as well as individual membership. However, there has been a delay by HLM failed to follow-up on these interested individuals to make their membership effective by paying their membership dues.

To date 52 members have signed membership with HLM and six have paid membership fees.



It is clear that an organization is as strong as its members and HLM must give special attention to registering those that have already expressed interest and mobilize others to be registered and paying members. The Board has approved annual membership fee of Birr 100 for Ethiopians living in the country, and US\$100 or equivalent for Ethiopians living outside the country and for friends of Ethiopia. The fee structure for institutional membership and for special standing (honorary, life-time, student, associate etc) membership will be defined soon. In addition to the gratification one finds from participating in national capacity building efforts, member institutions and individuals have the privilege and opportunity to take part in all HLM related activities. Members can elect and be elected as board members while institutions could benefit from the services and activities of HLM. HLM news letters and e-mail announcements and news in relation to the Diaspora and institutional capacity building could also be accessed by members.

**Annex. No. 1:** HLM’s logo symbolizes the return of Ethiopia’s Diaspora from around the globe and into Ethiopia. The feet are the symbols of all the many Ethiopians and friends of Ethiopia who are scattered around the world and have decided to come back in short visit or relocate to Ethiopia to contribute to the country’s growth and development.

The band surrounds the entire globe as Ethiopians and friends of Ethiopia can be found in every continent and country around the world.

The bright light that is shining where Ethiopia is located symbolizes how Ethiopia will shine as its citizens and its friends contribute their time, effort, intellectual, financial and material resources for its sustainable growth and development and prosperity of the Ethiopians people.



**Hibret Lelimat Ma’ekel**

## ANNEX NO. 2: BUDGET SUMMARY

### A) HLM's 2007 BUDGET REQUIREMENTS (ESTIMATE)

NO.	DESIGNATION	AMOUNT (Birr)
1	Total 2007 proposed Budget	Birr 670,000.00
2	HLM Launch	Birr 68,462.00
3	National Symposium	Birr 161,920.00
	<b>TOTAL</b>	<b>Birr 900,382.00</b>

### B) RESORCE MOBILIZED

NO.	INPUT TYPE	DONOR	AMOUNT (Birr)
1	<b>CASH</b>	1. Twinning Center	Birr 22,500.00
		2. CRDA	Birr 20,000.00
		3. SIDA	Birr 12,900.00
		4. Private Donor	Birr 1,500.00
		5. Membership fees	Birr 600.00
	<b>TOTAL CASH DONATIONS</b>		<b>Birr 57,500.00</b>
2	<b>IN KIND DONONATIONS</b>	6. USAID	<b>Birr 53,467.20</b>
3	<b>VOLUNTEER TIME</b>	1. Managing Director's one year salary (Birr 5000 x 12 months)	Birr 60,000.00
		2. 1. Free Office Space (Birr 2,000 x 8 months) and 2. 2. Rent of laptop (Birr 2,000 x 12 months)	Birr 40,000.00
		3. Member's Voluntary Services in Committees (Est. at Birr 200 x 10 persons x 25 committee mtgs)	Birr 50,000.00
		4. Five volunteers 1day /week @ Birr 200 per day for one year (Est. at 1 day/wk at 5 persons x Birr 200/day)	Birr 52,000.00
	<b>TOTAL VOLUNTARY CONTRIBUTION</b>		<b>Birr 202,000.00</b>

### C) ACTUAL EXPENDITURE

NO.	EXPENSE ITEM	AMOUNT (Birr)
1	Print, secretarial services, photocopy, binding etc.	Birr 7,574.50
2	Tea/coffee break, meals for participants etc.	Birr 14,680.75
3	Stationery	Birr 13,770.09
4	Office equipment, supply & furniture	Birr 16, 849.65
5	Consultant (Birr 46,500) and salary top-up (Birr 900)	Birr 47,400.00
6	Press conferences	Birr 5,777.00
7	Telephone (Birr 3,462.76) and fuel (Birr 2,094)	Birr 5,556.76
8	USAID's contribution in kind for communication materials	Birr 53,467.20
9	<b>TOTAL EXPENDITURE</b>	<b>Birr 165,075.95</b>

Please Note: The difference between income and expenditure, Birr 54,108.00, is payable on availability of funds.