

Application instructions

In general, we appreciate more rather than less detail. Therefore, please err on the side of submitting more rather than less information. That said, we advise organizations to avoid *creating* reports tailored to Give Well unless we specifically ask for them. If there is documentation that you do not yet have available, but could create, please note this in your application and we'll respond regarding whether or not this is something we'd ask you to put together.

Please submit all of the following information:

1. *Demonstration that your organization works substantially on the target program.*
 - o Budget for at least 3 past years showing (a) total organizational spending and (b) spending on the target program. We appreciate as much detail as possible for budgets and prefer programmatic budgets (i.e., those that present the conceptual ways funds were spent to implement a project, broken down by geographic region and project for example) rather than accounting budgets, tax forms or audited financials

YEAR	DONOR	PROGRAM	GEOGRAPHIC AREA	Income / Spending GH¢	SPENDING ON TARGET PROGRAM
2011/2012	Ghana Social Marketing Foundation International	Mobilize Against Malaria (MAM Project)	Offinso North, Ahafo-Ano South and North Districts	75,500.00	75,500.00
	USAID	Promoting Malaria Prevention and Treatment (PROMPT)	Ahafo Ano South District	56,143.00	56,143.00
2013/2014	The Hunger Project	HIV Prevention	Ahafo Ano South District	7,118.16	7118.16
	Ghana Social Marketing Foundation International	HIV Prevention	Ahafo Ano North District	22,500.00	22,500.00

2014/2015	The Hunger Project	HIV Prevention	Ahafo Ano South & North Districts	12,148.00	12,148.00
	American Embassy	Self Help Project for PLHIV	Ahafo Ano North District	25,520.00	25,520.00
	Highway Project	HIV Prevention	Kwabre District	9,000.00	9,000.00
	Tatale / Saboba Distircts	Street Naming	Tatale / Saboba Distircts	38,320.00	38,320.00
2015 / 2016	Highway Project	HIV Prevention	Kwabre District	4,500.00	4,500.00
	American Embassy	Self Help Project for PLHIV	Ahafo Ano North District	10,028.00	10,028.00
	Positive Action For Children Fund	HIV Prevention	Ahafo Ano North District	58,488.09	58,488.09
2016/2017	Positive Action For Children Fund	HIV Prevention	Ahafo Ano North District	90,868.82	90,868.82
	Ghana Integrity Initiative	Monitoring Electoral Incumbency	Ahafo Ano North District	2,000.00	2,000.00
Total Income / Spending				412,134.07	412,134.07

- Complete details of projects implemented over the past 3 years, providing total figures (e.g., bednets distributed, cash provided, surgeries completed) for each location worked. Providing additional narrative context for each project implemented may be helpful but is not necessary.
- 2. *Monitoring and evaluation of past activities.* Substantive information about the success or failure of your organization's past activities. This could be satisfied by submitting raw data related to the vast majority of projects you have carried out (e.g., data on all bednets distributed or surgeries performed). If data is collected via survey, please also submit the technical details behind this data collection including survey instruments and methods for selecting participants to survey.

This could also be satisfied by submitting in-depth, technical evaluations of past projects your organization has carried out. (We define "technical evaluation" as one that specifies the complete methodology for data collection and analysis.) Please submit as

many evaluations as you have available and specify the proportion of your past projects that these evaluations cover (e.g., Are all past projects evaluated or only a subset? If a subset, what proportion of projects was evaluated?)

Attached

3. *Narrative of plans for utilizing additional funding with scenario analyses for use of different levels of funds (e.g., how would you utilize an additional \$500,000, \$1 million, and \$5 million).* Please describe (as specifically as possible) how you would utilize additional funding, the efforts you have made to date to raise these funds, and the results of these fundraising efforts.

Tim Africa Aid Ghana does not concentrate on a particular geographical area but has interest in influencing global health conditions. Below are the laid down plans in placed to make good use of any additional funding at different levels:

- Build capacity and logistical support for community health agents to administer home based care
- Supporting health facilities with intermittent Prevention Treatment - SP for pregnant women programme
- Recruit CSOs for expansion of malaria interventions
- Procurement of capital item for monitoring and supervision
- Support Ghana Health Service and its alliance with logistics such as IDTs and data capturing tools.
- Procure and distribute LLNs to under five, pregnant women, aged and the HIV patients.

Examples of current and former top charities' room-for-more-funding information:

- Positive Action For Children Fund
- Ghana Social Marketing Foundation International
- Ghana Center for Democratic Development
- GAVI HSS / Ghana Health Service

○ **Against Malaria Foundation**

○ **Give Directly**

4. *Basic organizational materials.* Please submit audited financials for the previous 3 years. Please submit the tax forms you file with the country in which you are based (e.g., IRS Form 990 in the United States) for the previous 3 years. If you have not existed for this number of years, please submit as much history as you have available

Attached.

Additional information you can submit that may help us but is not required:

1. Narrative describing your process (in general) for selecting locations to work and specifics of the way in which you applied this process in at least 1 location

Project Initiations

Tim Africa Aid Ghana always commence project with feasibility studies to ascertain a justifiable data from the target communities or districts indicating the needs of the intervention which the organization anticipate to execute.

Planning and design

After the initiation stage, the project is planned to an appropriate level of detail. The main purpose is to plan time, cost and resources adequately to estimate the work needed and to effectively manage risk during project execution. As with the Initiation process group, a failure to adequately plan greatly reduces the project's chances of successfully accomplishing its goals. Project planning generally consists of determining how to plan (e.g. by level of detail or rolling wave);

1. Developing the scope statement;
2. Selecting the planning team;
3. Identify stakeholders and beneficiaries
4. Identifying deliverables and creating the work breakdown structure;
5. Identifying the activities needed to complete those deliverables and networking the activities in their logical sequence;
6. Estimating the resource requirements for the activities;
7. estimating time and cost for activities;
8. Developing the schedule;
9. developing the budget;
10. risk planning;
11. Gaining formal approval to begin work.

Executing Process

Executing consists of the processes used to complete the work defined in the project management plan to accomplish the project's requirements. Execution process involves coordinating people and resources, as well as integrating and performing the activities of the project in accordance with the project management plan. The deliverables are produced as outputs from the processes performed as defined in the project management plan.

Monitoring and controlling

Monitoring and controlling consists of those processes performed to observe project execution so that potential problems can be identified in a timely manner and corrective action can be taken, when necessary, to control the execution of the project. The key benefit is that project performance is observed and measured regularly to identify variances from the project management plan.

Monitoring and Controlling includes:

- Measuring the ongoing project activities ('where we are');
- monitoring the project variables (cost, effort, scope, etc.) against the project management plan and the project performance baseline (where we should be);

- Identify corrective actions to address issues and risks properly (How can we get on track again)
 -
1. •Influencing the factors that could circumvent integrated change control so only approved changes are implemented Narrative describing your organization's unique value added and whether/how you're different from other organizations working in the same space
 - Tim Africa Aid Ghana is an organization which believes in working with all individuals irrespective of tribe, race, religious affiliation, and culture.
 - Tim Africa Aid Ghana exercise participatory Learning & Action Approach and all inclusion as one of its uniqueness in the project implementation.
 - TAAG register commence, suggesting and feedback from the beneficiaries on the ways they anticipate the project should be implemented to ascertain success and impact
 - TAAG respect and encourage respect for the fundamental human rights and freedom in all its interventions and allow stakeholders to contribute their views into the project scope as well as to own the project at the long run.
 - TAAG will share project reports with stakeholders through quarterly review meeting and seek for innovative ideas to addressing challenges which might anticipated
 2. Narrative describing the process by which your organization was founded and how it came to its current stage

Tim Africa Aid Ghana (TAAG) was established in 21st September 1999 by Mr. Tim Birks, a British citizen and registered under the companies Act, 1963 Act 179 as a company limited by guarantee on 5th July 2001 and the Department of Social Development as Non-Governmental Organization (NGO) based in Tepa in the Ahafo-Ano North District of Ashanti Region in Ghana. The following are the registration numbers: R-8258 and DSD 1542.

TAAG activities are borders around the following;

1. **Awareness Creation** – The organization conduct public education on health issues such as HIV/AIDS, Buruli Ulcer, Cancer, Creating demand on Immunization, Adolescent and Reproductive education, Malaria and TB prevention. Also provide Income Generating Interventions for PLHIV.
2. **Advocacy** – To provide knowledge base for reform in health sector, governance, social accountability, water and sanitation, climate change and environmental protection. We also do comprehensive advocate on Human Rights and support vulnerable children in education, as well as food relief/ supplies.
3. **Research** – The organization conduct vigorous interventions in research into activities that matters most within our target area.

4. **Monitoring and Evaluation** – Assessing the incidence of community work and monitoring trends and programmes within our target areas and conduct survey on performance of our indicators. Again to evaluate our main assumptions in order to achieve greater performance regarding the organization's goal and objectives.

Objectives

- To provide care and support to Women and children living in poverty particularly those living in the hard to reach areas
- To provide educational needs, assessable and potable water Health care support for the vulnerable children
- To encourage communities for sustainable development through mobilization, empowerment and awareness creation.
- To promote human rights of children, women and the marginalized in society.
- To promote peace in society through awareness creation, mobilization and empowerment of the marginalized communities

Goal

- To enhance the livelihood of the marginalized and vulnerable in society through multi-faceted approach to defeat poverty, ignorance and diseases

Mission:

- Tim Africa Aid Ghana (TAAG) strive working togetherness for socio- economic development of the target societies through capacity strengthening, implementation of programs and protective interventions with participatory approach to all levels of community to defeat poverty, ignorance and reach prosperous with stability and protective environment.

Vision:

- A life of freewill and self-esteem to everyone regardless of race, ethnicity and sex, empowered, and a vibrant healthy life attained to improve socio economic growth.

Achievement

- Tim Africa Aid Ghana Partnered with GSMF International to implement Mobilize Against Malaria project in Ahafo-Ano North and South District in 2009, 2010 and 2011 respectively with a budget of GHC 75,500.00. The project organized an advocacy meeting with district stakeholders, 30 Community Base Surveillance Volunteers were trained to conduct community outreach activities through one-on one discussion, small and large group and any form that will facilitate early seeking for Prompt and appropriate Treatment among Care taker of children under five years.
- Tim Africa AID Ghana partner with the ProMPT Ghana (USAID) to implement Promoting Malaria Prevention and Treatment project in Ahafo-Ano South District for 2011 and 2012. The project was implemented in 52 communities in the district. In 2011, an amount of GHC **25,858.00** and in 2012, an amount of **GHC 30,285.00** was granted to Organize an Advocacy meeting with 20 district stakeholders to brief them on the scope of the project , Trained 40 Community Volunteers (CV) on malaria prevention, LLINs hanging and treatment including IPT-SP usage and monitoring, Undertook house to house education and monitoring of IPT-SP usage in pregnant women, malaria prevention and LLINs hanging, the recommended malaria drug (ACTs), Organized House to House Campaigns, One-on-One Education, 10 drama performed, social gatherings, schools, churches and mosques

on the need of Home Based Care (HBC), Football Gala Competition, Undertake house to house education to promote Home Based Care (HBC), Quarterly review meetings.

- Tim Africa Aid Ghana partnered with Department of Social Development to implement Child Labour in Cocoa Growing areas in the Ahafo-Ano North District. The project established child protection committees in 10 communities to rescue children who are affected by the menace. The rescued children were supported with basic needs including Health Insurance and enrolled into LEAP programme by social development. The intervention duration was from 2009- 2012
- TAAG partnered with STCP/IITA and Participatory Development Associate (PDA) in Ahafo-Ano North District to implement Farm Field School project. The Farmers capacity were build on how to manage their cocoa farms, Farming as a Business and Agronomy in 2013-2014
- Tim Africa Aid Ghana implemented Income generating intervention on Soap making for 30 HIV/TB patients and supports 25 vulnerable Children through education for 2014-2016 funded by America Embassy in Ghana.
- Tim Africa Aid Ghana conducted feasibility studies on LP gas usage in the Northern Region of Ghana in 2010.
- Tim Africa Aid Ghana has implemented Mobilize Against HIV Project in Ahafo Ano North District funded by Positive Action for Children Fund and Charity Aid Foundation from 2015 to 2017. The project work reduced new infection of HIV/AIDS among the 19,913 youths and Adults, Promoted use of 350,000 condom distributions among the population, promoted HIV Testing& Counseling for 8850 youths & Adults and referred 35patients for access to ART, encouraged at 500 pregnant women to attend ANC for PMTCT service.
- TAAG with support from Center for Democratic Development is implementing social accountability programme in Tano South of the Brong Ahafo Region from 2016-2019. The project is to build a relationship with Duty Barest and Right holders in communities and advocating for inclusion of the vulnerable groups such as the PWDs, women and children
- Tim Africa Aid Ghana has been awarded grant through Coalition of NGO in Health, Ghana from Global Alliance for Vaccination to create demand for Immunization in Ahafo-Ano North District of Ashanti Region of Ghana.

3. Narrative describing the key people involved in running the organization and/or the target project and their qualifications

Mr. Isaac Kwabena kakpeibe (Executive Director): He is currently pursuing a Master in project management with National Institute of Business Management University from India. He holds a Bachelor of Business Administration from the Swiss Management University (Switzerland), Certificate in HIV/AIDS prevention and Adolescent Reproduction Right. He has over 17 years' experience managing projects. He has considerable knowledge and experience in Public health Education, Human Rights, Gender, and HIV/AIDS, malaria, Adolescent Reproductive Health and poverty reduction. Roles/responsibilities:

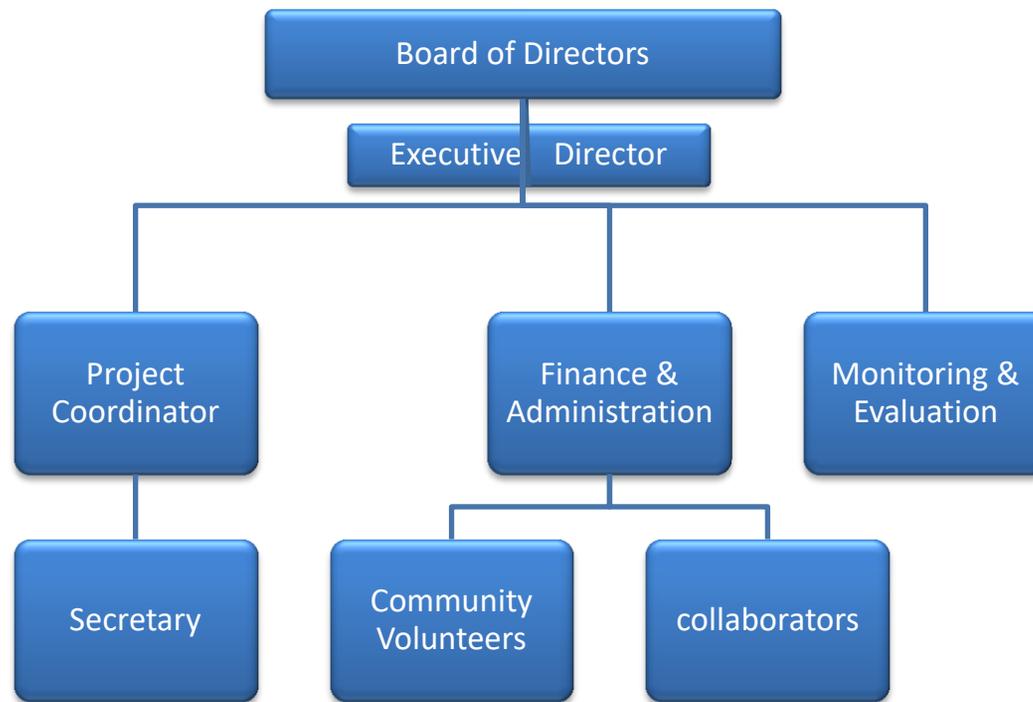
Undertakes routine monitoring of project, preparation and submission of reports to donors and other stakeholders, and authorization of expenditures.

Mr. Lambon Linlab – Project Accountant. He has a High National Diploma (HND) in Accountancy obtained from Sunyani Technical University in Ghana. He has over nine years' experience in Fund Management, preparing financial statements and reports for donor funds. Roles/responsibilities: Taken care of finances, Formulate and implement financial plans, keep up-to-date account records, Financial Risk Management, Review of Documents, Enhancing Communication and Payment of Bills.

Mr. Abdul Fatao (Monitoring and Evaluation Officer) He has a Diploma in Basic Education from University of Cape Coast. Having Certificate on HIV/AIDS prevention programme and Monitoring and Evaluation (Ghana Aids Commission) research methods. Also he has acquired Peer Education training in sexual and reproductive health educators training by PPAG Ghana. Working in Tim Africa Aid Ghana, has managed and implemented HIV and AIDS in both local and international funding for the past years (2010-date). Role and responsibility- working in close relationship with community Peer educators, Community Health Nurses and Midwives to ascertain impact as well as data collection and management, responsible to community mobilization intervention and dispatch logistics to implementing partners

4. Organizational chart

5. Tim Africa Aid Ghana Governance structure



Tim Africa Aid Ghana has defined structure including Board of Directors, Executive Directors and project management. The structure determines chain of command and hierarchy of responsibility within. The Board of directors (B.O.D.) is the planning and policy making body of the organization which is controlling and approving all activities by the project management. The Executive Director is the head of project management that is responsible for the implementation of the programs and daily management activities.

Name of Board of Directors

S/N	Name	Position	Contact
1	Isaac Kwabena Kakpeibe	Executive Director (Ex-officio)	0277858505/0201655689
2	Joseph Kumbel Tidaiwa	Secretary	024692511
3	John Afriyie	Treasure	0242138356
4	Stephen Kwaku Balado	Member	0202003992

Application process

Submitting documents

Please submit all documents via Dropbox. Please create a Dropbox folder and share it with **applications@givewell.org**. Please email **applications@givewell.org** to let us know that you have applied.