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Business and Social Enterprise

Western Heads East

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2012

## **APYN Activities, Kitchen Statistics, and Profiles 2012**

Western Heads East

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**APYN Current Breakdown of Activities/ Labor for  
Beneficiary Program/New Kitchens/APYN Community Activities**

<b>Beneficiary Program (10+2 kitchens)</b>	<b>Costs Developing New Kitchens</b>	<b>APYN Community Activities</b>	<b>Allocated Cost</b>
	Register and Organize women's and youth groups under APYN including the signing of licensing agreements (WHE agreements) and memorandums of understanding (MoUs) for funded groups (12-20 groups).	-Low cost (maybe 1-4 visits)	-APYN (Labour) -WHE/ Larsen Fund
	Training of Probiotic Yoghurt Groups that are sponsored to be opened by the Larsen Fund (12-20 groups). Includes the health benefits of probiotics, taking probiotic yoghurt with ARVs, probiotic yoghurt production quality control, probiotic cultivation, HIV/AIDS stigma, marketing, bookkeeping and basic entrepreneurial skills		-APYN (Labour) -WHE/ Larsen Fund
	Purchase and deliver new equipment and supplies for funded probiotic yoghurt kitchens		-APYN (Labour) -WHE/ Larsen Fund
	Translation of all official probiotic yoghurt training documents, production manuals and information documents from English to Kiswahili and English to Kiswahili		-APYN (Labour) -Printing (WHE/Larsen Fund)
Production and creation of APYN Beneficiary monitoring and documentation system (including membership cards, beneficiary master list, weekly log, monthly log etc.) ***			-APYN (Labour) -Printing (WHE/Larsen Fund)
-Kitchens (Daily monitoring and recording) -APYN (random but continual monitoring) -Funded by WHE/Larsen			

Financial Management and Monitoring of all funds			-APYN (Labour) -Transportation/ Stationary/ Office supplies (WHE/ Larsen Fund) Currently 99% monitoring of WHE/Larsen related funds -Currently 1% monitoring of APYN's own funds that are raised for community activities
		Translation, project set up/ work and Research Services for WHE, Interns, Visitors from Western	-APYN (Labour) -Now paid by individual visitors/ interns
	Train and orientate new Beneficiaries on Probiotic Yoghurt, the health benefits of probiotic yoghurt, taking probiotics with ARVs, HIV/AIDS stigma prevention and beneficiary registration (essential)		-APYN (Labour) -Previously funded by APYN -In future will be funded by WHE/Larsen?
Delivery of fresh milk to NIMR for probiotic cultivation (Transportation, milk cost, NIMR, APYN)			-APYN (Labour) -WHE/Larsen Fund majority -Probiotic Yoghurt Kitchens (min.)
Delivery of probiotic to kitchens from NIMR		-	-APYN (Labour) -WHE/Larsen Fund majority - small amount from ea. kitchen(\$25/mo)
Continual random monitoring of probiotic yoghurt samples			-APYN (Labour) -WHE/Larsen Fund (printing, transportation)
Continual monitoring of NIMR production of Probiotic			-APYN (Labour) -WHE/Larsen Fund (printing, transportation)
Meetings with NIMR regarding probiotic developments and partnership			-APYN (Labour)

Organize and coordinate activities and translate for Western Heads East Director and Financial Manager and other visitors during site visits			-APYN (Labour) -Expenses covered by WHE
Monitoring of finances and beneficiary logs for malnourished children's feeding programme from Rotary Club			-APYN (Labour) -Rotary Club London
On-going training of probiotic yoghurt groups during first year of operations to support their development (health benefits of probiotics, taking probiotic yoghurt with ARVs, probiotic yoghurt production quality control, probiotic cultivation, HIV/AIDS stigma, marketing, bookkeeping and basic entrepreneurial skills)			-There is some cost associated with taking additional trips to in need groups and there is the time-cost factor. Who should cover these costs?
<b>Estimated Percentage of Work Time Related to WHE Related Activities:</b>			
<b>APYN Only Related Activities</b>			
Translation, Project and Research Services for Non-Western University related Individuals	-APYN (Labour) -Paid by individual visitors	-***So far have provided NO 'outside' services other than to Western University related individuals	
Development of partnership with RONGEAD/ EMEDO and Biogas/ Sustainable Energy Programme including implementation of bio digesters at kitchens, networking, meetings etc.	-APYN (Labour) -RONGEAD/ EMEDO/ Outside grants.	-Very minimal amount of time spent on this -Western interns/students will benefit by doing research/ participating in this -Possibility of Western Engineering getting involved -APYN did the majority of meeting and monitoring for this as they visited for probiotic monitoring (saving all costs) -Granting for biodigester implementation will come from RONGEAD/ EMEDO/ APYN granting efforts	
Visits to local organizations/ institutions (e.g. Mwanza City Council, SCF and TASAF) in order to explore local networking	-APYN (Labour) -Transportation usually by foot so free of charge	-This has also taken up very minimal amount of time	

and funding opportunities			
APYN to receive formal organizational/ planning/ continued professional development training	-Kivulini	-This was only two times so far, one for APYN as a group for organizational planning training and one time for APYN Executive Director to attend and assist in facilitating Kivulini Programme Monitoring and Evaluation (M&E) Training -In the future Western can assist more with formal training of APYN as discussed with Bob	
Recruitment of local/ outside of Western volunteers	-APYN (Labour)	-Very minimal time spent on this as most volunteers/ interns come to us and then jump in and assist. -No advertising/ promotion is done	
Grant Proposal Writing/ Development of financial base for APYN	-APYN (Labour)	-So far, the majority of this work has been done outside of work hours (paid hours) as there has been minimal time to work on this.	
Development of APYN Business Plan	-APYN (Labour)	-So far, this has also taken minimal time and is still being developed	
APYN Member Esther Ghati attended and presented at the Tanzania Dairy Board Milk Processors and Producers Conference 2012 in Moshi, Tanzania	-APYN (Labour) -APYN Fundraising	-5 Day conference	
<b><i>Estimated Percentage of Work Time Related to APYN ONLY Related Activities:</i></b>			
<b>Mixed Activities (Not Sure) One Time Tasks and Project Work</b>			
APYN Officially registered as an organization	-APYN (Labour) -Sponsored by WHE/Larsen	-This was legally necessary in order to continue with WHE activities but now is beneficial to APYN as its own organization	
Organizational/ Strategic planning	-No Cost (APYN)	-To plan for future/upcoming events, goals, mission, visions etc. -Also intertwined with setting up of kitchens, distribution of probiotic yoghurt to beneficiaries and training (difficult to separate as the	

		majority of our activities are related to WHE activities)	
Networking and Inquiry into official registration/ certification of 'Fiti' product brand (TFDA/ TAMPA)	-APYN (Labour)	-This is beneficial and needed for both WHE and APYN (kitchens)	
Development and creation of APYN/ Probiotic Yoghurt Kitchen promotional and information materials (Booklets, brochures, flyers, email account, plans for website etc.)	-Currently WHE/Larsen supports financially -APYN helps in planning -Western Interns and WHE students help design etc.	-It is hoped that kitchens and APYN can contribute in the future	
Development, Set Up and maintenance of the APYN Office Headquarters	-APYN (Labour) -Supported by WHE/ Larsen	-Our office is needed for all of our activities (the majority are WHE related)	
Assist with the facilitation, coordination and presentation of health promotions campaigns surrounding the probiotic yoghurt	-APYN (Labour) -Kitchens (Labour and support of venues and other in kind contributions) -Student Project Financial Support -Hope to have more support from WHE/ Larsen Fund in the future.	-This is considered to be a necessary start up activity to APYN in our new communities to avoid stigma/ misconceptions/ to promote	
Sanitary/ Quality Control monitoring of probiotic yoghurt kitchens	-APYN (Labour)	-Now done during current kitchen visits -This should be a priority of the kitchens -This is also a priority of APYN and WHE -Is responsibility of kitchens but who pays for APYN to monitor this?	
<b>Estimated Percentage of Work Time Related to Mixed Activities:</b>			