

# ANNUAL REPORT 2005

## “Peace of Christ-Hand in Hand Community”

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## **1: Summary:**

- The ‘PCC/Hand in Hand Community’ is an inter-religious residential home and rehabilitation center for abandoned and mentally handicapped children. This non-government organization was registered in Ghana in 1992. This year six new children joined the community and at the end of the year 2005 a number of 39 children and youngsters resided in the community.
- The ‘Sheltered workshop’, started in 2004, has completed a first ‘academic’ year of a four year curriculum in vocational and art- and handicraft training. The sheltered workshop is meant to provide work and vocational training for the mentally handicapped youngsters who live in the Hand in Hand Community as well as for those who live with their families in the surrounding villages.
- Ms. Ellen Seldenthuis, who started the project, has now joined us as a staff-member in charge of sheltered workshop and coordination of volunteers. In all 22 young adults learn and work at the workshop, of which 8 are growing children from our residential community and 15 are from neighboring villages.
- During 2005, under the leadership of Mr. Samuel Baffo, director of income generating projects, the internet-cafe attained an all important position in town and attracts customers from Nkoranza and beyond. Our guesthouses are more in demand each year and this year we begun to renovate them and added two luxury self contained units to their number. 302 visitors wrote in the guestbook this year. The number of overnights at the guesthouses approximates 1000. Hurray!
- For our own volunteers a special volunteer-house was constructed. During this year a record number of 9 volunteers came to assist us, staying from 2 weeks to 6 months. They helped at the sheltered workshop and with various child care programs.
- The staff now consists of a chairman and five board-members, thirteen caregivers, two activity leaders, a hostess and two watchmen.
- The neighboring ‘Shalom Special School’ is a school for mentally handicapped children. There are now over 90 schoolchildren enrolled. Almost all of our younger residential ‘Hand in Hand’ children attend school there. The school had been initiated by the Peace of Christ/Hand in Hand Community, but has gained independence as a government institution since 1997.

## **2: Information on Ghana:**

### **- Some aspects of our region:**

A national census took place in the year 2000. Our local (Nkoranza) figures are sourced from this census report with adjustment for annual growth percentages.

Nkoranza district has a surface-area of 1200 square kilometers. It shares borders with the districts of Techiman, Atebubu, Kintampo and Ejura. In the year 2005 the population of Nkoranza District was estimated to be 160,000, of which 45,000 inhabitants live in the district town called Nkoranza. This is where we have our residential home and sheltered workplace and where the Shalom Special School is situated.

Nkoranza is a rural district at the heart of Ghana. The main source of income is farming, large scale crop-farming of mostly maize, cassava, yam, watermelon and cashew, as well as subsistence farming for family use.

Unemployment-level is high. (No local percentage known, estimated over 40%)

Nkoranza is one of the 13 districts that together make up the Region called ‘Brong Ahafo’. Brong Ahafo region approximates the size of The Netherlands and counts over 2 million inhabitants.

In the more developed areas of Ghana (nearer Accra) a middle class is beginning to form of professionals, farmers, traders and entrepreneurs. However the greater percentage of Ghana’s rural population, such as the people from Nkoranza and the Brong Ahafo region, still live below poverty level.

- **More general Information on Ghana 's demography as quoted from the Ghana Fact Book (CIA):**
- Population: 21,029,853
- Median age: 20,45 years
- Population growth rate: 1,25% (2005 est.)
- Birthrate: 23,97 births/ 1000 population ( 2005 est.)
- Death rate: 10,84 death/ 1000 population (2005 est.)
- Capital: Accra
- Administrative divisions: 10 regions (Ashanti, Brong Ahafo, Western, Eastern, Greater Accra, Northern, Upper East, Upper West, Central, Volta.)
- Independence: March 6 1957 (from UK)
- Economic overview: Well endowed with natural resources Ghana has roughly twice the per capita output of the poorer countries in West Africa. Even so, Ghana remains heavily dependent on international financial and technical assistance. Gold, timber, and cocoa production are major sources of foreign exchange. The domestic economy continues to revolve around subsistence agriculture, which accounts for 34% of the GDP and employs 60% of the work force, mainly small landholders. Ghana opted for debt relief under the Heavily Indebted Poor Country (HIPC) program in 2002. priorities include tighter monetary and fiscal policies, accelerated privatization, and improvement of social services. Receipts from the gold sector helped sustain GDP in 2004. Inflation should ease, but remains a major internal problem.
- GDP: purchasing power parity - \$ 48.27 billion (2004 est.)
- GDP real growth rate: 5,4 % (2004 est.)
- GDP per capita: purchasing power parity \$ 2300 (2004 est.)
- GDP- composition by sector: agriculture: 34,3%, industry 24,2%, services: 41,4%.
- Labor force: 10,24 million (2004 est.)
- Labor force by occupation: agriculture 60%, industry 15% services 25% (1999 est.)
- Unemployment rate 20% (1997 est.)
- Population below poverty line: 31,4% (1992 est.)
- Inflation rate consumer prices: 13% (2004 est.)
- Budget: revenue: \$ 2,17 billion, expenditure: \$2,56 billion, incl. cap. Exp. Of NA (2004)
- Agriculture: cocoa, rice, coffee, cassava, peanuts, corn, sheanuts, bananas, timber.
- Industries: mining, lumbering, light manufacturing, aluminum smelting, food processing, cement, small commercial ship building.
- Exchange rates: Cedi per US dollar: 9,004,6(2004), 8,677,4 (2003), 7,932,7 (2002), 7,170,8 (2001) 5,455,1 (2000)

### **3. Purpose of the ‘Hand in Hand Community’:**

In these rural areas intellectually handicapped children are still sometimes referred to as ‘water-children’. Local tradition has it that these children are born as a result of a woman being raped by a water-spirit. Water spirits, real or not, are thus causing havoc in people 's lives and the water children, being half spirits and half human are much feared. In the traditional way the handicapped child is put back along the riverside where these spirits have their abode. At night the spirits then submerge and take the children ‘back home’ to the depth of the river with them.

Luckily these traditional concepts are rapidly changing. In Nkoranza the presence of our many special children has already caused a sustained positive change. In the beginning we had a real problem finding caregivers who could rise above the fears and family pressures of the local community and have enough courage to live with our kids. These early days caregivers came and went in rapid succession. Some stayed only for a few hours. Now, 13 years later, our caregivers form a loving and stable team. Clearly the innocent nature of these special children has helped disarm the troubling traditional belief-system of the Brong-Ahafo (Bono) people. Gradually the mentally handicapped child is not only seen as harmless but as truly very special. Increasingly also churches, schools, the government and many non government initiatives have invested time in educating the Ghanaian community about the nature

of mental diseases and intellectual and behavioral handicaps. They have been active agents in campaigning for a more humane treatment of the intellectually handicapped child.

Apart from the dangerous traditional belief-systems, the parents of course have to cope with the universally experienced feelings of agony when faced with having to raise a handicapped child.

*It is not surprising therefore, that some of these handicapped children are abandoned along the river, or else starved or hidden away in small rooms and sheds, while others are laid abandoned in more public places in the hope that someone may find them and keep them alive.*

It is to children like these, who are abandoned, that we want to offer our warm and loving home.

Most of our children are transferred from two state institutions in the capital: the Osu Children home and the state mental hospital in Accra. This is where most abandoned foundlings are brought if they were lucky enough to survive. These two institutions, ill prepared as they are for the housing of mentally disabled children, formed the end of the line for these kids, as there are no residential homes for mentally handicapped children in Ghana, not until we founded our ‘Hand in Hand Community’.

Of late we have also received children from orphanages in Tamale, Cape coast and Kumasi. Of the actual origin and natural family of the abandoned child usually nothing is known.

#### **4. Short history and a sketch of the present situation:**

Our community was started by four (3 Ghanaian and 1 Ghanaian-Dutch) health-professionals as far back as 1991. A Christian spirit and a commitment to providing shelter to abandoned children with a mental handicap lay at the basis of this movement.

In 1991 land was provided by the traditional chief and official registration as an n.g.o. took place in Ghana in 1992. The land has sources of natural water and some awesome rock-formations.

One by one simple houses were built to house these abandoned mentally handicapped children that we encountered in state mental hospitals and elsewhere under the most horrendous circumstances. From then onwards gradually more children were transferred to our community and the project further developed. Donations came flowing in. Caregivers were employed and trained to provide a loving home for the children. As financial means and space allowed one by one children continued to be transferred to our community.

Our very first child, Nana Yaw Moses, arrived in December 1992 from the state mental hospital in Accra. He came as a thin, hungry and deeply afflicted autistic boy whose epileptic fits were nearly uncontrollable, also because he refused (and refuses!) oral medication of any kind. Now he is approximately 19 years old. He does not talk and occasionally has a breakthrough fit but he understands English and Twi and is quite at home and relaxed in his own safe place from where he keeps exploring the world, most especially the cooking-pots in the kitchen! Two months later Nyamekye Commando joined us, someone many people still remember because of his insatiable taste for life, people, music and fun! He had Down-syndrome.

Activities temporary slowed down when in 1994 one of the founders, Dr. Ineke Bosman, left for further studies to the USA, while Dr W.Appiedu Mensah left for further specialization and Mr. George Kumih Kyeremeh was transferred by the ministry of health to another region. Temporarily the ‘Hand in Hand project’ was left on the shoulders of Mr. Andrew Osei Takyi, catechist, aids-counselor and poultry farmer, alone. He looked after the children with the help of two caregivers and

continued with further constructions. Dr. Bosman returned in 1996. Andrew Osei and Ineke Bosman together then started to systematically, one by one, bring the selected abandoned and mentally handicapped children from the mental hospital and state orphanages to our residential community in Nkoranza. Every time a room was ready and there was the hope for a sponsor for a child, the two-some traveled to Accra to bring more abandoned children to our community. Nyamekye Commando died suddenly in 1996, it was the first death in our community.

In 1997 a proposal for the construction of a special school was agreed upon and temporary school-premises build. The government was willing to take over the management of the school in that same year. Shalom Special School was born. Presently over 90 children, from inside and outside our community, are enrolled at the school.

In June 1997 Mr. Bob Maram came from Chicago and a fairytale wedding-feast at the Hand in Hand premises took place between Ineke and Bob. The then 12 handicapped children formed the soul of the wedding-party.

Gradually Bob got more involved with the management of the community and became the third executive director, in charge of finances. We invited a fourth director, Mr. Samuel Baffo, to be in charge of the income generating projects. Facilities were added, such as the swimming-pool in 1998 and a summer-hut for art and music-classes as well as a kindergarten in 1999. Construction of 8 guesthouses took place between 1998 and 2005. A telephone-connection was established in 2001 and a mini-supermarket and restaurant for visitors was also opened around that time. A cuddle-room was constructed next to the kitchen. The idea for constructing a sheltered workshop came up in 2002. Two boys from a nearby village were invited to work on the farm with us. This went so well that in 2003 we asked the Dutch Embassy for a grant with which we constructed the sheltered workplace. The volunteer Ellen arrived from Holland in April and she did a fantastic job of initiating and coordinating all activities at the sheltered workshop. The internet-café, built in order to generate income and increase our connection with the outside world also became operational in 2004.

This year 2005 the foursome management was extended to a board of directors counting six board-members: Mr. Emanuel, the house-prefect of the caregivers, became the in charge for child development and Ms. Ellen Seldenthuis in charge of sheltered workshop and volunteers. Ineke Bosman is the chairman of the board.

There are 39 children resident at the community and another 15 young adults living at the dormitories of the sheltered workshop. They are enrolled in a 4 year course in vocational training and art and handicrafts, of which they graduated their first academic year in 2005.

Our premises are large. They measure 24 acres of hilly land with a lovely natural setting. The buildings where the children with their caregivers live form a half circle of small cottages. The caregivers live like parents with their children. They sleep together, play together, bathe their children, eat with them and bring them to school. The caregivers each also have other general assignments such as running daycare, shopping and cooking, weeding and farming, supervising the swimming-hour, etc. Emphasis is laid on warmth, fun and love. Parties are small but frequent events. Recently a 'Saturday-disco' has added to the weekly routine for the children and youngsters at the workshop. We loyally adhere to the daily routine so that the kids can feel safe. Highlight of the daily schedule is the 4pm swimming-time where the children bathe, exercise and have fun with the water. This 'pool-happening' is also the beginning of the end of the day. Afterwards kids and caregivers eat together and then retreat to look TV or move to their cottages. At 8 all is quiet and asleep.

At the other side of the semi circle of children-cottages there is a grouping of small round huts, which are very picturesque guesthouses for our visitors. Through our guesthouses we help to generate income for our kids. We also do that by way of selling cards and other items at the kiosk. The satellite internet-cafe in town generates income and is a great service to the community included our visitors. The beautiful products produced at the sheltered workshop

are becoming popular among our friends and visitors and sell very well. All this is much needed for the continuation of our project.

Four of our children have Down 's syndrome. Seven children are autistic. Three suffer from various rare hereditary congenital diseases (Rett 's disease, Recklinghausen 's adeno-fribroma and Friedreich 's ataxia). Four children have cerebral palsy and the others suffer from non-specific intellectual handicaps, often combined with epileptic fits and physical handicaps. The majority of these syndromes are caused by birth-injuries.

### **5. Journal of the year 2005:**

This year our community celebrated its thirteenth birthday.

Another six children joined us this year. Ema joined in April from Tamale. Moses was brought from Tamale in September. Kwabena, Francis, M 'Adyoa and Michael came from Osu children home in November..

Our staff position changed mostly internally in additional workload and responsibilities.

Activity-leader Faustina left and Angela took her place. Angela also became a caregiver for two children by November 2005. Linda, senior activity-leader of the workshop received Lisa to look after. Charity, who is the hostess for our visitor, became a caregiver for M 'Adyoa.

Jerry 's family also increase for Ema and Moses joined Quinten.

In 2005 Rev.Fr. Pieter Bootsma who has spent over fifty years in Ghana came to retire and live with our community.

Ellen Seldenthuis(sheltered workshop, volunteers) and Emanuel (child development) became additional members of the board of directors which now counts six persons including the chairman. Job descriptions of the various leaders were reviewed.

During 2005 the visitor 's book registered 302 visitors who stayed for various lengths of time. They are Ghanaian, Dutch, English, German, Austrian, Swiss, Canadian, American, Belgian, French, Italian, Norwegian, Danish, Swedish, Finnish, Spanish, and Australian citizens. We enjoyed a record number of short and long term volunteers to help us. Anna, Frouke, Oscar and Danielle, Debby, Eefje, Wouter and Magriet, Tjalda, Andrea and Paul. Thank you all! We received visits from several benefactors and delegations such as the delegation of Sr. Pat and Emma from 'Intercare', UK, an organisation that helps us out with medicines. A delegation of the 'Ghana International Women Club' visited us and saw how their last year 's donation for the construction of a cottage was implemented. They again donated towards the sheltered workshop which grows wonderfully fast. The RC Bishop of the Sunyani Diocese paid us a courtesy visit in May. Mr. Daan Verboon came several times to assist with the maintenance. Nieske Van Der Meer and Joke Wittekoek, old friends and benefactors of the community, together with Ellen and Ineke erected a Hand in Hand foundation in Holland which helps facilitate more specifically the sales of products from the sheltered workshop in The Netherlands. Nieske does a great job at being the financial administrator for the new foundation. In November we received a special working visit from Mrs. Jet Douwes, her sister and her friend. Jet Douwes received an award in The Netherlands which is the 'Silent hero of the year 2005' award. She donated the substantial award money to our project and then Jet and her friends came to Ghana to give the sheltered workshop staff and students a workshop in weaving. The equipment for weaving was earlier donated and had already arrived by way of Ellen 's first container. The weaving course became a great success. Since then the hall where Kojo, John, Charles, Latiff and Kwame weave kente and other wonderful designs is dedicated to Jet Douwes. Ellen 's second container arrived in December and was the best Christmas present the community ever received.

Ineke was honoured during the yam festival in December by the Asantehene and received an award for introducing health insurance to Nkoranza and for the care for the mentally handicapped child.

What else? So much.

Danielle and Oscar worked hard on updating and translating our website in English and thanks to Ellen 's brother in law, Douwe, who designed the new website and works substantial

hours to keep up with all our further inputs and updates we have the most beautiful website on the web! Thank you Ellen, Douwe, Danielle, Oscar, everybody! As usual Fr. Willy Huisman, SMA, did a fabulous job in administering our account in The Netherlands

As usual the enthusiasm of our children and caregivers reached its peak during the Christmas events. The Christmas-play which depicted the birth of Jesus was performed more joyfully thanks to Bob's direction of the play. Francis was allowed to be baby Jesus and everybody remembers how he was celebrated and lifted in the air while staff caregivers and kids danced and sang around him. The number of visitors again peaked over the Christmas. It is clear and awe inspiring that our visitors get touched by the simple and happy spirit of our community. Many return and become volunteers or/and established friends. Our children in all their disarming spontaneity are at the heart of this attractiveness.

This year we found this little poem in Mr. Robert's visitors book:

*PCC that's fine and nice  
Here life is full of dignity  
You worked out a real paradise  
No other place to feel this free  
And safe in future to go on  
With such people world has won '*  
(Martin M. Ewientomah)

## **6. Organization and Management:**

In 1992 our project was registered in Ghana as a "non government organization".

Its aim is to give integral care to abandoned and mentally handicapped children in Ghana. The style of Hand in Hand is open and family like. Children live in small groups of two or three with a caregiver, who acts as the mother and/or father figure for their kids. Attendance to school, rehabilitation, medical care, therapy, joint meals, joint siestas in the cuddle room, and of course music and play are all part of the daily program.

The caregivers who live and work with the children consider their service as voluntary. However the caregivers receive a monthly allowance as well as free board and lodging together with their children. The caregivers have a leader, Mr. Emmanuel, who is known as the "house-prefect". Other employees are 2 watchmen, a hostess for the visitors and a part time computer teacher.

Since 2005 the board is formed by six persons: Dr. Ineke Bosman (chairman and founding director), Mr. Andrew Osei Takyi (coordinating director), Mr. Robert Maram (financial director), Mr. Samuel Baffo (director for income generating projects), Mrs. Ellen Seldenthuis (director sheltered workshop and volunteers) and Emanuel (director of child development). Major decisions are made by the members of this board. Job descriptions for board members were altered. (ref. attachment)

This year our volunteer program was expanded. We now absorb four volunteers at the same time, of which two assist in the sheltered workshop and two with the children, e.g. in daycare. Ellen coordinates the volunteer program and is in charge of the sheltered workshop. Ellen supervises three staffs who are activity leaders of the various art and handicraft programs. (Lynda, Angela, James.) The activity leaders are also caregivers.

Our Friday meetings are innovative and have become important. Each Friday afternoon Mr. Emanuel meets with Ellen and Ineke to discuss the development progress of a particular child. The "Araba memorial Internet café" runs as a separate enterprise. There are 3 staffs and a cleaner employed. The guesthouses also run independently. A hostess, Charity, and a cleaner are employed. Charity is also a caregiver. Mr. Baffo is in charge.

In 1997 the development of a special school for the mentally handicapped was initiated by the PCC. This "Shalom Special School" (SHASS) is now a government organization. Headmaster Godfrey Yoppour is in charge.

## 7. Finances:

(Ref. Annex 1 for the 2005 financial statements and projected budget for 2006.)

PCC/Hand in Hand works without government aid. Its running depends almost fully on donations and child sponsorships from outside the country. The total amount for expenditures in 2005 amounted to 564,171,000 Cedis. (approximately 56,000 dollars). This included running cost and constructions. Gradually, however, there is a small but significant shift towards income generated locally in Nkoranza.

This year approximately 74,000,000 Cedis (approximately 7400 dollar) was generated by the department of Income Generating Projects (Mr. Baffo) and already approximately 69,000,000 Cedis (6900 dollar) from the sales of products of the Sheltered Workshop (in its first year of operation!). We are very ecstatically happy with this rising trend!

Mr Robert Maram is financial director in charge of the overall financial responsibility. For our 39 children we need approximately 117 sponsors, as the average sponsorship is shared between three persons. The upkeep of one child amounts to the annual amount of 900 euro. Divided by three persons this becomes a more manageable 300 euro per year or 25 per month. The children at the Sheltered Workshop are needing at total amount of 300 euro per year for their financial sponsorship.

- At the end of 2000 we had 21 children and 45 sponsors.
- At the end of 2001 we had 27 children and 66 sponsors.
- At the end of 2003 we have 29 children and 4 young adults. 73 sponsors.
- At the end of 2005 we have 39 children and 15 young adults. At the workshop 12 of the 15 young adults have no sponsor yet. At the home we still need 13 sponsors who each pay the monthly amount of 25 euro.

Interested persons can inquire at the website ([www.operationhandinhand.nl](http://www.operationhandinhand.nl)) where there is a special page about children not yet sponsored. ( Vraagje ) ( 'May we ask you a question ' ). Or mail to [handinhand@ghana.com](mailto:handinhand@ghana.com)

### Child-sponsors and other benefactors could donate to:

1. **In Ghana: the ADB Bank at Nkoranza. Account no: 5232 c/o "Peace of Christ Foundation", Hand in Hand Community.**
2. **In The Netherlands: To: "The Bresillac Foundation", postbox 9, 6068AA, Oosterbeek. Fax: (00-31) 026-3340001 Bankaccount: ABN-AMRO, No: 40.06.14.030. mention: hand in hand/300.151.**

Comments on the financial statements 2005 and budget 2006 (annex 1):

- We were within 10% of our budget.
- The increase with 6 children was not budgeted for.
- Furthermore food, infrastructure, maintenance, repairs and personal needs of children caused the negative effect.
- Personal needs include: toothpaste, cream, powder, soap, cloths, shoes etc for the children. We still went higher then expected with this item. This budget 2006 we radically reduced this post to favour the post for food. First comes first in view of scarce resources.
- Maintenance is bound to go up each year as our roads, buildings and car gets older and needs more repairs. We have to take this into account for our budget 2006.

## 8: Evaluation of our plans for 2005:

The plans for this year were for the most part accomplished.

1. Succeeded: we partly extended the sheltered workshop, a.o. with the help of the GIWC.
2. Succeeded: we renovated two guesthouses into comfortable self contained units.
3. Implemented. We increased the security by completing the wall around our land and increasing its height. The number of thefts decreased.



4. Build a food-store. Implemented. The store is ready and in use.
5. Watchman 's house: succeeded. The watchman now has a small house at the gate.
6. Repair our bus: partial. It was repaired but the bus is still not roadworthy.
7. Renovate the tower-house: not yet implemented.
8. Purchase a standby generator for the internet café: implemented. We purchased a portable standby generator that is often in use.

**9. Plans for the year 2006:**

1. Extend the sheltered workplace with a Bead-making area, oven, stores and courtyard with walkway. Have a workshop in bead-making form recycled glass.
2. Continue to upgrade the guesthouses. Change house 5 into a luxury self contained bungalow.
3. Construct or improve the roads on our land.
4. Improve the tower-house and renovate it into a 4-room volunteer house.
5. Adjust the volunteer programme for 2006.
6. Acquire a new car.
7. Get us registered with Dept. of Social Affairs.
8. Improve wheelchairs, physiotherapy program and independent movement of children.

**10: Conclusion and acknowledgments:**

We are grateful to our staff and caregivers, our friends sponsors and benefactors. We are proud of our children who realize a contented life on foundations of abandonment and deprivation. This is a small miracle that no one, certainly not a psychologist, nor a psychiatrist, nor we, for that matter, can understand. To see is to believe.

It is clear that all this involves a vision and a commitment that is much larger than that of all of us together. We believe that the breath of God is at the heart of it all. This may also explain the joy and peace that many people, including complete strangers, experience at our premises.

**Annex 1:**  
**Financial Report 2005**

(000,0's omitted) ( 10,000 Cedis  
approximates \$1,00)

<b>Actual Receipts:</b>	
Transfer from Overseas:	385,450
Guesthouse Income:	46,610
Cards and Calendars:	5,020
Kiosk Income:	10,910
Communication Center Income:	2,200
Satellite Disc Internet Café:	11,100
Sheltered Workshop Income:	68,245
Income from Treasury Bills:	4,820
Lilian Fund:	55,054
Farm Income:	205
Local Donations: (Principally CRS)	28,701
<b>Total:</b>	<b>618,315</b>
<u>Extra ordinary income: sale automobile:</u>	<u>45,000</u>
<b>Grand Total:</b>	<b>663,315</b>

<b>Actual expenditures:</b>	
Allowances:	142,265
Feeding:	109,376
Repairs:	52,183
Electricity:	18,576
Personal Needs:	34,647
Travel and Transportation:	49,876
Medical:	17,929
Stationary, mail, other	15,444
	<b>440,296</b>
Infrastructure and construction:	123,875
<b>Total:</b>	<b>564,171</b>
Extra-ordinary commission expense	7,500
<b>grand total:</b>	<b>571,671</b>
add: cash balance 31 dec 2005: 114,734	
deduct cash balance 31 dec 2004:23,090	91,644
	<b>663,315</b>

Compare to budget 2005:  
BUDGETED RECEIPTS 2005 in Cedis ( 000"s omitted)

Transfer from overseas	383,000
Local income producing projects	65,000
Interest on treasury bills	6,000
Local donations	3,000
Lilian Fund	30,000
Sheltered workplace	10,000
<u>Internet</u>	<u>18,000</u>
<b>Total income</b>	<b>515,000</b>

\*

\* Excludes possible grant from Cordaid which will be used towards the purchase of medicine and repair of mini-van..

BUDGETED EXPENDITURES	2005 in Cedis (000"s omitted)
Allowances	155,000
Feeding	110,000
Repairs	31,000
Electricity	25,000
Personal Needs	24,000
Travel and Transport	32,000
Medical	18,000
<u>Stationary, mail and other</u>	<u>12,000</u>
	<b>407,000</b>
<u>Infrastructure and construction</u>	<u>108,000</u>
<b>Total Expenditure:</b>	<b>515,000</b>

### **Annex 1,b: BUDGET 2006**

(000,s omitted)	
<b>Receipts:</b>	
Transfer from Overseas:	365,000
Local Income Producing Projects:	85,000
Satellite Disc Internet Café:	18,000
Sheltered Workshop Income:	150,000
Lilian Fund:	50,000
Local Donations:	<u>30,000</u>
	<b>698,000</b>
<b>Expenditures:</b>	
Allowances:	150,000
Feeding:	135,000
Repairs:	75,000
Electricity:	25,000
Personal Needs:	30,000
Travel and Transportation:	75,000
Medical:	10,000
Other:	18,000
Constructions and Infrastructure:	<u>180,000</u>
	<b>698,000</b>

## Annex 2: Program and policies Sheltered Workshop 2006:

### Aims and Objectives:

- To provide **occupational therapy** to the growing children and young adults who are resident at the PCC Community. This will give them a sense of purpose and job-fulfillment as well as a wholesome daily routine.
- To provide **vocational training** to the more gifted persons from within the residential community but also from without. We think of young adults with a mental handicap in the towns and villages of Nkoranza district and nearby. These could also include some selected Shalom Special School students.

### Target-groups:

1. Persons who live at the PCC Hand in Hand Community and have outgrown the Shalom Special School.
2. Persons with a mild to moderate mental handicap who apply from one of our towns and villages in the neighborhood.
3. Selected Shalom Special school students.

*P.S.: group 2 and 3 have in common that they are persons with a family, as opposed to the PCC residential children who are all homeless. We want to let the family continue to play an important role and continue to accept full responsibility for the child, e.g. in taking them for weekends and holidays, in contributing to their sick-fund, in providing foodstuffs and personal items for their child, and so on.*

<b>Criteria for acceptance Target group 1:</b>
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- |  |
|--|
| <ul style="list-style-type: none"><li>• Over 16 years of age</li><li>• Able to gain from group-work and occupational therapy</li><li>• No further selection on ability to learn (not in vocational training)</li><li>• Unlimited number of persons and unlimited time-span. Might be a life long experience of occupational therapy if it is rewarding to the person involved.</li><li>• If persistently disruptive to the group other means of occupying the person will be sought.</li></ul> |
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<b>Criteria for acceptance Target group 2 and 3:</b>
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- |   |
|---|
| <ul style="list-style-type: none"><li>• Over age of 16</li><li>• Residents in Nkoranza town: only day-activities. Family has to escort person to and from the workplace to their home.</li><li>• Persons from outside Nkoranza town reside in the dormitory and vacate during school holidays and selected weekends.</li><li>• There are stricter selection criteria to persons of group 2 and 3: they aim to enter a vocational training program and will be interviewed and put on probation by the coordinator of the program who eventually decides on their yes/no acceptance in the program.</li><li>• There is a limit of 12 females and 12 male admissions who stay maximal four years.</li></ul> |
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<b>Vocational Training program: Contents:</b>
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- |   |
|---|
| <ul style="list-style-type: none"><li>• Basic household skills such as cleaning, laundry, bed-making, sweeping etc</li><li>• Basic child care</li><li>• Basic cooking and baking</li><li>• Setting a table and serving food</li><li>• Farming</li><li>• Life-stock farming and donkey cart riding (selected few)</li><li>• Making of bead-strings such as necklaces and hip-beads</li><li>• Making of beads out of clay and other materials</li><li>• Sewing</li><li>• Tie-dye</li><li>• Weaving</li><li>• Find opportunities for selected persons to do an apprenticeship outside (welding, etc)</li></ul> |
|---|

### Duration of training course:

Maximal 4 years.

Probation-period: 3 months

**Postgraduate Possibilities:**

- Home visitation
- Formation of a collective buying-selling cooperation for former students.

**Annex 3: Volunteer Program 2006:**

*2006 Program for volunteers at the “Hand in Hand Community” in Nkoranza, Ghana.*

**General:**

The purpose of our program is:

- To invite volunteers to share their knowledge, experience and creativity in working with our project.
- To give interested persons the possibility for more intense cross-cultural experiences by living with a Ghanaian family in the village. (group A)

**There are two groups of volunteers:**

**A: Those that stay a minimum of 3 months.**

**B: Those that come on short time basis or impromptu.**

**Specifics Group A:**

- **Duration of Stay:** minimal 3 months.
- **Number:** we can simultaneously absorb 2 volunteers in our program.
- **Working hours:** five days per week, approximately six working-hours per day.
- **Age:** we prefer mature persons and welcome older people.
- **Selection:** all persons will write a resume and motivation letter. If possible they will be interviewed in The Netherlands.
- **Job-description:** 1) We need help in working with the 20 mentally handicapped young adults at our sheltered workplace. Persons with creative and improvisational skills are at an advantage. Patience and love are essential. The products made at the sheltered workplace should be of professional quality. Essential for our children and young adults is that that they follow a daily routine that provides them with a sense of belonging. The serene environment and learning the vocational skills go hand in hand. Volunteers are welcomed to help with these tasks. 2) Other tasks where volunteers routinely help are: playing and interacting with the 40 children from small to big that permanently live at the PCC Hand in Hand community. One-to-one interaction and cuddling, plays and games, daily swimming hour, daycare, etc.
- **Coordination:** there is a voluntary staff-member (Ellen) who is coordinator of the sheltered workshop and also supervises the volunteers.
- **Cultural experience:** It is possible to live with a Ghanaian host family for part or all of the stay at Nkoranza-town. This experience provides the chance for a more intimate contact with the Ghanaian people and their life style.
- **Food and accommodation:** There is a volunteer-house with 4 rooms at the compound of the project. The house is self contained and volunteers can cook in their own kitchen or/and take meals at the restaurant of the community. The

possibility exists to live for part or all of the time with a family in town, in which case meals are taken with the host-family.

- **Weekends and travel:** weekends are free. Volunteers are of course free to travel before and after the committed time at our project. In special circumstances and by mutual agreement volunteers can travel or meet friends and family during work-time.
- **Cost:** A room at the volunteer house costs C 30,000 per day ( 3 euro). Shared room with another volunteer: C 50,000 per day. Meals are excluded. There is a kitchen with stove and fridge. Meals at the restaurant cost 2 euro per day. (Breakfast 1,5 euro). When one stays at a host family in town the cost is 100 euro per month. This includes two meals with the family. Administrative expenses such as extension of visa, as well as other incidental expenses such as hospitalization and medication are not included, neither are of course travel expenses and pocket money.
- The Hand in Hand Community takes no responsibility for cost of illness, accident, repatriation and other eventualities. **Persons need a good insurance coverage.**
- Transport from and to the airport (we live 500 km north of the airport) can be arranged. (Presently in 2006 a car sent from the project to the airport and back costs 150 euro). Many volunteers prefer to make their own arrangements.

#### **Specifics Group B:**

- **Length of stay:** Shorter than three months.
- **Number:** flexible
- **Job-description:** flexible
- **Accommodation:** People who come for a short time, as well as those who prefer to live at the premises, (town is often a noisy experience) will live as paying visitors in one of our guesthouses or at the volunteers house if there is place.
- **Selection:** Motivation letter, resume and interview if possible. Permission is needed of the coordinator (Ellen).
- **Cost:** Our guesthouses vary from 60,000 to 220,000 Cedis (5 to 22 Euro) per night. The rooms can be shared if desired. A meal costs 2 euro, full board is 5 euro per day. A room at the volunteer house costs 30,000 (3 euro) or 50,000 Cedis when shared between two persons. Kitchen facilities are available at the volunteer house.
- **All other points** as group A.

All interested parties please contact us through: [handinhand@ghana.com](mailto:handinhand@ghana.com). or [ellenseldenthuis@yahoo.co.uk](mailto:ellenseldenthuis@yahoo.co.uk)

The coordinator of the program is Ms Ellen Seldenthuis

Initial contacts: usually Ellen Seldenthuis.(email)

Interview in The Netherlands by Mw. Joke Wittekoek.

**Annex 4: Vacancies Sponsorships children:**

(See for the latest update on the website [www.operationhandinhand.nl](http://www.operationhandinhand.nl) under the link: may we ask you ?)

- 1) Nana Yaw: 25 euro per month
- 2) Mariella: 50 euro per month
- 3) Zachariah: 75 euro per month
- 4) Innocencia: 25 Euro per month
- 5) Kwabena: 50 euro per month
- 6) M 'Adyoa: 75 euro per month
- 7) Joyce: 25 euro per month

Workshop children: (each 25 euro per month)

- 1) Kofi Baidu
- 2) Charles
- 3) Kwame Nkrumah
- 4) Naomi
- 5) Susanne
- 6) Dorris
- 7) Amoakwaah
- 8) Abigail
- 9) Samuel Kumih
- 10) Afia
- 11) Abena
- 12) Augustina

**Annex 5: Organisational Chart Management PCC Hand in Hand Community as per January 2006:**

