**SOCIETY EMPOWERMENT FOR TRANSFORMATION INITIATIVE (SETI)**



**PROPOSAL, BUDGET AND SPONPOSORSHIP FOR SECONDARY SCHOOLS SCIENCE LABORATORIES**

(*TAGGED: Laboratory4Change*)

9th January, 2018

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# Vision / Mission Statement

1.1 Vision: To Empower Children and women in the developing world.

1.2 Mission statement**:** SETI is poised to provide health-related, educative and empowering information to women and children, increase their accessibility to educational resources and medical equipment for their care as well as to give them a platform to showcase talents & discoveries so that they can have the full capacity to become agents of transformation to their societies.

# INTRODUCTION

Science is a systematic approach to understanding and interpreting natural phenomenon. It requires organising knowledge in the form of practicable explanations and prediction about the activities in the world.

It is a field that requires lots of practise both to enforce knowledge and to enhance use and application by students. This quality aforementioned differentiates Science as a field from other fields.

Practice helps to broaden the knowledge that is acquired theoretically in the class. Unfortunately, as discovered during our recently concluded research work in Rivers State, most of our Nigerian schools are riddled with poorly equipped and dilapidated facilities required to carry out these practical learning. This is a major problem and a leading cause of poor industrial application of classroom theories in Nigeria.

It is based on this that Society Empowerment for Transformation Initiative (SETI), a Non-governmental Organization, envisions bringing social, health and economic transformation to both the woman and the child by providing platforms such as this project tagged: Laboratory4Transformation.

SETI sees the need for transformation in the lives of women and children in our developing societies as very important and of utmost urgency. The Science laboratories will help improve the learning and understanding of our students, provide a platform of tools and teaching aids to enhance their learning abilities and, by these, transform their lives so that they can be useful to themselves, their communities, the state and the country at large.



Fig 1: The remains of a School Laboratory in a community in Rivers State

# ABOUT THE “LABORATORY4CHANGE”

SETI aims to build well-equipped laboratories for the target beneficiaries to help facilitate the consolidation of theoretical knowledge gained from the classrooms. The aims of this intervention titled Laboratory4Change includes:

* To empower students in the target communities in the area of practical science.
* To provide a place where practical approach to science learning can be accessed.
* To enforce the application of scientific and practical approach to science learning.
* To improve their learning and understanding of science as a subject.

# 3.1 THE IMPORTANCE OF THE LABORATORY PROJECT TO YOUR ORGANIZATION’s CSR

* Partnering with us on this intervention will open a wide range of opportunities to invest in students by shaping their career and destiny, and also as a corporate social responsibility i.e. a way of giving back to the society.
* This will also serve as a medium of advertising your products, making it known to many, such as: invited guests, students, community leaders, youth leaders and passionate individuals. We are also planning to include, on your permission, your company name and logo on our handbills and posters that will be distributed in the nooks and crannies of Rivers state.

# APPEAL AND ESTIMATION OF THE COST OF BUILDING AND FURNISHING THE LABORATORIES

For a non-profit and non-governmental organization like SETI to achieve its goals, funds and grants are essential. It is on this note that the Society Empowerment for Transformation Initiative requests for sponsorship from your reputable organization to support this brilliant idea that will make a pleasant and overwhelming impact in the lives of the women and especially, the children in our society.

We look forward to your generous donation.

# 4.1 COST AND FURNISHING DETAILS OF THE LABORATORIES

## 4.1.1 Physics Laboratory

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S/N | Description of Good | Quantity(s) | Amount (=N=) | Total (=N=) |
| 1 | Spring balance | 5 | 800 | 4,000 |
| 2 | Voltmeter | 5 | 1,800 | 9,000 |
| 3 | Ammeter | 10 | 800 | 8,000 |
| 4 | Galvanometer | 10 | 2,000 | 20,000 |
| 5 | Stop-clock | 10 | 6,500 | 65,000 |
| 6 | Meter pule | 5 | 400 | 2,000 |
| 7 | Spiral spring | 10 | 300 | 3,000 |
| 8 | Vanir calliper | 5 | 800 | 4,000 |
| 9 | Micro-meter screw gauge | 4 | 1,500 | 6,000 |
| 10 | Linear expansion | 2 | 10,000 | 20,000 |
| 11 | Ray box meter | 4 | 2,500 | 10,000 |
| 12 | Plan minor | 20 | 100 | 2,000 |
| 13 | Lens holder | 20 | 150 | 3,000 |
| 14 | Rectangular block | 10 | 700 | 7,000 |
| 15 | Ticket timer | 2 | 10,000 | 20,000 |
| 16 | Triangular prisms | 20 | 450 | 9,000 |
| 17 | Optical pin | 2 | 2,500 | 5,000 |
| 18 | Concave mirror | 10 | 170 | 1,700 |
| 19 | Convex mirror | 10 | 170 | 1,700 |
| 20 | Convex lens | 10 | 170 | 1,700 |
| 21 | Concave lens | 10 | 170 | 1,700 |
| 22 | Ripple tank | 1 | 25,000 | 25,000 |
| 23 | Slotted weight 100gms | 4 | 2,500 | 5,000 |
| 24 | Slotted weight 50gms | 4 | 1,800 | 7,200 |
| 25 | Slotted weight 20gms | 4 | 1,300 | 5,200 |
| 26 | Slotted weight 10gms | 4 | 800 | 3,200 |
| 27 | Slotted weight 5gms | 4 | 700 | 2,800 |
| 28 | Bar magnet | 4 | 750 | 3,000 |
| 29 | Plotting compass | 4 | 800 | 3,200 |
| 30 | Transverse wave model | 2 | 25,000 | 50,000 |
| 31 | Rheostat | 4 | 2,500 | 10,000 |
| 32 | Resistors | 20 | 300 | 6,000 |
| 33 | Meter bridge | 3 | 4,000 | 12,000 |
| 34 | Retention meter | 3 | 4,000 | 12,000 |
| 35 | Combustion boat | 10 | 300 | 3,000 |
| 36 | Knife edge | 20 | 150 | 3,000 |
|  | **TOTAL** |  |  | **354,400** |

## 4.1.2 Biology Laboratory

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S/N | Description of Good | Quantity(s) | Amount (=N=) | Total (=N=) |
| 1 | Beaker 100ml | 10 | 400 | 4,000 |
| 2 | Beaker 20ml | 10 | 500 | 5,000 |
| 3 | Test tube | 100 | 50 | 5,000 |
| 4 | Crumble withy lid | 4 | 1200 | 4,800 |
| 5 | Measuring cylinder 100ml | 5 | 1200 | 6,000 |
| 6 | Weighing balance | 1 | 45000 | 45,000 |
| 7 | Wooden cork | 3 | 2500 | 7,500 |
| 8 | Retort stand | 5 | 4500 | 22,500 |
| 9 | Dissecting set | 4 | 4500 | 18,000 |
| 10 | Plastic funnels | 20 | 250 | 5,000 |
| 11 | Specimen bottle medium | 10 | 500 | 5,000 |
| 12 | Specimen bottle big | 10 | 2500 | 25,000 |
| 13 | Litmus paper | 20 | 300 | 6,000 |
| 14 | Microscope | 2 | 20000 | 40,000 |
| 15 | Petri dish plastic | 2 | 1450 | 2,900 |
| 16 | Insect net | 2 | 1000 | 1,000 |
| 17 | Pipette 25ml | 10 | 850 | 8,500 |
| 18 | Models eye | 1 | 3000 | 3,000 |
| 19 | Model heart | 1 | 3000 | 3,000 |
| 20 | Model ear | 1 | 3000 | 3,000 |
| 21 | Skeleton | 1 | 75000 | 75,000 |
| 22 | Stop clock | 2 | 6500 | 13,000 |
| 23 | Aspirator | 1 | 5500 | 5,500 |
| 24 | Test tube racks | 10 | 650 | 6,500 |
| 25 | Test tube heller | 10 | 250 | 2,500 |
| 26 | Separating funnel 25ml | 2 | 3000 | 6,000 |
| 27 | Urine gauze | 10 | 300 | 3,000 |
| 28 | Charts | 10 | 900 | 9,000 |
|  | **TOTAL** |  |  | **340,700** |

## 4.1.3 Chemicals for Chemistry Laboratory

|  |  |  |
| --- | --- | --- |
| S/N | Description of Goods | Total (=N=) |
| 1 | Acetic acid 5litres | 14,000 |
| 2 | Ammonium solution | 9,000 |
| 3 | Ammonium oxalate 1000mg | 9,000 |
| 4 | Acetone 2litres | 6,500 |
| 5 | Barium chloride 1000mgs | 11,000 |
| 6 | Calcium chloride 1000mgs | 11,000 |
| 7 | Calcium hydroxide | 8,000 |
| 8 | Calcium carbonate | 7,000 |
| 9 | Calcium nitrate | 8,500 |
| 10 | Calcium sulphate | 7,000 |
| 11 | Calcium oxide | 7,000 |
| 12 | Copper turning | 9,000 |
| 13 | Copper 2 sulphate | 8,000 |
| 14 | Copper 2 carbonate | 7,000 |
| 15 | Methylated spirit | 7,000 |
| 16 | Diethyl ether | 6,000 |
| 17 | Hydrochloric acid | 5,400 |
| 18 | Iron filling | 4,500 |
| 19 | Iron 2 sulphate | 5,500 |
| 20 | Iron 2 chloride | 8,500 |
| 21 | Potassium iodine | 20,000 |
| 22 | Lead ethanoate | 10,500 |
| 23 | Lead dioxide | 8,800 |
| 24 | Lead nitrate | 7,500 |
| 25 | Lead acetate | 3,000 |
| 26 | Litmus paper R/B | 1,200 |
| 27 | Magnesium ribbon | 3,000 |
| 28 | Methanol | 8,200 |
| 29 | Methyl orange | 4,500 |
| 30 | Methyl red | 4,500 |
| 31 | Nitric acid | 9,500 |
| 32 | Potassium sulphate | 5,800 |
| 33 | Potassium dichromate | 7,500 |
| 34 | Potassium hydroxide | 5,000 |
| 35 | Phenol | 5,000 |
| 36 | Sodium chloride | 7,800 |
| 37 | Sodium nitrate | 6,500 |
| 38 | Sodium hydroxide | 5,400 |
| 39 | Sodium carbonate | 6,800 |
| 40 | Sulphate acid | 9,500 |
| 41 | Silver nitrate | 27,000 |
| 42 | Zinc nitrate | 8,000 |
|  | **TOTAL** | **333,900** |

## 4.1.3 Chemistry Laboratory

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S/N | Description of Good | Quantity(s) | Amount (=N=) | Total (=N=) |
| 1 | Aspirator | 2 | 11,000 | 11,000 |
| 2 | Beaker 250ml | 10 | 500 | 5,000 |
| 3 | Beaker 100ml | 10 | 450 | 4,500 |
| 4 | Beaker 1000ml | 5 | 2000 | 10,000 |
| 5 | Burette 50ml | 5 | 1800 | 9,000 |
| 6 | Burette bush | 10 | 400 | 4,000 |
| 7 | Retort chemp | 5 | 4500 | 22,500 |
| 8 | Condenser libiq | 5 | 3000 | 15,000 |
| 9 | Cotton wool | 2 | 1000 | 2000 |
| 10 | Crucible with lid | 3 | 1800 | 5,400 |
| 11 | Crucible tong | 3 | 1500 | 4,500 |
| 12 | Petri-dish plastic roll | 2 | 1450 | 2,900 |
| 13 | Wooden cork | 2 | 2500 | 5,000 |
| 14 | Plastic funnel | 10 | 350 | 3,500 |
| 15 | Filter paper | 3 | 1300 | 3,900 |
| 16 | Volumetric flask 250ml | 2 | 1450 | 2,900 |
| 17 | Separating funnel | 2 | 3500 | 7,000 |
| 18 | Flat bottom flask 250ml | 3 | 900 | 2,700 |
| 19 | Conical flask | 3 | 900 | 2,700 |
| 20 | Wash bottle 250ml | 3 | 950 | 2,850 |
| 21 | Glass rod | 10 | 500 | 5,000 |
| 22 | Measuring cylinder | 10 | 600 | 6,000 |
| 23 | Indicator bottle | 5 | 800 | 4,000 |
| 24 | Mortal & pestle | 1 | 3500 | 3,500 |
| 25 | Pipette 25ml | 10 | 1000 | 10,000 |
| 26 | Reagent bottle | 3 | 850 | 2,550 |
| 27 | Water bath | 1 | 55000 | 55,000 |
| 28 | Weighing balance | 1 | 45000 | 45,000 |
| 29 | Spatula | 10 | 450 | 4,500 |
|  | **TOTAL** |  |  | **261,900** |

## 4.1.4 SUMMATION OF THE COSTS OF THE LABORATORIES

* PHYSICS ………………………………… =N= 354,400
* BIOLOGY………………………………… =N= 340,700
* CHEMICALS FOR CHEMISTRY.............. =N= 333,900
* CHEMISTRY……………………............… =N= 261,900

**GRAND TOTAL**……………… =N= **1,290,900**

# QUOTATION FOR SUPPLY/INSTALLATION OF LABORATORY EQUIPMENT

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **QTY** | **DESCRIPTION** | **UNIT** | **TOTAL =N=** |
|  |  | **MULTI-PURPOSE SCIENCE LABORATORY:** | |  |
| 1 | 1 | CHALKBOAD | 85,000 | 85,000 |
|  |  | Measuring: 3000x1200mm |  |  |
|  |  | Framed with Aluminium profile with chalk rail, & wall-mounted | |  |
| 2 | 1 | TEACHER’S TABLE (Demonstration) | 79,500 | 79,500 |
|  |  | Measuring: 1500x600x900mm |  |  |
|  |  | Made of solid wood |  |  |
| 3 | 1 | TEACHER’S TABLE (Demonstration): | 83,700 | 83,700 |

Measuring: 2000x800x900mm (LxWxH) and consisting of:

* 2 No. Extension Legs, El-M
* 2 No. Panel Drawers, D-P
* 1 No. Knee Space, KSP
* 1 No. Work-Top (Melamine Laminated)
* 1 No. Laboratory Sink
* 1 No. 1-Way Water Tap
* 1 No. 1-Way Gas Tap
* 1 No.13-AAmp Electrical Socket

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 4 | 1 | ISLAND TABLE: | | | 205,300 | 205,300 |
|  |  | Measuring 8000x1200x1200x900mm (LxWxH) and consisting of: | | | |  |
|  |  |  9 Nos. Extension Legs EL-C | | |  |  |
|  |  |  6 Nos. Panel Drawers P-D | | |  |  |
|  |  |  1 Nos. Knee Space Panels KSP | | |  |  |
|  |  |  1 No. Work-Top (Melamine Laminated) | | |  |  |
|  |  |  3 Nos. 2-Way Gas Tap | | |  |  |
|  |  |  6 Nos. 13-Amp Electrical Socket outlets | | |  |  |
| 5 | 2 | L-SHAPED WALL TABLES: | | | 254,000 | 508,000 |
|  |  | Measuring 9000x600x900mm (LxWxH) and consisting | | |  |  |
|  |  |  6 No. Cupboard/Drawer Units C-1/D-1 | | |  |  |
|  |  |  1 No. Knee Space Panels KSP | | |  |  |
|  |  |  1 No. Work-Top (Melamine Laminated) | | |  |  |
|  |  |  | 2 | No. 2-Tier reagent racks |  |  |
|  |  |  | 4 | No Laboratory Sink |  |  |
|  |  |  | 2 | No. 1-way Water Tap |  |  |
|  |  |  4 No. 2-Way Gas Tap | | |  |  |
|  |  |  | 8 | No. 13-Amp Electrical Socket outlets |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 6 | 51 | LABORATORY STOOLS: | 9,900 | 504,900 |
|  |  | Padded and measuring 300x300x600mm high |  |  |
| 7 | 2 | WALL DISPLAY UNITS: | 58,200 | 116,400 |
|  |  | Measuring: 1200x600x300mm deep (Melamine Laminated) |  |  |
| 8 | 1 | GRAPHIC BOARD: measuring 1200x1200mm | 38,500 | 38,500 |
|  |  | Framed Aluminium profile and mounted on back wall |  |  |
| 9 | 2 | CELOTEX (Pin) BOARD: | 23,000 | 46,000 |
|  |  | Measuring: 1200x1200m |  |  |
|  |  | Framed with Aluminum profile and mounted on back wall |  |  |
| 10 | 1 | STORAGE CUPBOARD: | 77,500 | 77,500 |
|  |  | Measuring: 1200x400x2000mm (LxWxH), 4-layers, |  |  |
|  |  | closed and melamine laminated |  |  |

**TOTAL: =N=1,744,800**

# PROPOSED BILL OF QUANTITY FOR THE CONSTRUCTION OF ONE (1) LABORATORY

**LABORATORY CLASS WITH A STORE AND OFFICE ROOM**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S/N** | **DESCRIPTION** | | **QTY** | **UNIT** | **RATE (=N=)** | **AMOUNT (=N=)** |
|  | | **GROUND WORK** |  |  |  |  |
| A  B  C  D  i  ii  **E**  i  ii  A  B  C  D  E | Excavate top soil 150mm deep  Excavate foundation trench not exceeding 1000  Backfill and compact selected materials around foundation  **Insitu/precast concrete**  50mm thick blinding  150mm (concrete over site) DPC level  **Block work (sub structure )**  230-thick hollow block filled solid with concrete  Block work (super structure)  230mm thick hollow block (internal and external)  **Roof/roof covering**  50 x 150 wall plate  50 x 150 Rafter  50 x 100 strut  50 x 50 nugging  50 x 75 purlin  **ROOF COVER**  Long span aluminium roofing sheet, 0.55 thickness (National green)  **CEILING**  PVC Board  Painting work | | 215  74  -  74  215  111  236  55  85  75  550  365  235  270  504 | M2  M  -  M2  M2  M2  No  No  No  No  No  M2  M2  M2 | 500  970  -  850  1550  3350  3100  970  950  850  450  470  2900  1750  650 | 107,500  71,780  55,000  69,200  333,250  371,850  731,600  53,350  80,750  63,750  247,500  171,550  681,500  472,500  327,600  750,000 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| i  ii  i  ii  i  ii | **FLOOR FINISHING**  APPLY 42MM thick cement sand (1:3) floated bed to general surface to receive floor tiles  FLOOR SCREEDING  Floor tiles 300 x 300 x 12mm thick  DOORS (Hard metal doors)  1200 x 2100  900 x 2100  **Windows (**Aluminium sliding window)  1200 x 1200  600 x 600  **BURGLARIES**  For doors and windows  1200 x 1200  600 x 600  1200 x 2100  **PLUMBING/MECHANICAL INSTALLATION**  Allow a prime cost sum for water reticulation in the office toiled and septic tank and soak away  **Electrical**  Allow the prime cost sum for electrical installations to include Lighting fittings, switches, and wiring and all electrical related work.  **TOTAL COST**  **Add preliminaries 2.5%**  **Add contingency 5%**  **Add Vat 5%**  **GRAND TOTAL** | 215  215  2  2  9  1  9  1  2  -  - | M2  M2  No  No  no  no  no  no  no  -  - | 1200  2500  95,000  65,000  28,500  9,000  9,000  6,500  20,000  -  - | 258,000  537,500  190,000  130,000  256,500  9,000  81,000  6,500  40,000  183,000  375,000  **6,655,180**  166,380  332,759  332759  **7,487,078** |

**(Laboratory equipment + construction+ installation/furnishing)**

**GRAND TOTAL: =N= (1,290,900+7,487,078+1,744,800) = 10,522,778 = $34,501**

**@ 305dollar/Naira**

# GENERAL SERVICES (For the Multipurpose Laboratory)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S/N** | **QTY** | |  | **DESCRIPTION** | **U/PRICE** | **TOTAL** |
| 1 | 1 WATER INSTALLATION (SUPPLY) to tables: | | | | 189,400 | 189,400 |
|  | (Internal & External): using Polypropylene Pipes & fittings | | | |  |  |
| 2 | 1 WATSE WATER INSTALLATION (DRAINAGE) to tables | | | | 195,000 | 195,000 |
|  |  | (Internal & External): using Polypropylene Pipes & fittings | | |  |  |
| 3 | 2 | GAS INSTALLATIONS (Internal & External) complete with: | | | 285,600 | 571,200 |
|  |  |  |  2 | Nos 50 kg. Has-filled Cylinders |  |  |
|  |  |  |  1 | No industrial Regulator |  |  |
|  |  |  |  1 | No Change Over Manifold |  |  |
|  |  |  |  Lot Copper Pipes and Fittings | |  |  |
|  |  |  |  1 | No protective Gas Housing. |  |  |
| 4 | 1 | ELECTRICAL INSTALLATION to tables (internal): | | | 350,000 | 350.000 |
|  | Using 2.5mm Copper Wires, and other accessories | | | |  |  |
| 5 | 1 |  | CIVIL WORKS | | 5,650,000 | 5,650,000 |
| 6 | 6 |  | Fire Extinguishers | | 27,250 | 163,500 |
| 7 | 6 |  | Fire Blanket | | 10,200 | 61,200 |
| 8 | 6 |  | Sand Bucket (Painted Red) | | 8,800 | 52,800 |
| 9 | 50 | | Laboratory Uniform | | 6,950 | 347,500 |

|  |  |  |  |
| --- | --- | --- | --- |
| 10 | 1 STORAGE RACK: (metal) Measuring 5500x400x2500mm (LxWxH) | | 158,750 |
| 11 | Fittings (Plumbing & Electrical; both internal) | | 383,500 |
| 12 | Provision (Laboratory Equipment, Chemicals and Reagents) | | 5,100,000 |
| **NOTE:** | | **TOTAL: = N=13,222,850=$43,353.61 @305dollar/Naira** |  |
|  | Laboratory Dimension: | 10.8m x 4.2m |  |
|  | Capacity: | 50 Students |  |

Building construction based on a firm land assumption.

# LOGFRAME FOR LABORATORY4Change

**SOCIETY EMPOWERMENT FOR TRANSFORMATIONA INITIATIVE**

Project Time\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Total Funding\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Life of Project: From­­­­­­­­­­\_\_\_\_\_\_\_ To\_\_\_\_\_\_\_\_\_\_ Date Prepared\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| **PROJECT SUMMARY** | **INDICATORS** | **MEANS OF VERIFICATION** |
| **PROJECT GOAL**: To empower students in the target community in the field of science. | **IMPACT:**  Number of children studying science in university/higher tertiary institution increase in the community  Mention of science discovery/invention amongst benefiting children | Beneficiary students should demonstrate their acquired knowledge and competencies through various means such as;   1. science exhibitions talent/discovery hunts. 2. science competitions/quiz with other community schools 3. discovery hunts   A survey conducted to assess the number of students advancing in the study of science or in career |
| **PROJECT OBJECTIVE**:  To enforce technical approach to learning and the application of knowledge acquired.  To improve the teaching and learning of science education. | **OUTCOMES**:  Feedback of periodic assessment of the students demonstrating improvement in technical understanding and application.  Students and parents practice and advocate for technical learning and application of science studies | -Periodic ongoing practical assessments of students internally.  -Periodic check for application and understanding of knowledge acquired by organising science exhibitions, science programs and science hunts.  Parent and student media mobilise public awareness of the technical learning and its benefits |
| **ACTIVITY**:  Students in target communities are going to be provided with the following laboratories to aid their learning and understanding abilities:  Chemistry laboratory  Physics laboratory and  Biology laboratory.  And 2-3 science teachers will be nominated by the schools as caretakers. | **INPUTS**: Teachers as care takers and instructors.  Laboratory equipments (for schools already having structures but  Construction will be carried out for those without)  Laboratory furniture and installation  **OUTPUTS:**  -Access of the facility to all science students of the school in the target community.  -Utilisation of the Laboratory by all science students requiring it | - Periodic inventory taking of the laboratory equipment.  -Periodic inspection of the laboratory by persons from the organization to assess the condition of the facility.  -Attendance taking of the science teachers or Laboratory care takers.  -Regular attendance of the students using the facility. |

## PLANNING

|  |  |
| --- | --- |
| **PLAN STEP** | **EXPECTED DATE** |
| **Preparation of the lists of school for the Laboratory Project / pre-assessment of the schools in need of laboratories.** | **April. 2018** |
| **Rehabilitation/Reconstruction** | **May 2018 – July 2018** |
| **Furnishing/ installation of the laboratory** | **July – September 2018** |
| **Equipping with chemicals/reagents** | **September – November 2018** |
| **Commencement of the use of the laboratories** | **December 2018** |
| **Commence quarterly inspection of the use of the laboratory** | **January. 2018** |

# BENEFICIARIES

## 10.1 Target group

**\***Children (of the senior secondary age up to higher institution (16 -35)

**\*** Women (Any mother or female from the age of 16 )

The Beneficiaries: These are the target groups from within the community where the organization's health or education related programs are being channelled. These targeted communities would have been researched and proven to be in need of the program or project being executed.

## 10.2 SETI’s Target Communities

The target communities include:

Etche Tai & Khanna Local Government Areas. The project is to first be carried out in one of the communities in Etche; Etche-Ndachi.

SETI is committed to ensuring compliance with its organizational ethics (stated below) throughout all stages of the project.

# 11. CORE ETHICAL PRINCIPLES OF THE SETI

1. Justice: dealing fairly and equally with all concerned stakeholders: beneficiaries, volunteers, executors, training providers, partners and donors.

2. Respect: Recognizing the individual/ corporate rights of beneficiaries, executors, partners and donors and giving utmost respect to their privacy and confidential information.

3. Beneficence: maximizing every possible benefit of beneficiaries, executors, partners and donors as well as minimizing all possible harm upon them.

# Board of Trustees

## 12.1 SETI Board of Trustees

1. Mrs. Nelly Kusimo: Founder/Facilitator +234 806 681 4872

2. Barr. Constance Erhonmhonse (Treasurer of the Trustee) +234 802 333 7510

3. Barr. Felix Ogbaudu: AIG RTD. (Member of the Governing Board) +234 803 313 9900

## 12.2 Project Contact Persons

Nelly Kusimo: Founder / Facilitator (+234 806 681 4872

# Statement of Affairs

**SOCIETY EMPOWERMENT FOR TRANSFORMATION INITIATIVES**

**(S E T I)**

**STATEMENT OF AFFAIRS AS AT NOVEMBER 30, 2017**

**PREPARED BY:**

**TEMITOPE AWE & CO**

**(Chartered Accountants)**

**3, Bello Street**

**Ladipo Estate, Oshodi**

**Lagos.**

**08035009392, 08096004494**

**SOCIETY EMPOWERMENT FOR TRANSFORMATION INITIATIVES**

**30 NOVEMBER 2017**

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**SOCIETY EMPOWERMENT FOR TRANSFORMATION INITIATIVES**

**(SETI)**

**FOUNDER: MRS. NELLY KUSIMO**

**TELEPHONE NO: +234 806 681 4872**

**E-MAIL: setinitiative@yahoo.com**

**OFFICE ADDRESS: 10, CHIEF OGBONDA ST.**

**ARTILLERY, RUMUOKWURUSHI,**

**PORT HARCOURT,**

**RIVERS STATE.**

**BANKERS: ZENITH BANK PLC,**

**RUMUIBEKWE,**

**ABA ROAD,**

**PORT HARCOURT.**

**November 30, 2017**

**THE REPORT OF THE AUDITORS TO THE TRUSTEE OF SOCIETY EMPOWERMENT FOR TRANSFORMATION INITIATIVES**

**SOCIETY EMPOWERMENT FOR TRANSFORMATION INITIATIVES**

We have examined the Statements of Affairs of **Society Empowerment for Transformation Initiatives** and have obtained all the information and explanations we considered necessary.

It is our responsibility to form an independent opinion, based on our audit of the statement of affairs and to report our opinion thereon.

**BASIS OF OPINION**

We conducted our audit in accordance with generally accepted auditing standards. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant accounting estimates and judgments made by the Directors in the preparation of the statement of affairs, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide sufficient evidence to give reasonable assurance that the statement of affairs are free from material mis-statements. In forming our opinion, we also evaluated the overall adequacy of the presentation and information in the statement of affairs.

**OPINION**

The Company's Director are responsible for the preparation of the statement of affairs. It is our responsibility to form an independent opinion, based on our audit of the statement of affairs and to report our opinion thereon.

In our opinion, proper books of account have been kept and the aforementioned statement of affairs, which are in agreement therewith, give a true and fair view of the statement of affairs of the Company as at November 30, 2017 and comply with the Companies and Allied Matters Act, CAP C20 LFN 2004.

**CHARTERED ACCOUNTANTS**

**Lagos, Nigeria**

**SOCIETY EMPOWERMENT FOR TRANSFORMATION INITIATIVES**

**REPORTS OF DIRECTORS**

**FOR YEAR ENDED 30 NOVEMBER 2017**

1. **PRINCIPAL ACTIVITIES**

**The Society is a Non-Governmental organization.**

1. **LEGAL FORM**

**The Company was incorporated as a Non-governmental organization on 8th October 2013 and started operation on 9th October 2017.**

1. **FIXED ASSET**

**In the opinion of the Directors, the market value of the company’s properties is not substantially less than the value shown in the accounts**

1. **AUDITORS**

**The Auditors Messrs Temitope Awe & Co has indicated willingness to continue in office. A resolution will be proposed to authorize the Directors to fix their remuneration.**

**BY ORDER OF THE TRUSTEE**

**SECRETARY**

**PORT HARCOURT**

**SOCIETY EMPOWERMENT FOR TRANSFORMATION INITIATIVES**

**STATEMENT OF AFFAIRS AS AT NOVEMBER 30, 2017**

|  |  |  |
| --- | --- | --- |
| SETI STATEMENT OF AFFAIRS @ 30/11/2017 | |  |
| **ASSETS** | **NOTES** | **N** |
| Fixed Assets | 1 | 2,407,635 |
| Prepaid Expenses | 2 | 702,350 |
| Pre-operational expenses | 3 | 158,000 |
| Other Receivable | 4 | 0 |
| Cash and Bank account |  | 0 |
|  |  |  |
| **TOTAL ASSETS** |  | **3,267,985** |
|  |  |  |
|  |  |  |
|  |  |  |
| **FINANCED BY:** |  |  |
|  |  |  |
|  |  |  |
| Director’s Current Account |  | 3,267,985 |
|  |  |  |
|  |  | **3,267,985** |
|  |  |  |

**………………………………….**

**Directors**

**………………………………….**

**NOTES TO STATEMENT OF AFFAIRS AS AT NOVEMBER 15, 2017**

|  |  |  |
| --- | --- | --- |
|  |  |  |
| 1. **Fixed Assets** |  |  |
| Land |  | 0 |
| Furniture and Fittings |  | 746,500 |
| Generator |  | 333,100 |
| Office Equipment |  | 716,135 |
| Office Renovation |  | 611,900 |
| Motor Vehicles |  | 0 |
|  |  | **2,407,635** |
|  |  |  |
| 1. **Prepaid Expenses** |  |  |
| Rent |  | 330,000 |
| Staff Allowance/Welfare |  | 22,500 |
| Legal fees |  | 0 |
| Public Relations |  | 104,000 |
| Stationeries & Printing |  | 75,950 |
| Local Travels & Accommodation |  | 0 |
| Foreign Travels |  | 0 |
| Financial Consultant – Feasibility Study |  | 0 |
| Financial Consultant – Business Plan |  | 0 |
| Courier services |  | 10,000 |
| Tech Consultant - Website development |  | 83,900 |
| Generator fueling & maintenance |  | 40,000 |
| Telephone & Data |  | 36,000 |
| Entertainment |  | 0 |
| Fuel and Car running |  | 0 |
| Insurance |  | 0 |
| Audit fees |  | 0 |
|  |  | **702,350** |
|  |  |  |
| 1. **Pre- Operational** |  |  |
| Company Incorporation |  | 150,000 |
| Processing of License |  | 8,000 |
|  |  | **158,000** |
|  |  |  |