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PARTNERSHIP INTERVENTION & SMALL SCALE PROJECT (up to 500.000 DKK.)

Applied for (please tick):	
Partnership intervention	
Small scale project	x

Intervention/project title:	PWD Entrepreneurs in Upper East	
Applicant Danish organisation (financial responsible)	The Danish Association of Physically Disabled (Dansk Handicap Forbund, DHF)	
Other Danish partner(s), if any:		
Local partner organisation(s):	The Ghana Society of the Physically Disabled (GSPD), Upper East region	
Countries: Denmark / Ghana	Country's BNI per capita: 2,3	
Project commencement date: 01.09.2015	Project completion date: 31.05.2016	Total number of months: 9
Contact person for the project: Denmark Name: Niels Buster Norsk Email address: nibus.dk@gmail.com Telephone no.: 22833353 Contact person for the project: Ghana Name: David Aniah Email address: davidaniah@gmail.com Telephone no.: (+233)206442307		
Amount requested from the Danish Disability Fund: 507.972 DKK	Annual project cost: 507.972 DKK (Total amount requested divided by number of project years)	
Is this a re-submission? (i.e. a revised application, which has previously been submitted) [x] No		
Is this a project in extension of a project previously supported by DPOD. No		
In which language should the response letter from the Danish Disability Fund be written : English please.		
Summary of the partnership intervention or small-scale project (maximum 150 words – must be written in Danish, even if the rest of the application is in English) Projektets formål er at kapacitets opbygge Ghana Society of the Physically Disabled (GSPD) i Upper East regionen og nationalt på følgende niveauer: <ul style="list-style-type: none"> • Individuelle medlemmer styrkes til aktiv deltagelse i familie, lokalsamfund og organisation gennem jobskabelse • På distriktsniveau ved at gøre distriktsorganisationen mere attraktive at være medlem af samt ved at gøre tillidsfolk bedre til at markedsføre dem overfor offentlige instanser og donorer • På regionsniveau ved at gøre tillidsfolk bedre til at håndtere projekter gennem træning og praktiske erfaringer • På nationalt niveau ved at forbedre kommunikationen inden for organisationen samt kommunikationen til den brede offentlighed og eventuelle donorer og samarbejdspartnere. 		

Date	Person responsible (signature)
Place	

A. THE PARTNERS

A.1 The Danish organisation

The Danish Association of Physically Disabled (Dansk Handicap Forbund, DHF) works for full equality and inclusion of persons with disabilities (PWD's) into all walks of life. It promotes respect for PWD's dignity and fundamental rights. This approach is grounded in the Convention on the Rights of Persons with Disabilities. The Danish Association of Physically Disabled is a nationwide organisation founded in 1925, an organisation for and mostly of people with physical disabilities. It is a user managed organisation with over 8,000 members, one of the largest disability organisations in Denmark. It is a member organisation of Disabled Peoples Organisations Denmark.

DHF run forty-nine local branches and five special groups; the Spinal Cord Injuries Association, the Parent Support Group, the Amputees Group, the Youth Group and the HPL Vaccine Group. Each branch and special group work locally while having a large amount of autonomy function within the overall greater organisational framework.

DHF believes that a major approach to supporting PWDs is to build or strengthen the organizations of people with disabilities. DHF has worked over the past many years in a number of developing countries. DHF's overall vision for its activities is found in the DHF, International Development Work, 201 (see DHF website http://danskhandicapforbund.dk/files/3714/3406/1941/Strategi_og_principper_for_DHF_s_ulandsarbejde_2014-2016.pdf)

Ghana Group - Danish Association of Physically Disabled

DHF's Ghana group has been an informal group working with GSPD Bolgatanga since 2010. The current group was established in late summer of 2014 to follow up on the final report on the "Weavers in Bolgatanga" 2012-2014 (DPOD funded) The group consist of five persons – two who are members of staff in DHF department of development work and three volunteering members of DHF.

The Group's members are as followed:

Niels Buster Norsk is the coordinator of the group. Age 58,retired officer in the merchant marine . Has worked as a volunteer in DHF development work since 2002 with the following projects: "UNAPD capacity building project" 2003-2004 (DPOD funded); Shipping mobility appliances to Ghana and Uganda; "Weavers in Bolgatanga" 2012-2014 (DPOD funded); Import and selling of baskets from GSPD Bolgatanga Has been in Ghana visiting GSPD (and especially GSPD Bolgatanga) 5 times since 2008.

Peter Marx, age 44, communication officer at the Development Secretariat of DHF. As group member he is part of the the planning and writing of application and he will continue to assist during the project. He is responsible for the information spread in Denmark in cooperation with 180 Degrees, as described in part E on Information Work.

Rita Tisdall, volunteer. Professional worked in international development with disabilities and inclusion for over 20 years .Has especially worked with the rights of children to parental care - non institutionalization.

Ulla Trøjner, volunteer, age 54, social worker within the welfare system. Has for the last 30 years been a member of DHF doing volunteer work to improve rights for PWD as a member of DHF's Board. Has since 2009 a member of DHF's development committee, elected by DHF's board. Has mostly been active within the Latin America projects representing elected DHF leadership

In 2011 participated in a partnership project between UNAPD, GSPD and DHF Funded by DPOD. From 2009 until today visited Latin America 5 times and in 2011 visited Ghana GSPD once as a part of the partnership project.

Sven Gårn Hansen, age 54. Is DHF desk officer for Ghana and will support the Ghana group on this project. Has academic degrees in history (MA), physics (BS) and sociology (BS). Has worked professionally with development since 1994 and has been with DHF since April 2012 as program officer for Ghana and Uganda.

A.3 The Ghana Society of the Physically Disabled (GSPD)

The Ghana Society of the Physically Disabled (GSPD) is a registered Ghanaian Non-Governmental Organization founded in 1980. GSPD is the national organization of people with physical disabilities. Its mission is to promote and protect the welfare of its members through advocacy, awareness raising, mobilization and livelihood support to ensure equal rights and full inclusion at all levels of society. It is one of the founding members of the Ghana Federation of the Disabled, a cross-disability network which represents the interests of all people with disabilities in Ghana. It promotes the welfare of its members by creating awareness of the capacity and capabilities of PWD's. For an outline overview of GSPDs activities please see .GSPDs Policy Paper , appendix 2 .

GSPD is governed by its constitution and has a democratic structure that elects its executive members every four years. GSPD has regional branches in all 10 regions of Ghana. Each region has a regional committee which coordinates the activities within the regions. Regions are divided into 178 district branches and a number of local branches. Generally, representatives to the regions are elected by local members. The total membership is 16,419 active members with a male population of 7,878 and female of 8,541. It has also established four wings; Women, Workers, Youth and Sports Wings, who work within their special interests and areas of expertise. This structure makes it possible to attract many people to this organisation because different interests are covered.

The GSPDs Upper East Regional office acts as an intermediate between the 10 districts of the region and the GSPDs national office. The districts of Bolgatanga, Tongu and Bongo is situated within the Upper East Region of Ghana, it is here this project has its focus regarding supporting GSPD at district level.

A.4 The cooperative relationship and its prospects

The Danish Association of Physically Disabled, DHF and the Ghana Society of the Physically Disabled, GSPD started their collaboration in 2001 both at national and district level. For an overview over previous and ongoing projects please see appendix 1.

The Joint project

The DHF and GSPD are currently partners in a Joint project together with DPOD, Danish Association of Blind, Danish Deaf Association and LEV, and Ghana Federation of the Disabled, Ghana Blind Union, Ghana National Association of the Deaf and Inclusion Ghana. Phase II of this project will be completed in June 2015 and a final three year Phase III is expected to begin in November 2015. Phase III will focus on reinforcing sustainability of political impact, consolidating organizational development and building financial sustainability. Among other things, GSPD will be working on empowering members through Income Generating Activities and building organizational sustainability through local fund raising and membership dues. DHF sees the work in Bolgatanga and Upper East as a "grass roots driven" complement to the "National HQ driven" processes being supported by the Joint Project, with significant opportunities for synergy

The present application builds on a partnership since 2006 between DHFs Ghana Group and GSPDs District Branch in Bolgatanga and will expand it to include two other Districts Branches (Bongo and Tongu) and the Upper East Regional Branch, of which the three are members. The cooperation was initially based on import of baskets produced by GSPD members where the sale in Denmark funds wheelchairs and tricycles to PWDs in Ghana. Later the partnership expanded to preparation and implementation of the project described below. Over the past six years around 2,500 baskets from Bolgatanga have been sent to Denmark and sold through the Ghana Group and other sources.

The Danish Association of Physically Disabled and the Ghana Society of the Physically Disabled are cohesive in their fundamental goals, both are user organisations who work for the rights of PWD's as affirmed by the Convention on the Rights of Persons with Disabilities. This platform styles the guiding principles of the partnership.

Recent project

Between February 2013 to January 2014 a partnership project between DHF and GSPD Bolgatanga was successfully implemented (MP 249). The project received funding from The Danish Disability Fund. The overarching goal of the project was to contribute to the empowerment of disabled people so they could demand their

rights. Specifically, the project had focus on the inclusion of people with disabilities into the labor force. The project sought to train / upgrade weavers in the district of Bolgatanga. The target groups received skill training in basic weaving and advanced weaving techniques, business management, entrepreneurship and support to establish small businesses. Throughout the different trainings disability rights awareness and advocacy training were integrated components of the curriculum.

Weaver coop groups which bore self – help, sustainable elements were established in the villages of Bolgatanga, Sumbrungo and Nyariga. An independent evaluation of the project was carried out in 2014. It assessed the relevance, effectiveness, sustainability and impact of the project (see appendix 3).

The report found that; “the project has made very impressive gains in bettering the living conditions of the target group. Trainees speak highly of the impact stating that the project has provided them with valuable skills that they are using to change not only their living condition but also their social status within their local communities. They are no longer dependent on handouts but are taking care of them and contributing towards the upkeep of others in their households. As a result of such contributions, they are now consulted on issues of communal nature; this was never the case before..... the project has generated recognition of the PWD’S as individuals in their localities as well as recognition of GSPD..... Trainees set up and registered their own cooperative groups with the commercial basket entities in the project area. Consultations with these business entities show a very positive future with orders already being negotiated with the groups.

Another –outstanding and unexpected result of the project has been the establishment of “susu” (savings) groups by the trainees. These groups have enabled the trainees to purchase livestock for rearing and subsequent sale during the lean season thus establishing a coping mechanism towards hard times....

The evaluation also deemed the project efficient and well managed at district level. Additionally, over the course of the project The GSPD Bolgatanga has seen an impressive increase of almost 50% in its membership. It was also recognised that there is a need for the capacity building of GSPD both at regional level and at national level in terms of upgrading of its ability to program management especially in the area of information gathering and dissemination.

The Partnership between GSPD Upper East and the DHF Ghana Group is not limited to this project. Other areas of partnership are:

Selling of baskets in Denmark. As mentioned above The Ghana Group has been selling baskets in Denmark in cooperation with GSPD Bolgatanga since 2006. The profit from this sale is used solely for purchasing wheelchairs and tricycles to PWDs (members of GSPD) in the Bolgatanga area and other parts of Ghana. The distribution of these appliances is managed by GSPD’s national office according to strict criteria. This partnership will continue and expand. The groups marketing of the baskets in Denmark has recently been upgraded in collaboration with the nonprofit organization 180 Degrees consultancy (a student based worldwide consulting service for non-profits ,social enterprises and socially minded companies).

Fundraising for weaving shelters: The Ghana Group is currently seeking funding for weaving shelters for the coop groups from the 2012 project through private foundations. The shelters are to provide the groups with a place to weave, dye straws and stock baskets and materials. Presently, land for three shelters has been provided and one shelter is under construction. The shelters will be owned by GSPD with the clause that the weaving groups have first priority for using them.

Partner contributions

Beyond financial resources each partner contributes with a host of resources. GSPD contributes with host of human resources. It contributes with participation in the planning and implements of partnership activities. Communities have also contributed with land for the weavers to establish the above mentioned weaving shelters.

In Denmark, the DHFs, Ghana group contribute with human resources. The group seeks to act as a network for their Ghanaian partners, for example in Denmark making contact with designers and the 180 degrees consultancy. They have secured the sale and distributing of baskets in Denmark. They have stood for the financial aspects of the sales feeding the profits back into GSPD thus financing other GSPD activities. The group has also stood for fundraising for specific needs such as the financing of the above mentioned weaving structures.

The future prospects of the cooperation between DHF Ghana group and GSPD Upper East will be funded in the import of baskets and the fundraising for the weaving shelters. The Ghana group has no plans of new basket weaving projects but will assist GSPD Upper East in seeking and applying new partners for such a

project. Based on the 2012 project (and possibly this project) there will be a good model for a project application of this kind.

B PROJECT PREPARATION AND PROCESS

B.1 Project preparation and process

The idea for the process was planted from GSPD district branch of Bolgatanga and GSPDs national office. In Bolgatanga they saw the very positive effect that the 2012 project had had on the members as well as the organization and therefore wanted other district to experience the same benefits. However they also saw possibilities for improvements for the possibilities to use a similar project in promoting the causes of PWDs toward the general public. In GSPDs national office they showed an interest in using similar projects in the rest of the organization.

The present needs assessment draws on different sources. Firstly, it uses the findings of the previous project's monitoring and final report. (Please see appendix 3). Secondly, in October 2014, DHF visited Ghana as a pre-appraisal for this project where consultations were held with the following stakeholders.

- GSPD national office in Accra
- Representatives of GSPD regional branch of Upper East
- The board and members of GSPDs district branch in Bolgatanga
- Executives and members of GSPD district branch in Tongo (the pre-appraisal attended a members meeting)
- Executives and members of GSPDs district branch in Bongo (the pre-appraisal also attended a members meeting here).
- The members of all basket weavers coop groups from the 2012 project.
- Two of the major exporters of baskets in Bolgatanga Bolgatanga Basket Weavers Cooperation Club (BBWCC), and Trade Aid Bolgatanga.
- The municipal chief executive of Bolgatanga

Additionally, there is extensive ongoing communication between parties via mail / skype regarding the content and wording of this present text.

Beyond the above sources of information gathering, the following reports have informed the present application: Ghana Market Report, The Straw Basket Industry in Bolgatanga, G-lish Foundation, 2014

Ghana, The African Economic Outlook Report, Eline Okudzeto, Wilberforce, 2014

World Bank, Ghana Country Report, 2012

UNDP, Ghana Human Development Report 2014.

B.2 Context analysis

Two decades of sustained economic growth, free and fair elections, political stability and improving institutions have led to significant poverty reduction in Ghana. The target to halve poverty by 2015 has been met and extreme poverty is reduced from 36% in 1991 to 8% in 2013. Progress has however slowed in recent years. Ghana has not used the opportunity created by economic growth, high gold prices, the beginning of oil production, and increased capital inflows to build for the future and to address the barriers that stand in the way of faster development progress. Public spending has increased to unsustainable levels, with Ghana running high fiscal deficits and rapidly increasing its public debt. Most of this has been on recurrent costs, rather than capital spending such as infrastructure.

Ghana also needs to finish the job on the Millennium Development Goals, MDG. Over six million people still live below the national poverty line; there are major regional inequalities, with the North of the country suffering significantly higher levels of poverty than elsewhere; girls and women perform worse across all the main social indicators. A large part of those still living in extreme poverty are people with disability.

There is broad agreement on the challenges facing Ghana and what needs to be achieved for Ghana to make sustained development progress and reach a point when it no longer relies on high levels of financial aid. Growth of the private sector to increase revenues, jobs and investment will be crucial, as will the productive use of oil revenues. Ghana's human capital can help to drive forward growth, but health and education outcomes will need to significantly improve.

Non-discrimination

Ghana is a multi-ethnic country with over 60 different distinctive ethnic groups. The constitution prohibits discrimination on the basis of race, gender, disability, language, or social status. Enforcement is generally inadequate. Inequality is increasing and regional inequality remains a key challenge especially in the North which has seen inter-ethnic unrest in the past. Poverty is highest and access to basic services generally lowest in the north of the country. Ghana is ranked 123 out of 152 countries on the UNDP's index (2013). Gender inequality has only showed small improvements in the past year with overall score from 0.585 in 2005 to 0.549 in 2013.

The 2010 Population Census of Ghana puts the population of severely disabled persons at 3% and states that the population of PWD's in Ghana could well be between 15 and 20%. An estimated 70% of persons with disability live in rural areas. Their rights are guaranteed by Ghana's constitution, international conventions and the 2006 Persons with Disability Act, though few are able to secure protection against discrimination. The government has stated its commitment to providing education for excluded children including those with disabilities. However, little has been achieved, according to United Nations about 82% of PWD's in Ghana live below the poverty line. Poverty as we know is considered both a cause and a consequence of disability. Especially, PWD's living in rural areas face huge challenges, infrastructure is poor, they struggle to access any form for services, and generally their access to information, education or employment is very weak. PWD's are rarely party to decision making in their families, communities or within the greater political arena. "People with disabilities in Ghana are for the most regarded as unproductive and incapable of contributing in a positive way to society, and rather seen as constituting an economic burden on the family and the society at large, which leaves them in a vicious cycle of poverty. In developing countries there are rarely strong disability movements actively working to improve the living conditions for people living with disabilities. Disabled persons are often only weakly represented in civil society and Ghana is no exception". (Ghana Federation of the Disabled, GFD, 2012)

The 2014 UNICEF Ghana country report, All Children in School by 2015, found that: "... a high degree of stigmatization continues to be associated with disability in Ghanaian communities, often resulting in children being hidden in the home or prevented from attending school , results found that 16% of Ghanaian children between the ages of 2-9 years of age had at least one form of disability. Studies in Ghana suggest that children with disabilities in northern rural Ghana are viewed by parents and communities as not having any or a very limited capacity to attend school. These perceptions act as a barrier in schools where teachers do not promote inclusive education".

Youth unemployment in Ghana is a major issue .The World Bank country statistics states that 65 percent of Ghanaian youth are unemployed. Rapid growth of the youth population, together with the migration of young people from rural areas to cities, has outstripped the demand for labor. In addition, the problem for youths is often not unemployment, but under-employment, particularly for those in the 25 to 35 age range who cannot afford to be unemployed. They instead work in low wage, low productivity and temporary jobs.

Helping youth acquire the skills demanded by the labor market and exploit business opportunities are means to reduce un- and underemployment. Young people who lack job opportunities due to inadequate skills and employment experience are in need of opportunities to enhance these. However, access to the formal Technical and Vocational Education Training (TVET) system is presently and is likely to remain limited in the future for many young people due to their lack of educational qualifications, for PWD's who have been discriminated already in the primary school system will not have the basic qualification to give them access to TVET. Further, the country's institutional capacities are still both weak and inadequate. While the general situation are serious for the majority of youths in Ghana, youths with disabilities are placed in a hopeless situation. For the youth with disabilities in the northern Ghana it is even worse due to the above mentioned lower educational level. Other circumstances that influence the access to TVET for PWDs are lack of accessibility in the buildings and mobbing and discrimination by fellow students.

Basket weaving in Upper East Region.

Bolgatanga is the regional capital of Ghana's Upper East Region. Bolgatanga is known as the crafts center of northern Ghana with a large central market where goods are bought by Ghanaian and international buyers. Basket and textile weaving has been the traditional skills of the people of this area over the centuries. These skills have been passed down from generation to generation in an apprentice like manner. Basket weaving is today one of the main forms of income in the region.

Over the past 10 years there has been a huge growth of Fair Trade buyers from Europe, North America and Japan within the region. These buyers have often provided training for local weavers so as to improve products. New weaving techniques and new designs have been introduced and this has enhanced these weavers income. Unfortunately, PWD's have not been included in these efforts. The special logistical needs of

PWD's where not addressed within these programs. In particular mobility challenges faced by PWD's within the area has proven to be a huge impediment. This leads to the additional exclusion of PWD's from the workforce, increasing their already very vulnerable situation.

B.3 Problem analysis

While Ghana's overall poverty rate has declined over the past decades, the three regions in the north have seen only marginal improvement. Poverty rates in the north are two to three times the national average; chronic food insecurity remains a critical challenge. Major constraints include lack of infrastructure and insufficient access to equipment such as agricultural inputs and technology and facilities for storing, processing and marketing products.

Since the initiation of the 2012 DHF/ GSPDs partnership project there is observed significant change i.e. the upgrading of PWD's basket weavers technical skills and a higher status in the community, a process whereby PWD's basket weavers go from being "beggars" to capable business woman and men, from being dependents to contributors to their families and local communities. The project secured the entry of PWD's into the local labour force thus breaking some of the circular links between disability and poverty.

However, while many of the weavers as individuals have built sustainable livelihoods out of their skills, the cooperative groups that have grown out of the previous project still lack self-confidence and experience. They depend heavily on individuals (the former project technician of the project) for contact to markets, job orders and organization of production for large orders. They need to build and spread business management capacity in order to be sustainable businesses. As sustainable businesses, the weaver cooperatives would be able to be powerful voices for PWD rights in the Region, and to contribute substantially to the development of GSPD.

The 2012 project proved to be unique in its way to train new basket weavers. Traditionally the basket weaving skills are passed on through family members and relatives and no actual programs for teaching weaving techniques from scratch has been identified by GSPD. This has left out the majority of PWDs from learning these skills. Within the families they are usually are not regarded a resource and therefore not worth using the time and effort of teaching anything.

The 2012 project posed GSPD at regional and national level with the task of how it can capitalize on the Bolgatanga success (and other grassroots success there may be throughout the country) in order to grow as an organization. There was identified a clear need for capacity building of GSPD at both regional and national levels. The communication between the head office in Accra and local branches and between local branches needs to be improved. The local branches also need more knowledge about applying, managing and monitoring projects. GSPD also needs some success stories to show the capacities of PWD's.

Though GSPD Bolgatanga district branch clearly benefitted from the project, they also recognised that they lack skills in communicating the success to the general public. They felt they needed more capacity in knowing how to tell the story and getting in to the medias. Other GSPD district branches in Upper East Region expressed having the same challenges during the pre-appraisal for this project.

It is this setting that validates the present application; it has focus on the capacity building of GSPD at district, regional and national level. This capacity building seeks to have its offset at grassroots level. The 2012 project operated only in the Bolgatanga district. This proposal seeks to attain a regional impact by expanding activities to two neighbouring districts; Bongo and Tongo where both market availability and the need is visible. It expands the activities to GSPD in general by using the basket weaving project as an example of a project to be communicated to all of GSPD. As it is an example of how PWD's can join the workforce, experiences can be used in other local branches and the project can be used in advocacy to show the capacities of PWD's.

C. PROJECT DESCRIPTION

C.1 Target group and participants

The primary target groups:

- The primary target group is first of all PWD's in the northern districts of Bolgatanga, Bongo and Tongo. 60 basket weavers already educated in the former project will get training in eco dyeing and business management, and 60 not yet educated persons, will get the training in weaving, eco dye-

ing, disability rights and business management. They are all PWD's who have little or no formal education; they have not been included in any vocational training that would direct them towards a bona fide workforce that would secure them an income. They are the most marginalized group of the region.

Only criteria for selection are that the participant has a physical disability and a membership of the local GSPD. Priority will be given to youths as they are in an exceptionally difficult situation in this region. The selection criteria take into consideration gender distribution. Although weaving is traditionally a female occupation a quota of 30 % of male participants will be set. Likewise there will be sensitivity to participation of the different ethnic groups living in the area.

The GSPD Bolgatanga office has a strong connection to the target group especially since the implementation of the 2012 project. It has won a position whereby they are daily contacted by PWD's seeking advice and are consulted by local authorities in matters of disabilities. They have a sound footing and knowledge of the challenges PWD's face in the project areas. Likewise, they have a sound knowledge of the local basket weaving industry.

- GSPD's regional level board members who will participate in project management training which will highlight: monitoring and evaluation, fundraising and creation of effective dissemination of project strategies thus enhancing the development of GSPD's organisational capacity for the benefit of its members. The participants will be selected among board members.
- GSPD at national level. Training will highlight communication and effective dissemination project information strategies thus enhancing GSPD's overall organisational capacity. The participants will be one or two national staff and two or three representatives from the GSPD national board including the Upper East board chairman.

Secondary target groups are:

- GSPD members in future income generating projects who will benefit from the experiences generated from this project.
- Medias who will be lobbied to give PWds more attention
- Public authorities, NGOs and the general public who will be informed more about the capacities and resources of PWDs, and thus hopefully affecting their attitude toward PWDs.
- PWDs in general who will benefit from more media attention and more general attention on the resources of PWDs

C.2 Objectives and indicators of success

The overall objective of the project:

- Inclusion of people with disabilities into the workforce, thereby prompting human dignity and social cohesion.

The immediate objectives of the project are:

1. By August 2016 120 PWDs through skills training from the GSPD/DHF basket weaving project are fully part of the workforce. They are aware of their rights as human beings as PWDs.
2. By August 2016 GSPD Upper East is able to support, manage and monitor projects and to communicate knowledge of the projects in favour of its members.
3. By August 2016 GSPD can capitalize on local level experiences / knowledge, and the national office is disseminating information throughout the organisation and to the greater public in order to create positive pictures of PWD's and to boost outside funding possibilities.

The success criteria of each immediate objective:

By August 2016 120 PWDs through skills training from the GSPD/DHF basket weaving project are fully part of the workforce. They are aware of their rights as human beings as PWDs.

- At least 80% of project participants have completed the Weaver Course and Dyeing Course.
- 70% of the weavers who finished the course are organized in coop groups and have organised loan and saving groups. .
- 80% of the participants feel they have increased their awareness of their rights
- 80% of the weavers who finished the course are earning an income from basket weaving

By August 2016 GSPD Upper East is able to support, manage and monitor projects and to communicate knowledge of the projects in favour of its members.

At the end of the project period GSPD Upper East is able to successfully lead and monitor the new project. They have monitored project sites every two months while involving all relative stakeholders using participatory methods.

They are in the process of preparing an application for a project.

They are facilitating the local media with information about the project and seek its participation in key events.

They will be able to show tangible results of this.

They are proactive in supporting the exposing and profiling of weavers' goods at regional fairs and international buyer promotions in the region.

By August 2016 GSPD can capitalize on local level experiences / knowledge, and the national office is disseminating information throughout the organisation and to the greater public in order to create positive pictures of PWD's and to boost outside funding possibilities.

GSPD at national level has acquired techniques whereby it can document and disseminate information acquired from the regions and districts levels.

GSPD at national level uses local level success to strengthen support to the organisation both in kind and cash. At the end of the project period a written strategy for disseminating information about the basket weaving project to the rest of the organization has been elaborated and is in the process of being implemented. A strategy for disseminating best practice methods for income generating projects throughout the organization has been elaborated. The national office has tangible results to show regarding articles in papers or magazines or other medias.

C.3 Results and activities

Objectives	Expected outputs	Activities
Pursuit of objective 1	All participants of the weaving course have acquired new or upgraded weaving skills. They have become aware of the environmental risks associated with syntactic dyes and are familiar with environmental safe dyeing of straws.	1.1 Course in basket weaving training 1.1 Course in Eco dyeing of straws
	Participants are aware of the CRPD, they can "translate" it into their own context	1.2 Course in human rights, the disability convention and rights for PWD's at local level.
	Participants have an overview of the local weaving market mechanisms and are familiar with simple basic business management skills.	1.3 Course in business management
	70 % of the participants are organised in weaver groups and have an income that will support them	1.4 Organising participants in coop groups, register them and connect them to exporters
In pursuit of objective 2	GSPD at regional level is preparing an application for a project. GSPD at regional level has fed detailed information; strategies, narratives etc. on the Weaver Project to GSPD at national level.	2.1.1 An upgrading course in program management will be conducted for GSPD at regional level (Upper East)

	GSPD at regional level has established relations to the local media and has secured information dissemination of the projects via press and events.	2.1.2. Course in advocacy and communication with medias for GSPD at regional level (Upper East)
	Participants have communicated knowledge of the weaving training to the local communities through different medias.	2.2 A course in grassroots communication for members of GSPD in the project districts
	Partakers have shared new experiences of income generating projects and save/loan groups in their local GSPD organization at monthly members meetings. Partakers have shared experiences with GSPD at regional and national level.	2.3 Exchange visit between participants in the basket weaving training and other groups from GSPD
In pursuit of objective 3	GSPDs head office has disseminated information about the basket weaving project to all local branches. They have disseminated it to various medias as well so they general public is aware of the project.	3.1 Key members of GSPD at national level, responsible for communication will attend a training course in Disseminating Project Results. 3.1.2. Staff members of GSPD's national office will participate in monitoring trips to Upper East region
	GSPD head office has prepared a strategy for sharing best practice experiences in all of GSPDs local branches and is in the process of implementing it.	3.2. GSPD national office arranges a report on the experiences of best practice regarding income generating projects and distributes it in the organization

C.4 Strategy

Much of the present project design is basis on experiences acquired during the 2012 project. The project capitalized on local cultural apprenticeship traditions which proved very successful. In accordance with GSPD overall institutional objective of “*Fostering a participatory decision-making culture within GSPD*”, a participatory approach will underpin all project activities, encouraging PWD's to play an active and influential part in decisions which affect their lives. The stakeholders will not just be listened to, but also heard, their voices will also shape outcomes. It is believed that fine tuning of this methodology will act as change agent within GSPD helping to bridge the gap between its local members and the national level in Accra; institutions are strengthened when inspired by authentic voice and needs! Naturally, throughout the project an inclusive ethos will be paramount. This will demand identification and documentation of participants' special needs so exclusion or drop out does not happen. This demands wide-ranging logistical pre-project planning which will demand extra financial resources e.g. transport is a costly post that presents huge challenges for participants. These costs will be covered in the form of allowances.

Components related to immediate objectives:

To empower PWD's in in the Upper East Region of Ghana through skills, disability rights awareness and business management training so they can enter the workforce.

Under this component there will be the following courses conducted:

The Weaver Course: This course is similar to the previous one from 2012, which was a great success with full attendance and educated weavers with high level skills. It will be offered to persons who have no previous experience of weaving. The course will also include awareness training in disability rights, market mechanisms and business management. This course will run over a six month period. After finishing the course

the partakers will have a good know knowledge of their rights and general knowledge of market mechanism and business management.

The training in business management will take place during the basket weaving course and conducted parallel with this. This course is based on the 2012 course but made more simple and specific, with examples based on the participants daily life.

The training in human rights will include the disability convention and rights as a PWD in a Ghana context. The training will be conducted parallel with the weaving training. It will be based on the everyday life of the participants in the context of the Upper East Region. All learnings will refer to real tangible examples to make the material easy to understand and attractive to learn. As mentioned above, this course is based on the 2012 course but made simpler.

The Eco Friendly Dyeing Course: This course was not a part of the 2012 project. It will be offered to all who have completed the weaver training including the weavers from the coop groups from the 2012 project. It will give an orientation regarding the environmental hazards of synthetic dyeing which is now widespread in the area. Tools will be given to participants regarding safe handling and protection of the environment. It has been included in the present project on request from the 2012 weavers. The benefits are ecological sustainability, more healthy environment for weavers and better sales due to markets demands.

The applied pedagogical approach used in the trainings draws mainly on two facts, the first, that the majority of people in Ghana undertake vocational training in the form of traditional apprenticeships, they are an interwoven educational paths within communities. The pedagogical approach will build on this tradition utilizing the master – apprentice relationship. In day to day class room situations the course facilitator forms groups where those participants who are more advanced will hand down their knowledge to new beginners. The project will take advantage of this tradition and consequently by the end of the project a number of master weavers will be identified as future course instructors, thus creating a replicating training model. The master trainers will lead upcoming trainings with support from the regional office. This strategy enhances sustainability.

Sustainability for the coop groups from the 2012 project:

The coop groups from the 2012 project will be offered to participate in the eco dyeing course. They will also be offered a course in how to be attractive to the basket exporters. This will consolidate the sustainability of the 2012 project.

Formation of Weavers Coop Groups.

At the end of the basket weaving course the participants will be organised in coop groups. The groups will be registered and connected to a number of basket exporters.

Saving and loan groups.

During the basket training the participants will be encouraged to form saving and loan groups. GSPD's national office will arrange exchange visit with members of successful saving groups from other local branches of GSPD.

Exchange visits.

Exchange visits between income generating projects/save-loan groups in other GSPD districts and the current project districts will be arranged. The participants of these visits will be obliged to report about their findings at members meetings in their local districts and to the Project officer, who will write a report to be submitted to GSPD national office and GSPD Upper East regional board.

Course in grassroot communication.

A number of members from each project district will be selected to participate in a grassroot communication course to be local ambassadors for the basket weaving program. They will be trained in ways to approach medias and ways to communicate a story. Persons selected for the course will be individuals who have already shown good communication skills and who are willing to commit themselves to show concrete results after the course (local newsletter articles, radio spots etc.).

To build the capacity of GSPD Upper East Region; to support, monitor local projects and to communicate knowledge of these projects in favour of its members.

Selected GSPD's regional members will participate in an upgrading course in the area of program management. The training will be divided in two courses: One for project management and one for media cooperation. Each course is estimated to cover 2-4 days and local qualified consultants have been identified. The courses will address key project management issues e.g.

- Project strategizing using participatory methods
- Monitoring and evaluation
- Organisational learning; documentation and dissemination
- Dissemination of a story
- Working with medias

GSPD Upper East will get practical experience by monitoring the basket weaving program and will be obliged to secure that local media and stakeholders are informed about the project.

To build the capacity of GSPD at national level so it can capitalize on local level experiences / knowledge, disseminating throughout the organisation and the greater public.

Key staff members of GSPD at national level who are responsible for communication and two or three board members will attend a 4-5 day training course in Disseminating Project Results. The course will address the following area;

- Awareness raising – let others know what you are doing
- Inform – educate the communities / members
- Engage – get input / feedback from the district projects / GSPD members
- Promote – 'sell' your outputs and results to other regions / benefactor s/ supporters
- Make sustainable – ensure that the effects will be sustained after the project.

GSPD national office will arrange a report on why the basket weaving training in 2012 has been a successful income generating project compared to other projects that were less successful. The office will distribute the findings within the organization for local branches to use them in future projects. The office will also be obliged to use the basket weaving program as a way of communicating about GSPD and the capacities of PWD's. Tangible results from this effort have to be presented at the end of the project.

Cross – cutting issues

Throughout the process of compiling this project, focus was held on a number of cross - cutting issues; the environment, gender and ethnicity. As the reader will have already remarked there are a number of efforts sensitive towards the environment present in this application e.g. the initiation of an investigation that sets focus on eco - friendly dyeing.

Likewise, sensitivity towards gender fairness is reflected in the allocation of quotas and will also be present in the selection of trainers and staff. Regarding the ethnicity of project participants, there has been no recording of ethnic representation within GSPD projects until date. However this project will also record this data which will be noted in evaluations and reflected upon and steps will be taken if needed.

The sequence of the main project components

1. Arranging basket weaving trainers
2. Identification of participants for the basket weaving training.
3. Arranging premises for the weaving training
4. A one day workshop for project officers, weaving trainers and two representatives of GSPD Upper East
5. Course in project management for GSPD Upper East region
6. Launching of the basket weaving project with participation of local media, local stakeholders
7. Basket weaving training
8. Communication course for GSPD national office
9. Communication course for GSPD Upper East

10. Training in eco dyeing
11. Monitoring visit by GSPD national level
12. Training in grassroots communication for selected members of GSPD in Bolgatanga, Tongo and Bongo.
13. Exchange visit between members of the basket weaving program and members from other GSPD districts
14. Training in human rights and rights for PWD's
15. Training in business management
16. GSPD national office arrange a report on income generating projects in GSPD with the basket weaving program as an example
17. Organising participants in coop groups, register them and connect them to exporters
18. "End of basket weaving training" event with medias and stakeholder
19. GSPD Upper East prepare an application for a project

Allowances

The participants of the basket weaving program will be paid allowances during the program. This is to cover transport and daily needs. As all participants are PWD's, they will need to have some kind of transport to the premises of the weaving training which will have an expense. They will attend the training from 9 am to 4 pm and therefore participants do not have the possibility to seek any income. Compensation is necessary to prevent drop outs. The participants are all very poor people with no savings to cover their cost of living during the program. The allowances will only be paid for, for the days the participants actually show up. This is based on findings from the 2012 project where there was a very high attendance at the training and the only drop out was caused by a person passing away.

Synergy with GSPD/DHF joint project

This project has a great synergy with the joint project DHF is currently implementing with GSPD. The joint project is among other things building the capacity of GSPD members through income generating projects and supporting capacity building capacity of the organization through local fundraising. This coheres very well with this project. It can possibly take advantage of some courses offered by the joint project, and GSPD Upper East will at the end of the project be able to apply for financing of local projects through a fund established by the joint project.

However, this is an independent project and is in no way dependant on the joint project. The above mentioned possibilities of courses and funding can just as well be sought other places, and the project has been developed as an independent program based on wishes from GSPD Upper East local districts, the Upper East regional board and staff members of the GSPD national office, emerged at the end of the 2012 basket weaving project.

C.5 Sustainability

This project addresses a number of key development areas; it has special focus on the needs of youths from the most vulnerable population groups, sets focus on growth and employment opportunities, has adopted a pedagogical approach that highlights democracy and human rights. It draws attention to environmentally sustainable development it shows respect towards gender equality and ethnic representation. Central also to this project is the belief that "smart" development is when an organization such as GSPD which represents the poorest and most marginalized, is enhanced to deliver relevant sustainable services to its members. By doing so GSPD wins greater legitimization a core ingredient which enables organizations to attract a host of resources necessary for its success e.g. additional members, capital, patronage or political recognition. Equally, the notion that engaged members who know their rights will participate and contribute with both human and financial resources to GSPD is present. This is seen as ways which will add to the underpinning the future sustainability of GSPD.

It is recognized by the partnership that mere weaver training does not in itself guarantee sustainability. However, evidence from the last project showed a number of sustainable outcomes that were not foreseen e.g. the emerging of loan groups and the request by stakeholders to build weaver shelters. Follows is a working list over a number of incentives devised to underpin sustainability;

Weaver coop group

One of the findings from the previous project is that the organization of weavers in coop groups supports sustainability. The groups are connected to various basket exporters and all groups from the previous project

are currently fulltime engaged and having sales orders to keep them occupied for the rest of this year. Education of future basket weavers will be carried out by the current weavers as a kind of an apprenticeship. This will be part of the agreement concerning use of the weaver shelters, between GSPD Upper East and coop groups (to be described below).

Weaver shelters

In addition there is a long term plan to build five Weaver Shelters in the five targeted villages. Over the past months the land and funds are already allocated for the first building. These building will be simple structures that will complement the coop groups and support them as follows:

- The shelters will be used as meeting sites for the weavers, a base for weaver coop groups.
- Buyers, especially international buyers, prefer to buy from weaver groups, easier to promote own particular goods / brand. The shelters will make the coop groups more visible for buyers.
- Weavers can buy materials collectively and hereby cheaper
- GSPD will be the formal owners of the structures however with the clause that the weavers have the priority for using them. GSPD can generate income by charging a fee to users of the shelters. It is an aim for the DHF Ghana group to develop an agreement concerning the ownership of the shelters, that part of this income will be used to establish a fund to support training of new basket weavers.
- Future training using the replicating model will be conducted at the shelters.
- GSPD will be a more visible part of the community and will function as a contact point
- The shelters will depict a more accurate image of PWD's.

The Ghana group is currently applying several foundations (other than DPOD) to fund the shelters. One shelter has already been financed. We also finance the shelters through sales of baskets in Denmark.

Relevant, quality trainings secures products of good standards which in turn secures orders and thereby sustainability. However the question is always how long will a demand hold This partnership which spans from a producing country to the buying region of Europe has a strategic advantage in so much as the Ghana Group, DHF can inform and suggest new designs that are appearing in their home markets. The Ghana Group, DHF has proven to be very proactive in this area. Additionally, a part of managerial section of the weavers training addresses market vulnerability and the ongoing need to constantly improve, develop new goods and reinvest profits. Reinvestment of profits is already a dimension of the weaver groups established under the former project.

The 2012 project and this project is a good model for future projects to train new basket weavers among PWDs. GSPD Upper East will with experiences and results from these projects have a good basis for applying nationally and internationally.

A task for the weaving trainers during the project will be to identify future trainers for basket weaving programs of this kind and as role models for apprentices. During the project period the project officers will have a designated task to discuss with the basket weavers from the 2012 project and the new ones, how to establish an apprentice model for educating new basket weavers.

Sustainability for GSPD.

The project seeks sustainability for GSPD on all organizational levels:

Individual members are strengthened being able to contribute to the organization financially and with human resources.

The district organizations will after the project be more attractive to new members, have more attention from stakeholders and when the weaving structures are built they will have a source of income to cover activities. During the 2012 project the district organization of Bolgatanga experienced an increase in almost 50% of new members. They also experienced increase in interest from stakeholders who previous had shown no interest in the organization.

The regional board of Upper East will sustain the sustainability of the GSPD in Upper East by being able to apply, manage and monitor projects for the benefit of all district organizations there. Abilities they currently are only limited skilled in. At the end of this project they will be applying for a new project as well. They will in this process be more motivated in the future to seek funding and managing projects in benefit of the PWDs in Upper East region.

The national office will after the project have a success story to be used for showing the capacities of PWD's. It can be used as a showcase within the organization, for creating attention in general public and to future partners and donors. The national office will also be better to communicate with local branches and thus have the possibilities to create a stronger organization. They will be better to advice local branches in the area of income generating project as well.

C.6 Assumptions and risks

Related to Immediate objective number

	Assumptions	Steps taken	Risks	Mitigation
Objective 1	<p>30 PWD's in each District eligible, able and motivated to participate in training</p> <p>Participants participate punctually and fully</p> <p>Availability of Trainers</p> <p>Training venues are available in the Districts.</p> <p>Exporting companies are willing to buy basket production (DHF market will be less than 20% of projected production)</p>	<p>GSPD District Branches expressed interest, confirmed by preappraisal visit by meetings with members.</p> <p>Allowances will be given to cover transport and daily needs. Allowances will not be paid if they do not attend or are late. This proved to keep a very good discipline in the previous project.</p> <p>Many qualified Basket weaver trainers, and also trainers qualified for basic training in commercial skills, right etc., are available in Bolgatanga. Project Districts have been chosen close to Bolgatanga to minimize travel barriers.</p> <p>GSPD District Branches have confirmed availability in local venues.</p> <p>Exporters have already shown interest due to quality of product. Project will support cooperatives in quality and number of designs, business skills, quality control and production planning.</p>	<p>If local project coordinator finds better employment, project will stall until another is found.</p> <p>Market conditions are always a risk, but this is deemed small, as the basket weaver export market has been steady and growing for some years.</p>	<p>Present coordinator is motivated through membership of GSPD. But there are other qualified people in the Region, if not in GSPD.</p>
Objective 2	<p>GSPD Upper East meets regularly and functions in a normal way.</p> <p>GSPD Upper East has capacity to acquire and use training skills.</p>	<p>GSPD Upper East functions with a core of 4-5 members, meeting regularly.</p> <p>As of Nov. 14, several Upper East board members have capacity to acquire the training (businessman/internet café owner, school teacher, etc). The project will facilitate GSPD National Office to follow up and monitor Upper East Regional progress. If approved, the Joint Project will facilitate GFD follow up on training of communicators.</p>	<p>If Joint Project is not approved, National support from GSPD and GFD to Upper East may be weaker.</p>	<p>Danish Ghana Group will follow this situation and step up its own monitoring if necessary.</p>

Objective 3	GSPD national HQ functions normally and is willing and capable of carrying out assigned functions.	The project is in line with GSPD national strategies and priorities (IGA/Economic Empowerment).	If Joint Project is not approved, National HQ staffing and capacity will be severely limited.	The project itself is funding the activities, so they will be carried out, but perhaps by non-specialized staff or Board members instead of specialized staff. In this case DHF Ghana group would have to actively monitor planning and activities to ensure quality control.
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Straw prices (input for weaving) are seasonal and a long draught will affect prices and availability of raw materials. In the medium term, the construction of permanent venues (financed by private fund raising and not part of this project) will create storage space for the groups, allowing better input management.

D. PROJECT ORGANISATION AND FOLLOW UP

D.1 Division of roles in project implementation

Both the Danish and Ghanaian parties are responsible for the overall conceptual structure of the project. They are both responsible and should be in agreement if any major adjustments are needed to be made e.g. following the midterm evaluation or under project implementation. Both parties will be active under both the midway and final evaluations.

Division of roles for the implementation in Ghana:

The part of the project concerning Upper East region immediate objective 2 and 3):

- GSPDs at regional level will be responsible for supporting field staff in pre-project preparation, implementation and follow-up of the project. They will be responsible for the monitoring of the part of the project taking place in Bolgatanga, Tongu and Bongo.
- The actual implementation of the project in Upper East region will be led by David Aniah who has many years' experience in the field. He successfully coordinated the previous project. He has previously coordinated a number of projects in Upper East region and is the current president of the sports wing of GSPD.
- A qualified accountant will be employed by the project to take care of the finances concerning Upper East Region. GSPD Upper East will however be the actual responsible body for project finances concerning the Upper East region and the districts.
- Master weavers will be responsible for the daily running of the training of the Weaver Courses
- GSPD at regional level will facilitate and will be responsible for the disability rights training units of the trainings.
- The implementing team will identify trainers who will be responsible for input concerning market mechanisms and business management.

The part of the project concerning GSPD in general (immediate objective 3):

- GSPD head office will be responsible for implementing and the finances for the part of the project concerning the national part of GSPD.

The DHFs, Ghana group will have the main contact with GSPD and also main responsibility for the Danish part of the partnership. Representatives will participate in the midway evaluation and will visit Ghana after the final evaluation to discuss findings and future collaboration.

The DHFs, Ghana group and GSPD will jointly be responsible for all reporting to donors.

D.2 Monitoring and evaluation

As the project is anchored in a participatory methodology monitoring will be an implicit part of daily trainings. This information will be a consolidated every month to establish whether the project is meeting its timelines

and objectives. Information will assess new opportunities and challenges will be identify. If necessary new recommendations for immediate adjustment will be made all project concerned at district and regional level will participate in these monthly monitoring exercise. Any major adjustments will always have to be approved by all parties of the partnership. During pre-project face a comprehensive monitoring /evaluation plan will be agreed on. A midway evaluation will be conducted with the participation of members of the Ghana group in Denmark, the implementation team in Upper East, GSPD national head office and GSPD Upper East Regional board.

The final evaluation will be conducted by a team consisting of senior staff members from the GSPD national office, a GSPD regional staff member a member of the implementation team and an independent consultant. It will maintain a participatory approach and follow a TOR approved by all stakeholders. DHFs Ghana group will be responsible for collecting, documenting and distributing within DHF lessons learned and important results from this partnership so it can inform overall policy.

E. INFORMATION WORK

The information work is in two parts. The sales materials, which is produced for customers and future customers and the information materials about the project as such. The two will of course overlap. There has already been made awareness of the project because our partner group from 180 Degrees won the Consultings finale event, and got the Social Impact Award based on the material produced for us.

The aim of the information work is to create awareness about the project and the situation for PWD's in Ghana. However also to create awareness about the baskets for sales reasons.

Target group(s) for the information work

The target group will be basket buyers in Denmark, members of DHF and others related to DHF and our information stream.

The sales material produced by 180 Degrees is already made and ready to hand out. This contains of a pamphlet, a brochure, and a catalogue and on the internet, a Facebook page and an Instagram page. We also produce information for the DHF homepage and Facebookpage and the DHF member magazine and if possible, other public media.

Within DHF, the communication officer of DHF Development Work will be the responsible person to make news on the DHF sites and articles about the project in the member magazine. He will also make the future feeds for the Basket sites.

More information creates better sales and better conditions for the basket weavers. Better sales makes more information. PWD's in developing countries really need attention both in the public in Denmark in general and within the developing work society. We always work for more awareness for PWD's because this group is so vulnerable and work for other DPO's to give interest in the area.

3. Budget summary

Please provide a summary of the main budget items. A detailed budget with notes must be submitted in the annex '*Budget format*'. See also "DPODs guide on how to budget for the Danish Disability Fund".

NOTICE: Remember to click on all the tabs in order to fill in all the spreadsheets.

Budget summary		Currency
Indicate the total cost (i.e. including contributions from the Disability Fund as well as others)	<u>507.972</u>	DKK
Of this, the Disability Fund is to contribute	<u>507.972</u>	DKK
Of this, indicate the amount to be contributed by other sources, including self-funding by the Danish organisation or its local partner, if any	<u>17.000</u>	
Indicate total cost in local currency	<u>253.986</u>	GHC
Indicate exchange rate applied	<u>1 GHC=2DKK</u>	

Main budget items:	Full amount	Financing plan	
		Of this, from the Disability Fund	Of this, from other sources
1. Activities	299.240	299.240	0
2. Investments			
3. Expatriate staff			
4. Local staff	47.500	47.500	0
5. Local administration	10.000	10.000	0
6. Project monitoring (by the Danish organisation)	34.000	17.000	17.000
7. Evaluation	29.000	29.000	0
8. Information in Denmark (a maximum of 2% of budget line 1-7)	3.000	3.000	0
9. Disability compensation	17.000	17.000	0
10. Budget margin (a minimum of 6% and a maximum of 10% of budget line 1 - 9)	50.000	33.000	17.000

11. Project expenses in total (budget line 1 - 10)	479.740	462.740	17000
12. Auditing in Denmark	12.000	12.000	
13. Subtotal (budget line 11 - 12)	491.740	474.740	
14. Administration in Denmark (a maximum 7% of the subtotal 13.)	33.232	33.022	
15. Total	524.972	507.972	17.000

4. Annexes

OBLIGATORY ANNEXES

The following annexes must be submitted by post as well as electronically:

- A. Organisational factsheet (for the local partner organisation(s))
- B. Budget format

Please note that annex A should be filled in and signed by the local partner. The signed factsheet can be submitted in a copied/scanned version.

The following annexes regarding the Danish organisation must be submitted electronically, if not already submitted to DPOD:

- C. The organisation's statutes
- D. The latest annual report
- E. The latest audited annual accounts

SUPPLEMENTARY ANNEXES: for example reports and analysis that directly support the project's objectives and rationale (max 30 pages)

Annex no.	Annex title
F	DHF projects in Ghana
G	Evaluation report

Notice:

The application form inclusive of annex A – B must be submitted electronically and in print in one copy. If annex A is completed in Spanish or French, please enclose a Danish or English translation.

All annexes should be submitted in a format allowing easy photocopying (i.e. no magazines, books, newspaper cuttings - but A4 copies of relevant excerpts thereof).