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SEC. SCHOOLS DIGITALIZATION PROGRAM PROPOSAL INITIATIVE IN HOMA BAY COUNTY:

2018

SEC. SCHOOLS WEBSITE CREATION PROGRAM

ONLINE CONTENT MANAGEMENT

Ken Ochollah 0711176811 -2018

P O BOX 15 KANDIEGE

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**MORIAH RESOURCE CENTRE (MOREC)-CBO**

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***“We believe in the power of information to help end poverty”***

**REQUEST FOR PARTNERSHIP WITH THE COUNTY GOVERNMENT TO SUPPORT THE SECONDARY SCHOOLS WEBSITE CREATION PROGRAM IN HOMA BAY COUNTY:**

**INTRODUCTION:**

Moriah Resource Centre (MOREC) is a local community-based organization, registered under the social and gender department office, in Homa Bay County. MOREC’s focus is on establishment of higher learning institution. The community currently has limited access to basic infrastructure, including technological solutions and training. Lack of Vocational training services has the devastating potential to create a severe of economic impacts. Young people have struggled with life and they need a hand that can support them through vocational training and equip them with constructive Knowledge and reliable Skills. It is noticed that 60% of youths in their productive years, lack direction which has contributed greatly in affecting the development and economic out-put of the country. To address this, MOREC is committed to set up a learning institution that will address this gap through the laid down action steps.

**Overall goal of project**

The goal of MOREC is to improve information communication and technology needs of residents of rural Kenya counties and enable them be productive contributors to their economic growth. MOREC’s goals will be achieved through the following program objectives:

1. Introduce technical training institution to serve the rural population in Homa bay County
2. Offer courses in ICT and other disciplines within a walking distance from their homes
3. Enhance technical skills for job creation and employability of the population served

**Objectives of project**

1. Have people pursue professional courses in ICT and other disciplines within a walking distance from their homes
2. Have all form for leavers acquire computer skills that will see them have easy time in the university or colleges
3. Introduce online marketing skills that will see youths and job seekers learn:
4. Digital skills that will boost their employability
5. How to build an online presence and create content
6. Web design and user experience
7. How to leverage on social media

**PROBLEM STATEMENT**

Most of the secondary schools in our County are still subjected to the manual records management, manual updates of their programs and the overall school management portfolio. Through creation of web content online platform for various schools, this will enhance the school activities programs and easy access by the relevant parties. This will ensure easy access to the school programs and sharing of information among the schools in the county.

**METHODOLOGY**

The schools will be selected as per number of wards in the County. The designated schools shall provide relevant information required for the online platform creation upon receiving the letter of notification. This shall be done through the MOREC team and the ministry of education under the ICT and Education department in the county.

**PHASE 1**

1. Carry out information research and data compilation on the online content management.
2. Formulating developing and planning the of the project sites/schoolsDeveloping and creating IT expertise.

**PHASE 2**

1. Preparing and securing the initiative project in respective schools.
2. Commencement of designing the sites for the various schools selected.
3. Planning organization and hosting of the official public launch event.

# THE STAKEHOLDERS:

1. Moriah Resource Centre. MOREC
2. County Government of Homa bay through the the ministry of Education and Technology.
3. Secondary Schools Heads association in Homa Bay County.

**EVALUATION**

Program evaluation shall be subject to the full compliance with the online platform as per the standards set by the MOREC Organization in collaboration with the Ministry of ICT and Education in the County. The MOREC Organization shall offer training of youths selected in the program to acquire knowledge in content management platform creation. The design of the systems shall be fully done by the MOREC organization specialist and partly maintained by the MOREC organization under close supervision of the County Government.

**FUTURE FUNDING**

Once the program is fully launched, the selected schools shall take cost of maintenance through employing an IT specialist specialized in web content management through MOREC organization in collaboration with the County Government. The maintenance cost shall involve the update the systems to the current trends on the school.

|  |  |  |  |
| --- | --- | --- | --- |
| No | Parties Involved | Future Roles | Formulated budget work plan |
|  | MOREC Organization | * Provide expertise support * Provide sites and offices. * Design, develop and plan more websites * Provide training to IT/computer Teachers on web technology | As per the organization planned budget. |
|  | Selected Secondary Schools | * Provide Maintenance cost annually * Payment of the IT teacher provided by the MOREC organization |  |
|  | County Government of Homa Bay | * Supervise the Project progress * Audit the project * Allocate funds for expansion annually |  |
|  | Other interested parties | As per the company/organization portfolio and objectives |  |

**BILLS OF QUANTITIES,BUDGET AND WORKPLAN**

## BILL OF QUANTITIES

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| NO | ACTIVITY DESCRIPTION | ITEMS REQUIRED | QUANTITY  Ksh. | UNIT COST | TOTAL COST Ksh. |
| 1. | Initiative concept formulation development and definition consultancy services | Engagement of a consultant to design and define initiative | 20,000 | 1 | 20,000 |
| 2. | Initiative research and information and data compilation consultancy services | Engagement of a researcher to collect, compile and publish the details of the project | 20,000 | 1 | 20,000 |
| 3. | Initiative needs assessment and resources identification and definition | Engagement of project management consultant to develop a material,tools,manpower and technologies | 20,000 | 1 | 20,000 |
|  |  | |  | | --- | | Cameras | | UPS | | Laptops/desktops | | Software | | Internet | | 15,000  10,000  50,000  5,000  5,000 per month | 3  20  20  5  12months | 45,000  200,000  1,000,000  25,000  60,000 |
| 4. | Resource mobilization and acquisition | Engagement of consultant to design, plan and implement a resource mobilization program for the initiative. Compilation drafting and publication of resource mobilization proposals and other related documentation | 50,000 | 1 | 50,000 |
| 5. | Initiative pre-implementation planning and preparation | Movement /visiting various schools selected per ward | 60,000 | 6 | 120,000 |
|  |  |  |  |  | **1,560,000** |

## 

## INITIATIVE IMPLEMENTATION

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| NO | ACTIVITY DESCRIPTION | ITEMS REQUIRED | QUANTITY Ksh. | UNIT COST | TOTAL COST Ksh. |
| 1 | Commencement of the designs/template formulation | 1. Internet 2. Content management software. 3. Computers/laptops 4. Pictures/photos/data compilation from various schools. 5. UPS for the computers. 6. Photo editor tools 7. High resolution cameras | 200,000 | 1v | 200,000 |
| 2 | Execution of the project. | ICT/IT experts/specialist/developers  Experienced in CSS,JS,HTML,Photo editor. | 50,000 | 3 | 150,000 |
| 3 | Finalization of the work/designs | Domain registration  Hosting company  Accessibility of the URL | 10,000 | 20 | 200,000 |
| 4 | Initiative official public launch, commissioning and operationalization | Organizing, planning, and hosting of an official public launch event. | 100,000 | 1 | 100,000 |
| 5 | Installation and establishment of initiative secretariat, managerial framework and administrative mechanism. | Office space  Office Manager  IT TEACHERS | 100,000  50,000  20,000 | 1  12months  3\*12 | 100,000  600,000  720,000 |
|  |  |  |  |  | **2,070,000** |

## INITIATIVE PROMOTION AND MARKETING.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| NO | ACTIVITY DESCRIPTION | ITEMS REQUIRED | QUANTITY Ksh. | UNIT COST | TOTAL COST  Ksh. |
| 1. | Formulation,planning,development and implementation of the annual plans | Engagement of consultant specialized in digital web content creation. | 20,000 | 1 | 20,000 |
| 2. | Organizing, planning, designing, hosting and maintenance of the sites created and expanding to accommodate more schools. | Planning, organizing digital forums to build the capacity and sustainability of the initiative | 50,000 | 12 | 600,000 |
|  | TOTAL |  |  |  | 620,000 |
|  | TOTAL COST OF THE INITIATIVE |  |  |  | **4,090,000** |

**APPENDICES:**

## LIST OF SELECTED SCHOOLS PER CONSTITUENCY

|  |  |  |  |
| --- | --- | --- | --- |
| No | Constituency | Schools | Contact/address |
|  | Homa bay Town | * Homa Bay Boys high school |  |
|  | Ndhiwa | * Ratanga boys sec. school * Okok Mixed sec. school * Obera Boys sec school * Magina girls sec.school |  |
|  | Rangwe | * Ogande girls sec. school * Wiobiero sec school * Asumbi girls sec. school * Orero Boys sec. school |  |
|  | Mbita | * Tonga boys sec school * Mbita high school * Waondo sec. school * Kamasengre sec. school |  |
|  | Karachuonyo | * Otok sec school * Gendia high school * Siburi sec.school * Kandiege sec.school |  |
|  | Kasipul Kabondo | * Ringa boys sec. school * Ringa girls sec.school * Got rateng sec.school |  |
|  |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Cost line  Direct cost | Activity description | Type of unit | Unit cost | Quantity | Jan | Feb | Mar | April | May | June | July | August | Sept | Oct | Nov | Dec |
| 1. Outcome 1.0   Research and data collection from all the selected schools. | Research ,planning and designing the initiative for the 6 constituencies | Consultancy expenses and cost for information gathering | 20,000 | 6 | 120,000 |  |  |  |  |  |  |  |  |  |  |  |
| Activity 1.1.1 concept formulation, design and definition. | Finalization of the concept definition | Consultancy cost for designing,defination of the initiative | 15,000 | 1 |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 1.1.2 initiative needs and resources required assessments | Initiative budget development | Developing and finalizing the initiative bill of quantities and the budget and work plan | 15,000 | 1 |  |  |  |  |  |  |  |  |  |  |  |  |
| Output 1.2 Resource mobilization and acquisition | Support proposals compilation, drafting and publication | Consultancy expenses for proposal writing and sponsorship and support prospecting and engagement | 15,000 | 1 |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 1.2.1  Quantifying the organization contribution | MOREC’s contribution. | Costs and expenses related to acquisition of the site, securing and preparation for the implementation | 1,356,000 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 1.2.2  Obtaining support and sponsorship | Engagement and delivery of the proposals. Sponsors response and acquisition of resources | Expenses related to publication of sponsorship potential, engagement and resource acquisition | 15,000 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Total outcome 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| B . Outcome 2  Site establishment | The site at MOREC shall be established for the project | Cost for site establishment and building of offices | 100,000 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Output 2.1  Commencement of the work. | ICT/IT experts  Labour. | Labour cost/design cost  Software’s cost | 30,000 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2.1.1  Implementation of the initiative/program | Designs,template,laptops,UPS,data compiled from all the schools | Cost for design, data compilation, machines cost, designs  Internet costs. | 200,000 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2.1.2  Completion of project. | Domain registration  Website hosting | Cost for registration, hosting and maintenance. | 25,000 | 20 |  |  |  |  |  |  |  |  |  |  |  |  |
| Output 2.2  Commissioning and official launch of the initiative | Organizing, planning and hosting an official opening event for the program | Cost of the official public launch | 100,000 | 1 |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2.2.1  Installation of a secretariat. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2.2.2  Promotion/Expanding of the initiative. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Total Outcome 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Indirect cost   1. Project Staff | 1. ICT/IT experts 2. Coordinator 3. Manger 4. IT technicians |  | 40,000  60,000  50,000  20,000 | 12 |  |  |  |  |  |  |  |  |  |  |  |  |
| Total Project Staff. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Support cost | 1. Transport 2. Communication 3. Coordination and networking. |  | 120,000  100,000  50,000 | 1 |  |  |  |  |  |  |  |  |  |  |  |  |
| Total support cost |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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## A COPY OF LETTER OF NOTIFICATION

MORIAH RESOURCE CENTRE

P O BOX 15

KANDIEGE

Website: <https://moreec.github.io>

Date:

THE PRINCIPAL

SEC/HIGH SCCHOOL,

P O BOX. 6577

TOWN

Dear Sir/Madam;

**RE: VISIT NOTIFICATION BY THE MOREC TEAM & COUNTY GOVERNMENT TOWARDS WEBSITE CREATION PROGRAM:**

We are pleased to inform you about the visit of the MOREC IT expert team and

the official representative from the ministry of education and technology towards the creation of the online website for you school on date….. at……..

You school has been selected to be part of the first phase of the program.

Kindly notify/confirm before date…. for acceptance of our visit.

For more information kindly contact: 0711176811

We are looking forward to seeing you soon.

Thanks in advance,

Yours sincerely,

Ochollah Kennedy

MOREC IT Specialist

Cc:

Director MOREC organization Mr. cosmas Ochieng

County office Ministry of Education and IT

County Head of Sec. Schools Association

**PROJECT SUMMARY:**

Once the project is fully launched and implemented, the program shall run

annually supported by the County ministry of IT and Education , the MOREC

Organization and the selected schools. The program will employ at least 200

youths annually. This will help the county Government to achieve one of its

goals for job creation among the youths hence pulling together towards

realization of Vision 2013 pillars.

**BREAKDOWN OF THE CONTRIBUTION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Moriah Resource centre** | **Amount Ksh.** | **County Government of Homa Bay** | **Amount Ksh.** |
| Office and Site | 100,000 | Transport | 120,000 |
| IT experts/expertise | 150,000 | Communication/launch | 200,000 |
| Consultancy services | 200,000 | Consultancy services | 100,000 |
| Desktops /software/internet | 500,000 | Commencement/promotion  /marketing | 1,920,000 |
|  |  | Audit of the project | Not valued |
|  |  | Desktops | 800,000 |
| **Total** | **950,000** |  | **3,140.000** |

Total for the initiative: 3,140,000+950,000= **4,090,000**

The total amount we are requesting from the county Government through the ministry of Education and IT : **Ksh. 3,140,000**

**REQUESTED SUPPORT KSH.3,140,000**

PREPARED BY: Ochollah Kennedy IT specialist <https://ochollah.github.io>

Sign-------------------------------------

CONFIRMED BY: Mr. Cosmas Ochieng’ Founding Director Morec.

Sign----------------------------

**BANKERS:**

BANK ACCOUNT DETAILS:

ACCOUNT NAME:

ACCOUNT NO:

**CONTACT PERSON:**

* Mr. Cosmas Ochieng’

Founding Director

Contact: 0725398675

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