 

**MINISTRY OF INTERNAL AFFAIRS**

**NATIONAL BUREAU FOR NGOs**

Information Request Form (IRF)

June 2020

*Note this form should be submitted not later than one week from the day of picking*

**1.Name of Organization**

|  |  |
| --- | --- |
| Current Name | Kigezi Women in Development (KWID) |
| Former Name (*if*  *changed*) | Kabale Women in Development (KWID) |

1. **Registration and Permit Details**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FILE NUMBER** | **PERMIT NO.** | **REGISTRATION CERTIFICATE NO.** | **DATE OF FIRST REGISTRATION** | **DATE OF ISSUE OF CURRENT PERMIT** | **DATE OF EXPIRY OF CURRENT PERMIT** | **STATUS** |
| MIA/NB/2019/11/3461 | INDP0003461NB | INDR148763461NB | 3/12/2019 | 3/12/2019 | 3/12/2024 | Indigenous NGO |

* ***Attach NGO Permit***
* ***Attach certificate of registration***
* ***Attach certificate of incorporation***

1. **Area of operation**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **DISTRICT 1** | **DISTRICT 2** | **DISTRICT 3** | **DISTRICT 4** | **DISTRICT 5** |
| **District (s)** | Kabale | Rukiga | Ntungamo | Rukungiri | Kanungu |
| **Region (s)** | South Western Uganda | South Western Uganda | South Western Uganda | South Western Uganda | South Western Uganda |
| **Sub region (s)** | Kigezi | Kigezi | Ankore | Kigezi | Kigezi |
| **Division** | Central Division | N/A | N/A | N/A | N/A |
| **Municipality** | Kabale | N/A | N/A | N/A | N/A |
| **Town Council** | N/A | N/A | N/A | N/A | Kihihi |
| **County** | Kabale Municipality | Rukiga | N/A | N/A | N/A |
| **Sub-county** | Central Division | Kayonza | Rweshama | Rweshama | N/A |
| **Parish** | Central Ward | Kyabuhangwa | N/A | N/A | N/A |
| **Village** | Central Central | Kankiro | N/A | N/A | N/A |

1. **Address of the NGO Headquarters**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Physical location | District | Municipality / Division/ Town Council | County | Sub-county | Parish | Village |
| Kabale | Kabale |  |  |  |  |
| Plot No: | Plot 110 Kabale Mbarara road | | Post Office Box Number: | P.O Box 894 Kabale | | |
| Email: | kwid1996@gmail.com | | Telephone: | +256772428430 | | |

1. **Country of Origin of NGO**

|  |
| --- |
| **Country of Origin** |
| Uganda |

1. **Type of NGO**

|  |
| --- |
| **Type of NGO** |
| Indigenous NGO |

**\***Choose from **(Indigenous, Regional, Continental, Foreign or International)**

1. **Category of NGO**

|  |
| --- |
| **Category of NGO** |
| Individual NGO |

**\***Choose from **(Individual NGO, Umbrella/Networks, Self- regulatory body)**

1. **Objectives of the NGO**

|  |  |
| --- | --- |
| **Main Objective** | **Other objectives** |
| * To equip community members with social-economic and political related knowledge, values, skills and practices which will empower them to transform themselves and their community | * To strengthen vulnerable persons, groups, communities and individuals to access information, participate, demand services and hold institutions that affect their livelihood accountable * To promote awareness on human rights * To develop a system of bringing actors to collaborate/ partner/ network on common interest * To influence key decision makers, power holders and opinion formers for changes in policies, systems, attitudes and practices that will work in vulnerable peoples favour to support them receive required services * To strengthen mechanism for information dissemination and experience sharing among vulnerable groups within and beyond Kigezi * To advocate for mainstreaming of all cross-cutting issues (gender, OVC. Climate change environmental conservation, Governance and leadership, Alcoholism, ICT among women and girls, HIV/AIDS and psychosocial support) in development programmes |

1. **Promoters / Founders**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name** | **Citizenship** | **Profession** | **Email** | **Telephone** | **NIN** | **Passport No.** |
| Tumuheirwe Florence | Ugandan | Social Worker | [kwid1996@gmail.com](mailto:kwid1996@gmail.com) | 0772428430 | CF630091007AMJ |  |
| Blessing Brenda | Ugandan | Social Worker | [brendabless12@gmail.com](mailto:brendabless12@gmail.com) | 0775725027 | CF900091017WJJ |  |
| Liberty Christopher | Ugandan | Social Worker | [owochris60@gmail.com](mailto:owochris60@gmail.com) | 0787719533 | CM92009107FXH3G |  |
| Twinomugisha Jerimina | Ugandan | Social Worker | N/A | 0785910545 | CF74009108R7CK |  |
|  |  |  |  |  |  |  |

1. **NGO Staffing**

**Summary of Staffing Levels**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **TOTAL NUMBER OF EMPLOYEES** | **NUMBER OF FEMALE EMPLOYEES** | **NUMBER OF MALE EMPLOYEES** | **NUMBER OF NATIONAL STAFF** | **NUMBER OF INTERNATIONAL STAFF** | **NUMBER OF EMPLOYEES BELOW 35** | **NUMBER OF EMPLOYEES ABOVE 35 YEARS** | **TOTAL SALARIES PER ANNUM** |
| 5 | 4 | 1 | 5 | 0 | 3 | 2 | 26,533,371 |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of employee** | **Citizenship** | **Sex** | **Age** | **Designation** | **Type of employment** | **Salary per month** | **Start Date** | **Expiry Date** |
| Florence Tumuheirwe | Ugandan | F | 57 | Executive Director | Full Time | 500,000 | 1/1/2018 | 31st /12/2022 |
| Liberty Christopher | Ugandan | M | 28 | Project Officer | Full Time | 500,000 | 1/1/2018 | 31st /12/2022 |
| Blessing Brenda | Ugandan | F | 31 | Accountant | Full Time | 500,000 | 1/1/2018 | 31st /12/2022 |

***\*\*\* Attach list in similar format if space isn’t enough***

***\*\*\* Attach copies of appointment letter***

1. **NGO Officials (At least four key persons)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name** | **Designation** | **Sex** | **Age** | **Email** | **Telephone** | **Start Date** | **Date of Expiry** |
| Tumuheirwe Florence | Executive Director | F | 57 | [kwid1996@gmail.com](mailto:kwid1996@gmail.com) | 0772428430 |  |  |
| Blessing Brenda | Accountant | F | 31 | [brendabless12@gmail.com](mailto:brendabless12@gmail.com) | 0775725027 |  |  |
| Liberty Christopher | Project Officer | M | 28 | [owochris60@gmail.com](mailto:owochris60@gmail.com) | 0787719533 |  |  |

1. **NGO Board**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name** | **Occupation** | **Citizenship** | **Position on board** | **Age** | **Sex** | **Appointment date** | **Date of expiry** | **Annual total allowances** |
| Bafaki Regina | Social Worker | Ugandan | Chairperson | 55 | F | 21/4/2018 | 21/4/2024 |  |
| Rev. Canon Esau Habomugisha | Church Leader | Ugandan | V. Chairperson | 65 | M | 21/4/2018 | 21/4/2024 |  |
| Ms. Tukamushaba Hope | Accountant | Ugandan | Finance Secretary | 58 | F | 21/4/2018 | 21/4/2024 |  |
| Hon. Ninsiima Ronah Rita | Business Woman | Ugandan | Member | 42 | F | 21/4/2018 | 21/4/2024 |  |
| Mr. Ssentamu Charles | Social Worker | Ugandan | Member | 44 | M | 21/4/2018 | 21/4/2024 |  |

***\*\*\* Attach copies of appointment letters***

1. **Sector and sub-sector according to National Development Plan**

|  |  |
| --- | --- |
| **Sector** | **Sub Sector** |
| * Health * Private | Maternal and Child health  Civil Society empowerment |

1. **Beneficiaries**

|  |  |  |
| --- | --- | --- |
| **NO.** | **Type of Beneficiary** | **Number of Beneficiaries** |
|  | Champions | 68 |
| 2. | KWID Members | 100 |
| 3. | District leaders | 10 |
| 4. | Civil Society Members | 20 |
| 5. | Board members | 5 |

***\*\*\* Attach list in similar format if space isn’t enough***

1. **NGO Account Details**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Bank 1** | **Bank 2** | **Bank 3** |
| **Name of the Bank** | Absa | DFCU |  |
| **Branch** | Kabale | Kabale |  |
| **Account Number** | 6006702358 | 01981021004561 |  |
| **NGO TIN** | 1002124988 | | |

***\*\*\* Attach copy of URA TIN certificate of registration***

1. **NGO Funding**

**Approved annual budget** UGX 87,940,909

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Name of project (s)** | **Project duration** | **Project cost (ugx)** | **Names of funders** | **Area of implementation** | **Contribution to NDP** |
| **Project 1** | Strengthening Governance and Civil Society Programme | 8 months | 48, 351,500 | GIZ | Kabale and Rukiga districts | Strengthening civil society and civic participation |
|  |  |  |  |  |  |  |
| **Project 2** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Project 3** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Project 4** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

1. **Were the above approved projects shared or captured in the district development plan (DDP), National Development Plan (NDP), Ministerial Policy Statement (MPS)**

|  |  |  |
| --- | --- | --- |
|  | **YES** | **NO** |
| **Captured in DDP** | **Amazon.com : Check Mark Office Stamp | Self-Inking Stock Office ...** |  |
|  |  |  |
| **Captured in NDP** | **Amazon.com : Check Mark Office Stamp | Self-Inking Stock Office ...** |  |
|  |  |  |
| **Captured in MPS** | **Amazon.com : Check Mark Office Stamp | Self-Inking Stock Office ...** |  |

