

## **A. Mindlift Project Goals**

### **1. Skills Training & Certification**

- *Goal:* Equip youth with competitive employment skills
- *Objectives:*
  - 300 participants will complete vocational/digital training annually
  - 75% will achieve certification in their skill area
  - 90% will demonstrate improved technical competencies
- *Mission Support:* Directly addresses the skills mismatch causing unemployment

### **2. Mental Health Intervention**

- *Goal:* Improve psychological readiness for work
- *Objectives:*
  - 100% of participants will receive mental health assessments
  - 60% will show clinically significant symptom reduction
  - 80% will report improved work readiness
- *Mission Support:* Breaks the unemployment-depression cycle

### **3. Job Placement & Entrepreneurship**

- *Goal:* Create sustainable employment pathways
- *Objectives:*
  - 65% will secure jobs within 6 months post-training
  - 30 viable businesses will launch annually
  - 85% employment retention at 12-month follow-up
- *Mission Support:* Achieves mission of eradicating unemployment

### **4. Employer Ecosystem Change**

- *Goal:* Transform workplace mental health awareness
- *Objectives:*
  - 50 companies will adopt inclusive hiring practices
  - Partner firms will report 25% higher retention of our hires
  - 20% increase in wages for placed participants
- *Mission Support:* Creates systemic, lasting impact

### **5. Community Capacity Building**

- *Goal:* Establish sustainable support networks
- *Objectives:*
  - 5 regional alumni chapters will form in Year 1
  - 60% of graduates will participate in peer mentoring

- 100+ success stories will be documented annually
- *Mission Support*: Multiplies program impact organically

## **B. Project Management Tools**

### **1. Communication Tools**

#### **WhatsApp Business**

- *Purpose*: Participant engagement, reminders, and quick updates
- *Why Chosen*:
  - ✓ 98% of Rwandan youth use WhatsApp daily
  - ✓ Free, accessible without smartphones (works on basic devices)
  - ✓ Enables group broadcasts for announcements

#### **Telegram (Backup Channel)**

- *Purpose*: File sharing and larger group discussions
- *Why Chosen*:
  - ✓ Handles larger files than WhatsApp
  - ✓ Works on low-bandwidth connections

### **2. Task & Progress Tracking**

#### **Google Sheets**

- *Purpose*: Real-time monitoring of:
  - Training attendance
  - Certification completion rates
  - Job placement status
- *Why Chosen*:
  - ✓ Free with offline capability
  - ✓ Easy to share with partners/stakeholders
  - ✓ Customizable for our specific metrics

#### **Trello (Basic Version)**

- *Purpose*: Visual project timelines and task delegation
- *Why Chosen*:
  - ✓ Simple drag-and-drop interface
  - ✓ Works on mobile devices
  - ✓ Free for up to 10 team boards

### **3. Data Collection & Privacy**

#### **Kobo Toolbox**

- *Purpose*: Secure digital surveys for:
  - Mental health pre/post assessments
  - Employer feedback
- *Why Chosen*:
  - ✓ Works offline in rural areas

- ✓ HIPAA-compliant for sensitive data
- ✓ Free for nonprofits

#### Physical Notebooks

- *Purpose:* Counselor session notes
- *Why Chosen:*
  - ✓ No electricity/digital dependency
  - ✓ Added privacy layer for sensitive conversations

#### 4. Financial Management

##### Wave Apps

- *Purpose:* Track seed grants and expenses
- *Why Chosen:*
  - ✓ Free accounting software
  - ✓ Generates automatic reports for donors

#### C. Mindlift Team Roles

| Roles                        | Responsibilities   |
|------------------------------|--|
| <b>Project Lead (Me)</b>     | <ul style="list-style-type: none"> <li>• Oversee all operations</li> <li>• Secure partnerships &amp; funding</li> <li>• Monitor progress</li> </ul>      |
| <b>Training Coaches</b>      | <ul style="list-style-type: none"> <li>• Deliver skills workshops</li> <li>• Assess participant progress</li> <li>• Connect graduates to jobs</li> </ul> |
| <b>Marketing Coordinator</b> | <ul style="list-style-type: none"> <li>• Provide counseling</li> <li>• Lead resilience training</li> <li>• Maintain confidential records</li> </ul>      |
| <b>Operations Manager</b>    | <ul style="list-style-type: none"> <li>• Handle logistics (venues, materials)</li> <li>• Manage registrations</li> <li>• Coordinate transport</li> </ul> |
| <b>Peer Mentors (Alumni)</b> | <ul style="list-style-type: none"> <li>• Guide new participants</li> <li>• Assist with job searches</li> <li>• Reduce stigma</li> </ul>                  |

## **D. i) Resources Needed**

### **A. People Power**

- 2 full-time skills trainers
- 3 part-time mental health counselors
- 1 operations manager
- 10 volunteer mentors (program graduates)

### **B. Physical Items**

- 10 laptops for digital training
- Workshop tools (varies by trade)
- Basic office supplies (notebooks, pens, printers)

### **C. Spaces**

- Training venue (community center rental)
- Private counseling rooms

### **D. Other Essentials**

- Transport money for rural participants
- Simple marketing materials (flyers, banners)

## **ii) Project Costs**

### **1. Staff Salaries - \$9,600**

- **2 Skills Trainers**
- **3 Counselors**
- **1 Operations Manager**

### **2. Equipment & Materials - \$4,400**

- **5 Laptops**
- **Workshop Tools**
- **Training Supplies**

### **3. Venue Rental - \$900**

### **4. Participant Support - \$1,000**

- **Transportation**
- **Meals**

**Total Budget: \$15,000**

**E. Funding Sources:**

- Grants
- private donations.
- Partnerships with companies for sponsorships.
- Small participation fees for training programs