

Burundi Economic Empowerment Project for Youth and Women

Trainers:	Lead Trainer (LT), Six Community Facilitator Trainers (CFT's) Total Estimated Annual Training Time: 2,152 hours per person
Total Beneficiaries:	1,056 Burundian Youth and Women, 50% Youth and 50% Women

- I. Initial Training, (CFT) Training in Capital, Bujumbura**
(One Week, M-F, 40 hours per Person, See Detailed Budget Below)
 - Training of Curriculum, 13 Modules

- II. On-site Training in Gitega Province (Rural Burundi) to Youth and Women**
(Four Weeks, 160 hours per Person, reflected in (LT) and (CFT) Training Budget below)
 - Presentation to Government and Community Leaders
 - Home visits and Village Walks
 - Conduct Interviews
 - Categorize Households Based on Criteria
 - Teach Concepts of Methodology to Community Members
 - Identity Group Members and Form Group
 - Responsibility for Weekly Visit of 8 Groups per Community Facilitator

- III. On-site Training Meeting Procedures in Gitega Province to Youth and Women**
(16 Weeks, 640 hours per Person reflected in (LT) and (CFT) Training Budget below)

Each CFT develops and becomes responsible for 8 savings groups. Each group meets weekly for two hours. The CFT works with volunteer group leaders in advance of the meeting and after the meeting averaging 4 hours per group. The CFT also participates in social mapping, social projects, data entry after meetings and written reports to the Coordinator.

- Group Registration, Develop Leadership, Set Savings Amount
- Organize Material for Cash Boxes, Ledgers, Training Material
- Elect Group Leaders, First Savings
- Develop a Written Constitution, Membership
- Start Discussion on Policies, Set Social Fund
- Policies Developed on Attendance, Conduct, Loan Fund Management
- Procedures on Record Keeping, How to Share and Use Constitution
- Finalize the Group Constitution and Recommit Members of the Group
- Discuss Social Issues and Action Planning

- Social Issues Mapping
- Review Loan Policies
- Introduce Loan Procedures, Record Keeping, Loan Repayment Procedures
- Learn Data Entry for M&E

IV. Refresher Training (CFT) Trainings in Capital, Bujumbura
(13 Days, 112 Hours per Person, See Detailed Budget Below)

- Refresher Trainings on Upcoming Modules & Materials
- Sharing of Challenges & Opportunities
- Problem Solving
- Training on Data Entry Savix and Commcare

V. On-site Training in Capacity Building and Supportive Supervision in Gitega Province to Youth and Women
(14 Months, Rotary covering 7 Months and BFI covering 7 Months, 1200 hours per Person, reflected in (LT) and (CFT) Training Budget below)

- Ongoing Meeting Activities
- Implementation of Conflict Resolution Modules
- Providing Basic Business Skills
- Improve Existing Income Generation Activities

VI. Project Budget (see table below)

Budget Item	Duration	Personnel	Needs	Detailed Cost	Budget
Initial Training of CFT's in Capital, Bujumbura	5 Days, 40 Hours per Person	1 Lead Trainer, 6 CFT's	Hotel, Food, Transportation, Materials, Per Diem	\$100 per Person per Day	\$3,500
Rental Facility & Equipment	5 Days			\$200 per Day	\$1,000
Budget					\$4,500
Refresher CFT Trainings, Capital, Bujumbura	13 Days throughout the Year (112 Hours per Person)	1 Lead Trainer, 6 CFT's	Hotel, Food, Transportation, Materials, Per Diem	\$100 per Person	\$9,100
Rental Facility & Equipment	13 Days			\$200 per Day	\$2,600
Budget					\$11,700
Trainer Fee	255 Days	Lead Trainer	Training Village Groups	\$23.52 Daily Rate	\$6,000
Trainers' Fee	255 Days	Six (CFT's)	Training Village Groups	\$16.47 Daily Rate	\$25,200
Budget					\$31,200
Cell Phone	12 Months	6 CFT's	1 Cell Phone per Person	\$250 per U.S. Phone	\$1,500
Cell Phone Minutes & Wifi	12 Months	1 Lead Trainer, 6 CFT's	Funds for Communication & WiFi for M&E	\$32.50 per month per user	\$2,730
Budget					\$4,230
Transportation to/from/in villages	12 Months	1 Lead Trainer	Lead Trainer Overseeing 48 Savings Groups, CFT's Overseeing 8 Groups	Monthly Cost, (LT) \$200, (CFT) \$33	\$4,800
Supplies	One Time	48 Groups	Cash Box, Locks, Ledgers, Passbooks	\$35 each Group	\$1,680
Printing Training Materials	One Time	6 CFT's		\$40 each	\$240
TOTAL BUDGET					\$58,350

