

FEDA ANNUAL REPORT

1.1 Introduction

When the Food and Environment Development Association was officially registered on November 29, 2010, it put in place a short-term strategy document to guide the activities of the organization for 2010 and 2011. The major purpose of the document was to put in place mechanism for the establishment, growth and sustainability of FEDA. Results expected from this were: Legal framework and identity of organization established; Administrative and operational procedures in place for the smooth functioning of FEDA; Simple but effective fundraising strategy developed and implemented to raise funds to meet the needs of FEDA; FEDA partners network established with initial focus in the SW and NW Region; Resource centre of FEDA established; Information and knowledge on the existence, mission and objectives of FEDA known by all its members and the wider public.

This report is therefore based on the results of the implementation of the FEDA short-term strategy focusing more on activities that were carried out in 2011.

1.2 Establishment of Legal framework and identity of FEDA

On November 29, 2010 FEDA was registered in Limbe by the Senior Divisional Officer of Fako Division following law no. 90/053 of 19 December 1990 relating to the formation and functioning of associations in Cameroon. FEDA registration number is 805/G37/D14/1/VOL/1/BAPP of 29.11.2010 (see figure 1).

The physical and postal address of the NGO was also acquired (C/o Institute of Agricultural Research and Development (IARD) Batoke, P.O Box 495 Limbe), in Limbe which is the headquarters of FEDA.

FEDA acquired basic materials and equipment including 2 new laptops, 1 printer, and 1 Kodak camera

To facilitate follow-up and track members we designed ID card (fig. 2) and 20 cards have been issued

FEDA was officially launched in Yaoundé on July 23, 2011 with 70 people in attendance.

REPUBLIQUE DU CAMEROUN
Paix – Travail – Patrie

REGION DU SUD-OUEST

DEPARTEMENT DU FAKO

PREFECTURE DE LIMBE

BUREAU DES ASSOCIATION ET
DES AFFAIRES PARTIES POLITIQUES

No. 805/G.37/D.M.1/VOL.1/BAPP



REPUBLIC OF CAMEROON
Peace Work – Fatherland

SOUTH WEST REGION

FAKO DIVISION

DIVISIONAL OFFICE, LIMBE

OFFICE OF ASSOCIATIONS
AND POLITICAL PARTIES

Limbe, the 29 NOV 2017
Le Préfet du Département du FAKO
The Senior Divisional Officer For FAKO

Subject: **ACKNOWLEDGEMENT RECEIPT**

To: **WHOM IT MAY CONCERN.**

I, the undersigned Senior Divisional Officer for Fako do hereby acknowledge receipt of the complete documents for the legalization of an Association denominated:

"FOOD AND ENVIRONMENTAL DEVELOPMENT ASSOCIATION" with acronym [FEDA]

This Association has as its main objectives:

- To undertake research to improve knowledge and techniques for increased food production and environmental conservation and management.
- To educate and raise awareness, especially for local communities, on the innovative techniques for enhanced food production and environment management.
- To improve and support food production and sustainable development of the environment.
- To develop and put in place mechanisms for the sustainability of the association [FEDA]

This Association with its headquarter in Limbe, Fako Division, with the under mentioned persons as its leaders shall operate in conformity with article 7 of Law No. 90/053 of 19/12/90 relating to the formation and functioning of associations.

No.	NAME	FUNCTION	PROFESSION
01	Dr. NGEH PAULINUS	PRESIDENT	RESEARCHER
02	Mr. EYABI GEORGE DIVINE	SECRETARY	RESEARCHER
03	M. OJONG CLARA	TREASURER	TEACHER
05	Dr. CHIAMBENG GEORGE YONGBI	TECH. ADVISER	REASERCHER

In testimony whereof, this receipt accords legal existence to the above mentioned Association to operate strictly within its objectives as outlined in their articles of association and the regulations in force.

Distributions:

- MINATD/Y'DE
- GOVERNOR/SWR/BUEA
- ALL SUB PREFECTS/FAKO
- FORCES OF LAW AND ORDER/FAKO
- CONCERNED/CHRONO



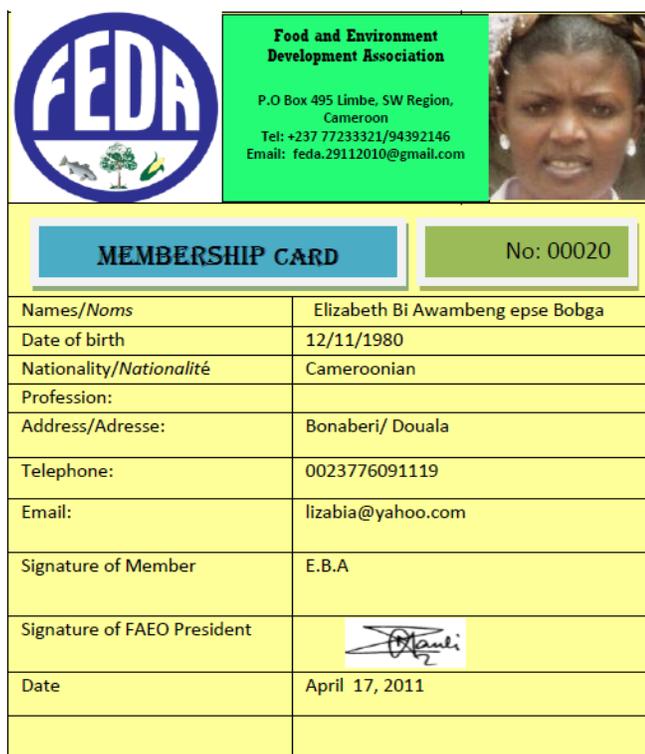


Figure 2: A sample of FEDA membership card with basic information of FEDA member

1.3 Institutional systems in place

FEDA developed a draft operational manual (How we function). We equally developed a strategic plan development workshop held in December 22 2012, to consolidate draft five years strategic (2012-2017) and work plan for 2012. Priorities for 2012 include.

To facilitate financial management and documentation of financial records, various financial documents such as receipt booklets, payment vouchers, registration, benefactor and membership forms were produced.

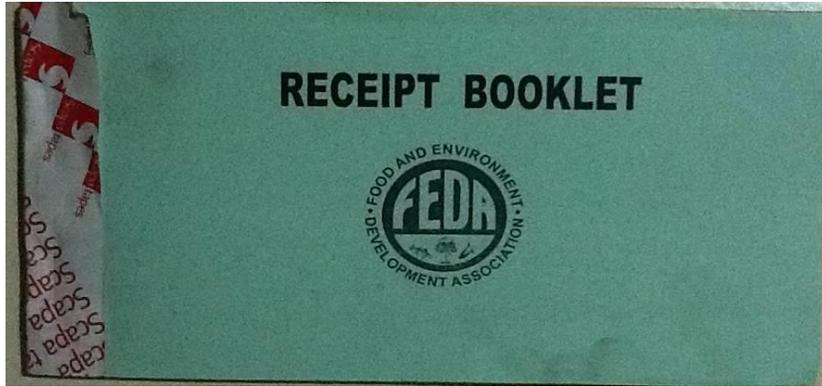


Figure 3: Sample of FEDA receipt booklet

1.4 Visibility/ awareness raising on FEDA and its activities

In order to sensitize the public of its existence, FEDA produced 2000 flyers in English and about 1500 copies have already been distributed. The flyer has already been translated into French and printing will soon be done. FEDA equally produced 1000 stickers and they are being distributed.

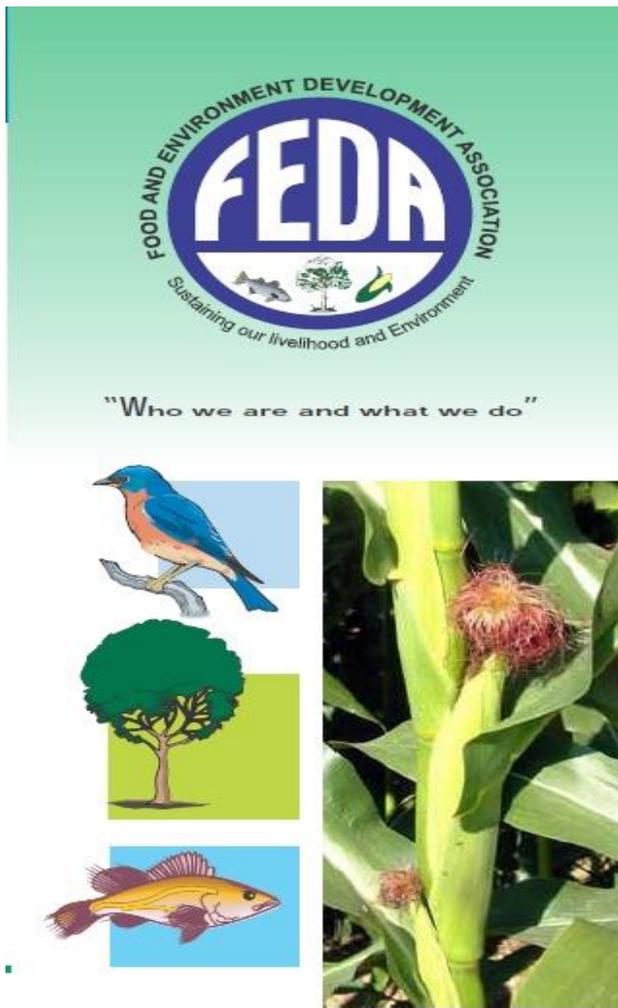


Figure 4: FEDA flyer and sticker

The year 2011 was declared by the United Nations as the International Year of the Forest. As part of activities to mark this year, FEDA carried out two main projects;

- The production of 1000 Posters on ‘Some Facts and figures on Cameroon Forest’ in both English and French. These posters were distributed to secondary schools in Yaoundé, Buea and Bamenda as well as to regional Delegations of Forestry and Wildlife and Environment and Protection of Nature in the Centre, South and S.W



Regions.

Figure 5: Posters ditributed to environmental clubs

- FEDA equally organized a Radio call in programme at ‘Radio Environnement’ in Yaoundé for a month to sensitize the public on the importance of the forest. For each day that the programme went on air, 5 winners were selected and were reward airtime each.



Figure 6: Live broadcast of the Programme ‘FEDA Hour’ at ‘Radio Environnement’ in Yaoundé.

1.5 Fundraising strategy

The greatest challenge FEDA faced within this year was fundraising due to its young age. However a lot of efforts were put in to get funds for FEDA as listed below;

- A draft fund raising strategy was developed
- Two project proposals were submitted to donors but both responses to the proposals were not favourable.
- 30 T-shirts were produced and a few more copies at left for sale.
- 38 members recruited (32 adults and 6 students)
- A grant was received from CIFOR

1.6 Network of FEDA partners established with focus in the NW and SW Regions

FEDA committed itself to investigating the challenges that farmers involved in the cultivation of mushroom are faced with in the NW Region. To facilitate this, FEDA initiated Collaboration with 7 Common Initiative Groups (CIG) working on mushrooms in the NW region and with one in the SW Region.



Figure 7: A mushroom production group receiving training in Bamenda

FEDA equally carried out a baseline studies on fuel wood consumption in the NW Region.

1.7 Establish FEDA Resource Centres

Although the FEDA Resource Centre has not been operational, books have been acquired on various environmental fields. Copies of relevant legislation in environment have also been collected.

1.8 Finance

Being a new NGO, and considering the fact that most funding agencies do not fund projects of organizations that are not more than 2 years old, FEDA faced a lot of challenges in getting funds to run itself and to carry out projects. However due to the generous contributions from some of its members and registration the NGO was able to sustain itself throughout the year. In all, we were able to raise 2.900.000FCFA(Table 2) and the total expenditure for the year stood at 3.152.425FCFA (Table 1). Therefore FEDA had a deficit of 252.425FCFA for the year.

	month												
Budget line	1	2	3	4	5	6	7	8	9	10	11	12	Grand Total
Communication	8500	6900	19500	18000	25000	25000	31800	28000	26500	31500	23000	26000	269700
Meetings and workshop							190900					45000	235900
Office running	8725	3000	4550	108800	1200		29300	1000	3900	15000	11000	15500	201975
Salaries and Benefits	50000	50000	50000	50000	151000	50000	75000	50000	100000	75000	75000	75000	851000
Travel	7800	3200	12950	13800	8300	9600	16100	5600	18300	56200	11500	33300	196650
Materials and equipment	17250	3000	7500	350		10000	140900		5000		100000	653200	287200
Projects											400000	60000	460000
Grand Total	92275	66100	94500	190950	185500	94600	484000	84600	153700	177700	620500	908000	3152425

Table1: Expenditure from January to December 2011

	Month								
Purpose	3	4	6	7	8	11	9	12	Grand Total
Annual dues				15000					15000
Donation	180000	422000		200000		273000	225000		1300000
Grant						400000			400000
Member registration	25000	160000	35000	190000	50000	25000		50000	535000
2 new laptops, printer and a KODAK Camera (Donation)								650000	650000
Grand Total	205000	582000	35000	405000	50000	698000	225000	700000	2900000

Table 2: Income from March to December 2011

1.9 Donors

Within the year FEDA received a grant from as part sponsor for the projects to mark the international Year of the Forest from the **Centre for International Forestry Research (CIFOR)**.

Conclusion

It is very common for any new organization to face difficulties because people are skeptical to join due to the fact that they cannot verify its authenticity and donors are also reluctant to finance its projects because they doubt the capacity of the organization to execute projects. FEDA was faced with all of these challenges. Despite these challenges, a lot of progress was made as can be seen from the number of people who joined the NGO and work the NGO did within the year with limited resources from membership registration and contribution. From every indication, therefore, FEDA had a positive balance sheet for the year 2011.