



Emfuleni Shelter **for** Boys

NPO NUMBER: 038628

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Type of organisation: Non- Profit

Registration number: 038-628 NPO

Income Tax Reference Number: 9079/671/18/7

VAT Number: 4630265249

Tax Exemption Number or PBO Number: 930040067

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1. Executive Summary

- Emfuleni Shelter for Boys (ESfB) is a Non-Profit Organisation that provides residential care, food, developmental programmes, security, and safety to destitute and abused children who are legally placed, in terms of the Children's Act, under the care of the shelter.
- ESfB caters for boys who have been identified by the court of law. It has managed to rehabilitate them and improve their behaviour, while preparing them for their independent lives in the outside world once they are of age. In some instances, it has managed to reconcile the children with their families. Thus, it is important that the shelter continues to operate so as to help many other boys with similar problems.
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The primary aim is:

- To provide shelter, safety and security, nutrition, and education for vulnerable boy between the ages of 9-18 years with the intention of rehabilitation to ensure that they become better citizens in future.
- To equip the boys to become citizens who can play a positive role in society achieve the latter through the development, implementation, and provision of programmes.

The objective is to:

- To provide a residential care programme to the children
- To provide a therapeutic programme to the children
- To provide a developmental programme to the children
- To provide a recreational programme to the children
- To provide an emancipation programme to the children

Services rendered:

- Provision of shelter
- Provision of food
- Developmental programmes
- Emancipation programmes
- Therapeutic services
- Reunification services
- Recreational programmes

2. Business Overview

History of Organisation

- It was in 1992 when it was observed that there were children, boys, who were searching for food in dustbins, begging and sleeping in the streets. The children were destitute as some of their parents neglected them due to alcohol abuse. Some were orphans due to the Boipatong massacre.
- The intention was to rehabilitate them from drug abuse and reconcile them with their families and improve their behaviour so that they become better citizens in the future.
- In 1996, the Western Vaal Municipality offered a house which was renovated to meet the standards of a shelter according to the Department of Social Development (DSD). The house was leased to us for a period of 10 years at R 50.00 per annum.

Vision

- To provide destitute and abandoned boys that are coming through the court of law with a home that will cater for their needs and rights which include the right to food, shelter, safety, clothing and education.

Mission

- To develop and nurture the potential of the boys, preparing them for the outside world with the help of parents, educators, the community, donors and different denominations.

Service Description

- Provision of food: Provide the boys with a meal three times a day.
- Developmental programmes: To address the child's educational needs, give them the opportunity to receive education and training that will equip the child with vocational skills and ensure that they are well prepared for independent living.
- Emancipation programmes: Focuses on supporting the child from ESfB who completed their secondary education and/or a child who is unable to complete their secondary education. The child is being provided with the opportunity to further their education or alternatively be assisted to enrol into another form of training and eventually find suitable employment.
- Therapeutic services: To ensure the child's needs are met and that they develop and improve their current level of emotional functioning.
- Reunification services: Successful reunification of the child with the family of origin to give a child with uninvolved parents the exposure to a normal family life by introducing them to holiday parents.
- Recreational programmes: To ensure that a child lives a healthy, balanced lifestyle and is exposed to learning different activities and skills.

The boys at ESfB have selected a committee that comprises of 3 members to represent them regarding day-to-day activities of the shelter. This committee meets monthly to discuss topics such as matters arising during the month, their progress and new ideas they have for the shelter. The committee presents this information to the staff and the staffs communicates these things to the manager. The manager then presents these matters to the boards. The boys also take turns washing dishes during the week and cleaning the shelter during weekends.

The parents/guardians of boys are visited on a quarterly basis to evaluate their progress. They are also given a chance to pay their children a visit. The boys visit their families over the school holidays, thus giving the family an opportunity to monitor the boy's progress and prepare both parties for reunification.

Achievements

The centre has managed to:

- Reunify more than 20 children with their families.
- Enrol more than five children in tertiary,
- Provide food, shelter, security, and education to more than 50 children.
- To rehabilitate its beneficiaries from substance abuse and behavioural problems
- To identify, develop and nurture the special talents of the beneficiaries (athletics, music, etc.)
- To equip beneficiaries with computer skills
- To execute therapeutic programmes successfully
- To raise awareness and educate children about their rights and responsibilities.
- To create a homely, hygienic, and safe environment for the children

Objectives

(See attached below)

<p>1. Create a safe atmosphere and environment where children can stay:</p> <p>- A place for each child to sleep. Each child has to have their own bed.</p> <p>-Provide children with a space (cupboard) to keep their personal belongings and clothes.</p>	<ul style="list-style-type: none"> - Care workers inspect the house on a daily basis and give reports to the Social Worker. - Children have their own beds and made neatly - Every Child has their own locker, the care workers check the locker s to ensure that the clothes are neatly packed. - Sessions are held between the child care workers and the social worker to assist them to cope with behaviour problems. - The Care workers clean the house on a daily basis. 	<p>Time the beneficiaries have to complete their school, sports, therapeutic and other extra mural activities such as swimming and soccer. At times it seems more programs introduced to them have an impact on them being playful beings and not having programs the organisation would be deemed non performing.</p> <p>Beneficiaries sometimes give challenges when they have to be collected from their drop off points after school thus resulting in more trips searching for them</p>	<p>R 525 546-00</p>	<p>R 454 787-97</p>	<p>The beneficiaries have been assisted with formation of Children's Forum and their voices are heard collectively. All programs have their time- tables which clearly defines what needs to be completed when</p>
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<p>Emotional care to be provided to the children by the Childcare Workers</p> <p>Ensure that children stay in a hygienic environment:</p> <p>-Cleaning daily by the housemother.</p> <p>-To ensure that the house and children's bedding and personal belongings are clean and neat on a regular basis.</p>	<ul style="list-style-type: none"> - The care workers wash the bedding of the children on a weekly basis. - The care workers assist the children with ironing and doing the children's laundry. - Children pack their clothes neatly every week with the supervision of the care workers - The food menu rotates weekly - The care workers cook for the children and ensure that they receive, breakfast, lunch, and supper. - The Centre has a first aid kit in the house and also in the kombi used to transport children to and from school and if they have activities that they have to go to. 				
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<p>To provide the children with clothes:</p> <p>-Ensure that children wear clothing that is neat and clean at all times.</p> <p>-Ensure that children wear clothing that is relevant to their age. Their clothing gets bought quarterly</p> <p>-Repair clothes which are repairable.</p> <p>-Children are taught to look after their clothing.</p> <p>Ensure that children receive balanced meals:</p>	<ul style="list-style-type: none"> - Emergency numbers are displayed in the living room where everyone can see them in case of emergency. - Fire extinguishers are re-filled and checked for expiry dates. - One of the community church members comes to the shelter every Wednesday to give the children bible studies. The boys attend church on Sundays. 				
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<p>- Menu card to be changed on a quarterly basis.</p> <p>-Buying of food.</p> <p>-Preparation of the meals.</p> <p>-Dishing up.</p> <p>-Cleaning of dishes.</p> <p>Ensure the safety and security of children:</p> <p>-Ensure that the ESFB has a first aid kit (emergency kit), as well as trained staff to handle emergency situations.</p> <p>-Ensure that children are kept safe from dangers.</p>					
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<p>-To provide 24 hour security camera</p> <p>-To make use a telephone for emergency calls or as back-up, fire extinguishers serviced and as well as rules, regulations and policies to guide children and staff reviewed</p> <p>- Manager to ensure that fire extinguishers are serviced regularly and that we comply with all health and safety regulations.</p> <p>-To teach children and staff about emergency evacuation procedures and other related</p>					
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<p>safety and security procedures.</p> <p>To ensure that children are being taught about religion and spiritual being:</p> <ul style="list-style-type: none">❖ Ensure that children attend Church, together with their Childcare Workers, every Sunday morning.❖ To provide the children with the opportunity to attend religious classes and any other Church activities.❖ To teach the children about the Bible, prayers in the evenings, prayers before meals.					
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OBJECTIVE 2: TO PROVIDE A THERAPEUTIC PROGRAMME TO CHILDREN.

ACTIVITIES	ACHIEVEMENTS	CHALLENGES	TOTAL COSTS DATE	EXPENDITURE TO DATE	REMARKS/ PLAN OF ACTION
Pre admission / screening and assessment of new intakes: ❖ Screen background reports (psycho-social-, medical – and educational reports). ❖ admission	Designated social workers give background reports, medical and school reports. Sessions are held before admission.		R 525 546-00	R 85289.96	
Orientation of new admissions: ❖ Social worker to facilitate the interview process with the child and request	New children are interviewed and orientated				

<p>relevant documentation from designated social worker.</p> <ul style="list-style-type: none"> ❖ Ensure that the child is orientated to the Centre and the structure. ❖ The Childcare Workers must introduce the child to daily routines. ❖ Behavioural expectations, children's rules and other related procedures are communicated to the child- in a manner that it will bring positive feedback to the child. 	<p>by the social worker regarding the structure and rules of the Home on admission. The child care worker also orientates the child regarding the residence and introduces the child to staff and other children.</p>				
<p>To address all awareness matters:</p> <ul style="list-style-type: none"> ❖ Different stakeholders engaging with the child to identify needs, strengths and weaknesses. ❖ To build therapeutic / trust relationship with the child. ❖ Have regular internal team discussions child's progress 	<p>The social worker conducts workshops with the children to make them aware of their rights The child care workers give daily to the social worker.</p> <p>Counselling sessions are conducted with each child to assess their needs and affect their development plans.</p> <p>The Social worker files all statutory reports and documents in each child's file and records all due</p>	<p>Participation by some designated social workers is not yet on par.</p>			<p>Child friendly policies have been developed at the organizational level.</p>

❖ Keep up with due dates of all statutory – and other related reports in regard to children.	dates and coordinates with designated Social workers and DSD canalisation section. , Panel sessions are also held monthly with DSD social worker and designated social workers				
To have regular therapeutic intervention: <ul style="list-style-type: none"> ❖ Develop and implement IDP and Care Plans with regard to children. ❖ Have regular case discussions with stakeholders involved ❖ Conduct Life skills groups. ❖ Evaluation of children's overall functioning. ❖ Conduct therapeutic groups. 	<p>The social worker has counselling sessions with each child and takes note of each session to measure progress.</p> <p>Children's progress is recorded on a daily basis by house mother, child care worker and submitted to the social worker daily and/or weekly.</p> <p>Counselling sessions are held with the children and some are referred for specialised therapy e.g. to SANCA for rehabilitation.</p>	<p>The role of the ESfB social worker and the designated social workers has been clearly marked and both parties understand their roles regarding beneficiary's intervention.</p> <p>Through regular panel meetings there is a huge progress in this regard</p>			<p>The children are taken to some Community events regarding crime and substance abuse and crime prevention.</p> <p>There is communication and networking with the Child protection unit of the SAPS and ESfB is invited to their events but also address children on a number of topics</p>

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OBJECTIVE 3: TO PROVIDE A DEVELOPMENTAL PROGRAMME TO CHILDREN.

ACTIVITIES	ACHIEVEMENTS	CHALLENGES	TOTAL COSTS DATE	EXPENDITURE TO DATE	REMARKS/ PLAN OF ACTION
Provision of life skills groups to children with the focus on topics such as: ❖ Physical care such as hygiene and washing of clothes. ❖ Personal management such as keeping your room tidy, looking after	The Social Worker and Care worker conduct hygiene talks with the boys and ensures that the boys are neat at all times.	There is a struggle of allocating time for programmes,	R 525 546-00	R 454 787-97	The life skill program is an on-going process and it attends to the individual and sometimes group challenges within or by the individual beneficiary.

<p>your personal belongings and saving on electricity and water.</p> <p>❖ Environmental management such as picking up litter and planting veggies.</p> <p>❖ Social skills such as conflict management, respect and values, dealing with bullying, problem solving and debating.</p>	<p>The care workers have gym and exercise sessions with the boys in the afternoon, as a sense of promoting health and physical wellbeing.</p> <p>The boys are also encouraged to help the gardener with gardening.</p> <p>Session with social worker on children forum held and establishment of Children's Committee elected.</p>	<p>The space is not enough for the boys to do outdoor activities like soccer and resources for the boys to visit sport pitches regularly outside of the Home.</p>			
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<p>Provision of an educational programme to all the children:</p> <ul style="list-style-type: none"> ❖ Ensure children follow mainstream education. ❖ Assistance with homework and school assignments. ❖ Child care worker supervision during study hours. ❖ Administrate weekly tutoring program for beneficiaries ❖ Access to public library and other learning tools. 	<p>The care workers assist the boys with home works; they also check their books to monitor performance.</p> <p>There is still a challenge with some not having adopted a culture of studying and doing homework.</p> <p>The Social Worker also conducts school visits to evaluate their performance at school and check if they are problems in some areas.</p> <p>From Monday to Friday a tutor runs a program from 15h3- till 17h00</p> <p>All the boys are enrolled in school.</p>				<p>VUT and North West University students are being encouraged to resume voluntary work in helping the children with critical subjects like Mathematics and natural sciences and to help them with their home work like they did in the past.</p>
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	The children have a mini library.				
Provision of a family preservation programme: ❖ Arrange panel meetings where the families of the children are invited to.	The social worker arranges visits for the boys, prepares the parents and also the children for their visits during holidays. Evaluation of the holiday visits is done after the holidays Parents also attend Panel sessions	Some of the parents/relatives do not show interest in the children's wellbeing. They do not honour appointment or invitations to sessions.			

<ul style="list-style-type: none"> ❖ Ensure that external visits to host parents, parents or other family members are supervised. ❖ Arrange and screen holiday visits and sibling contact. 	Parents are allowed to visit their children at the centre.	<p>Some parents don't fulfil their promises to the children by saying they will visit and don't actually come.</p> <p>We are having a challenge finding host parents for our children as they are older boys and parents are sceptical about taking in older boys.</p>			
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OBJECTIVE 4: TO PROVIDE A RECREATIONAL PROGRAMME TO CHILDREN.

ACTIVITIES	ACHIEVEMENTS	CHALLENGES	TOTAL COSTS DATE		REMARKS/ PLAN OF ACTION
<p>No activities due to COVID 19 pandemic and National Lockdown.</p> <p>We only had indoor programs such as games and movies.</p>	We managed to run life skill programs and engage the children with the Lockdown activities.	Everyone was no allowed to move freely and majority of places were on shutdown or regulated to some sort. No	R 525 546-00		Since the lockdown has been relaxed we will engage with outdoor activities.

		holiday program or outdoor activities were allowed			Covid 19 has disrupted a lot of activities so there are regulations that needs to be adhered to when attending extra mural activities
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SWOT ANALYSIS

Strengths	Weaknesses
<ul style="list-style-type: none"> • Strong fundraising and marketing skills and strategies • Conducive and vast support from society • Ethical financial management • Productive and co-operative workforce • Functional programmes to support beneficiaries • Hands on participation of board members • Compliance with requirements of the funders • Goal driven 	<ul style="list-style-type: none"> • Lack of financial resources and land • Lack of employee development programme funding • Lack of presence within the community where we operate
Opportunities	Threats
<ul style="list-style-type: none"> • Opening branches in other areas • Opening a shelter for girls • Attracting more sponsors through the Centre's marketing strategy 	<ul style="list-style-type: none"> • Liquidation due to no land ownership

3. Governance and Management

Emfuleni Shelter for Boys (ESfB) Board Members

NAME	POSITION	CONTACT DETAILS	ID NUMBERS	PHYSICAL/POSTAL ADDRESS	EXPERIENCE AND SPECIFIC EXPERTISE IN AREA OF SERVICE
1.Ms B.M. Makhethi	Board Chairperson	083 259 3994/ 081 312 1174	750531 0334 082	7212 Zwane Street Sharpeville 1928	Business woman
2.Mr M. Moeti	Board Deputy Chairperson	078 738 8997	6708031 5304 081	36 Hadfield Street C.W.1 Vanderbijlpark 1900	Department of Justice Senior Interpreter
3.Mrs S. Mohai	Board Treasurer	082 200 4350/063 453 4050	680312 0976 080	55 Goodyear Street Vanderbijlpark 1900	Attorney
4.Mr M. Mokhele	Board Secretary	073 676 1454	510825 5617 082	9048 Mareka Street	Former Educator

				Sharpeville 1928	
5.Mr L.J Tutubala	Board Additional Member	073 892 0182	711019 5590 088	33 Hallwach Street C.W 5 Vanderbijlpark 1900	Maintenance Security Guard
6.Ms L. Nqcoobo	Board Deputy Secretary	079 444 9752	701001 0408 088	33 Hallwach Street C.W. 5 Vanderbijlpark 1900	Prosecutor
7.Mrs D.M. Morobi	Founder/Additio nal Member	072 801 1945	410706 0230 082	2 Gannet Court De Villiers Street Vanderbijlpark 1911	Former Member of Parliament

Emfuleni Shelter for Boys (ESfB) Staff Members

NAME	POSITION	CONTACT DETAILS	ID NUMBER	PHYSICAL/POSTAL ADDRESS	EXPERIENCE AND SPECIFIC EXPERTISE IN AREA OF SERVICE
1.Mr Sipho Ntambama	Centre Manager	084 020 4183	8308075707082	4511 Mbatha Av Ditentsheng Sect Sharpeville 1928	Nat. Cert ICT NQF 4 CYCC
2.Ms Thato Nakedi	Social Worker	067 262	9009070296084	9 Berkley Str CE 2 Vanderbijlpark 1900	B. Social Work
4.Mrs Lerato Josephine Mosala	Care Worker	067 902 1422	860911 1404 083	795 Boitumelo Sebokeng 1983	Child and Youth Care (CYC)
5.Ms Galaletsang Leserwane	Care Worker	072 513 3004	741004 1175 088	2674 Maile Street Zone 13 Sebokeng 1982	Former Day Care Worker Expert Cook
6.Ms Betty Cindi	Care Worker	074 868 7161	940526 08016 081	10939 Ext 18 Bophelong 1900	HIV Counselling Child and Youth Care (CYC) training
7.Ms Suzan Hlagebe	Care Worker	060 421 0091	890801 00427 083	685 Phase 2 Tshepong	HIV Counselling CYC training
8.Mr Joseph Mashumu	Driver	083 368 6502	570604 5593 081	11334 Ext 18 Bophelong 1900	Driving skills
9.Mr Ralebitso Khala	General Worker	0839691869	740915 5365 089	F2 Elephant Mews SE4	Gardening and Maintenance

				Vanderbijlpark	
10.Mr Patrick Mohai	Volunteer	0727541379	6307135186081	55 Goodyear Str Vanderbijlpark 1900	Former Teacher

ESfB Organisational Structure (See the attached)

4. Financial Matters

- Firm responsible for management of financial records: **PMP Accountants**
- Practice no: 202287
- Registered Accounting Officer : 10316
- Contact details: President Kruger Str
Office no. 112 & 113 (Alpha Building)
Vanderbijlpark
1911
- Cellphone no: 078 765 5977
- Email address: pephele@telkomsa.net

Medium Term Expenditure Framework

Items	Financial year 2019/20 Costs	Financial year 2020/21 costs	Financial year 2021/22 costs
1. Electricity	17100.02	18810.022	20691.0242
2. Staff/Personnel	460998.45	507098.295	557808.1245
3. Equipment	13229	14551.9	16007.09
4.Nutrition	152593.37	167852.707	184637.9777
5. Transport	30392.88	33432.168	36775.3848
6. Telephone	15398.64	16938.504	18632.3544
7. Educational and recreational activities	640	704	774.4
8. Security	3402.54	3742.794	4117.0734
9. Audit fees	6000	6600	7260
10. Maintenance	33731.08	37104.188	40814.6068
11. Insurance	14463.36	15909.696	17500.6656
Total Costs	R747 949.34	R822 744.28	R905 018.71

Previous Funding

Source of funding	Objectives	Amount funded
1.Department of Social Development (DSD) Sebokeng Houtkop	DSD donates R266 773.00 per quarter for the wellbeing of the beneficiaries and service delivery purposes. ESfB provides food, education, shelter, clothes and	R 1 067 092.00 per annum

	security to the destitute and abandoned boys coming through the court of law on behalf of DSD.	
2.Seriti (PTY)LTD (New Vaal Colliery)	Seritiit donates R10 500 per month for 12 months to cover needs such as tutors for the beneficiaries, installation of palisade fencing around the shelter, air conditioners, fire emergency doors, sliding gate, buying gym equipment for beneficiaries and visibility boards for the shelter	R126 000.00 per annum
3.Christiaan Kuhn	Ester donates R 10000.00	R10 000.00 once off

ESfB Audited Financial Statement (See the attached)

Suitability Plan

- Fundraising- filling SARS VATR returns
- Donations and Sponsorship- seeking sponsors and donations from corporate companies and possibly asking to be a part of their social responsibility programmes, attracting sponsors through communication channels or social media such as Facebook, websites, etc.
- Disposal of old assets
- Amalgamate with similar organisations, combine resources (financial resources, contacts, human resources etc.) as to ensure continuation of the programme.

Market Analysis

Industry Analysis:

ESfB operates in a child care oriented industry under the government sector. It is governed by regulations such as the Children's Act and Public Management Fund Act.

Target Market:

Destitute and abused children (specifically boys) between the ages of 9-18 from all races. They should be placed by the court.

Demographic Area:

The centre aims to cover and reach the following areas:

Vanderbijlpark, Boipatong, Bophelong, Sebokeng, Evaton, Vereeniging, Sharpeville and Sasolburg.

Similar Organisations:

In the Vaal Triangle:

Mathwala's Children Home, Polokong Children's Village, Ikageng Child and Youth Care Centre, Vereeniging Alliance for Street Children, Sedibeng Children's Home, Impilo Child Care and Doulos Child Care.

Market Strategy:

Other tools for marketing include:

Facebook, Word of Mouth, Business Cards, T-Shirts, Awareness Campaigns, Newspapers and Radio.

6. Monitoring and Evaluation

[to be inserted]

7. Declaration

I confirm on behalf of **EMFULENI SHELTER FOR BOYS (NAME OF THE ORGANISATION)** that I am authorised to sign this declaration, and that to the best of my knowledge, all the information on this document is accurate.

X

Mr S.M. Mokhele
General Secretary

X

Ms B.M Makhethi
Board Chairperson

X

Mrs S. Mohai
Board Treasurer

X

Mr S.S. Ntambama
Centre Manager