



Project: Digital Empowerment for Refugee Women-led Businesses

IMPLEMENTATION/ACTIVITY PROGRESS REPORT FOR MAY 2024



Location: Kyaka II Refugee Settlement, Kyegegwa District, Uganda

May 2024.



LET'S HELP INTERNATIONAL-LHI

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Overview

The "Digital Empowerment for Refugee Women-led Businesses" project aims to equip 90 refugee women-led businesses with essential digital skills to enhance market access, online safety, and overall business operations. The training activities will be run for a period of 3 months from June to August 2024. This report outlines the activities and progress made in May 2024, the initial month of the project's implementation.

Objectives for May 2024

- Rent and secure the community center
- Purchase computers and other equipments required
- Set up childcare services and purchase materials
- Finalize the selection of learners for the training program
- Complete curriculum development

Activities and Achievements

1. Renting and Securing the Community Center

- Status: Completed

- Details: The community center was rented, and a security guard was hired to ensure the safety of the equipment and participants. This step was critical to provide a secure and stable environment for training sessions.

2. Purchase of Computers and other Equipment.

- Status: Completed

- Details: Purchased 10 computers, one for each learner, ensuring that each participant will have access to a computer during training sessions. Additional equipment such as projector (1), camera (1), tables (3), chairs (10), Generator (1) etc and necessary software were also acquired.



Figure 1 Parked laptop computers being purchases in a shop in Kampala



Figure 2 Purchased materials being parked for transportation



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Figure 2 Inside the computer centre



Figure 1 The printer

Figure 3 The branded laptop

3. Setting Up Childcare Services

- Status: Completed

- Details: Childcare services were established to accommodate learners with young children. Essential materials, including toys, educational tools, and safety equipment, were procured.



Figure 4 Child care space for young children

4. Selection of Learners

- Status: Completed

- Details: The selection process involved receiving applications from interested CBOs/Groups within the Kyaka II Refugee Settlement. Interviews and assessments were conducted to evaluate the commitment and readiness of the applicants. The final selection ensured a balanced representation of different groups and organizations. A waitlist was created to manage oversubscription.

- Outcome: 90 learners were selected to participate in the program, representing a diverse cross-section of refugee women-led businesses within the settlement.

5. Curriculum Development

- Status: Completed



- Details: The curriculum was fully developed, covering topics such as Introduction to computer, digital protection, online safety, communication skills, social media usage, reporting, grant writing, and virtual meeting/conference attendance. Inputs from refugee women entrepreneurs were instrumental in shaping the curriculum to meet their specific needs and challenges.



COURSES TIME TABLE



Project Title: Digital Empowerment for Refugee Women-led Businesses

Months of Study: June, July and August

Start on Monday, 3rd June 2024.

TIMETABLE	Monday	Tuesday	Wednesday	Thursday	Friday
1st WEEK	INTRO			REPORTING	
8:00 - 11:00	Introduction to computer	Introduction to computer	Introduction to computer	Microsoft Word	Microsoft Word
11:00 - 14:00	Introduction to computer	Introduction to computer	Introduction to computer	Microsoft Word	Microsoft Word
14:00 - 17:00	Introduction to computer	Introduction to computer	Introduction to computer	Microsoft Word	Microsoft Word
2nd WEEK	GRANT WRITING		DIGITAL PROTECTION	COMMUNICATION SKILLS	
8:00 - 11:00	Microsoft Word	Microsoft Word	Internet Safety and Security	Browsing the Internet	Create email and use
11:00 - 14:00	Microsoft Word	Microsoft Word	Internet Safety and Security	Browsing the Internet	Create email and use
14:00 - 17:00	Microsoft Word	Microsoft Word	Internet Safety and Security	Browsing the Internet	Create email and use
3rd WEEK	COMMUNICATION SKILLS	SOCIAL MEDIA USAGE FOR ADVERTISEMENT AND VISIBILITY			TEST
8:00 - 11:00	Create email and use	WhatsApp open and Use	Creating X Account (Former Twitter)	Creating LinkedIn	Test and feedback about trainers
11:00 - 14:00	Create email and use	WhatsApp open and Use	Creating X Account (Former Twitter)	Creating LinkedIn	Test and feedback about trainers
14:00 - 17:00	Create email and use	WhatsApp open and Use	Creating X Account (Former Twitter)	Creating LinkedIn	Test and feedback about trainers
4th WEEK	VIRTUAL MEETING/CONFERENCE ATTENDANCE		SMARTPHONE IN USE	EXAMS	
8:00 - 11:00	Virtual Meeting using zoom	Virtual Meeting using zoom	Applying Studies to Smart phone	Test and feedback about trainers	TESTIMONIALS
11:00 - 14:00	Virtual Meeting using zoom	Virtual Meeting using zoom	Applying Studies to Smart phone	Test and feedback about trainers	TESTIMONIALS
14:00 - 17:00	Virtual Meeting using zoom	Virtual Meeting using zoom	Applying Studies to Smart phone	Test and feedback about trainers	TESTIMONIALS

Supervisor: Founder/Chair Person, Festo NDUWAYEZU

6. Official Launch of the Project

- Status: Completed

- Details: On May 29th, 2024, a significant milestone was marked in the journey towards digital inclusion and empowerment for refugee women entrepreneurs in the Kyaka II Refugee Settlement. Let's Help International (LHI) proudly launched the "Digital Empowerment for Refugee Women-led Businesses" project. Funded by UNHCR, LHI was chosen by UNHCR Innovation Services for the Digital Empowerment Project in Kyaka II. This initiative aims to bridge the digital gender divide and foster economic growth among refugee women.

- Launch Event: The launch event, attended by representatives from the Office of the Prime Minister (OPM), the United Nations High Commissioner for Refugees (UNHCR), Refugee Welfare Council III, KRLON-Kyaka II Refugee-led Organizations Network, and various Refugee-led Organizations (RLOs), showcased the collaborative efforts and



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dedication towards enhancing the digital capabilities of 90 refugee women entrepreneurs.



Figure 5 UNHCR Representative Mr. Julius Muhenda, addressing the participants



Figure 6 OPM Representative, Mr. Alex Twongyeirwe signing the Certificate of Launch.



Figure 7 Certificate of Launch.



Challenges and Solutions

- **Challenge 1:** High Demand for Participation

Solution: Creation of a waitlist and plans to offer future training sessions or alternative resources to those who could not be accommodated initially.

- **Challenge 2:** Electronic Fiscal Receipting and Invoicing Solution (EFRIS) Receipt provision in Logistics of Setting Up the Center and Childcare Services

Solution: Suppliers requested an additional 18% VAT (Value Added Tax) for EFRIS-compliant receipts, which was not budgeted. As a result, LHI decided to purchase supplies using simple receipts without EFRIS to stay within budget. This solution allowed the project to proceed without additional unplanned expenses.

Financial Summary for May 2024.

Total Budget/UGX	Expenditure /UGX	Remaining Balance /UGX
45,072,004.00	27,280,000.00	17,792,004.00

Next Steps for June 2024

- Begin training sessions
- Distribute and facilitate access to video courses for continued learning
- Monitor and evaluate initial training sessions to ensure quality and effectiveness

Conclusion

The initial phase of the "Digital Empowerment for Refugee Women-led Businesses" project has been successfully initiated with key activities completed as planned. The community center is prepared, childcare services are in place, the selection of learners is finalized, and the curriculum development is complete. The official launch event highlighted the collaborative efforts and dedication of all stakeholders involved. The groundwork laid in May sets a solid foundation for the commencement of training sessions on 3rd June 2024.



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This report demonstrates a strong start to the project, with the team at LET'S HELP INTERNATIONAL (LHI) committed to overcoming challenges and ensuring the project's success.

Prepared by:

Festo Nduwayezu

Project Lead

LET'S HELP INTERNATIONAL (LHI)

Date: June 20, 2024

