

# **CAPABILITY STATEMENT**

**TAABCO**



**T A A B C O**

**RESEARCH AND DEVELOPMENT CONSULTANTS**

## **Contact Address**

**P.O. Box 10488 – 00100**

**CELL PHONE: +254 721948813/ +254 726164625**

**Nairobi, Kenya**

**E-Mail: [taabco@taabco.org](mailto:taabco@taabco.org)**

**Website: [www.taabco.org](http://www.taabco.org)**

**SAACHI PLAZA**

**Block A6, 3<sup>rd</sup> Floor**

**Argwings Kodhek Road**

**Theme: Deepening Dialogue, Building Relationships and Peace**

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## ACCRONYMS

<b>ACK</b>	Anglican Church of Kenya
<b>AACC</b>	All Africa Conference of Churches
<b>AIDS</b>	Acquired Immune Deficiency Syndrome
<b>BftW</b>	Bread for the World – Germany
<b>CBOs</b>	Community Based Organizations
<b>CSOs</b>	Civil Society Organizations
<b>E-MIS</b>	Electronic Information Management Systems
<b>EED</b>	Evangelischer Entwicklungsdienst (Church Development Service-Germany)
<b>FM</b>	Financial Management
<b>HIV</b>	Human Immunodeficiency Virus
<b>HR</b>	Human Resources
<b>ICCO</b>	Inter-Church Organization for Development Cooperation
<b>NCCK</b>	National Council of Churches of Kenya
<b>NGOs</b>	Non Governmental Organizations
<b>OD</b>	Organization Development
<b>PMEL</b>	Planning, Monitoring, Evaluation & Learning
<b>RBA</b>	Rights Based Approach
<b>RBM</b>	Result Based Management
<b>TAABCO</b>	Transforming, Analyzing, Accompanying and Building Change Organizations

## 1.0 INTRODUCTION

This capability statement gives an insight into TAABCO as an organization, its core products and services and areas of competencies as well as a sample of its clients.

### 1.1 About TAABCO....

**TAABCO** which stands for **Transforming, Analyzing, Accompanying and Building Change Organizations** is a research and development consulting resource organization whose main aim is to strengthen civil society organizations to be visible, vibrant and sustainable actors in socio-economic development and poverty alleviation. The organization was established in 1997 and registered under the Kenya Companies Act. TAABCO provides professional development and management support to the public, private and civil society sector to enhance their capacities to effectively deliver services and manage change processes. The firm is based in Nairobi, Kenya, with clients both in Kenya and the wider region.

TAABCO was appointed by Bread for the World (BftW) Germany, as a Transfer of Functions Office in 1997. The Bread for the World –TAABCO transfer of functions office cooperation continues to date. Under this arrangement, TAABCO provides support to BftW partner organisations in Kenya. The key objectives of this cooperation are to enhance communication and dialogue between BftW and its partners; to promote adherence to BftW reporting “standards”; to accompany partners in their work administratively and programmatically; to facilitate interaction between BftW staff and local counterparts; and to provide advice on political, social and economic policy changes and developments in Kenya.

In 1998, TAABCO entered into cooperation with ICCO of Netherlands. Under this cooperation TAABCO accompanied ICCO partners in Kenya in financial and programme management while ICCO supported TAABCO’s institutional costs. This cooperation came to an end in 2007. ICCO and BftW agreed to support TAABCO’s one year transition plan. TAABCO also pledged to support the budget of the transition plan by undertaking adhoc assignments. Over the period, TAABCO has witnessed an expansion in the scope of activities, client base and number of personnel. The range of services has grown from OD and financial management consultancy to include strategic planning, programme management, resource mobilization, design and installation of management systems and structures and peace building and conflict transformation.

TAABCO has clustered its products and services around five key programme areas which include; Leadership and management systems; Knowledge Management (gender, HIV and

AIDS, environment, research and policy analysis); Peace building, Conflict transformation and mitigation; Deepening dialogue and partnerships; Training. TAABCO's Northern client base has grown to include Church of Sweden Aid, Swedish Mission Council, PMU Inter-Life, EED of Germany. TAABCO has realized a tremendous growth with regard to its southern clients. The number of core consultancy personnel has increased from the original one full time consultant in 1997 to five (5) full time consultants and ten (10) associate consultants.

## **2.0 TAABCO's IDENTITY**

### **2.1 Corporate Vision**

TAABCO's vision is a peaceful and just society that is free of poverty that affirms human dignity and has participatory leadership as well as a strong and viable civil society.

### **2.2 Mission Statement**

TAABCO's mission is to strengthen capacities of Civil Society Organizations (CSOs) in the area of leadership and management, peace building and conflict transformation, knowledge management and deepening dialogue within and among each other, to help build partnerships so as to effectively manage change processes and facilitate poverty reduction through consultancies, research and policy analysis.

### **2.3 TAABCO's Goal**

TAABCO's overall goal is to promote viable realization of organizational development goals and strengthened capacities of client organizations to deliver services more effectively and efficiently.

### **2.4 Core Values**

TAABCO is committed to the following core values:

- Empowerment of communities and organisations in the ownership and management of their resources and development processes;
- Promotion of a just, participatory and sustainable society;
- Proper stewardship, transparency and accountability within itself, its clients and society at large; Gender equity; and
- Provision of quality research, consultancy and training services.

## **3.0 TAABCO's PRODUCTS AND SERVICES**

TAABCO's products and services clustered around five thematic areas contribute to increased developmental impact of its client organisations. These thematic areas include leadership and management systems i.e. transformative leadership, effectiveness of client management structures and systems; knowledge management i.e. ability of client organisations to understand and analyze poverty and its root causes and to design

programmes that employ rights based approaches (RBA) and result based management (RBM); cross cutting themes on gender, HIV and AIDS, environment and peace i.e. the recognition by clients of the need for mainstreaming gender, HIV and AIDS, peace and environments in development programmes and policies; peace building, conflict transformation and mitigation; and deepening dialogue and partnerships i.e. the inter-relationships between South – South and North - South partners.

TAABCO's interventions cover a host of activities including Organizational Development (OD); Planning, Monitoring, Evaluation and Learning (PMEL); Integrated Financial Management/OD, E-Management Information Systems (E-MIS), Research and Policy Analysis (RPA), and Training and Skills Development (TSD). Interventions in these areas are tailored for, faith-based organizations; community-based organizations; local and international NGOs. TAABCO believes in process oriented holistic delivery of quality services which enables the client to grow, learn and resolve issues, challenges and problems (a system-wide approach). Hence, interaction with clients is carefully managed and natured to ensure that a strengthened organization is achieved.

### 3.1 Leadership and Management

**Transformative leadership:** Transformative leadership is one of the most critical areas of intervention. This is because leadership contributes the most to the success or failure in organizations. TAABCO has therefore put a lot of emphasis in the training and mentoring of boards and other top organs in institutions. Some of the interventions under transformative leadership include; board inductions/training, team building, succession planning, mentoring and coaching.

**Management Systems:** Programme management too is a dynamic field in which policies are constantly changing. Management systems include Planning, Monitoring, Evaluation and Learning (PMEL), Human Resource (HR), Financial Management (FM) and Management of Information Systems (MIS). These management systems must be efficient and effective and therefore development workers must be kept abreast with the changing dynamics and tools to ensure that their organizations can collaborate with their partners and are up to date with conceptual and practical changes within the development scene. TAABCO plays a role in this area by providing information on the socio-economic and political developments and how to adapt to the changes that have a direct impact on the work.

In financial management, TAABCO emphasizes the need for prudent financial management to assure stability and sustainability of organizations. The importance of financial independence for organizations cannot be overstated. The financial information required for decision-making is especially important and therefore, the organization conducts training for clients for them to keep up to and surpass prevailing standards.

Under E-MIS programme, TAABCO assesses the client's management information systems (MIS) needs from an operational and strategic perspective to determine their long-range personnel and equipment needs so as to keep them abreast with the latest technology. The programme further enables clients to manage change through interventions such as software and hardware installation, configuration of the existing systems, upgrading, customization, and linking of the client's existing systems; e.g., PMEL, Audit, Accounting, Payroll, HR, etc., programming and systems design. E-MIS

programme also helps clients to develop computer networks via networking, data communication and implementation of Internet and Intranet sites.

### **3.2 Knowledge Management**

Research, when combined with policy analysis and documentation, this area forms one of the core functions at TAABCO. This is because the Company exists to offer high quality consultancy services to clients, first and foremost in the area of research, and second, in other varied areas. Research is vital for increasing the Company's organizational learning, and enhancing its efficiency and effectiveness of work, hence research, policy analysis and documentation provides both doer and support role.

In the doer role, knowledge management undertakes regular and targeted research and policy analysis, and documents these into research reports and other organizational outputs, e.g., newsletters (for internal and external sharing). The latter sharing is with the clients, partners, and wider public. The research findings are meant to enhance policy decisions.

The promotion of positive cultural and religious practices and values has gained increasing prominence in the recent past and TAABCO has been at the forefront in this new drive toward reviving the use of good indigenous knowledge which is almost getting lost. This knowledge has proved vital in peace building, nutrition, medicine etc.

### **3.3 Peace Building and Conflict Transformation**

The importance of peace in development became evident in Kenya during the post-poll violence in 2007-2008. Peace building has been one of the special areas for TAABCO for a long time. Partner organizations and clients have therefore benefited from TAABCO's expertise over the years and also in the aftermath of the Post Election Violence (PEV) in our nation.

### **3.4 Deepening dialogue and partnerships**

TAABCO provides a safe space for deepening dialogue and partnerships between Southern – Southern and North-South partners. Over the years TAABCO has effectively offered and will continue to offer this product and services to a number of partner organizations. The building of partnerships based on shared values such as equality and respect are critical. In this case, TAABCO seeks to reverse the historical trend where Northern partners have had an upper hand in North-South relations and where synergy between southern partners remains rather weak.

### **3.5 Training and Skills Development**

Since today's development organizations and actors are facing a myriad of challenges in the ever-changing environment, TAABCO has developed a tailor-made training and skills development programme. The programme contains affordable courses that provide individuals and organizations with knowledge and skills for development work. Specifically, the courses are specially made for Kenyan and other African NGOs, CBOs, Churches and other civil society actors.

The key areas in the curriculum are: the changing paradigms of development, organizational development, programme management, integrated financial management, leadership and governance, mainstreaming Gender, HIV and AIDS, women transformational leadership, sustainability and resource mobilization, micro-finance, human resource management, research and policy analysis skills.

#### **4.0 TAABCO's GOVERNANCE STRUCTURE**

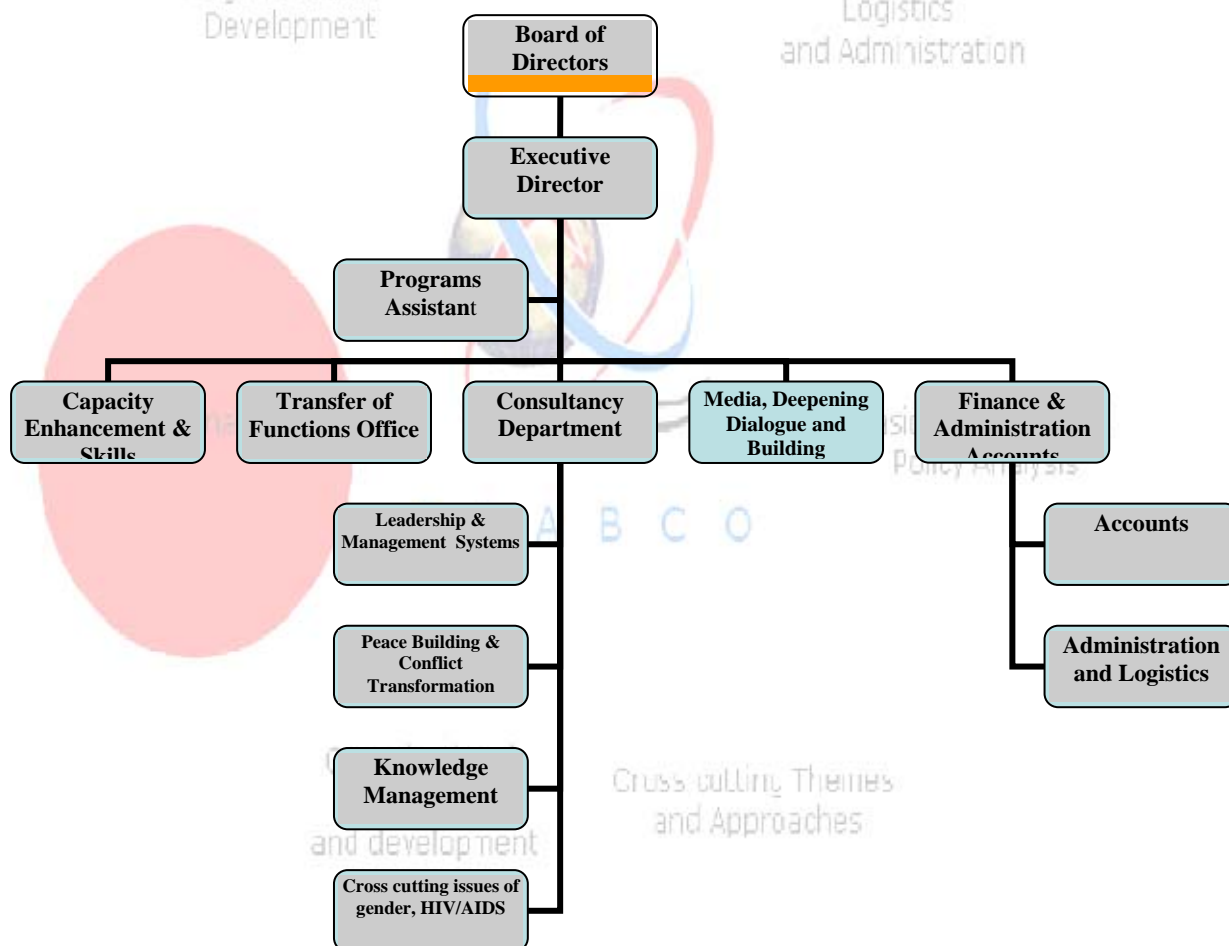
In TAABCO's governance structure, the Board of Directors provide the organization with entrepreneurial leadership by formulating policies and foreseeing their implementation e.g. governance, finance and programmes. The Board meets quarterly, with additional meetings convened as circumstances require. The organization has an Advisory Committee whose roles primarily are to provide knowledge and expertise to the organizations' management. The committee has scheduled biannual meetings with additional meetings convened, as circumstances dictate.

#### **4.1 MANAGEMENT STRUCTURE**

The Board of Directors has delegated the management of TAABCO to the Executive Director who manages the firm in accordance with established procedures and in line with the firm's mission. The Executive Director is assisted by the Team leader and team of internal consultants as well as support staff comprising of; accountant, programmes assistant, training and skills development assistant, Transfer of functions office, administrative secretary and office assistants. The Team Leader coordinates all the activities of the organization and reports directly to the Executive Director. An inter-disciplinary team of internal and associate consultants undertakes all programme activities. They are highly trained, skilled and experienced in Organizational Development, Planning Monitoring, Evaluation and Learning, Integrated Financial Management, Electronic Management of Information Systems and Research Policy Analysis.

## 4.2 THE ORGANOGRAM

The organogram below describes the Company's structure. It is a truncation of the Company's management chart.



## 5.0 TAABCO CONSULTANTS CAPABILITIES

A team of both full-time professionals and associate consultants manage TAABCO core products. The Firm's Secretariat also has support staff. Both the full-time professionals and associate consultants are contracted to undertake specific projects, programmes and/or research. Both have had extensive consulting and research experience. This assures the best professional skills mix for timely and cost-effective execution of various activities. All the staff of TAABCO are computer literate and can comfortably apply the most commonly applied computer applications.

## CONSULTANTS PROFILES

### 5.1 Dr. Agnes Abuom

***Executive Director – Facilitation, Project Planning, Monitoring, Evaluation and Learning, and Organization Development Specialist***

Dr. Agnes Abuom is the Executive Director (ED) of TAABCO. She holds a Ph.D. in History/Development Studies, a B.A. Degree in History and Education, Diploma in Swedish Language and a Higher Diploma in Organization Development. The ED has worked for a host of organizations in different capacities. These include: Ecumenical Accompanier for peace for AACC for Horn of Africa, East Africa and Great Lakes, TAABCO Research and Development Consultants as the Executive Director; Provincial Development and Human Resource Coordinator (Anglican Church of Kenya National Development network; a research fellow at the University of Zimbabwe, Philosophy and Religious Department; Co-Director for Youth Department of World Council of Churches in Geneva, Swedish Mission Council; Founder and Coordinator of Building Eastern Africa Communities Network (BEACON) a regional network on Economic Justice; and Target/Lengo Newspaper as an Editorial Assistant.

Dr Abuom has undertaken a number of *strategic planning assignments* e.g. for Kenya African National Union (KANU) then an opposition party; Moi Referral and Teaching Hospital, Kenya's second referral hospital; Christian Health Association of Kenya (CHAK); Institute of Education in Democracy (IED); FIDA – Kenya; PROCMURA;

Salmmah – Sudan; development of Country Strategy Plans for Lutheran World Federation (LWF) in Southern Africa and Malawi and SuWEP.

Other engagement has been conducting *project evaluations* for: Action by Churches Together (ACT) Southern Africa Programme – Malawi, Zambia and Zimbabwe, CHAK; Norwegian Church Aid (NCA) Partnership Programme for Eastern Africa, Eastern European HIV and AIDS programme – Russia, and Global NCA HIV and AIDS programme as team leader, an Analysis of the Social, Economic, Political and Religious situation in East, Horn and Great Lakes; LWF Rwanda Country programme; the Royal Dutch Embassy peace project in North Rift Valley; German Technical Service (GTZ) in Transmara, Lamu and Samburu including World Bank Gender project for Arid and semi – arid areas; Norwegian and Tanzanian partnership (SIU); progress assessment of FIDA programmes; Christian Aid Peace Programme in Nairobi slums; MHS–Danish Volunteers-Kenya Programme; Christian Social Service Commission (CSSC) Tanzania etc. NORAD Kenya NGOs programmes.

She has undertaken many assignments in the area of *Organizational development* such as; assessment of WOCHIR in Liberia, Ghana Christian Council; management of Change and restructuring of Development Commission of the Ethiopian Orthodox Church (DICAC); Norwegian Mission Society in Mali; Pentecostal Church in Eastern Congo; UNIFEM Rwanda; National Christian Council (NCKK) restructuring; Management of change for SCC

*Facilitation and Moderation* of national and global meetings including: Board inductions and trainings for over 20 NGOs; LWF and WCC African Church Leaders on HIV and AIDS; Swedish Pentecostal Mission Inter-life (PMU) partnership meetings in Africa, Asia and Sweden (10 Southern African countries, Great Lakes region, East African countries, Horn of Africa, West Africa Thailand, Sri Lanka; "Women in Search for a Justice and Peace for Sudan"; engendering peace process by Sudanese Women for Peace – SuWEP facilitated by the Royal Netherlands Embassies in Khartoum and Nairobi; Facilitated Sudanese Women in Nairobi in their engagement with IGAD process and civic education; FIDA Meeting for members of Parliament on Family Protection Bill; NSCC on peace process between Dinka and Nuer Women; Team Building for NCA Nairobi staff,

Over the years *Technical Backstopping and administrative* support has been offered to Bread for the World –Germany ca 25 Kenyan Partners and the ICCO – Dutch Protestant Agency for Development for its 20 Kenyan partners.

*Other functions* undertaken by Dr. Abuom are: Co- President of the World Conference on Religions for Peace (WCRP), Executive and Central Committee member of the World Council of Churches, Executive Committee Member of the National Council of Churches of Kenya, Founder and Board Member of Building Eastern Africa Community Network, Board Member Swedish Human Rights Foundation, Board Member Life and Peace Institute (LPI). Former Africa President of the WCC and Executive Committee Member NGOs Council of Kenya and NGO Board as well as Director the Institute of Civic Education and Development in Africa [ICEDA].

## **5.2 Dr. Wilfred A. Ongaro** ***Director-Agricultural Economics and International Trade Specialist***

Dr. Wilfred Ongaro is the Director of TAABCO. He holds a Ph.D. in Economic, M.Sc. in Agricultural Economics, and a B.Sc. in Statistics and Economics. Other qualifications include a Diploma in Swedish language and Higher Diploma in Philosophy.

Dr. Ongaro previously worked with the United States Agency for International Development (USAID) (Bearingpoint International), as a senior economist and senior advisor to the Ministry of Agriculture and Ministry of Rural Development in Kabul, Afghanistan. He was also instrumental in the preparation of the full Afghanistan National Development Strategy (ANDS) which formed Afghanistan's 2008 -2013 Development Plan.

He is currently the Chief Economist at TAABCO Research and Development Consultant. He previously worked with the United Nations as a Senior Economist at the Economic and Social Policy Division, Addis Ababa, Ethiopia. Other international and the United Nations working experience include; Head/Senior Economist at International Organization for Migration (IOM), Technical Cooperation Department, Sub-Regional Office for Central and East Africa (SRO-CEA), Nairobi, Kenya. He has also worked with the UNECA, Joint ECA/FAO Agriculture Division and Economic Co-operation Division in Addis Ababa., Ethiopia. While with these organizations, he wrote numerous technical papers and reports, published a number of monographs, and articles in the international journals and books.

Among the major activities he undertook for the United Nations included; providing in-depth analysis of the marketing situation of agricultural commodities in Africa and providing support and technical advisory services to the UN member countries; Developing appropriate methodologies and analytical techniques for marketing agricultural products, mounting field missions to discuss with government officials and marketing agencies, coordinating activities with relevant divisions with ECA and other inter-governmental agencies and representing ECA at meetings of government representatives, and inter governmental organizations and assisting in organizing technical meetings and training programmes; preparing technical reports, key lecturers, etc.

## **5.3 Mr. Seith Abeka** ***Planning, Monitoring, Evaluation and Learning Consultant***

Mr. Seith Abeka is a Planning, Monitoring, Evaluation and Learning (PMEL) consultant. Mr. Abeka joined TAABCO as Programme Officer/Research and policy Analyst. Mr. Abeka has effectively accompanied Bread for the World –Germany partner organizations in Kenya in programme management. He holds a Masters degree in Economic policy management and a Bachelor of Arts degree in Economics and Mathematics from the University of Nairobi.

He is also a Certified Public Accountant (CPA) candidate of Strathmore University – School of Business Studies. He brings on board a wide range of expertise and experience in strategic planning having facilitated a number of organizations in developing Strategic plans. These organizations include both Faith Based and Non Governmental Organizations. Mr. Abeka has grown to be one of the best Planning, Monitoring, Evaluation and Learning consultants under the mentorship of Dr. Agnes Abuom and Dr. Julius Oladipo. Some of the strategic planning processes facilitated by Mr. Abeka are to

mention but a few: Co-facilitated with Dr. Agnes Abuom the 2009-2013 Evangelical Lutheran Church in Kenya (ELCK) strategic plan, 2009-2013 Salmah Strategic Plan in Sudan, 2009-2013 Kituo Cha Sheria strategic plan and also co-facilitated with Dr. Oladipo the 2009-2013 Anglican Church of Kenya Kericho Diocese strategic plan as well as the 2009-2013 Sudan Council of Churches Strategic plan.

Mr. Abeka brings on board his facilitation skills and expertise in Planning Monitoring and Evaluation in delivering TAABCO's products and services. With the skills and knowledge in Financial Management and Accountancy, Mr. Abeka is instrumental in financial assessment and budgeting aspects of client organizations. The wide experience in computer programming is an added advantage to clients' planning process. He is able to effectively analyze data and information gathered from stakeholders using the latest state of the art technologies and software's including SPSS, Epi-Data, Epi-Info, SAS, Ms. Access, Spear sheets, QSR Nudist & MER software. Mr. Abeka carries along with him the impressive track record of quality consultancy services offered to major clients within the public and private sectors in Kenya.

As a computer programmer, Mr. Abeka's role is critical in the development of a tailor-made package for clients and will be that captures analyses and stores important data for future use. His expert opinion shall be important in laying the ground for important recommendations for future action. As a consultant with experience with programming, Mr. Abeka continues to be instrumental to TAABCO's clients programme design and management. He is able to advice clients on the best monitoring and evaluation system.

#### **5.4 Mr. Donald M. Odera** ***Accounting and Finance/OD Specialist***

Mr. Don M. Odera is a holder of a Masters degree in Management MGMT (Human Resources) from the University of Southern Queensland (2006) and earned a B.A. (Hons) in Accounting and Finance from Middlesex, London, in (1979). He is also a Fellow of the Chartered Association of Certified Accountants (FCCA), a Member of the Institute of Certified Public Accountants of Kenya (CPA-K) and an Associate of the Chartered Association of Certified Accountants (ACCA). He has over fifteen years of experience in the field of Accounting and Finance. His areas of expertise include Training in management; Assessment of Capacity Building Requirements; Review of Financial Management Systems and Structures; Project Financial Appraisals; and Bookkeeping.

Between 1997 and 1998, Mr. Odera was the Director of Finance at the BMI-Technology Africa and Telecom Forum Africa Limited. Before then, he was the Head of Finance Unit, Centre for African Family Studies (CAFS) at the International Planned Parenthood Federation (IPPF). Mr. Odera has a wealth of consultancy experience from various local and international NGOs, and private sector companies. These include, *inter alia*, the Ultimate Engineering Limited; the International Resource Group for the Horn of Africa; the Federation of Women Lawyers in Kenya (FIDA); the ICCO-Netherlands; Nakuru Inter-Diocesan Christian Community Services (NIDCCS); and Kenya Society for the Prevention Against AIDS. To this end, he brings to the team a wide knowledge relating to prudent financial management and accounting procedures from the corporate environment in addition to experience on Project Financial Appraisals. Don Odera's area of focus is in; Financial Management, Accounting, Auditing, Strategic planning, Human resources Management and Project financial appraisals.

## **5.5 Mr. David M. Kubasu** *Finance and Training Specialist*

Mr. David M. Kubasu, a Chartered Accountant, is also a Finance and Training Specialist. He has over two decades of experience and exposure in Auditing, Financial Appraisals, Management Information Systems and Financial Accounting. This exposure includes Non-Governmental Organizations, Manufacturing, Hotel Industry, Medial Institutions and the co-operative movement. For several years, he held a position as the Financial and Administration Manager for Farmers' Choice Limited, previously a member of the Block Group of Companies. Between 1987 and 1992 he worked as the Audit Manager for Mike Kiswili and Company – a Company whose clients ranged from Cooperative Unions, Food Processing Industries and parastatals. His areas of interest are: Financial Assessment and Appraisal; Appraisal of Management Information Systems (MIS); Computerization of the Accounting Systems; Training in Financial and Management Systems; and Auditing.

## **5.7 Dr. Julius Oladipo** *Research and Management Systems Consultant*

Dr. Julius Oladipo is a Ph.D. holder in Statistics and Operational Research (Bradford University, England), M.Sc. Operational Research and Statistics (Ahmadu Bello University, Nigeria) and a B.Sc. in Mathematics. He is a Management consultant, with vast experience in planning, monitoring and evaluation of programmes, Peace Building and Conflict Resolution Management. Dr Oladipo is also a specialist in OD and Resource Mobilization. He has extensively published in the international journals on the above-mentioned fields.

Between 1996 and 2005, Dr Oladipo worked as management consultant with CCORAT Africa. He has written several papers and monographs such as Change in Leadership; Experiences of CEOs of Kenya NGOs, Making a difference and Sustainability of Churches services in Africa (2002).

Dr Oladipo designed and facilitated a four-week Womens Economic Literacy Training, for All Africa Conference of Churches Women's Desk (2005). He has done strategic planning for ACK Mt Kenya East Region Christian Community Services (2005), Friends (Quakers) Church, quarterly council (2005), ACK National Directorate of Social Services (2004), Kenya Catholic Secretariat (2002), Peace & Development Network (Peacenet), Kenya (2002), Development department of Catholic Vicarite of Nekemte, Ethiopia (1999) among others.

## **5.8 Dr. Joseph Ikalur**

Dr. Ikalur holds a Ph.D. in Development and Sociology, M.A. in Community Education and Mobilization from Antioch International University, Ohio, U.S.A. He is a trained teacher with a B.ED from Kenyatta University.

He has done extensive research in participatory or community based research, planning, monitoring and evaluation. He is also an expert in participatory evaluation, Organisational Development, Development Education and leadership skills training. Dr Ikalur is also a specialist in project proposal writing.

Dr Ikalur also trained in disaster cycle management in Sudan, project cycle management-International Standard Requirements- Paris and HIV/AIDS counselor. He has previously served as newspaper editor; has once served as the regional programs officer of Sudan's

Catholic Bishop Conference between 2005 and 2009 and has also been a chairman of Community-based Development Services Organisation between the years 2000 – 2005. His tasks included, coordinating legal education in secondary schools and colleges and introducing legal education issues in social and religious studies for the new secondary schools and also developing awareness programs for responsibility and transparency among parents, secondary school teachers, boards of governors and communities neighbouring schools. Between 1991- 1992, Dr Ikalur was a research assistant and team leader in a research conducted in 21 districts to find out the causes of child mortality in poorest rural districts in Kenya. He was tasked to the assignment by UNICEF.

### **5.8 Teresa Jatanda**

Ms Jatanda holds a diploma in Community Development, Marketing and Computer Studies from Kenya Polytechnic. She has four year experience on issues of community development and has strengths in community mobilization, participatory methodologies, rapporturing and marketing.

### **5.9 Alice Mbaye**

#### ***Specialist in Microfinance and Micro-enterprise development***

Ms. Alice Mbaye is a holder of Bachelor of Arts Degree from Kenyatta University in business studies and economics. She holds a postgraduate diploma in project management from Kenya Institute of Management. Ms. Mbaye has excellent skills in financial management and has served before in various capacities in many organizations. Before joining TAABCO, Alice served for 5 years at ECLOF as the specialist in Microfinance and Micro-enterprise development training communities in financial management. She is the Transfer of Functions officer at TAABCO managing the dialogue and partnerships desk and is the contact person for Bread for the World partner organizations in Kenya. Ms Mbaye is also a Certified public Accountant. Ms Mbaye has the ability to enhance capacity on skills development and also has hands on experience on training tools development and programme marketing.

### **5.10 James O. Matagaro**

Mr. Matagaro is a holder of Bachelor of Arts (B.A. – Hons) degree from the University of Nairobi having majored in Linguistics against a foundation of Economics and Philosophy. He is an accomplished and experienced Motivational Speaker, Trainer and Personal Development Consultant – (Personal Effectiveness Strategy formulation).

Mr Matagaro has a wide knowledge of the local market and exceptional insight into challenges that top executives and salespersons meet.

In the course of employment, he has attended management development courses and communication skills training at Daystar University and Management Training Providers.

Over the years, he has accumulated considerable expertise in Life Skills Training, Workshop Facilitation, Report Writing and Marketing. Among the groups and organizations he has offered services include World Vision Kenya, large companies in the financial sector like Co-operative Bank, CFC Life, Metal Crown Ltd, Umande Trust and Church & Para-church groups including NCKK, PCEA and Living Bibles International.

His training and skills enhancement include but not limited to Outstanding Sales Skills; Effective Leadership Strategies; Culture and Attitude Change; and Optimum Performance Strategies.

### **5.11 Gordon Kojo**

He holds MA in Project Planning and Management from the University of Nairobi and BSc in Agriculture from the same institution. He has previously worked for Inter Diocesan Christian Community Services (IDCCS) Ltd as a zonal coordinator in Nyando district with responsibilities ranging from coordinating integrated livelihoods projects in Ahero zone, fundraising, proposal writing, coordinating community based education/training, technical backstopping to farmers and disaster preparedness and response.

Mr. Kojo's achievements include coordinating rapid assessment, fundraising and relief projects implementation for IDCCS during Kenya's post-election violence in 2008. He also designed and established community dairy goat breeding programme and facilitated developments of IDCCS Sustainable Agriculture Training manuals.

Among Mr. Kojo's publications are *Adoption of and satisfaction with integrated ecosystem management technologies in Nzoia, Yala and Nyando Rivers basins of Western Kenya* (Working paper No. 13 presented at 2<sup>nd</sup> KARI mini-scientific conference); and *Factors influencing Adoption of Dairy Goat Farming Technology in Kisumu East district- Kenya*.

### **5.12 Afram Pete**

Mr Pete is a holder of MA in International Relations from United States International University-Nairobi and BA (literature, English and History) from Kenyatta University. Mr Pete has an ability to multitask, work at ease and can handle different kinds of assignments such as project evaluation, facilitation & training, research and writing.

He has gained vital experience over the years in areas such as organization development, gender-mainstreaming, peace and security, resource mobilization among others. He has previously worked in a team that restructured a health institution in February 2004 in western Kenya resulting in a 50 per cent increase in operating income and mobilization of funding worth 500,000 USD from partners within 20 days of completion of the assignment.

The job also entailed prospecting for clients, marketing, client diagnostics, designing appropriate training and other interventions (in English and Swahili).

Mr Pete has experience in training, organization design, development and change, gender, HIV and AIDS, organizational behaviour and team building, performance management and employee resourcing and development. In 1999, he designed and successfully facilitated a TOT program on 'Improved English Language Usage' in Garowe, Puntland, northern Somalia, for the Management and staff of the business college established by Diakonia-Sweden.

He has attended various conferences including, CODESRIA Democratic Governance Institute – Corruption, Democratic Governance and Accountability – Dakar 2010, Africa Gender Development Evaluation Network (AGDEN) – Continental Rights and Gender Responsive Monitoring Evaluation Workshop – Nairobi 2010, among others.

### **5.13 Sammy N. Mutua**

Mr Mutua holds Msc- Disaster Management (University of Free State -RSA). He did his BSC. In Agriculture at Egerton University and also holds a Diploma in Program

Administration & Management in developing countries (MDF, Netherlands) and Diploma in Disaster management (Africa University, Zimbabwe)

Mr. Mutua is a dynamic and result-oriented manager with over 15 years of professional experience in project management of both humanitarian relief and development programs. He has experience in all program aspects, including needs assessments, project design, emergency response, logistics management, proposal writing, reporting, training and capacity building, and comprehensive program implementation, administration and project financial controls.

Mr. Mutua has extensive work experience with both Non-Governmental Organizations and Government line Ministries in East Africa. He is a team player with ability to motivate and work in a multinational environment.

He has been an Emergency Response Officer at Church World Service East Africa Region since 2003 and where he has been building capacity programs targeting communities, NGOs and other organized groups by equipping them with skills to response to emergencies when they occur. With intensive work in Kenya, Tanzania and Sudan; Assisting CWS implementing partners to initiate and prepare emergency response ACT (Action by Churches Together International) appeals and providing back up expertise to CWS partners in assessments, program development, and proposal generation and response mechanisms during emergencies. Emergency Officer- National Council of Church of Kenya

He previously coordinated emergency relief programs for NCKK in collaboration with a countrywide network of Churches and related agencies in the event of emergencies.

He is also currently involved in the coordination of humanitarian efforts of ACT Kenya Forum (AKF) members responding in the current drought in Kenya. This forum brings together; CWS, NCA, LWF, NCKK, ACK, CAID, LWR& Diakonia Germany.

5.14 Ms Christine Muchungi

***Specialist in Accounts and auditing***

She is Master's holder ...accounts and audit

## **6.0 FEW SELECTED CLIENT LISTING**

### **6.1 Bread for the World – Germany**

This organization provides support to 27 partners in Kenya. Since 1997, TAABCO has accompanied these partners in the following processes:

- Planning, Monitoring and Evaluation;
- Organizational Development;
- Institutional Development;
- Financial Management; and
- Mentoring.
- Quality Assurance

## **6.2 Inter-Church Organization for Development Cooperation (ICCO) -- Netherlands**

The ICCO of Netherlands has provided assistance to about 30 organizations in Kenya. These range from small community-based organizations to multi-million Church projects. Since 1998, TAABCO has provided support to 16 of these organizations in the following areas:

- Financial Management;
- Development of appropriate accounting systems;
- Computerization of systems;
- Development of policy and procedure guidelines in the areas of finance, procurement and human resources;
- Training of staff in the above areas;
- Organizational Development; and
- Institutional Development.

## **6.3 Swedish Mission Council (SMC) – Sweden**

TAABCO has provided the following:

- Process consultancy and system review;
- Organization Development Interventions; and
- Research in concepts and processes of development.

## **6.4 PMU-Inter-life**

TAABCO has developed Partnership with PMU-Interlife and has also carried out evaluations for the organization.

## **6.5 Sudanese Organizations**

Sudanese client organizations include:

- Sudan Council of Churches (SCC)
- Sudanese Women Voice for Peace
- Sudanese Women in Nairobi (SWAN)
- Sudanese Women Empowerment for Peace Programme (SuWEP)
- Salmah Women Resource Centre in Khartoum

## **6.6 Ethiopian Organizations**

- Ethiopian Orthodox Church (DICAC)
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## **6.7 Tanzanian organizations**

- Christian Social Service Commission
- Norwegian and Tanzanian Partnership (SIU)
- Christian Council of Tanzania
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## 7.0 List of TAABCO's Partners/Clients

The table below gives a list of Development Partners and clients to TAABCO

S. No	Development Partners/Client	Details
		<b>ICCO (Inter Church Organization for Development Corporation) Development Partner's</b>
1	WOFAK (Women Fighting AIDS in Kenya)	WOFAK is one of the oldest HIV/AIDS organizations based in Nairobi working with women in Kenya. It was started in 1993 by a group of women majority of whom were infected with HIV
2	TAPWAK (The Association of People with Aids in Kenya)	TAPWAK was founded by 15 men and women all living with HIV/AIDS in 1990. It is an AIDS support organization run by men and women, the majority being HIV+. TAPWAK currently operates in two drop-in centers, one in Nairobi and another in Ugunja Division, Nyanza Province, Kenya.
3	Dupoto – E- maa	Dupoto-e-maa is situated among the Maasai people of Kajiado. It deals with the marginalized community in an area where both social infrastructure and education lags behind. It focuses on the issues of gender and strengthening of capacity of the members of the community.
4	Nairobits	This is a Dutch based organization that addresses the issue of sustainability. Its activities revolve around Information Communication Technology (ICT).
5	Nakuru Region Inter-Diocesan Christian Community Services (NRIDCCS)	NRIDCCS is located in Nakuru and looks at sustained resource base.
6	Ogiek Welfare Council (OWC)	OWC was started in 1996 as a lobby group. This organization works with the Ogiek people. They are people in the bush and not accounted for by the government of Kenya. Their issue is on land
7	Help Self Help Center (HSHC)	HSHC is a Non Governmental Organization (NGO) established in Kenya in 1993 for enhancement of the living standards of the people in Mount Kenya region through capacity building of smallholder farmers self help groups and individual farmers in appropriate technologies in sustainable agriculture and non wood forestry products.
8	Capacity Assessment and Development Programme (CADEP)	CADEP is a project of the Sudanese Development Consortium and is based in Kenya but operating in Sudan. It is a grant management and was established to assist and enhance capacities of Sudan Development Consortium (SDC) made up of 23 Sudanese civil organizations, regional and international agencies in order to contribute towards the empowerment of the Sudanese communities.
9	Trans-cultural Psychosocial Organization (TPO Sudan)	TPO is an international organization operating in both Uganda (since 1994) and Sudan (since 1999). Its main focus is on Community organization Capacity building and Peace building in community
10	Kenya Association of Forest Users (KAFU) Forest Action Network (FAN)	Their concern is on forest conservation
11	Kenya Society for Deaf Children	Was established to take into consideration the interest of the deaf children.

	(KDSC)	
12	Inter-Link Rural Information Services (IRIS)	IRIS main concern is to reach the rural communities through information services
13	Young Women Christian Association (YWCA)	This is an association of Young Christian Women that supports women development activities and the wider community
<b>Bread for the World development partners</b>		
1	Ukamba Christian Community Services (UCCS)	(UCCS) is located in Ukamba region with its headquarters at Wamunyu. It was established in 1987 in the former diocese of Machakos to improve the living standards of the rural communities in Ukambani
2	Association for People with Disability in Kenya (APDK)	This is a national organization and the only one that addresses people with disabilities. It is situated in Mombasa and deals with rehabilitation of the disabled people
3	Community Initiatives Support Services International (CISS)	CISS is an NGO based in Kisumu with an operational community pharmacy. Its core business is in community health with major emphasis in HIV/AIDS. Its also involved in capacity building.
4	Africa Rehabilitation Education Programme Foundation. (AREP)	AREP deals with the issue of refugees. It is situated in Nairobi and initially, it was working with Eritrea, Ethiopia and Sudanese refugees but later it started working with Democratic Republic of Congo (DRC), Burundi and Rwanda
5	Nairobi Peace Initiative (NPI)	NPI is a Pan African organization based in Nairobi working on peace training and research.
6	African Medical Research Foundation (AMREF)	AMREF was founded by African Doctors mainly to carry medical research.
7	KWETU	KWETU is situated at the Coast and was founded by a German. It is one of the few NGO's in Mombasa.
8	Eldoret Regional Company Limited(ELRECO)	ELRECO has been in existence since 1983. It implements an integrated rural development programme covering the 8 administrative districts of, Turkana, West Pokot, Trans Nzoia, Mt Elgon, Marakwet, Uasin Gishu, Nandi and Keiyo. ELRECO targets communities, and individuals in the North Rift of Kenya who are socially, economically, ecologically, politically and spiritually under privileged.
9	National Council of Churches of Kenya (NCCK)	NCCK is based in Nairobi and has got 33 members both full and associate members. It works with the churches.
10	Inter Diocesan Christian Community Services (IDCCS)	IDCCS covers the four Dioceses of the Anglican Church of Kenya, namely: Maseno South, Maseno West, Southern Nyanza and Bondo. The four dioceses situated in Kisumu, Homabay, Siaya and Bondo respectively.
11	ICA- Kenya	ICA is a local registered NGO operating in Kenya in areas of capacity building on leadership and strategic planning, promotion of community health, sustainable agriculture, livestock development and beekeeping, micro business and credit management through training and support of community initiatives to empower people respond positively and with skills to the emerging socio-economic challenges
13	Kibisom	Kibisom is a small project for widows and orphans located in Rusinga Island of Nyanza province.

14	Mt. Kenya East (MKE) - CCS	MKE has been engaged in development work since 1980. It serves people, especially the poor, destitute and marginalized communities within the region which falls under the four dioceses of Kirinyaga, Embu, Mbeere and Meru.
15	Mt. Kenya West (MKW) - CCS	MKW is located in Laikipia among the Maasai people. It is a project in Mukogondo in Laikipia and its concern is on health, food security and water
16	OAIC	OAIC is based in Nairobi and focuses on community health and food security
17	EAYM/RSP Rural Service Programme (RSP)	RSP is situated in Kaimosi station. It was started in 1962 by East Africa yearly meeting of Friends as a service department to the church and since it has transformed itself into an integrated project serving communities in western Kenya,
18	Kipsigon FGCK	Kipsigon is located in Mt. Elgon and its purpose initially was mainly to focus on health.
19	Justice and Mercy (JAM)	Was established to empower the community to realize their unique skills and talents and use them to identify local resources to address their needs towards care and support of their own people for the betterment of their livelihood.
20	KMC/GHETTO -Child	Ghetto child programme gives less privileged slum dwellers of Kibera non-collateral loans to help them start small-scale business.
21	ACK-DOSS	
22	NGO Council	Is an umbrella organization of NGOs in Kenya registered under the NGOs coordination Act of 1990
23	Sikinga	The project was initiated in 1997 but by 2003 it had come to an end.
24	Mully Children's Family (MCF)	Is a street children's rescue ministry established in 1989. It rescues girls from the difficult and miserable life they are encountered with uncertain future.
25	Women Network Council (WNC)	Women Network Council main concern is to articulate interests of women in their programmes
		<b>AD HOC Clients</b>
1	Institute of Education in Democracy (IED)	IED was founded originally as "Education Institute of Democracy" (EID) in 1993 following the disbandment of National Election Monitoring Unit (NEMU)
2	Moi Teaching and Referral Hospital (MTRH)	MTRH was established on 12 <sup>th</sup> June 1998. It is located in the North rift valley in Eldoret town.
2	Federation of Women Lawyers (FIDA)	Kenya FIDA is a non-profit, non-partisan and non-governmental membership organization, founded in 1985 after the Third UN Conference on Women, held in Nairobi. FIDA Kenya is committed to the creation of a society that is free of all forms of discrimination against women through provision of legal aid, monitoring women's rights, advocacy, education and referral.
3	Christian Health Association of Kenya (CHAK)	This is an association of health organizations with concerns on the matters of health .
4	Building Eastern African Community Network (BEACON)	BEACON is a forum of churches and church based organizations in East and the Horn of Africa. It was formed in 1996 as a Trust to build capacity of churches and church based NGOs on advocacy and on how to influence policy formulation on good governance, economic justice and peace as well as monitoring the implementation of the same.

5	Sudan Women Empowerment Programme (SUWEP)	SUWEP is an initiative of women from the North and South of Sudan
6	Programme For Christian-Muslim Relations In Africa (PROCMURA)	PROCMURA is the oldest and pacesetter Christian-Muslim relations' organization in Africa established in 1959.
7	Consumer Information Network (CIN)	TAABCO facilitated CIN in Resource mobilization
8	Chemi Chemi Ya Ukweli (CYU)	Chemi Chemi Ya Ukweli has since 1997 been in the forefront in advocating for Active Non-Violence (ANV) in Kenya through a number of strategies, most especially those geared at subtly influencing civil society and religious leaders to use non-violence in their populous constituencies
9	Kenya Alliance for Advancement of Children (KAAC)	It was established to advocate for and promote the realization of children rights, both girls and boys in Kenya
13	PMU- Inter-life	PMU-Interlife is the development arm of the Swedish Pentecostal Churches
14	EDUCAIDS	EDUCAIDS has developed a framework for the partners both in the North and the South to understand and work jointly on education in HIV/AIDS.
24	League of Women Voters	

## 8.0 TAABCO's Contact Information

### Location

TAABCO's office is located at SAACHI PLAZA, along Argwings Kodhek Road in Hurlingham, Kenya. The office is centrally located about ten minutes drive from the city centre. TAABCO can be reached via Postal Box No. 10488, 00100 GPO Nairobi; by mobile phone **254-721 948813**, + **254 726 164625** or through e-mail: [info@taabco.org](mailto:info@taabco.org) or [taabco@taabco.org](mailto:taabco@taabco.org).

TAABCO is more aware than ever before of the need to be up to date in the area of Information Communication and Technology (ICT). To this end since the year 1997 the firm has installed modern computers for the core professional staff, associate consultants and support staff. This has enhanced information collection, collation, analysis and dissemination.

The firm has installed appropriate information computer network with a view to enabling the sharing of information amongst consultants and other stakeholders. You can get more information about us on our website at: [www.taabco.org](http://www.taabco.org)