



ANNUAL REPORT 2011





PAIDA ORPHANAGE  
ANNUAL REPORT  
2011



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# FOREWORD

"2011 showed significant improvements in the daily lives of the children at PaidaOrphanage"

PaidaOrphanage is a very young organization, created and developed by individuals who are linked through their common desire to make a difference to the lives of children in need.

2011 was the first complete year for PaidaOrphanage and with the help of our donors and sponsors, the children of PaidaOrphanage enjoyed significant improvements in their quality of life.

As a result of total financial contributions of almost CHF 10'000 received through various channels, the quality of the nutrition and healthcare provided to the children was improved.

We can now guarantee tuition fees and transport to primary school for five of our orphans.

We are proud to present this annual report which outlines the progress PaidaOrphanage has made during 2011. We do hope you enjoy reading it.

Thank you so much for your interest in PaidaOrphanage – you have made this possible.

Daniel Hoff  
*President*  
PaidaOrphanage

Marie-Laure de Quina  
*Vice-President*  
PaidaOrphanage







# PURPOSE OF THIS REPORT

This report is directed towards sponsors, donors, beneficiaries, staff members and all other people interested in the activities of PaidAOrphanage. It gives an outline of the work of PaidAOrphanage and the actions we have undertaken during 2011 to meet our objectives.

# WHO WE ARE

The orphanage was created in 1929 in the neighborhood of Paidia, city of Beni in the Democratic Republic of the Congo ("DRC"). It is currently being managed by 2 Sisters from the order of the "Soeur Oblates de l'Assomption" supported by three nurses. Other Sisters manage a hospital and a school.



1. The outside path of the orphanage



2. The inside part of the orphanage with some of the children

In the summer of 2010, Europeans Marie-Laure de Quina and Daniel Hoff, visited the orphanage in the DRC. They were both moved and impressed by what they saw there, and decided to create the association "PaidiaOrphanage" in Europe. The association was established in January 2011 in Switzerland.

The highest level of governance of PaidiaOrphanage is the General Assembly, which is constituted by all members of the organization.



3. The hospital

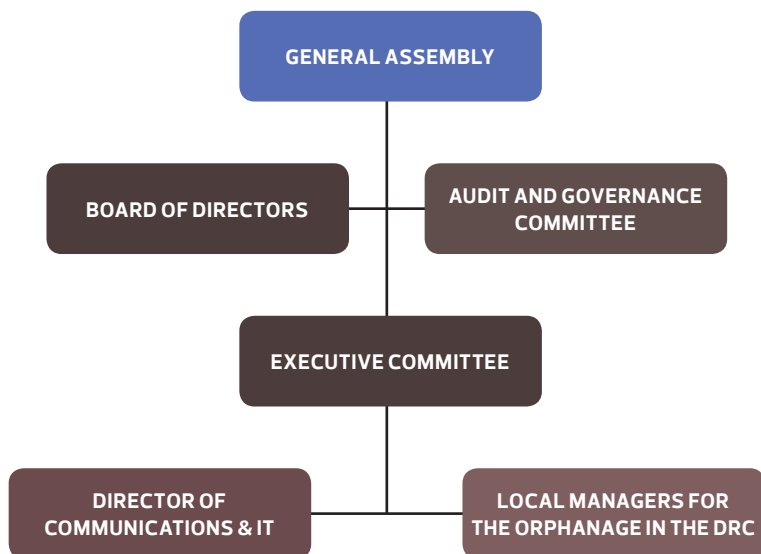


4. Food for the babies

The main governing body is the Board of Directors together with the Audit and Governance Committee.

The Executive Committee manages day-to-day business and is supported by the Director for Communication & IT and the Local Managers for the Orphanage in the DRC.

## A) Governance

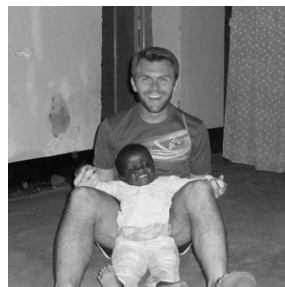


Board of Directors	Audit and Governance Committee	Executive Committee	Director Communication & IT	Local Managers
Daniel Hoff		x		
Marie-Laure de Quina		x		
Martin Keller	x			
Delphine Menezes Cordeiro	x			
Josephine Mantombela				x
Jeanne-Marie Kisenge				x
Ruben Nascimento			x	

## B) Biographies

### Daniel Hoff

I am a German national and studied Business Administration in Cologne, Germany and Lisbon, Portugal with emphasis on international management strategy and human resource management. As co-founder of *Projecto Universitário em Maputo*, I gained valuable insights into the creation and management of non-profit organizations in a developing context and worked several months in Mozambique. Currently I work at PricewaterhouseCoopers.



Relationship to PaidOrphanage: In 2010 I stayed for some months in the orphanage in Paida, building strong relationships with the Sisters who manage the orphanage and with the children. I was hugely impressed not only by the compassion of the Sisters, but also by their effectiveness and efficiency in managing the orphanage, despite the minimal resources. Together with my wife Marie-Laure we decided to create the PaidOrphanage association to support the orphanage in the long term.

### Marie-Laure de Quina

I am a French national and studied Business Administration and Finance with a specialization during my Masters degree in Supply Chain in Paris, France. After working for over 5 years in supply chain in large multinational companies, I worked as a procurer and logistician for the International Committee of the Red Cross (ICRC) in various African countries.



Relationship to PaidOrphanage: In 2010 I worked in the city of Beni as logistician for the ICRC. During my time there, I visited the 3 orphanages in the city and felt very comfortable with this one. Therefore I decided to support the orphanage, first by going there regularly (every weekend), then by asking Daniel to come to help them for several months by being there physically, and now through the association. We know and trust the orphanage and the Sisters managing it. We really believe in their work, in their honesty and in their will and dedication to improving the lives of these orphans.



*Impressions from the town of Beni:  
traditional Congolese mud-houses and some of their inhabitants*



# AIM OF THE ORGANIZATION

In general, the purpose of the organization is to support schools in developing countries, in particular to provide access to basic education to the local population, especially children. Special attention is given to orphaned children. As far as possible, the association will also facilitate access to basic nutrition and promote health.

More specifically, PaidaOrphanage aims to build a school complex for at least 200 children, including an orphanage with the capacity to accommodate at least 50 orphans, in the city of Beni, district North Kivu in the DRC.

In order to achieve the general aims of the organization, various projects have been initiated.

## **Project FOR – “Hire additional staff to better support the integration of children into families”**

This project was completed in June 2011. Thanks to regular monthly payments set up in May 2010 by Marie-Laure de Quina and Daniel Hoff, additional staff have been hired for the orphanage. This has enabled the Sisters to provide more one-to-one attention to our children.

In addition, since September 2010, one Sister has been able to undertake a course of study in order to better understand and manage the process of adoption and reintegration of children to families. This is helping the orphanage to continuously evaluate the reintegration of our children into family life and to know how and when to act should the child's well-being be threatened.

## Project EXT–“Extension of current facilities”

This project was completed on February 2011. Through various donations, PaidaOrphanage has been able to acquire the equipment (beds, mosquito nets, hygienic accessories etc.) needed in order to accommodate up to 12 orphans aged 4 years or more. Currently, PaidaOrphanage hosts four children in that age group and expects another four children to fall into this category by 2012.



*All the children eat at the table now*



THE FOLLOWING TWO PROJECTS REMAIN ACTIVE:

## Project SPO – “Sponsor an orphan”

Even if physical infrastructure exists to accommodate orphaned children, funds are required to guarantee a proper level of nutrition, health care and education. Occasional or monthly contributions (ideally of USD 25 per month per child) will enable PaidAOrphanage to significantly increase the quality of lives of the orphans.

To maximize the effect of these vital funds, we have ensured that no administrative costs are deducted from your contributions. Each contribution made by our donors goes directly to support the children and the staff of the orphanage. The funds will be used to purchase food and medicaments for the orphanage as required and guarantee the tuition fees for the sponsored child. All administration cost, e.g. for the transfer of funds or office materials are paid for by Marie-Laure and Daniel from their own money



*Sponsor one of our thirty orphans by expressing your interest in an email to [info@paidaorphanage.org](mailto:info@paidaorphanage.org)*

## Project ORP – “Creation of new orphanage and school complex”

By 2016, PaidaOrphanage hopes to start construction of another accommodation building for approximately 50 orphans up to the age of 18 years. In addition, the complex will include a school to provide education for the orphans and for approximately 200 children from the surrounding areas. Land has already been provided and PaidaOrphanage engaged an architect to provide a costed proposal.

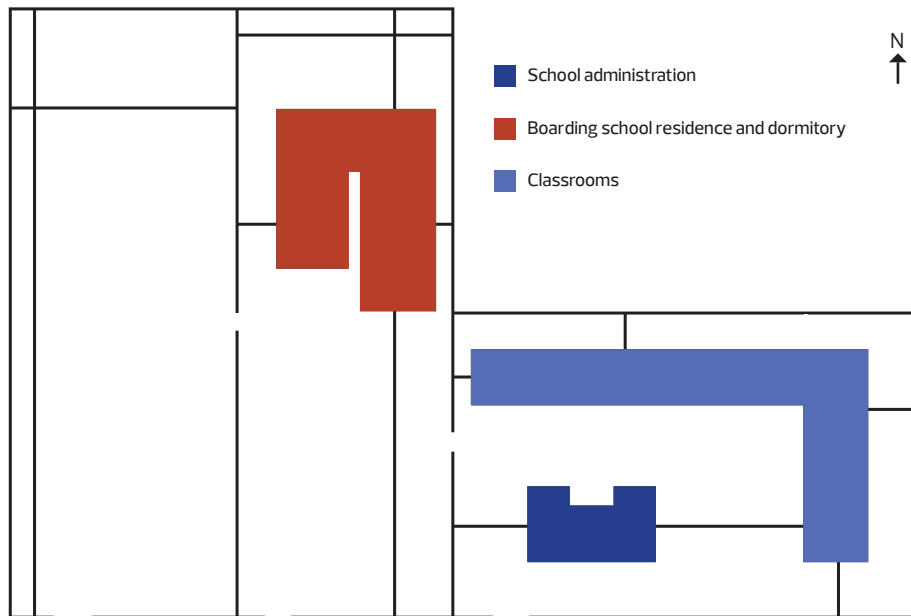
The initial estimate to construct accommodation facilities for the orphans, classrooms and an administrative complex for the teachers amounts to approximately USD 240,000.

The proposal is currently under review by an architect and engineer and will subsequently be converted into an official proposal document.



*Image of the plot from Google Earth*

## Overview of School Complex



# ANNUAL PERFORMANCE EVALUATION

## A) Response to main challenges 2010

The following actions were taken in 2011 in order to mitigate the main challenges of the year 2010:

Challenge 2010	Response 2011
⊙ Regular exchange of data (e.g. photos etc.)	Data exchange has been improved as local representatives of PaidaOrphanage learned how to use the computer and internet or used third-party support. Difficulties still remain due to the poor infrastructure, regular electricity cuts and downtimes of internet connections. Moreover, conflicts due to the presidential elections in the DRC at the end of 2011 made internet access impossible for some weeks.
⊙ Workload of project committee	No concrete action taken, lack of available resources to help with the workload is still an issue. The executive committee is composed of 2 individuals having a full time profession outside PaidaOrphanage, therefore the projects are advanced little-by-little when they have time available.
✓ Finalization of website	Professional web designer engaged, website completed and ongoing updates are now made by PaidaOrphanage staff. Website available under: <a href="http://www.paidaorphanage.org">www.paidaorphanage.org</a> in two languages; English and French. See Annex a. for an image of the website's home.
⊙ Obtain receipts for all expenses	Various receipts for school fees and other expenses have been obtained. Additional supportive documentation will be requested in order to account for the use of donations (e.g. for the purchase of food, medicine etc.).

## B) Main achievements in 2011

The following table summarizes main achievements in 2011:

Achievements
<p>Project FOR Hire additional staff for a better follow-up when reintegrating children to their families:</p> <p>✓ Project completed successfully.</p>
<p>Project EXT Extension of current facilities:</p> <p>✓ Project completed successfully.</p>
<p>Project SPO Sponsor an orphan:</p> <p>✓ Engagement of sponsors to support six children on a monthly basis, raising a total of CHF 1,091.60 for the year 2011. See Annex b. for the names and pictures of the sponsored children.</p>
<p>Other achievements:</p> <p>✓ Professional update of the website: <a href="http://www.paidaorphanage.org">www.paidaorphanage.org</a>.</p> <p>✓ No administrative fees levied on donations to sponsor children or for the project ORP.</p> <p>✓ Additional donation of CHF 158.24 received to cover administrative cost of PaídaOrphanage.</p> <p>✓ Additional donation of CHF 2,099.10 received as non-earmarked funding for the Orphanage.</p> <p>✓ Total of CHF 2,099.10 transferred to PaídaOrphanage DRC in 2011.</p>

## C) Main challenges in 2011

The following table summarizes the main challenges in 2011, their context and potential mitigations/solutions proposed for 2012:

Challenge	Problem	Response
<p>🔴 Regular information exchange between Executive Committee and local Managers of PaídaOrphanage</p>	<p>Limited availability of proper access to the internet;</p> <p>Reduced internet availability due to conflicts related to the Congolese Presidential elections;</p> <p>Lack of training of locals to use infrastructure (e.g. computers, software etc.)</p>	<p>Incentivize local PaídaOrphanage staff to use the internet more regularly to speed up learning;</p> <p>The financed studies of one sister should familiarise her to the use of computers, this knowledge can also be shared to others.</p>
<p>🔴 Workload</p>	<p>Lack of personnel for ongoing administration requirements and to move projects forward</p>	<p>Employ additional staff (e.g. student) to work on specific tasks</p>



# FINANCIAL REVIEW

2011 Income		
<i>Item</i>	<i>Currency</i>	<i>Amount</i>
Donations related to the sponsorship of orphans	CHF	1,091.60
Unearmarked funding for PaidOrphanage	CHF	2,091.79
Donations related to the construction of an additional orphanage and school complex	CHF	6,100.00
Additional donations to cover administrative cost of PaidOrphanage	CHF	158.24
Interest	CHF	0.63
<b>TOTAL</b>		<b>9,449.57</b>

2011 Expenses		
<i>Item</i>	<i>Currency</i>	<i>Amount</i>
Total funds transferred to PaidOrphanage DRC	CHF	(2,099.10)
Bank account fees	CHF	(18.00)
Transfer accounts for the transfer of funds to the DRC	CHF	(65.00)
Cost of PaidOrphanage calendars	CHF	(93.24)
<b>TOTAL</b>		<b>(2,275.34)</b>

**SALDO**

**7,174.23**







# CONCLUSION

PaidaOrphanage has demonstrated its capability to significantly improve the nutrition and health conditions for the children at the orphanage. In addition, all children of school age have been enabled to attend primary school on a daily basis. Although not all difficulties have been completely overcome, PaidaOrphanage has made progress on all challenges.

In the future, we hope to make the association less dependent on the two members of the Executive Committee and to increase the support from private and public donors to realize Project ORP: Creation of new orphanage and school complex, and Project SPO: Sponsor an orphan.

In 2012 and 2013 we aim to strengthen the relationship with existing and potential partners and sponsors by initiating more regular and proactive communication from PaidaOrphanage using a range of different communication channels.

We thank all supporters of PaidaOrphanage and look forward to working with you in future. You have already made a difference in the lives of our children.





# AUDITOR'S COMMENTS

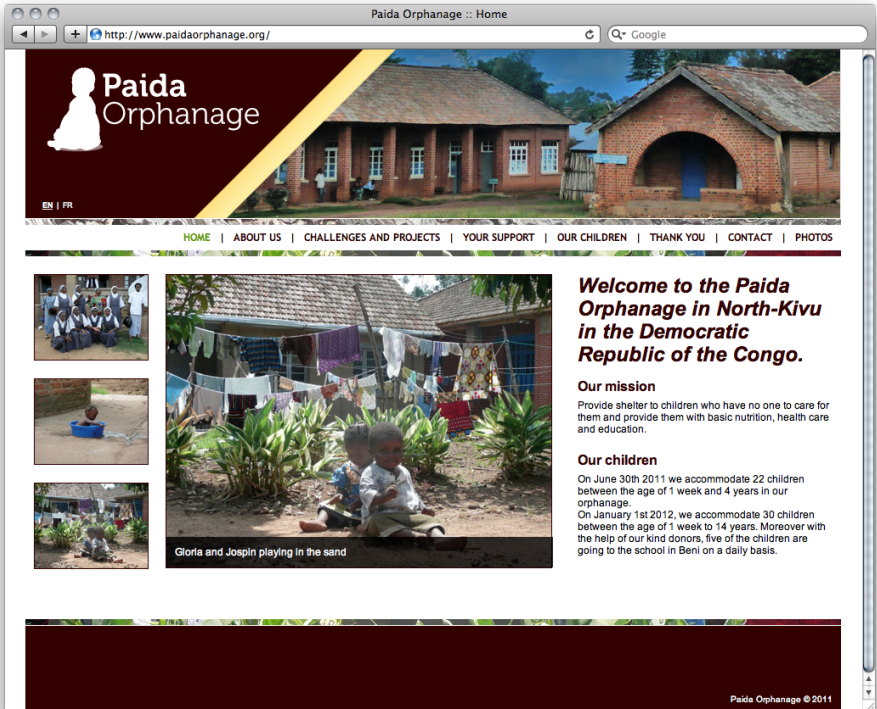
On March 24th 2012, Delphine Menezes Cordeiro and Martin Keller reviewed the annual report and in particular the annual financial statement and thereby acknowledge the correctness and completeness of the year-end reporting.

The audit committee confirms that the bookkeeping was conducted in a careful and transparent way and did not find any objections to address.

If the reader wishes to obtain additional information regarding the financial statement, he/she can contact the audit committee for more details ([under info@paidaorphantage.org](mailto:info@paidaorphantage.org)).



## A) PaidaOrphanage website: [www.paidaorphanage.org](http://www.paidaorphanage.org)



The screenshot shows a web browser window with the URL <http://www.paidaorphanage.org/>. The page features a dark red header with the Paida Orphanage logo (a white silhouette of a child) and the text "Paida Orphanage". Below the header is a navigation menu with links: HOME | ABOUT US | CHALLENGES AND PROJECTS | YOUR SUPPORT | OUR CHILDREN | THANK YOU | CONTACT | PHOTOS. The main content area includes a large image of a brick building, a sidebar with three small images, a central image of two children playing in the sand with the caption "Gloria and Jospin playing in the sand", and a text block titled "Welcome to the Paida Orphanage in North-Kivu in the Democratic Republic of the Congo." followed by sections for "Our mission" and "Our children". The footer contains the text "Paida Orphanage © 2011".


Paida Orphanage :: Home

<http://www.paidaorphanage.org/> Google

**Paida Orphanage**

EN | FR

[HOME](#) | [ABOUT US](#) | [CHALLENGES AND PROJECTS](#) | [YOUR SUPPORT](#) | [OUR CHILDREN](#) | [THANK YOU](#) | [CONTACT](#) | [PHOTOS](#)



**Welcome to the Paida Orphanage in North-Kivu in the Democratic Republic of the Congo.**

**Our mission**  
Provide shelter to children who have no one to care for them and provide them with basic nutrition, health care and education.

**Our children**  
On June 30th 2011 we accommodate 22 children between the age of 1 week and 4 years in our orphanage.  
On January 1st 2012, we accommodate 30 children between the age of 1 week to 14 years. Moreover with the help of our kind donors, five of the children are going to the school in Beni on a daily basis.

Gloria and Jospin playing in the sand

Paida Orphanage © 2011

## B) Sponsored children in 2011

Jospin Muhindo, born on April 2007.



Marie-Louise Kavira, born on July 2007.



Gloriose Masika, born on June 2008.





Judith Masika, born on April 2008.



Dorcas Kakule, born on August 2008.



Robert Paluko, born on December 2009.



# CONTACTS

**PaidaOrphanage**

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