



## ***PUTTING PEOPLE FIRST!***

**Reg. IT: 3902/2009 - NPO NR: 078-535**

### ***Annual Report – 2016***



*“What is important in this world is not so much where we are but in what direction we are moving!”*

**Prepared by: Frank Julie (Chairperson)**

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## **Introduction:**

This is the 5<sup>th</sup> annual report of People First Foundation (PFF) covering the period 1 April 2016 to 31 March 2017.

This report will cover the following:

1. NPO context in South Africa
2. PFF strategic focus for 2016
3. Our vision and mission
4. PFF programmes
  - a. Leadership forums
  - b. Capacity building workshops
  - c. Road tours
  - d. Newsletter
5. Marketing and communications
6. Governance
7. Network partners
8. Fundraising and finances
9. Conclusion and thanks

### **1. NPO context in South Africa**

Since our previous annual report, not much has changed within the NPO sector. The same challenges exist as outlined. What is important to note though are the following:

- NPOs in South Africa are growing at phenomenal rate of about 25% per annum. In May 2017, according to the NPO Directorate in Pretoria, the sector stood at 170 000 NPOs. New NPOs are reportedly registered at an average of 70 NPOs daily!
- At this rate there are huge implications for the sector as a whole and society in general.
- More worrying is the scale of non-compliance that accompanies this rapid growth. Based on figures released by the NPO Directorate the scale of non-compliance is horrific! In some provinces its more than 50%!
- What needs urgent investigation is the motivation behind this rapid increase in the number of NPOs. Is the need for self-employment, with the NPO becoming a survival strategy to mitigate the impact of the abnormal state of unemployment? (27.6% according to the official definition and about 40% based on the expanded definition.) Or are people establishing NPOs to address the myriad of social challenges confronting society? Or is it both?
- The funding situation is becoming more and more challenging with massive shifts in the donor world. The recession and austerity measures implemented by the state do not assist the situation as was seen in the social development sector.
- A positive element is the greater urgency amongst NPO leaders to network and collaborate. The various forums emerging on a national level including on social media are encouraging.
- The dominance of female leadership, born out through our own interaction with NPO leaders is also encouraging. It would be interesting to investigate in which sectors and which size NPOs (budget wise) this female dominance prevails? Is it at the level of survivalist NPO or your blue chip NPO with mega budgets?

# Which Province is Best (or worse) ?



| NO | Primary Province | Registered | Noncompliant | Percentage |
|----|------------------|------------|--------------|------------|
| 1  | Free State       | 7641       | 4668         | 61%        |
| 2  | Kwazulu Natal    | 29488      | 17638        | 60%        |
| 3  | Gauteng          | 49038      | 27823        | 57%        |
| 4  | Eastern Cape     | 13783      | 7776         | 56%        |
| 5  | Western Cape     | 13864      | 8704         | 55%        |
| 6  | North West       | 9553       | 5201         | 54%        |
| 7  | Northern Cape    | 3037       | 1343         | 51%        |
| 8  | Limpopo          | 13884      | 7898         | 50%        |
| 9  | Mpumalanga       | 11483      | 5263         | 46%        |
|    | Total            | 155771     | 86536        | 56%        |



## 2. PFF strategic focus for 2016

Continuing with our strategic focus agreed upon in 2015 we deepened our footprint in the Eastern Cape and Gauteng. With the funding support accessed in November 2016 from the Magi Fund, we were able to expand our interventions in the Eastern Cape, Western Cape and Northern Cape.

### Our vision and mission

**Vision:** An effective, strong, sustainable and vibrant community-based sector in South Africa.

**Mission:** To work in collaboration with community-based organisations in South Africa to strengthen their capacity to effectively mobilise resources, deliver valuable services to their communities and contribute meaningfully towards the eradication of poverty.

Our vision and mission statements are fairly clear. The question is: to what extent have we been able to successfully execute it in the current challenging circumstances?

### Our programmes:

During this reporting period we focused on 5 primary programmatic interventions namely our Leadership Forums, Capacity Building Workshops, Donor Forum and Mini Conference, Road Tours (new focus) and Quarterly Newsletter.

The following is a summary of our work for this period:

## NPO Leadership Forums:



| Date                 | Topic  | Venue                         | No. of participants |
|----------------------|--|-------------------------------|---------------------|
| 29 June 2016         | NPO Leadership Forum – with a diversity of speakers.<br>A/Prof Eric Atmore (ECD)<br>Tina Thiar (Corporate donor trends)<br>Frank Julie – PFF Chair<br>Liezal – HGG (Bookkeeping services for NPOs)   | Bellville library – Cape Town | 34                  |
| 21-22 September 2016 | East London Donor Forum (with a panel of NPO stakeholders) and Mini Conference with 5 electives<br>Guest speakers included:<br>Lesley Foster (Director - Masimanyane)<br>Sydney Davis (Provincial manager - Nacosa)<br>Sandra (Director - Itec)<br>Dr Tony Masha (consultant)<br>Rooks Moodley (Director - Ecngoc) | Masimanyane – East London     | 31                  |

## Capacity Building Workshops:



| Date               | Topic  | Venue                     | Nr of participants |
|--------------------|--|---------------------------|--------------------|
| 21-22 April 2016   | Professional fundraising and NPO legal compliance                  | Masimanyane – East London | 31                 |
| 10 November 2016   | Monitoring and Evaluation  | The Big Fish JHB          | 16                 |
| 30-31 January 2017 | Professional fundraising NPO tax compliance and policy development | Port Elizabeth – Southend | 50                 |

|                   |   |                       |    |
|-------------------|---|-----------------------|----|
|                   | Monitoring and Evaluation   | Museum                |    |
| 1-2 February 2017 | Professional fundraising<br>NPO tax compliance and<br>policy development<br>Monitoring and Evaluation | East London<br>– ITEC | 54 |

### Road tours



| Date             | Topic   | Venue             | Nr of participants   |
|------------------|---|-------------------|----------------------|
| 13-14 July 2016  | Professional fundraising and proposal writing | Tarkastad         | 21                   |
| 11-12 July 2016  | Consultation and site visit in Mgwali village | Stutterheim       | Management committee |
| 21 February 2017 | NPO legal compliance                          | Matatiele         | 18                   |
| 22 February 2017 | NPO legal compliance                          | Mount Frere       | 24                   |
| 23 February 2017 | NPO legal compliance                          | King Williamstown | 14                   |
| 20 February 2017 | NPO legal compliance                          | Idutywa           | 42                   |
| 6 February 2017  | Professional fundraising                      | Suurbraak         | 22                   |
| 15 March 2017    | NPO Indaba                                    | Montagu           | 81                   |
| 16 March 2017    | Professional fundraising                      | Montagu           | 31                   |

### Some of the NPOs who benefited from our various leadership forums and workshops:

| Organization and province        | Organization and province                   |
|----------------------------------|---|
| Arts Capital                     | Jack n Jill Educare                         |
| Rainbow House                    | Masithethe counselling services/Lifeline    |
| Tarkastad Development Forum      | Greensleeves                                |
| PE Mental Health                 | Buffalo Flats Support Group                 |
| Uviwe Child and Youth Centre     | Hobbiton Association Outdoor Education      |
| Alzheimers SA                    | Yafente ECD                                 |
| Virtuous Women Pampering Group   | Softstart Business and Technology Incubator |
| Step Up Youth Development        | Child Welfare                               |
| Catholic Welfare and Development | Ecngoc                                      |
| Bold Empowerment                 | Bless EDC                                   |
| Rainbow of Hope                  | Africare HIV                                |
| Gift of Choice                   | The Presidents Award                        |
| Inclusive Education              | Border Rural Committee                      |
| Kolping SA                       | Famsa PE                                    |

## **Quarterly newsletter**

2 newsletters were issued during this period focusing on a variety of topics such as the funding crisis, leadership issues, networking, trustee appointments, relevant NPO resources, etc. Our newsletter was sent to about 1800 NPOs captured on our database. The database is currently increasing as more and more people are subscribing.

Recently another separate database was started to increase the scope of our reach via the newsletter. Feedback received is mostly positive.

## **Media, marketing and communications**

Our primary marketing tools during this period have been:

- Our various programmes such as the road tours, leadership forums, Donor Forum and Mini Conference.
- Word of mouth (referrals)
- Our electronic newsletter
- Website
- Block emails promoting our capacity building workshops and forwarding information from partners about events.
- Trustees have done their bit in promoting PFF in the various forums where they are active.
- Displaying our banners at strategic events

## **Governance:**

During this reporting period we held 2 trustee meetings including a planning sessions in February 2014. An average of 4 trustees attended the meetings. A planned telephone conference was cancelled since most of the information to be discussed was shared via whatsapp.

## **The following trustees were active during this period:**

| <b>Trustee</b>     | <b>Position</b>  | <b>Terms of office</b> |
|--------------------|------------------|------------------------|
| Frank Julie        | Chairperson      | 2009 -2017             |
| Vuyiseka January   | Vice-chairperson | 2012 – 2017            |
| Anthony Masha      | Member           | 2016- 2017             |
| James Senokwanyane | Treasurer        | 2011 – 2017            |
| Shirley De Jongh   | Secretary        | 2013 – 2017[           |

A written evaluation via email was conducted to ensure that we live up to the expectations of our trusteeship. Evaluations were generally very positive in the context of our commitment to the sector via the work of PFF. Trustees were very robust in their feedback in the spirit of mutual accountability.

After some challenges, our audit and narrative report were submitted to the NPO Directorate as per the provisions of the NPO Act. It was sent to the Western Cape NPO Helpdesk. Since feedback was slow we decided to also post it via fastmail in November 2016. Our status is currently compliant.

## Our network partners

During this period we have developed and strengthened strategic partnerships with the following NPOs, institutions and individuals:

| Organisation/Individual   | Value added   | Value shared   |
|---|---|--|
| YoungPeople@Work  | Volunteers providing free admin support at events   | Volunteers allowed access to workshops and leadership forums expanding their networks in the process                 |
| <b>Presenters:</b><br>Lesley Foster (Director - Masimanyane)<br>Sydney Davis (Provincial manager - Nacosa)<br>Sandra (Director - Itec)<br>Dr Tony Masha (consultant)<br>Rooks Moodley (Director - Ecngoc) | Guest presenters at our Donor Forum<br>Masimanyane and Itec offered free training space<br>Ecngoc assisted with marketing in Eastern Cape | Exposure to a NPO network<br>Bursaries offered to Ecngoc members to attend workshops and the Donor Forum             |
| Tina Thiart and Associates / SAFULA   | Provided access to her database in promoting PFF events   | PFF Trustees acted as speakers at their events and shared strategic information                                      |
| Prof Eric Atmore (CECD)   | Presenting effective fundraising tips   | Referrals  |
| The Big Fish  | Access to training space  | Access to NPO network  |
| Ikhala Trust  | Funding bursaries for NPO leaders to attend PFF events<br>Free access to training space   | Access to quality and affordable capacity building with follow up and after care                                     |
| Allistair Brown (All About Mzansi)  | Provide support with our newsletter   | Access to NPO network  |
| Bellville library   | Free access to training space   | Community involvement  |
| Various NPOs  | Participants attending our leadership forums and workshops at a small fee enhancing our income generation potential                       | Access to our leadership forums and workshops sharing valuable information to enhance NPO sustainability and renewal |

## Funding and finances

The Magi Fund (now called the Hlanganani Fund) approved funding of R180 000 after we submitted a proposal in June 2106. This funding covered our admin, programmes and personnel costs. Other income was mostly generated through workshop fees and a donation from Safula who partnered with us in our PE and East London workshops in January/February 2017.

Once again, a number of bursaries were allocated to non-funded NPOs in line with our mission to create access to survivalists NPOs. Through our partnerships huge savings were generated. These savings involved free or cheap accommodation during our road tours, free access to training venues, volunteer facilitators, discounts on catering, etc.

## Conclusion

Once again I extend my sincere gratitude and appreciation towards the trustees of PFF who selflessly serve the sector without any expectation of financial gain. We may be small in number but our influence is huge as



we invest in many NPOs. A big thanks also to our partners who are very supportive in the execution of our work.

The funding support from the Magi Fund has enabled us to spread our wings far and wide in many remote communities of the Eastern Cape and Western Cape. PFF is fast becoming recognised actor in the NPO sector and a point of reference for many NPO leaders.

If our funding support can be sustained, we foresee an exciting period ahead as our governance has been stabilised and our strategic partnerships consolidated. Our future, based on our model of intervention, looks good.

**Thanks**  
**Frank Julie**  
**Chairperson**

**1 August 2016**