



2018

# Northern CBOs Boot camp Report



23rd to 25th

March 2018

## 1.0 INTRODUCTION

This report presents the proceedings of the recently concluded training on SYB training for CBOs funded by ENVenture to start Clean energy enterprises. The areas highlighted in this report include: the objectives, information on participants, trainers, training method, key results, lessons learnt and ends by making recommendations and finally drawing a conclusion. At the end of the workshop, all participants had the opportunity to express their level of satisfaction in writing. Annexed will be the Training program, attendance list and participants' evaluation.

### 1.1 Background of the training

Start Your Business (SYB)- SYB is for starting enterprises having a feasible business idea. SYB then enables enterprises in developing a detailed business plan and to actually get started. The training also provides an opportunity to test the required entrepreneurial skills and the business plan in a simulated and safe environment.

This training was therefore for the CBOs to be able to answer the following core questions:

- Is the CBO's business plan bankable and can the CBO defend the plan?
- Can the CBO overcome all start-up hurdles?
- When will the CBO be ready for their first day of business operations and first sales?

The CBOs were to be guided towards the actual start-up of their energy enterprises

### 1.2 Bootcamp objectives and content

The core objective of the training therefore, was to enable the participants to understand and appreciate the ENVenture mission and goal and for the CBOs to contribute to the creation of a viable modern clean energy business. It was also expected that the participants would learn about clean energy, share knowledge about their CBOs, incorporate WASH programs, look for partnerships, and create good customer relations. The specific objective of the training was to enable the potential entrepreneurs generate business ideas that would enable them develop actionable business plans for execution. The simulation business game was equally a highlight in this preparation exercise.

### 1.3 Venue and duration of the training:

The northern training that lasted 3 days, running from March 23<sup>rd</sup> to 25<sup>th</sup> 2018 was held at International Lifeline Fund (ILF) headquarters in Lira district.

## 2.0 THE PARTICIPANTS

The training targeted 20 participants from 5 CBOs each represented by 3 members and a business development fellow. An additional 2 CBO representatives from the previous cohort were in attendance (LICO and LAYDNET). Lira district registered majority CBO participants as seen below;

<b>No.</b>	<b>Name of CBO</b>	<b>District</b>
1	Camkwoki Initiative for Development Ltd	Lira
2	Partners for Community Health & Development Organization	Gulu
3	Child Way Uganda	Abim
4	Hands Foundation International	Apac
5	Community Action for Rural Transformation	Alebtong

Also in attendance on some of the days were representatives from each of the three supplier partners;

<b>No.</b>	<b>Name of Supplier</b>	<b>Product</b>	<b>Headquarters</b>
1	International Lifeline Fund	Improved cook stoves	Lira district
2	D Light	Solar	Kampala district
3	Aqus Water	Water filters	Kampala district

## 3.0 TRAINING MODE

### 3.1 Opening of training

Julius Mujuni the ENventure Country manager opened the training by welcoming participants and thanking them for honoring the invitations. He then presented the rationale of the workshop

### 3.2 Course trainers

The training was organized and facilitated by ENventure Enterprises. Julius the country manager facilitated a session on Business roadmap start to finish on the first day. Robert, the loans officer facilitated sessions on Financial Planning and usability of the Envision mobile app. Smith, the Fellowship Coordinator delivered the leadership and management discussion and Marvin, the business development officer facilitated a ball toss competition about risk taking. The training ended with a module on McKinsey's 7S framework delivered by Julius.



All of the 3 clean energy product suppliers had a full afternoon each day to present and pitch their respective products to all CBOs. International Lifeline Fund presented their cook stoves on day 1, Aqus Water presented water filter as a clean water solution on day 2 and Dlight presented solar solutions on the last day.



### 3.3 Training delivery

A combination of recommended adult learning principles and methodologies were applied thereby providing a safe and effective learning environment for the adult learners. These included; group work, working in pairs, brainstorming and role-playing.



The facilitation approach ensured that participants Observed, Reflected, and Personalized ideas that would stir them into taking action operations begun.

### 3.4 Attendance

The training registered an excellent attendance for all 3 days with about 6 members of the 20 not present on day 1 and only 5 on day 3 (as recorded on the attendance lists).



### 4.0 KEY RESULTS:

**Trainees:** As revealed by the evaluation results, the majority of participants found the training very empowering. The content was very relevant and helpful. It was evident that the training helped the participants in their readiness to start their clean energy businesses.

**Evaluation of trainers and workshop:** The last-day evaluation conducted on Day 3 was for purposes of feedback on participants’ opinions about the usefulness, content, methodology, the Boot Camp in general as well as the arrangement.

#### 4.1 Evaluation findings – multiple choice questions:

In the following section the most significant comments made by participants and the results extracted from the 15 multiple choice questions are presented. The evaluation criteria are based on a “**Not at all**” to “**very well**” scale, “**Not at all**” standing for the minimum satisfaction and “**very well**” for the maximum. The complete and detailed results are presented in a table below;

		Not at all	Not well	Neutral	Well	Very well
1	Business road map start to finish(Julius)			1	6	
2	Business 101 – Financial planning (Robert)			1	4	5
3	Overview if inventory and sales Mobile app (Robert)			2	3	6
4	ILF Cook stoves presentation (Stefan)				6	5
5	Introduction to Leadership and management (Smith)			1	5	5
6	Game: ball toss competition (Marvin)			3	4	5
7	Agency – Core competence ( Julius)			1	6	4
8	Aqus water filter presentation			1	2	8
9	Factory visit to ILF			2	4	5
10	The McKinsey 7S Framework (Julius)			1	5	4
11	DLight - Solar presentation			3	6	2

The overall score given to the training was “very well”. 100% of the participants choose the “very well” and “well” box indicating that participants were highly-satisfied with the workshop. The highest satisfaction among the modules came from the business roadmap, financial planning, leadership & management. The best supplier presentation was Aquas Water. 90% of the respondents felt that the facilitators knew the subject matter well and delivery was good.

#### 4.2 Evaluation findings - open ended questions results

In the next section, the main comments and feedbacks given in writing by participants through the evaluation questionnaire are presented and regrouped into 4 clusters of comments:

- a) The aspects of the boot camp the participants found of interest
- b) Topics and issues not clear
- c) Topics and issues to discuss in the future
- d) How to improve on facilitation

##### **a) The aspects of the boot camp the participants found of interest**

- The Aquas water and mobile app received the most praise. Participants believe the latter will streamline reporting procedures
- Most notable also was the financial planning module which participants believe will aid in tracking profit or loss

##### **b) Topics and issues not clear**

- Many of the participants did not understand the presentation from DLight and felt that the presenter was not clear in his explanations.

##### **c) Topics and issues to discuss in the future**

- Participants were impressed and felt the modules were very appropriate. Their suggestion was to continue with the same approach in future boot camps.
- Negotiation skills on how to convince last mile customers in adopting the products

**d) How to improve the facilitation?**

- Increase the number of core competence module exercises
- Increase the number of boot camp days
- Encourage more active participation
- Consider provision of full or partial accommodation
- Better supplier partner sales persons

## 5.0 WAY FORWARD

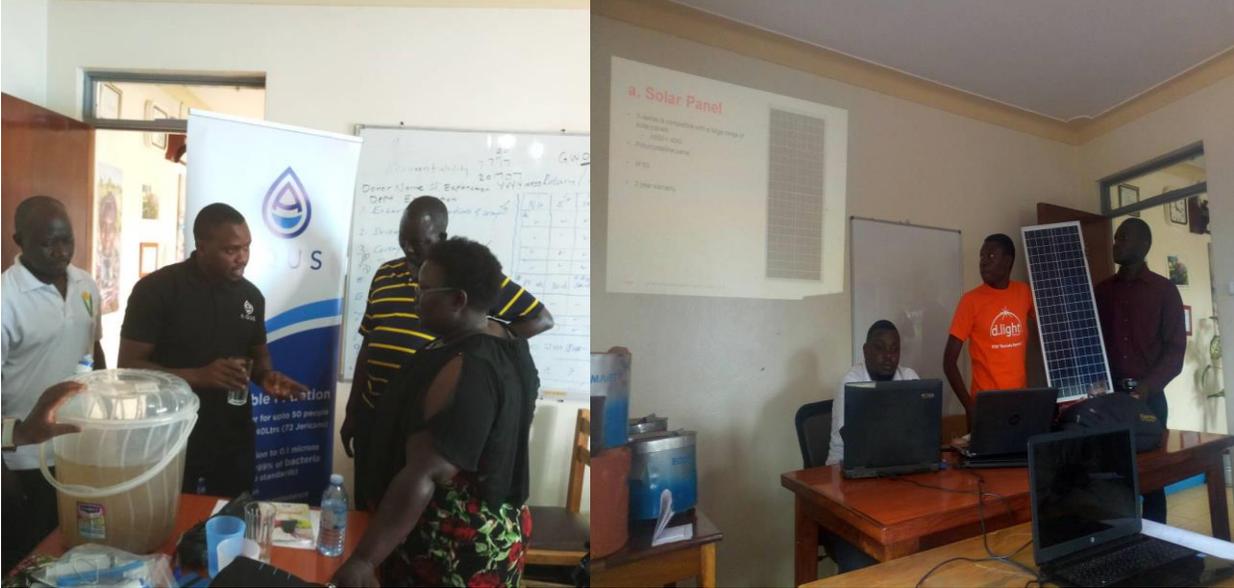
The participants were expected to revisit the areas that came up as weak points for their businesses, following the Business start-up. The fellows are expected to offer this form of support to their respective CBOs. In particular, each CBO was expected to go and focus on their Business plan with special attention on Business Plan, Marketing Plan; Financial Planning development.

Report prepared by:  
Marvin Tumusiime  
ENVenture

**Annex 1: Boot camp program**

<b>Time</b>	<b>Activity / Topic</b>	<b>Person Responsible</b>
<b>March 23rd</b>		
<b>9:00 AM</b>	Introductions	Julius
<b>9:30 AM</b>	Introductions to program and welcome remarks, Participants expectations, objectives and time table,	Julius
<b>10:00 AM</b>	Business roadmap start to finish	Julius
<b>11:00 AM</b>	Coffee break	
<b>11:30 AM</b>	Business 101	Robert
<b>1:00 PM</b>	Lunch	
<b>2:00 PM</b>	Overview of Inventory and Sales Tracking app	Robert
<b>3:00 PM</b>	<b>Cook Stoves</b>	<b>ILF</b>
<b>4:30 PM</b>	Q & A	
<b>5:30 PM</b>	Coffee break	Robert
<b>March 24th</b>		
<b>8:30 AM</b>	Arrival and registration	Marvin
<b>9:00 AM</b>	Introduction to Leadership and Management	Smith
<b>10:45 AM</b>	Coffee break	
<b>11:15 AM</b>	Agency Module	Marvin and Julius
<b>1:00 PM</b>	Lunch	
<b>2:00 PM</b>	<b>Water filters</b>	<b>AQUS</b>
<b>5:00 PM</b>	Coffee break	Robert
<b>March 25th</b>		
<b>8:30 AM</b>	Arrival and registration	Marvin
<b>9:00 AM</b>	Agency Module exercises continued	Marvin and Julius
<b>10:30 AM</b>	Coffee Break	Smith
<b>11:00 AM</b>	<b>Solar</b>	<b>DLight</b>
<b>1:00 PM</b>	Lunch break	Robert
<b>2:00 PM</b>	Solar kits	d.light

**Annex 2: Pictorial**



Annex 3: List of participants

DAY 1

Q1 2018 BOOT CAMP- ATTENDANCE REGISTER

NAME OF PARTICIPANT	ORGANISATION	DISTRICT	DESIGNATION	PHONE NUMBER	EMAIL
1. ALOMA PASRAK	CAMKWOKE	LIRA	E-ID	0732652959	Camkwoki@gmail.com
2. OLIGOM EMMANUEL	CAMKWOKE	LIRA	RTS/Facil	0778526672	
3. LAMUKU JOYCE	CAMKWOKE	LIRA	ACCOUNTANT	0781487665	
4. ONGORA JASPER	CART-UGANDA	MUBIRO	PROGEM MANAGER	0771486200	Sanent6@gmail.com
5. HAMBAGA BUTI	PACHEDO	GULU	HRM	0783678410	jasperongora@pachedo.org
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7. AKELLO TEDDY	HFI	APAC	SECRETARY	0786233057	
8. ALINA SHARON	HFI	APAC	RTD	0789780328	akulitobh@gmail.com
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10. AKELLO JANET	CART-UGANDA	ALERTONG	PROSEC OFFICER	0772603333	hanonmasse@gmail.com
11. ATINA TOMMY	CART-UGANDA	ALERTONG	ACCOUNT	078481647	
12. AKELU MILLY	PACHEDO	GULU	ADMINISTRATIVE	0787166663	tommyakel@gmail.com
13. RUTHIMMO DAN	LIRA-U	ZOMBO	SECRETARY	0789505521	
14. AMBROSE OCHA	Child Way Uganda	ABIM	Sales & marketing	0774624561	ruthimmo.dan@gmail.com
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DAY 2

Q1 2018 BOOT CAMP- ATTENDANCE REGISTER

NAME OF PARTICIPANT	ORGANISATION	DISTRICT	DESIGNATION	PHONE NUMBER	EMAIL
1. AMBROSE OCHA	Child Way Uganda	ABIM	E-D	0732641615	ambrose579@gmail.com
2. OCHA NELSON	Child Way Uganda	ABIM	P.C	0779010684	nelsenochak@gmail.com
3. HAMBAGA BUTI		LIRA	Fellow	0786233057	hambaga2@gmail.com
4. ALOMA PASRAK	CAMKWOKE	LIRA	E-ID	0732652959	Camkwoki@gmail.com
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10. ONGORA JASPER	CART-UGANDA	ALERTONG	P.M.	0771486200	Sanent6@gmail.com
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DAY 3

Q1 2018 BOOT CAMP- ATTENDANCE REGISTER

NAME OF PARTICIPANT	ORGANISATION	DISTRICT	DEPARTMENT	PHONE NUMBER	EMAIL
1 AKELLO JANET	CART-UGANDA	ALEBTONG	ACCOUNTANT	0784811647	
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3 LAMUKU JOYCE	CAMUKUWI	LIRA	ACCOUNTANT	0781489665	
4 AKECH FLOHA	DACHEDO	GULU	SECRETARY	0786233057	
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## Annex 4: Evaluation form



## Q1 2018 BOOT CAMP-LIRA

To what extent did you gain confidence in the following topics you learnt?						
<b>Day 1</b>		Not at all	Not well	Neutral	Well	Very well
	Business road map start to finish(Julius)					
	Business 101 – Financial planning (Robert)					
	Overview if inventory and sales Mobile app (Robert)					
	ILF Cook stoves presentation (Stefan)					
<b>Day 2</b>		Not at all	Not well	Neutral	Well	Very well
	Introduction to Leadership and management (Smith)					
	Game: ball toss competition (Marvin)					
	Agency – Core competence ( Julius)					
	Aqus water filter presentation					
	Factory visit to ILF					
<b>Day 3</b>		Not at all	Not well	Neutral	Well	Very well
	The McKinsey 7S Framework (Julius)					
	DLight - Solar presentation					
<b>3. How good was the facilitation?</b>		Not at all	Not well	Neutral	Well	Very well
3.1	The facilitators knew the subject matter well.	1	2	3	4	5
3.2	The facilitators gave clear explanations of the topics.	1	2	3	4	5
3.3	The speed of the lectures was appropriate.	Too slow 1	Slow 2	Yes 3	Fast 4	Too fast 5
3.4	The facilitators welcomed questions and responded to them appropriately.	1	2	3	4	5

1. Overall evaluation	
1.1	What impressed me or interested me most was ... (please explain why)
1.3	The topics or issues that were not clear to me were ...
1.4	I would like the following topics to be discussed in this or future workshops: ...
1.5	How can we improve our facilitation?