
ORGANIZATION PROFILE



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1. An Overview

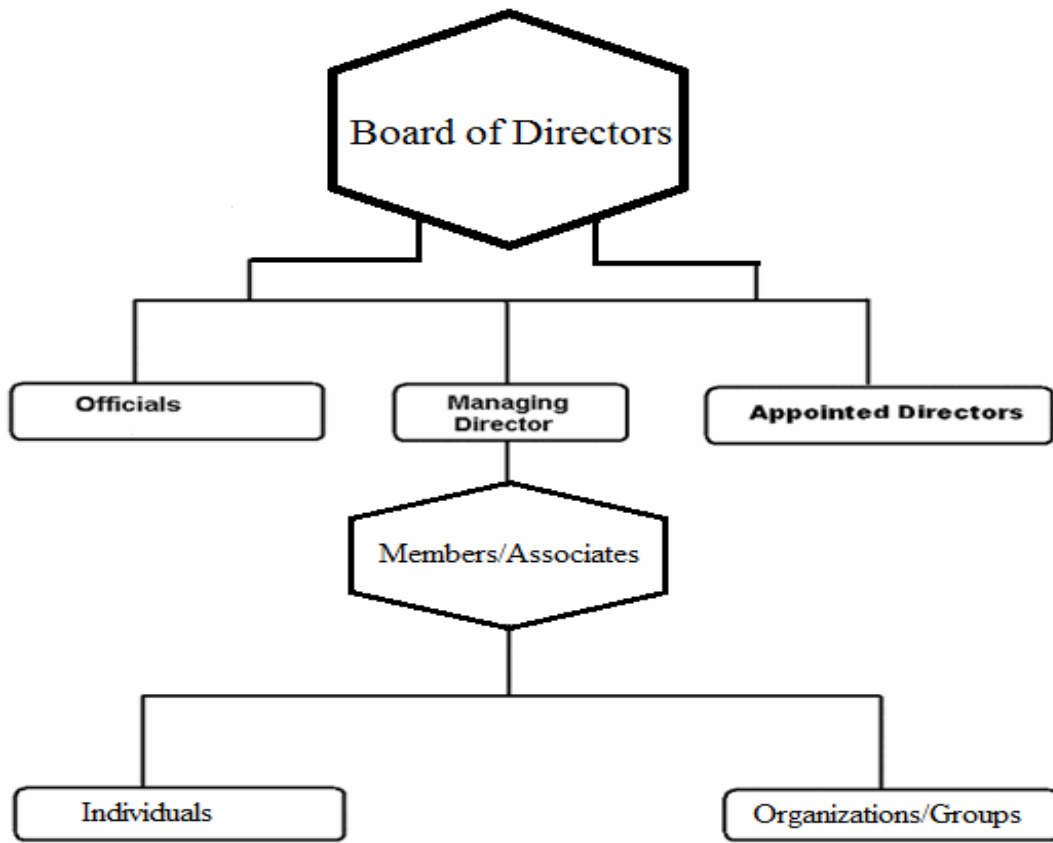
Kenya Projects Organization [KENPRO] is a Not for Profit grassroots organization. The organization was founded and registered in Kenya in the year 2009 by a group of young and ambitious graduates who had just completed their university studies. The idea of establishing the organization was informed by the existing gap in projects sustainability and the general lack of livelihood opportunities. The objectives of the organization are: a) To provide support in the Planning and Management of projects; b) To offer technical support in the fields of Information and Communication Technology, Research and Publishing, and c) To conduct training in the fields of planning and management, ICT, and research. Since 2009, the organization has continued to provide technical support to various Community Based Organizations and Self Help Groups in Kenya, Local and International NGOs, and students and faculty members in Colleges and Universities.

2. Mission

To provide highly skilled support services in Planning and Management of Projects, Information and Communication Technology, Research and Publishing, and to offer training in the key support areas.

3. Management

Kenya Projects Organization (KENPRO) consists of a number of players who form a crucial part of its organization structure, which resembles an illustration of a human person.



KENPRO Organization Chart

At the top, are the directors (head) who form the top organ of the organization. There are three officials (chest) who include the Chairperson, Secretary and Treasurer and two appointed Directors. The Chairperson of the organization is also the Managing Director^[2].

Members/Associates (stomach) form a central part of the body. They are directly under the Managing Director. They constitute the central pivot of the organization and act as a link between the management and the clientele. At the bottom lies the clientele (legs) whose role is to support the entire body system in its mobility.

4. Organization Activities

The activities of the organization fall under five (5) units, namely Projects Unit, ICT unit, Research Unit, Publishing Unit and Training unit.

4.1 Projects Unit

Under Projects Unit, KENPRO carries out the following project planning and management activities:

1. Writing Funding Proposals,
2. Developing Business Plans,
3. Developing Strategic Plans and
4. Conducting Projects Evaluation [M&E].

4.2 ICT Unit

Under Information and Communication Unit, KENPRO carries out the following activities:

1. Developing applications (eg. Data management systems),
2. Web designing using content management applications such as WordPress,
3. Graphic designing,
4. Video and Audio Editing and
5. Statistical and Spread Sheet applications such as SPSS, R among others.

4.3 Research Unit

Under Research Unit, KENPRO carries out the following activities:

1. Problem Identification,
2. Generating background information,
3. Conducting Literature Reviews,
4. Drawing research design and Methodology,
5. Designing data collection tools,
6. Conducting Data Collection,

7. Data Coding and Analysis and
8. Report Writing and Review.

4.4 Publishing Unit

Under Publishing Unit, KENPRO carries out the following activities:

1. Preparing manuscripts for publishing either as monographs (Books)^[3] or as Journal Articles^[4],
2. Reviewing submitted book and article manuscripts and
3. Publishing research projects, theses and dissertations.

4.5 Training Unit

KENPRO, in collaboration with the Higher Institute of Applied Learning – **HIAL** offers training in the fields of Projects Planning and Management, Research and Information and Communication Technology (ICT).

4.5.1 Projects Planning and Management Training

KENPRO offers the following training in the area of project planning and management:

- a) Project Planning,
- b) Resource mobilization: funding proposals and Business Plans writing,
- c) Project Implementation and
- d) Monitoring and Evaluation [M&E].

4.5.2 Research Training

KENPRO offers training and mentorship in the following areas of research:

- a) Problem Identification,
- b) Literature Review,
- c) Research Designs and Methodology,
- d) Designing of data collection tools,

- e) Data Coding and Analysis using various statistical applications,
- f) Report and Article Writing,
- g) Referencing styles using APA, MLA, Harvard system, Turabian, Chicago and
- h) Publishing guidelines

4.5.3 Information and Communication Technology Training

KENPRO offers training in various ICT fields including but not limited to the following:

- a) Web designing using content management applications such as WordPress,
- b) Programming and scripting languages such as PHP, HTML and Java Script,
- c) Graphic designing using CorelDraw, Illustrator, In Design, Photoshop among others,
- d) Statistical and Spread Sheet applications such as SPSS among others.

5. Current Projects

Kenya Projects Organization is currently in the planning phase of a couple of major projects^[5]. These include the following:

1. [Kajiado Municipal Solid Waste Management Project](#)
2. [Informal Settlements Interlocking Blocks Housing Project](#)

References

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