

Educational and Career Empowerment Summit 2019

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**FORUM FOR THE DEVELOPMENT
OF YOUNG PEOPLE**



Motto: MAKE A CHANGE

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THEME: EMPOWERMENT FOR CHANGE

*Forum for the Development of young People *6 off Johnson Street, Aberdeen, Freetown, Sierra Leone *Registration Number MSGWC/2012 * Contact: +23276491456, +237671165339, +23280139982 * Email Address: forumforthedevelopment@live.co.uk *Bank Details: Guaranty Trust Bank, 204/204/6653/1/590*

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TO WHOM IT MAY CONCERN,

Dear Sir/ Madam,

INTRODUCTION OF OUR CONCEPT NOTE FOR THE EDUCATIONAL AND CAREER EMPOWERMENT SUMMIT 2019

It is with utmost delight that we present this introduction of our concept note for your kind attention with regards to sponsorship for the above mentioned subject. Forum for the Development of young people has been in existence for Eight (8) years making their own contributions to the development of youths and children in our motherland. This development has been felt in our inter secondary school quiz and debate championships which started in 2012, engaging student leaders in a student pilot project against maternal mortality called Mamaye which was done in partnership with Evidence for action International. This event, provided voluntary teaching to St. Joseph's Convent and Dynamic International. Representatives of our organization have also participated in a series of international conferences and summits in Tunisia, Ethiopia, Ghana, England and other countries.

As an institution, we are transforming from the conventional NGO into a Youth development hub and research institute. As part of our modus operandi, we have decided to engage high school leavers that have just completed the West Africa senior secondary certificate exams and London GCE O'Levels with an educational and career empowerment summit. This event will among other things allow them to understand and pave a new path for their career choices at University with the courses to be studied at undergraduate level. Speakers will be **Amb. Victor Moinina** who happens to be the **CEO and Founder** of this institution and is currently pursuing his PhD at the Pan African University, Cameroon along , **Murray Caesar Koroma**, the **activities Coordinator** of the organization a student and also an ambassador at Limkokwing University. These two speakers will engage these young minds with career choices presentation and some group works that will ensure a follow up action for them.

With this in mind, we hope the summit will be like a training and capacity building summit for 300 high school leavers from various schools and the business monitoring will be a follow up on the summit itself. With this brief synopsis, we wish to implore you to kindly sponsor this event as we shall be making a deep change in the mind of our youths. Below is the full concept note. Thanks for your kind consideration.

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Our Organization	<ul style="list-style-type: none"> • Name of organization: Forum for the Development of Young People • Mandate/Goal: To develop and raise youth leaders in different sectors of life • Members - type and number: Ordinary and Executive, 20 members • Key areas of work: Education, Empowerment • Established (date of registration certificate obtained): 1st May 2012, Government of Sierra Leone • Headquarters' location (country, location): Sierra Leone, Freetown
Project Coordinator	<ul style="list-style-type: none"> • First name (Given name): Murray Caesar • Last name (Family name): Koroma • Gender: Male • Position/Title in organization: Activities Coordinator • Email (private): kmurraycaesar46@hotmail.co.uk • Email (Work): forumforthedevelopment@live.co.uk • Telephone number (including country code): +23276491456
Project Overview	<ul style="list-style-type: none"> • Project title: Educational and Career Empowerment Summit 2019 • Date: 13th July, 2019 • Location of activities: Freetown
Tentative Program	<p>10:00 am- 10:10: Welcome statement and introduction</p> <p>10:11am- 11:11: Session 1- How to choose a course</p> <p style="text-align: center;">Career opportunities</p> <p style="text-align: center;">Q/ A session</p> <p>11:12am- 11:42: Tea Break</p> <p>11:43: 12:43: Session 2- How to create a LinkedIn Account and Curriculum Vitae</p> <p style="text-align: center;">Preparing your Cover Letter</p> <p>12:45- 1: 25: Lunch</p> <p>1:25- 2: 25: Group work and Presentations</p> <p>2:25- 2:35: Closing courtesies</p>

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PROPOSED BUDGET FOR THE CAREER SUMMIT 2019

ITEMS	QUANTITY	UNIT COST (LE)	TOTAL COST (LE)
HALL	1	1,500,000	1,500,000
PA SYSTEM	1	500,000	500,000
FOOD(1 COURSE MEAL INCLUDING TEA BREAK)	300 PUPILS	40,000	12,000,000
WATER(BOTTLE)	20(DOZEN)	19,000 per dozen	380,000
DRINKS(CAN)	15(CRATES)	120,000	1,800,000
PHOTOGRAPHY	2 VIDEOGRAPHERS 2 PHOTOGRAPHERS	100,000	400,000
MEDIA HOUSES	3 TV STATIONS 3 RADIO STATIONS(AYV,SLBC STAR TV)	150,000	900,000
SPIRAL NOTE BOOK	300	30,000 per DOZEN	750,000
PENS	300	15,000 per DOZEN	90,000
PERMANENT MARKER	1 BOX	10,000	10,000
BANNER	1	450,000	450,000
HAND BILLS	100	15,000	1,500,000
Total			20,280,000

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