

ANNUAL REPORT 2010

**PEACE OF CHRIST -
HAND IN HAND COMMUNITY**

NKORANZA, GHANA



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Hand in Hand

Community Ghana

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1. Summary

The "PCC/Hand in Hand Community" is a residential community for abandoned and intellectually disabled children.

It is a NGO, a non-governmental organization, first registered in Ghana in 1992.

The year 2010 was a very special year for the Community, as it was the 1st year of functioning at PCC since Ineke Bosman and her husband Bob Maram retired. We were very happy that nearly all children continued to do very well during this year and that many new developments could be started or even completed.

This year four new children, Daniel, Aisha, Kwaku Jacob and Kwame Ayim joined the residential community.

However, we suffered a great loss when one of our children, Innocencia, died rather suddenly on 15th November. She lived with us for more than 13 years.

At the end of the year 2010 in total 75 children were living in the Community. As much as 60 children and young adults are living permanently in our Community, while 15 young adults are attached to PCC from outside to the Sheltered Workshop.

The Sheltered Workshop is situated on the premises of the Community and is meant to provide work and vocational training for the mentally handicapped youngsters who live at the Hand in Hand Community as well as for those who live in the surrounding villages.

We still run our large Community mostly by the contribution of sponsors overseas, this amounts up to about 70 - 75 % of our budget. However, we also make huge attempts to generate funds locally, to gain more financial independence for now and in the future. The internet-cafe has a central position in town and attracts customers from Nkoranza and beyond. Our guesthouses are much in demand and are recommended by three separate travel guides, the restaurant also bring some income and more additional income comes from the sales of products, made in the sheltered workshop and sold in our local shop as well as in Europe.

Our Ghanaian team in the Community counts 35 persons nowadays and we also provide a very interesting working place for about 4 - 6 foreign volunteers at a time, who come to assist PCC in various special child programmes.

By the end of 2010 the PCC Board consists of Dr. Albert van Galen, general director, Mr. Samuel Kwame Baffo, project and building director, Mr. Emma Daasebre, care director and Mrs. Jeannette van Galen, supervisor of guesthouses, sheltered workshop and volunteers.

On behalf of the Board of PCC Ghana,

Albert van Galen, M.D.
General Director PCC – Hand in Hand Community

2. General review and developments 2010

The year 2010 was a special year for the Community, as it was the 1st year since Ineke Bosman and Bob Maram retired in 2009. Of course the entire new Board of PCC Ghana and all workers were thrilled to find out if their combined efforts would be sufficient to keep Hand in Hand functioning well after the departure of Ineke. The most important target for the year 2010 was to continue offering a safe home, a loving environment and good care to all residents. By the end of the year 2010 we have the venture to say, with much delight and appropriate pride, that all goes very well with the children as well as with the Community as a whole. The general atmosphere of PCC is good and very relaxed and almost all children are flourishing well.

Developments

During the year 2010 a lot has happened! It is in fact too much to mention it all, but we like to point out some of the most striking developments:

- the realisation of a beautiful laundry with some powerful new washing machines. This means that there is no need for washing by hand any more;
- extra attention for the quality of and variety in the children's food;
- the drilling of a quality borehole to secure continuous supply of safe water;
- the construction of a very functional and soundly built toilet for the children;
- the replacement of many old and worn out mattresses of the children;
- extra attention for adequate Info about PCC, e.g. by releasing the fine DVD "*You never walk alone*" and by developing 4 beautiful new flyers + a new logo. Our website also saw quite some changes to keep it up-to-date and to inform visitors of the site even better!
- 4 new children came to live in Hand in Hand, being: *Aisha, Daniël, Kwaku Jacob and Kwame Ayim*, who are all very happy in their new and safe home. For more information on these children, you can check our website



- The construction of a magnificent new Education Centre in October by the so-called G 8 group, coming from Holland. In this centre we want to give extra attention to the specific, individual needs and development of all children and to have more time for educational activities and for interactive games. Besides that we will offer more educational activities, supported by computers with special software. By the end of 2010 this building is in the process of completion and furnishing. In April 2011 it will be opened officially.

In Memoriam Innocencia

Unfortunately on 15th November 2010 we suffered a great loss, when rather unexpectedly one of our children, Innocencia, died.

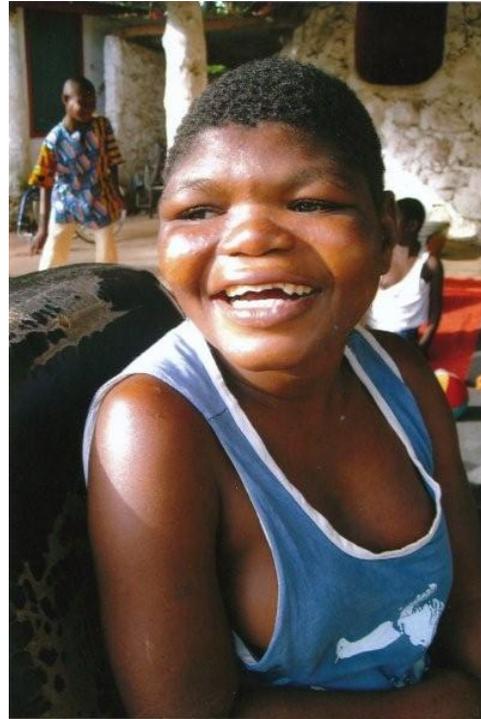
She was a beloved member of our Community for as long as 13 years.

Definitely the life of Inno has not been easy, as a result of her heavy handicaps and her incapacity for good communication.

Fortunately most of her life she could enjoy a lot of good care, sincere attention and warm, human immediacy in Hand in Hand.

We are glad and proud that we were able to give Innocencia lots of love and a good home for so many years.

May Innocencia rest in peace, in the arms of the Lord, whom she praised so often.



Children

We are glad to say that the children living at Hand in Hand are doing very well. Of course once in a while some of them get sick, are angry, in a bad temper or even unmanageable, but these are just exceptions. It is even striking how harmonious in general this Community, with its 75 kids and young adults, can be and this is what most visitors are observing.

It remains so wonderful to see how children, who were given up and abandoned somewhere else, are able to grow and flourish very well here. They are really feeling at home in our Community, where they meet and live together with many comparable children. Anyway, this is really their home, their Community and with this philosophy in mind everyone tries to care for them in the best possible way.

Caregivers

As much as 10 new Ghanaian Caregivers came to join our team, to replace some Caregivers who left. During the past year as much as 9 of our experienced Ghanaian caregivers, like Gifty, Felicia, Lydia, Mercy and Dorcas, left PCC for various reasons, most of them to further their education. Of course this was a serious loss, knowing their experience and good connections with the children. We are very happy that we were successful in attracting very good replacements. At present we have 23 caregivers, caring for the 60 permanent young residents and for the 15 semi-permanent young adults from the sheltered workshop.

Visitors

We were happy to welcome many visitors to our Community during 2010, who stayed in our Guesthouses for one day of sometimes even much longer. Almost without exception all visitors, who came to the Community, were very positive and impressed by the good care provided at Hand in Hand. It has been like this over the years and obviously the Spirit of PCC is still tangible and visible!

Volunteers

During 2010 we had the continuous and very appreciated support of about 4 – 6 volunteers, coming from Europe and Canada to PCC. Most of them are coming to stay with us for 3 – 6 months, but we also have 2 special volunteers through the German organisation Bezev, who join our team for a specific task for one year each.

Christmas 2010

For many years already the highlight of the year in Hand in Hand is the celebration of Christmas and New Year's Eve. This is done during a week full of activities, PCC party's, special music by choirs and dancing groups and of course with some small presents and good food. This year during Christmas we were also very lucky that we could enjoy the singing of a special PCC Choir, with participation from various caregivers and volunteers. Without any doubt the most appealing part of all festivities year after year is the touching Christmas play of the children. Also this time it was a wonderful performance, when all children, caregivers and volunteers together gave a great depiction of the play "The birth of Jesus Christ".



3. Some background information about the "Hand in Hand Community"

In the rural areas intellectually handicapped children are still sometimes referred to as "water-children". Local tradition has it that these children are born as a result of a woman being raped by a water-spirit. Water spirits, real or not, are thus causing havoc in people's lives and the water children, being half spirits and half human are much feared. In the traditional way the handicapped child is put back along the riverside where these spirits have their abode. At night the spirits then submerge and take the children "back home" to the depth of the river with them. Luckily these traditional concepts are rapidly changing.

In Nkoranza the presence of our many special children has already caused a sustained positive change. In the beginning we had a real problem finding caregivers who could rise above the fears and family pressures of the local community and have enough courage to live with our kids. Now, 18 years later, our caregivers form a loving and stable team. Clearly the innocent nature of these special children has helped disarm the troubling traditional belief-system of the Brong-Ahafo (Bono) people. Gradually the mentally handicapped child is not only seen as harmless but as truly very special. Increasingly churches, schools, the government and many non governmental initiatives have invested time in educating the Ghanaian society about the nature of mental diseases and intellectual and behavioral handicaps. They have been active agents in campaigning for a more humane treatment of the intellectually handicapped child.

Apart from the dangerous traditional belief-systems, the parents of course have to cope with the universally experienced feelings of agony when faced with having to raise a handicapped child.

It is not surprising therefore, that some of these handicapped children are abandoned along the river, or else starved or hidden away in small rooms and sheds, while others are laid abandoned in more public places in the hope that someone may find them and keep them alive. It is to children like these, who are abandoned, that we want to offer our warm and loving home.

Most of our children were transferred from two state institutions in the capital: the Osu Children Home and the State Mental Hospital, both in Accra. This is where most abandoned foundlings are brought if they were lucky enough to survive. These two institutions, ill prepared as they are for the housing of intellectually disabled children, formed the end of the line for these kids, as there are no good residential homes for mentally handicapped children in Ghana, not until we founded our "Hand in Hand Community".

Apart from this, we have also received children from orphanages in Tamale, Cape Coast and Kumasi.

Usually nothing is known of the actual origin and natural family of the abandoned child.

History

Our community started in 1992 through an initiative of four health-professionals, 3 Ghanaians and one Ghanaian-Dutch. A Christian spirit and a commitment to provide shelter to abandoned children with an intellectual handicap lay at the basis of this movement.

Dr. Ineke Bosman was the driving force behind the foundation of Hand in Hand and without her the Community would not have emerged and developed to what it is nowadays, a Community with an unique and appealing atmosphere.

The land, provided by the traditional chief and the DS of Nkoranza, is beautiful with natural sources and awesome rock-formations. Our premises are large and measure 24 acres of hilly land with a lovely natural setting. The buildings where the children with their caregivers live form a half circle of small cottages. At the other side of the semi circle of children-cottages lay the very picturesque guesthouses for our visitors.

The idea and subsequent construction of a Sheltered workshop was realized with the financial assistance of the Dutch Embassy in 2003. The volunteer Ellen Seldenthuis helped to initiate and coordinate the early workshop activities in 2004. Between 2005 and 2009 an extra weaving-hall, office, summer-hut, unit to recycle old glass bottles into beads, computer-lab, sewing room and autistic hall were added to the sheltered workshop.

Since June 2009 Mr. Paul Agyapong, is the new coordinator of the Sheltered workshop.

The caregivers live like parents with their children. They sleep together, play together, bathe their children, eat with them and bring them to school. The caregivers also have general assignments in the group, such as running daycare, cooking, computer classes, supervising the swimming-hour, etc. Emphasis is laid on warmth, fun and love. Parties are small but frequent events.

We loyally adhere to a precise daily routine so that the children may feel safe. Highlight of the daily schedule is the 4pm swimming-time where the children bathe, exercise and have fun with the water. This "pool-happening" is also the beginning of the end of the day. Afterwards kids and caregivers eat together and then retreat to look TV or move to their cottages. At 8 PM all are quiet and go asleep.

Eight of our children have Down's syndrome. Twelve children are autistic. Three suffer from various rare hereditary congenital diseases (Rett's disease, Recklinghausen's adenofibroma and Friedreich's ataxia). Eleven children have cerebral palsy and the others suffer from non-specific intellectual handicaps, often combined with epilepsy and physical handicaps. Many of these are caused by birth-injuries.

4. PCC Sheltered Workshop Annual Report 2010

(by Mr. Paul Agyapong)

The year 2010 has ended and PCC sheltered workshop is still in its strength, moving on well. All the departments we have under the workshop have performed wonderful well. The weaving hall is really speeding up the work to meet the demands from our distributor in Netherlands and also for sales locally. The beads hall already has three separate tables which deals with the necklaces, hip strings and other products of the workshop. This year gave the opportunity to have a fourth table that will be working on necklaces only. The computer hall is also functioning. The autistic table popularly known as "Nana Yaw's Paradise" is at its best. The activities the autistic kids take part in are now more varied while at the same time being more focused on their needs.

Necklaces Making Hall

This involves the necklace making, hip strings, bracelets and beaded products. There is a storeroom for completed products in the office. The necklace making hall is more spacious which makes supervision easier and providing a less crowded environment in the necklace making hall.

The leadership and other personnel also had restructuring to give caregivers new challenges and the workshop new ideas. The German volunteer Lena Beckmann, who came to assist the workshop coordinator for more than one year since July 2009, was replaced in 2010 by another German volunteer, Ina Schober. Lena Beckmann left in October after more than one year of wonderful service to the workshop. Some assistance also came from people, who visited our community. A couple of the youth left the workshop during the year for various reasons.

Quality control for the necklaces and bracelets greatly improved. Inspection of completed products became routine and stricter – looking at length, balance, quality of the locks, matching of completed product to its description, etc.

Some new products were introduced by our lovely mother Greetje Knetsch from Holland. We are now looking forward to market it and add it to what is already produced.

At the end of the year, the breakdown of the kids in the Necklace Making Hall was as follows:

Dormitory kids:

- *Abigail
- *Afia Nyarko
- *Amoakoah
- *Simon
- *Bernice
- *Kojo Owusu
- *Kofi Baidu

Day kids:

- *Suzy
- *Yaw Owusu (Nfanti)
- *Samuel Owusu

PCC kids:

- *Ayuba
- *M'Adjoah
- *Della
- *Kwame Evans
- *Kofi Asare
- *Zacharia
- *Evans

Total number of kids in the Necklace Making Hall at the end of 2010: 17

Weaving Hall

The Weaving Hall currently is been run under the supervision of a well trained caregiver with 5 youngsters under his care who he is helping to know more about Kente weaving. At the end of the year, the breakdown of kids in the Weaving Hall was as follows:

Dormitory kids:

- *Charles
- *Kwame Nkrumah
- *Latif

PCC kids:

- *John Fabeson
- *Kojo Evans

Computer Hall

The Computer Hall is functioning well these days, with fewer problems for the workshop. In the computer hall we have trained supervision for our lovely kids on computing. Kids with potential abilities for learning computer skills were assessed and a small waiting list is set up. Goals were set and are being worked towards for the kids currently in the computer classes. At the end of the year upon evaluating the kids in the computer hall we found out the kids are really doing well. Credit goes to the supervisors who dedicated their time in assisting our kids towards their goals.

The caregivers are also been trained to also have equal share in computer skills. Recently the introduction of a typing course is in progress and caregivers who are under training are happy about what their supervisors teach them. This training will soon be there for all caregivers in order to get replacement for anyone who leaves for certain reasons. Volunteers brought some new programs for learning and communicating with computers. At the end of the year, 11 kids were in the computer classes:

*Kojo Evans	*John F.	*Paa Yaw
*Mabel	*Suzy	*Ayuba
*Emma Jerry	*Samuel Owusu	*Bright
*Kwame Evans	*Ahmed	

Nana Yaw's Paradise

The "Autistic kids are still enjoying their light and airy place, allocated to them in the workshop. This is making it possible for them to make something out of their autistic mood. Caregivers have been trained to understand the situation with autism kids. Making of curtains and party flags cannot be taken from the autistic table because they love to do it. We try as much as possible to do activities that interest them, such as painting on papers and walls, colouring/drawing, playing with water or sand and drumming.

Income generating activities that these kids were involved with throughout the year included making hip strings and door curtains.

At the end of 2010, the 7 kids in Nana Yaw's Paradise were:

*Cynthia	*Mariella	*Yaw Balloon
*Boadu	*Yaa Yaa	
*Afia	*Ntiamoah	

Bead Making

Making our own glass beads continued this year at a different pace. Instead of daily firing of the ovens, we reduced the firing to two times per week. We also started offering loose beads (beads that have not been made into necklaces or bracelets), that were made at PCC, for sale both on the website and in the store on PCC. Throughout the year, Stephen was the primary supervisor of making the beads and Samuel also began to learn the process of bead making, so that he could fill in if Stephen is absent and can help during the vacation times, in case Stephen needs assistance.

The 5 kids assisting with the bead making are:

Zacharia	Amoakoah	Ayuba	Kofi Baidu	John Adzo
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Sewing

Currently the sewing department is working to perfection; the supervisor (Emma) is trying his best in training some of the interested kids on how to sew. Now products from the sewing room have contributed more income to the workshop. Getting to the last quarter of the year a new caregiver (Hanna) was introduced to be trained by Emma on how to sew so as to assist him whenever he is absent. Kids who have the interest in learning how to sew are still under training from their supervisor. Making of purses from

empty sachets of drinking water, phone/camera purse, kente bags attracted more customers this year and many more items they make in the sewing room.

At the end of 2010, the 4 kids being trained were:

Ayuba Suzy Bernice Abigail

Office

The office became more organized with its record keeping. After the first few months of the year, an ongoing inventory has been maintained, along with a sales record, production record, value of stock and a list of prices for the beads and other products, needed in our workshop and purchased mostly in Kumasi and, at times, in other parts of Ghana. The extra room in the office also became the primary storage area for the completed products from the Necklace Making Hall. Records are kept on the computer and backed up monthly on the laptop. These changes made the whole process of removing the weekly production, inspecting it, labelling it, moving it to the storeroom, recording production + sales on the computer and restocking the shop, more a routine and a natural flow. An ongoing count of the items in the inventory also has made it possible to better direct the workshop in which products to produce.

The Workshop Coordinator has also been training a couple of caregivers and his assistant in running the office: quality control, recording sales and production, restocking, reading the inventory and sales records to direct the production, making decisions of which beads to buy in Kumasi based upon inventory and sales, etc.

A file of all records regarding the workshop and its activities in the office, providing instructions for performing the various tasks the workshop needs including preparing and shipping parcels, restocking the shop, completing financial reports, reading and interpreting inventory information etc., has been started.

Shop/Store

The Sales Shop became more organized in its presentation of the products and also in its management, including recording of sales and restocking. Faulty items are more readily removed. Products are better labelled with the correct codes and prices. The effective work in the workshop makes a way of seeing new items in the shop more often. All products in the workshop are on sales in the shop.

Financial result workshop

(see also Annex 2 with the Sales and Expenses report, 2010 for details)

The Balance at Bank was at 1st January 2010 Gh¢8.307,33 + Gh¢827,25 in cash, making a total starting Balance of Gh¢ **9.134,58**.

The Balance at Bank on 31st December 2010, was Gh¢6,913.33 + Gh¢349,05 in cash, making a total closing Balance of Gh¢ **7.262,38**.

The net profit for the year 2010 (Income minus Expenses) was Gh¢ **8.128,--** .

During the year 2010 an amount of Gh¢ **10.000,--** could be transferred to the main Account of PCC!

Shipments:

Over the years passed parcel to be carried were done by visitors who visit our community, which sometime become very difficult to get someone who is willing to carry them to the distributor in Holland. Since the new Director resumed office, parcels are carried with them whenever they are returning back to Holland after their visit to PCC. Over 30 parcels were shipped to Holland over the year, totalling approximately € 15.000.

At the end of the year, the local retail value of the inventory in stock equalled approximately Gh¢ 22.468,40.

5. About organization, staff and management

In 1992 our project was registered in Ghana as a "Non Governmental Organization".

Its aim is to give integral care to abandoned and mentally handicapped children in Ghana. The style of Hand in Hand is open and family like. Children live in small groups of two or three with a caregiver, who acts as the mother and/or father figure for their kids. Attendance to school, rehabilitation, medical care, therapy, joint meals, joint siestas in the cuddle room and of course music and play are all part of the daily program. The caregivers who live and work with the children, consider their service as voluntary. They receive a monthly allowance as well as free boarding and lodging with their children. The children and caregivers have a coordinator in Mr. Emmanuel Daasebre.

The workshop has its separate coordinator, Paul Agyapong, who is responsible for the activities at the workshop.

The Board of PCC / Hand in Hand has 4 members with Dr Albert Van Galen as chairman and general director, Mr. Samuel Baffo as director for income generating projects and constructions, Mr. Emma Daasebre as care director and Mrs. Jeannette van Galen, who supervises the workshop, the guesthouses and the volunteers.

We have place for 4 – 6 volunteers at the same time, who help on a one to one base with special kids, in the computer lab and at the autistic workshop. Joe Emma, together with Patricia, coordinates the volunteer program. Carlijn Willems, living in Holland, selects and coordinates the volunteers in Europe.

Since 2009 we have welcomed some special volunteers, sponsored by the German organization Bezev / Weltwards, who are staying for one full year. First Lena Beckmann and now Ina Schober assists the workshop-coordinator and they are in charge of education at the computer-lab.

The "Araba memorial Internet café" runs as a separate enterprise. There are 3 staffs and a cleaner employed.

The guesthouses also run independently. A hostess, Charity, and an assistant, Josephine plus two cleaners are employed. Charity and Josephine are also caregivers. Mr. Baffo is in charge and Mrs. Jeannette van Galen supervises the guesthouses.

In 1997 the development of a special school for the mentally handicapped was initiated by the PCC. This "Shalom Special School" (SHASS) is now a government organization.

6. Finances

(Ref. Annex 1 for the 2010 PCC General financial statements and Annex 2 for the Sheltered Workshop financial report)

PCC/Hand in Hand works without government aid. Its running depends almost fully on donations and child sponsorships from outside the country.

Total income in 2010 was Cedi 134.600 + 8.716 (= money from G 8 group) = **143.316**.

The recurrent expenditures in 2010 amounted to Cedi **140.237** and were approximately according to budget as a whole. This is excluding Building activities, which were up to Cedi **29.445** as well as excluding the contribution of the Dutch G 8 group, who constructed the Education Centre.

The year ended with a small surplus of Cedi **3.079**.

See *Annex 1* for details.

We were very grateful for some special major donations (= € 2.500,-- or above) received via our support foundation Hand in Hand in Holland from various organisations and persons in Europe, e.g.:

Sport & Spel, Maasland Holland € 5.565,--, the foundations Trotro and Madamfo from Holland each € 5.000,--, the foundation Christian Aid for Youth from Leiden in Holland € 5.000,--, Mr. and Mrs. Van den Brandt from Belgium € 3.750,--, Miss Graafmans + Anonymous € 2.800,--, foundation Westland Helps Africa from Holland € 4.000,--, foundation Ananse from Germany € 5.500,--, the British foundation Hand in Hand GBP 6.500,--, foundation Aduard Helps (excluding the G 8 project) € 2.500,-- and of course from the G 8 project a wonderful donation in kind, being the building of the Education Centre plus some other building activities.

Income generated locally: This year again we generated approximately 25% of the money needed for recurrent expenditures locally from the sales of products from our sheltered workshop and from projects such as the guesthouses.

For our 60 residential children we need approximately 180 sponsors, as the average sponsorship is shared between three persons. The upkeep of one child amounts to the annual amount of 900 euro. Divided by three persons this becomes a more manageable 300 euro per year or 25 per month. The children at the Sheltered Workshop need at total amount of 300 euro per year for their sponsorship. At the end of 2010 we needed 20 new sponsors.

Interested persons can inquire at the page "Sponsoring" on our website www.handinhandcommunity.com or www.operationhandinhand.nl , where you can see which children are not yet sponsored.

7. Conclusion and acknowledgments

We are very grateful to our staff and caregivers, the volunteers, our many friends and to all our sponsors and benefactors. Without their great efforts, dedicated work and appreciated support PCC could not continue to function as it is doing nowadays.

We are very proud of our children who are able, with our help, to build a contented life on foundations of abandonment and deprivation. This is a small miracle that no one, neither social workers nor psychologists, nor we for that matter, fully understands.

It is clear that we are involved in a vision and a commitment that is larger than that of all of us together. We believe that the breath of God is at the heart of it. This may also explain the joy and peace that many people, including complete strangers, experience at our premises.

Annex 1: Statement for the year 2010 – PCC GeneralStart = Balance at Bank 1st January 2010: **8.666**Income

SCB + GCB + Maram / Bosman	142.856	(incl. 8.716 from G 8 Oct.)
Guesthouses + restaurant	20.600	
Internet café	1.100	
Sheltered workshop	10.000	
Lilian Fund	4.400	
Local donations	780	

Total Income **179.736**Expenditures

Allowances	54.647	
Feeding	35.966	
Repairs / maintenance	12.752	
Electricity	6.987	
Personal needs	10.669	
T & T	6.422	
Medical	1.907	
Accountant / legal	700	
Mail	403	
Others	1.690	
Extra ordinary	8.094	(501 Oct. = Overseas transfer)

140.237+ Building 29.445 NB: **excluding** project G 8+ Overseas transfers (Cedi's for €) 6.975**Total Expenditures** **176.657****11.745**Balance at Bank 31st Dec. 2010: 11.524,59 + 224,49 = 11.749,08 (**11.749**)Building in 2010 includes:

Window screening	2.300
KVIP for children	5.054
Laundry	5.275
Borehole	4.500
House 3 +4	520

G 8 6.540 (part of the G 8 money went through Main)

Annex 2 Statement for PCC **Sheltered Workshop** over 2010

Income / Expenses Report, 2010

The report indicates sales from the shop, donations and bonuses from local sale.

INCOME

jan	Ø1.013,40	
feb	Ø560,80	
mar	Ø1.461,90	
apr	Ø1.661,10	
may	Ø698,40	
jun	Ø602,50	
jul	Ø2.105,20	
aug	Ø1.765,60	
sep	Ø710,30	
oct	Ø2.047,00	
nov	Ø1.527,50	
dec	Ø1.074,80	
total Income =January -December 2010 =		Ø15.228,50

EXPENSES

jan	Ø538,50	
feb	Ø107,00	
mar	Ø616,00	
apr	Ø4.028,80	
may	Ø87,00	
jun	Ø46,00	
jul	Ø28,00	
aug	Ø267,00	
sep	Ø101,90	
oct	Ø706,60	
nov	Ø363,50	
dec	Ø210,40	
Total Expenses = Jan - Dec. 2010 =		Ø7.100,70
Total income 2010 minus Total Expenses 2010:		Ø8.127,80

Opening Balance at Bank, 1 January 2010 = Gh¢ 8.307,33 + Cash Gh¢ 827,25 = **Gh¢ 9.134,58**

Closing Balance at Bank, 31 December 2010 = Gh¢ 6.913,33 + Cash Gh¢ 349,05 = **Gh¢ 7.262,38**

Note: Over 2010 the sheltered workshop was able to transfer **Gh¢ 10.000,00** to PCC Main Account.