



# ANNUAL NGO SECTOR REPORT

**YEAR 2019/2020**

**Non-Governmental  
Organisations Co-ordination Board**





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©

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Published 2020

NGOs Co-ordination Board

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## **VISION**

**A vibrant, efficient, effective  
and sustainable PBOs sector**

## **MISSION**

**To regulate, facilitate, develop capacity and  
provide policy advice to the PBO sector.**

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# ABOUT THE BOARD

The Non-Governmental Organisations Co-ordination Board (hereinafter referred to as “the Board”) is a State corporation established under Section 3 of the Non-Governmental Organisations Co-ordination Act of 1990. Broadly, the Board is charged with the responsibility of regulating and facilitating the NGOs sector in Kenya with the aim of complementing government development efforts.

## Mandate

Section 7 of the Act outline the functions of the Board as follows:

- To facilitate and co-ordinate the work of all national and international NGOs operating in Kenya.
- To maintain the register of national and international NGOs operating in Kenya with the precise sectors, affiliations and locations of their activities.
- To receive and discuss the annual reports of NGOs.
- To advise the government on the activities of the NGOs and their role in national development within Kenya.
- To conduct a regular review of the register to determine the consistency with the reports submitted by the NGOs and the NGOs Council.
- To provide policy guidelines to the NGOs for harmonizing their activities to the National Development Plan for Kenya.
- To receive, discuss and approve regular reports of the NGOs Council and to advise on strategies for efficient planning and co-ordination of the activities of NGOs in Kenya.
- To develop and publish a code of conduct for the regulation of NGOs and their activities in Kenya.
- To prescribe rules and procedures for the audit of the accounts of NGOs.

## Strategic Direction

The NGO Board’s development strategy builds on previous successes and challenges as it seeks to expand its services and reposition itself as an efficient and effective regulator of the PBO sector. The Board’s **Strategic Plan 2020-2022** focuses on the following key strategic objectives:

1. Enhancing regulatory, legislative and policy environment for PBOs
2. Strengthening compliance with regulations by PBOs
3. Strengthening institutional capacity of the Board
4. Facilitating establishment and growth of PBOs
5. Promoting strategic partnerships and networking among stakeholders
6. Enhance resources mobilisation for financial sustainability of the Board.

The Board is headquartered in Nairobi. To enhance service delivery, it currently has four regional offices in Eldoret, Garissa, Kisumu and Mombasa.

# FOREWORD

Pursuant to Section 24 of the NGOs Regulations of 1992, the NGOs are required to submit annual reports in a statutory form (**Form 14**). The Board is mandated by law among other functions to receive and discuss the annual reports; to advise the Government on the activities of NGOs and their role in national development. It is in line with this that the Board prepared this report.

I am pleased to be associated with this report which highlights the operations of national and international NGOs in the country in **FY 2019/2020**. NGOs engage in diverse activities and contribute a lot to the national economy. There is a challenge in regulating some charitable organisations, as they are registered under different legal regimes making it difficult to quantify their contribution to the country's economy.

There is, therefore, the need for a framework for registration and regulation of all charities under one-stop shop. Perhaps this could be addressed with the operationalisation of Public Benefits Organisations Act, 2013.

Another Pertinent area to note is the sustainability and governance aspect of the NGOs. In the year under review, 84 per cent of the organisations reported having established substantive boards. Additionally, 10 per cent of the NGOs had not shown the required separation of the board and the management, a situation that could lead to weak governance and accountability mechanisms.

The Board encountered some challenges in the year under review. Inadequate funding and staffing top the list. There are over 11,000 organisations registered with the Board with about 80 and nine staff in the headquarters and regional offices respectively. This leads to weak monitoring of the NGOs activities.

Despite all these, the Board has done a lot in the year under review. In particular, through workshops and field review visits, the Board provided guidance, created awareness, advised and educated NGOs on relevant government policies and legislation.

In line with its Performance Contract and the Constitution, the Board plans to open three more regional offices. I hope this and other initiatives in place will ensure efficient and effective service delivery to Board stakeholders.

I wish to thank my Board colleagues for the support they provided in this study and the management and staff for conducting the study leading to the development of this important report.



**Nicodemus Bore**

**For: BOARD OF DIRECTORS**

# PREFACE

It is my pleasure and privilege to present to you this Annual NGO Sector Report for **FY 2019/2020**. This report documents the projects and activities NGOs undertook in this period.

The sector has taken an enormous growth rising from **KES 85.9 billion** of total donations received in **FY 2010/2011** to over **KES 158 billion** in the year under review.

The Board is charged with the responsibility of advising the government on the activities of NGOs, their role in the development and providing policy guidelines to the NGOs. The Board is committed to providing a facilitative environment for all NGOs to complement Government efforts in development.

This publication is organised into four chapters. The first chapter introduces the report. Chapter Two highlights the overall NGO sector contribution towards national development. This underscores the Board's continual commitment to have the sector regulated better.

The charity sector contributes immensely to the Kenyan economy in various ways, for instance, in job creation whereby in this year alone the NGOs engaged a total of **80,299** employees.

This chapter focuses on the number of annual reports received within the year, the compliance rate regarding submission of the annual reports and audited accounts. It also analyses the total number of active NGOs in the register. In the FY 2019/2020 some 2,816 out of a total of 9,255 active NGOs filed annual reports.

Further, the report details the NGOs contribution to the “Big Four” agenda and the sector's role in combating the COVID-19 pandemic.

In Chapter Three, the report focuses on funding and NGO sector sustainability. In FY 2019/2020, the overall sector sustainability was at 52 per cent, implying that Kenya's charitable sector is still at the sustainability evolving stage.

These three chapters provide information that shows tremendous growth in the charitable sector in FY 2019/2020. As a move into the future, the Board will focus on strategies aimed at ensuring that the sector growth maintains an upward trend.

To achieve this, the Board will decentralise its services, improve customer experience and promote local fund raising and philanthropy.

I wish to recognise and extend my sincere appreciation to the Board for providing leadership and resources in the the development of this report, management and staff for developing the report and NGOs for sharing credible data and information.



**Mutuma Nkanata, MBS**  
**EXECUTIVE DIRECTOR**

# ACKNOWLEDGEMENTS

The Board acknowledges the contribution of all those who participated in the development of this publication, including members of the Board of Directors, the Executive Director and the Deputy Executive Director for providing the oversight role in the preparation of this report.

We acknowledge the contributions of the following staff for data collection, analysis and interpretation and piecing together the report: Zilpah Angwenyi, Josephine Wanjala, Isaiah Sang, Amina Matheka, Esther Letting, Eric Muthomi and Yvonne Isichi.

Besides, we acknowledge the contributions of the technical team that took lead in the development of this report. The team members are: Ms. Angwenyi, Ms. Wanjala, Mr. Benard Bwoma, Mr. Richard Chesos, Mr. Sang, Mr. Stephen Monyoncho, Ms. Mercy Soy, Ms. Aisha Abdi, Ms. Matheka, Mr. Muthomi and Ms. Isichi.

The Board acknowledges the NGOs for providing the data that formed the basis for writing this report.

We are deeply indebted to the Board staff for providing support in the entire process of report inception and development.

Special thanks to Mr Chesos for editing and proofreading this report.

We sincerely acknowledge our stakeholders for providing vital insights, especially during the workshop to validate the report.

# ABBREVIATIONS AND ACRONYMS

<b>AGMs</b>	Annual General Meetings
<b>CBOs</b>	Community Based Organisations
<b>CSO</b>	Civil Society Organisation
<b>COVID-19</b>	Corona Virus Disease 2019
<b>FBOs</b>	Faith Based Organisations
<b>HDI</b>	Human Development Index
<b>HIV/AIDs</b>	Human Immunodeficiency Virus/ Acquired Immunodeficiency Syndrome
<b>ICPAK</b>	Institute of Certified Public Accountants of Kenya
<b>ICT</b>	Information and communications technology
<b>IGA</b>	Income generating Activity
<b>IFRS</b>	International Financial Reporting Standards
<b>INGOs</b>	International Non-Governmental Organisations
<b>ISBN</b>	International Standard Book Number
<b>KES</b>	Kenya Shillings
<b>KICC</b>	Kenyatta International Convention Centre
<b>MDGs</b>	Millennium Development Goals
<b>M&amp;E</b>	Monitoring and Evaluation
<b>MTP III</b>	Third Medium Term Plan
<b>NGO</b>	Non-Governmental Organisation
<b>PBO</b>	Public Benefit Organisation
<b>PPE</b>	Personal Protective Equipment
<b>SDGs</b>	Sustainable Development Goals
<b>SPSS</b>	Statistical Package for Social Sciences
<b>UHC</b>	Universal Health Coverage
<b>USAID</b>	United States Agency for International Development

# EXECUTIVE SUMMARY

This section outlines the summary of various activities undertaken by NGOs in FY 2019/2020. During this period, the Board registered 362 new organisations with 297 of them being national and 65 international. This means the board has cumulatively registered 11,624 organisations. Of these, 9,255 organisations were considered active in FY 2019/2020.

On matters finance, NGOs received **KES.158.7 billion** and spent **KES.164.3 billion**. The variance between receipt and expenditure is due to the fact that some NGOs implement projects in more than a year.

Data collected further indicated that 60 per cent (**KES 97.8 billion**) of the total expenditure was spent on projects, 27 per cent on emoluments, 10 per cent on administration, and two per cent on other running costs while one per cent was spent on purchase of tangible assets.

With regard to project spending, **KES 84.4 billion** went to direct project implementation; **KES 63.6 billion** was spent in Kenya while **KES 20.7 billion** in other countries.

Most of the organisations reported having implemented health-related projects at 33 per cent, Education 14 per cent and Relief/Disaster management at 8 per cent. We attribute this trend to the COVID-19 pandemic as most of the NGOs were providing PPE, holding campaigns, capacity building for the communities, and responding by providing relief and aid to the affected people.

In FY 2019/2020, NGOs engaged 80,299 employees; 70,426 of them stationed in Kenya while 9,873 in other countries. The analysis further revealed that 52.5 per cent were salaried while 47.5 per cent were volunteers/interns.

Data analysed revealed that 80 per cent of the organisations collaborated with other NGOs, CBOs, and other relevant institutions. The majority adopted information exchange as a leading nature of collaboration at 41 per cent, followed by technical support to partners at 20 per cent while technical support from partners was at 17 per cent.

In the year under review, data gathered indicated that the sector has been at the evolving stage for the past three years. The overall sustainability index was 52 per cent. Regarding the organisations' capacity, 71 per cent of the organisations have what it takes to run the organisation, 35 per cent have financial viability and only 30 per cent of them engaged in collaboration and networking.

Based on the statistics, this means that most of the NGOs are not self-sustaining. This then requires significant effort in ensuring the sector is self-sustaining.

During the year, 2,816 organisations filed their annual reports. This represents a 7 per cent decrease from 3,028 that submitted the reports in FY 2018/2019.



In addressing its complementary role to the national development plans, the sector spent an amount totalling **KES 24.9 billion** in implementing activities related to the “Big Four” agenda.

The sector was in the forefront in the fight against the COVID-19 pandemic. An analysis of data from 100 sampled organisations revealed that the NGOs supported a total of 2,448,887 beneficiaries. The NGOs reported having spent a total of **KES 201,412,508**.

The NGOs contributed to the supply of PPE kits, provision of relief services, water and sanitation, training of community health workers and provision of health care.

During this period, the Board held the NGOs Week at KICC grounds between the January 28 and January 30, 2020. On the first day, the Week was officially opened by Dr. Fred Matian’gi, the Cabinet Secretary, Ministry of Interior and Coordination of National Government. The Cabinet Secretary also launched the Annual NGO Sector Report FY 2018/2019 and the Board’s Strategic Plan 2020-2022.

The event aimed to provide an avenue for the sector to showcase to the world what the NGOs do to the public. The theme of the NGOs Week 2020 was **“Improving Livelihoods through Charitable Sector”**. It acknowledged the significant role the Civil Society plays in improving livelihoods. It also enhanced this spirit by providing an opportunity for greater networking and partnerships amongst NGOs/CSOs with donor agencies, Government, the private sector, and other stakeholders.

This event saw some 50 organisations exhibit at the KICC grounds for three days. They also held round-table discussions on the role of NGOs in resource mobilisation and the “Big Four” agenda on January 29 and January 30, 2020 respectively. About 700 participants attended the launch, 250 took part in resource mobilisation round-table discussions while some 150 took part in the “Big Four” agenda discussions.



# CHAPTER 1

## 1.0 Introduction

The NGOs Coordination Board is required by law to receive and discuss annual reports of the NGOs with a view to advising the Government on their role in national development. The Board is also required to provide policy guidelines to the NGOs to harmonise their activities to the national development plan (e.g. vision 2030, “Big Four” agenda, Medium-Term plans). This is normally done through a regular review of the NGOs register.

The Board values quality statistics in generating reports as an important tool for policy and decision making. This is justified by the increase in demand for data emanating from stakeholders, including Government, NGOs, development partners, research institutions, the private sector, the media, and the public at large.

The Board develops, publishes and disseminates the Annual NGO Sector Report in conformity with Article 35 of the Constitution of Kenya and Access to Information Act. This report, therefore, quantifies the contribution of NGOs in national development and identifies opportunities for improved facilitation of the NGO sector hence forming the foundation for policy guidelines.

The Annual NGO Sector Report forms a basis on the key issues facing the sector’s self-regulation, transparency and accountability for continuous improvement. This would lead to improved performance within the charitable sector hence complimenting the Government development efforts.

## **1.1 Scope**

This report was prepared using data gathered from 2,816 NGOs which filed their annual reports between July 1, 2019 and June 30, 2020. It also provides information on newly registered NGOs. The Annual NGO Sector Report 2019/2020 outlines information on the NGO sector, including growth in funding, expenditure, and sustainability aspect within the sector. Form 14 (annual reports form), audited accounts and Form 3 (registration form) were the sources of the data for the report. More data were collected via questionnaires and telephone interviews.

## **1.2 Objectives**

This study was undertaken to provide credible statistics and information necessary for policy and decision making on the NGO sector.

The objectives of the study were:

1. To determine the contribution of NGOs to the national economy.
2. To establish the extent to which the NGOs align their activities to the national development plan.
3. To address the demand for quality data on activities of NGOs in Kenya and to improve access to that information.
4. To ascertain the sustainability level of the NGO sector in Kenya.

## **1.3 Limitations**

This publication was limited to 2,816 NGOs that filed their annual reports for FY 2019/2020. The report also contains information limited to what the newly registered NGOs voluntarily provided during the year under review. Additionally, it was constrained to the data gathered from 100 NGOs which reported to have implemented activities related to the fight against Covid-19.

# CHAPTER 2

## 2.0 Sector Growth and Contribution to Development

For purposes of this report, sector growth refers to the overall change in the number of NGOs in the Board's register, NGO funding, utilisation of funds received and their contribution. This chapter focuses on the growth and contribution of the NGO sector to national development in the FY 2019/2020.

### 2.1 Sector Growth

#### 2.1.1 Registered NGOs in FY 2019/2020

In the year under review, the Board registered a total of 362 NGOs with 297 of them being national and 65 international. This means the Board has cumulatively registered 11,624 NGOs since 1992. **Figures 2.1** and **2.2** illustrate the trends of registration and those of cumulative registrations for the past ten years.

**Table 2.1: Number of NGOs Registered 2010/2011– 2019/2020**

FY	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Reg no.	642	982	761	537	466	326	347	297	98	362
% change	-5	53	-23	-29	-13	-30	6	-14	-67	269

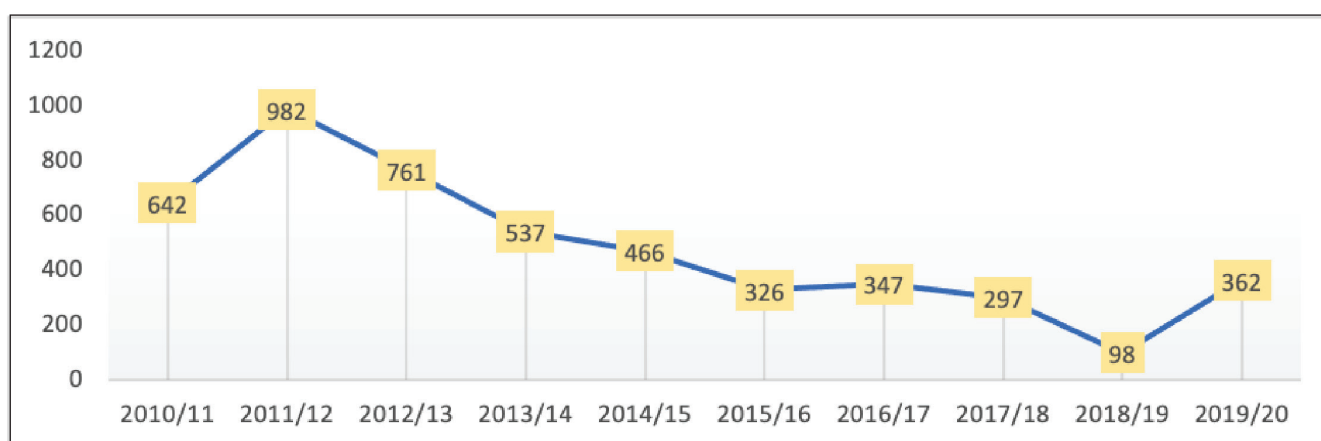


Figure 2.1 Number of NGOs Registered per Year

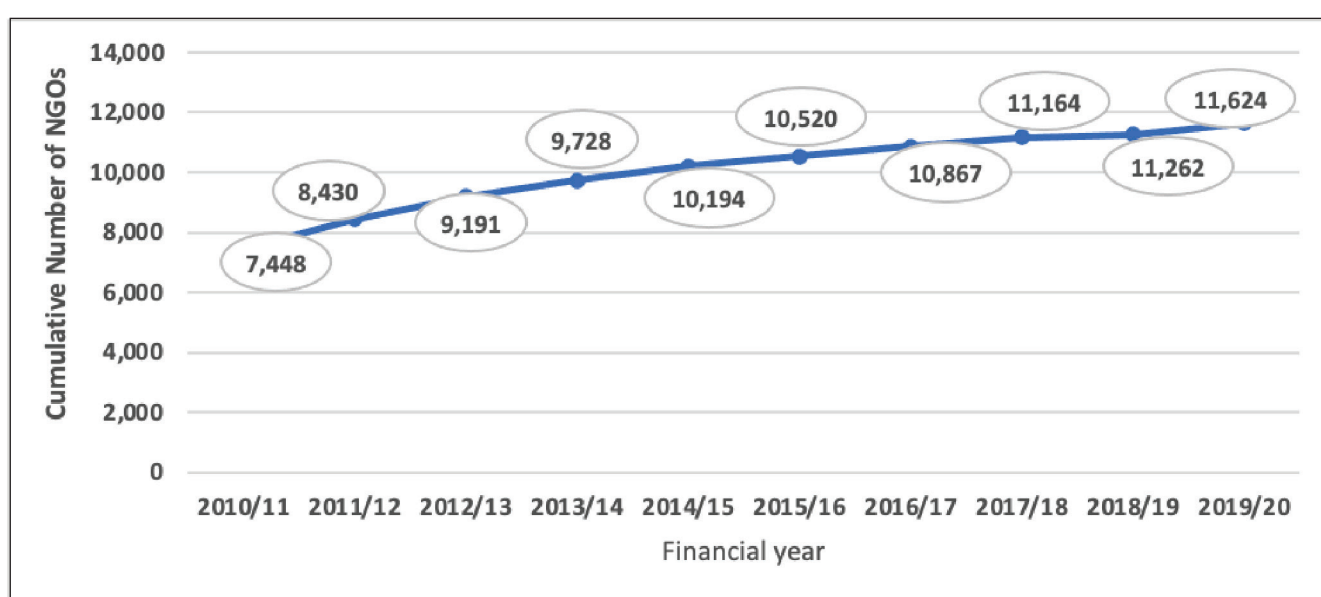


Figure 2.2: Cumulative Registrations 2010/2011 – 2019/2020

Table 2.2: Cumulative Registration Change 2010/2011–2019/2020

FY	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Cumulative figures	7,448	8,430	9,191	9,728	10,194	10,520	10,867	11,164	11,262	11,624
Cumulative percentage change	9	12	8	6	5	3	3	3	1	3

### 2.1.2 De-registration

An NGO may be de-registered for violating the NGOs Co-ordination Act, regulations, the Code of Conduct and the terms and conditions attached to certificate of registration. In the year under review, the Board did not de-register any NGO. The Board has, however, cumulatively de-registered 2,468 NGOs.

### 2.1.3 Re-instatement

A de-registered NGO may be re-instated upon application and having met the Board requirements. In FY 2019/2020, there were **six** NGOs whose applications for re-instatement were successful. Cumulatively, the Board has re-instated a total of **119** NGOs.

### 2.1.4 Dissolution

An NGO may voluntarily wind up its operations in what is referred to as dissolution. The organisation must meet the regulatory requirements in line with Regulation 21 for its application for dissolution to be approved. In FY 2019/2020, a total of 11 organisations applied for dissolution; six were dissolved. Cumulatively, the Board has dissolved a total of **20** NGOs.

### 2.1.5 Active NGOs

Active NGOs are organisations in the Board's register with valid certificates of registration. They include the total number of NGOs registered in a particular year plus the ones that have been reinstated in the same period. This number excludes the de-registered NGOs and those that have voluntarily dissolved. As indicated above, the Board had registered a total of **11, 624** as of June 30, 2020. Since the Board's inception, **2,468** organisations have been de-registered, while **119** have been re-instated and **20** dissolved respectively. A total of **9,255** organisations were active in FY 2019/2020, representing 80 per cent of NGOs cumulatively registered.

**Table 2.3: Summary of the Register**

Status	Number
Number of registered NGOs	11,624
Deregistered NGOs	2,468
Reinstated NGOs	119
Dissolved NGOs	20
Active NGOs	9,255

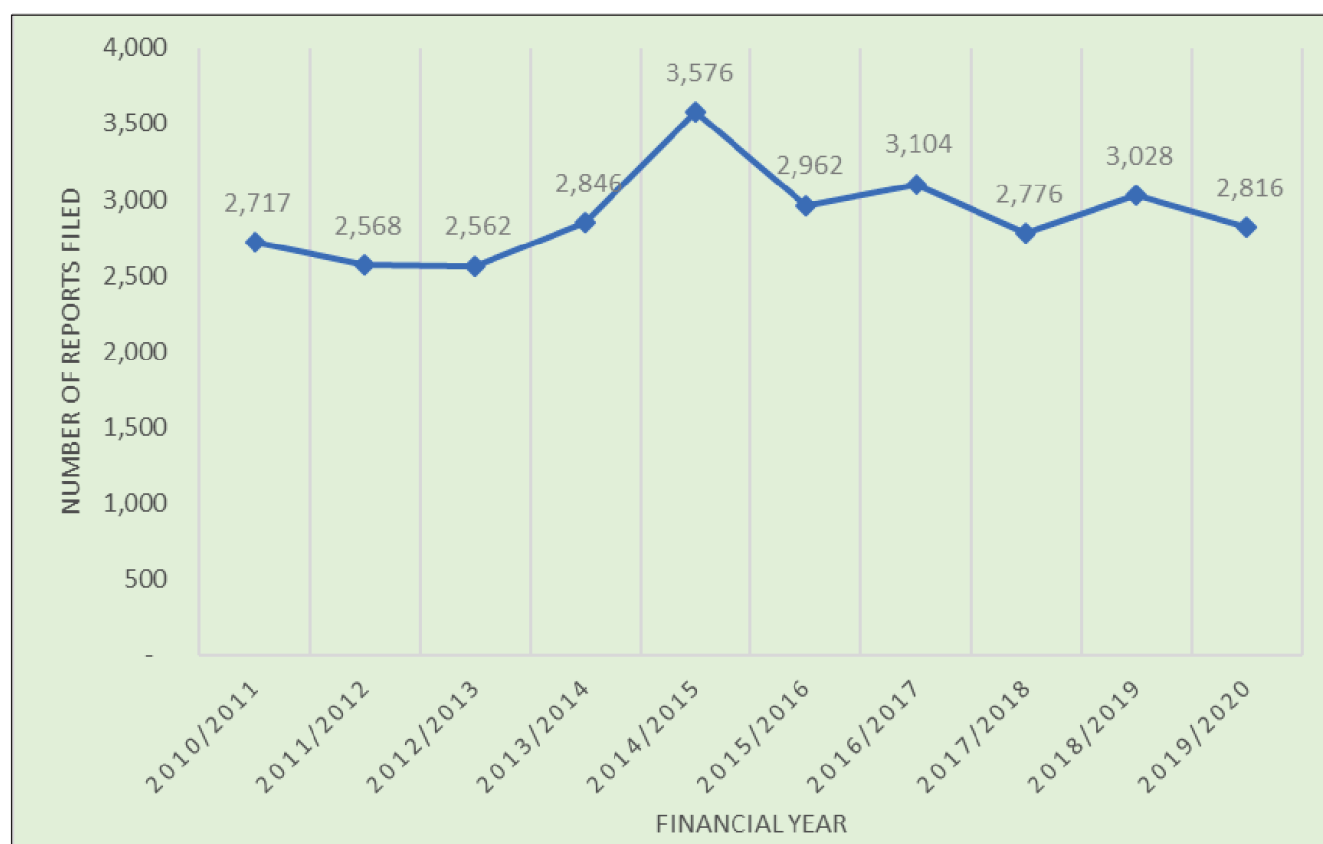
## 2.2 Annual Reports

The Board is mandated by law to receive and analyse annual reports of NGOs. The reports are supposed to be submitted in the statutory **Form 14** as provided for in Regulations 24 of the NGOs Co-ordination Regulations, 1992. All NGOs are required to submit their reports within three months after the end of their financial years.

### 2.2.1 Submission of Annual Reports

In FY 2019/2020, a total of 2,816 organisations filed their annual reports (returns) compared to 3,028 in the previous year, translating to a 7% decrease. This decrease can be attributed to the effects of COVID-19 pandemic, including cessation of movement which affected NGO staff with regard to submission of the reports.

An analysis of reports submitted over the last 10 years shows a fluctuating trend. The compliance level with the submission of the annual reports is low relative to the 9,255 NGOs in the register, which are required to file reports.



**Figure 2.3: Trend on Submission of Annual Reports 2010/2011– 2019/2020**

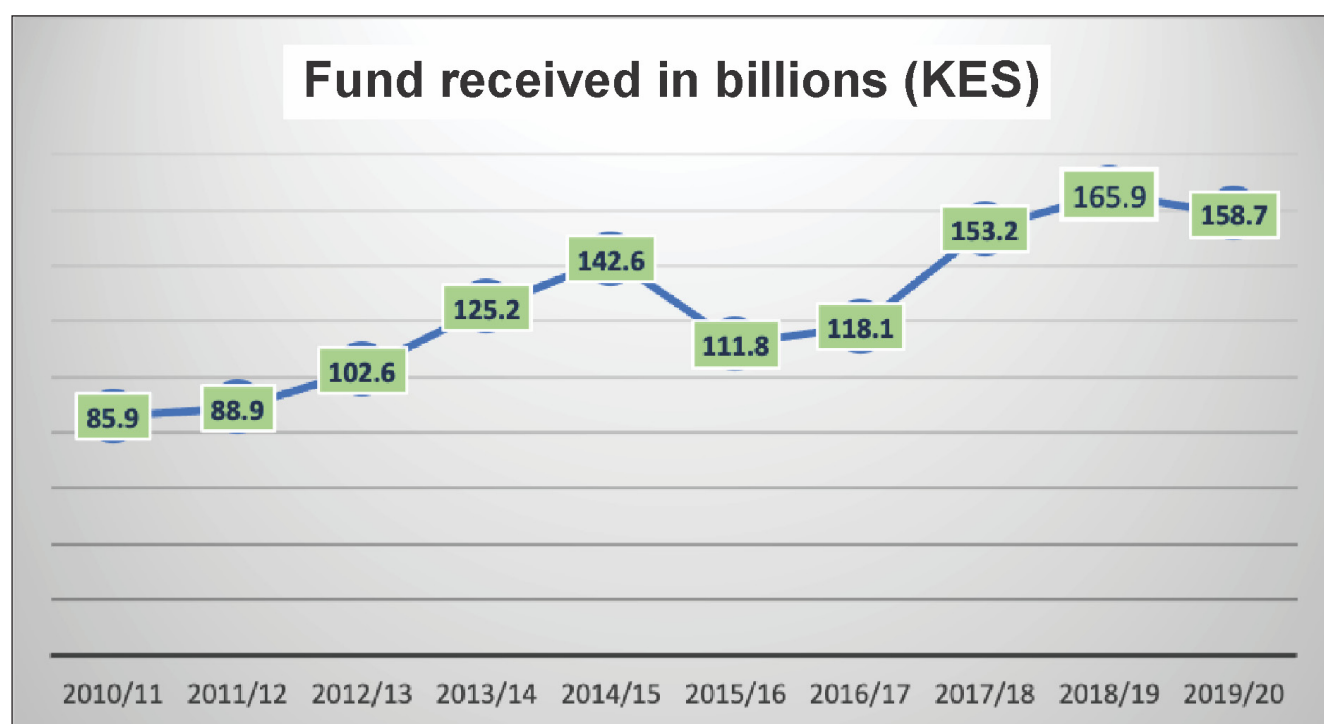
### 2.2.2 Audited Accounts

NGOs that receive income/funding or spend more than KES 1 million in a financial year are required to file, together with their annual report (Form 14), an audit report from an ICPAK recognised auditor. The audited financial statements must comply with the International Financial Reporting Standards (IFRS). During the year under review, a total of 1,234 organisations received/spent more than KES 1 million and were expected to file audited accounts alongside Form 14. Following this, 1,035 organisations submitted their audited accounts. A total of 199 organisations did not submit audited accounts representing a compliance rate of 84%, a marginal increase from 83% in the previous year.

### 2.2.3 Funds Received

The 2,816 NGOs received a total of KES **158.7 billion** in FY 2019/2020. This translates to a four per cent decrease from the KES **165.9 billion** received in FY 2018/2019. The decrease is attributed to the fewer reports submitted in FY 2019/2020 due to the effects of COVID-19 pandemic.





**Figure 2.4: Trend on NGO Funding.**

## 2.3 Contribution to Development

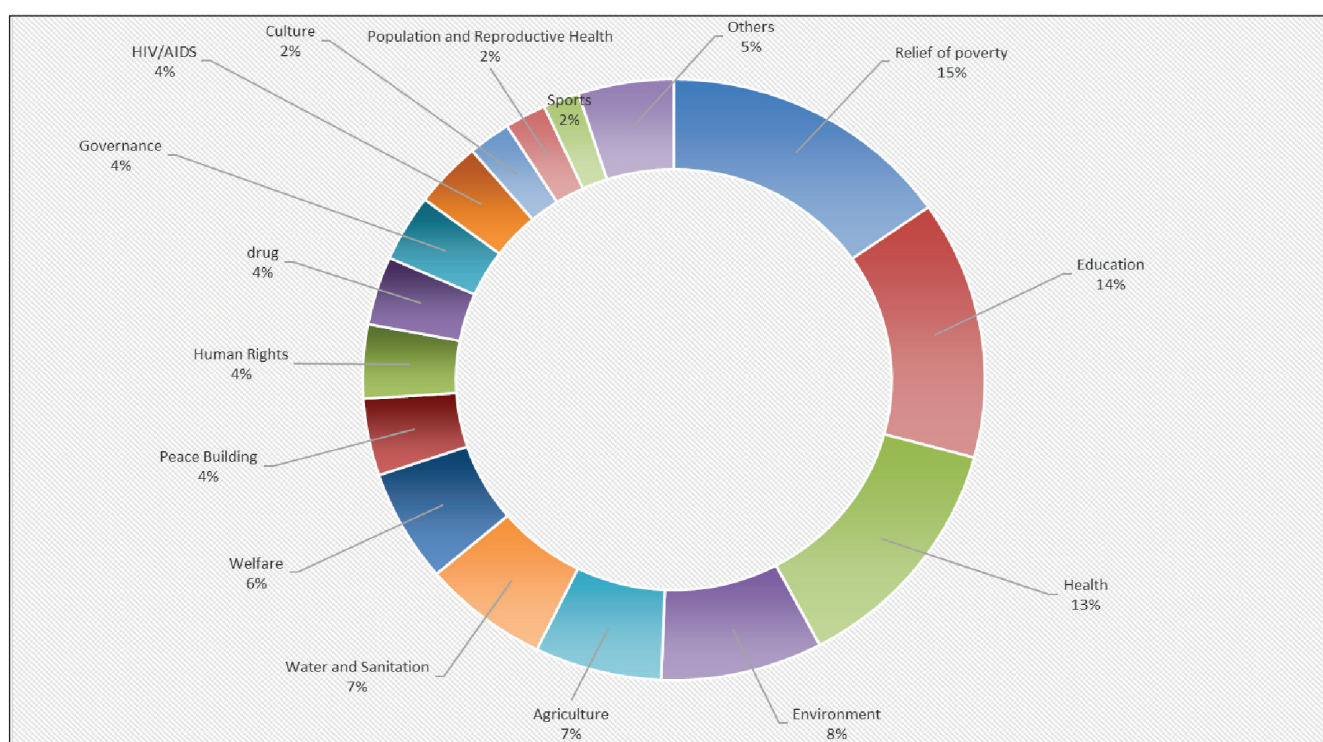
NGOs play a significant role in national development. They complement government initiatives by spending billions of shillings on various projects thus improving the livelihood of their target beneficiaries.

### 2.3.1 Sectors of Operation

This refers to areas of intervention that NGOs focus on such as health, education, agriculture, water and sanitation, environmental conservation etc.

### 2.3.2 Sectors of Operation for Newly registered NGOs

In the year 2019/2020 relief of poverty was the most preferred sector of operation at 15%, education at 14% and health at 13% as shown in the **Figure 2.5** below.



**Figure 2.5 Sectors of Operation for Newly Registered NGOs in Percentage**

### 2.3.3 Utilisation of Funds on Projects

During the year, NGOs spent a total of **KES 84.4 billion** in project implementation. Further analysis revealed that **KES 63.6 billion** (75%) was spent in Kenya whereas **KES 78.8 billion** was spent in FY 2018/2019 resulting to a 19 % decrease.

The remainder of **KES 20.7 billion** (25%) was spent in other countries by organisations with regional presence. The most funded sector was Health at 33% followed by Education at 14% and Children at 13 %. It is worth noting that Relief/ Disaster was ranked fourth at 8%.

**Table 2.4 (a): Utilisation of Funds in Kenya per Sector (KES)**

NO	Sector	Amount in KES	%
1	Health	20,949,289,110	32.91
2	Children	8,525,350,529	13.39
3	Education	7,077,041,727	11.12
4	Relief/ Disaster Management	5,286,089,064	8.30
5	Agriculture	3,385,393,860	5.32
6	Water and Sanitation	2,393,214,577	3.76
7	Research	2,115,894,213	3.32
8	Refugees	1,897,728,484	2.98
9	Environment	1,710,604,380	2.69
10	Governance	1,680,608,623	2.64
11	Others	1,661,349,702	2.61
12	Youth	1,526,603,724	2.40
13	Peace Building	1,227,228,918	1.93

14	Gender	1,180,160,982	1.85
15	Welfare	615,916,411	0.97
16	Disability	449,622,989	0.71
17	Micro-Finance	430,060,435	0.68
18	Animal Welfare	331,211,579	0.52
19	Housing and Settlement	183,452,766	0.29
20	Capacity Building	175,911,402	0.28
21	Old Age Care	137,263,100	0.22
22	Energy	134,823,813	0.21
23	Informal Sector	129,461,263	0.20
24	Human Rights	103,547,263	0.16
25	Information	103,050,491	0.16
26	Road Safety	49,756,743	0.08
27	Development	45,173,405	0.07
28	Religion	41,802,648	0.07
29	Culture	40,892,964	0.06
30	ICT	28,218,990	0.04
31	Trade	25,775,564	0.04
32	Sports	4,365,576	0.01
33	Wildlife	3,597,561	0.01
34	Advocacy and Empowerment	3,463,132	0.01
35	Drug and Alcohol Addiction	2,145,292	0.00
	<b>Total</b>	<b>63,656,071,277</b>	<b>100.00</b>

Table 2.4: (b) Comparative Utilisation of Funds in Kenya per Sector (KES)

Sector	2019/2020	2018/2019	Percentage Change (%)
Research	2,115,894,213	8,256,663	25527
Culture	40,892,964	2,622,320	1459
Road Safety	49,756,743	4,563,993	990
Housing and Settlement	183,452,766	19,601,672	836
Drug and Alcohol Addiction	2,145,292	762,468	181
Information	103,050,491	41,007,455	151
Old Age Care	137,263,100	66,225,702	107
Animal Welfare	331,211,579	170,432,396	94
Trade	25,775,564	18,982,571	36
Sports	4,365,576	3,327,753	31
Energy	134,823,813	106,454,878	27
Development	45,173,405	38,025,803	19
Children	8,525,350,529	7,684,108,347	11
Youth	1,526,603,724	1,483,660,024	3
Peace Building	1,227,228,918	1,249,776,797	-2
Welfare	615,916,411	633,440,347	-3
Sector	2019/2020	2018/2019	Percentage Change (%)

Gender	1,180,160,982	1,230,160,449	-4
Governance	1,680,608,623	1,760,348,528	-5
Agriculture	3,385,393,860	3,817,879,309	-11
Disability	449,622,989	540,571,577	-17
Water and Sanitation	2,393,214,577	2,967,014,081	-19
Education	7,077,041,727	9,411,047,954	-25
Health	20,949,289,110	27,812,527,189	-25
Human Rights	103,547,263	141,147,381	-27
Others	1,661,349,702	2,316,859,523	-28
Micro-Finance	430,060,435	620,313,055	-31
Capacity Building	175,911,402	288,030,169	-39
Relief/ Disaster Management	5,286,089,064	8,840,406,129	-40
Refugees	1,897,728,484	3,490,988,797	-46
Environment	1,710,604,380	3,418,083,771	-50
Religion	41,802,648	86,332,689	-52
Wildlife	3,597,561	8,828,977	-59
Informal Sector	129,461,263	352,633,622	-63
Advocacy and Empowerment	3,463,132	18,006,923	-81
ICT	28,218,990	212,456,427	-87
<b>Total</b>	<b>63,656,071,277</b>	<b>78,864,885,739</b>	<b>-19</b>

The amount spent on projects in Kenya during the year reduced by 19% compared to the amount spent in the previous year. Research, Culture and Road Safety sectors recorded the highest percentage growth as per **Table 2.4**. In contrast, the amounts spent in Informal, Advocacy & Empowerment and ICT sector declined compared to the previous year.

#### 2.3.4 Counties of Operation

According to the Act, NGOs are required to indicate their counties of operation at the point of registration. It is also a requirement for them to declare the counties where they implemented projects in their annual reports.

#### 2.3.5 Newly registered NGOs- preferred counties of operations

In FY 2019/2020, Nairobi was the most preferred county of operation at 12% followed by Kisumu and Kiambu counties with 5% each. **Table 2.5** below captures the distribution of newly registered NGOs per county in FY 2019/2020.

Table 2. 5: Counties of Operation for Newly Registered NGOs

No	County	No. of Organizations	%	No	County	No. of Organizations	%
1	Nairobi	221	12	25	Kwale	30	2
2	Kisumu	94	5	26	Kitui	27	2
3	Kiambu	89	5	27	Trans-Nzoia	27	2
4	Mombasa	76	4	28	Laikipia	26	1
5	Machakos	68	4	29	Mandera	25	1
6	Nakuru	63	4	30	Tharaka Nithi	24	1
7	Kajiado	56	3	31	Vihiga	24	1
8	Siaya	55	3	32	Marsabit	23	1
9	Turkana	52	3	33	Makueni	22	1
10	Kakamega	51	3	34	Baringo	21	1
11	Kilifi	43	2	35	Tana River	19	1
12	Garissa	42	2	36	Kirinyaga	18	1
13	Busia	41	2	37	Nyandarua	18	1
14	Homa Bay	39	2	38	Taita-Taveta	18	1
15	Isiolo	38	2	39	Embu	17	1
16	Migori	38	2	40	Nyamira	17	1
17	Meru	37	2	41	Samburu	17	1
18	Muranga	37	2	42	Lamu	15	1
19	Nyeri	36	2	43	West Pokot	15	1
20	Bungoma	33	2	44	Bomet	14	1
21	kisii	31	2	45	Elgeyo-Marakwet	13	1
22	Narok	31	2	46	Nandi	10	1
23	Uasin Gishu	31	2	47	Kericho	7	1
24	Wajir	31	2				

### 2.3.6 Project Implementation per Counties

In FY 2019/2020 a total of 1,143 NGOs reported to have implemented projects in Nairobi County, followed by Kisumu with 397, Nakuru 343 and Kiambu 342. It is notable that some NGOs implemented projects in more than one county. **Table 2.6** below shows the presence of NGOs in all the 47 counties in a descending order.



**Table 2.6: NGOs that Implemented Projects per County**

No	County	No. of NGOs with Projects	Percentage	No	County	No. of NGOs with Projects	Percentage
1	Nairobi	1143	14	25	Kwale	123	2
2	Kisumu	397	5	26	Vihiga	121	2
3	Nakuru	343	4	27	Uasin Gishu	119	1
4	Kiambu	342	4	28	Trans-Nzoia	111	1
5	Kajiado	291	4	29	Baringo	110	1
6	Machakos	280	4	30	Laikipia	108	1
7	Mombasa	256	3	31	Kericho	107	1
8	Kakamega	254	3	32	Embu	105	1
9	Homa Bay	244	3	33	Nyandarua	104	1
10	Siaya	216	3	34	Marsabit	96	1
11	Busia	183	2	35	Nyamira	96	1
12	Kilifi	177	2	36	Mandera	94	1
13	Makueni	166	2	37	Wajir	93	1
14	Narok	166	2	38	Samburu	78	1
15	Bungoma	161	2	39	Kirinyaga	75	1
16	Turkana	159	2	40	Tana River	69	1
17	Garissa	156	2	41	West Pokot	69	1
18	Migori	151	2	42	Bomet	68	1
19	kisii	146	2	43	Nandi	67	1
20	Muranga	146	2	44	Tharaka Nithi	66	1
21	Nyeri	146	2	45	Taita-Taveta	65	1
22	Kitui	134	2	46	Lamu	57	1
23	Meru	130	2	47	Elgeyo-Marakwet	46	1
24	Isiolo	123	2				

### 2.3.7 Leading NGOs in Utilisation of Funds on Projects

This section provides an analysis of declaration by NGOs on project expenditure as indicated in the **Table 2.7** and **Table 2.8** below.

Table 2.7: Leading International NGOs in Utilisation of Funds on Projects

No	Name of NGO	Fund spent in Kenya (KES)
1	WORLD VISION KENYA	6,321,889,577
2	COMPASSION INTERNATIONAL INC.	4,288,573,450
3	AMREF HEALTH AFRICA IN KENYA	2,795,771,048
4	THE AFRICAN ACADEMY OF SCIENCES(AAS)	2,102,639,960
5	PLAN INTERNATIONAL	1,250,315,003
6	CENTERS FOR INTERNATIONAL PROGRAMS - KENYA	1,054,038,375
7	FAMILY HEALTH INTERNATIONAL (FHI 360) / KENYA	1,042,206,763
8	WINDLE INTERNATIONAL -KENYA	955,190,538
9	GIVEDIRECTLY KENYA	951,071,558
10	CHILDFUND KENYA	903,762,970
11	DAVID SHELDRIK WILDLIFE TRUST	740,969,839
12	MEDICINS SANS FRONTIERES - FRANCE	719,807,808
13	IMA WORLD HEALTH	659,548,500
14	QATAR CHARITY	646,467,237
15	CHRISTIAN AID KENYA	585,747,582
16	SAVE THE CHILDREN INTERNATIONAL (KENYA)	567,833,208
17	DIRECT AID	554,342,495
18	MARIE STOPES KENYA	537,400,905
19	ISLAMIC RELIEF-KENYA	449,962,378
20	INTRAHEALTH INTERNATIONAL	448,148,832
21	MISSIONS OF HOPE INTERNATIONAL	441,893,613
22	VETERINAIRES SANS FRONTIERES SUISSE/KENYA	432,381,099
23	INTERNATIONAL RESCUE COMMITTEE	392,938,064
24	MERCY CORPS	384,218,431
25	AVSI FOUNDATION	383,282,478
26	CARE INTERNATIONAL	345,444,923
27	GLOBAL PROGRAMS FOR RESEARCH & TRAINING	341,897,591
28	AFRICAN WILDLIFE FOUNDATION	332,360,882
29	DANISH REFUGEE COUNCIL	330,062,199
30	MEDECINS SANS FRONTIERES - SWITZERLAND	316,155,487

**Table 2.8: Leading National NGOs in Utilisation of Funds on Projects**

No.	Name of NGO	Fund spent in Kenya (KES)
1	CENTRE FOR HEALTH SOLUTIONS - KENYA	1,234,670,687
2	POPULATION SERVICES KENYA	712,770,374
3	IMPACT RESEARCH AND DEVELOPMENT ORGANIZATION	621,429,412
4	AGENCY FOR TECHNICAL CO-OPERATION AND DEVELOPMENT KENYA (ACTED-KENYA)	525,109,201
5	LVCT HEALTH	475,463,889
6	MKOMANI CLINIC SOCIETY	443,944,094
7	SOS CHILDREN'S VILLAGE KENYA	399,070,014
8	AFRICAN MISSION HEALTHCARE - KENYA	306,852,047
9	MARKET DEVELOPMENT TRUST	295,012,678
10	FEED THE CHILDREN KENYA	224,216,951
11	HOPE WORLDWIDE KENYA	215,250,192
12	RURAL AGENCY FOR COMMUNITY DEVELOPMENT AND ASSISTANCE (RACIDA)	201,367,737
13	LWALA COMMUNITY HEALTH CENTRE	199,392,971
14	PASTORALIST COMMUNITY INITIATIVE DEVELOPMENT AND ASSISTANCE	195,244,770
15	LOTUS KENYA ACTION FOR DEVELOPMENT ORGANIZATION	170,753,642
16	UJAMAA NA WATOTO WENYE HAKI INITIATIVE	155,889,580
17	CARE FOR HIV/AIDS ORGANIZATION	145,829,680
18	KENYA AIDS NGO'S CONSORTIUM	145,509,473
19	ASSOCIATION FOR THE PHYSICALLY DISABLED OF KENYA	126,838,275
20	RHINO ARK- KENYA CHARITABLE TRUST	123,271,356
21	AFRICAN CENTRE FOR WOMEN INFORMATION AND COMMUNICATION TECHNOLOGY	122,731,605
22	WOMEN FIGHTING AIDS IN KENYA (WOFAK)	118,426,206
23	KENYA LEGAL AND ETHICAL ISSUES NETWORK ON HIV/AIDS	117,805,037
24	BIBLE TRANSLATION AND LITERACY (E.A)	115,925,268
25	FEDERATION OF WOMEN LAWYERS-KENYA	107,894,620
26	CENTRE FOR THE STUDY OF ADOLESCENCE	105,759,282
27	PASTORALIST GIRLS INITIATIVE	101,369,109
28	THE PEOPLES ACTION FOR LEARNING NETWORK (PAL)	100,862,711
29	FOUNDATION FOR HUMAN RIGHTS AND RESOURCES MONITORING	99,610,118
30	CIVIL SOCIETY URBAN DEVELOPMENT PLATFORM	96,663,421

### 2.3.8 Leading Sector Players

This section provides information on expenditure for the leading players, in each sector based on the annual reports received. **Table 2.9** below illustrates further details.



Table 2.9: Leading Sector Players 2019/2020

HEALTH	ORGANISATION	AMOUNT (KES)
1	AMREF HEALTH AFRICA IN KENYA	2,301,896,608
2	CENTRE FOR HEALTH SOLUTIONS - KENYA	1,234,670,687
3	CENTERS FOR INTERNATIONAL PROGRAMS - KENYA	1,054,038,375
4	FAMILY HEALTH INTERNATIONAL (FHI 360) / KENYA	966,645,320
5	MEDICINS SANS FRONTIERES - FRANCE	719,807,808
<b>EDUCATION</b>		
1	WORLD VISION KENYA	382,267,581
2	WINDLE INTERNATIONAL -KENYA	363,333,593
3	AVSI FOUNDATION	301,641,618
4	PLAN INTERNATIONAL	185,897,178
5	ISLAMIC RELIEF-KENYA	139,921,822
<b>RELIEF/ DISASTER MANAGEMENT</b>		
1	WORLD VISION KENYA	2,481,985,105
2	GIVEDIRECTLY KENYA	951,071,558
3	OXFAM GB	212,851,500
4	AGENCY FOR TECHNICAL CO-OPERATION AND DEVELOPMENT KENYA (ACTED-KENYA)	181,692,640
5	NUBA RELIEF REHABILITATION AND DEVELOPMENT ORGANISATION	174,043,194
<b>CHILDREN</b>		
1	COMPASSION INTERNATIONAL INC.	3,857,635,229
2	WORLD VISION KENYA	654,185,620
3	CHILDFUND KENYA	597,581,539
4	CHRISTIAN AID KENYA	390,457,922
5	QATAR CHARITY	279,892,545
<b>AGRICULTURE</b>		
1	VETERINAIRES SANS FRONTIERES SUISSE/KENYA	432,381,099
2	WORLD VISION KENYA	393,829,690
3	SELF HELP AFRICA	276,015,411
4	MARKET DEVELOPMENT TRUST	208,526,448
5	AGRICULTURAL COMMODITIES DEVELOPMENT INTERNATIONAL VOLUNTARY COMMUNITY ASSOCIATIONS	107,952,206
<b>REFUGEES</b>		
1	WINDLE INTERNATIONAL -KENYA	591,856,945
2	DANISH REFUGEE COUNCIL	330,062,199
3	CHURCH WORLD SERVICE AND WITNESS	165,228,855
4	CARE INTERNATIONAL	119,975,402
5	REFUGEE CONSORTIUM OF KENYA	91,150,003
<b>ENVIRONMENT</b>		
1	AFRICAN WILDLIFE FOUNDATION	332,360,882
2	WORLD VISION KENYA	271,194,395
3	WETLANDS INTERNATIONAL	141,398,391
4	RHINO ARK- KENYA CHARITABLE TRUST	123,271,356

5	CHRISTIAN AID KENYA	110,287,219
<b>WATER AND SANITATION</b>		
1	WORLD VISION KENYA	770,228,259
2	AMREF HEALTH AFRICA IN KENYA	270,953,524
3	AGENCY FOR TECHNICAL CO-OPERATION AND DEVELOPMENT KENYA (ACTED-KENYA)	186,949,010
4	AFRICA SAND DAM FOUNDATION	100,754,033
5	MARKET DEVELOPMENT TRUST	72,110,880
<b>MULTI-SECTORAL</b>		
1	PLAN INTERNATIONAL	564,170,393
2	TROCAIRE	545,480,889
3	AMREF HEALTH AFRICA IN KENYA	222,920,915
4	DIRECT AID	217,365,542
5	ACTION AID INTERNATIONAL KENYA	54,854,846
<b>GOVERNANCE</b>		
1	WORLD VISION KENYA	509,117,086
2	CIVIL SOCIETY URBAN DEVELOPMENT PLATFORM	96,663,421
3	PLAN INTERNATIONAL	79,785,158
4	FAMILY HEALTH INTERNATIONAL (FHI 360) / KENYA	75,561,442
5	ACTION AID INTERNATIONAL KENYA	51,856,149
<b>YOUTH</b>		
1	CAP YOUTH EMPOWERMENT INSTITUTE - KENYA	215,715,527
2	WORLD VISION KENYA	181,153,628
3	IMA WORLD HEALTH	156,603,285
4	ACTION AID INTERNATIONAL KENYA	77,505,055
5	AFRICA ALLIANCE OF YMCAS	66,739,040
<b>PEACE BUILDING</b>		
1	ACT CHANGE TRANSFORM	224,814,202
2	PACT INC	210,439,111
3	SAFERWORLD (AFRICA)	194,234,554
4	THE GREEN STRING NETWORK (GSN)	72,508,992
5	SHALOM CENTRE FOR CONFLICT RESOLUTION AND RECONCILIATION	52,990,932
<b>GENDER</b>		
1	ACTION AID INTERNATIONAL KENYA	198,928,188
2	UJAMAA NA WATOTO WENYE HAKI INITIATIVE	148,884,480
3	EQUALITY NOW	99,610,118
4	URGENT ACTION FUND	88,144,764
5	AKILI DADA	79,335,072
<b>WELFARE</b>		
1	QATAR CHARITY	113,098,268
2	DIRECT AID	76,174,097
3	AFRICA NETWORK FOR ANIMAL WELFARE	70,233,704
4	ONE GIRL CAN KENYA	40,857,570
5	AMANI COUNSELLING CENTRE AND TRAINING INSTITUTE	31,798,920
<b>MICROFINANCE</b>		

1	THE BOMA PROJECT	152,076,033
2	MAINYOITO PASTORALIST INTEGRATED DEVELOPMENT ORGANISATION	61,847,855
3	CARE INTERNATIONAL	38,677,112
4	WE EFFECT	36,567,124
5	ZOE MINISTRY KENYA	28,155,300
<b>DISABILITY</b>		
1	ASSOCIATION FOR THE PHYSICALLY DISABLED OF KENYA	126,838,275
2	CHESHIRE DISABILITY SERVICES KENYA	76,252,913
3	CHRISTOFFEL BLINDENMISSION e.V	28,894,434
4	SENSE INTERNATIONAL EAST AFRICA	28,879,096
5	MIRAL WELFARE FOUNDATION KENYA	22,803,367
<b>CAPACITY BUILDING</b>		
1	BIBLE TRANSLATION AND LITERACY (E.A)	105,120,942
2	AFRICA MISSION SERVICES	16,357,065
3	CHRISTIAN MISSION AID	12,580,462
4	PENDEKEZO LETU	9,630,419
5	DIAKONIE EMERGENCY AID	5,529,794
<b>ICT</b>		
1	THE INTERNATIONAL SERVICE FOR THE ACQUISITION OF AGRI - BIOTECH APPLICATIONS (ISAAA AFRICENTER)	21,407,204
2	ARID LANDS INFORMATION NETWORK - EASTERN AFRICA	2,500,000
3	MKONO WA UPENDO CENTRE	717,424
4	HELP SELF HELP CENTRE	627,800
5	HANDICAP INTERNATIONAL	415,626
<b>ANIMAL WELFARE</b>		
1	FORUM CIV	49,438,714
2	KENYA LAND ALLIANCE	22,794,541
3	KENYA LEGAL AND ETHICAL ISSUES NETWORK ON HIV/AIDS	13,685,435
4	AMNESTY INTERNATIONAL KENYA	12,878,149
5	KEEPING ALIVE SOCIETIES' HOPE	4,629,424
<b>ENERGY</b>		
1	LOTUS KENYA ACTION FOR DEVELOPMENT ORGANIZATION	134,823,813
<b>RELIGION</b>		
1	ISLAMIC RELIEF-KENYA	11,297,148
2	LIVING WATER SERVICE CENTRE	10,754,948
3	AFRICA MUSLIMS AGENCY - KENYA	7,900,000
4	KENYA MUSLIM CHARITABLE SOCIETY	7,500,000
5	MISSIONARIES OF THE POOR	2,203,458
<b>INFORMAL SECTOR</b>		
1	TECHNOSERVE KENYA	37,636,940
2	PARTNERS FOR CARE	30,720,816
3	PRACTICAL ACTION	26,624,089
4	ACTION AFRICA HELP INTERNATIONAL	10,186,662
5	EMPOWERING LIVES INTERNATIONAL - KENYA	8,524,743
<b>OLD AGE CARE</b>		

1	HABITAT FOR HUMANITY IN KENYA	56,425,119
2	HELPAGE INTERNATIONAL	31,767,183
3	COMMUNITY ACTION FOR NATURE CONSERVATION	3,583,549
4	COMPASSIONATE SOCIAL CARE ORGANIZATION	1,813,462
5	MAKINDU CHILDREN'S CENTRE	1,499,545
<b>INFORMATION</b>		
1	COMPUTERS FOR SCHOOLS KENYA	67,211,864
2	CENTRAL RIFT COMMUNITY DEVELOPMENT PROGRAM	10,443,977
3	THE LIFE MINISTRY	3,274,990
4	MARKET DEVELOPMENT TRUST	2,933,281
5	ONE GIRL CAN KENYA	2,757,500
<b>DEVELOPMENT</b>		
1	AFRICA MISSION SERVICES	23,687,873
2	CAROLINA FOR KIBERA ORGANIZATION	9,346,915
3	GLOBAL COMMUNITIES	6,011,900
4	CENTRE FOR HEALTH AND EDUCATION PROGRAMMES	1,939,809
5	POVERTY ERADICATION AND LIFE EMPOWERMENT PROGRAMME	1,759,097
<b>HOUSING AND SETTLEMENT</b>		
1	QATAR CHARITY	144,384,273
2	COMPASSION INTERNATIONAL INC	99,465,410
3	ROZY NANAA FOUNDATION	12,263,480
4	STIG AND LINDA FOUNDATION	9,007,383
5	AFRICA MISSION SERVICES	5,619,733
<b>TRADE</b>		
1	CUTS- CENTRE FOR INTERNATIONAL TRADE ECONOMICS AND ENVIRONMENT	25,775,564
<b>ADVOCACY AND EMPOWERMENT</b>		
1	KUHENZA FOR THE CHILDRENS FOUNDATION	2,774,705
2	ELECTIONS INTERNATIONAL	549,555
3	VISION OF THE BLIND	115,672
4	CHANGING FORTUNES ORGANIZATION	12,800
5	INITIATIVE FOR CARE AND EMPOWERMENT SUPPORT	10,400
<b>WILDLIFE</b>		
1	THE WILDLIFE FOUNDATION	3,597,561
<b>RESEARCH</b>		
1	THE AFRICAN ACADEMY OF SCIENCES(AAS)	2,102,639,960
2	HUMAN RIGHTS WATCH	7,184,851
<b>ROAD SAFETY</b>		
1	MEDECINS DU MONDE (FRANCE)	7,180,147
2	SAFE WAY RIGHT WAY	3,533,308
3	THE HALLER FOUNDATION	2,546,659
4	BASICNEEDS BASICRIGHTS KENYA	2,525,787
5	AFRICA MISSION SERVICES	2,101,226
<b>SPORTS</b>		
1	SAFEGUARD ORPHANS AND WIDOWS ORGANIZATION	1,630,000

2	KICKOFF TO HOPE KENYA FOUNDATION	1,050,168
3	HOPE FOR KIBERA CHARITY ORGANIZATION	740,740
4	SPORTS AID AFRICA	400,000
5	PARTNERS FOR CARE	261,750
<b>CULTURE</b>		
1	FORUM CIV	34,378,256
2	CENTRE FOR HUMANITARIAN OUTREACH AND INTER-CULTURAL EXCHANGE	4,300,000
3	INSTITUTE FOR CULTURE AND ECOLOGY	2,154,708
4	OBAMA OPIYO FOUNDATION	60,000
<b>DRUG AND ALCOHOL ADDICTION</b>		
1	ALCOHOL AND DRUG ABUSE PREVENTION AND TREATMENT	1,117,441
2	KITALE COMMUNITY ADVANCEMENT PROGRAMME (KAP)	364,104

### 2.3.9 NGOs' Contribution to the "Big Four" Agenda

NGOs exist to complement Government efforts in development. One of the key priorities of the Government is the "Big Four" agenda.

Consequently, NGOs are encouraged to harmonise their activities towards this agenda which outlines action plans on enhancing manufacturing, food security and nutrition, universal health coverage and affordable housing.

In the FY 2019/2020, data gathered from the NGO sector indicated that NGOs spent **KES 25 billion** in implementing projects related to the agenda.

NGOs that implemented projects related to the Universal Health Care pillar reported to have spent **KES 21 billion**. These include health education, training community health workers, HIV/AIDs, Population and Reproductive Health, mobilising communities to register for health coverage, equipping health facilities, providing pharmaceutical and non-pharmaceutical resources and responding to health emergencies.

The NGOs spent **KES 3.7 billion** in implementing projects aligned to the food security and nutrition pillar. This includes the implementation of various interventions in agricultural research, financing, irrigation, provision of farm inputs and equipment, livestock breeding, training of farmers, nutrition sensitisation and distribution of food supplements.

Additionally, the NGOs implementing projects associated to the manufacturing pillar and housing and settlement pillar reported to have spent **KES 129** and **KES 183 million** respectively.

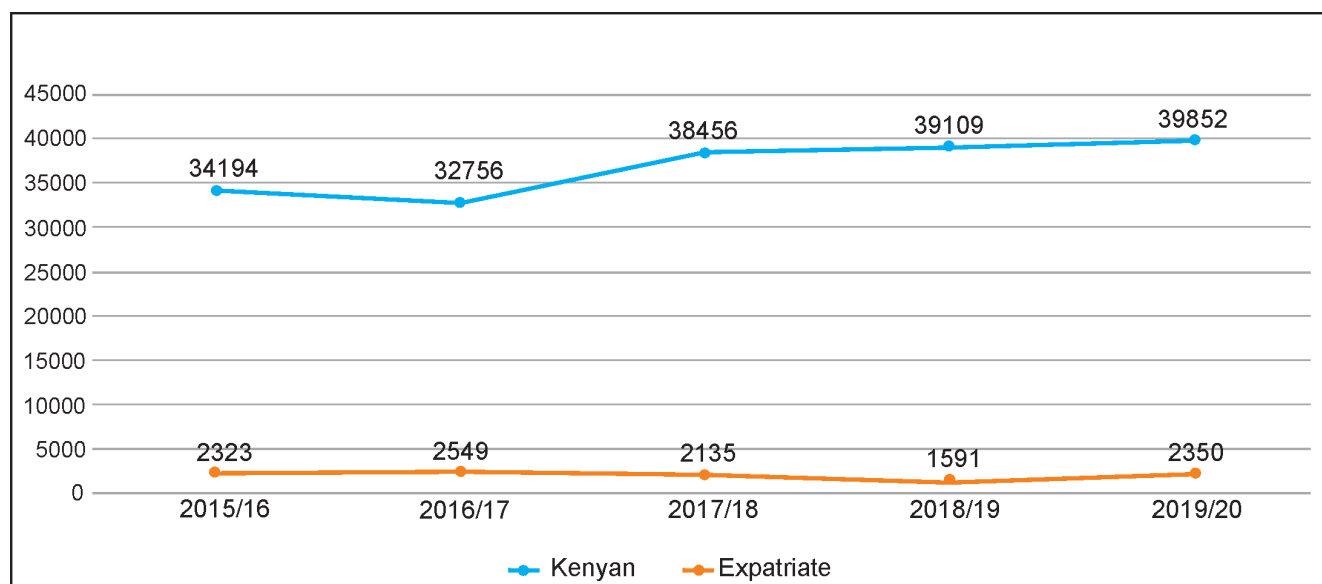
### 2.3.10 Employment

A total of **80,299** employees were engaged by the NGOs in the FY 2019/2020 with **70,426** stationed in Kenya and **9,873** in other countries. Further analysis indicated that some **42,202** (53%) employees were salaried while **38,097** (47%) were hired as volunteers/interns.

### 2.3.10 (a) Salaried staff

During the year, **39,852** of the **42,202** salaried employees were Kenyans. Some **33,143** of the salaried employees were stationed in Kenya and **6,709** in other countries.

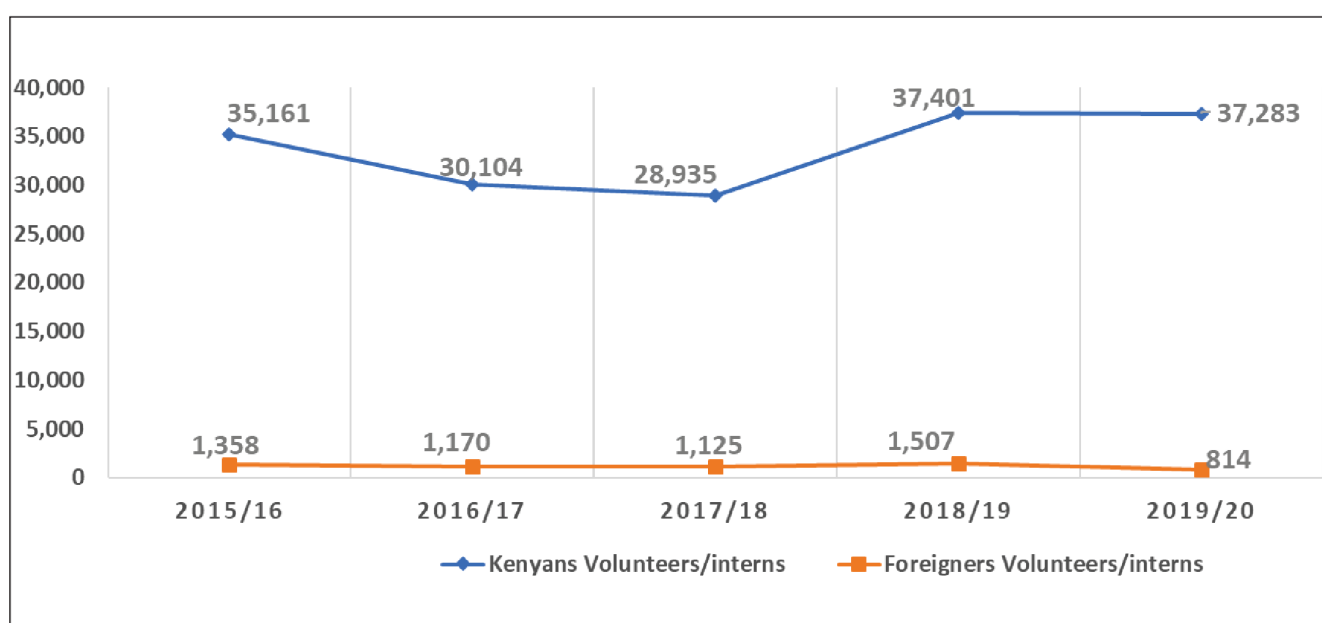
Regarding the expatriates, **2,350** staff were engaged. Those based in Kenya were **1,513** while **837** were in other countries. A growth of 1% on the total number of employees engaged in the sector was recorded rising from **79,608** to **80,299** in the year under review. **Figure 2.6** illustrates the trend on salaried employees.



**Figure 2.6: Trend on Salaried Employees (2015/2016-2019/2020)**

### 2.3.10 (b) Volunteers and Interns

During the year, the NGOs engaged **38,097** volunteers and interns compared to **38,908** in the previous year translating to a 2% decrease. **Figure 2.7** illustrates the trend on engagement of volunteers and interns in the sector.



**Figure 2. 7: Trend on Volunteers and Interns**

Table 2.10: NGO Sector Staff Establishment (2015/2016-2019/2020)

Year	Stationed in Kenya		Stationed in other counties	
	Kenyans	Expatriates	Kenyan	Expatriates
2015/2016	31,945	1,531	2,249	792
2016/2017	30,472	1,880	2,284	669
2017/2018	34,600	1,252	3,856	883
2018/2019	32,868	652	6,241	939
2019/2020	33,143	1,513	6,709	837

### Volunteers and Interns

Year	Stationed in Kenya	
	Kenyans	Foreigners
2015/2016	35,161	1,358
2016/2017	30,104	1,170
2017/2018	28,935	1,125
2018/2019	37,401	1,507
2019/2020	37,283	814

### 2.3.11 Collaborations and Networking

In reference to the annual reports submitted by the NGOs, 80% of them engaged in collaborations. **Figure 2.8** below provides information on networking and collaborations.

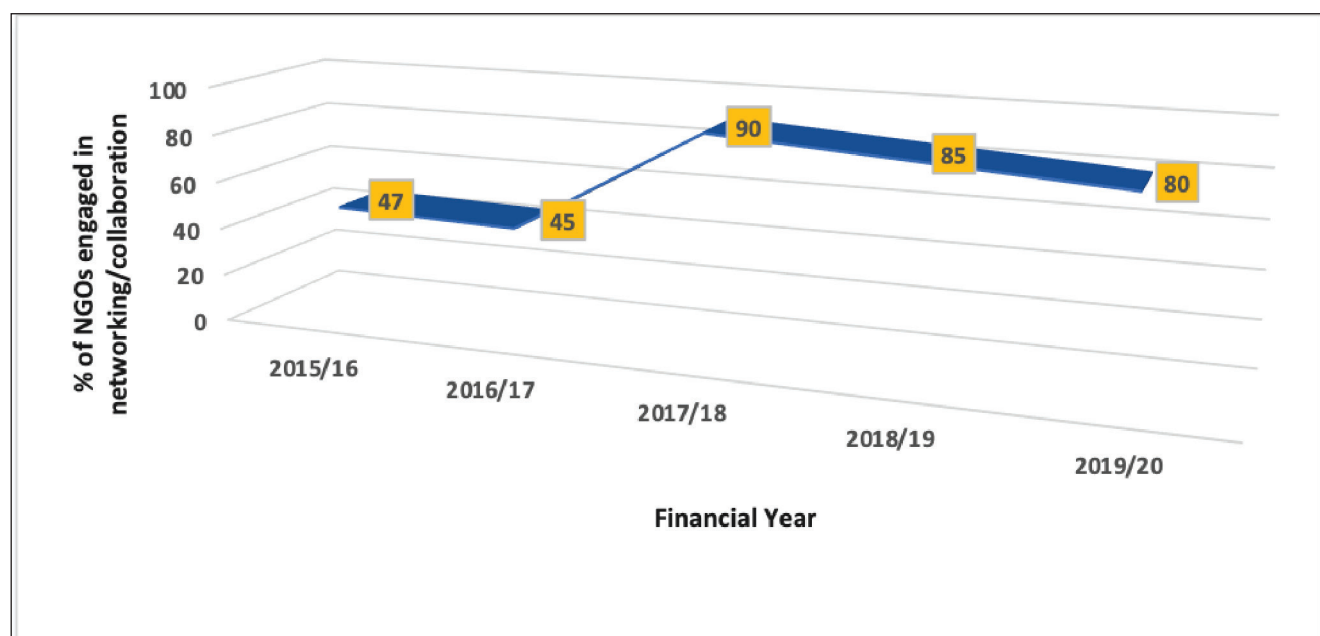


Figure 2.8: NGO Collaborations and Networking Trends in Percentage(2015/2016-2019/2020)

### 2.3.11 (a) Types of Collaboration

It was reported that 21% of the NGOs engaged in collaboration with other NGOs, 15% with CBOs, 15% with Government agencies, and 12% with donor agencies. Fewer NGOs collaborated with research institutions as illustrated in **Figure 2.9** below.



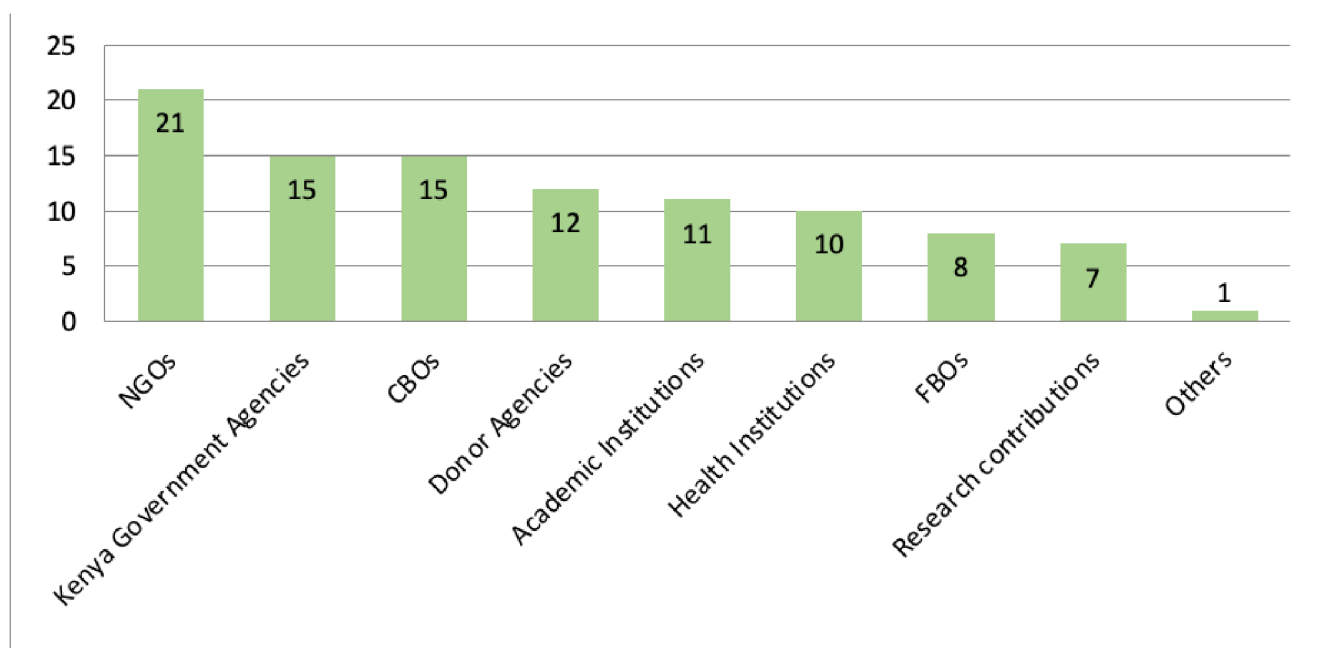


Figure 2.9: Networking and Collaborations (2019/2020)

### 2.3.11 (b) Nature of Collaborations

Forty-one per cent (41%) of the networking and collaborations were in the form of information exchange. Twenty per cent and 17 per cent of the collaborations were on technical support to partners and technical support from partners respectively.

In addition, 8% of NGOs funded other NGOs while 7% received funding from their partners. Four per cent gave out equipment while 3% received support in the form of equipment as illustrated in the **Figure 2.10**.

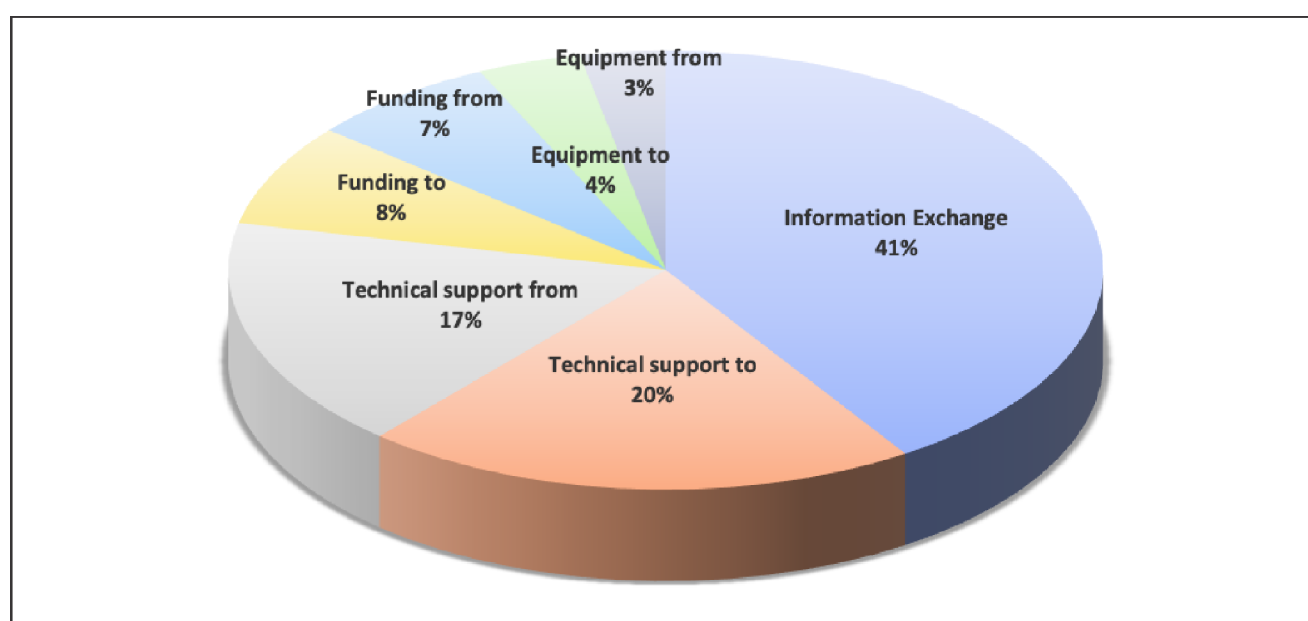


Figure 2. 10: Nature of Collaborations (2019/2020)



## 2.4 COVID-19: Role of NGOs

The Board conducted an assessment survey with the objective of establishing the contribution of NGOs towards combating COVID-19 pandemic. This evaluation targeted the NGOs that submitted annual returns during the year.

The data collected from 100 organisations which implemented projects aimed at fighting COVID-19 was analysed as outlined below:

### 2.4.1 Scope

This is the classification of NGOs as National and International organisations. The analysis showed that 81% of the respondent organisations were National NGOs while 19% were International NGOs.

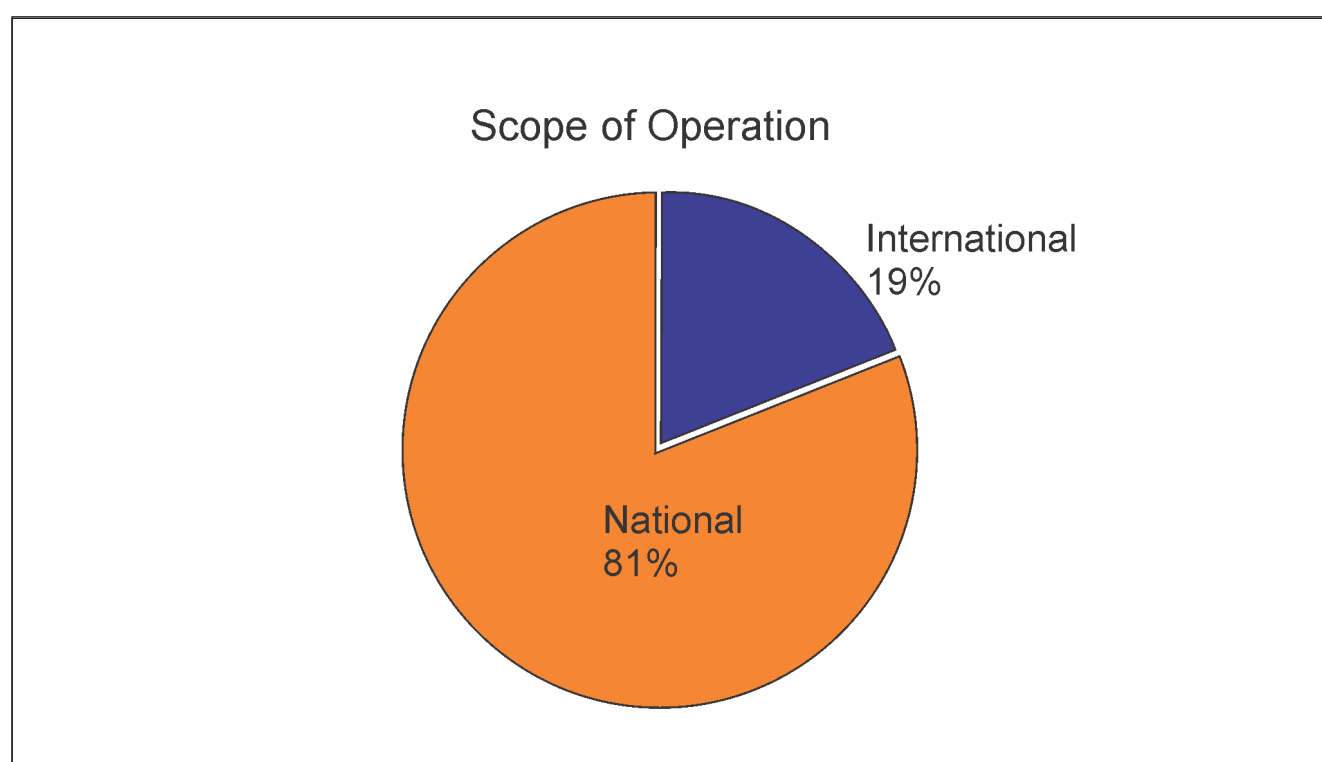
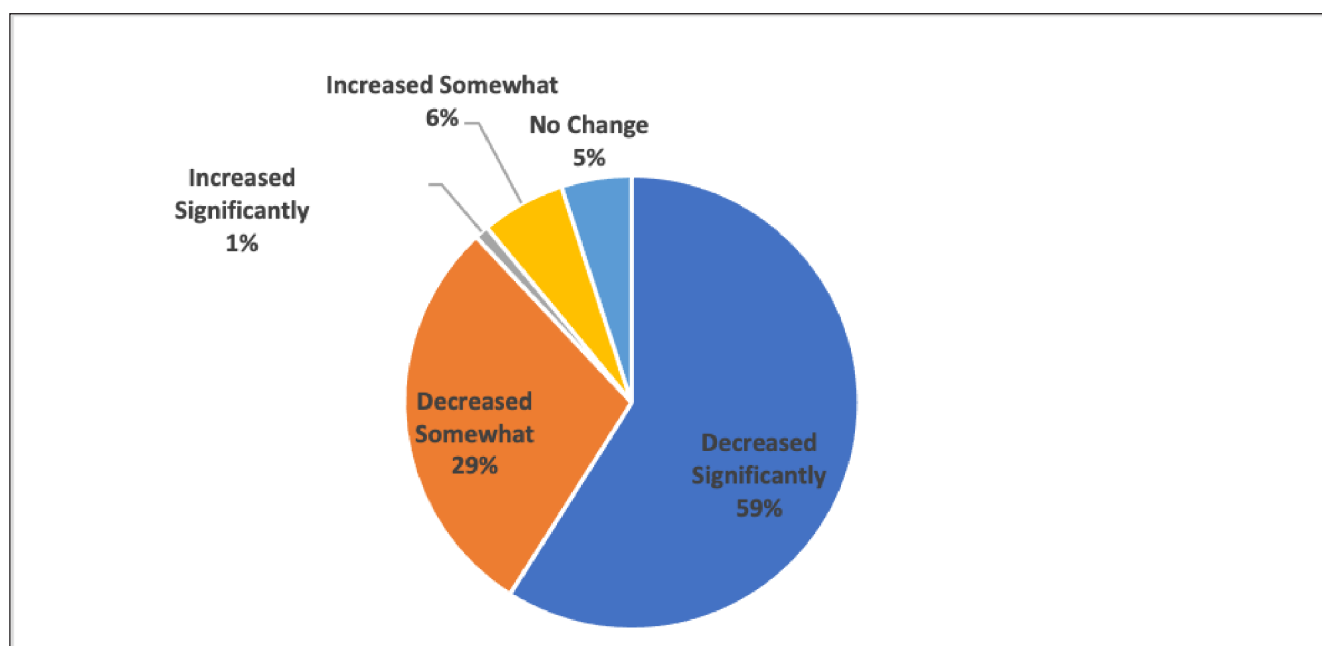


Figure 2.11: Scope of Operation

### 2.4.2 Fundraising/Revenue Impact

The study sought to establish how the pandemic affected the fundraising aspect within the NGO sector. Fifty-nine per cent (59%) of the NGOs reported a significant decrease due to the pandemic. Twenty-nine per cent (29%) reported that they experienced somewhat a decrease, six percent (6%) somewhat an increase, five percent (5%) did not experience any change while the remaining (1%) had significant increase on its revenue.



**Figure 2.12: Impact of COVID-19 on Fundraising (2019/2020)**

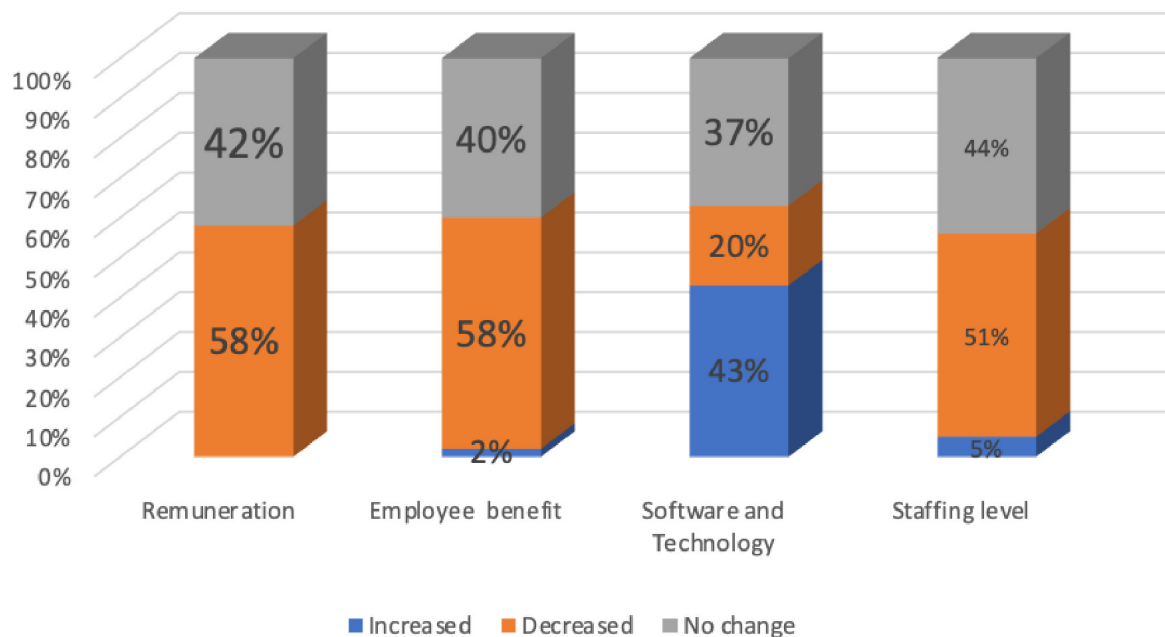
#### **2.4.3 Contingency Plan**

This is a proactive strategy employed by an organisation in order to respond to an emergency. Sixty-one per cent (61%) of the organisations reported having a plan in place.

#### **2.4.4 Staff welfare**

The findings revealed that 51% of the sampled organisations downsized their workforce during this period. Additionally, 58% of the organisations chose to retain their staff though with reduced salaries and benefits.

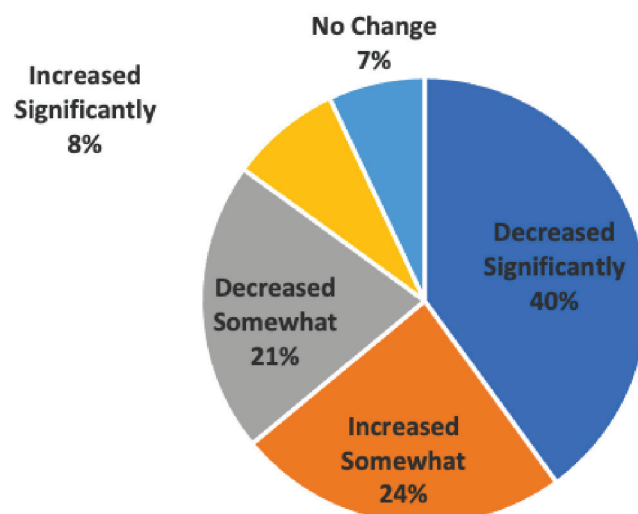
The report also showed that 43% of the organisations embraced software and technology.



**Figure 2.13: Staff Welfare**

#### 2.4.5 Operational Costs

The survey sought to determine the extent to which the NGOs operational costs were affected due to the pandemic. Forty per cent (40%) of the respondents indicated to have experienced a decrease in their operational costs, 24% recorded a somewhat increase and 21% reported a somewhat decrease as shown in the pie chart below.



**Figure 2.14: Operational Costs**

#### 2.4.6 Work environment measures

Responses were received on the practices being implemented with 64% reporting that they were working remotely. Fifty per cent 50% introduced online trainings and meetings, 43% adjusted workstations to 1.5 metres while 23% adopted working in shifts as represented in the bar graph below.

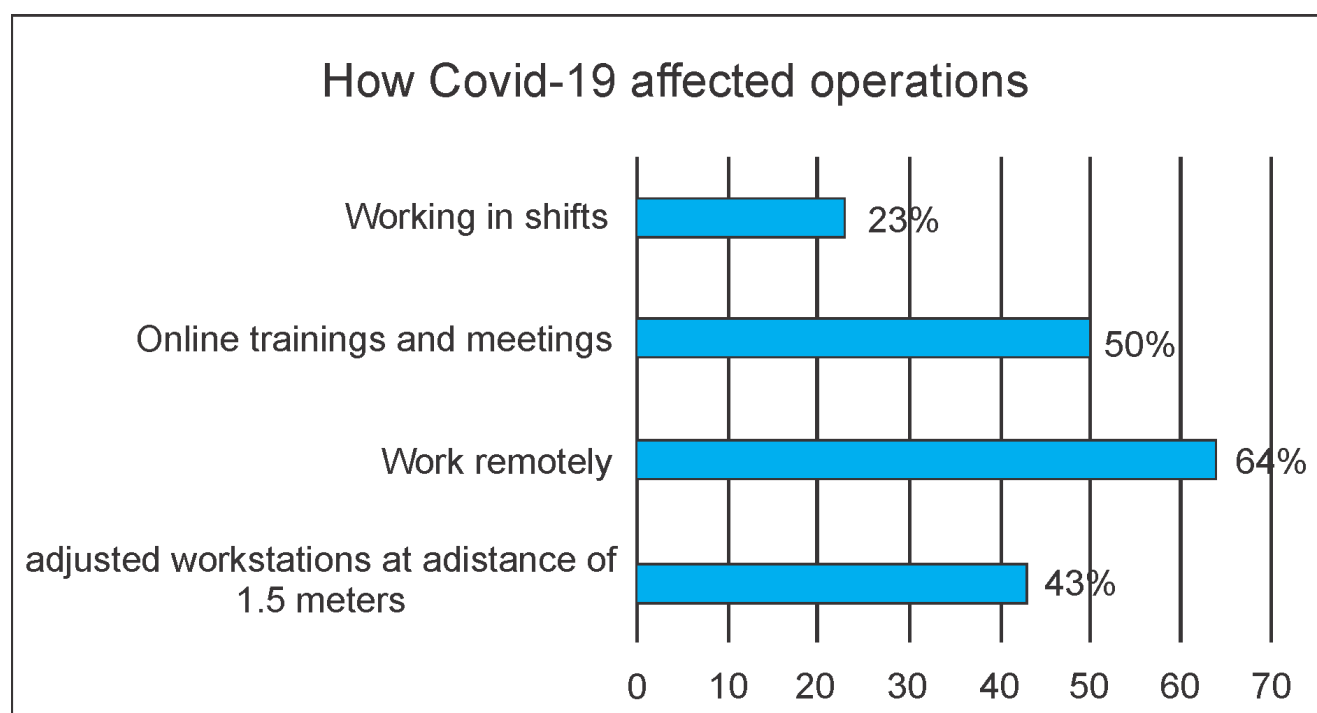


Figure 2.15: How COVID-19 Affected Operations

#### 2.4.7 Form of support provided by the NGOs

The data gathered revealed that during the period, NGOs spent **KES 201 million** with a total of **2 million** people benefiting. The **table 2.11** below illustrates the analysis.

Table 2. 11: Form of Support Provided by the NGOs

Form of support	Approximate population reached	Amount spent KES	Distribution in percentage (%) of the amount spent
Relief of food and economic support	470,799	98,619,197	49
Water and sanitation	1,136,913	64,672,366	32
Donating of PPEs	458,744	24,310,929	12
Provision of healthcare	382,431	13,810,016	7
<b>Totals</b>	<b>2,448,887</b>	<b>201,412,508</b>	<b>100</b>

# CHAPTER 3

## 3.0 NGO Funding and Sector Sustainability

The chapter contains information on NGO funding. This includes sources of funds and expenditure for the year 2019/20. It also focuses on the sustainability of the sector. A sector is considered as sustainable if it continues to fulfil its mission over time hence meeting the needs of its stakeholders, particularly the beneficiaries.

### 3.1 NGO Funding

NGOs normally receive funding from various donors/funders based within or outside Kenya. They spend these funds on various programmes and other administrative expenses including staff emoluments, general administration, purchase of assets etc. It is worth noting that an NGO may have surplus or differed funds at the end of a reporting period for use in the next period.

#### 3.1.1 Amount of Funds Received

In FY 2019/2020, 2,816 NGOs filed annual reports. They reported to have received a total of **KES 158.7 billion**. The amount received represents 4% decrease from **KES 165.9 billion** reported by 3,028 NGOs in the previous year.

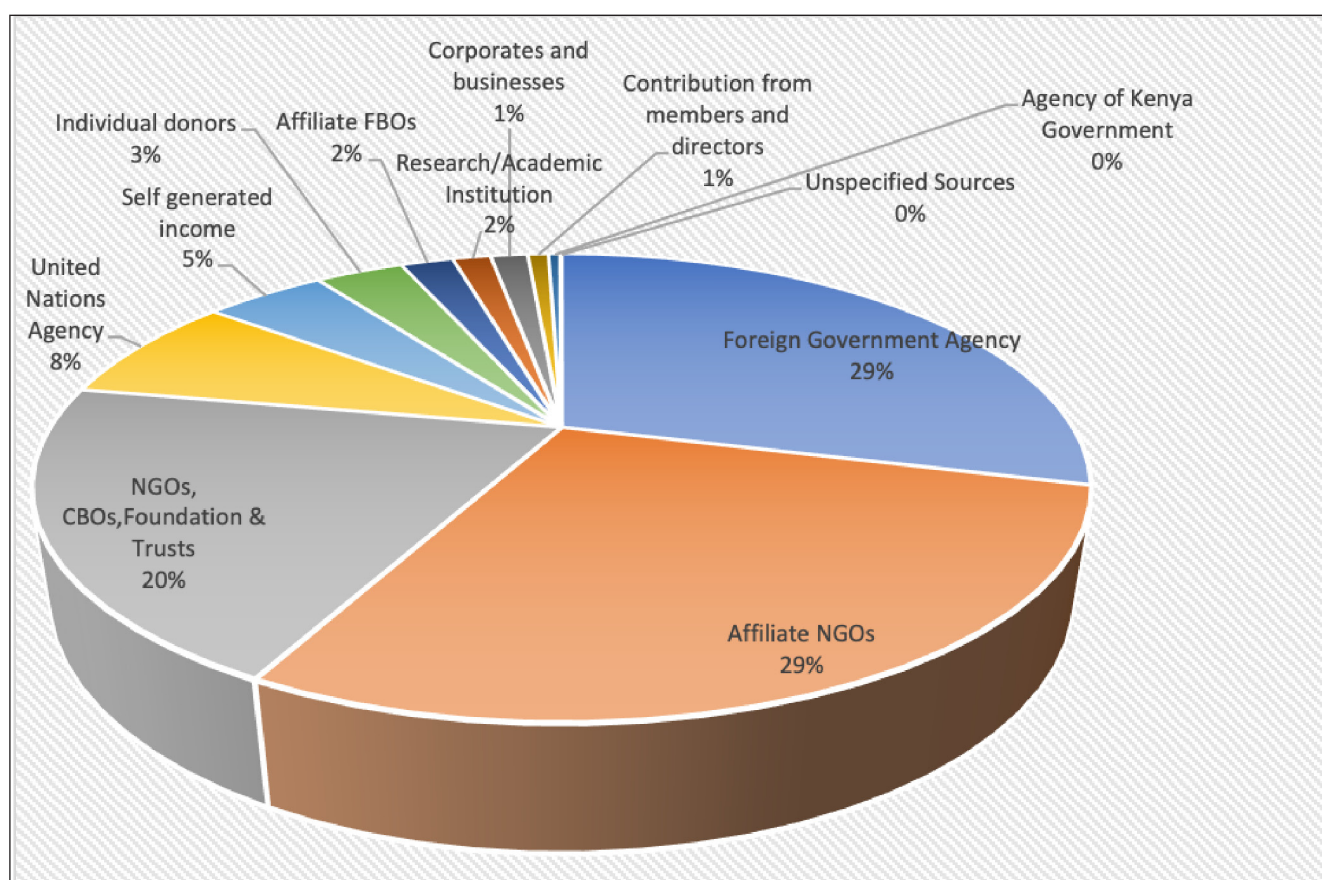
#### 3.1.2 Description on Sources of Funds

In the reporting period, the main sources of funds were foreign government agencies at 29% followed by affiliates of NGOs at 28% and other NGOs, CBOs

foundations and trusts at 20%. Funds donated by United Nations agencies accounted for 8% of the total funding to NGOs, while self-generated income represented 4%, individual donors contributed 3%. Affiliate FBOs contributed 2%. Corporates and businesses as well as research and academic institutions contributed 1% each.

**Table 3.1: Details Information on NGO Funding and Sources of Funds.**

Fund source type	Amount (KES)	Percentage (%)
Foreign Government Agency	46,001,567,692	28.98
Affiliate NGOs	45,472,672,921	28.65
NGOs, CBOs, Foundation & Trusts	32,142,257,963	20.25
United Nations Agency	12,119,363,265	7.64
Self-generated income	7,447,510,989	4.69
Individual donors	5,471,386,752	3.45
Affiliate FBOs	3,257,506,368	2.05
Research/Academic Institution	2,368,384,345	1.49
Corporates and businesses	2,317,220,671	1.46
Contribution from members and directors	1,300,226,900	0.82
Agency of Kenya Government	731,696,462	0.46
Unspecified Sources	89,868,601	0.06
<b>Total</b>	<b>158,719,662,928</b>	<b>100.00</b>



**Figure 3. 1: A pie Chart on Fund Source Type**

### 3.1.3 Comparison of fund source type

In FY 2019/2020, there was an increase in funding from some of the sources with contribution from members and directors recording the highest growth (88%) followed by agencies of Kenya government (50%), while self-generated income recorded (23%) and individual donors at (9%).

Research and academic institutions recorded the highest contraction at (62%) followed by United Nations agencies which declined by 21% as indicated in Table 3.2.

**Table 3.2: Comparative Change in Funds Source Type 2018/19 and 2019/2020**

Fund source type	2019/2020	2018/2019	%
Contribution from members and directors	1,300,226,900	689,062,015	88.70
Agency of Kenya Government	731,696,462	486,011,290	50.55
Self generated income	7,447,510,989	6,015,927,012	23.80
Individual donors	5,471,386,752	4,984,388,150	9.77
Foreign Government Agency	46,001,567,692	43,193,064,503	6.50
Affiliate NGOs	45,472,672,921	45,391,500,566	0.18
NGOs, CBOs, Foundation & Trusts	32,142,257,963	35,924,840,140	-10.53
Corporates and businesses	2,317,220,671	2,632,996,424	-11.99
Affiliate FBOs	3,257,506,368	4,069,602,217	-19.96
United Nations Agency	12,119,363,265	15,454,670,083	-21.58
Research/Academic Institution	2,368,384,345	6,398,308,674	-62.98
Unspecified Sources	89,868,601	729,518,680	-87.68
<b>Total</b>	<b>158,719,662,927.98</b>	<b>165,969,889,754.57</b>	

### 3.1.3 (a) Support from Kenya Government Agencies

Some of the government ministries, departments, and agencies (MDA) that partnered with NGOs during the year include: Ministry of Environment and Forestry, Ministry of Energy and Ministry of Health. Departments; NGAAF, NHIF, KEMSA, NEMA, NITA, KYEOP, KENHA, NACC, KWTa, NCPD, WEF, NACADA, WSTF, KEFRI, SFRTF, LVEMP.

### 3.1.3 (b) Support from County Governments

County governments also partnered with NGOs, especially in projects related to devolved functions. They include County governments of Kiambu, Nakuru, Kilifi, Mombasa, Isiolo, Nairobi, Bungoma, Siaya and Narok.

### 3.1.3 (c) Support from National Government Constituencies Development Fund

Some of the reported NGCDF that partnered with NGOs include: Lunga Lunga, Juja, Kibra, Langata, Thika and Mombasa.

### 3.1.4 Funds received by NGOs within and outside Kenya

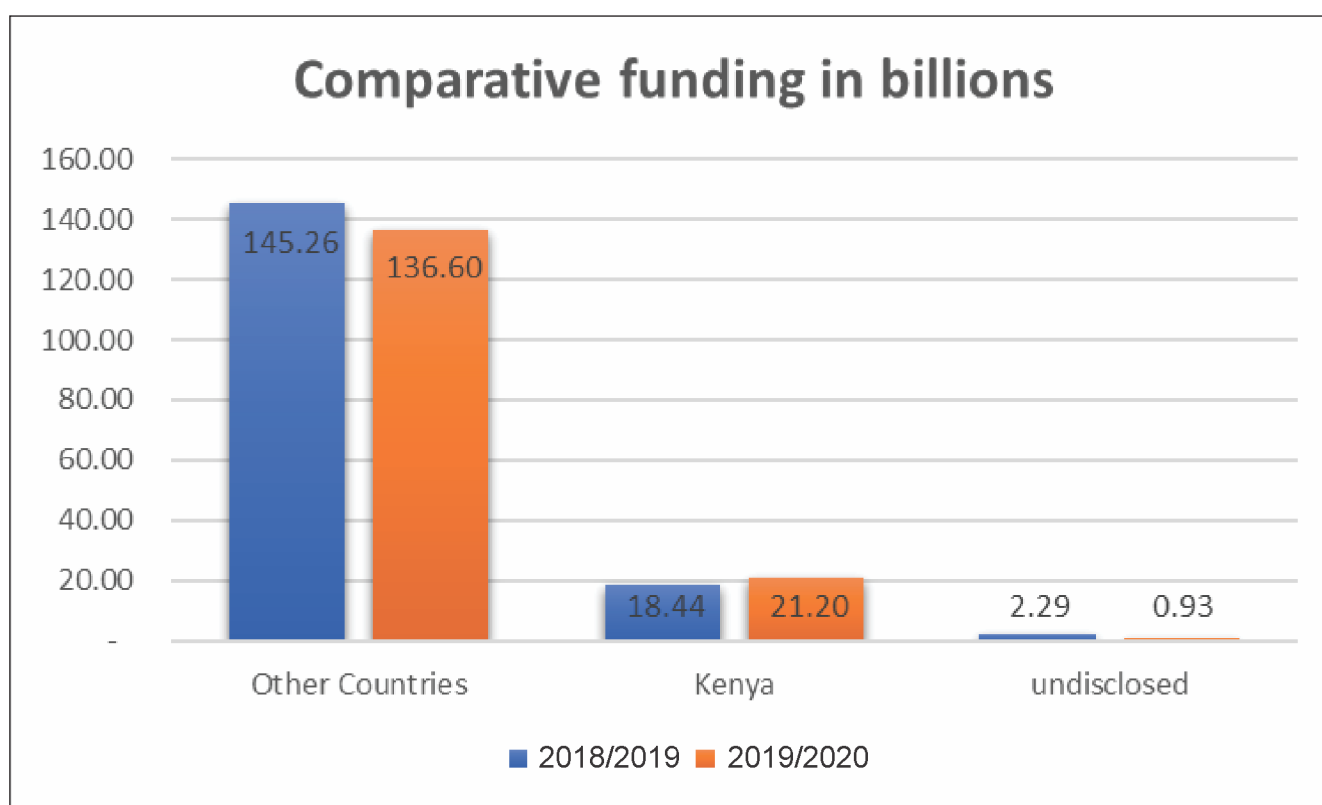
In the period under review, NGOs received **KES 136.6 billion** from external sources representing 86% of the total funds received. This was a reduction of 6% from **KES 145.3 billion** reported in the previous year. NGOs reported to

have received **KES. 21.2 billion** from internal sources compared to **KES 18.4 billion** in the previous year translating to an increase of 15%.

It is worth noting that some NGOs failed to specify the countries from which they received funds totaling **KES 925.7 million**. This represents 1% of the total amount received by the 2,816 NGOs. **Table 3.3** shows the proportionate distribution of the fund sources for the year under review.

**Table 3.3: NGO Funding: Countries**

Source	Amount KES	Percent
Other countries	136,598,471,484.22	86
Kenya	21,195,498,899	13
Unspecified sources	925,692,544	1
<b>Total</b>	<b>158,719,662,927</b>	<b>100</b>



**Figure 3.2 Shows the Comparative Changes in Funds Received for the Years 2018/2019 and 2019/2020 Respectively.**

Based on the analysis in the **Table 3.3** and **Figure 3.2** above, there is a clear inference that the sector is highly dependent on foreign funding. This does not promise a sustainable sector in the long run implying that internal sources of funds remain largely unexploited.

Further, in as much as there was a marginal increase in funds generated from in country sources, the disparity between internal and external sources remains overwhelming. The sector is, therefore, encouraged to enhance their resource mobilisation efforts geared towards in-country sources.



### 3.1.5 Continental Distribution of Sources of Funds

In the year under review, 42% of the funds were received from North America followed by Europe at 37%. Funds received from Africa accounted for 18% while funds from Asia accounted for two per cent as indicated in **Table 3.4**.

**Table 3.4: Continental Distribution of Funds Received**

Continent	Amount in KES	Percentage(%)
North America	66,683,621,081.93	42
EUROPE	58,692,387,631.88	37
Africa	29,100,764,318.74	18
Asia	3,183,622,599.03	2
Oceania	123,029,007.00	0
South America	10,545,745.00	0
Unspecified	925,692,544.40	1
<b>Total</b>	<b>158,719,662,927.98</b>	<b>100</b>

### 3.1.6 Leading NGOs by Funding

In FY 2019/2020, the following NGOs reported the highest amounts of funds received:

**Table 3.5: (a) Leading International NGO by Funds Received**

No	Name of NGOs	Amount (KES)
1	WORLD VISION KENYA	7,250,426,850
2	CARE INTERNATIONAL	5,255,559,417
3	COMPASSION INTERNATIONAL INC.	5,051,628,325
4	AMREF HEALTH AFRICA IN KENYA	3,950,140,429
5	THE AFRICAN ACADEMY OF SCIENCES(AAS)	3,766,833,347
6	FAMILY HEALTH INTERNATIONAL (FHI 360) / KENYA	2,694,603,020
7	SAMARITANS PURSE INTERNATIONAL RELIEF	2,291,408,587
8	ACTION AFRICA HELP INTERNATIONAL	2,138,972,883
9	PLAN INTERNATIONAL	1,964,424,861
10	MEDECINS SANS FRONTIERES - HOLLAND (ARTSEN ZONDER GRENZEN - HOLLAND)	1,922,444,184
11	ELIZABETH GLASER PEDIATRIC AIDS FOUNDATION	1,618,836,707
12	INTERNATIONAL MEDICAL CORPS	1,431,469,328
13	CENTERS FOR INTERNATIONAL PROGRAMS - KENYA	1,422,792,119
14	ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL (SOMALIA PROJECTS)	1,368,136,498
15	DANISH REFUGEE COUNCIL	1,361,186,170
16	CHURCH WORLD SERVICE AND WITNESS	1,353,199,838
17	MEDECINS SANS FRONTIERES - SWITZERLAND	1,313,655,207
18	ISLAMIC RELIEF-KENYA	1,299,186,987
19	INTERNATIONAL RESCUE COMMITTEE	1,296,374,289
20	MERCY USA FOR AID AND DEVELOPMENT KENYA	1,273,417,525
21	SAVE THE CHILDREN INTERNATIONAL (KENYA)	1,261,243,509
22	VETERINAIRES SANS FRONTIERES (VSF-GERMANY)	1,254,927,084

23	TROCAIRE	1,248,085,729
24	MARIE STOPES KENYA	1,227,794,491
25	CHILDFUND KENYA	1,208,367,095
26	RELIEF INTERNATIONAL - KENYA	1,168,821,638
27	GIVEDIRECTLY KENYA	1,089,876,611
28	AMERICAN REFUGEE COMMITTEE	1,034,273,531
29	WINDLE INTERNATIONAL -KENYA	1,015,726,573
30	MISSIONS OF HOPE INTERNATIONAL	933,265,646
31	ACTION AID INTERNATIONAL KENYA	931,584,378
32	CHRISTIAN AID KENYA	894,069,137
33	IMA WORLD HEALTH	881,415,535
34	DAVID SHELDRIK WILDLIFE TRUST	840,006,083
35	MEDICINS SANS FRONTIERES - FRANCE	823,339,360
36	DIRECT AID	786,534,837
37	FORUM FOR AFRICAN WOMEN EDUCATIONALISTS	688,045,149
38	QATAR CHARITY	683,765,599
39	PHARMACCESS FOUNDATION	663,765,192
40	GLOBAL PROGRAMS FOR RESEARCH & TRAINING	661,434,629
41	AFRICAN WILDLIFE FOUNDATION	613,002,987
42	ASSOCIATION OF CHRISTIAN RESOURCE ORGANIZATION SERVING SUDAN	606,507,951
43	AIDS HEALTHCARE FOUNDATION, KENYA	584,103,966
44	PACT INC	574,267,474
45	VETERINAIRES SANS FRONTIERES SUISSE/KENYA	564,140,825
46	MEDECINS SANS FRONTIERES BELGIUM	562,327,789
47	HAND IN HAND EASTERN AFRICA	555,782,949
48	POPULATION COUNCIL	515,788,114
49	WASHINGTON STATE UNIVERSITY - GLOBAL HEALTH KENYA	511,987,316
50	POPULATION SERVICES INTERNATIONAL KENYA	508,965,000

Table 3.5: (b) Leading National NGO by Funds Received

No	Name of NGOs	Amount (KES)
1	CENTRE FOR HEALTH SOLUTIONS - KENYA	3,140,585,049
2	AGENCY FOR TECHNICAL CO-OPERATION AND DEVELOPMENT KENYA (ACTED-KENYA)	2,104,255,576
3	POPULATION SERVICES KENYA	1,754,208,497
4	LVCT HEALTH	1,456,459,254
5	IMPACT RESEARCH AND DEVELOPMENT ORGANIZATION	1,161,492,504
6	SOS CHILDREN'S VILLAGE KENYA	901,676,263
7	MKOMANI CLINIC SOCIETY	707,357,116
8	HOPE WORLDWIDE KENYA	441,058,039
9	MARKET DEVELOPMENT TRUST	429,494,521
10	KENYA AIDS NGO'S CONSORTIUM	417,955,810
11	AFRICAN MISSION HEALTHCARE - KENYA	411,918,307
12	STAWISHA JAMII PROGRAM	392,323,910

13	MEDAIR EAST AFRICA	390,217,785
14	FEED THE CHILDREN KENYA	360,596,392
15	UNIVERSITY OF WASHINGTON GLOBAL ASSISTANCE PROGRAM KENYA	336,066,421
16	FEDERATION OF WOMEN LAWYERS-KENYA	307,001,321
17	BIBLE TRANSLATION AND LITERACY (E.A)	268,962,570
18	PASTORALIST COMMUNITY INITIATIVE DEVELOPMENT AND ASSISTANCE	266,995,859
19	LWALA COMMUNITY HEALTH CENTRE	253,604,418
20	LOTUS KENYA ACTION FOR DEVELOPMENT ORGANIZATION	242,990,695
21	CARE FOR HIV/AIDS ORGANIZATION	229,368,142
22	KENYA GOOD NEIGHBORS	227,239,131
23	ASSOCIATION FOR THE PHYSICALLY DISABLED OF KENYA	226,298,921
24	RURAL AGENCY FOR COMMUNITY DEVELOPMENT AND ASSISTANCE (RACIDA)	223,841,464
25	KENYA LEGAL AND ETHICAL ISSUES NETWORK ON HIV/AIDS	218,586,386
26	KENYA YOUNG MEN'S CHRISTIAN ASSOCIATION	213,794,053
27	WOMEN FIGHTING AIDS IN KENYA (WOFAK)	189,541,007
28	SIGHT SAVERS INTERNATIONAL (ROYAL COMMONWEALTH SOCIETY FOR THE BLIND)	185,535,824
29	ACTION AFRICA HELP KENYA	183,753,357
30	JOYFUL WOMEN ORGANIZATION	182,185,566
31	THE PEOPLES ACTION FOR LEARNING NETWORK (PAL)	179,738,595
32	GOLD STAR KENYA	174,265,983
33	UJAMAA NA WATOTO WENYE HAKI INITIATIVE	170,529,203
34	PAMOJA WOMEN DEVELOPMENT PROGRAMME	166,484,957
35	CENTRE FOR THE STUDY OF ADOLESCENCE	164,553,169
36	SOCIO-ECONOMIC DEVELOPMENT AND HUMAN RIGHTS ORGANIZATION	163,851,559
37	IIDA (WOMEN'S DEVELOPMENT ORGANIZATION)	161,737,115
38	BEACON OF HOPE	153,474,259
39	REFUGEE CONSORTIUM OF KENYA	152,466,399
40	PARTNERSHIP FOR A HIV FREE GENERATION	151,939,696
41	SAFE WATER AND AIDS PROJECT	136,432,359
42	PASTORALIST GIRLS INITIATIVE	135,461,841
43	LIVING WATER SERVICE CENTRE	130,341,772
44	NATIONAL ORGANIZATION OF PEER EDUCATORS	125,954,437
45	THE GREEN STRING NETWORK (GSN)	125,783,771
46	NOMADIC ASSISTANCE FOR PEACE AND DEVELOPMENT	125,619,349
47	SHALOM CENTRE FOR CONFLICT RESOLUTION AND RECONCILIATION	121,956,427
48	EASTERN AND CENTRAL AFRICA FAIRTRADE NETWORK	117,107,809
49	NATIONAL EMPOWERMENT NETWORK OF PEOPLE LIVING WITH HIV/AIDS IN KENYA	116,067,526
50	SUSTAINABLE AGRICULTURE COMMUNITY DEVELOPMENT PROGRAM	113,237,082

## 3.2 Utilisation of Funds by NGOs

NGOs utilise funds on various interventions in and outside the country. These funds are utilised to meet the organisations' charitable objectives and in line with donor guidelines. As indicated above, they spend these funds on various programmatic areas and other administrative expenses, including staff emoluments, general administration, purchase of assets among other expenses.

NGOs spent **KES. 164 billion**, representing a decrease of 4.5% compared to previous year's expenditure. It is noteworthy that the excess expenditure over revenue could be because of deferred funds from the previous year. Analysis of the report indicates that NGOs spent 74% of the funds in the country and 26 % outside the country.

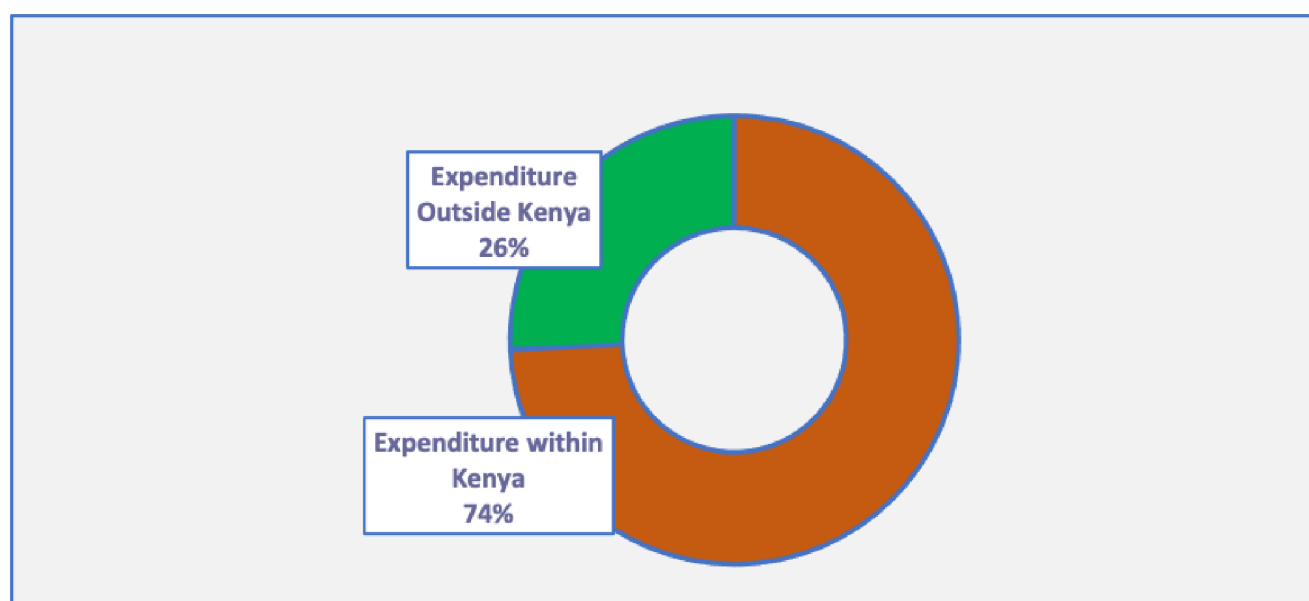


Figure 3.3 Expenditure Within and Outside Kenya

### 3.2.1 (a) Utilisation of funds within Kenya

NGOs reported having spent a total of **KES 122.1 billion** during the year under review. The report further reveals that of these amounts, **KES.66.6 billion** was utilised in project costs and **KES. 35.6 billion** in local staff emoluments as indicated in **Figure 3.4** below.

Table 3.6 (a) Utilisation of Funds Within Kenya

	2019/2020	2018/2019
Project Cost	66,583,758,047	78,919,811,286
Local Staff	35,582,284,263	34,287,371,266
Administration Cost	13,404,663,951	12,114,146,043
Other running cost	3,417,481,184	3,644,168,438
Purchase of Tangible assets	1,666,971,069	2,692,663,314
International Staff	1,502,083,202	2,168,512,337
<b>Total</b>	<b>122,157,241,714</b>	<b>133,826,672,684</b>

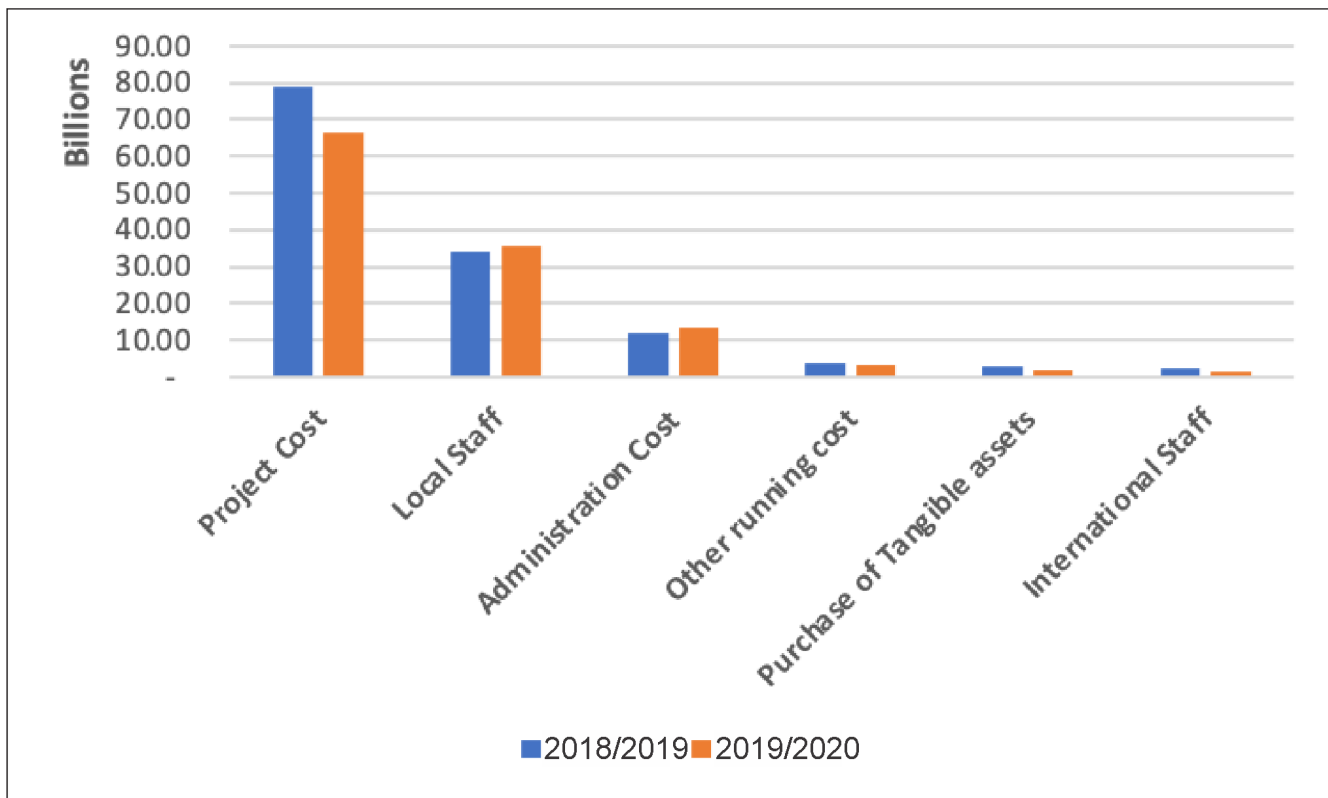


Figure 3.4 Utilisation of Funds Within Kenya

### 3.2.1 (b) Utilisation of funds outside Kenya

NGOs reported to have spent a total of **KES 42.2 billion** during the year under review. It was noted that **KES. 31.3 billion** was utilised on projects and **KES.4.9 billion** on local staff emoluments as indicated in **Table 3.6** below.

Table 3.6 (b) Utilisation of Funds Outside Kenya

	2019/20	2018/19
Project Cost	31,273,696,028	26,327,278,907
Local Staff	4,895,210,586	4,584,445,983
Administration Cost	2,704,811,001	2,304,803,631
International Staff	2,472,381,128	2,333,706,651
Other running cost	684,720,802	2,671,385,869
Purchase of Tangible assets	196,060,168	112,328,697
<b>Total</b>	<b>42,226,879,714</b>	<b>38,333,949,739</b>

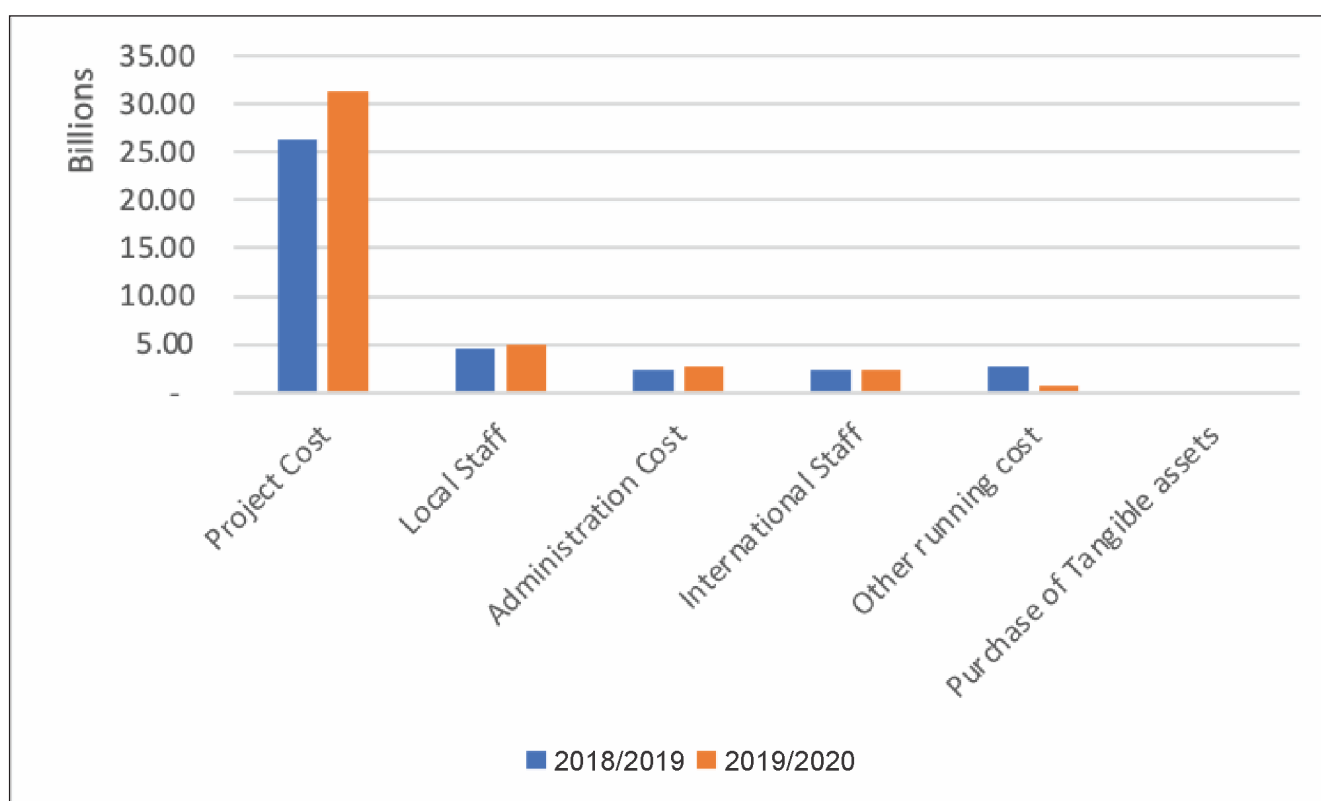


Figure 3. 5 Expenditure Outside Kenya

### 3.3 Expenditure Breakdown

NGOs spent 60% of the total expenditure on projects, followed by personnel emoluments 27% (local staff being 25% while international staff were represented by 2%). Consistent with the prior year, administration cost was 10% and other running costs utilised 2%. The purchase of tangible assets recorded 1% of the whole expenditure.

Table 3. 7: Expenditure by NGOs

EXPENSE LINE	EXPENDITURE IN KENYA (KES)	EXPENDITURE IN OTHER COUNTRIES (KES)	TOTAL (KES)
Purchase of Tangible assets	1,666,971,068.50	196,060,167.75	1,863,031,236.25
Administration Cost	13,404,663,950.51	2,704,811,001.30	16,109,474,951.81
Project Cost	66,583,758,046.89	31,273,696,027.88	97,857,454,074.77
Local Staff	35,582,284,262.98	4,895,210,586.32	40,477,494,849.30
International Staff	1,502,083,201.99	2,472,381,128.41	3,974,464,330.40
Other running cost	3,417,481,183.57	684,720,802.06	4,102,201,985.63
<b>TOTAL</b>	<b>122,157,241,714.44</b>	<b>42,226,879,713.72</b>	<b>164,384,121,428.16</b>

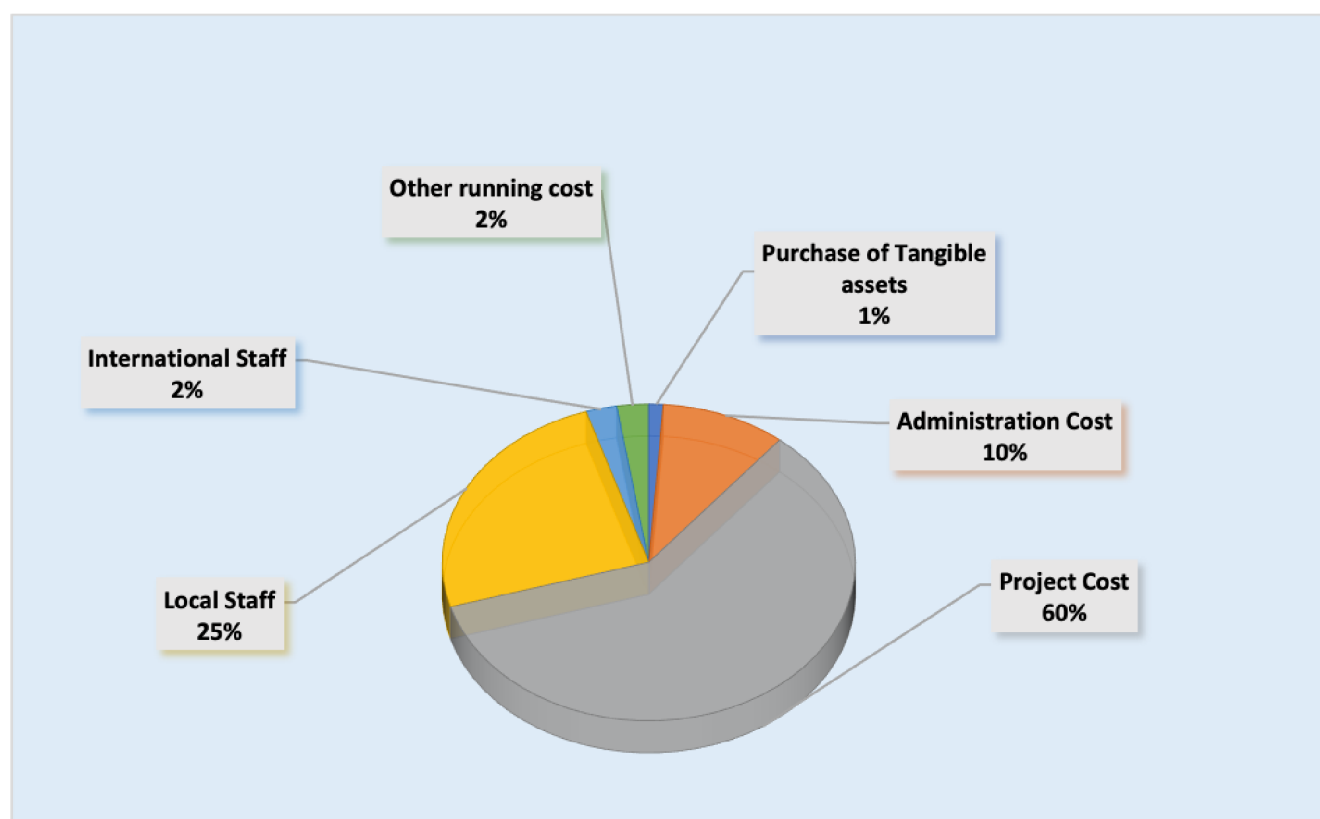


Figure 3.6: Expenditure by NGOs

## 3.4 Sector Sustainability

### 3.4.1 Background

NGOs sector sustainability is the ability of the sector to improve its overall institutional capacity to continue its activities among target population over an extended period, minimise financial vulnerability, develop diversified sources of institutional and financial support, and maximise impact by providing quality interventions (USAID, 2012). The index as a tool allows users to assess the political and economic developments over time that influence the viability of the NGO sector in a country. Various dimensions of the NGO sector are normally analysed in coming up with the overall Sustainability Index. In assessing the sector sustainability in Kenya, this report adopted a CSO Sustainability Index developed by USAID. The index herein was based on three dimensions: financial viability, organisation capacity, collaborations, and networking with the aim of measuring overall viability in the sector.

### 3.4.2 Sustainability Index: Methodology

The adaptation of the index was based on three interrelated dimensions: organisational capacity, financial viability, collaboration, and networking with various indicators for each dimension.

This assessment involves scoring each indicator of a dimension and averaging these together for a preliminary dimension score. Since the dimensions had



different indicators, scores for each indicator were averaged together to come up with the overall NGO sustainability index.

Further, the sustainability dimension scores were clustered into three stages: Sustainability Enhanced, Sustainability Evolving and Sustainability Impended. The Sustainability Enhanced stage, is the highest level of sustainability, corresponds to score between 70% and 100%; the Sustainability Evolving stage corresponds to a score between 40% and 69.9%; and the lowest level of development, the Sustainability Impeded, to a score between 0% and 39.9%.

**Table 3.8 Sustainability Dimensions**

Variable	Organizational capacity	Financial viability	Collaboration and networking
1.	NGOs governance	Diversity of income sources	Existence of information exchange
2.	NGOs staffing	Local support	Access to technical support
3.	ICT capacity	Self-generated income	Access to equipment support
4.		Ownership of Non-current asset	

This assessment was prepared using data gathered from the annual reports filed in the 2019/20 financial year. A total of 2,816 organisations filed reports during the year; this analysis was based on a sample of 339 organisations that were randomly drawn at 95% confidence level from the NGOs that filed the reports.

### 3.4.3 Organisation Capacity

The organisational capacity is a very important component in determining the overall sustainability of an organisation. In assessing this dimension, the report addressed organisation's governance structures in terms of existence of a substantive board, separation of powers between the governance structures, distinctly outlined functions between the board and management. It also included the annual general meetings, number of staffs engaged by the NGOs, the staff turnover, number of those trained within the year and lastly the ICT resources that were available to the NGOs.

#### 3.4.3 (a) NGO Governance

Governance of NGOs encompasses the process of developing strategic decisions, evaluating the performance, and ensuring that there is accountability and transparency within an organisation. This is only possible if there is an established board and management arm with distinct roles.

In the year under review, 11 % of the sampled NGOs stated that they do not have distinct role for the board and management. Lack of separation of functions in an organisation leads to weak governance, lack of accountability and transparency which then poses an existential risk in the long run.



All NGOs are legally required to hold Annual General Meetings (AGMs): to review their past performance, present financial reports, appoint auditors, plan for the future and conduct elections. During the period 85% of the sampled organisations reported that they had conducted AGMs within the year.

### **3.4.3 (b) NGO Staffing**

Most of the employees engaged within the sector are hired on contractual basis due to the short-term nature of the projects. This implies that the sector certainly experiences a huge turnover which impacts negatively on the organisation resulting to lower sustainability levels. NGOs often engage volunteers/interns in their operations.

In FY 2019/20, some 46% of the NGOs reported to have experienced a staff turnover. Some 39% reported to have invested in building the capacity of their staff by equipping them with relevant skills through in-house trainings, seminars and workshops. Further, the analysis indicated that 57% of the organisations had engaged volunteers in their activities with 92% of them being locals while 8% were foreigners.

### **3.4.3 (c) ICT Capacity**

ICT competency is a very key instrument in realising the sustainability of an organisation especially in the modern world where most of the fundraising is done online. Majority of NGOs have access to web-based information management systems and use of modern software and advanced technologies in tracking results and managing their finances. They also use ICT to share information, make decisions, and manage their operations. A few NGOs, particularly those operating in remote areas, have limited access to ICT resource. During the year 67% of the NGOs had computers while 49.6% had printers and 82% of them reported having access to internet.

### **3.4.4 Financial Viability**

Financial viability is the ability of an NGO to generate sufficient income and resources to meet its financial obligations. The analysis identified five indicators that are used to measure the financial viability: diversity of income sources, financial management systems, contributions received from the community, self-generated income, and ownership of non- current assets. A further analysis on these factors is as outline below.

#### **3.4.4 (a) Diversity of Income Sources**

Diversity of income sources ideally implies that an organization has more than one donor. Half of the sampled organisations stated that they had received funds from more than one source during the year, although there was no guarantee of continued funding. This funding uncertainty increases the financial risk in the short term and affects the going concern aspect of the organisation in the long run. Some NGOs reported that they either relied on a single donor or depended

on their directors' and/or members' contributions. The lack of diversity in sources of funds by NGOs could be attributed to lack of a fundraising strategy compounded by inadequate capacity by the NGOs in resource mobilisation and/or inertia to embrace non-traditional resource mobilisation strategies. It is important to note that smaller national NGOs which are the majority of registered NGOs rarely have full time and qualified fundraisers or even fundraising budget.

#### 3.4.4 (b) Local support

Support from the local community is very key in the sustainability of a project. When the community is involved in a project, there is ownership of the project which leads to a successful project outcome guaranteeing its sustainability. The analysis revealed that 21% of the NGOs received support from the local community worth **KES 172.3 million**. Sixty-three (63) per cent of the organisations received financial support amounting to **KES 108 million**. In-kind contributions were in form of labour at 30% and materials 7% valued at **KES 52 million** and **KES 11.8 million**, respectively.

#### 3.4.4 (c) Self-generated Income

With the dwindling foreign aid currently experienced, the NGOs are gradually seeking to fund their work at least partially through their own income-generating activities.

These activities could take the form of products for sale or hospitality services and the income generated is ploughed back in running the organisation's projects.

In the year under review 14% of the NGOs reported to have generated their own income from the diverse activities: renting out buildings, provision of consultancy services in research services, farming, running of schools and hospitals, among others. A total of **KES 631 million** was internally generated as an IGA. From this analysis the sector has demonstrated the possibility of venturing into innovative ways of generating income for sustaining themselves.

#### 3.4.4 (d) Ownership of Non-current Assets

Owning non-current assets is evidence that organisations that have invested in such assets may generate income thereby reducing dependency on non-reliable donor funding. Investment in securing productive assets, however, depends on access to non-designated or non-restricted funds.

The report indicated that 4.7% of the sampled organisations own land and another 1.5% have invested in bonds. It is noteworthy that majority of these assets were owned by international organisations.

### 3.4.5 Collaboration and Networking

NGOs collaborate and network while implementing their programmes. By this, organisations save on operational costs, improve efficiency, and strengthen programmes, among others. They collaborate on sectoral/thematic areas e.g., health, education, agriculture etc. They could also collaborate at regional/county levels.

In 2019/20 Fifty-two per cent (52%) of the sampled organisations were engaged in information exchange with other NGOs, CBOs, FBOs, government agencies and academic institutions. Some 29% of the NGOs received technical support from partners and another 8% received equipment from partner.

## 3.5 Overall Sustainability Index

During the year under review an analysis on the sampled organisations revealed that the overall sector sustainability was at 52% implying that the sector is at the evolving category consistent with the prior years. However, the Overall Sustainability Index dropped from 66.4% in FY 2018/2019. This could be attributed to the effects of the pandemic that saw other donors withdraw their support.

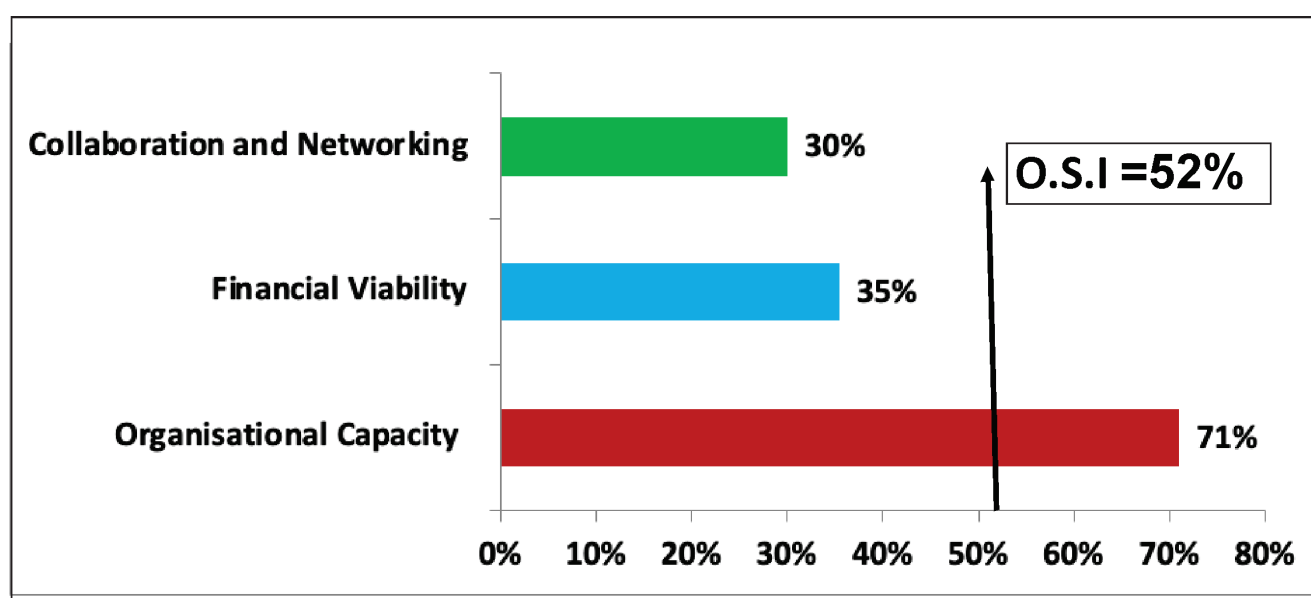


Figure 3. 7: Overall Sustainability Index

The dimensional analysis also took a similar trend from the previous year with the organisational capacity recording 71%, followed by financial viability at 35% and lastly collaboration and networking at 30%.

In reference to the three dimensions of sector sustainability, organisational capacity declined from 81 per cent in the previous year to 71 per cent in the FY 2018/19. Collaboration and networking declined from 40 per cent to 30%. Financial viability also declined from 56 per cent in the previous year to 35% in the current year.

It is important to note that over the last three years there has been an upward trend in the overall sustainability index of the sector. However, the year reported a steep decline implying that the sector may be facing certain challenges that need to be identified and resolved.

### 3.6 Institute of Charity Management (ICM)

The Institute of Charity Management (ICM) was set up to enhance compliance within the NGOs sector through training of NGO sector players. The ICM works towards achieving board's Priority Area Number 4 of enhancing capacity of NGOs in the Board's Strategic Plan 2020/2022.

ICM was started in January, 2016 with the overall goal of establishing an institute as a capacity building organ of the Board and it has proved to be a viable project. The institute is charged with the responsibility of ensuring and offering trainings to sector players to not only ensure compliance with regulations but also guarantee efficiency and sustainability of charitable organisations

The trainers for the institute are mainly sourced from within the Board. The Board also engages experts from other government agencies on areas of mutual interest such as taxation, immigration issues and road safety mainstreaming among others.

Trainees are also taken through the Board's service charter.

The current mode of delivery of course content is through participatory lectures, which is then crowned by the issuance of certificates to the participants.

After training, NGOs are assisted to resolve any compliance or governance issues they may be facing.

The following are some of the courses offered at ICM:-

1. ICM 100 Legal and regulatory framework of NGOs
2. ICM 200 Governance of NGOs
3. ICM 300 Annual returns
4. ICM 400 Post registration services
5. ICM 500 Tax exemption
6. ICM 600 Work permits
7. ICM 700 Anti Money laundering and Terrorism Financing
8. ICM 800 Public Benefit Organisation Act
9. ICM 900 Resource Mobilisation for NGOs.

The training facilities largely depend on the location of the NGOs to be trained, Training is clustered in two segments:

- a) Board members/directors training that focuses mostly on governance, legal framework and resource mobilisation. This training takes a day.
- b) Management training targets all heads of departments or the persons in frequent communication with the NGOs Coordination Board. This training takes two days and covers all the topics mentions above.

The following organisations were trained during the period under review:

#### BOARD MEMBERS TRAINED

NO.	ORGANIZATIONS NAME
1.	One Child Matters
2.	Compassion International
3.	World Renew
4.	Vi Agroforestry

#### MANAGEMENT TEAMS TRAINED

NO.	ORGANIZATIONS
1	Partners For Care Kenya
2	Young Muslim Association
3	One Drop For All Organization
4	Global Program For Research and Training
5	Abba's Arms Foundation
6	Teule Kenya
7	Ujamaa Africa
8	Intersos Organization
9	International Centre for Reproductive Health Kenya
10	Kapu Africa
11	Wetlands International
12	Forum SYD Partners
13	Bible Translation and Literacy EA
14	Compassion International
15	Give Directly
16	Neloshan International - Kenya
17	Pioneer Child development Programme
18	The Brooke East Africa
19	Centre International De Development Et De Research (CIDR)
20	Hope for Life Kenya
21	Africa Alliance of YMCAs
22	Dream Empowerment Program
23	Kuonkuey Design Initiative
24	Good News Production International Africa

## 3.7 Major events during the year

### 3.7.1 Engagement Forums

One of the key mandates of the NGOs Co-ordination Board is to facilitate the work of NGOs operating in Kenya. The Board has continually strived to improve the regulatory environment for all the sector players.

In mid-2018, the Board of Directors led by former Chairman Mr. Gichira Kibara resolved to engage the NGO sector with a view to repairing the strained Board-

NGO relations. Towards this end, the Board took a three-pronged approach: Media talk shows, courtesy calls on key NGO sector stakeholders (including the Ministry of Interior and Coordination of National Government under which the Board falls) and directly engaging the NGOs in the regions. The message that was being passed out to the sector was that the Board was keen to provide a facilitative environment for all national and international NGOs operating in Kenya and that the Board believed that a facilitative environment would enable NGOs to effectively play their role of complementing Government Development efforts, including the “Big Four” agenda.

With support from UNDP Amkeni Wakenya, the Board started regional NGO engagement forums in FYs 2018/19 and 2019/2020 with the first interactive meeting being held in Mombasa on November 29, 2018. The Board later held five more regional engagement forums with NGOs in Kisumu, Nairobi, Machakos, Meru and Nakuru counties.

These engagements also provided an opportunity for on-the-spot response to inquiries about the Board and its services as well as reviewing service delivery mechanisms with a view to improving them thereby enhancing NGO sector confidence in the regulator.

### **3.7.2 Nairobi Stakeholder Validation Workshop**

The Board finalised the draft Annual NGOs Sector Report for FY 2018/2019 in September 2019 and organised a one-day validation workshop in Nairobi on October 11, 2019. The purpose of the workshop was to receive views and suggestions of NGOs sector stakeholders with a view of improving the quality of the report. Various recommendations were put forward by the stakeholders which were later incorporated during the finalization finalisation of the report.

### **3.7.3 NGOs Week and Launch of the Annual NGO Sector Report**

During this period, the Board held the NGOs Week at KICC grounds between the January 28 and January 30, 2020. On the first day, the Week was officially opened by Dr. Fred Matian’gi, the Cabinet Secretary Ministry of Interior and Coordination of National Government, where the Annual NGO Sector Report 2018/19 and Strategic Plan 2019-2022 were launched.

The aim of the event was to provide an avenue for the sector to showcase to the world what the NGOs do to the public. The theme of NGOs Week 2020 was “**Improving Livelihoods through Charitable Sector**”. It acknowledged the significant role the Civil Society play in improving livelihoods and was intended to enhance this spirit by providing an opportunity for greater networking and partnerships amongst NGOs/CSOs, with donor Agencies, Government, the private sector, and other stakeholders.

The Week provided an opportunity for NGOs/CSOs to share experiences, lessons learned, best practices and challenges from the different sectors in which they are involved. The Week also provided an opportunity for businesses to market themselves to the NGO/CSO sector, a major consumer of goods and services in a wide range of areas, including agriculture, pharmaceuticals, water technology, Information Communication Technology, conference facilities, banking etc.

With regards to showcasing, some 50 organisations exhibited at the KICC grounds for the three days. On the January 29 and January 30, 2020, round table discussions on the role of NGOs in resource mobilisation and “Big Four” agenda were held, respectively. On matters of attendance about 700 participants attended the launch, 250 took part in resource mobilisation round-table discussions and some 150 participated on the “Big Four” agenda round-table discussions.

# CHAPTER 4

## 4.0 Conclusions and Recommendations

### 4.1 Conclusions

This report has demonstrated that the NGO Sector continues to grow rising from barely 100 NGOs in 1992 to 11,624 in FY 2019/20. There were 9,255 active NGOs during the year. In terms of new registrations, 362 applications were approved within the year.

The report further establishes the vast contribution of the sector to national development. NGOs received a total of **KES 158.7 billion** from various donors during the year; this is inclusive of the surplus that was earned from various income-generating activities that the NGOs implemented.

Moreover, in pursuit of complementing the national development plan the sector spent a total of **KES 24.9 billion** in implementing projects related to the “Big Four” areas. Besides, in the wake of combating COVID-19, the NGOs stated to have spent a total of **KES 201.4 million** and approximately a total of **2,448,887** people benefitted.

It was also established that 80% of the NGOs that submitted annual reports within the year engaged in collaboration. This kind of partnership is imperative because it does not only reduce duplication but promotes synergy and resource sharing among the NGOs.

This analysis affirmed the consistent trend in terms of sustainability; the NGO sector continues to be at the sustainability evolving stage. The financial viability aspect was at 35 %. Overall, the Sustainability Index was at 52% in FY 2019/2020.



The report further indicated that 14% of the NGOs were engaged in income-generating activities totaling KES 631 million. Twenty-one per cent (21%) of the NGOs received support from the local community worth KES 172.3 million where they were implementing their projects. Furthermore, 13% of the funds received during the year were from in-country sources.

In compliance with the submission of annual reports, only 2,816 NGOs submitted returns during the year. The compliance level with regard to the submission of annual reports is still low. Out of 9,255 active NGOs, 2,816 of them filed reports with the Board. Overall, the level of compliance with submission of annual reports continues to be low consistent with prior years; in comparison to the preceding year, a decline of 7% was witnessed in 2019/20.

## 4.2 Recommendations

The report established that only 2,816 organisations submitted annual reports of the 9,255 NGOs perceived to be active during the period. This is alarming and thus the Board should conduct a census to ascertain the total number of active NGOs. Additionally, it should augment the monitoring of NGOs' activities which would promote transparency and accountability within the sector. This would ensure that the sector's contribution to the national development is keenly captured and the effectiveness of the NGOs operations is tracked.

The Board should step up its current efforts to acquire an automated system that will assist in the monitoring aspect. It should also decentralise its services by opening more regional offices and hiring enough manpower for effective monitoring.

Consequently, the Board should continue enforcing matters of compliance to the Act, Regulations, and relevant policies aimed at effective regulation and enablement of the sector.

Due to the upsurge of new registrations in urban areas and mostly in health and education sectors, the Board needs to start working with the relevant Government departments to ensure cases of duplication of functions and resources are minimised. Out of the aforesaid engagements, the Board should then develop a policy that would guide the new entrants and the donor fraternity on the need at the ground.

This report established that the NGO sector is still at the sustainability evolving stage. The Board should build capacity of NGOs in resource mobilisation by engaging the stakeholders in coming up with innovative ways that would see the sector become self-reliant. The Board should encourage the NGOs to practise the 70 to 30 per cent good practice in resource utilisation. Further, the Board should promote local philanthropy for the NGOs to fundraise internally and reduce over-dependence on external funding.

## References

*NGOs Co-ordination Board - (2009), National Validation Survey of NGOs Nairobi: NGOs Coordination Board.*

*Government of Kenya (2007), Kenya Vision 2030, Nairobi: Ministry of Planning, National Development and Vision 2030.*

*Government of Kenya (2010), Constitution of Kenya 2010, Nairobi.*

*Government of Kenya (2006), Sessional Paper no. 1 of 2006 on Non Governmental Organisations: Government printers.*

*United states Agency for International Development ( 2012), CSO Sustainability Index for Sub-Sahara Africa: USAID.*

# Appendices

## FORM 14



### NON-GOVERNMENTAL ORGANIZATIONS BOARD ANNUAL REPORT

#### Please read these notes before filling this form

If either your total income/funding or expenditure exceeds the sum of Kenya Shillings One Million (Kshs. 1,000,000), you must send, together with this form, an Audited Report from recognised auditors within ICPAK. The accounts MUST be in Kenya Shillings and Compliant with International Financial reporting Standards (IFRS).

You must send this form duly filled not later than 90 days from the date of completion of your financial year. We recommend that you send all the required documents to the NGOs Board, at least two weeks before the due date to ensure that they are received and processed on time.

Please enter all financial amounts in Kenya Shillings (KShs.)

**To the Executive Director  
NGOs Co-ordination Board  
P. O. Box 44617  
Nairobi**

Financial year Starting on \_\_\_\_\_ Ending on \_\_\_\_\_

#### SECTION A - GENERAL INFORMATION

##### A1) Name and Address of NGO

Name \_\_\_\_\_

Postal Address \_\_\_\_\_

Physical Address \_\_\_\_\_

Telephone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

Website \_\_\_\_\_

Where any organization registered or exempted from registration changes the situation of its registered office or postal address, it shall give notice of such change to the Board in Form 4 set out in the First schedule (Section 20 (3) NGO Regulations, 1992)

##### A2) Name and Address of Contact Person

Name \_\_\_\_\_

Position \_\_\_\_\_

Telephone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Nationality (SELECT country)

A3 a) Registration Number \_\_\_\_\_

A3 b) NGOs PIN Number .....

A4) Date of Registration \_\_\_\_\_

A5) Scope of NGO (Tick where appropriate)

National ☐

International

☐

A6) Counties of operation \_\_\_\_\_

NGOs Should report only on the counties they operated in during the reporting period

**SECTION B - FINANCE**

Section 127 of the Income Tax Act empowers the Commissioner of Income Tax to specify (i.e prescribe) the form of a return. The Commissioner has in turn specified the form of return, which requires that income and expenditure be declared in Kenya shillings.

**B1) List of NGO's Assets & Reserves, in regard to the following** *(Those stationed in Kenya only)*

<u>Item</u>	<u>Number</u>	<u>Estimated Value</u>
Land	_____	_____
Building	_____	_____
Machinery	_____	_____
Motor Vehicles	_____	_____
Furniture and Fittings	_____	_____
Computers	_____	_____
Printers	_____	_____
Scanners	_____	_____
Photocopiers	_____	_____
Fax Machines	_____	_____
Investment Securities ( eg Shares,bonds )	_____	_____
Reserves	_____	_____
Other(Specify)	_____	_____

**B2) Receipts****i) Cash and Bank balances carried forward from previous year****ii) Income****NOTE:** For every donor given below, indicate their type based on the categories given below**Donations**

- |                                    |   |
|------------------------------------|---|
| i) Religious Institution           | vii) Foreign Government Agency                |
| ii) Research/ Academic Institution | viii) Non Governmental Organization           |
| iii) Agency of Kenya Government    | ix) Headquarter of this NGO                   |
| iv) Embassy/High Commission        | x) Directors' Contribution                    |
| v) Foundation/Trust                | xi) Membership Subscription                   |
| vi) United Nations Agency          | xii) Corporate donors (eg Business companies) |
| xiii) Individual donors            |   |

**Other Incomes**

- i) NGOs Self generated income (eg Consultancy services, Farming & Business income))
- ii) Returns from investments (eg dividends & interest).
- iii) Others (Specify)

<u>Name of Donor</u>	<u>Type of Donor</u>	<u>Country</u>	<u>Amount</u>
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**iii) Income sub-total**

-

**iv) Receipts total {B2(i) + B2(iii)}**

-

**B3) Payments**

	<u>Kenya</u>	<u>Other Countries</u>	
i) Purchase of tangible assets			-
ii) Projects cost			-
iii) Administration costs			-
iv) Personnel emoluments & benefits			
(a) Local Staff			-
(b) International Staff			-
v) Other Running Costs			-
<b>vi) Payments total</b>	-	-	-

**B4(I) Closing Balance{B 2(iv)-B3(Vi)}**

II Cash &amp; Bank balance (As per Bank statement and Cash Count)

-

**B5) Accounts audited in the last Financial Year.**

Yes

☐

(Tick where appropriate)

No

☐

**B6) For the amount spent on Projects in B3(ii) above, break it down to sectors in which it was spent in Kenya and other countries**

Sectors here refers to the main result (Target Objective) expected from project implementation. While it is true that a project could have various components; the basis usually is to achieve a result in a specific sector i.e. a HIV/AIDS Sector project could have a non security, microfinance components. Note that the totals in section B6 should tally with project cost figures indicated on B3.

Sector	<u>In Kenya</u>	<u>In other countries</u>
Agriculture		
Children		
Disability		
Education		
Environment		
Gender		
Governance		
Health		
HIV/ AIDS		
Informal Sector		
Information Communication technology		
Micro-finance		
Old Age Care		
Peace Building		
Population and Reproductive Health		
Refugees		
Relief		
Water		
Welfare		
Youth		
Other (Specify)		

**B7) Name(s) of Bank(s) and Branch(es) for this NGO**

<u>Bank</u>	<u>Branch</u>
i) _____	_____
ii) _____	_____
iii) _____	_____

NGOs are required to obtain authorization letters from the NGOs Co-ordination Board before opening bank accounts.

**SECTION C - PERSONNEL****C1) State the number of Employees and Volunteers both local and International****i) Stationed in Kenya**

	<u>Local Staff</u>	<u>International Staff</u>	<u>Total</u>
Previous Year			-
Current Year			-
Staff who came in this year			-
Staff who left this year			-

**ii) Stationed in other countries (Specify \_\_\_\_\_)**

	<u>Local Staff</u>	<u>International Staff</u>	<u>Total</u>
Previous Year			-
Current Year			-

**iii) Volunteers/Interns**

	<u>Local Staff</u>	<u>International Staff</u>	<u>Total</u>
Previous Year			-
Current Year			-

**C2) Privileges accorded to Volunteers/Interns**

	<u>Local</u>		<u>International</u>	
	<u>Volunteers</u>	<u>Interns</u>	<u>Volunteers</u>	<u>Interns</u>
Allowances/Stipends	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Medical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Others (Specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**C3) Number of staff members trained during the reporting period**

	<u>Local Staff</u>	<u>International Staff</u>	<u>Total</u>
In-house Training			-
Professional Training			-
Other Training (Specify)			-
			-
			-
<b>Total</b>	-	-	-

## SECTION D - PROJECTS

Note that "Projects in Other Countries" as referred to in this Section are the activities which were administered, supervised or co-coordinated from the Kenyan office of this NGO. Sectors here refers to the main result (Target Objective) expected from project implementation. while it is true that a project could have various components; the basis usually is to achieve a result in a specific sector i.e a HIV/AIDs Sector project could have an non security, microfinance components.

D1) Projects carried out	i) Projects carried out this year, that were brought forward from previous year		ii) Projects carried out this year, that were started during the year		iii) Projects carried out this year, that were completed during the year	
	Kenya	Other	Kenya	Other	Kenya	Other
Sector						
Agriculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Governance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HIV/ AIDS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Informal Sector	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Micro-finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Old Age Care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Peace Building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Population and Reproductive Health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Refugees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welfare	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (Specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## D2) Contribution(s) from Local Community and Government (Projects carried out in Kenya only)

## i) From Local Community (Tick where appropriate)

Material

☐

Labour

☐

Financial

☐

Other (Specify)

☐Estimated amount

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**ii) From Government** *(Tick where appropriate)*Tax waiver and VAT Exemption ☐Other *(Specify)* ☐*Items/Goods granted*Tax Waiver/VAT ExemptionAmount granted**D3) Type of Organization collaborated with and Nature of Collaboration***(Projects carried out in Kenya only) (Tick where appropriate)*

	Information Exchange	Technical to Partner	Technical from Partner	Funding to Partner	Funding From Partner	Equipment to Partner	Equipment from Partner
NGOs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CBOs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FBOs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Research Institutions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic Institutions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health Institutions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Government of Kenya Agencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Donor Agencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (Specify)							

**SECTION E - GOVERNANCE****E1) Number of Board meetings per year, by NGO's Constitution** \_\_\_\_\_**E2) Meetings held previous year** \_\_\_\_\_**E3) Meetings held in current year** \_\_\_\_\_**E4) Date of Last Annual General Meeting (AGM)** \_\_\_\_\_**E5) Frequency of Elections as per Constitution** *(Tick where appropriate)*Annually ☐Every 2 years ☐Every 3 years ☐Every 4 years ☐Every 5 years ☐Other *(Specify)* ☐**E6) Date of last Election** \_\_\_\_\_**E7) Number of Directors/Officials** \_\_\_\_\_

E8) During the financial year, have any assets of this NGO stolen or otherwise misappropriated by a person who was, at the time, associated with this NGO (whether the assets or their value have been recovered or not)?

Yes ☐

No ☐

E9) Names of three current Officials

	<u>Name</u>	<u>Postal Address</u>	<u>Telephone</u>
i)	_____	_____	_____
ii)	_____	_____	_____
iii)	_____	_____	_____

Where there is any change of officers or of the title of any office of a registered Organization, notice in Form 13 set out in the First Schedule shall be given to the Board within fourteen days of the change and the notice shall be signed by three of the officers of the Organization (NGOs Regulations 22(1)). Note that the changes only become effective after a letter of confirmation is issued by the NGOs Coordination Board

## **SECTION F - DECLARATION**

I declare that the information given in this form is true and correct to the best of my knowledge, and that it reflects the actual state and activities of this Organization.

Signed by Chief Officer: Name \_\_\_\_\_ Sign \_\_\_\_\_ Date \_\_\_\_\_

Organization official stamp



# COVID-19 NGOs Sector Assessment Survey

## Questionnaire

### Dear Client,

The NGOs Co-ordination Board is in the process of developing the Annual NGO Sector Report for FY 2019/2020 and would like to publish information on how NGOs have complimented the Government in combating Covid-19 pandemic from March 2020 to July 2020.

In order to achieve this, we therefore request you to take some time and complete this online questionnaire. We value your feedback and looking forward to your contribution.

Note: Information provided will be treated with utmost confidentiality.

Kindly, your prompt response will be highly appreciated.

### Thank you.

1. Name of NGO
2. Scope of operation
3. How has COVID-19 impacted your organization's fundraising?  
(A. Decreased Significantly B. Decreased Somewhat C. No Change D. Increased Somewhat E. Increased Significantly)
4. Does your organization have a contingency plan?  
A) Yes B) no

5. How did the pandemic affect the following in your organization

	Increased	No change	Decreased
Staff level			
Renumeration			
Employee Benefits			
Software and Technology			

6. How has COVID-19 impacted your operational costs?

(A. Decreased Significantly B.) Decreased Somewhat C.) No Change D. Increased Somewhat E.) Increased Significantly)

4. How has Covid-19 affected your operations?

A) adjusted workstations at a distance of 1.5-meters B) work remotely C) online trainings and meetings D) Working in shifts

5.) Kindly respond to the following.

Form of support	Approximate population reached	Amount spent
Donating of PPEs to the community		
Donating of PPEs to hospitals		
Food relief		
Economic support		
Conducting campaigns		
Water and sanitation		
Providing healthcare		
Provision of essential services to the vulnerable		
Engaging in research to support the national effort in global effort		
Training the health personnel		
Testing for COVID-19		
Provision of nutrition to the people affected by COVID		
Animal care, food and shelter		
Purchase of medical supplies		

6.) Any other comment/suggestion.





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