







2004, A YEAR OF LEARNING AND CONSOLIDATION!

We are looking back at an important year for To Be Worldwide. Only a year ago we opened the first Educational Resource Centre in Takoradi, Ghana. Now we find ourselves in a position to evaluate its operations. Destined to help local children from the age of 6 till 15 to further enrich their knowledge in addition to what they learn at school, we are proud to say that the Takoradi Educational Resource Centre (TERC) is up and running! Staff has been installed, including a local ICT tutor, the first educational programs have been implemented, and on top of the schools using the facilities, hundreds of community members have registered too! Expansion of the facilities is already needed to meet the demands! This success could never have been realised without your help, but there is still a long way to go.

This yearly report provides you with an insight on your gifts, donations and other contributions in 2004 and on the activities that led to actual operational state of our pilot in Takoradi. The report also looks ahead. At the needed expansion of the facilities in Takoradi, at starting a second centre at Elmina and a third centre at another location in the Western Region as well as, considering rolling out the concept to other African countries by forming the right partnerships. The more we learn, the more transparent and workable our initiative becomes. Together we can make To Be Worldwide work. But only with your trust and support to structurally contribute to the empowerment of children in developing countries, and ultimately to the empowerment of the countries themselves.

2004 has truly been a year of learning and consolidation! And a year of perspective too!

Thank you!!
A handwritten signature in black ink, appearing to read 'Nellie Ekua Kirschner-Timmer'. The signature is fluid and cursive, with a large initial 'N'.

Nellie Ekua Kirschner-Timmer
Founder of To Be Worldwide



ABOUT TO BE WORLDWIDE

To Be Worldwide is a Foundation that offers children in developing countries the opportunity to enrich their knowledge and develop skills that are not addressed by the regular school system, such as creativity, inventiveness and flexibility. Skills that contribute to building a better future.

To Be Worldwide builds Educational Resource Centre, which exists of a Children's library, ICT facilities for teaching children basic computers skills and internet. As well as an activities program. The facilities of the Educational Resource Centre are always complementary to existing primary school systems.

We have developed the structure of the Educational Resource Centre in such a way that it is easily copied/repeated in the future. Besides setting up more Centres ourselves, it is our intention to provide organisations or governments interested in setting up such a facility with a blue print or operations manual. We will work closely with those who want to set up an Educational Resource Centre, as we feel that this is the only way to be effective in providing the much needed educational facilities.

The organisation To Be Worldwide has an office in the Netherlands (3 board members) and in Ghana (5 board members).



Organisation

Our pilot centre, Takoradi Educational Resource Centre (TERC), is up and running. Its success is due to the ongoing support of people and profit and non-profit organisations in Europe and Africa. In order to facilitate their support we further perfected our web-site (www.tobeworldwide.org) to highlight our mission, our sponsors and our ambitions. The site also provides a photo diary to keep all stakeholders informed on the progress of our project(s).

From credibility to credit

Starting up a venture such as To Be Worldwide requires vision and perseverance. Most non-profit initiatives are fishing in the same pond. In our initial fundraising activities we therefore focused on establishing credibility of To Be Worldwide as a worthwhile initiative and on generating ad-hoc gifts. Now, with TERC effectively working, we have shifted activities from credibility to structural credit.



Our 2004 vision, resource strategy and deliverables

Referring to the 2003 yearly report and to the said shift from establishing credibility to structural credit, the board of To Be Worldwide set itself an ambitious goal.

In order to capitalise the momentum of the opening of Takoradi Educational Resource Centre in Februari 2004, we developed a simple vision:

“to capitalise the momentum of the opening of Takoradi Educational Resource Centre, its facilities have to be optimised soonest so we can roll-out our philosophy to other locations. This means resources have to be developed from ad-hoc to structural.”

In order to meet this challenge, we developed a resource strategy tapping into six existing networks: a social-, a professional-, a corporate-, a school-, a NGO- and a trust fund network. Based on this strategy, we scheduled the following deliverables for 2004:

1. More books to create a well balanced Library
2. React to community request to create small adult library facilities
3. Provide a Tutor to set up computer labs and train local Tutors
4. Integrate Educational Recourse Centre into Community and School life.
5. Report on lessons learned plus feedback to local staff
6. First steps towards a second Centre in Ghana with co-operation of Unicef Ghana
7. Create a Business case of project
8. Provide min. of 12 computers for the computer labs

Our 2004 Operations

With the said deliverables for 2004 in mind, we realised the following with the help of our local staff and our sponsors:

- Januari 2004 Pre-opening preparations and final touches to location
- Februari 2004 Official opening of the pilot centre of To Be Worldwide: Takoradi Educational Resource Centre (TERC).
- March 2004 First children registering to use the Library.
- April 2004 Shipment of first 12 computers received from Computers for Development
- May 2004 The library is up and running. Preparations take place to initiate the ICT phase of the Centre
- June 2004 Computer tutor Emmanuel Asiedu leaves for Ghana to set up the computer classrooms and recruit and train a local Tutor



- July 2004 Recruitment of Francis Ackon. He is trained to take over from Emmanuel Asiedu as the Centres Computer Tutor.
- August 2004 Shipment of 23 boxes of books received and 3 printers donated by HP.
- September 2004 Organisation of several activities for the children.
- October 2004 Visit to Ghana, meeting with sponsors and regional government, set up operations, code of conduct, weekly meetings.
- November 2004 Received second shipment of 12 computers from Computers for Development. TERC went online with dial-up connectivity from Internet Ghana
- December 2004 A quiet month at the TERC, most children were working on their exams and preparing for all the festivities of this month. A small Christmas Party was held at the Centre.

We are proud to say that our 2004 resource strategy and its deliverables have proven to be successful.



Whereas 2004, as stated in the introduction of this yearly report, has been a year of learning and consolidation, 2005 will be the year of governance and expansion. Expansion of Takoradi Educational Resource Centre so its facilities can meet the ever growing needs of the community. Roll-out of the To Be WorldWide concept to Elmina and another location in the Western Region. First steps towards a possible roll-out of the TBWW concept to a neighbouring country in 2007!

Deliverables/costs and strategic actions

To make 2005 the year of expansion, we will keep on tapping into the six networks.

Deliverables

- Fundraise (\$17,000) to realise the building of a top floor on the Centre, this will then house the computer lab, as the 2 small labs of 4mx6m have proven to be too small. When building is completed we will have one room of approx 80 square meters to meet the growing demands of the community.
- Decide on the location of the Educational Resource Centre for a 3rd Centre and prepare plans for its realisation.
- Commence negotiations with Unicef Ghana and the Ghanaian government on the set up and location of the Elmina Educational Resource Centre (EERC).
- Introduce Headsprout (www.headsprout.com) online reading modules to TERC. As we have noticed that we are faced with students who are not able to read we searched for a reputable system to help improve the reading skills of the children.
- Further develop the activities program at TERC
- Develop plan to make TERC sustainable within a period of 5 years.
- Fine tune governance of To Be Worldwide foundation in both the Netherlands and in Ghana

Strategic actions:

- Fundraise to realise the new top floor computer lab. Initially by approaching all present sponsors and sending out requests to relevant foundations.
- Location scouting on visit to Ghana in August 2005 in order to decide on location for the 3rd Educational Resource Centre, making sure there is a substantial community contribution.
- On visit to Ghana in August 2005, we strive to set a date for the meeting with all project owners of the Elmina Educational Resource Centre.
- To be able to offer children the opportunity to use Headsprout reading modules, we have been offered 25 scholarships by the organisation. Installation of a booster is needed to enable enhancement of our connectivity and recruit a teacher to guide the children through their modules.
- Establishing a structured Activities Program at the Takoradi Educational Resource Centre as a Business Case for future centres.
- When the annual/financial report is completed, we will know the average operating cost of an Educational Resource Centre. We will work on activities, e.g ICT training for adult for a fee, basic Internet Café to generate funds to cover these operating expenses.
- For the foundation in the Netherlands we will seek extra (active) board members and work on the course of preparing the foundation for growth. For the foundation in Ghana we will require a more active role of the board members there.



FINANCIAL STATEMENT OF TO BE WORLDWIDE FOR THE YEAR 2004

Stichting To Be Worldwide - Amsterdam		
Represented by:		
Peter Smit		Chairman
Nellie Kirschner-Timmer		Financial Officer & Secretar
Bart van Brunschot		Board Member
I. Balance sheet as of December 31, 2004 (after profit allocation)		
Assets	2004	2003
Liquid Assets	4.821	712
Total Assets	4.821	712
Liabilities & Equity	2004	2003
Equity	(7.374)	(12.839)
Short Term Liabilities		
3rd party loans	0	5.000
Loan N.E. Kirschner-Timmer	11.527	8.551
Committed gifts	490	0
Payables	178	0
Total	12.195	13.551
Total Liabilities & Equity	4.821	712

2. Statement of earnings, 2004		
	2004	2003
Donations	20.158	750
Costs		
(Re)building costs - Ghana	0	11.258
Operational costs - TERC Ghana	7.220	1.667
Office & administration costs	1.160	0
Telephone & fax	1.625	0
Travel	1.490	0
Computer teacher- Ghana	2.259	0
Transportation costs - Ghana	704	210
Other costs	200	454
Total costs	14.658	13.589
Earnings Before Interest & Tax	5.500	(12.839)
Interest & bank costs	(35)	0
Net Earnings	5.465	(12.839)



FINANCIAL STATEMENT OF TO BE WORLDWIDE FOR THE YEAR 2004

3. Notes on the Balance sheet		
Liabilities & Equity	2004	2003
Equity		
Balance January 1	(12.839)	0
Net earnings	5.465	(12.839)
Balance December 31	(7.374)	(12.839)
4. Notes on the Statement of earnings		
	2004	2003
Donations		
Foundations - Dutch	5.920	0
Foundations - International	8.120	0
Total	14.040	0
Corporations - Dutch	6.120	750
Corporations - Dutch - committed gifts	(490)	0
Corporations - International	488	0
Total	6.118	750
Total Donations	20.158	750



FINANCIAL STATEMENT OF TO BE WORLDWIDE FOR THE YEAR 2004

Costs	2004			2003		
	Covered by: Donations	Loans	Total	Covered by: Donations	Loans	Total
(Re)building costs - Ghana	0	0	0	750	10.508	11.258
Operational costs - TERC Ghana	7.220	0	7.220	0	1.667	1.667
Office & administration costs	1.029	131	1.160	0	0	0
Telephone & fax	270	1.355	1.625	0	0	0
Travel	0	1.490	1.490	0	0	0
Computer teacher- Ghana	2.259	0	2.259	0	0	0
Transportation costs - Ghana	704	0	704	0	210	210
Other costs	200	0	200	0	454	454
Total	11.682	2.976		750	12.839	
Total Costs			14.658			13.589

The loan from Nellie Kirschner-Timmer, Founder of To Be Worldwide, is interest-free. An amortization schedule will be defined in 2007.

The Computer teacher - Ghana costs are the costs related to sending a computer teacher from the Netherlands to Ghana.

Acceleration of our activities in 2004 required a substantial increase of the workload of the people that are part of and committed to the To Be Worldwide network. All these people work on a voluntary basis (on top of time needed for their families, jobs et cetera). With the said expansion ahead, pressure on the network will increase. Enforcement of the network therefore is prioritised.

We would like to take this opportunity to thank our sponsors and donors for their wonderful support and trust.

To Be Worldwide
July 2005

