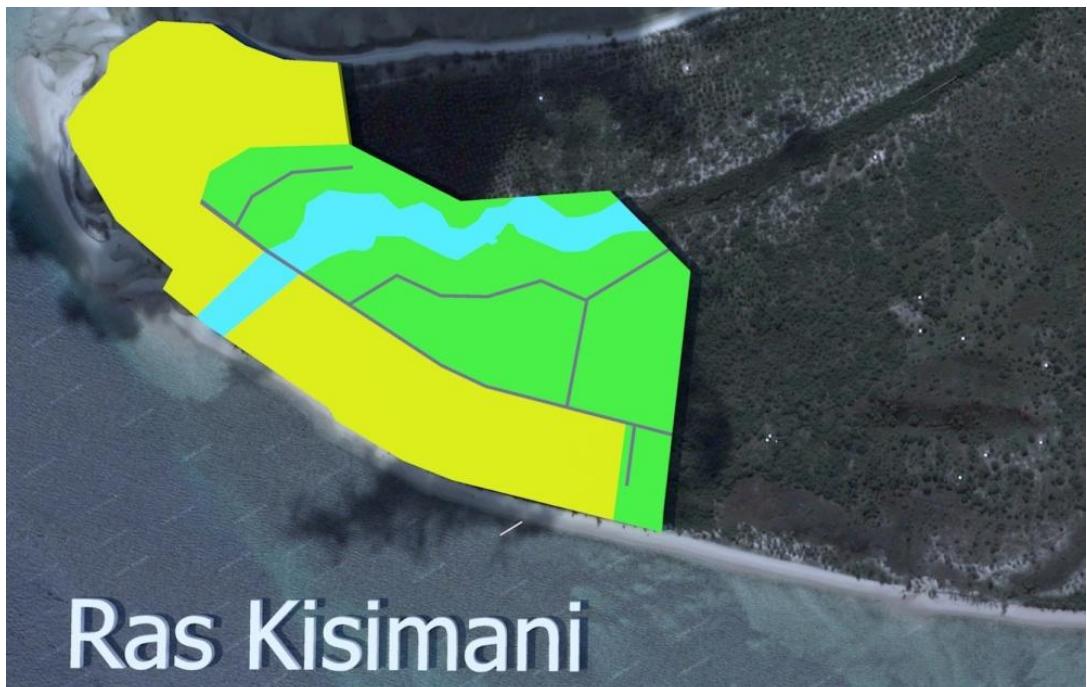


Ras Kisimani Ltd

Mafia Island Tanzania

PRI-Kisimani Farms Masterplan Timeline
December 2012



Kisimani Farms (green area) will be run in a symbiotic relation with Ras
Kisimani Ecolodge (yellow area);

PRI-Kisimani Farms will be set up as NGO; Not-for-Profit (due january 2013)

Correspondence:

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Make a statement of purpose and your reasons for starting or developing a project.

What is the best thing that you could leave for someone?

First we would like to help the people of East Africa to get acquainted with the Permaculture principle and work together with the PRI Australia (hereafter; PRI-A) to perform a wide spread use of the system.

Second we want to give a global example to people on how to live in a complete ecofriendly environment, using ultra modern technology and with respect to modern living standards.

Reality check - What level of aid do you want to engage in?

Over-developed world

Developed world

Under-developed world

Crisis social or environmental situations

War zones

I see this project as a helping hand and an example to show the people of Africa, the underdeveloped world, how you can make a good living *without destroying the planet*.

Furthermore I see this project as a helping hand to show the over developed world that we need to change our minds into the other direction as soon as possible as we are running towards a *crisis social and environmental situation!*.

Clearly document where you are now by looking at the following areas:

Personnel

Who will be working on this?

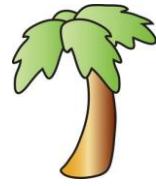
Me; but as I am 52 years old I think it would be wise to spend my time in setting this plan up the coming 10 years, and place Kisimani Farms on the global and positive environmental map.

For Kisimani Farms that will further be:

- A young and enthusiastic couple with all the required skills to run the farm and with good knowledge of the Swahili Language and Tanzanian habits.
- A teacher
- Project Manager
- An administrator
- Local workers for daily maintenance of the forest, facilities and surroundings
- A skilled all-round technician

All under PRI-A standards

How much time/energy is available to work on this?



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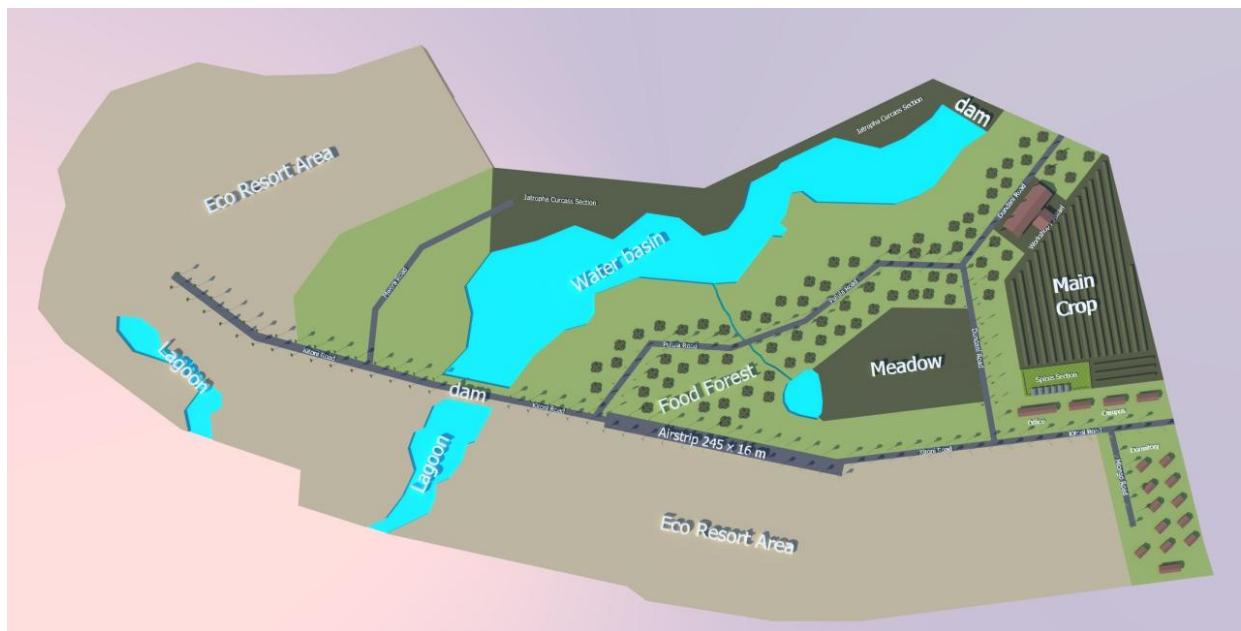
All the time that is needed is at hand.

Assets/Resources

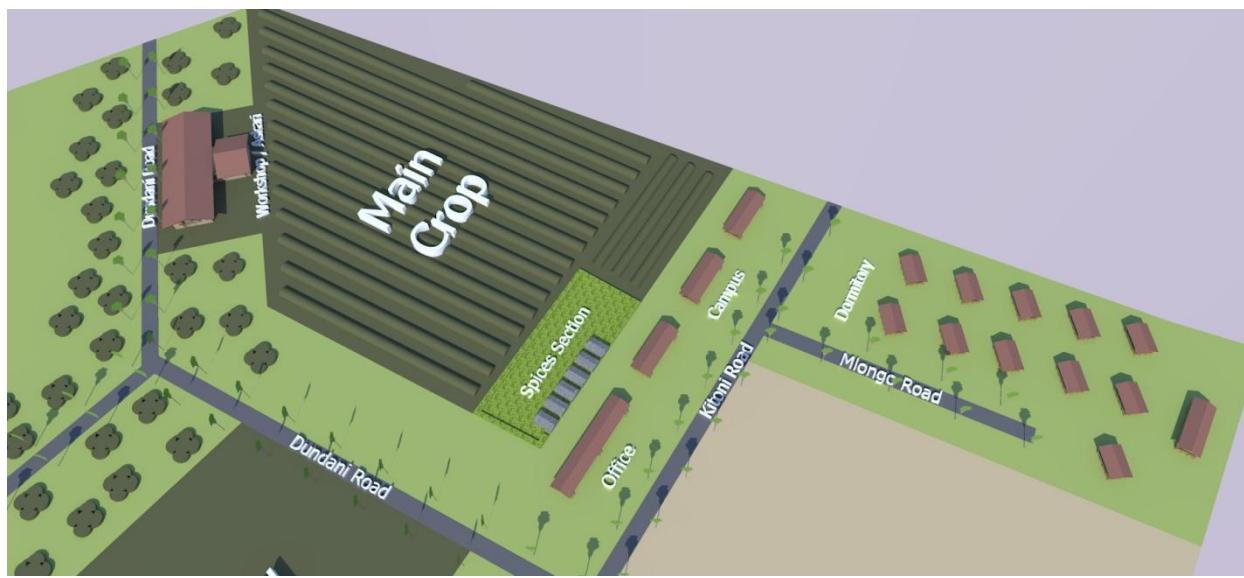
Land

The land is in our possession for over 20 years, and is barely untouched.

For now this is the proposed lay-out of Kisimani Farms:



Overall view



Main buildings



Money

To know how much money is involved I need to make a feasibility study for the Farm, but I kindly ask for input from PRI-A in this matter.

- Kisimani Farms:

This feasibility study and the involvement/help of the PRI-A in this project will be used to get funding for the forest.

- Ras Kisimani Eco Lodge:

As the farm and resort will be run in a symbiotic realation I think it is best to start the development and planting of Kisimani Farms at first, and the resort as soon as progress of the forest is ready to be shown to the world. An example would be to start in a small scale which would mean a restaurant/kitchen tent and 15 tent-houses as shown in the presentation.

Furthermore I would like to involve the WWF in this project as we are in a restrict terrestrial zone of the(ir) Mafia Island Marine Park, and we invite them to help us get more (public) attention to the project in whole. The first steps in this direction have been made.

Physical Structures

Houses

At this moment there are no houses on our plot, other then 3 ancient mosk ruins and some local huts

Teaching facilities

Community halls

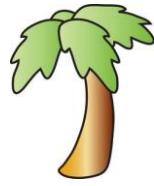
Commercial kitchens

Accommodation facilities, etc.

All this is to be built in the way as shown in our presentation* using solely local materials.

*I have sent this presentation several times to PRI-A, but still I am not sure wheter this is received by you. It is a PDF format of about 53(!) pages with this front page:



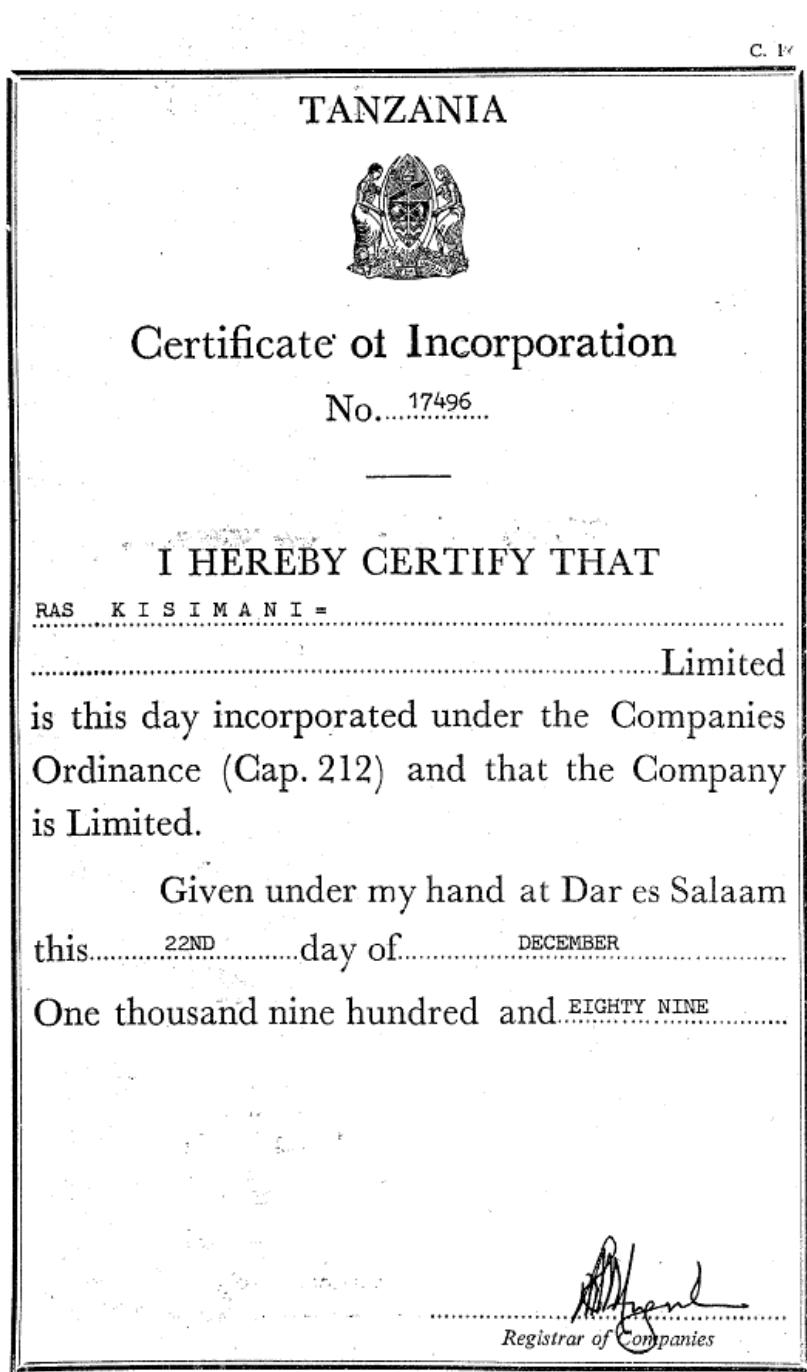


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Legal Structures

Businesses

For Ras Kisimani Eco Lodge there is an existing Ltd which has been grounded under Tanzanian law.





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Nonprofits

PRI-Kisimani Farms is to be grounded january 2013 under Tanzanian law, when we have the paperwork in draft we would like you to give us your opinion if possible

I would like to have clearance in the following; There seem to be two types of PRI's operating "under your umbrella";

- PRI institutes like PRI Kenya which seem to work by themselves and use your website "Worldwide Permaculture Network"
- PRI institutes like the PRI of the USA which have a direct link to PRI-A.

What are your criteria in choosing which form for which PRI institute, and could we apply for (earn?)the last type of institute?

Local community support or network

At this moment we are presenting our project to the local authorities, as to find out in what way they can/will support us. As Mafia Island has a very low population of 40.000 it will be soon that everyone knows about the project(s). So a community network is quickly made.

Permaculture groups

For now we see the PRI-A as the permaculture group and co-operator for the development of Kisimani Farms. This is our starting-point, from there we will look for other forms of co-operation.

Organic farm networks

As we are in an early stage of development this has not been set out yet.

Seed savers

I will gather knowledge in this matter.

Neighbours

Our first neighbour is Mafia Coconut, an estate adjacent to the north of our plot. We intend to contact them to do an intercropping project with Jathropha Curcas. As the advises on internet are variable from "good idea" to "not recommended" we have to find out if this is realistic.

There are no other neighbours other than a piece of land bought by "Malala", a lodge in South Africa owned by mr. Harvey. We have met him several times as he wanted to buy our property, but he had a surrealistic and rude approach.



Tribal support

When the project takes form we will present the plans with the Mlongo village community and ask for commitment, support and workforce.

Project Initiation - How a project begins.

From the ground up - brand new projects.

Self Initiated

From an individual, family, or informal group.

By forming an organization.

By an existing organization.

We are starting a brand new project. For Kisimani Farms we don't intend to invent the wheel again, so we want to be part of an existing organization; PRI-A.

A permaculture project that wants to adopt the PRI model.

Adopt and be part is our intention.

Large scale - well funded.

Small scale - minimal funding or needs funding. (see section on funding.)

As we want to find out if it is possible to extend the forest and resort to the east, this brand new project could be either small scale or large scale, depending on the lay out and future plans. When extention to the east is realistic we have in mind to form a small Tanzanian community there so they can work on the land and resort and make use of the Food Forest.

Set up your business structure or organizational structure.

A possible structure is a symbiotic relationship between a nonprofit and a for-profit business. A nonprofit is essential for certain grant funding and tax exemption purposes. For-profit business may allow you to get funding from investors.

This is the structure which we intend to use.

Non-Profit (Look for local organizations that help nonprofits in your jurisdiction.)

A local organization in our jurisdiction is the World Wildlife Fund. We have contacted them and as soon as our plans with the PRI get more ground we will start discussions for possible co-operation.



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The term nonprofit is used rather loosely to describe groups that come together to achieve a mission, rather than to make a profit. The term "nonprofit" does not imply any specific type of legal structure. **If a group incorporates, it is a nonprofit corporation. If it does not incorporate, it is an unincorporated nonprofit association??**

Which type is best for Kisimani Farms? When we have the draft please advise.

There are different protocols for organizations everywhere in the world.

As mentioned before we are trying to find out which type of organization suits us best.

Getting started (Specific to USA, but applicable concepts to most non-profits:)

Draft a mission statement. - Describe the purpose of your organization.

The Mission of the Permaculture Research Institute Kisimani Farms is to work with communities worldwide, to expand the knowledge and practice of integrated sustainable agriculture using the whole-systems approach of Permaculture Design. This will provide solutions for permanent abundance by training local people to become leaders of sustainable development in their communities and countries.

PRI-Kisimani Farms will facilitate this through fund raising to establish a global network of demonstration sites, which operate as education centers.

These will specialize in the appropriate technologies and systems specific to each country and region, both culturally and biologically.

All of this information will be available worldwide.

It will also give international students the opportunity to gain experience with a great diversity of projects, people and cultures.

Our demonstration site is meant to become financially self-sufficient within three years, be self-replicating, and provide local employment in the following positions: teacher, project manager, and administrator. These positions will also provide mentoring for paying students as advanced training for permaculture project work.

Student sponsorship will be a main focus of the website allowing students in need of financial support the opportunity to be funded to participate in permaculture training. These students will be able to describe their home region situation and the reason they need sponsorship.

Recruit a board of directors. - Or put together an advisory group if you don't plan to incorporate legally.

We plan to make use of an advisory group of (Dutch)businessmen which have a mutual aim into making this world a better place.



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Hire a lawyer. - To help write and file articles of incorporation and advise on legal issues.

We have a Dar es Salaam based lawyer.

Open a bank account. - Preferably one that has experience with non-profits.

We will open a Tanzanian and a foreign (Dutch) bank account.

Get an accountant to set up bookkeeping.

We have a Tanzanian accountant.

Write your budget.

The budget is not at hand at this moment; we have the land in our posession, that is the most important thing. We have a plan on this land and from that start we are looking for organizations like the PRI-A and WWF to support us in accomplishing a mutual goal. When we have an agreement in what direction will be taken, then we can make further plans and will calculate the budget that is needed.

Get insurance, or an insurance agent. - You may need liability or property insurance and advice on issues like staff policies.

Write your articles of incorporation. - The articles provide a legal description of your organization and assign power to the board. Submit them to your board for approval. You will need these in order to incorporate as a nonprofit

Draft bylaws.- Describe how the the organization will be run and how the board will operate.
File your legal documents with the government.

This will be done in a later stage.

Alternatives to making your own non-profit:

Umbrella organizations (USA)

Local chapter of a national non-profit.

Join the board of a non-profit that has a similar mission.

Some more alternatives here.

<http://nonprofit.about.com/od/nonprofitbasics/tp/nonprofitalternatives.htm>

As stated before we want to join the PRI community.

For Profit (look for local agencies that provide information on the process in your jurisdiction, or talk to a business lawyer.)

Mission Statement

Legal Body



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Type of business
Who has power/responsibility
How are decisions made
Business Plan
How will you make money?
What will you spend money on?

Understanding the NGO and aid organizations

The Large (international) NGO

Well organized.
Less effective, more bureaucracy
Less connected to the people on the ground.

Small NGOs

Less organized.
More effective.

Motives and objectives

Empowerment - positive
Aid as bridge to knowledge and sustainability
Skill and knowledge transfer
Helping people help themselves
Planning your own obsolescence

Proposals and funding

As previously stated we first want to know which type of co-operation the PRI-A might have in mind.

Research possible organizations, trusts or funds that might be willing to fund your project.

List_of_wealthiest_foundations on wikipedia

Employ a grant writer if necessary

Hourly wage
Commission

Take a grant writing course

Write twenty grants...get one

Approach

Research the objectives and mission of the funding body and make sure you directly address them.
Be able to describe the current situation and the outcome you expect.
Who will benefit from your work?
How will it carry on after funding ceases?
You will need to provide a detailed budget.



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Crowd funding

- Publicity
- Budget item specific
- Publications
- Advertising
- Community meeting
- Email tree
- Web site

Private funding

- Organization
- Individual

Permaculture Site Consultation and Detailed Site Design

This may be a necessary prerequisite for funding proposals as it demonstrates legitimacy and functionality

This is a crucial step toward further development

A general site consultation is advisable before securing land to assess its suitability as a demonstration site

A mainframe design would address water, access and structures.

A visit to Mafia by the PRC-A would help a lot in this process.



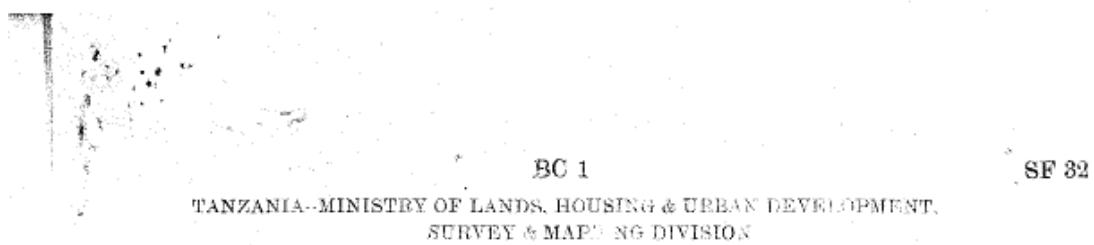
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Secure Land and Title

You must have a secure title to your land

Developing on land that you may eventually lose or move away from is unwise

We have a secure title:



BC 1 SF 32
TANZANIA-MINISTRY OF LANDS, HOUSING & URBAN DEVELOPMENT,
SURVEY & MAPPING DIVISION

Certificate of Acceptance of Boundary Beacons

I hereby certify that in company with J. N. Lyamuya
I have seen the beacons marked ZF 501 through ZF 507
being the corner beacons of farm No
KISIMANI HERITAGE - DAFIA occupied by me, that they are in good
condition and repair, and I agree to accept these beacons as defining correctly
the boundary (ies) of my land.

Signature B. Mbithi

In the presence of:

Witness:

THE DISTRICT LAND OFFICE

Date 12-11-89

Note: This is how far I have come; I suppose the rest can be worked out during the further process of development!



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Departments, personnel, and roles.

These roles may be filled by different people at different times or multiple roles by one person

Administration department- Primary role is managing all office, money and communication related work and designing efficient systems of operation.

Administrator - Assess and delegates the office, money and communication priorities; manages interns and volunteers; performs or delegates the following roles and functions:

- Accountant
- Lawyer
- Book Keeper
- Records
- Secretary
 - email
 - course bookings
 - payments
 - correspondence
 - mailings
- Web Development
- Publicity
- Community outreach
- Publications
- Cooking/meals

Training

- Interns - long term students, focused on learning and ultimately filling key roles and departments.
- Volunteers - part time or temporary helpers.

Site management and design department - Primary role is managing the upkeep and development of the site according to the design plan, also modifying and adding detail to it as necessary.

Site Manager - Knows the site plan and the timeline for its implementation, directs interns and volunteers, performs or delegates the following roles:

- Designer**
- Architect**
- Laborer**
- Machinery operator**
- Builder/carpenter/metalworker/stone mason**
- Plumber**
- Local Nurseryman**
- Forester**
- Gardener**



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Domestic animal expert

Aquaculturalist

Electrician

Training

Interns

Volunteers

Teaching and education department - Primary role is teaching Permaculture courses and designing curriculum.

Teacher - A good teacher is key to financial success as a primary income source is via offering PDC courses. The teacher may perform or delegate the following roles:

Guest Lecturer

Translator

Cultural Ambassador

Specialist

Researcher

Community Outreach Consultant

Writer/Journalist

Training

Interns

Volunteers

Internship Program

Interns are key for helping in day to day operations as they learn to fill primary roles in the institute

Interns must have completed a PDC

Intern application process (see the intern application form.)

Long term stays 3 months to 1 year

Will be given room and board

Interns function as informal overseers and monitors of the project.

In later phases they will expect to see functional systems.

If a project has gone off course, their input and presence is crucial.

They will be connected and reporting to PRI

Volunteers

willing workers who want to help



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Should at least have completed an Intro to Permaculture Course

May be given room and board if possible

Short term stays 1-2 weeks max

Or scheduled weekly or task oriented visits for those living nearby

Phase one site development. (or the 1st year)

You have secure title to some land.

You have a clear and detailed Permaculture design for the land.

You have an organizational structure to flow business and resources. (business plan, bank account and legal structure.)

Your key roles are filled by people who are willing to follow through and get things done

In the initial phases of a project, it is common for a few people to do most of the work and fill many roles

Set goals for the first year in several different areas:

Here is a common priority list:

- Surveying**
- Earthworks**
- Water**
- Human presence (improving facilities/base comfort)**
- Fence and Security**
- Perennial systems -(food forest.)**

Site development

Water

- Drinking water**
- Home water**
- Irrigation water**

Access

- Roads**
- Paths**

Structures

- Living**
- Kitchen**
- Bathroom**
- Office**



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Classroom

Fencing

Earthworks

Swales

Dams (earth banks, drains)

Foundations

Energy

Solar

Micro-hydro

Wind

Wood

Food (read: Phases of Abundance, By Bill Mollison)

Put in your zone 1 garden

Begin key food forest plantings - These systems take time to demonstrate, so start them early.

Think about main crop

Nursery

Begin propagation of the plants and trees that you will need.

Teaching (aim to begin teaching PDCs and intro courses as soon as possible)

It is helpful to bring in an experienced teacher who will increase course bookings.

It is important that you begin with high quality teaching.

An external teacher who does 75% of the teaching.

Training

Start up your internship program with one or two people only.

Start up your volunteer program. The WWOOF program is a way to do that (<http://www.woof.org>)

Office

Get your accounting and bookkeeping systems in place

Set up your own website or set up your page within the PRI website for course bookings and project promotion (www.permaculture.org.au or www.permacultureusa.org)

Document Everything! Writings, photos, video

Year Two

Review and evaluate where you are

Do same as for year one – set goals and priorities



You may expand your teaching schedule and interns depending on available resources

Begin training and phasing in local teachers and reduce reliance on experienced teachers that you bring in

Start planning and organizing a local permaculture group.

Year Three

Aim to be financially self-sustaining by the end of year 3

This is achieved primarily by teaching regular PDC courses with the project's local teachers

You should be able to use all your own seedlings and saved seed at this point, except when introducing new species for trial

You should be attracting interns and volunteers and PDC students at a constant rate

You should be running extra specialized workshops

Your organization(s) should be operating efficiently and all key roles filled

By the end of year three, you should be relying on locally trained teachers, bringing in outside experience only for specialized purposes

You know you are doing it right when it is enjoyable, harmonious, satisfying and resources keep gathering around you