

**PROJECT PROPOSAL ADDRESS TO:**

**TITLE OF THE PROJECT:**

**PROPOSAL FOR THE ESTABLISHMENT QUEEN OF ANGELS' SECONDARY SCHOOL, ORIN-EKITI, NIGERIA.**

**CHARITABLE ORGANIZATION AND THE OWNER OF THE PROJECT:  
SISTERS OF ST. MICHAEL THE ARCHANGEL, ADO-EKITI, NIGERIA.**

**BUDGETTING: ₦ 573,800,000.00 is \$ 3,586,250.00**

**SUMMARY OF THE TOTAL BUDGET FOR THE PROJECT**

<b>TOTAL COST PROJECTION FOR PHASE 1</b>	<b>N305, 800,000</b>
<b>TOTAL COST PROJECTION FOR PHASE 2</b>	<b>N93, 000,000</b>
<b>TOTAL COST PROJECTION FOR PHASE 3</b>	<b>N75, 000,000</b>
<b>TOTAL COST PROJECTION FOR PHASE 4</b>	<b>N100, 000, 000</b>
.....	.....
<b>Overall cost</b>	<b>N 573,800,000.00</b>
.....	.....

**THE PERSON RESPONSIBLE:**

**REV. SR. FELICIA OMOLE  
SISTERS OF ST. MICHAEL THE ARCHANGEL  
P.O.BOX 1360  
ADO EKITI  
EKITI STATE  
NIGERIA**

## **WHO ARE THE SISTERS OF ST. MICHAEL THE ARCHANGEL?**

The Sisters of St. Michael the Archangel is a female Religious Congregation of Diocesan right founded by Most Rev. M. O. Fagun, the Catholic Bishop of Ekiti Diocese, Nigeria, in 1986. The congregation came into existence, as the founder believed that the best missionaries to evangelize a people are those with the full knowledge and cultural background of the evangelized. He believed too that to minister to a people, there must be intimate knowledge of their culture.

The congregation of the Sisters of St Michael the Archangel came into existence as an instrument to achieve secondary evangelization among the people who have received primary evangelization from the heroic missionaries that have worked in the Diocese.

In twenty – five years of our existence, have ninety-six professed sisters all engaged in an active apostolate in service of the poor, the needy and the underprivileged of the society. We are spread out to different Dioceses in Nigeria and in United States of America where we live out our Charism.

### **THE VISION:**

The primary aim of the Congregation is to incarnate the gospel message into the local culture.

That is, to work towards making the Catholic faith take firm roots so as to make the faith a living part and parcel of the people's culture, in such wise that the practice of the faith becomes a matter of course in the total life style.

### **THE MISSION:**

The Sisters are involved in evangelization at all levels: adults, youths, educated and illiterate people of other religion.

The Sisters are also involved in formal and informal education, health and medical care, pastoral and social work, and from time to time we go out for house-to-house for evangelization.

## **THE NEED FOR A SECONDARY SCHOOL**

One of the core means of evangelization for the Congregation of the Sisters of St. Michael the Archangel is the education of the young. The sisters have been engaged in this apostolate for a good number of years mainly at the primary school level and in helping Dioceses in running their schools. Recently, the congregation began the drive to get involved in secondary education and to establish her own secondary schools.

These foundations will allow the sisters exercise their apostolate with the specific mission of the Congregation in the formation of the child and the young in general. It will also allow the congregation to begin to own her own schools and that will help the young indigenous congregation begin to build her asset base for posterity.

## **THE NATURE OF THE SCHOOL**

- The proposed Queen of Angels secondary school will be a mix secondary school for boys and girls.
- The school will be fully boarding.
- The school will be open to children of all races, religion and cultures. However, the school will maintain, in accordance with the Church's principles, a firm Catholic environment and culture in the administration and operations of the school.

## **LOCATION OF THE SCHOOL**

The school will be located on a piece of land offered to the congregation by the kingdom of Orin-Ekiti with a view to helping and stimulating the Congregation to start her own secondary school.

The proposed location of the school offers great advantage of patronage and coverage. The school will be able to offer good education to children from the immediate environment as well as able to open her doors to receive children from anywhere in Nigeria.

## **POPULATION THE SCHOOL**

At take-off in the first year, we project a minimum of **100** (one hundred) students. The school is prepared, when full blown, to hold a capacity of **600** (six hundred) students.

## **EXECUTION OF THE PROJECT: PRE – TAKE OFF PLAN**

A project committee shall be needed, this will include 10 or 12 members which shall comprise; An Accountant, Architect, Education Administrator, Sisters, 2 members of the local community with relevant competence and

experience. Among the committee will be some Rev. Sisters who are very qualified in their field.

### **EVALUATION:**

The school will set up board of Governors, and will also establish Parents' -Teachers' Association. The Congregation also has a functional Project committee that will be over all supervisors of the projects.

**FUTURE MAINTENANCE:** the school fees and some local fund raising will be in place for the future maintenance of the school.

### **PRELIMINARIES**

- ◇ Master plan design and approval (blanket approval)
- ◇ Building designs
- ◇ Borehole (simple water distribution)
- ◇ Construction Phase 1
- ◇ Application for Government approval
- ◇ other Take – off processes include:
  - Appointment of Project Manager/
  - Appointment of Principal
  - Advertisement
  - Staffing
  - Entrance Examination
  - Resumption

### **STRUCTURES NEEDED FOR A FULL BLOWN SECONDCRY SCHOOL**

Classroom blocks  
Administrative block  
Hostel blocks  
Auditorium  
Chapel  
Standard Library  
Computer room  
Refectory (Dining Hall) and kitchen with a big store  
Science Laboratories e.g. chemistry laboratory, physics laboratory etc.  
Language laboratory  
Music Laboratory  
Visual art studio  
Technical drawing room  
Home Economics laboratory

Clinic  
Staff quarters

## DEVELOPMENT PLAN

For ease of execution, the project is divided into 4 (four) phases

### PHASES OF CONSTRUCTION

#### PHASE 1

1a.	Site Clearing (b) fencing	N 8, 000,000
•	2 blocks of six classrooms each (12 classrooms). @ N11, 000,000 each.	N22, 000,000
3.	1 multipurpose Hall ( <i>School Hall and Chapel</i> )	N35, 000,000
4.	1 dinning block and a kitchen	N20, 000,000
5	2 hostel blocks of 3 big rooms each @ N15, 000,000	N30, 000,000
6.	1 convent	N15, 000,000

#### 7. CAPITAL EXPENSES

• Furniture	N 150,000,000
• Purchase of office equipment	N 30,000,000
• Fencing of 2.9 hectares with gates	N 150,000.000

#### 8. FACILITIES NEEDED

◇ Boreholes (2)	N 1,700,000
◇ Generator	N 3,000,000
◇ Vehicles;	
-Pick-up (used)	N 1,400,000
-a car	N
1,300,000	
-a Bus (used)	N 1,400,000

**TOTAL COST PROJECTION FOR PHASE 1      N305, 800,000**

## **PHASE 2**

◇	2 blocks of Six classroom s	N26,000,000
◇	2 Hostel blocks	N24,000,000
◇	Clinic	N18,000,000
◇	Laboratory block ( Physics lab, chemistry lab, _____ And Biology Lab)	N25,000,000
<b><u>TOTAL COST PROJECTION FOR PHASE 2</u></b>		<b><u>N93,000,000</u></b>

## **PHASE 3**

◇	Modern electronic Library block	N30, 000,000
◇	Administrative block	N15, 000,000
◇	Laboratory block 2; (Lang. lab, _____ H/Ec Lab., Computer lab, Music lab )	N30, 000,000
<b><u>TOTAL COST PROJECTION FOR PHASE 3</u></b>		<b><u>N75, 000,000</u></b>

## **PHASE 4**

◇	A proper school chapel	N60, 000,000
◇	Auditorium (Hall)	N40, 000,000
<b><u>TOTAL COST PROJECTION FOR PHASE 4</u></b>		<b><u>N100,000,00</u></b>

## STAFF PROJECTIONS FOR TAKE-OFF YEAR

For a start for the first session, the School will start with 14 teachers, an accountant, a secretary, a clerk, 4 security men, 2 gardeners, 4 cooks, 3 cleaners and a driver.

### TEACHERS

SUBJECTS	QUALIFICATION	MONTHLY PAY	ANNUAL PAY
MATHS	B.SC. ED	N40,000.00	N480,000.00
ENGLISH	B.A. ED	N40,000.00	N480,000.00
AGRIC	B.SC. ED	N40,000.00	N480,000.00
BASIC SCIENCE	B.SC. ED	N40,000.00	N480,000.00
YORUBA	B.A. ED	N40,000.00	N480,000.00
CIVIC EDUCATION	B.A. ED	N40,000.00	N480,000.00
VISUAL ART	B.A. ED	N40,000.00	N480,000.00
COMPUTER	B.SC. ED	N40,000.00	N480,000.00
LITERATURE IN ENG	B.A. ED	N40,000.00	N480,000.00
BUSINESS STUDIES	B.A. ED	N40,000.00	N480,000.00
C.R.S.	B.A. ED	N40,000.00	N480,000.00
SOCIAL STUDIES	B.A. ED	N40,000.00	N480,000.00
FRENCH	B.A. ED	N40,000.00	N480,000.00
BASIC TECH.	B.SC,ED	N40,000.00	N480,000.00
<b>TOTAL</b>		<b>N560,000.00</b>	<b>N6,720,000.00</b>

### **OTHER STAFF**

<b>POST</b>	<b>QUALIFICATION</b>	<b>MONTHLY PAY</b>	<b>ANNUAL PAY</b>
ACCOUNTANT	B.SC.	N50,000.00	N600,000.00
SECRETARY	OND	N25,000.00	N300,000.00
CLERK	OND	N25,000.00	N300,000.00
CLEANER 1	PRY. SCH. CERT	N15,000.00	N180,000.00
CLEANER 2	PRY. SCH. CERT	N15,000.00	N180,000.00
CLEANER 3	PRY. SCH. CERT	N15,000.00	N180,000.00
GARDNER 1	PRY. SCH. CERT	N15,000.00	N180,000.00
GARDNER 2	PRY. SCH. CERT	N15,000.00	N180,000.00
SENIOR COOK	OND	N25,000.00	N300,000.00
ASST. COOK 1	PRY. SCH. CERT	N15,000.00	N180,000.00
ASST. COOK 2	PRY. SCH. CERT	N15,000.00	N180,000.00
ASST. COOK 3	PRY. SCH. CERT	N15,000.00	N180,000.00
CHIEF SECURITY	SSCE	N20,000.00	N240,000.00
SECURITY 1	PRY. SCH. CERT	N15,000.00	N180,000.00
SECURITY 2	PRY. SCH. CERT	N15,000.00	N180,000.00
SECURITY 3	PRY. SCH. CERT	N15,000.00	N180,000.00
DRIVER	SSCE	N20,000.00	N240,000.00
<b>TOTAL</b>		<b>N330,000.00</b>	<b>N3,960,000.00</b>

### **SUMMARY OF SALARY PER ANNUM**

- TEACHERS	N6, 720,000.00
- OTHER STAFF	N3, 960,000.00
- LEAVE BONUS (10% OF ANNUAL)	N1, 068,000.00
<b>TOTAL</b>	<b>N11, 748,000.00</b>



	<b>CASH FLOW FOR 2013/2014</b>				
	<b>INCOME FROM OPERATING ACTIVITIES:</b>				
				<b>1ST TERM</b>	<b>2ND TERM</b>
<b>A</b>	<b>EXPECTED BILL:</b>	<b>No of Student</b>	<b>Per Student/Term</b>	<b>AMOUNT(#)</b>	<b>AMOUNT (#)</b>
	Tuition	100	17,000	1,700,000.00	1,700,000.00
	Boarding fees	100	22,000	2,200,000.00	2,200,000.00
	Pocket money	100	1,600	160,000.00	160,000.00
	Afternoon Lesson	100	1,500	150,000.00	150,000.00
	Medical test	100	1,400	140,000.00	-
	Health Insurance	100	2,000	200,000.00	200,000.00
	Uniform			742,000.00	-
	Sale of forms	100	2,500	250,000.00	-
	Locker, Mattress & Pillow , bed sheet etc	100	20,720	2,072,000.00	-
	Development Levy	100	5,000	500,000.00	-
	Books	100	5,000	500,000.00	-
	<b>Expected Income From Operating Activities</b>		<b>78,720.00</b>	<b>8,614,000.00</b>	<b>4,410,000.00</b>
<b>B</b>	<b>LESS: OPERATING EXPENSES</b>				
	Salaries & Allowances			3,916,000.00	3,916,000.00
	Feeding	100		418,600.00	418,600.00
	Running cost of generator			50,000.00	50,000.00
	Examination expenses			30,000.00	30,000.00
	Office stationeries			50,000.00	50,000.00
	Transport & Travelling			20,000.00	20,000.00
	Office Equipment Maintenance			5,000.00	10,000.00
	Generator Maintenance.			20,000.00	30,000.00
	Borehole Maintenance			20,000.00	20,000.00
	Boarding House Maintenance			30,000.00	30,000.00
	Advert & Publicity			50,000.00	80,000.00
	Medical Expenses (100 students)			60,000.00	60,000.00
	Production of Uniform(60D & 40B)			572,000.00	-
	Purchase of text books & printing of note books			300,000.00	100,000.00
	Games & sport			10,000.00	10,000.00
	Bank charges			30,000.00	40,000.00
	Entertainment			30,000.00	30,000.00
	College week/ Christmas carol			120,000.00	
	Chaplaincy			10,000.00	20,000.00
	Pension & Gratuity			142,156.79	142,156.79
	Lesson & Extension	9		120,000.00	120,000.00
	Hostel lockers			104,000.00	-
	Utility			20,000.00	30,000.00
	Pocket money (100 students @ N280			145,600.00	145,600.00
	Donation & charity			-	5,000.00

