

Action 4: Enhancing Fiduciary Management/DLI Action: Audit and Accountability													
Sub-Action 4a: Accountability and Auditing processes													
Activity 1: Engagement of External Auditor	To attain financial transparency									Provision of transparent financial account of the centre	5,000		Project Auditor, Project Accountant
Activity 2: Acquisition of Accounting Software											18,000	15,000	Accountant
Action 5: Programme Administration and Enhancement/DLI Action: General Administration													
Sub-Action 5a: Facilitation of centre's activities													
Activity 1: Monthly Project Management Meetings (#12)	To ensure smooth achievement of Centre's objectives									Smooth administration of the centre	4,800		Communication officer, project Accountant
Activity 2: Procurement Committee meetings (#8)											3,600		Communication officer
Activity 3: Quarterly Project Audit Committee Meetings (#4)											2,000		Project Auditor
Activity 4: Website Maintenance											12,000		ICT officer
Activity 5: ICT Officer Emoluments											5,000		Project Accountant
Activity 6: General communications including communication equipments (network subscriptions, server)											25,000		Procurement officer, Communication officer
Activity 7: Vehicle maintenance (fuelling, servicing, insurance, etc)											4,200		Admin officer, Centre Driver
Activity 8: Office furnishings and Utilities (Electricity, water, etc)											18,000	45,000	Admin officer
Sub-Action 5b: Advocacy and NTDS Fair													
Activity 1: ACENTDFB Open Day (involving seminars, paper and poster presentation by faculty and students)	To disseminate Centres activities to the university community, national and other stake holders										3,145		Deputy Centre Leader, Communication officer
Sub-Action 5c: Sectoral Advisory Board Meetings													
Activity 1: Preparation of documents and draft IPs for both national and international SAB Meetings	To ensure smooth achievement of Centre's objectives										7,000		Project Coordinator, Centre Leader, Admin officer
Activity 2: Hosting of both national and international SAB meetings											26,500		Project Coordinator, Centre Leader, Admin officer
Action 6: Promotion of Collaboration and Partnership/DLI Action: Collaboration furtherance													
Sub-Action 6a: Short term visits by experts													
Activity 1: Processing and funding of travels and other incidental expenses	To ensure smooth achievement of Centre's objectives										12,600		Centre leader, Admin officer
Action 7: Improving Revenue Generation/DLI Action: External Revenue													
Sub-Action 7a: Short and long term revenue generation													
Activity 1: Recruitment of business manager	To ensure adequate funding and sustainability of Centres activities									Financially stable/sufficient Centre	16,000		Procurement officer, Centre Leader
Activity 2: Compilation and establishment of databank of potential private investors											2,000		Business Manager
Activity 3: Management of established business deals											1,200		Business Manager
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