



Open Foundation™  
West Africa

## OPEN FOUNDATION WEST AFRICA - 2019 ANNUAL REPORT

### Company Profile

Open Foundation West Africa (OFWA) is a non-profit organization that seeks to extend the activities and reach of the open movement in the West African sub-region, through open education programs, digitizing open resources, preserving cultural and heritage items and prompting contents about the West African Sub-region and its existent countries. OFWA started operations in 2015 and was officially incorporated in 2016. OFWA is a recognized local of Wikimedia and Creative Commons. OFWA has taken part in some international photo contest projects like Wiki Loves Monuments and continental advocacy campaigns such as #FASTAfrica, organized by Web We Want and A4AI to promote fast, affordable, safe and transparent internet in Africa. We have also played a significant role in supporting open communities on the African continent and we are keen on continuing to work with community leaders from across the continent to promote and create awareness about open resources as well as build the capacities of the youth on newer open technologies to bridge the skills, technology and information and digital gap in Africa.

### Administrative Executive Overview

This fiscal year saw Ms. Joy Nyamekye Agyepong assuming the role of the Administrative Executive of OFWA. Ms. Agyepong who is a long term volunteer of the Wikimedia Movement brought to bear her acquired skills to steer the affairs of the organization. As the Administrative Executive Ms. Agyepong led all the affairs of the organization, supervised all activities of other officers and lead the strategic direction of the organization in consultation with the board of the organization. Her tenure in office saw growth and expansion of the organization into newer regions, realignment of programs and projects to meet the demand and needs of the community.

### Board Overview

The Board of OFWA was fully involved in their advisory role of the organization in the fiscal year under review. The strategic goal of the organization which was centered around building a robust community informed the board's decision in recommending and hiring a new staff for the role of Communications and Community Engagement Coordinator to take charge of the organization's community and communications. This was our first full time staff hire and this has been instrumental in supporting our vision of engaging our community. The Board also took the initiative to revise our membership policy to ensure communities benefited from opportunities



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based on their merits and not just by virtue of being a member. This led to the creation of two tiers of membership system that encourages participation and commitment to increase volunteer activity level. The Board was also crucial in creating an enabling environment for OFWA to act in other administrative capacities to support WMF funded projects (fiscal sponsor).

### Programs and Activities

The Organization has been evolving over the years since 2017, we have been working tirelessly around the clock to grow impact in Ghana and the larger West African subregion, our main focal area. We are continually restructuring our programs to keep them in tandem with developments and trends in the digital space where we operate. Clustering our activities under five major themes have inspired an efficient approach to obtaining and approaching partners. It has equally also kept our focus on thematic goals as well as enabled us to easily monitor the impact and progress of our activities. It has equally kept our focus on thematic goals as well as enabled us to easily monitor the impact and progress of our activities in the aligned clusters. Our 5 functional areas are as follows:

- Capacity building & community development
- GLAM
- Educational Programs
- Awareness and advocacy
- Tech and Community support

In order to align our objectives to these functional areas, OFWA has strategically set up hubs that can help us attain our goals. We are now in 4 regions in Ghana, previously in three (Greater Accra Region, Volta Region and Ashanti Region) with the Northern Region being our newest addition. Aside from the four other countries in Africa (Kenya, Gambia, Liberia, and Sudan), we extended our outreach to. In Ghana you can precisely find us in: Ashanti Region • Womens haven Africa • Kwame Nkrumah University of Science and Technology (KNUST), Volta Region • Ho Node Hub • University of Health and Allied Sciences and in Tamale in the Northern Region • HopIn Academy.

Highlights of our activities include the following;

#### *Capacity Building and Community Development*

These are a series of events and projects we undertake to ensure community development and health, they are focused on growing a strong base of volunteers who help in multifarious ways to ensure that our events are successful and to ultimately churn content. These take into



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cognizance critical themes and topics like gender diversity, growing and training developers, marginalized languages and groups, and other ancillary projects that creates relevance for our activities (Creative Commons, Open Street maps, photography training, etc.) During the year under review, these are some of the projects we undertook under this thematic area;

- Training and Meet up for new and old members
- Language Training and Meet up
- Women of the Wiki Editathon
- Post Wiki Summit Meetup
- African Women's Development Fund Editathon
- Annual General Meeting
- Team retreat and end of the year meet up.
- Wiki Strategy Salon
- Wiki Brunch

### *Education*

These are events and activities which are centered around promoting education and creating content for the movement. These are on-campus and off-campus activities which include campus-based clubs, wiki education programs, etc. Such activities are hinged on working with students of all levels be it at the Primary, High School or Tertiary Level.

The year under review saw some interventions at three new Universities and one new high school.

Below are some projects we undertook within this fiscal year under review;

- Ashesi Wiki Club activities
- Summer Open School
- University of Ghana School of Pharmacy\*
- University of Health and Allied Sciences\*
- Wiki Day out
- Kiwix Training

### *GLAM*

The GLAM & Content Creation Program of OFWA focuses on opportunities that translate directly into content that improve Wikimedia projects. These contents are targeted at projecting the culture, history, natural heritage, scenic landscape, architecture, monumental structures and



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artifacts of the country. They are often presented in audiovisual formats and are used to complement already existing articles or aid in the creation of new articles. This program will be targeted at directly improving content on Wikimedia Commons and Wikipedia.

Wiki Loves Africa  
Wiki Loves Earth  
Wiki Loves Festivals  
Upload sessions  
QR project

### *Awareness and Advocacy*

These are events and activities that are primarily aimed at creating publicity and exposing people to the Wikimedia Movement and the Open movement at large. These are done in the bid to let people know the work we do, recruit volunteers to contribute and also promote the use of resources and content we create by individuals and institutions. These also serve as a catalyst for us to obtain new partners. These often include online and offline campaigns and are presented in forms that include but not limited to sharing how to use Wikipedia and sister projects, targeted posts and promotions, constantly sharing resources and why we need to contribute or volunteer. Below are some projects and events we undertook within the fiscal year under review;

- St. Thomas Aquinas High School\*
- Ghana Technology University College training
- Black History Month Online Edit-a-thon
- Women in digital skills
- Africa Union Day - (International Edit-a-thon)
- Wiki & Radio Edit-a-thon
- T-TEL Edit-a-thon
- African Science Academy - Wiki Training
- Lancaster Career Fair
- GTUC Training
- Research Skills for Women - (Fabulous Women's Network, Kumasi)
- BSAM [Afrofuturism]
- Software Freedom Day 19
- Software Freedom Day 19



## *Tech and Community Support*

This entails activities that train and recruit developers with the vision of creating a community and providing technical support services to the volunteer editing community. This program also targets unique solutions that target technical local projects as well as movement-wide projects that serve the African communities. The projects under this category include:

- African Wikimedia Developers Program, Accra - Ghana
- African Wikimedia Developers Program, Ilorin - Nigeria

## *Partnerships*

Our activities have yielded 9 new partnerships that are going to augment our projects and increase our reach. During this fiscal year, we have also created and improved more than 400 articles, uploaded more than 5000 photos to commons and reached about 300 new people in our country.

We secured and finalized some partnerships within the year under review. Whereas some have been finalized others have talks progressed to an appreciable stage and nearing finalization. These partnerships include;

1. Goodd Africa
2. Black Speculative and Arts Movement (BSAM)
3. United States Embassy Ghana
4. Ghana Museums and Monuments Board
5. HopIn Academy
6. African Women on Board
7. Transforming Teacher Education and Learning (T-TEL)
8. University of Ghana School of Pharmacy
- 9.

## **Administrative Roles**

The year under review saw us undertake as a fiscal sponsor for some roles for some WMF funded projects.

These were:

1. Wiki Indaba 2019
2. Greenhouse project in Ghana



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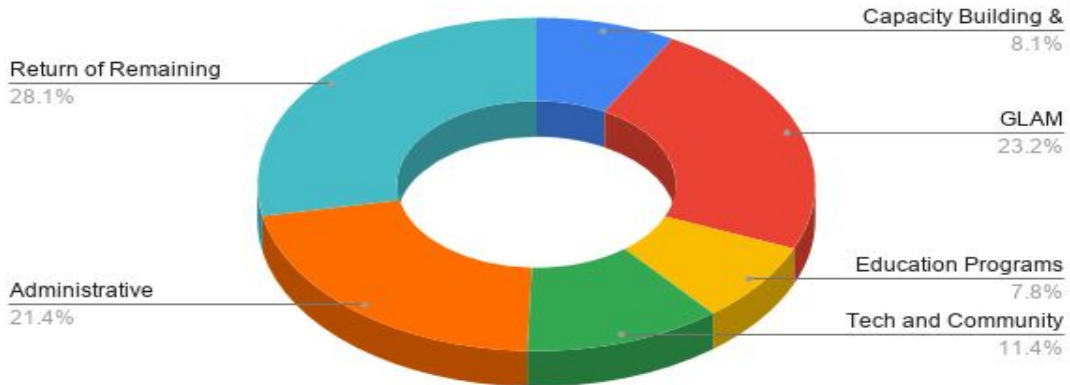
### Financial Report

#### INCOME AND EXPENDITURE STATEMENT

<b>Project Expenses</b>		
<b><i>Capacity Building &amp; Community Development</i></b>	<b>3456.14</b>	
Meetups	3456.14	
<b><i>GLAM</i></b>	<b>9873.36</b>	
WLE	1161	
WLF	2017	
QR Project	5720	
WLAf	975.36	
<b><i>Education Programs</i></b>	<b>3320</b>	
SOS 19	2200	
WikiClub Ashesi	1120	
<b><i>Tech and Community Support</i></b>	<b>4866.05</b>	
AWMD	4866.05	
<b>Administrative Expenses</b>	<b>9125.5</b>	
Staff Salary	3900	
Income Tax + Social Security	1501.5	
Internet	810	
Printing Cost	480	
Stationery	450	
Phone calls	1080	
Camera Lens	424	
Printer	460	
Social Media Promotion	20	
<b>Return of Remaining Funds</b>	<b>11947.4</b>	
Total Expenses		<b>42588.45</b>
Net Income		<b>0</b>

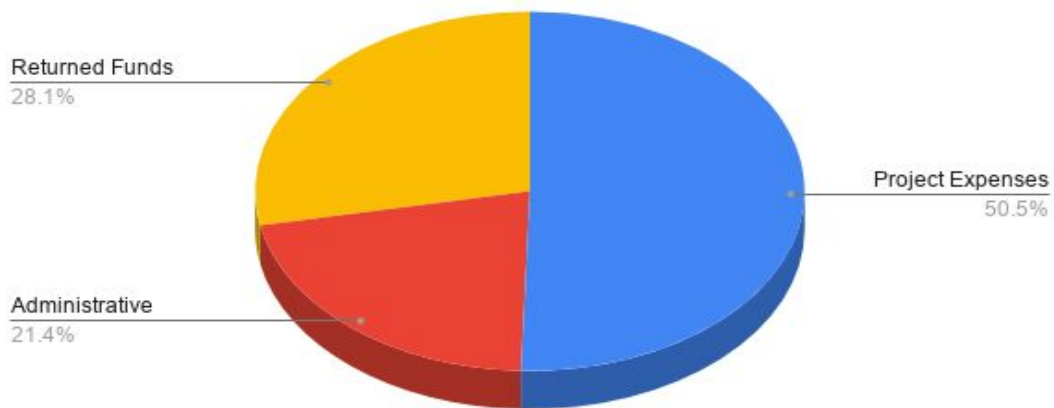


### Expenditure Distribution



The income statement shows all revenues and expenditures made by the organisation during the year under review. The above pie chart shows a further breakdown of expenditures into the various functional project areas. This year a heavy amount of effort was made towards GLAM. This yielded a couple of great resources and items to visualize Wikipedia articles.

### Administration vs Project Expenses





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The diagram above also shows the proportion of the funds received that goes into administrative expenses and project expenses. As indicated above the organisation comparing its level of work on projects, only invests a fraction of its funds towards providing support to increase efficiency of our projects. At the moment the organisations runs on less than half of the investments made into new projects. This could mean more work for less people.

In all new strides were made in growing our programs and increasing our capacity to deliver on our goals. The organization is growing and increasing its reach while promoting the open movement and Wikimedia projects on the continent.