

EBC Service Proposal To NGOs



OVERVIEW:

The landscape for NGOs in Uganda is complex, with stringent regulatory requirements and ongoing compliance obligations. Navigating these can be challenging, detracting from the critical work NGOs undertake.

EBC offers specialized services to manage these complexities, ensuring NGOs can focus on their core missions while remaining compliant with all legal and regulatory standards.



Who we are:

A consortium of
dedicated
professionals

“EBC” is the umbrella brand under which a consortium of dedicated in-house, virtual, associate Professionals & independent identical firms, with both local & International Experience come together to provide end to end Quality Advisory, Consulting & Outsourcing Services.

Our core purpose is profitability of your business, if possible, helping you achieve this faster!

We provide Advisory, consulting & Outsourcing in 4 strategic functions: People, Process, Product /Service & Customer:



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Our Vision

Africa's most effective corporate & business advisory, consulting and outsourcing firm.

Our Mission

To provide quality yet relevant advisory, consulting and outsourcing solutions – helping corporate organizations & businesses become profitable, is possible faster.

Core Purpose

Is helping Corporate Organizations & Businesses become profitable by offering Advisory, Consulting & Outsourcing Services in 4 strategic functions: People, Process, Product/Service and Customer.





Our Core Values

- Passionate about what we do
- Focused on long term results
- Fun to work with



OUR EXPERTISE:

1. Registration & Compliance Services

Initial Registration

Assessment and Documentation

We conduct a thorough assessment of your organization's structure, mission, and goals to ensure all necessary documentation is prepared accurately. This includes the constitution, board resolutions, and other foundational documents.

Liaison with Authorities

Our team handles all interactions with relevant Ugandan authorities, ensuring a smooth and efficient registration process. We stay updated on the latest regulatory changes to provide informed guidance.

Follow-Up and Completion

We manage the entire process from submission to final approval, addressing any queries or requirements from the authorities promptly to avoid delays.



Compliance Management

Regular Compliance Audits

We perform detailed audits to ensure your organization adheres to all applicable laws and regulations. This includes financial audits, governance reviews, and adherence to sector specific requirements.

Statutory Filings and Renewals

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Timely submission of annual returns, financial reports, and other required filings. We also manage the renewal of necessary permits and licenses to ensure continuous compliance.

Policy Development

Assistance in developing and implementing policies that align with regulatory requirements and best practices in NGO governance.

Risk Management

Risk Assessment

Identification and analysis of potential compliance risks specific to your operations and sector. Mitigation Strategies Development of tailored strategies to mitigate identified risks, including staff training and internal control systems.



2. Additional Hr Services

HR Outsourced Services

Payroll Management: Comprehensive payroll services including salary processing, tax calculations, statutory deductions, and compliance with labor laws.

Recruitment and Talent Acquisition: End-to-end recruitment services from job posting to candidate selection, ensuring you attract and retain the best talent.

Employee Records Management: Efficient management of employee records, ensuring confidentiality and compliance with data protection regulations.

Training & Development

Customized Training Programs: Workshops and training sessions tailored to the specific needs of your staff, enhancing their skills and competencies.

Leadership Development: Programs aimed at developing current and future leaders within your organization, fostering a culture of continuous improvement and innovation. Team building and employee management.



Team building and employee management

Team Building Activities

Customized activities designed to enhance teamwork, communication, and collaboration among your staff.

Employee Engagement Initiatives

Programs and initiatives to improve staff morale, retention, and overall job satisfaction.

3. Outsourced Accounting Services

We offer outsourced accounting services tailored to meet your financial needs, including bookkeeping, payroll management, financial reporting, and tax compliance.

Our expert team ensures accurate and timely financial records, allowing you to focus on core activities while we handle your accounting processes efficiently.



4. Community Engagement Activities

We provide community engagement services that include designing and facilitating activities to foster collaboration, build partnerships, and enhance local participation. Our approach includes outreach strategies, workshops, events, and stakeholder engagement, ensuring alignment with community needs and organizational goals.

5. Grant Management Services

We offer full-spectrum grant management services, assisting NGOs from grant proposal development to post-award administration. Our services include identifying funding opportunities, managing compliance, financial tracking, reporting, and ensuring adherence to donor requirements for smooth and efficient project execution.



6. Tax Consulting Services

We offer tax consulting services to guide organizations through ever-changing tax regulations. Our services include; strategic tax planning, compliance management, filing support and advisory on tax-efficient structures. We help minimize liabilities and ensure full compliance with local and international tax laws.

7. Man Power Outsourcing

We provide skilled professionals tailored to your needs. Our services include; recruitment, on boarding, training and workforce management across various roles. We ensure flexible, cost effective staffing solutions that enhance productivity.



Implementation Plan

1. Initial Consultation and Needs Assessment

Conduct a detailed consultation to understand your specific needs and challenges.

Develop a customized plan outlining the steps and timelines for registration, compliance, and HR services.

2. Execution of Services

Initiate the registration process, ensuring all necessary documentation is prepared and submitted. Conduct compliance audits and develop a schedule for regular reviews and filings. Implement HR outsourcing services, including payroll management, recruitment, and employee records management. Develop and deliver training and team-building programs.

3. Ongoing Support and Monitoring

Provide continuous support and updates on compliance status and HR functions. Regularly review and refine services to ensure they remain aligned with your evolving needs.



Benefits Of Partnering With EBC

Expertise and Experience

Leverage our deep understanding of the regulatory environment and HR best practices to ensure your organization's compliance and operational efficiency.

Peace of Mind

Focus on your core mission while we handle the complexities of compliance and HR management.

Efficiency and Effectiveness

Streamlined processes and expert guidance to optimize your HR functions, reducing administrative burden and enhancing productivity.

Risk Mitigation

Reduce the risk of non compliance and associated penalties.



Conclusion

EBC is committed to supporting NGOs in Uganda by providing robust registration, compliance, and HR services. Our goal is to enable your organization to operate smoothly and focus on delivering impactful programs and services. We look forward to the opportunity to partner with you and contribute to your success.



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