**GAFAR International, Inc.**

**Global Agriculture and Research for Farmland Restoration International**



Global Agriculture and Research for Farmland Restoration International (GAFAR Int’l) is nonprofit organization aims at supporting smallholder farmers in **West Africa** to improve their livelihoods through sustainable climatic **smart agriculture** and commercial oriented farming system thereby eradicating Hunger and poverty through transforming their farming system from hand tools to motorized farm equipment. Also support food system in the United States of America particularly, the State of Massachusetts through food production and distribution to Food Banks and Pantries by engaging in Urban and Peri-Urban gardening and farming.

**VISION STATEMENT**

Transform smallholder farming system to sustainable sedentary and commercial farming system thereby using small motorized farm machinery, solar irrigation and restoring their damaged farmland as the results of elicit mining, lodging and bush follow **to eradicate** (slash and burn).

**MISSION STATEMENT**

 Improve the lives of thousands of smallholder farmers by increasing their production and thereby increasing their incomes through access to motorized farm machinery and high domestic and **international** markets.

**Headquarters of the Organization (register office)**

10 Roath Street, Apt#3

Worcester, MA 01604

USA

Atten: Suliman V. Kamara

**Founding Members and titles: (use in AOI)**

1. Suliman V. Kamara-

Founder/President/cler

10 Roath Street, Apt#3

Worcester, MA 01604

USA

1. Isaac F. Mulbah

Co-Founder/Director for international Development

609 Mulberry Lane

Edgewood, MD 21040

1. Joseph Z. Mavolo

Co-Founder/Program Director

6816 Paschall Avenue

Philadelphia, PA 19142

1. Samuel Z. Boakai –

Co-Founder/Treasurer/HR

3219 Milford Avenue

Baltimore, MD 21207

1. William F. Sherman

Co-Founder/Voluntary Service Director

37 Barker Street, Staten Island, NY10310

**Brief Descriptions of roles and responsibilities of Executive Committee**

1. **President/Clerk**

Executive Director of non-profit organization has the oversight responsibility of the day-to-day management of the organization. He supervises the organization’s administration and strategy. He builds the organization’s leadership team by hiring for key roles and training employees to carry out their vision. He is responsible for liaising with the board and for carrying out strategic and grant sourcing, as well as for overseeing the people who run the programs of the nonprofit. He designs strategic improvements to organization procedures. He guides the Organization culture and direct communication to reinforce the organization’s mission and motivate their team.

1. **Director of International Development**

The Development Director, or Director of Development, oversees all of an organization’s fundraising and manages relationships with the organization’s financial partners. His duties include planning fundraising events, interacting with donors institutions to encourage contributions and seeking out opportunities for financial support through grants and sponsorships.

He typically works with non-profits and community organizations that rely on charitable donations to sustain our mission. The Development Director is responsible for raising enough money to meet the organization’s financial goals, forecasting future income and gathering feedback from donors. Development Directors work closely with public relations professionals to attract attention from potential supporters and host industry events that raise awareness of the organization’s goals. He helps department leaders to create their own fundraising programs and connect them with opportunities to get more donations.

1. **The Program Director**

The Program Directoris responsible for the overall organization’s programme management. He ensures every programme is implemented successfully to add the highest possible value to the organization and programme participants. He creates deadlines to guide project implementation. He also helps create programme objectives and manage project budgets. Programme Director leads teams from different departments and work with stakeholders to ensure projects are delivered on time.

1. **Treasurer/Human Resources Director**

The Administrative Director is responsible for the administrative, operational and financial support of the organization. The duties of an Administrative Director include long-term strategic planning, overseeing daily operations, delegating tasks to staff and managing personnel. The Director of Administration leads, oversees, and directs the staff responsible for the organization’s administrative services.

1. **Voluntary Service Director**

The Director of Volunteer is responsible for recruiting, training, and providing resources for all tutors, standardized assessors, and conversation group facilitators and developing or expanding new programs. The volunteer services director is tasked with planning, designing, and directing the volunteer programs of an organization. He oversees the recruitment process, training, and scheduling of volunteer workers.

**Board Members (Initial)**

There will be initial five board members from diversified background with development and nonprofit experience with strong networks in the developmental and nonprofit institutions.

1. **Hugh Joseph (Ph D)**

**676 Hammond Street**

**Chestnut Hill, MA 02467**

**Tel.: 617-232-6666**

**Email.:** **hjoseph@tufts.edu**

1. **Precious Sancho (Mrs.)**

**1830 Columbia Pike #505**

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1. **Kemal Rifky (Mr.)**

**54 Dover Street.**

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Board members are the governing body of a nonprofit organization. Nonprofit board responsibilities include providing oversight and governance to the organization. Board members typically serve for a specific length of time (5 yrs.?), called a term, which is outlined in the nonprofit’s bylaws.

**A Board member** has several different positions, including a Board Chair, a Vice-Chair, a Treasurer, and, often, a Secretary (ED).

While board members are typically volunteers, their responsibilities are significant.

All board members must take the time to understand their roles and responsibilities, starting with these [**fundamental legal obligations**](https://boardsource.org/fundamental-topics-of-nonprofit-board-service/roles-responsibilities/):

* Duty of Care: Each board member is responsible for making decisions on behalf of the organization they are serving and exercising their best judgment in doing so.
* Duty of Loyalty: Each board member must put the organization's interests before their own personal and/or professional interests (**no family member is to be recommended to the board due to conflict of interest**)
* Duty of Obedience: Board members are legally responsible for ensuring the organization complies with all applicable federal, state, and local laws and adheres to its mission.

**Determine the Organization’s Mission and Purpose**

It is the board’s responsibility to create and uphold the nonprofit’s mission statement and purpose, which should articulate the goals and desired impact of the nonprofit and the constituents served. This should take the form of a written mission statement that is widely distributed to staff, board members, community members, and other key stakeholders.

The mission statement should explain what makes the nonprofit unique, clearly express the organization’s goals, and make a compelling case for why individuals, corporations, and foundations should financially support the nonprofit.

In addition to ensuring the mission statement exists, the board should periodically review the statement’s adequacy and accuracy.

**Set Compensation Levels**

An organization’s Board members is also responsible for establishing compensation policies and guidelines. This is important for nonprofits because the IRS limits nonprofit salaries to “[**reasonable compensation**](https://www.irs.gov/charities-non-profits/exempt-organization-annual-reporting-requirements-meaning-of-reasonable-compensation)," meaning nonprofits can face penalties, such as fines, for overpaying their staff and/or executives.

Board members must ensure that consistent guidelines are documented to determine salaries for the organization. This doesn’t mean that the Board members need to agree on the salary for every individual employee; rather, boards should agree on salary ranges for each *position* that their organization has and allow the appropriate staff (executive, HR director, etc.) to determine the salary for all staff members.

**Maintain Financial Integrity**

One of the foremost nonprofit board responsibilities is to preserve the organization’s financial standing. Board members serve as trustees of the organization’s assets, meaning they are responsible for ensuring that the nonprofit’s financial status is healthy. Some of the primary financial responsibilities of board members are:

**Budgeting:** Board members, in collaboration with the Executive Director, set the organization’s budget each year. A specific committee, such as a Finance Committee, may be charged with compiling the budget in larger nonprofits.

In smaller nonprofits, the Board’s Treasurer may work one-on-one with the executive to set the budget. Regardless of who compiles the annual budget, it should be formally approved and adopted by the full Board member each year.