Individual transition plan

Completed with the participant in her last fortnight, not after she has left.

Treasured Vessels Girls' Centre
Walukuba-Masese Road, Jinja, Uganda
treasuredvesselsuganda.org

Participant _____ **Trade** _____ **Date completed** _____

1 Her route

Self-employment, apprenticeship or wage placement. Chosen with her, not assumed. Say why.

2 What she will sell, and to whom

Name the first customers if you can: a school, a hotel, a shop, a neighbour who already buys.

3 Costs and price

From the costing sheet, in her handwriting. If the margin is nil, stop and change something now.

Cost to make one _____ **Selling price** _____ **Margin** _____

4 What she has, and what is missing

Tools, stock, space. State the gap plainly, including where it is not going to be closed.

5 Where the money will live

Savings she controls and can reach, separate from the household. Name the arrangement.

6 Who she can ring

Mentor, and trade _____ **Telephone** _____

7 Two dates

Written in before she leaves. This is the box most often left blank, and the only one that tells you whether the other six worked.

Six month follow-up _____ **Twelve month follow-up** _____

Photocopy freely. Any training programme may use this sheet.

The same plan, worked through

Grace is an illustration, not a participant. Note that box four is left honest.

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1 Her route

Apprenticeship, three months, not self-employment. She has no oven and no capital, and the trading centre already has four people selling bread. She will learn the trade inside a working bakery and earn from week one.

2 What she will sell, and to whom

During the apprenticeship, nothing of her own. From month four, buns to the two schools on the main road, which currently buy from town. The bakery owner has agreed to the introduction.

3 Costs and price

Costed on the sheet with the bakery's wholesale flour price, not the retail price she was paying. *Cost to make one tray, selling price and margin entered in her own hand.*

4 What she has, and what is missing

Has: her skill, her assessment, and a sister who can take the baby three mornings a week. Missing: an oven. *This gap is not going to be closed this year.* The apprenticeship is the way round it, and she bakes in somebody else's oven until she can buy one.

5 Where the money will live

Mobile money account in her own name, opened before she leaves, with the restocking money kept separate from the household. She has agreed at home that this money is the business's.

6 Who she can ring

The owner of the bakery she apprenticed in, plus one graduate from the previous cohort who is trading. Both numbers in her phone and written on this sheet.

7 Two dates

Six months and twelve months, both written in before she left. At six months the questions are: is she trading, is it covering its costs, does she still control what it earns, and could it survive a bad month.

A plan with box four left blank is not a plan. The gap you cannot close is the most useful thing on the page, because it changes the route.