Who we are

Creative Consulting & Development Works is a research, evaluation and communications consultancy, servicing nonprofits, governments and donors with innovative solutions within the development context.

Since 2003, we have supported government, non-profit and civil society organisations, academia, funders and corporate social investment departments to meet critical global development challenges including poverty, unemployment, HIV/AIDS, environmental issues and unequal access to education and health care.

We are a Qualified Small Enterprise, with a BEE Contribution Level of 2 and a BEE Recognition Level of 125%.
Commitment to development
We aim to strengthen the development sector in South Africa and the region. We believe that government, non-profit organisations and institutional, private and international donors can make a greater impact when they can easily access innovative and expert services and support.

Commitment to service
We are committed to the principles of corporate social responsibility and provide ongoing technical and financial support to South African non-profit organisations.
Creative Consulting & Development Works (CC&DW) is a well-established consultancy providing a range of targeted services to support and strengthen the development sector in South Africa and the region. Since 2003, our core team of professional staff has worked on a wide range of projects and initiatives to deliver exceptional value to our clients.

Our work includes evaluation, research studies, corporate social investment services (CSI Works), communications, internship placement, facilitation and training and project management.

Our clients include government departments and agencies at the local, provincial and national levels, non-profit organisations, academic institutions, private and international donors and corporate social investors.
Creative Consulting & Development Works is a Qualified Small Enterprise with a BEE Contribution level of 2 and a BEE Recognition Level of 125%. 
Focus on Development

CC&DW has a clear focus on development. All our work is aimed at strengthening the development sector in South Africa and the region. We believe in the power of purposeful development to change lives for the better and to create a more sustainable and equitable society. We believe that government, non-profit organisations and institutional, private and international donors can make a greater impact when they can easily access innovative and expert services and support.

Mission

We work with purpose on an exciting array of research, evaluation, communications, facilitation and training, project design and management, intern provision and CSI projects to deliver exceptional value to our clients, to fulfil ourselves and to make a meaningful contribution to the development sector in South Africa and the region.

Values

We believe in…

• WORKING WITH PURPOSE – we are committed to using our skills and talents in service to a better world

• EXCELLENCE – we uphold the highest standards of professionalism and effectiveness

• ETHICS – we work in a way that is always principled, just and honourable

• DEVELOPMENT – we have faith in the potential for growth, improvement and advancement of both the individual and society

• EXPERTISE – we are ongoing learners and appreciate being knowledgeable specialists in our field

Socio-Economic Development Investment

We are committed to being a responsible corporate citizen, investing wisely, for maximum impact, in the work of community-based and non-profit organisations. We find ample opportunities to share our expertise through providing our core services either pro bono or at cost, to a wide variety of development organisations, which would otherwise have lacked this support due to funding restrictions.
**Investment in People**

Creative Consulting & Development Works is committed to providing our staff members with a diverse, equitable and inspiring workplace. We meet all the government’s requirements for Employment Equity. We promote a culture of learning in our firm, and offer staff members and members of our broader community a variety of opportunities for self-development and advancement in the development field.

These initiatives include:

- Providing staff members with in-house training, career development support, mentoring and coaching. We encourage growth of their talents, interests and development sector skills by sponsoring staff attendance of relevant courses, conferences and other training events.

- Providing new South African graduates and emerging development practitioners with work opportunities and hands-on experience through short and long-term internships with our consultancy.

- Providing international graduates with high quality internships in the South African development sector through our *if I could...* internship placement programme.

- Sourcing, training and contracting with fieldworkers from disadvantaged communities to assist with data collection for our research studies and monitoring and evaluation projects.

- Procuring wherever possible from BEE suppliers and service providers.

**Professional Staff**

From the outset, Lindy Briginshaw, founder of Creative Consulting & Development Works, has fostered a workplace that attracts high achievers who are committed to excellence. Our team members place great value on professional qualifications, practical experience, talent and on-going learning. Project management skills are deeply embedded in our core team, therefore even when we draw on particular expertise from our consultant network for a project, our own staff members are able to lead and oversee all work processes.

**Professional Memberships**

CC&DW is a member of SAMEA, the South African Monitoring and Evaluation Association.
We conduct independent evaluations and assessments of national and regional projects, programmes, development initiatives and communication campaigns and products. Using quantitative and qualitative research methods is at the core of our work. We strive to add value to public and private sector partners, donors and development organisations, by providing accurate, insightful and cost-effective solutions to enhance programme performance. We have evaluated donor-funded projects of all sizes, from small community initiatives to large $15 million USD multi-year programmes.

The evaluation report you produced provided an excellent assessment. The manner in which the study was conducted and the report compiled indicate your excellent grasp of the workings of civil society organisations, of the development context and of the multi-sectoral aspects of the interventions undertaken by the CBR programme.

- Dr. John Frankish, Western Cape Global Fund Grant Programme Manager
Approach

• To clearly and thoroughly understand the clients’ needs and evaluation objectives
• To thoroughly understand the clients’ context in a particular area of development
• To bring together a well-qualified, skilled team that offer both evaluation and technical expertise to work on a project
• To implement and manage projects according to agreed deliverables, timelines and budgets
• To effectively synthesize data, conduct analyses using SPSS and Nvivo
• To write thorough and valuable reports that enable our clients to easily understand findings and make use of the recommendations

Solutions

• Conceptualise evaluation processes and appropriate evaluation methodology
• Extensive desktop research and literature reviews
• Interview schedules, questionnaires and surveys
• Pilot and test research methodology
• In depth interviews, focus group sessions and questionnaires
• Synthesize and analyse findings
• Evaluation reports, including practical recommendations
• Dissemination of evaluation findings through facilitated meetings, workshops and conferences to provide clients with evaluation feedback

CLIENTS

AIDS Foundation of South Africa
Artscape Resource Centre
Centre for Municipal Research and Advice
Children’s Institute
City of Cape Town Department of Social Development
European & Developing Countries Clinical Trials Partnership
FHI 360 UGM
Hope Africa
John Snow Inc.
Marie Stopes South Africa
Mindset Network
Networking HIV/AIDS Community of South Africa
Save the Children UK
SCORE / Hope Through Action
Swiss Economic Cooperation & Development
Tshikululu Social Investments

Western Cape Provincial Government
• Department of Cultural Affairs & Sport
• Department of Economic Development & Tourism
• Department of Health
• Department of Social Development

World Vision
<table>
<thead>
<tr>
<th>CLIENT</th>
<th>PROJECT DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIDS Foundation of South Africa</td>
<td>Evaluation of culture and health programme</td>
</tr>
<tr>
<td>Artscape Resource Centre</td>
<td>Research and reporting on arts and culture funders and trends within performing arts sector</td>
</tr>
<tr>
<td></td>
<td>Evaluation of MAPPP-Seta funded training programmes, involving stakeholder interviews, focus groups and structured interviews with arts and culture practitioners</td>
</tr>
<tr>
<td>Centre for Municipal Research and Advice</td>
<td>End of programme evaluation of municipal benchmarking AIDS programme</td>
</tr>
<tr>
<td>Children’s Institute</td>
<td>Evaluation of South African Child Gauge 2006 to investigate credibility, usefulness and accessibility Children’s Institute target audiences; Involved desktop review, materials development assessment, interviews with key stakeholders and electronic survey prior to submitting recommendations Additional assistance provided with writing, editing, layout and formatting of case studies reflecting role of Children’s Institute in shaping child health policy</td>
</tr>
<tr>
<td>City of Cape Town Department of Social Development</td>
<td>Development of M&amp;E framework, including specific monitoring tools for NPO street people service providers, enabling unified tracking and reporting Training service providers on implementation and monitoring tools</td>
</tr>
<tr>
<td>European &amp; Developing Countries Clinical Trials Partnership</td>
<td>Regional Africa project evaluation of EDCTP Ethics Grants Programme</td>
</tr>
<tr>
<td>FHI 360 UGM</td>
<td>Part-evaluation of a 5-year UNAIDS programme intervention</td>
</tr>
<tr>
<td>Hope Africa</td>
<td>Evaluation of skills development programmes to assess how clergy workshop learnings were put into practice at parish level; Findings improved programme content and teaching</td>
</tr>
<tr>
<td>John Snow Inc. (JSI)</td>
<td>Conduct KAP (knowledge, attitudes and practices) survey of cancer stigma in the African context as part of cancer anti-stigma initiative in conjunction with LIVESTRONG; Included qualitative and quantitative data collection in three provinces - Eastern Cape, Western Cape and Gauteng; Conduct baseline study in 2010 and endline study in 2011</td>
</tr>
<tr>
<td>Marie Stopes South Africa (MMSA)</td>
<td>Evaluation of 5-year EU funded intervention at 11 select MSSA sites</td>
</tr>
<tr>
<td>Mindset Network</td>
<td>Evaluation of Grade 11 &amp; 12 IT school intervention providing multimedia IT teaching materials; Included high level interviews and interviews with teachers and focus groups in the Western Cape, Gauteng and Free State provinces; Enabled client to enhance content of teaching materials and identify key relationships with government to enhance delivery of the programme</td>
</tr>
<tr>
<td></td>
<td>Evaluation of the alignment of Mindset Health awareness and educational programming intervention with priorities of National Strategic Plan of the Department of Health, key partners and stakeholders</td>
</tr>
<tr>
<td></td>
<td>Impact evaluation of Mindset Health Intervention’s HIV/AIDS awareness and educational programming; National study involving visits to 40 clinic and hospital sites to conduct focus groups and interviews; Findings enabled client to enhance content of programmes and identify key relationships with government to enhance delivery of programme in clinics and hospitals</td>
</tr>
<tr>
<td>Networking HIV/AIDS Community of South Africa (NACOSA)</td>
<td>Evaluation of Orphans and Vulnerable Children Programme</td>
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<tr>
<td></td>
<td>Evaluation of capacity building, mentoring and training programme</td>
</tr>
<tr>
<td>Save the Children UK</td>
<td>Evaluation of Child Protection Programme for children on the move in Musina, Limpopo province; Included desktop research, structured interviews and focus groups; Findings used to evaluate capacity, improve programme and strengthen network of stakeholders</td>
</tr>
<tr>
<td></td>
<td>Qualitative and quantitative needs assessment survey prior to new project launch, to ascertain needs and best practices for life-skills and vocational skills training programme for young migrant workers and local children in Musina, Limpopo Province; Included desktop research, interviews with key stakeholders such as schools, police and training service providers and focus group with potential beneficiaries</td>
</tr>
<tr>
<td>SCORE / Hope Through Action</td>
<td>Evaluation of Mbekweni Sports Project</td>
</tr>
<tr>
<td>Swiss Economic Co-operation &amp; Development in collaboration with the Office of the Accountant General, National Treasury</td>
<td>Development of M&amp;E system and baseline study to assess capacity building strategy, with focus on financial management within the public sector; Pilot study conducted in the North West province</td>
</tr>
<tr>
<td>CLIENT</td>
<td>PROJECT DESCRIPTION</td>
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<tr>
<td>Tshikulu Social Investments</td>
<td>Evaluation of Rand Merchant Bank and FNB Community Care Programme</td>
</tr>
<tr>
<td>Western Cape Provincial Government Department of Cultural Affairs &amp; Sport</td>
<td>Evaluation of museums in the Western Cape</td>
</tr>
<tr>
<td>Western Cape Provincial Government Department of Cultural Affairs &amp; Sport</td>
<td>Evaluation of Stars in their Eyes football development programme to assess sustainability and ascertain whether programme uses best practices in achieving youth development through sport; Included focus groups</td>
</tr>
<tr>
<td>Western Cape Provincial Government Department of Economic Development &amp; Tourism</td>
<td>Evaluation of Special Purpose Vehicles to assess Business Process Outsourcing (BPO) and Information and Communication Technology (ICT) sectors</td>
</tr>
<tr>
<td>Western Cape Department of Social Development</td>
<td>Impact Assessment of Disability Programmes</td>
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<tr>
<td>Western Cape Department of Social Development</td>
<td>Programme Evaluation of Family Strengthening Programmes</td>
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<tr>
<td>Western Cape Department of Social Development</td>
<td>Process and Programme Evaluation of Substance Abuse Programmes</td>
</tr>
<tr>
<td>World Vision</td>
<td>Baseline evaluation of maternal and child health</td>
</tr>
</tbody>
</table>
**SERVICES**

- Evaluation
- Research
- CSI Works
- Communications
- Internship Placement
- Facilitation & Training
- Project Management

**Research**

We conduct analytical and comprehensive research, with an ability to write for readers from various audiences and a capacity for exact editing. Our dedicated team has experience creating research strategies, synthesizing and analyzing findings and compiling comprehensive research reports.

“Your methodology is superior for such a complex system, and you do not compromise on the depth of your results... I will highly recommend Creative Consulting & Development Works as an evaluation organisation.

- Kirston Greenop, Research and M&E Manager, Mindset Network
Approach

- To clearly and thoroughly understand the clients’ needs and objectives, and their context in a particular area of development
- To design a customised, effective solution using professional research methodologies supported by appropriate, latest technologies
- To bring together a well-qualified, skilled team
- To implement and manage projects according to agreed deliverables, timelines and budgets

Solutions

- Desktop, documentation, case study and other literature reviews
- Benchmarking and policy analysis
- Electronic, telephonic or face-to-face surveys
- In-depth interviews

CLIENTS

Cape Town Routes Unlimited
CESVI Foundation
Ilifa Labantwana
Western Cape Cultural Commission
Western Cape Provincial Government
  - Department of Community Safety
  - Department of Education
  - Department of Transport and Public Works
Western Cape Provincial Parliament

PROJECT DESCRIPTION

Cape Town Routes Unlimited
Visitor tracking survey cohort study conducted in summer and winter in all regions of the Western Cape; Face-to-face interviews with visitors at key tourism sites; Analysis and reporting provided feedback on visitor perceptions of accommodation, services and experiences, costs and ease of travel

CESVI Foundation
Inyanda Job Market Research looking at arts, culture and sports sectors

Ilifa Labantwana
Desktop review and research verification on early childhood development

Western Cape Cultural Commission
Research of accredited arts and culture training for service providers in the Western Cape; Included desktop research, interviews, capacity and qualification assessments

Western Cape Provincial Government
  - Department of Community Safety
Resource needs and requirements assessment of neighbourhood watch organisations throughout the Western Cape

Western Cape Provincial Government
  - Department of Economic Development & Tourism
Desk-based research on the Creative Industries as a viable, growing economic sector; Key focus on making policy conclusions relevant in terms of economic potential of the creative industries in growing output and employment, and as an area for new business creation

Western Cape Provincial Government
  - Department of Education
Writing and consolidation of research material into comprehensive provincial report on the Family Literacy pilot project

Western Cape Provincial Government
  - Department of Transport and Public Works
Statistical analysis of National Youth Service survey data and New Venture Creation Programme survey data for Expanded Public Works Programme to provide recommendations as to popular learnerships, improving learnerships and reducing attrition

Research and development of EPWP Skills Enhancement Plan & Best Practice

Desktop research and case study report on EPWP Learnership 1000

Western Cape Provincial Parliament
Analysis of annual performance plans and Annual Reports for all departments to highlight discrepancies; Develop related follow up questions for Parliament
SERVICES

Corporate Social Investment (CSI)
We promote ethical and effective corporate social investment (CSI) by supporting the public-private partnerships between corporate donors, government departments and development organisations. We assist companies in bridging the traditional disconnect between themselves and the non-profit sector by leveraging our extensive development expertise to enable corporate clients to implement more sustainable and meaningful social investment programmes through our CSI Works Model for Sustainability & Impact.

“ I found working with Creative Consulting & Development Works on the ‘Stars in their Eyes’ evaluation an extremely positive experience. They were entirely professional, producing a useful and insightful report.

- Michael Worsnip, Director, 2010 World Cup Unit, Western Cape Department of Cultural Affairs & Sport
### CSI Works

Our corporate social investment service, **CSI Works**, is a tailored solution designed to enable businesses and CSI beneficiaries to implement social investment programmes that apply effective frameworks. We provide the following:

- Advising on and assisting with the development of meaningful CSI programmes and projects
- Capacity-building
- Monitoring & Evaluation
- Devising and implementing Development Communications, print and online media campaigns
- Producing CSI reports & publications
- Evaluating partnerships & programmes
- Facilitating new public-private partnerships

### CLIENTS

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<tbody>
<tr>
<td>Coronation Fund Managers</td>
<td>Research and identification of flagship Education programme; Manage call for proposals, assess and make recommendation for selected NGO in Gauteng</td>
</tr>
<tr>
<td>First National Bank</td>
<td>Evaluation of FNB Community Care Programme and review of 10 organisations in 7 provinces to assess programme achievements, showcase successes and recommend improvements; Part of Tshikululu Evaluation</td>
</tr>
<tr>
<td>SPAR Western Cape</td>
<td>Research and writing strategic framework and policy for revamped CSI programme, including informing on international best practices and recommending non-profit organisation partners</td>
</tr>
<tr>
<td>SPAR Western Cape</td>
<td>Facilitate workshop to present CSI programme to staff and stakeholders and provided support for implementation over two years</td>
</tr>
<tr>
<td>Cool Fresh Ltd., through the Provincial Government of the Western Cape</td>
<td>Evaluation of Stars in their Eyes football development programme to assess sustainability and ascertain whether programme uses best practices in achieving youth development through sport; Included focus groups</td>
</tr>
</tbody>
</table>
SERVICES

Communications
We offer a wide range of professional communications services that help to showcase best practice and enhance our clients’ services and organisational effectiveness. Our skilled team creatively conceptualises and implements strategic communications, raising the profiles of our clients and benefiting stakeholders through comprehensive Behaviour Change Communication, Development and Advocacy Campaigns.

The service received from Creative Consulting & Development Works was professional with a sense for detail. The thoroughness with which proposals and documents were processed was very much appreciated.

- Eileen Meyer, Programme Director, Technical Assistance, National Treasury
### Solutions

- Devising and implementing effective print and online communication strategies and campaigns
- Developing and implementing corporate and brand identities
- Creation of marketing and e-marketing materials and content
- Communication for Development (C4D) and Behaviour Change Communication (BCC) materials
- Advocacy and issue awareness
- Event planning and management
- Media monitoring
- Fundraising
- Editing and writing
- Translation services
- Photography
- Videography
- Graphic design

### CLIENTS

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<tbody>
<tr>
<td>Advice Desk for the Abused</td>
<td>Pro-bono research, development and content for revamped website; Provide media and communications support for social responsibility project</td>
</tr>
<tr>
<td>Conflict And Governance Facility</td>
<td>Event management, website analysis and recommendations</td>
</tr>
<tr>
<td>City of Cape Town</td>
<td>Research and writing thought-leadership article on Social Cohesion</td>
</tr>
<tr>
<td>City of Cape Town Department of Economic and Human Development</td>
<td>Conduct archival and fieldwork research and compilation of services directory of small businesses for Khayelitsha and Mitchell’s Plain, to promote community support of local entrepreneurs</td>
</tr>
<tr>
<td>GRM South Africa &amp; Zimbabwe</td>
<td>Research and compilation of multiple editions of widely-used Donor Directory and Grant and Youth Donor Directory, including start to finish project management, design, layout and printing. Donor Directory distribution of 5,000, circulated among non-profit organisations, government, corporations and key stakeholders. Project's final phase to launch Donor Directory and included event management and media liaison services. Directories provided: - Comprehensive listing of international, regional and national donors funding development projects in the Western Cape; - Extensive information useful to non-profit sector, such as details on funding cycle trends, guidelines on how to fundraise and capacity-build</td>
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<tr>
<td>Human Sciences Research Council</td>
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<tr>
<td>Legislative Sector Services</td>
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<td>Legislature Support Programme</td>
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<tr>
<td>National Treasury</td>
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<tr>
<td>Policy Project</td>
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<tr>
<td>UNAIDS</td>
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<tr>
<td>Networking HIV/AIDS Community of South Africa</td>
<td>Western Cape Provincial Government • Department of Cultural Affairs &amp; Sport • Department of Health • Department of The Premier • Department of Transport and Public Works</td>
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<tr>
<td>Western Cape Provincial Parliament</td>
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<tr>
<td>CLIENT</td>
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<tr>
<td>GRM South Africa</td>
<td>Short-term technical expertise for Sustainable Rural Development in the Eastern Cape Programme Communication and Visibility Strategy; Involved development of communications policy, strategy, workplans, evaluation and contracting of service providers for work packages including website development, radio advertising, fact sheets and other marketing materials</td>
</tr>
<tr>
<td>GRM Zimbabwe</td>
<td>Short-term technical expertise provided to Zimbabwe-based Protracted Poverty Relief Programme to canvas stakeholder needs and develop communications and visibility strategy and campaign; Included presentation of strategy and campaign plans at stakeholder conference in Harare</td>
</tr>
<tr>
<td>Human Sciences Research Council</td>
<td>Coordinate production of printed HIV/AIDS advocacy communication materials including design and layout</td>
</tr>
<tr>
<td>Legislative Sector Services</td>
<td>Research and development of a Communication Strategic Framework for the South African Legislative Sector</td>
</tr>
<tr>
<td>Legislature Support Programme</td>
<td>Research, writing and compilation of Parliamentary Directory; Included providing technical support during publishing process and serving on tender evaluation committee</td>
</tr>
<tr>
<td>National Treasury</td>
<td>Ongoing project serving on panel of preferred communications service providers providing editing, writing and proofreading services</td>
</tr>
<tr>
<td></td>
<td>Research, writing and editing of case study report of 15 projects supported by Technical Assistance Unit of National Treasury; Co-production of 9 video documentaries highlighting best practices</td>
</tr>
<tr>
<td></td>
<td>Editing, proofreading and design of Consultant’s Guide for technical advisors including project management of production and publishing</td>
</tr>
<tr>
<td>Policy Project</td>
<td>Oversee production of Toolkit for people living with HIV/AIDS, including project management, contracting and managing consultants and organisations, providing technical support, support with design, layout, illustrations, photography and managing publishing process; Toolkit consists of six books to empower people living with HIV/AIDS to effect change, develop individual skills, build a generation of leaders and facilitate HIV/AIDS training and advocacy work; Project was a partnership between UNDP, USAID, Policy Project and the National Department of Health</td>
</tr>
<tr>
<td>UNAIDS</td>
<td>Ongoing project to provide current research and writing for the WHO/UNAIDS Science Blog, “HIV This Month”</td>
</tr>
<tr>
<td>Western Cape Networking HIV/AIDS Community of South Africa</td>
<td>Research, verify data and compile Services Directory of all organisations providing services for people affected by HIV/AIDS in Mitchell’s Plain</td>
</tr>
<tr>
<td>Western Cape Provincial Government Department of Cultural Affairs &amp; Sport</td>
<td>Research and develop content for client’s revamped website; Included project management of technical assistance for website development</td>
</tr>
<tr>
<td>Western Cape Provincial Government Department of Health</td>
<td>Research, verify data and compile NPO and Clinic Directory for the Western Cape to determine funding allocations and provide support and referrals</td>
</tr>
<tr>
<td>Western Cape Provincial Government Department of the Premier</td>
<td>Conceptualise, develop, launch and maintain Western Cape website for Department of the Premier over the 2010 World Cup Soccer period; Included research, writing, editing, content input, design and project management</td>
</tr>
<tr>
<td>Western Cape Provincial Government Department of Transport and Public Works</td>
<td>Research and development of information sheets and orientation guides about learnership programmes for beneficiaries; Included writing, design, layout, project management and printing</td>
</tr>
<tr>
<td>Western Cape Provincial Parliament</td>
<td>Summarising and writing of educational booklet on the National Constitution and the Constitution of the Western Cape to promote and facilitate citizen participation; Included project management, design, layout, illustration proofreading and translation</td>
</tr>
</tbody>
</table>
You provided us with excellent facilitation support on this project: both in terms of technical expertise in being able to manage such a process – in an extremely meticulous and efficient manner – and in the inclusive and participatory style of facilitation that you offered the team.

- Nikki Schaay, Director, Policy Project
Internship Placement
Internship placement through the if i could... programme is a specialist service of Creative Consulting & Development Works, enabling committed international graduates to gain significant work experience by interning at South African non-profit organisations who are in need of their skills. We place interns throughout the Western Cape and seek to develop long-term relationships with host organisations who can host and benefit from international interns. The internships we facilitate are highly customised to ensure that both interns and host organisations benefit from volunteerism.

CC&DW is currently developing a South African internship placement programme called Ukusebenza.

Our intern needed very limited supervision, was respected by colleagues and considered a valuable member of the DAG team. He is passionate about urban development and his time here deepened his knowledge and appreciation of issues pertaining to the sector.

- Helen Macgregor, Programme Coordinator, Development Action Group
**Approach**

- To promote volunteerism in South Africa and help build capacity in our development sector so that the potential benefits of interning and volunteerism are optimised
- To provide intern skills and capacity to enable development organisations to deliver their services more effectively and widely
- To provide a learning and mentoring environment for young graduates as part of our social entrepreneurship and youth development initiatives
- To connect the South African development sector to a network of global development practitioners
- To promote tourism and help build South Africa’s brand

**Solutions**

- Identifying skills needs of South African host organisations
- Marketing the programme and internship openings internationally
- Screening, interviewing and matching potential candidates to hosts
- Facilitating pre and in-country orientation
- Serving as a mentor and liaison between host and intern

**HOST ORGANISATION**

<table>
<thead>
<tr>
<th>Host Organisation</th>
<th>Intern Contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cape Town Child Welfare</td>
<td>Play therapy programme for children; Supported fundraising team, and developed CTCW’s first ever electronic survey; Supported programme development, fundraising and marketing</td>
</tr>
<tr>
<td>Desmond Tutu HIV Foundation</td>
<td>Research, data collection, data entry and analysis support</td>
</tr>
<tr>
<td>Development Action Group</td>
<td>Research and compilation of documents for the informal settlement upgrading project. Assembled basic toolkit for participatory planning process.</td>
</tr>
<tr>
<td>Gender DynamiX</td>
<td>Researched and wrote report on living conditions and social support for transgender individuals in Cape Town.</td>
</tr>
<tr>
<td>Heart 104.9 fm</td>
<td>Helped produce content for Phat Joe Morning Show and undertook research on public perception of radio station</td>
</tr>
<tr>
<td>Ilitha Labantu</td>
<td>Supporting awareness raising campaigns, development of training materials and research</td>
</tr>
<tr>
<td>Impumelelo</td>
<td>Research and case study development into employment and job creation in the SMME sector.</td>
</tr>
<tr>
<td>Ndifuna Ukwazi</td>
<td>Research, writing, campaigning and strategising for the My Vote Counts Campaign and the Campaign for Safe Communities</td>
</tr>
<tr>
<td>Social Justice Coalition</td>
<td>Research on sanitation improvement practices for informal settlements in and around Khayelitsha</td>
</tr>
<tr>
<td>The Agency for Refugee Education, Skills Training and Advocacy</td>
<td>Initial analysis of fieldwork research and recommending cases of asylum seekers up to UNHCR; working with refugee communities; organising cultural events on xenophobia; participating in UN conferences on behalf of the organisation</td>
</tr>
<tr>
<td>Treatment Action Campaign</td>
<td>Researching and evaluating a new public health programme</td>
</tr>
</tbody>
</table>
SERVICES

Facilitation & Training
As a learning organisation, we focus our facilitation and training services on enabling development practitioners and their beneficiaries to access a range of quality educational events, projects and initiatives that help to build capacity in both organisations and the communities they serve.

“Over the past number of years, we have not been where we are now. We are on the brink of developing something very good, and it will help us develop our future. The energy, enthusiasm and application over the past two days is something we are very grateful for.”

- Luzuko Jacobs, Spokesperson, Parliament
### Solutions

- Conceptualising and managing development of learning programmes and capacity-building initiatives
- Facilitating learning programmes
- Creating workshop content, devising and planning activities
- Co-hosting and event managing workshops and other training initiatives
- Facilitating group processes, workshops, strategic planning sessions and life-skills education
- Facilitating feasibility analysis, stakeholder engagement and participation campaigns
- Providing post-facilitation evaluation and feedback
- Minutes and report-writing

### CLIENTS

City of Cape Town Department of Arts & Culture

Heinrich Böll Stiftung

International Programme for Microbicides

Mamelani

National Arts Council

PANSA Western Cape

South African Liaison Office

SAMEA Western Cape Network

United Sanctuary Against Abuse

Western Cape Provincial Government Department of Transport and Public Works

### CLIENT PROJECT DESCRIPTION

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>City of Cape Town Department of Arts &amp; Culture</td>
<td>Devise content and facilitate a series of 3-day Cultural Diversity workshops and 6-day Communications workshop for youth and women</td>
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<tr>
<td>Heinrich Böll Stiftung</td>
<td>Facilitate civil society preparatory meeting for UN Framework Convention on Climate Change Conference of the Parties 17, enabling NGOs, environmentalists and governments to mobilise, prepare and plan for COP17</td>
</tr>
<tr>
<td>International Programme for Microbicides</td>
<td>Attend conference and workshop meetings to provide reporting expertise</td>
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<tr>
<td>Mamelani</td>
<td>Facilitate strategic planning sessions and capacity-building</td>
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<tr>
<td>National Arts Council</td>
<td>Facilitate consultative workshop for stakeholders to promote engagement and collaboration for funding and support of arts; Conduct desktop research on mentorship programmes in performing arts sector in the Western Cape</td>
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<tr>
<td>PANSA Western Cape</td>
<td>Provide event management, logistics and coordination services for high-level conference for various stakeholders including government ministers, civil society representatives and diplomatic corps</td>
</tr>
<tr>
<td>SA Liaison Office</td>
<td>Co-host 1-day Empowerment Evaluation workshop for development practitioners presented by Dr. David Fetterman from Stanford University, also CEO and Founder of Fetterman &amp; Associates, who introduced the Empowerment Evaluation model in 1993</td>
</tr>
<tr>
<td>SAMEA Western Cape Network</td>
<td>Provide pro-bono research, facilitation, strategic planning, proposal development and fundraising support to Atlantis-based CBO providing rights-based support and shelter to abused women and children</td>
</tr>
<tr>
<td>United Sanctuary Against Abuse</td>
<td>Facilitation of workshop with community-based organisations to: - Provide feedback on evaluation of the “Community Based Response to HIV and AIDS Programme - Develop consolidated submission to the Global Fund for future funding</td>
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</table>
Project Management

Project management services are an integral part of our evaluation, research, CSI and communications work ensuring that our client deliverables are of the highest possible quality and delivered on deadline and within budget. In addition, we offer project management as a stand-alone service for clients looking to seek funding, develop a new programme or produce an event.

“Whoever works with Creative Consulting & Development Works will definitely be happy. Your service is more than what one would expect in our industry.”

– Mzwakhe Mdidimba, Resource Centre Manager, Artscape
## Approach

- Planning and managing by objectives
- Preparing project appraisals, work-plans and specifications
- Allocating resources
- Devising methods and mechanisms for implementation
- Co-ordinating and facilitating ongoing activities
- Liaising with implementing agencies and key stakeholders
- Tracking budgets
- Formulating monthly, quarterly and annual reports

### CLIENTS

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<tr>
<td>Artscape Resource Centre</td>
<td>Research and develop funding proposal for skills development programme through MAPPP-Seta, resulting in a significant funding award to Artscape skills development programme supporting young artists and performers</td>
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<td></td>
<td>Provide project management, proposal development, fundraising, strategic planning and coordination of skills development programme, training and capacity-building programmes</td>
</tr>
<tr>
<td></td>
<td>Develop funding proposals and strategic plans</td>
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<tr>
<td>Cape Town Women’s Festival Trust</td>
<td>Project management and coordination of Women of the World Festival Day</td>
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<tr>
<td>Labour Research Services</td>
<td>Research on collective bargaining indicators; Facilitation of processes and chairing of stakeholder meetings; Project management and proposal development for labour heritage site</td>
</tr>
<tr>
<td>National Treasury Technical Assistance Unit</td>
<td>Planning support for formulating and designing capacity building programme for Parliament and Provincial Legislatures using programme cycle management and logframes</td>
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</table>
OUR TEAM

DIRECTOR Lindy Briginshaw founded Creative Consulting & Development Works in 2003. She has 20 years experience in project planning, coordination, management and evaluation of complex projects, involving multiple stakeholders; as well as significant experience in strategic planning, organisational development, budgeting, marketing and communication campaigns, and social entrepreneurship. She holds a BA in Politics and Development and is completing her Masters Degree in Community Development.

RESEARCH & EVALUATION MANAGER Susannah Clarke joined CC&DW in 2008, and provides sound theoretical background in gender, social justice, poverty and development issues. She brings over 5 years of qualitative and quantitative research expertise to the team, as well as with local, provincial and national governments, NGOs and donors. Susannah holds a BA Humanities degree in Psychology and Sociology from the University of Stellenbosch, and is completing her Masters Thesis at UCT.

BUSINESS DEVELOPMENT ASSOCIATE Michaela Luckner shines light on the business aspects of our projects. With an Honours Degree in Business Studies, Michaela has years of hands on experience in project management, including business strategies, creative input at the concept level, design, research and strategic implementation, sourcing, production, costing, distribution and legal aspects.

FINANCE MANAGER Nuraan Kader has over 20 years of experience as an accounting professional with a strong auditing background. She has worked as Finance Manager for Weskus Electric, Parker and Khan Inc. and Medscheme, responsible for invoicing, monthly management accounts, age analysis, statutory returns and more. Nuraan has a Bachelors of Commerce degree from the University of the Western Cape.

SENIOR RESEARCHER Elena Mancebo Masa is a seasoned development practitioner with specific expertise in socio-economic research, monitoring and evaluation. With a mixed background in development studies and foreign trade, she has consulted multiple organisations on how to improve business operations while contributing to social and economic development. Elena has a Master of International Studies and BA in Politics and Sociology from Complutense University in Madrid. She is trained by SROI Network.

RESEARCHER Paul Dube is qualified in legal, civic and social arenas, with an excellent knowledge base in the fields of Law, Politics, Criminal Justice, Social Development, Social Policy Analysis, Governance and Restorative Justice. Paul has produced a number of academic research working papers and theses, and holds a Bachelor of Social Science degree in Law and Politics, Honours and Masters degrees in Criminal Justice, from UCT.

OFFICE SUPERVISOR Carmen Sylvester handles a number of administrative tasks required to ensure a smooth-running office environment. Carmen has experience in finance, international recruitment, and certification of documents and medical exams for the Cape Town High Court. She holds an Executive Secretarial Diploma.

if i could... SENIOR PROGRAMME COORDINATOR MARY GUBB completed her Honours Degree at UCT and is a trained and registered social worker. She has worked in a variety of entrepreneurial training, skills development and job creation environments, designed social development awareness and skills development curriculum, and provided trauma counselling. Mary also studied Fine Art at UCT, Michaelis.
if i could... CAPE TOWN PROGRAMME COORDINATOR Vasti Hannie has 15 years of experience working with youth development and pours her passion and energy into building the South Africa she wants. She has a Bachelor of Social Science degree, with majors in English Literature and Social Anthropology, from the University of Cape Town. Vasti is a trained Facilitator and has worked with a number of NGOs in the Cape Town area including, SHAWCO, Catholic Welfare and Development, Women Empowered Committed Against Negativity and Edmund Rice Camps Western Cape.

if i could... NEW DELHI PROGRAMME COORDINATOR Yogita Singh has over 6 years experience working with NGOs. Coupled with this, she has experience working for Make My Trip and has a very strong understanding of what travelers need when visiting and working in India. Yogita is passionate about human rights, protection and prevention of cruelty to animals and women’s rights. She has a Bachelors in Biochemistry, Chemistry and Genetics, and Masters in Business Administration, HR and Marketing.

if i could... PROGRAMME ASSISTANT MBONGENI NGWENYA specialises in youth leadership and transformation. He has a love for activism, particularly LGBTQIA and HIV/AIDS awareness. Mbongeni has a Bachelor of Arts in Sociology and Politics, and a Postgraduate Diploma in International Studies, both from Rhodes University. He worked with the Student HIV/AIDS Resistance Campaign (SHARC) and was Activism and Transformation Councillor for the Student Representative Council in 2013.

ENTREPRENEUR INTERN Zazu Zingu joined CC&DW to further develop her experience in Entrepreneurship and business development. She is currently enrolled in the Business and Entrepreneurship programme with the Raymond Ackerman Academy at the UCT Graduate School of Business. Zazu’s long term goal is to start an educational consultancy targeting low-income basic education institutions, and she works for Ikhamva Labantwana Bethu as part-time English tutor on Saturdays.

TOURISM INTERN Lihle Mlandu joined CC&DW to further develop her experience in the Tourism and Development sectors Lihle is completing her Tourism Diploma at the Cape Peninsula University of Technology. She has a love of learning about different parts of the world and appreciated the dual local and international focus of if i could...

COMMUNICATIONS ASSOCIATE Charlene Yared-West provides writing and editing expertise, website content management and communications for various external clients, as well as contributing to our newsletters. Charlene is an experienced writer and her passion has seen her working in various fields of interest, including news, government and development. Charlene has a Journalism and Media Studies degree from Rhodes.

COMMUNICATIONS ASSOCIATE Jenn Warren specialises in communications, Communication for Development (C4D), design and photography for humanitarian and development clients. Jenn has worked for a range of donor, UN and NGO clients, including USAID, Médecins Sans Frontières, Save the Children, Malaria Consortium, UNHCR and UNICEF. Jenn also leads photography and communications workshops.
Technical Areas

We specialise in various sectors, including: child protection, community development, community safety, economic development, education, environment, gender and women’s issues, health, governance, human rights, food security, public financial management and youth development.

Within South Africa and the region, our clients include government departments and agencies in at local, provincial and national levels, non-profit organisations, academic institutions, private and international donors and corporate social investors.