

Name of Center
Institution
Country
Center Leader
Annual Workplan (Month XXX-Month XXX, Year)
Work Plan Activities
Action 1: Quality Education
<i>Sub-Action 1a: Launch Workshop/Curricular Review for M</i>
Activity 1: Gather ACEMFS team and engage partners and stakeholders to review the curriculum for MTech and PhD in Food Safety, Molecular Biology and Bioinformatics, and Toxicology
Activity 2; Organise ACEMFS Boot Camp
Activity 3: Bring together ACEMFS team and engage partners and stakeholders to develop curriculum and facilitate short courses
<i>Sub-Action 1b: Scholarship for national and regional stud</i>
Activity 1: Award scholarships to selected successful students
<i>Sub-Action 1c: Mount English Language Programme</i>
Activity 1: Mount short English Language courses to support students for regional- Francophone partners
<i>Sub-Action 1d: Short term visits by experts/partners from c</i>
Activity 1: Meeting of ACEMFS team, students and collaborating partners
<i>Sub-Action 1e: Procurement of Teaching consumables for</i>
Activity 1: Provide adequate teaching materials for Food Safety, Molecular Biology and Bioinformatics, and Toxicology
<i>Sub-Action 1f: Accreditation</i>

Activity 1: Regional and International accreditation of ACEMFS courses as well as International accreditation of the Institution (FUT Minna)

Activity 2: Institutional Accreditation

Action 2: Quality Applied Research

Sub-Action 2a: Procurement of research consumables/Analysis

Activity 1: Procurement and installation of research consumable/analysis for Food Safety, Toxicology, Molecular Biology and Bioinformatics

Sub-Action 2b: Short term training/workshops/conferences

Activity 1: Academic faculties and Partners will attend both local and International conferences for knowledge update

Activity 2: Conduct a sensitization workshop for Faculty members/Partners

Activity 3: Seminar Attendance at the Food and Agricultural Organization (FAO), United Nations World Food Summit, World Food Programme (WFP)

Activity 4: Workshop on Nanotechnology for Food Safety

Activity 5: Entrepreneurship Workshop (DLI 5.3)

Sub-Action 2c: Sampling of food crops and feed for mycotoxins

Activity 1: Field work

Sub-Action 2d: Publications with Partners in international journals

Activity 1: Publish in Q1 (international) journals

Activity 2: Activities and expenses related to writing a paper

Action 3: Improved Learning Environment

Sub-Action 3a: Meeting milestones for improved learning

Activity 1: Payment for construction of ACEMFS building

Activity 2: Construction of Ramp and associated safety devices for disable passage

Activity 3:Construction of Concrete Benches,soft and hard landscaping,walk ways at the premises of the centre.

Activity 4: Construction of International Hostel,overhead tanks with carrier,accessories and pumping machine

Activity 5: Installation of Solar Panels with inverter battery cells for electricity generation

Activity 6: Electronic Fence for ACEMFS Building

Activity 7 : Procurement of MIKANO generator

Activity 8: Renovation of proposed classroom and offices at library complex

Activity 9: Procurement of Transformer for ACEMFS Secretariat

Activity 10: Purchase of 30 seater Toyota Coaster Bus

Sub-Action 3b: Procurement of equipment for Food Safety

Activity 1: Procurement of equipment for Food Safety, Molecular Biology and Bioinformatics, Nanotechnology and Toxicology, UHPLC-MS, ICP-OES, PCR Machine, Gas Chromatography-Mass Spectrometer),Thermal cycler machine,

Sub-Action 3c: Upgrade of necessary equipment in the rese

Activity 1: Identify equipment for upgrading in the research laboratory and nanotechnology laboratory

Action 4: Efficient Management

Sub-Action 4a: Production of Manuals and purchase of of

Activity 1: Purchase of office equipment

Activity 2: Publish manuals and student handbooks

Sub-Action 4b: Establishment of Memorandum of Agreem

Activity 1: Development of Memorandum of Agreement with Partners

Activity 2: Implementation of actions in the signed Agreements

Sub-Action 4c:ACE National and Regional Workshops

Activity 1: Meeting of all ACE Centres, general
Sub-Action 4e: General Administration
Activity 1: Office supplies and equipment (maintenance and purchase), reports and other consumables
Activity 2: Weekly and out station meetings
Activity 3: Courier and postage services
Activity 4: Official vehicle maintenance and fuelling
Activity 5: Provision of multimedia and teleconferencing facilities
Activity 6: Support for online/virtual activities
Activity 7: Bank charges
Activity 8: Provision Covid 19 control measures

Activity 9: Branding of ACEMFS for visibility

Activity 10: Preparation of 2024 workplan

Sub-Action 4f: Fiduciary Enhancement

Activity 1: Conduct audit of accounts
Sub-Action 4g: Relevant training/workshop by ACEMFS s
Activity 1: Train ACEMFS staff and partners
Activity 2: Ensuring participation of University Management
Activity 3: Run Short Courses
Activity 4; Conference on PMP certification by Project Accountant, Secretary, M&E Officer and Deputy Centre Leader
Action 5: Communication
Activity 1: Awareness, Advocacy, and MFS fair
Activity 2: Upgrade website

Activity 3: Purchase camera
Action 6: Sectoral Impact
<i>Sub-Action 6a: Short term visits by ACEMFS to national a</i>
Activity 1: Meeting of ACE team, ACE students and collaborating Partners
Action 7\ DLI 1 7 Action: Institutional Impact
<i>Sub-Action 1: ICT Services from NUC (NgREN)</i>
Activity 1: Maintain subscription to NgREN

TOTAL

AFRICA CENTRE OF EXCELLENCE FOR MYCOTOXIN AND FOOD SAFETY	
FEDERAL UNIVERSITY OF TECHNOLOGY, MINNA	
NIGERIA	
PROFESSOR HUSSAINI ANTHONY MAKUN	
JANUARY 2023-DECEMBER 2023	
Description	Partner Contribution (if relevant)
<i>1.Tech and PhD in Food Safety, Molecular Biology and Bioinformatics and Toxicology</i>	
Bring together ACEMFS team, partners and stakeholders to a launch workshop.ACEMFS together with partners and stakeholders will review the curricular for Mtech and PhD in Food Safety, Molecular Biology and Bioinformatics and Toxicology, advise on purchase and maintance of equipment and internship at the Launch workshop	
Organise a program and invite the University community and other stakeholders to showcase ACEMFS acheivements for the year, interactive sessions and media coverage	
The Centre will organise a meeting of ACEMFS Team, Partnrs and Stakeholders to develop curriculum on short courses. Production of show containers for food vendors. Recruitment of resource persons and facilitators. Logistics and media coverage	
<i>ents</i>	
Scholarship will be awarded to existing and new ACEMFS students on full scholarship for the session	
The Centre would provide English Language courses to francophone students.	
<i>ollaborating insitutions and organisations</i>	
Meetings will be held between the Centre and its partners to strengthen collaborations, monitor and evaluate collaborations .	
<i>Food Safety, Toxicology and Molecularbiology and Bioinformatics</i>	
Provide adequate teaching materials for Food Safety, Molecular Biology and Bioinformatics, and Toxicology	

The Centre together with the University will conduct, Regional Strategy, gap analysis/self assessment in preparation for International Accreditation of programs and Institution	
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The Centre will conduct institutional accreditation for the university.



ysis for Food Safety, Toxicology and Molecularbiology and Bioinformatics

Procurement would be carried out strictly in conformity to the Nigerian laws on procurement.	
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for ACEMFS academic faculties

The Academic Faculties and partners will attend field related workshops, seminars and conferences.	
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The Centre will organise a sensitisation workshop for Faculty and Partners on the ACE Project	
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Some of the centre's academic officers will attend workshops/seminars/conferences in food safety in Europe.

Workshop on Nanotechnology for Food Safety will be conducted for students,staff and industry patners

Entrepreneurship Workshop and seminars will be conducted for research community to create awareness on how to take the products to the market

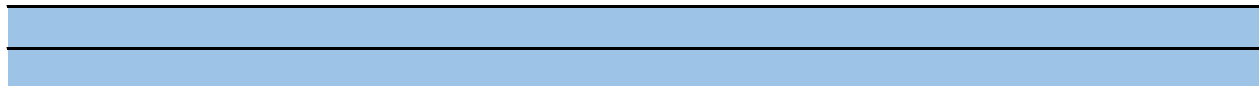
toxins and other contaminants analysis

Sampling will be carried out at identified locations regionally and nationally	
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ly recognised journals

Research work from the Centre will only be published in internationally recognised journals	
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and research environment specified in the performance and funding contracts

The centre will pay the remaining balance for the construction of the building, landscaping and reimburseables	
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Construction of easy passage for special persons.



Concrete benches will be constructed for the relaxation of staff, students and visitors of the centre.

Hostels will be constructed according to international standard for ACEMFS Students. Overhead tanks with carriers, accessories and pumping machine will also be provided.

Solar panels will be installed as a source of alternative power supply to the centre

Electronic fence will be constructed for the centre's building to serve as a security measure.

Procurement of generator as alternative source of energy

Renovation of temporary classrooms and offices pending the completion of the centre's building

The will procure and instal a transformer that will service the ACEMFS Secretariat.

The centre will procure a 30 seater bus for conveyance of staff and students.

Molecular Biology and Bioinformatics and Nanotechnology

Centre will prepare all documents and follow the procedure necessary for procurement of equipment for the programmes of the Centre.	
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Research laboratory

Equipment for upgrading would be identified and procurement would be made through tenders.	
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Office equipment

Purchase of laptops, tables and chairs, Projectors, scanners, Hardcopies of all manuals and student handbooks will be published and distributed to faculty and students.	
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Agreement with Partners

Sign collaborative agreements with partner institutions to ensure high quality teaching, learning and research facilities.	
All actions in the MoA's to be implemented between the Centre and its Partners.	

All Officers will attend the biannual regional and national workshops for ACEF and of specialisation workshops	
Allocation of resources to meet specific needs within the centre	
Centre meetings will hold once in a week	
For effective delivery of mails, the Centre will use the services of courier	
The vehicle will be maintained and fuelled as is needed	
The Centre will procure teleconferencing facilities for effective communication and learning.	
Support will be provided for all activities the Centre engages in	
Bank charges would need to be paid	
Measures for the control of Covid 19 will be put in place to curtail spread	

The centre will produce T-Shirts, Jotters, Blazers, reflector jackets, wrappers, keyholders, water flasks, laptop bags e.t.c to advertise the centre and its objectives to her immediate and external environment

Some key ACEMFS officers will pull out to Abuja to ensure full concentration for the preparation of 2024 workplan

The Centre will invite auditors to audit its accounts	
Staff and partners	
The Centre will identify necessary trainings for its staff and partners	
Identify relevant workshops for University Management personnel to foster participation of University Management in Centre's activities	
Short courses for agencies, organisations, vendors will be organised by the Centre in collaboration with its partners. Courses will be organised for physical and virtual attendance.	
Attend and write exams for PMP certification	

Create awareness to the Centre through fairs, radio/TV jingle,	

The Centre will purchase a digital camera to cover all Centre events	
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and regional collaborating institutions and organisations

Organise and visit different partners both locally and internationally	
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Subscription to NgREN to be maintained by the Centre	
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2023 Y3Q3		2023 Y3Q4			
Sep		Oct	Nov	Dec	

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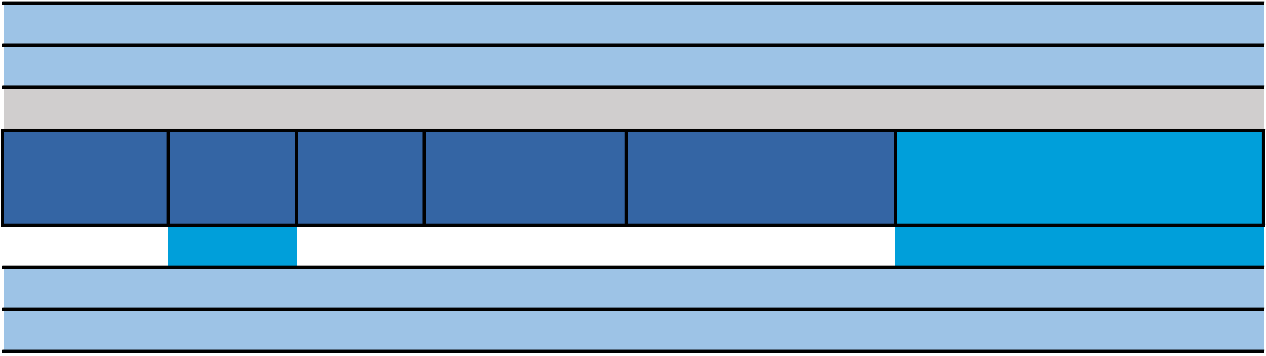
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Milestone/Output	W, Provide Justification	Estimated Budget(\$)
The reviewed curriculum will be adopted if no major changes from the existing one, but else will be sent to the Senate for approval if there are major changes		20,000
The pictures and videos can be verified on the website		10,000
The pictures, videos and attendance can be verified on the website		20,000
successful ACEMFS students. It can be verified by the scholarship award letters and from the		300,000
<ul style="list-style-type: none"> • Admission of Francophone students • Running of language courses 		5, 000
<ul style="list-style-type: none"> • Organise at least two visits by different partners twice a year.The centre leader,Deputy Centre Leader, M&E Officer and the Project Accountant will pay a visit to one of its partners in the USA 		60,000
<ul style="list-style-type: none"> •Identification of sources of quality laboratory/equipment consumables •Procurement of consumables 		10,000

Accreditation Letters by the accrediting body for the centre programs and institutional accreditation		150,000
		50,000
•Preparation and tendering of procurement through advert at 1st quarter, 2023 •Selection and award of contract beginning of 2nd quarter, 2023		120,000
Awareness and sensitization of three nationals and two regional regulatory agencies on Mycotoxin and Food Safety		70,000
		10,000
		60,000
		10,000
		5,000
Codex report on food standard		20,000
Production of journals		15,000
		5,000
Physical structure of the building at various level of construction		620,000
		75,000

		40,000
		1,189,700
		35,000
		119,000
		56,900
		96,000
		179,000
• Preparation and tendering through advert, • Selection and award of contract procurement of equipments		1,129,506
Upgrading of equipment		30,000
		244,200
• Produce Procurement, Financial Management,ESSG, M&E Operational Manual and student handbook		2,730
• Draft MoAs • Signing of MoAs • Implementation of actions as contained in the		50,000
		5,000

for ACEMFS resulting in enhanced capacities		100,000
communication, office equipment, travels, meetings, reports and consumables		20,000
		15,000
		2,000
		30,000
		20,000
		20,000
		10,000
		5,000
		20,000
		5,000
		2,500
Training of ACEMFS staff and partners		50,000
		30,000
		50,000
		10,000
Adequate information on effects and control of		3,000
		10,000

Estimated Revenue (\$)	Contribution from Partner (\$)	Person Responsible
		ACEMFS Team
		ACEMFS Team
		ACEMFS Team
20,000		ACEMFS Team
		ACEMFS Team
		Centre leader, Deputy Centre Leader, M&E Officer and
		Procurement Officer, Project Accountant

		FUT Minna Management and ACE Team
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10000		Centre Leader, Procurement Officer
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		Centre Leader, Project Coordinator/Training Coordinatc
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		ACEMFS Team
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		ACEMFS Team
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		ACEMFS Team
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		ACEMFS Team
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		ACEMFS Team, Partners, Project Management Team
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		ACEMFS Team
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		ACEMFS Team
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		Procurement Officer, ACE Team
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		ACEMFS Team
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		Auditor, Procurement Officer		
		ACEMFS Team		
		ACEMFS Team		
		ACEMFS Team		
		Centre Leader, Procurement Officer, Project Accountant		
		Centre Leader, Procurement Officer, Project Accountant		
		ACEMFS Team		
		Finance Team		
		ACE Team		
		ACEMFS Team		
		Centre Leader, Deputy Centre Leader, M & E officer, project accountant and procurement officer		
		Finance Team		
		ACEMFS Team		
		Centre Leader, Vice Chancellor		
15000		ACEMFS Team		
		ACEMFS Team,		
		ACEMFS Team,		

		ACEMFS Team, ICT/Communication officer		
		ACEMFS Team		
		NUC and ACEMFS Team		

Project Accountant

