

To Whom It May Concern

4th December, 2025

Dear Church Leaders,

Invitation to Digitally Transform Your Church with Akwaaba Smart HR

Warm Christian greetings.

I am pleased to introduce **Akwaaba Solutions**, a Ghanaian-owned digital innovation company dedicated to helping churches and organizations improve efficiency, accountability, and member management through smart, user-friendly systems. Our **Akwaaba Smart HR Software – Church Edition** offers a complete digital ecosystem that simplifies church administration, strengthens member engagement, and supports pastoral care with real-time accuracy.

Our system is already being used by respected institutions and churches, and we have their full permission to share their contacts for your verification. These include: Greater Accra Regional Hospital – Mr. Djanitey (Head of HR: 0244951089); Tema General Hospital – Rev. Ackah (0244113356); Tema Women’s Hospital; Vertical Centre Church of Christ- Elder Ebo Koomson (0244275576); Ashaiman Newtown Church of Christ (0244881330)- Evang. Charles Biney; East Legon Church of Christ (0540302589); and Akosombo Church of Christ – Evang. Paul Tetteh (02443118596), among others. We encourage your leaders to contact any of them directly for honest user experiences and testimonies.

Your church can enjoy the full benefits of automated attendance, centralized member data, smart analytics, enhanced follow-up, and a truly modern approach to ministry. Our 2025 promotional package—especially the Full Suite Package—offers exceptional value and makes this the perfect time to come on board.

Get started with just **GHS 350.00** and get 30 days free trial if you sign up **before 25th December 2025**, and have your onetime account setup fee **(GHS 2,500) completely waived off. Start 2026 with a complete suite of church management solutions.**

We are ready to onboard your church immediately, provide free training, and support you throughout the entire implementation process. Please find attached details of our service modules and pricing guide. We offer flexible payment to make adoption convenient for your church. Whatever your budget, no worries we’re here to deliver a solution tailored to you.

We warmly invite you to take advantage of this promo and join the growing family of ministries transformed by Akwaaba Smart HR. We are your trusted digital solutions partner. Call us now!

Yours faithfully,



Lord Asante Fordjour

Chief Executive Officer, Akwaaba Solutions

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COMMERCIAL PROPOSAL:

AKWAABA SMART HR SOFTWARE – FULL SUITE PACKAGE FOR CHURCHES

A Comprehensive Digital Solution for Modern Church Administration & Member Engagement

1. INTRODUCTION

Church administration is evolving. Growing congregations require tools that improve organization, communication, attendance management, visitor follow-up, and data accuracy. Manual systems are no longer efficient, timely, or reliable.

Akwaaba Smart HR Software – Church Edition provides a **complete** digital ecosystem designed exclusively for churches. This proposal outlines the modules, benefits, pricing, and value your church will receive by adopting the Full Suite Package.

2. ABOUT AKWAABA SMART HR SOFTWARE

Akwaaba Smart HR is a user-friendly, cloud-based HR and membership management system used by churches, schools, hospitals, NGOs, and institutions across Ghana and beyond, powered by Akwaaba Solutions.

The system is built to support:

- Accurate attendance management
- Centralized member data
- Enhanced communication
- Visitor retention
- Pastoral care
- Administrative transparency
- Growth tracking

Our technology ensures **simplicity**, **speed**, and **reliability**, even for churches with limited IT experience.

3. OBJECTIVES OF THIS PROPOSAL

This commercial proposal aims to:

1. Provide a clear understanding of the Full Suite Package modules
2. Explain the benefits of adopting a digital church management system
3. Present the pricing model and available free services
4. Demonstrate how Akwaaba Smart HR supports church growth and member engagement
5. Offer a cost-effective and sustainable solution for long-term administration

4. FULL SUITE SERVICE MODULES & BENEFITS

The Full Suite includes **seven integrated modules** plus valuable freebies. All modules sync together to provide a seamless church administration experience.

4.1 Attendance Manager

A complete attendance automation and reporting system

Description:

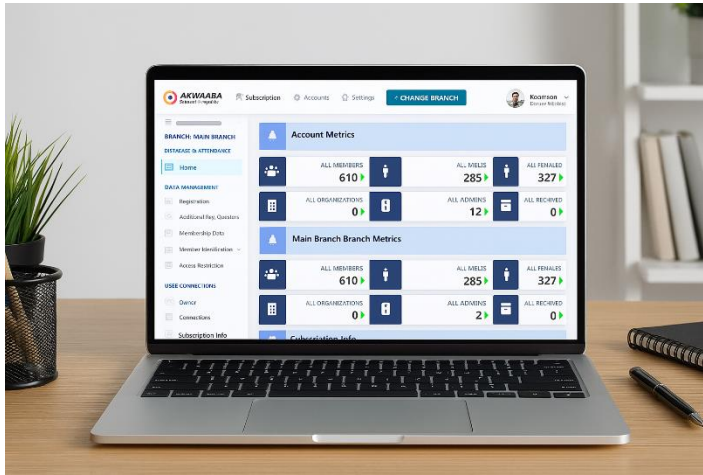
Captures attendance for Sunday services, midweek services, rehearsals, youth gatherings, departmental meetings, and special programs. Provides automated SMS alerts and detailed attendance summaries. **It comes with integrated AI-enabled Biometric Clocking Device.**



Key Benefits:

- Encourages member consistency and punctuality
- Supports pastoral follow-up for absentees
- Reduces administrative burden
- Provides end-of-year reports per member for discipleship review
- Improves transparency and planning for church leadership

4.2 Database Manager



A secure membership database for church administration

Description:

Stores and manages member information, departments, ministry groups, and contact details in a secure, centralized system.

Key Benefits:

- Enables effective group management
- Improves communication across departments
- Helps identify members, visitors, and new believers easily

- Ensures no loss of member data
- Supports pastoral care with accurate records

4.3 Mobile App (Android & iOS)

Digital access for members and admins anywhere, anytime

Description:

A dual-purpose mobile app:

- Members can view attendance history, receive updates, and edit profiles
- Admins can manage attendance, members, and communication on-the-go

Key Benefits:

- Strengthens member engagement
- Modernizes church communication
- Supports remote admin activities
- Simplifies information sharing and updates

4.4 Automated Summary Attendance Reports

Smart reporting for informed pastoral decisions



Description:

Automatically analyses attendance data and sends alerts and reports on attendance behavior.

Key Benefits:

- Identifies habitual latecomers, early arrivals, and absentees
- Helps pastoral teams spot declining participation early
- Facilitates accountability within departments
- Enables strategic planning using accurate attendance trends

4.5 Birthday Manager

Celebrate every member with excellence

Description:

Tracks birthdays and sends automatic birthday messages to members, with options to notify administrators and the whole church.

Key Benefits:

- Builds a strong family-oriented church culture
- Shows pastoral care and personal attention
- Improves member retention through emotional connection
- Simplifies birthday management for secretariat teams

4.6 Visitor Manager

Turn first-time visitors into committed members

Description:

Captures visitor details, sends welcome SMS messages, and assists with follow-up processes.

Key Benefits:

- Ensures every visitor feels valued
- Boosts visitor return rates
- Supports evangelism and assimilation efforts
- Provides accurate reporting for follow-up teams

4.7 Bulk SMS Manager

Fast, reliable communication for the entire church

Description:

An integrated messaging platform for announcements, reminders, and pastoral communication.

Key Benefits:

- Ensures timely dissemination of information
- Works even for members without smartphones and internet
- Targets specific groups or entire congregations
- Improves event attendance and awareness

5. ADDITIONAL FREE BENEFITS (NO EXTRA COST)

✓ Free System Training

Your church team receives hands-on training for smooth onboarding.

✓ 24/7 Unlimited Support

We provide continuous technical and administrative support.

✓ Non-Expiry Account

Your data is permanently stored and accessible—never expires.

6. 2026 SERVICE MAINTENANCE PRICING PLAN – CHURCH EDITION

Pricing is based on total church membership. This ensures fairness, affordability, and scalability.

One-time account setup fee **GHS 2,500** –Effective 1st January 2026

Note: Get 50% discount on the setup fee if you purchase one Biometric Clocking Device

MEMBER RANGE	FULL SUITE (Monthly)	DATABASE/ATTENDANCE (Monthly)	MODULE RENEWAL (Yearly)
1–100	GHS 185	GHS 155	SMS Reporting GHS 1000
101–300	GHS 265	GHS 200	
301–400	GHS 385	GHS 255	Birthday Manager GHS 1000
401–500	GHS 465	GHS 300	
501–600	GHS 585	GHS 355	Visitor Manager GHS 1000
601–700	GHS 665	GHS 400	
701–800	GHS 785	GHS 455	SMS Manager GHS 550
801–900	GHS 865	GHS 500	
901–1000	GHS 985	GHS 655	

OUR AI-ENABLED BIOMETRIC CLOCKING DEVICES (Optional)

Note: You are not required to purchase any clocking device to use our attendance management system. The software already provides attendance clocking options for both members and administrators on the web app and mobile app. A clocking device should only be purchased for added convenience, not necessity.



AKS-Pro : High-end Model

Premium AI-Enabled Biometric Clocking Device

Price: GHS 5,500

Key Features:

AI-Driven Verification – Supports both facial recognition and fingerprint authentication for fast, secure, and accurate identity verification.

Flexible Connectivity – Equipped with 4G SIM slot, Wi-Fi, and standard internet connection options for seamless data syncing.

Hybrid Clocking Modes – Works in both online and offline modes, ensuring uninterrupted attendance tracking even during network outages.

Reliable Power Backup – Includes two backup batteries for continuous operation during power interruptions.



AKS-Advance: Mid-tier Model

AI-Enabled Biometric Clocking Device

Price: GHS 4,500

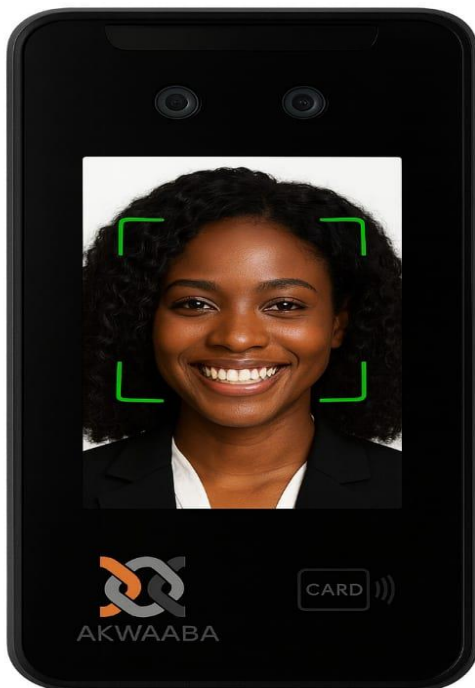
Key Features:

AI-Driven Verification – Supports both facial recognition and fingerprint authentication for fast, secure, and accurate identity verification.

Flexible Connectivity – Equipped with Wi-Fi and standard internet connection options for seamless data syncing.

Hybrid Clocking Modes – Works in both online and offline modes, ensuring uninterrupted

attendance tracking even during network outages. **Reliable Power Backup** – Includes one backup batteries for continuous operation during power interruptions.



AKS-Standard: Entry-Level Model

AI-Enabled Biometric Clocking Device

Price: GHS 3,500

Key Features:

AI-Driven Verification – Supports only facial recognition for fast, secure, and accurate identity verification.

Flexible Connectivity – Equipped with Wi-Fi and standard internet connection options for seamless data syncing.

Hybrid Clocking Modes – Works in both online and offline modes, ensuring uninterrupted attendance tracking even during network outages.

7. IMPLEMENTATION PROCESS

Step 1: Onboarding & System Setup

We configure your church database, departments, groups, and service types.

Step 2: Admin Training

We train pastors, leaders, and secretariat teams.

Step 3: Pilot Run (First Service)

Your church conducts its first fully automated attendance session.

Step 4: Member Engagement

Members receive their login credentials and app access.

Step 5: Full Rollout

All services, meetings, and ministries begin using the system.

8. VALUE PROPOSITION TO YOUR CHURCH

With Akwaaba Smart HR, your church gains:

- Accurate & transparent administration
- Improved pastoral care through real-time insights
- Automated engagement tools
- Higher member commitment & retention
- Professional data management
- Better decisions backed by analytics
- A modern digital image suitable for today's church environment

9. WHY CHOOSE AKWAABA SMART HR?

- Built for African/Ghanaian church operations
- Offers unmatched automation and reporting
- Affordable subscriptions tailored to size

- Trusted by churches, hospitals, and institutions nationwide
- Continuous platform upgrades
- Friendly, reliable support team

NEXT STEPS

Akwaaba Smart HR Software offers a complete, affordable, and powerful digital solution for both small and large churches.

We propose that your church adopts the **Full Suite Package** to enhance administration, improve engagement, and support long-term growth.

Next Steps:

- ✓ Approval from church leadership
- ✓ Initial data gathering and onboarding
- ✓ Setup & training
- ✓ System launch within 3–5 days

We look forward to partnering with your church to build a more connected, organized, and digitally empowered ministry. **Call 0548629941/0206007255**