

LIFT UP CARE FOUNDATION (LUCAF)

FOUR YEARS PROGRAM SUMMARY REPORT

(2015 -2018)

(QUADRENNIAL REPORT)

GP 705 MICHAEL OLOBAYO ESTATE
BEHIND DIVISION “C” POLICE STATION
ALONG GANAJA VILLAGE, LOKOJA KOGI
STATE – NIGERIA.

CONTACT PERSONS:

LADY LAMI ONAYI AHMED

President/Founder

08053537474, 08033120109

liftupcare@gmail.com, www.liftupcare.org

IDRIS OZOVEHE MURAINA

Senior Program Manager

LUCAF Head Office, Lokoja

07063797550

idrismuraina@gmail.com



TABLE OF CONTENTS

TITLE PAGE	1
TABLE OF CONTENTS	2
EXECUTIVE SUMMARY	3
ORGANIZATIONAL BACKGROUND AND HISTORY....	4
APPROPRIATE INTEGRATED VC SERVICES (PSS, CHILD PROTECTION, EDUCATION, AND HEALTH)	9
APPROPRIATE HES SERVICES INFORMED BY MARKET INFORMATION	10
PROVISION OF QUALITY NUTRITION AND FOOD SECURITY SERVICES	11
MONITORING, EVALUATION, ACCOUNTABILITY AND LEARNING (MEAL)	12
VOLUNTEER MANAGEMENT	13
FUNDS MANAGEMENT AND REPORTING	14
SUCCESS STORIES	16

1.0 EXECUTIVE SUMMARY

Lift Up Care Foundation (LUCAF) with the technical support of partners remain resolute, dedicated, focused and motivated to keep the momentum of providing quality OVC services, as well as scale-up her Support Group activities, Holistic HES & Nutrition services, Education and Health to include HIV/TB interventions, Psychosocial support and Child protection to her targeted beneficiaries.

This summary report provides a snapshot of projects implemented by Lift Up Care Foundation (LUCAF) within the period of 2015 – 2018.

In LUCAF communities of intervention, which span across Kogi State and the Federal Capital Territory (FCT), regular Quarterly Learning Sessions/Review meeting with Community Based Volunteers (CBVs), Community Quality Improvement Team (CQIT), Monthly kids and youth Clubs activities are carried out to maintain cohesive and smooth relationship between the stakeholders, targeted beneficiaries and Lift Up Care Foundation.

In order to support and partner with LGA structures to coordinate and monitor holistic care services to Vulnerable Children and their households, LUCAF worked directly with the LACA focal person and health care service providers for effective HIV/AIDS counseling and testing including TB screening and treatment.

At the Local Government level, LUCAF has held series of learning session meetings with representative of various departments which include planning, research and statistic department. As part of the support from the community, Ankpa LGA model farm is under proper monitoring by a retired agriculturist with National Root Crops Research Institute (NRCRI) to service as demonstration farm. In conjunction with the Local Government Social Welfare Officer (LGSWO), LUCAF has been conducting joint monitoring to familiarize the focal persons with the identified vulnerable Households and also understand the impact of the project at the community level to enable them initiate plans on how the project will be sustained long after project might have phased out in the current communities of implementation. The Local Government Nutrition focal persons on several occasions were facilitated to visit the communities with the officers to provided necessary support to malnourish children due to the well-established relationship with our host local government areas.

2.0 ORGANIZATIONAL BACKGROUND AND HISTORY

LIFT UP CARE FOUNDATION (LUCAF) is a non – governmental, non-profit making, non-religious and non-political organization established in 2006 with the aim of ensuring societal development in the area of Health, Education, Vocational training, Economic Empowerment with focus on children, women and other vulnerable groups. LUCAF got registered with CAC in 2006 with registration number 20591 with office in Okene, Lokoja, Ankpa and FCT- Abuja.

Our Goal

The wellbeing of vulnerable groups and societal development in Health Campaign, Education and Economic Empowerment Improved.

Our Vision

To see a society where people are well informed and empowered to take responsibility for their health, protect the newborn, children and the vulnerable groups, physically challenged persons, women, and co-exist peacefully with nature.

Our Mission Statement

To reach out to children, women/youth, physically challenged persons and vulnerable groups in the communities, through health information dissemination, advocacy, sensitization and mobilization as well as to support them in actualizing healthy living, self-dependence and empowerment through quality education/ vocational skills, while ensuring environmental sustainability.

Our Core Values

- Accountability
- Teamwork
- Transparency
- Diversity
- Quality Service
- Integrity
- Love

LUCAF Management team comprise of highly experienced and well qualified person headed by the Executive Director supervised by the Chairman of the Governing Council. The nine (9) member Governing Council is accountable to the Board of Trustees (BoT).The BOT ensure that the financial, human and material resources of the foundation are used to promote the aims and objectives of the foundation; Protect the organization and its administration from undue external

pressures; serves as the advisory body to the governing council. LUCAF is a member of various network organizations such as Civil Society for HIV and AIDS in Nigeria (CiSHAN), Association of OVC NGOs in Nigeria (AONN), Kogi NGO Network (KONGONET), Association of Civil Organization on Malaria, Immunization and Nutrition in Nigeria (ACOMIN) and its registered with Kogi State Ministry of Women Affairs and Social Development.

LUCAF has been contributing to the National Response to HIV/AIDS through HIV/AIDS prevention, care and support services for women, children and youth in Nigerian communities in the past nine years, through interpersonal communication and counseling for Youth, community dialogues targeting community men and women, training of Youth Peer Educators and support for in-and out-of-school Youth HIV clubs and medial promotion of best practices. LUCAF has been able to influence individual attitudes and behaviours that drive the epidemic, resulting to many young people abstaining from early sex debut and many couples remaining faithful to their partners.

Since inception, LUCAF has played very important role on the national HIV and AIDS response through the implementation of specific donor supported projects on OVC, Home Based Care, Community System Strengthening and Adolescent Reproductive Health with emphasis on prevention. LUCAF was appointed as Sub-sub Recipient on the Global Fund R9 Phase II implementation circle for 2year grant worth N1, 500,000 on the OVC and Community System Strengthening Service Delivery Areas. LUCAF was also accessed and selected by Management Science for Health on Community Based Intervention for the Prevention of Mother to child transmission of HIV, the objective of the project includes to mobilize and engage community support to promote access of pregnant women to PMTCT service uptake through communication that address socio- cultural issues surrounding pregnancy, child birth and sexuality; increase early and regular ANC attendance and promote health facility delivery; strengthen community base structure to increase the access of pregnant women, nursing mothers, their infants and families to a continuum of care and treatment services through effective and efficient linkage and referral system. LUCAF is currently handling CRS SMILE Project in two LGAs of Kogi State and KOSACA HAF II Project in Okene LGA.

Where we Work

FCT

- Karu Area Council
- Bwari Area Council: Kubuwa, Bwari, Mpapae
- AMAC: Central Area, GgalapeKabuza, Gidamagoro
- Abaji/ Kuje Area Council

Kogi State

- **Adavi LGA:** Ogamina, Oziokutu, Karaworo, Adavi - Eba
- **Okehi LGA:** Ihima, Eika, Obangede, Okaito

- **Okene LGA:** Okengwe, Obehira, Agassa, Upogoro
- **Lokoja LGA:** Gadumo, Obajana, Ganaja, Felele, Angwan Rimi, Cantonment, Angwa Pawa, AngwanKura, Sarki Noma, Cantoment, Karaworu, Adankolo, Madabo, Kabawa.
- **Ankpa LGA:** Ankpa, Enabo, Emere,Ikanekpo, Abache, Amoke
- **Kogi LGA:** Sabon – gari, Gegu Beki, Okpareke, Okanga
- **Dekina LGA:** Dekina ,Iyale, Anyigba Egume ,Abocho, Odu-Ogbaloto, Ologba,Etutekpe
- **Olamaboro LGA:** Okpo,Etutekpe,Eginya,Ogugu centre,Igakeje

Nassarawa State

- Nyanyan LGA
- Mararaba LGA
- New Karu LGA- Masaka Community

Impact/ Achievements

- 501 VC enroll and served with Education, Food & Nutrition, Health and Psychosocial Service under Global Fund Round 9 Phase 2 Project.
- 7000 VC and 1750 Household enrolled under a project support Catholic Relief Service SMILE Project to promote the wellbeing of vulnerable children and their household in Ankpa LGA (Ongoing).
- 4000 VC and 875 Household enrolled under a project support Catholic Relief Service SMILE Project to promote the wellbeing of vulnerable children and their household in Lokoja 1 LGA (Ongoing).
- 600 VC and 5,500 PLHIV and PABAs reached on KOSACA World Bank project HAF II in Okene LGA.
- 87 VC and 208 PLHIV reached on FACA World Bank project HAF II in FCT Abuja
- 5,600 Caregivers reach across Okehi LGA on Maternal and Child Survival Program (MCSP) (Ongoing)
- **HIV/AIDS:**
 - Partnered with NYSC to train secondary school student as peer educator
 - Road show and campaign on reduction of stigma and distribution of condom
 - Free counseling & testing
 - Advocacy visit to mobilize support for PLHIV at the facility level towards stigma reduction.
 - HIV/AIDS community outreach in Okene LGA of Kogi State: Advocacy to various stakeholder 1500 people reached with various prevention messages, 225 people counsel and tested.
- Partnered with Society for Family Health on malaria counseling and testing in Central Area, Kubwa, Karu FCT, Abuja and Nyanyan and Jikowe of Nassarawa State.

- Training of Primary School children in rural communities in Lokoja on the importance of Oral Dental Hygiene and Distribution of tooth paste and brush
- Free Lecture and screening on diabetes and hypertension in Obajana community in Kogi state.
- Over 60 women trained and empowered economically, 25 of which are widows
- Reached over 10,519 households with LLIN during House to House campaign on sanitation and good hygiene
- Cash transfer at the rate of N20,000 each for 362 vulnerable caregivers across Nine (9) communities in Lokoja LGA of Kogi State
- Cash transfer at the rate of N20,000 each for 989 vulnerable caregivers across Six (6) communities in Ankpa LGA of Kogi State
- Cash transfer at the rate of N10,000 each for 80 vulnerable caregivers Two (2) communities in Okene LGA of Kogi State
- LUCAF implemented education block grant in Ankpa and Lokoja LGAs providing schools with 75 and 60 dual desk respectively for Ankpa and Lokoja LGA
- LUCAF provided improved agric input (Coco Nut, Mango, Oil Palm, Cashew, Pro-Vitamin A Cassava cuttings, Pro –Vitamin A Maize seed and Okra seed for 1,365 vulnerable farmers in Ankpa LGA
- Reached over 10,000 caregivers on Maternal Child Survival Program funded by JSI and implemented in Okehi LGA 2018.

Funding Source

- Catholic Relief Services (CRS)
- John Snow Inc. (JSI)
- Civil Society on HIV and AIDS in Nigeria (CISHAN)
- World Bank through Kogi State Agency for the Control of AIDS (KOSACA)
- FCT Agency for the Control of AIDS (FACA)
- ACOMIN
- Chrisbanbeth Investment
- Trustee and friends of LUCAF.

Capacity Building/ Training

LUCAF Staff capacity has been built in the following areas:

- HIV/ AID Prevention, Counseling & Testing
- Malaria Counseling & Testing
- Comprehensive VC programing
- Finance & Administration of Project
- Child Protection

- Organizational Development
- National OVC Management Information System (NOMIS)
- Structured Advocacy Kit Development

Collaboration/ Networking/ Partnership:

We are registered & in Collaboration with the following organization in FCT, Kogi and Nassarawa State

- CISHAN
- NEPWAN
- AONN
- ACOMIN
- KONGONET
- STOP TB
- NACCARAN
- KOSACA
- FACA
- CRS
- WANGO
- NNNGO
- Vitamin Angels International
- Line Ministries in FCT/ Kogi
- National Population Commission.

Where we need support

- Institutional Strengthening of LUCAF
- Grant to support project activities to :
 - Improve wellbeing of Vulnerable Children and their families through improved systems and structures in the community
 - Promote positive behavior change, adoption of safer sexual behavior in the general population
 - Contribute to the achievement of Sustainable Development Goals (SDG) by improving the well-being of households, Care seeking practice, nutrition status, empowering community to create and maintain enabling environment for increased utilization of maternal and new born care services.
 - Women and Youth empowerment economically.

3.0 APPROPRIATE INTEGRATED VC SERVICES (PSS, CHILD PROTECTION, EDUCATION, AND HEALTH)

PSYCHOSOCIAL ACHIEVEMENT

A lot of progress has being made in ensuring that the psychosocial wellbeing of the vulnerable household and children are met through the following:

Counseling Support: Over 13,200 vulnerable household and children have being counsel on all the areas of services through home visit by the volunteers, caregivers' forum, mother-to-mother support groups, kids and youth clubs.

Kids Club Activities: Within the reporting period, 8,114 (3,731 males and 4,383 females) have received psychosocial services through monthly kids club activities which was conducted as learning and recreational activities to enable them relates well with peer group.

Youth Club Activities

3,801 youths (2,221 males and 1,580 females) in the entire project communities have received psychosocial services through Youth club activities to include gender messages.

Care Givers Forum Services

A total number of 6,441 people (2,462 males and 3,979 females) were served with Parenting skills and gender messages through caregivers fora.

EDUCATION SERVICES

The community based volunteers carried out school visit to assess the vulnerable children using the Educational Assessment form, through learning sessions, kids and youth clubs education services were provided for 5,485 VC (3,057 males and 2,428 females)

PROTECTION ACHIEVEMENTS

Within this reporting period a total of 966 VC (443 males and 523 females) children below the age of 17 have received birth certificate while more are still being processed with the National Population Commission (NpopC).

Gender Service

2,242 Youth made up of 1,445 female and 798 male has being reached with Gender messages during Youth club activities in our targeted communities of project implementation in Kogi State. 2,294 caregivers (401 male and 1,893 female) have also being reached with Gender Message during their caregivers fora using the monthly curriculum drafted from Gender modules.

HEALTH SERVICES ACHIEVEMENT

Major activities on health services includes HIV Counseling and Testing, TB screening, escort services, Health Education, Health Referral, monitoring and supportive visits, within the reporting period, LUCAF commemorated most of the United Nation declared days such as World AIDS day, World Water day, Word TB day etc:

HIV Care and Support Achievements: LUCAF have counselled and tested a total of 5,014 vulnerable children and 2,501 caregivers, among those tested 58 reactive cases which included

pregnant women, children and adults identified were referred to various comprehensive health centers within the reach of the clients for further screening, ART, CD4count, Viral Load, TB screening and treatment. All the clients identified for TB and HIV were given support of escort services (financial support) to access health facility for necessary treatment and follow up.

TB screening

TB checklist administered during various outreaches conducted within these reporting period, reached 6,850 caregivers (2,142 males and 4,708 females) and 12,075 vulnerable children (5,112 males and 6,963 females) were administered TB checklist, 3,866 presumptive cases identified were immediately referred for Tuberculosis screening.

4.0 APPROPRIATE HES SERVICES INFORMED BY MARKET INFORMATION

Agricultural Input Distribution (Orang Flesh Sweet Potato Vine and Pro-vitamin A Cassava Stems)

In order to check-mate the effect of vitamin A deficiency in children and women LUCAF distributed orange flesh sweet potato vines and Pro-vitamin A cassava stems to 7,407 caregivers who are the target beneficiaries of LUCAF to boost the intake of vitamin A and increase food availability at the community level. This activity alone has contributed immensely in the improvement of the wellbeing of vulnerable groups in our targeted communities as most of the agric input beneficiaries over the period has multiply input and created wealth for their families.

Communal/Model Farming

A model farm is an experimental type of farm which involves the demonstration of improved agricultural techniques where all the agronomical practices will be showcased. LUCAF has established two model farms in selected communities of Ankpa LGA towards improving the food security of the vulnerable households in Ankpa LGA as parts of HES service interventions. The farm activity which is under the supervision of a retired agriculturist with National Root Crops Research Institute (NRCRI) Umudike, has served as demonstration farm for modern agricultural practices for the caregivers in order to increase their knowledge of farming as well as their food productivity.

Savings and Internal Lending Community (SILC)

It is amazing to know that LUCAF have so far introduced, trained, established and strengthened 63 Saving and Internal Lending Community (SILC) group aimed at inculcating the culture of savings among community members. At current, 1,850 caregivers has benefited from the SILC group program across communities in Ankpa, Lokoja, Okene LGAs and the FCT Abuja.

5.0 PROVISION OF QUALITY NUTRITION AND FOOD SECURITY SERVICES

LUCAF has recorded tremendous achievement on community Nutrition programming, below are few of the activities that has been implemented by LUCAF directed towards the nutritional well-being of the community and the vulnerable households:

IYCF Mother-to-Mother Support Group Services: Campaign for the protection, promotion and support of breastfeeding and good choice of complementary feeding. LUCAF had so far established 68 IYCF support groups across selected communities in Kogi and FCT aimed at providing Infant and Young Child Feeding services to caregivers on Nutrition best practices with a substantial involvement of community influencers to include traditional birth attendants, old women, pregnant mothers, lactating mothers, males, women of child bearing age. A total number of 8,410 people (1,123 males and 7,287 females) were served with IYCF services through the Support Groups.

Community Food Demonstration: LUCAF enhanced 6,267 Caregivers (1,011 males & 5,256 females) skill on the areas of food diversification through quarterly food demonstration exercises and practices of Home Garden in the various communities of intervention.

Micro-nutrient Intervention: A total of 20,720 eligible children in the communities have been served with Vitamin A Supplement while 11,020 Children had accessed Deworming Services. This was put together with collaborative effort of “Vitamin Angels International”

Hygiene and Sanitation: Fifteen (35) technical working groups were so far established to coordinate and encourage caregivers on sanitation and hygiene related matters alongside nutrition assessment services to a total of 8,238 Children (2,780 males & 5,458 females) have been reached with Nutrition Assessment services across project communities in Lokoja, Okene, Ankpa and the FCT.

LUCAF have so far provided 10,519 Insecticidal treated mosquito to pregnant women and lactating mothers in selected communities of Kogi State and the FCT.

Gender Equality and Female Empowerment

- With the support of some partners, LUCAF had successfully supported 708 female caregivers of vulnerable households across Ankpa, Lokoja and Okene LGAs of Kogi State, which resulted to the establishment of flourishing petty businesses in our various communities of intervention.
- As part of Lift Up Care Foundation effort to empower women, LUCAF through the SILC group and Caregivers forum organized a skill acquisition program on soap, perfume and TOM BROWN making for members of the groups to enable them start small business at their various communities.

6.0 MONITORING, EVALUATION, ACCOUNTABILITY AND LEARNING (MEAL)

Monitoring as an integral parts of project intervention has been the focus of LUCAF over the years, Lift Up Care Foundation engaged rich crop of staff to ensure data generated are of quality and ensuring that it meets the need of our various stakeholders in the business of improving the well-being of the vulnerable groups across Nigeria. Within the reporting period we made use of the following tools for data analysis and reporting; National OVC Management Information System (NOMIS), CASCADE, Prevention Intervention Tracking Tool (PITT), SPSS and District Health Information System (DHIS).

Data storage: LUCAF designed a robust database and installed NOMIS with a system to archive all programme data and reports. In addition, on a Monthly basis, regular data back up to external hard drive in line with organizational policy is maintained. Meanwhile, since the paper-based data collection and reporting system is still in use in most part of the country, especially at the community level, LUCAF continue to ensure adequate storage and protection as well as promote confidentiality in the use and archiving of the data collected and reporting tools at all level.

Reporting and Dissemination: LUCAF project team facilitate and document lessons learnt and best practices from the project and shared relevant findings from implemented activities with donor partner, Department of Social Welfare and other relevant stakeholders.

Data Presentation:

Service Areas/Element	Children			Adult			Grand Total
	Male	Female	Total	Male	Female	Total	
Psychosocial Support							
Kids Club Activities	3,731	4,383	8,114				8,114
Youth Club Activities	2,221	1,580	3,801				3,801
Caregiver's Forum Services				2,462	3,979	6,441	6,441
Protection Services							
Birth Registration for Children	443	523	966				966
Gender Messages	798	1,445	2,243	401	1,893	2,294	4,537
Health Services							
TB Screening Exercise	5,112	6,963	12,075	2,142	4,708	6,850	18,925
HIV Counselling and Testing Services	2,652	2,362	5,014	1,179	1,322	2,501	7,515
Household Economic Strengthening Services							
Agricultural Input Distribution				3,091	4,316	7,407	7,407
SILC Services Beneficiaries				0	1,850	1,850	1,850
Cash Transfer Beneficiaries				458	973	1,431	1,431
Nutrition Support Services							
IYCF Mother-to-Mother Support Group Services				1,123	7,287	8,410	8,410
Community Food Demonstration and Home Garden Services				1,011	5,256	6,267	6,267
Micro-nutrient Interventions	10,938	9,782	20,720				20,720
Nutrition Assessment Services	2,780	5,458	8,238				8,238
Distribution of Long Lasting Insecticidal Treatment Bet Nets					10,519	10,519	10,519

7.0 VOLUNTEER MANAGEMENT

LUCAF within the reporting period engaged community leaders/gatekeepers in the selection process of 150 community-based volunteers engaged within the time frame of 6 months – to 12 months which is renewable. In respect to their wonderful performance at their various location (community) of assignment, a total of 94 were retained till date, while substituting others due to change of location, work pressure from place of primary engagement, school engagement etc

The selected individuals as community-based volunteers are people of high integrity, trainable and are well acquainted with the terrain (based in the community) and the economic situation of the community, they signed MoU with LUCAF which detailed their expected responsibilities including the code of conduct for engaging children and other community special groups, they were trained on Introduction of HES concepts principles and standards/child protection gender considerations and HES programming, SILC, Introduction to nutrition, Infant young child Feeding (IYCF), Introduction to PSS, Parenting manual adaptation, Child protection, Training on VC and M&E plan/Participatory M&E, NOMIS usage, Community Volunteer Management, motivation, recruitment and development, and Quality improvement etc.

The key responsibilities of the Community based Volunteers:

- To identify and enroll vulnerable household in the community
- Conduct assessment of the needs of caregivers and children every 6 months using standardized tools
- Development of “care plan” for vulnerable household
- Visit households, schools, vocational training center to monitor attendance, performance of vulnerable children at least once a month.
- Provision of basic services to households and resource mobilization such as Psychosocial support, health and nutrition education, hygiene, food preparation and storage practices
- Completion of service forms based on the nature of services provided
- Provide support to community quality improvement team
- Participate in the development of service delivery directory.
- Responsible for referral of vulnerable household specialized services (education, protection issues or food security)
- Take emergency actions when required.

As part of administrative responsibilities performed by community-based volunteer, they also required to:

- Participate in project monitoring and evaluation; collate, document and make report of weekly and monthly activities report to their various volunteer coordinators
- Participate in partner monthly project review meetings.

He/she shall work in line with Standard of Practice in each of the program areas for vulnerable children.

- He/she shall work with LUCAF to conduct all step-down trainings to caregivers and VC in the community.
- He/she shall develop monthly work plan and submit to volunteer coordinator.

All persons engaged as community-based volunteer are:

- Pleasant manner, patience, problem-solving ability, dependability.
- Older than 18 years of age
- In sufficient health to undertake the duties assigned
- Fluent in the local language of the community
- Recruited from their local community or neighborhood where the children they assist are living
- May *not* had any previous criminal charges/record including arrest or conviction
- Demonstrated strong passion for community services

Volunteers Motivational Strategy

LUCAF made stipend available monthly to defray the community-based volunteer transport and communication expenses during the course of their activities in the field, as part of LUCAF sustainability plan for community-based volunteers, they are linked with available community strengthening system, trainings and any other capacity building on a specific field of endeavor.

7.0 FUNDS MANAGEMENT AND REPORTING.

Project's funds are managed utilizing LUCAF's expertise and experience in efficient and transparent management and reporting of donor funds. A dedicated bank account with three signatories is operated for projects. Suitable Accounting program is adopted for keeping an accurate record of financial transactions and generate scheduled financial reports (Mostly Peachtree and QuickBooks Accounting Software).

Communications, decision making and approvals - In recognition of the importance of effective communication in program implementation, LUCAF ensured effective channels of communication exist between the Project Implementation Team. The communications could either be through the electronic system or face to face. Also, decision making process have local input at the lowest level of engagement to enhance ownership and sustainability prospect. On approvals and financial responsibilities, LUCAF ensured her Governing Council and BoT exercise their oversight roles and responsibilities design to improve accountability and integrity of internal control mechanism.

Budget: Funds are expended as outlined in the budget following approval of work-plans. Budget line items are monitored to ensure that expenses tally with approved budget. Budget re-allocation

were put at the donor's approval in cases of expenses exceeding budget line item. Funds for purchase or project activities are first analyzed and checked against budget line before approval.

Accounting Records: LUCAF ensures that standards of financial management are consistently followed. Among these are: proper filing of income and expenditure records; maintenance of accounting records on a current basis with monthly balancing; monthly preparation of bank reconciliation statement; support of records and personnel costs by appropriate documentation; and preservation of records for at least three years after audit exercise.

Internal Control: LUCAF ensures an efficient and effective internal control over the project's financial transactions. To minimize the possibility of irregularities and ensure accountability the internal control measure includes: prohibiting single individuals from receiving, recording and depositing funds or writing and signing cheques; proper recording of grant received; disallowing a single person to request, authorize, verify and record expenditures; preservation of electronic records in a tamper-proof way; unallowable costs are permitted to be incurred; proper authorization of all expenditure; we ensure that payments are justified by detailed supporting documents; adherence to appropriate use of cash/cheque according to internationally acceptable standards; safekeeping of cash and other financial documents in a steel safe; payment of advances to sub-recipients by cheque, and timely settlement of previous advance(s).

Procurement of Goods and Services: The procedures for procurement of goods and services is according to agreed standards and LUCAF's protocols to ensure competitiveness, fairness and transparency. There is a procurement committee that analyze quotations and make recommendations for approval. Steps are taken to avoid conflict of interest among the employees of LUCAF or their agents.

Audit: Lift Up Care Foundation (LUCAF) is audited by a well reputed auditing firm within our jurisdiction in accordance with internationally accepted auditing standards.

Sustainability Mechanisms and Local Capacity Development

Lift Up Care Foundation (LUCAF) has directly engaged the host LGAs in her activities at the community level, coupled with series of meetings organized aimed at directly linking the Community based volunteers and community quality improvement team (CQIT) with members of the Local Government secretariat to enable them sustain the temple of improving the lives of the vulnerable groups in the society.

9.0 SUCCESS STORIES

- **Mrs Safiya Aminu** is a house wife who is a member of Kedonojo SILC group in Amoke Community in Ankpa LGA and has no means of livelihood, she was depending on family members for survival before she was introduced to SILC group in her community, she took loan of N10,000 and ventured into Melon business in her community, she make average profit of

(N1,500) every market days and she currently earn up to (N 10, 000) every month as her profit from the business with proper guidance and follow up by Lift Up Care Foundation SILC expert.

- Poor nutrient intakes are common among mothers in the rural areas and their diets are strongly associated with the diets of their children. Such has been the case of **Mrs Suleiman Mariam** a 31years old women and a member of Ojonoka Support Group in Amoke Community. Mrs Suleiman Mariam had been feeding her 10 months old baby on rice mixed with palm oil, a recipe which lacked basic nutrients and wasn't balanced for the nutrient requirement of the 10 months old baby. This situation had the potential of putting baby at grave risk of serious and even permanent damage to development and health of the child. Mrs Suleiman Mariam participated in a food demonstration exercise facilitated by a Community-Based Volunteer in her community, during one of the sessions, she learnt about 'Tom Brown' a highly nutritious, suitable and affordable recipe comprised of local ingredients such as Soya beans, Millet, and Cray fish. After a number of cooking demonstration and try outs, Mrs Suleiman Mariam began feeding her baby with 'Tom Brown' and has reported significant decrease in spontaneous illnesses suffered by the baby. The Community-Based Volunteer in her cluster also reported an increase in the baby's weight and general outlook. This also was the situation of **Mrs Teni** from Adankolo community of Lokoja LGA and many others.