

**INDEPENDENT VERIFICATION VISIT REPORT**

**HIS GRACE CHILDREN'S HOME**

**&**

**YOUTH IN ACT UGANDA**

**LUGOLOLE VILLAGE A**

**PARISH LUGOLOLE**

**SUB COUNTY:BAITAMBOGWE**

**REGION:EASTERN UGANDA**

**MAYUGE DISTRICT**

**DATE OF VIST: 9<sup>th</sup> -11<sup>th</sup> April 2026**

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**Child Welfare & Program Verification**

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## **EXECUTIVE SUMMARY**

The field verification visit to His Grace Children's Home was successfully conducted on 9<sup>th</sup>-11<sup>th</sup> April 2025. The visit had been scheduled in advance and brought together a committed team including Julius Gumisiriza, Agaba Josephat, Manyi John, Patrick Arina, and Ivan Nuhirira. For some team members, this marked their very first journey to Eastern Uganda, specifically the Busoga region, with travel distances exceeding 600 kilometers—highlighting the dedication behind the exercise.

The journey itself gave a deeper sense of the environment in which the home operates. Moving through smaller paths within Lugolole Village, Mayuge District, the team was able to observe both the community setting and accessibility of the area. The children's home is located within a slum setting in Lugolole Village, Mayuge District, while its 10-acre land sits some distance away, which was also noted during the visit. Upon arrival, the visit progressed smoothly and as planned. The team engaged in open interactions with the director, administrator, and staff, while also observing daily routines and reviewing available records. Children were found actively engaged in their normal activities—learning, playing, and interacting socially. Their general wellbeing appeared stable, with signs of consistent care and emotional support from caregivers.

The home demonstrated organized daily operations, with clear effort put into supporting children through education, feeding, and community-related programs such as the Saturday family initiative. Relationships between staff and children stood out as warm and supportive, contributing to a nurturing environment. Financial records and documentation were available and fairly well maintained, showing a level of accountability and transparency in management. However, a few challenges were also observed during the visit. These included limited learning materials, constraints in food variety, and some concerns around hygiene and sanitation facilities. Safeguarding practices exist but are mostly informal, with no fully structured or documented system in place.

The visit confirmed that His Grace Children's Home is making a meaningful impact in the lives of vulnerable children despite operating within a challenging environment. The team noted strong commitment from caregivers, good organization of daily activities, and positive engagement of the children. With improvements in safeguarding systems, infrastructure, and resource support, the home has clear potential to grow stronger and more sustainable.

In general, the visit was productive, insightful, and smoothly conducted, offering both a realistic understanding of the home's operations and a foundation for future support and improvements.

### **OBJECTIVES OF THE VIST**

The objectives of the field verification visit to His Grace Children's Home were as follows:

- To assess the overall wellbeing of children under care, including their physical, emotional, and social conditions.
- To review daily operations and service delivery systems within the home.
- To evaluate access to education and learning support provided to children.
- To assess food and nutrition systems, including meal frequency and quality.
- To examine hygiene, sanitation, and living conditions.
- To review health and medical care practices available to children.
- To assess child protection and safeguarding systems in place.
- To evaluate staff structure, roles, and caregiver-child interaction.
- To review financial documentation and transparency systems.
- To identify strengths, gaps, risks, and areas for improvement within the program.

## METHODOLOGY

The field verification exercise at **His Grace Children's Home** employed a combination of qualitative data collection methods to ensure a comprehensive and accurate assessment of the program.

### Data was collected through the following approaches:

- **Direct Observation:**

Physical inspection of the home environment, including sleeping areas, kitchen, sanitation facilities, learning spaces, and general living conditions.

- **Interviews:**

Structured and semi-structured interviews were conducted with key personnel, including the Director, Administrator, and selected staff members. Informal interactions were also held with children to understand their experiences.

- **Document Review:**

Available records and documentation were reviewed, including financial records, administrative documents, and program-related materials to assess transparency and operational structure.

- **Field Verification Tool:**

A structured field verification checklist was used to guide data collection across key areas such as daily operations, education, health, nutrition, safeguarding, staffing, and program management.

- **Visual Documentation (Photography and Drone Imaging):**

Photographs and drone footage were captured to provide visual evidence of the physical environment, infrastructure, and surrounding land. This supported validation of observations and enhanced the documentation of findings.

- **Consistency Checks:**

Information gathered from different sources (interviews, observation, documents, and visual evidence) was cross-checked to ensure accuracy and reliability.

## **BACKGROUND OF HIS GRACE CHILDREN'S HOME**

**(written by Waiswa John Billy, Director, Youth in Act - Uganda)**

Youth in Act-Uganda is a Non-Profit Organization that addresses the needs of orphans and needy children, empowers youth and women and reaches out to needy communities, since 2012, founded with the major aim of “uplifting the young generation.”

Our Strategic Plan 2023-2028 can be found on the spiritualfamily.net website at:  
<https://spiritualfamily.net/file/view/55563/youth-in-act-uganda-strategic-plan-2023%E2%80%932028-youth-in-act-uganda>

With several interrelated programs focused on children, youth and women, we seek to contribute to the creation of resilient and self-reliant communities by placing people at the forefront of change. We empower marginalized people by providing practical skills for livelihoods. Our Food Forest Certification Program puts food self-reliance first--at a time when northern Uganda's semi-arid region is struggling with famine.

The organization has registered steady progress and positively impacts the community, youth, women and children.

Youth in Act-Uganda cares for 35 orphans at its Children's Home and has impacted over 3000 lives in the community.

Thanks to generous donors through Snake River Music Gardens, we have purchased 10 acres with 60 beehives where we plan to expand our orphanage from 35 to 100 children and grow our Extinct Tree Hub, a nursery to revive native African fruit and nut trees.

## PROGRAM OPERATIONS & SERVICE DELIVERY

### Daily Operations

**Assessment Method:** Direct observation and staff interviews

Indicator	Status	Evidence /Comments
Morning routine	Observed	Children engaged in organized morning activities
Personal hygiene Practices	Confirmed(staff)	Children practicing basic hygiene routines
Breakfast	Confirmed	Not directly observed on First day of 9 <sup>th</sup> april 2026
School preparation	Confirmed(staff)	Not directly observed on First day
Structured daily schedule	Confirmed(staff)	Limited formal documentation noted
Child supervision	Observed	Caregivers present and actively engaged

### Education and Learning Support

**Assessment Method:** Observation and staff interviews

Indicator	Status	Evidence /Comments
School attendance	Observed	Children attending school
Caregiver support	Observed	Children prepared and supported for school
Homework / study time	Confirmed (Staff)	Reported but not directly observed
Learning materials	Not Verified	Some exercise books seen, but not fully assessed
Academic support	Confirmed (Staff)	Caregivers encourage learning

## Food and Nutrition

**Assessment Method:** Observation and staff interviews

Indicator	Status	Evidence / Comments
Food preparation	Observed	Hygienic and organized local cooking observed
Daily meal provision	Confirmed (Staff)	Regular meals reported
Equal food distribution	Confirmed (Staff)	Fair allocation reported and seen on visit day

### Summary:

Basic food provision systems are in place, supported by observed hygienic preparation practices and consistent meal access as reported by staff.

## Hygiene and Sanitation

Assessment Method: Direct observation

Indicator	Status	
Water access available	Observed	Functional borehole
Hand washing practices	Observed	Children practicing hygiene
Sanitation facilities	Concern	Toilets require improvement in cleanliness and condition

### Summary:

While water access and hygiene practices are in place, sanitation facilities require improvement to meet acceptable standards.

## Health and medical care

Health and medical care for the children are in place, with staff regularly checking on their wellbeing and being aware of their whereabouts. The children receive medical attention when needed, including routine checkups by doctors, and basic medical kits are available on site for immediate care. In addition, there are nearby clinics that can be accessed when further treatment is required. Staff led by John Billy confirmed that these measures are followed, helping ensure that the children's health needs are attended to.

### Play, Rest, and Social Interaction

Assessment Method: Direct observation

Indicator	Status	Evidence / Comments
Child comfort	Observed	Children appeared at ease
Peer interaction	Observed	Healthy social engagement
Child-caregiver trust	Observed	Children freely interact with staff
Emotional wellbeing	Observed	Children appeared happy

Summary:

Children demonstrate positive social interaction, emotional comfort, and a supportive environment within the home.

### Staff–Child Interaction

Assessment Method: Direct observation

Indicator	Status	Evidence / Comments
Respectful communication	Observed	Staff used calm and appropriate tone
Child approachability	Observed	Children freely approached staff
Emotional support	Observed	Staff attentive to children’s needs
Negative behavior	Not Observed	No signs of fear or intimidation

Summary:

Staff–child interactions are positive, respectful, and supportive, with no observed safeguarding concerns



Fig1: to verify supervision and staff presence

## **CHILD CARE PRACTICES AND SAFE GUARDING**

**Child care practices** and safeguarding conditions at His Grace Children's Home were assessed through direct observation, focusing on sleeping arrangements, bedding conditions, dormitory safety, and overall child living conditions.

Children were observed to have designated sleeping spaces within the home. However, concerns were noted regarding the adequacy and organization of these arrangements, particularly in relation to the availability of beds and mattresses. This suggests limitations in sleeping materials to adequately support all children.

### **Key observations from the dormitory assessment include:**

**Sleeping arrangements:** Designated spaces were available, but not sufficiently equipped for all children

**Beds and mattresses:** Limited in number, affecting adequacy of sleeping conditions

**Bedding condition:** Observed to be clean, indicating acceptable hygiene practices

**Dormitory safety:** No immediate physical hazards identified; environment appeared generally secure

**Child well-being:** Children appeared well nourished, consistent with earlier observations on food provision

**Dormitory cleanliness:** Maintained to a satisfactory standard

Overall, hygiene, safety, and general dormitory conditions appear acceptable. However, limitations in sleeping space and bedding availability remain key areas requiring improvement in order to meet optimal child care and safeguarding standards.



Fig 2: bed spaces



Fig 3 care environment

## **Staffing structure and roles plan**

An assessment was conducted on **10th April 2026** at **Lugolole A**. The assessment was carried out by **Agaba and Manyi**, with a total of **15 children present** and **4 staff members on duty** at the time of the visit.

The review focused on staffing adequacy, clarity of roles and responsibilities, staff presence during child care routines, and overall staff-to-child ratio.

The availability of updated staffing records was found to be limited, indicating gaps in maintaining current staff documentation and structured human resource records.

Clarity of staff roles and responsibilities was found to be moderate, suggesting that while some duties are understood informally, there is a lack of fully documented and clearly defined role descriptions for all staff members.

Staff presence during key daily routines was found to be strong, with caregivers consistently present and actively engaged in supervising and supporting children throughout daily activities.

However, the staff-to-child ratio was found to be inadequate in relation to ideal standards, indicating that the current number of staff may not fully meet the needs of all children under care, particularly during peak activity times.

Overall, the staffing structure demonstrates strong day-to-day engagement and commitment from available staff, but requires improvement in formal documentation, role definition, and staffing adequacy to strengthen long-term service delivery.

## **STAFF QUALIFICATIONS AND EXPERIENCE**

The assessment of staff qualifications and experience at His Grace Children's Home focused on training background, practical skills, and alignment of staff roles with responsibilities.

Staff were found to have relevant training in child care, with evidence indicating a generally strong understanding of basic child protection and caregiving principles. Knowledge of first aid was present but assessed as moderate, suggesting that while some staff possess emergency response awareness, this area may benefit from further strengthening.

## **SUPERVISION AND ACCOUNTABILITY SYSTEMS**

Supervision and accountability systems within the home were assessed in relation to reporting structures, oversight mechanisms, and daily coordination.

A clear reporting structure was observed, indicating that roles and lines of responsibility are generally understood within the staff team. Active supervision of staff and children was present but varied in consistency, suggesting moderate implementation of oversight practices.

Daily briefings or handover processes were partially in place, though not fully formalized, indicating that communication between shifts or duty periods is practiced but not consistently structured.

## **STAFF–CHILD INTERACTION AND WORKING RELATIONSHIPS**

Staff–child interactions at the home were observed to be consistently positive and supportive. Communication between staff and children was respectful, with caregivers demonstrating patience and appropriate engagement.

Emotional support was actively provided to children, reflecting a caring and responsive environment. Discipline practices were found to be appropriate and non-harmful, indicating adherence to positive caregiving standards.

Teamwork among staff members was observed to be strong, with cooperation and coordination evident during daily activities and child care routines.

### **CAPACITY GAPS AND RESOURCE NEEDS**

Capacity and resource needs revealed several operational challenges affecting service delivery. Indicators of understaffing were present, suggesting that current staffing levels may not fully meet the demands of the number of children under care. Staff workload was observed to be high, indicating potential overextension of available personnel.

Gaps in specific skills and training were identified as limited but present, suggesting that while core caregiving competencies exist, certain specialized skills may require strengthening.

Immediate staffing needs were identified as significant, particularly in relation to workload distribution and adequate coverage of daily child care responsibilities.

### **KEY INTERVIEW INSIGHTS**

Key interviews with staff members highlighted a strong commitment to child welfare despite operational challenges. Staff expressed dedication to their roles but acknowledged challenges related to workload and resource limitations.

The interviews also reinforced the need for additional staffing support and further capacity-building opportunities to strengthen service delivery and reduce pressure on existing caregivers.



Fig4: Staff photo

## **SATURDAY FAMILY PROGRAM ASSESSMENT**

### Overview

The Saturday Family Program demonstrated strong community participation and engagement, with active involvement from children, caregivers, foster families, and external participants.

### **Participation and Attendance**

Category

Observation

**Total Children -35**

**Foster Families-Actively involved**

**External Participants-Present and engaged**

**Caregivers/Staff-Present, but varying levels of active involvement**



Fig 5: care giver and mentor present



Fig 6: Group gathering / attendance scene

**Activities and Program Implementation**

Activity Type	Level of Implementation	Remarks
Group Meals	Well implemented	Encouraged bonding
Recreational Activities	Strong	energy and participation High
Skill-building Activities	Moderate–Strong	Positive but could be expanded
Spiritual/Cultural Sessions	Moderate	Needs deeper integration
Family Bonding Activities	Moderate	

		Requires more structure
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**Key Insight:**

Activities were diverse and engaging, but spiritual and family bonding components need stronger and more intentional integration.



Fig7::Matron Nansamba cooking for the children

**Child Engagement and Wellbeing**

Children participated actively throughout the session, engaging freely in all activities without any signs of exclusion. They expressed joy, comfort, and confidence, interacting positively and cooperatively with one another. Relationships among peers appeared healthy, while interactions with caregivers and other adults were respectful and supportive, reflecting a safe, inclusive, and emotionally nurturing environment where children feel valued and at ease.



Fig 8: Close interaction of children

**Facilitation and Staff Role**

<b>Area</b>	<b>Assessment</b>	<b>Notes</b>
Activity Guidance	Effective	Structure maintained
Child Participation	Moderate	More child-led approaches needed
Emotional Support	Strong	Staff attentive to needs
Conflict Management	Appropriate	Handled constructively
Discipline Methods	Appropriate	Non-harmful practices observed

Key Insight: Facilitation is generally strong



Fig9: Staff facilitating paper bag filling for tree planting

### **Program Alignment and Development Outcomes**

During the session, children confidently took part in the activities and expressed themselves openly. They easily related to what was happening because the activities reflected their culture and everyday life

### **Potential Gaps and Risk Areas**

During the session, supervision was generally steady, with only a few moments that could benefit from closer attention to ensure safety at all times

### ***Overall Assessment***

The Saturday Family Program is effective and impactful, characterized by:

- Strong participation and attendance
- Positive child engagement and wellbeing
- Meaningful community involvement

## **FOSTER CARE SYSTEM ASSESSMENT**

A foster care system assessment was conducted in Lugolole with foster parents caring for children aged 5 to 13 years. The verification was carried out by Manyi John, using a combination of interviews, observation, and staff consultation.

### **Foster Family Selection and Preparation**

The foster parent reported that a home assessment was conducted prior to placement by a Community Development Officer (Wagubi), indicating that a formal selection process was followed.

The foster parents also confirmed receiving guidance and training before taking in the children. Orientation and training levels were assessed to be strong, suggesting that the caregiver has foundational knowledge in child care and foster responsibilities.

Home safety screening was directly observed during the visit, providing additional verification of the living environment.

### **Placement and Suitability**

The children were placed in the foster home in 2017, with the foster parent indicating that they were taken in due to vulnerable and underprivileged circumstances.

At the time of assessment, the foster parents reported caring for 20 children, which raises important considerations regarding capacity and quality of care.

Placement clarity was found to be moderate, indicating that while the general purpose of placement is understood, formal documentation or structured placement frameworks may be limited.

While the number of children was reported as manageable by the caregiver, the assessment identified a high risk of overcrowding, which may affect the quality of care, supervision, and living conditions.

## **Monitoring, Follow-Up, and Reporting Systems**

The foster parent NAME reported that program staff conduct visits on a regular basis, with the most recent visit occurring on 11th April. However, the consistency of these visits was assessed as moderate, suggesting that follow-up mechanisms exist but may not be fully structured or consistent.

Follow-up frequency was considered adequate, and a clear reporting system was found to be in place. Records and logs related to visits and communication were available, indicating a level of accountability within the system.

The foster parent demonstrated awareness of reporting channels, identifying key contacts including the program director Billy and other responsible staff members. Emergency contact awareness was strong, and communication with the program was actively maintained. Incident reporting mechanisms were present and functional, with the foster parent able to report concerns through designated individuals within the program.

## **Home Environment and Living Conditions**

Assessment of the home environment identified several critical concerns. The structural safety of the house was rated as low, indicating potential risks within the physical environment.

Sleeping arrangements were also assessed as inadequate, suggesting limitations in space and available bedding for children. Access to clean water and sanitation facilities, including toilets and bathrooms, were found to be below acceptable standards.

Cooking safety was moderate, indicating partial compliance with safe practices, while some environmental hazards were observed within the home setting.

Overall, these conditions present medium-level risk gaps, particularly in relation to child safety, hygiene, and overall wellbeing.

## **Verification Methods**

The assessment was conducted using multiple verification approaches to ensure reliability of findings. These included:

Interviews with the foster parent

Interviews with children

Direct observation of the home environment

Consultation with program staff

Document review was not conducted during this assessment.

### **Overall Placement Assessment**

The foster care placement was assessed as strong in intent and commitment, with evidence of caregiver willingness, basic training, and active engagement with the program.

However, significant challenges exist in relation to living conditions, overcrowding, and infrastructure, which present risks to optimal child care standards.

Strengthening of the home environment, improved resource allocation, and enhanced monitoring systems are necessary to ensure that the placement fully meets child protection and welfare standards.

## **COMMUNITY AND FAMILY INTEGRATION**

Community and family integration at His Grace Children's Home was assessed through observation and staff engagement, focusing on children's connection to families, community involvement, and emotional belonging.

Children were observed maintaining connections with other neighbouring families, indicating ongoing relationships and contact where possible. This was further supported by observed evidence of continued children family connection around the home, suggesting that efforts are made to preserve family ties.

The Saturday Family Program was observed to be actively conducted, providing a structured platform for interaction between children, families, and the wider community.

Community participation in program activities was confirmed, reflecting involvement of external stakeholders and support systems beyond the home environment.

The program was also observed to support children's sense of emotional belonging, contributing to their social and emotional wellbeing.

## **KEY INFORMANT INTERVIEW – DIRECTOR (BILLY)**

An in-depth interview was conducted with the Director of **His Grace Children's Home** on 10th April 2026 in Lugolole Village, Mayuge District. The session was led by Manyi John, with participation from team members including Agaba Josephat, Julius Gumisiriza, Ivan Nuhirira, Maureen, and Patrick.

### **Governance and Leadership**

The organization demonstrates a clear and defined mission and vision, which was verified during the discussion with leadership. Decision-making processes, particularly under conditions of limited resources, are guided by prioritization of essential and affordable needs.

Governance structures are present but moderately developed, indicating that while leadership and oversight mechanisms exist, they are not yet fully formalized or institutionalized.

### **Child Care Model**

The Director reported that the organization currently supports 35 children, with 15 children in residential care and 20 placed in foster homes.

Placement into foster care is based on the vulnerability and needs of children, though the criteria guiding these decisions are moderately defined, suggesting the need for more structured and documented placement guidelines.

Monitoring of children in foster care is conducted through regular follow-up visits and communication with foster parents, though the effectiveness of this system is moderate, indicating room for strengthening consistency and documentation.

Overall, the child care structure is clear and functional, with a defined approach to both residential and foster care models.

### **Operations and Programs**

Daily routines for children are structured around school attendance, caregiving support, and participation in home-based activities. However, the level of formal structuring and documentation of daily programs is moderate.

The Saturday Family Program serves as a key platform for social interaction, family engagement, and community participation. While the program is active and impactful, its overall effectiveness is moderate, indicating potential for further strengthening in structure and delivery.

Child protection and safety systems are in place, though they are moderately developed, suggesting that while practices exist, formal safeguarding frameworks and documentation could be enhanced.

### **Funding and Financial Management**

The organization relies primarily on donations as its main source of funding. The Director expressed concern regarding the sustainability of this model, particularly due to delays and unpredictability in funding.

Financial planning processes are present but moderately developed, while resource prioritization is strong, with spending decisions focused on essential needs.

These findings indicate that while the organization manages available resources carefully, it faces ongoing challenges related to funding stability and long-term financial planning.

### **Land Use and Future Plans**

The organization has secured access to ten acres of land, with plans to utilize it for community-oriented development initiatives. Intended use includes the establishment of demonstration gardens and a food forest, aimed at benefiting both the children and the wider community. Long-term sustainability plans include the development of a clinic, school, and vocational workshops, which are expected to generate income while remaining affordable for community members.

These developments are projected within a five-year timeline, reflecting a clear and ambitious vision for growth and sustainability.

### **Strategic Insights and Challenges**

The primary challenge identified by the Director is the lack of timely and consistent funding, which affects planning and program implementation.

The Director emphasized the importance of continued collaboration with donors and partners, expressing a strong desire to maintain and expand existing partnerships.

Key areas where additional support would make a significant difference include:

- Increased and consistent financial support
- Investment in infrastructure and living conditions
- Expansion of staffing capacity
- Support for long-term sustainability initiatives (land development, income-generating projects)

### **Verification Observations and Risk Assessment**

Responses provided during the interview were consistent and aligned with observations and other sources of information, indicating reliability of the data collected.

Key risks identified were assessed as moderate, primarily linked to funding instability, infrastructure limitations, and capacity constraints.

### **Overall Assessment**

The Director demonstrates committed leadership with a clear vision and functional operational understanding. While systems are in place across key areas, there are moderate gaps in governance structure, program formalization, and sustainability planning.

Strengthening of institutional systems, documentation, and resource stability will be critical in enhancing the organization's overall effectiveness and long-term impact.

## **ADMINISTRATION, RECORD KEEPING AND FINANCIAL MANAGEMENT – KEY FINDINGS**

**Respondent:** Administrator (Maureen)

Date of Interview: 11 April 2026

Location: Lugolole

Interviewers: Gumisiriza Julius

Other Participants: Manyi John

### **Overview**

This section presents findings on administrative systems, record keeping practices, financial management, compliance, and reporting mechanisms within the organization. Information is based on key informant interviews, document review, and direct observations conducted during the field visit.

### **Administrative Systems and Record Keeping**

The Administrator reported that her primary responsibilities include maintaining records and conducting internal assessments. The organization utilizes a hybrid record keeping system combining manual records (record books and receipts) and electronic storage.

Records relating to children, staff, and finances are reportedly updated on a regular basis. No significant challenges in maintaining record accuracy were reported by the respondent. However, verification findings indicate that while systems are in place, they are only moderately effective.

### **Assessment:**

Record keeping systems are functional .

Timeliness of updates is not fully reliable across all record categories.

Some gaps in completeness of records were identified during review.

Rating: Moderate

Means of Verification:

- ◆ Review of available record books and receipts
- ◆ Observation of record storage systems
- ◆ Key informant interview with Administrator

### **Financial Management Systems**

Financial resources are received primarily through the Director via formal banking channels.

Bank statements are maintained and reportedly stored securely. The Administrator is responsible for managing disbursements, occasionally in collaboration with the Director.

All income and expenditures are reported to be documented, and internal control mechanisms are said to be in place to minimize risks of misuse. Financial summaries are prepared and reviewed on a monthly basis.

### **Assessment:**

Internal controls are relatively strong, with shared responsibility in financial processes.

Transparency and accountability mechanisms are evident.

Documentation completeness and reporting timelines require strengthening to ensure consistency.

Rating: Moderate to High

Means of Verification:

Review of financial records and receipts  
Confirmation of bank statement availability  
Interview with Administrator

### **Compliance with Regulatory and Policy Frameworks**

Moreen indicated that the organization operates in line with applicable Ugandan regulations. Child protection and safety policies are reported to be in place.

Assessment:

Existence of key policies (including child protection) confirmed.

Limited evidence of comprehensive understanding of regulatory requirements.

Enforcement of policies appears consistent.

Rating: Moderate

Means of Verification:

Key informant interview  
Observation of policy awareness levels  
Review of available documentation

### **Reporting and Communication**

The organization reports to donors and stakeholders through annual reports and newsletters.

While the Administrator indicated that reporting is timely, accurate, and complete, assessment findings suggest otherwise.

Operational constraints, particularly limited staffing, were identified as a key challenge affecting reporting quality and timeliness.

**Assessment:**

Reporting structures are in place.

Timeliness of reporting is inconsistent but functional.

Accuracy and clarity of reports are moderate.

Staffing limitations significantly impact reporting efficiency.

Rating: Moderate (with Low performance in timeliness)

Means of Verification:

- Interview with Administrator
- Observation of reporting practices
- Triangulation with operational context

### **Operational Capacity and Administrative Constraints**

The Administrator acknowledged several operational challenges affecting performance, including gaps in record keeping, reporting, and compliance systems.

Key areas identified for improvement include:

- Recruitment of additional staff to reduce workload
- Provision of electronic devices to improve efficiency
- Ensuring timely and predictable funding flows

Despite these constraints, the Administrator demonstrated strong individual capacity to manage responsibilities under limited-resource conditions.

Assessment:

High individual capacity observed

System efficiency constrained by resource limitations

Significant need for administrative and operational support

Rating: Moderate (System) / High (Individual Capacity)

Means of Verification:

Key informant interview

Direct observation

Cross-sectional analysis of administrative functions

### **Summary of Key Issues**

- Moderate effectiveness of record keeping systems, and timeliness
- Strong internal financial controls but inconsistent documentation practices
- Limited policy awareness and weak enforcement mechanisms
- Delays in reporting linked to staffing shortages
- High workload and insufficient administrative support structures

### **Conclusion**

Administrative and financial management systems are in place and operational, providing a foundation for accountability and service delivery. However, overall effectiveness is constrained by limited human resources, inadequate tools, and moderate system efficiency. Strengthening institutional capacity, improving documentation practices, and enhancing compliance awareness will be critical to achieving full alignment with expected standards.

## STAFF INTERVIEW FINDINGS – CHILD CARE AND SUPPORT PRACTICES

### Interview Overview

**Purpose:** To assess staff capacity, roles, child care practices, safeguarding awareness, and operational challenges

Date: 11 April 2026

Location: Lugolole

Interviewer: John (Manyi John)

Supporting Verifiers: Field Team

Staff Interviewed: Joseph Mulopi (primary respondent)

### Staff Role and Capacity

#### Summary:

The staff member demonstrates practical experience in mentoring and guiding children, though formal training in childcare and protection is lacking.

Indicator	Finding	Rating	
Role clarity	Mentoring, guidance, and involvement in gardening and cultural practices	Medium	Interview response
Training received	No formal childcare or safeguarding training	Low (Confirmed)	Interview response
Capacity & confidence	Confident in performing Responsibilities	Medium (Observed)	Staff responses

### Means of Verification:

Key informant interview

Observation of staff understanding

### Daily Care and Child Interaction

#### Summary:

The staff member provides structured physical and spiritual support, though emotional support and resource availability remain moderate to limited.

Indicator	Finding	Rating	
Evidence			
Emotional support	Present but not deeply demonstrated	Medium	Interview

Physical care interview	Strong involvement in gardening and activity-based engagement	High	Observation &
Spiritual/Educational support Interview	Promotes religious respect and unity	Medium (Confirmed)	
Resource sufficiency Interview	Insufficient funding and materials	Low	
Defined routines Interview	Daily routines and activities are structured	High	

**Key Challenges Identified: [Comment from Mama: this should be in a different section]**

- Limited access to natural seeds
- Dependence on hybrid seeds
- Financial constraints affecting program delivery

**Means of Verification:**

Interview responses  
Observation of activities

**Safeguarding and Child Protection**

Summary:

Safeguarding awareness is strong, with clear understanding of child protection principles and reporting procedures.

Indicator Evidence	Finding	Rating	
Safeguarding rules	Clearly defined and Understood	High	Interview
Reporting procedures	Staff aware of reporting Mechanisms	High	Interview
Response to incidents	No cases reported;	High (Observed)	Interview

understanding consistent

**Reported Safeguarding Practices:**

- No physical punishment
- Respect for children’s rights and dignity
- Equal treatment without discrimination
- Continuous supervision
- Immediate reporting of concerns

**Means of Verification:**

- Staff responses
- Consistency in explanations

**Support Systems and Resources**

**Summary:**

Support exists at a moderate level, but operational effectiveness is constrained by limited resources and staffing.

Indicator	Finding	Rating	
Evidence			
Access to resources	Tools and materials insufficient	Low	Interview
Management support	Present but limited	Medium	Interview
Staff collaboration	Moderate cooperation among staff	Medium	Interview

**Key Gaps:**

- Lack of tools and working materials
- Need for additional staff
- Limited financial support

**Means of Verification:**

- Interview responses
- Observation of environment

**Verification and Risk Analysis**

**Verification Findings:**

- Staff responses aligned with observed practices
- Practical knowledge evident despite lack of formal training

**Key Risks Identified:**

- Lack of formal childcare and safeguarding training
- Limited resources affecting quality of care
- Inadequate staffing levels
- Constraints in sustaining cultural farming practices

Overall Risk Level: Medium

### Overall Staff Assessment

The staff member demonstrates commitment, practical experience, and a positive approach to mentoring and child care. However, effectiveness is constrained by lack of formal training, limited resources, and moderate institutional support.

Overall Rating: Moderate (with gaps in training and resources)

### Conclusion

Staff play a critical role in delivering daily care, particularly in mentoring, physical engagement, and promoting cultural values. While commitment and practical knowledge are evident, strengthening formal training, increasing resources, and improving staffing levels will be essential to enhance the quality and consistency of care.

## ASSETS AND LAND USE VERIFICATION

### Objective

To verify land ownership, assess current land utilization, evaluate physical assets, and review planned developments in relation to organizational capacity and mission.

### Land Ownership and Documentation

Item	Details
Total Land Size	10 Acres
Location	Nawanjiri Village, Bugodi Cell
Ownership	Status Fully Owned
Legal Clarity	High

Documents Verified: Purchase Agreement (physically reviewed)

Assessment: Ownership is legally clear and fully attributable to the organization.

Figure 1–3: Land boundaries and general land view (Insert images here)



FIG10 : Aerial view of the project land showing overall site layout and boundaries

**Current land use**

<b>Land Use Category</b>	<b>Status</b>	<b>Remarks</b>
Farming / Food Production	Active	Primary use; supports food needs
Community Use	Informal	Livestock rearing, beekeeping
Unused / Reserved Land	Significant	Available for expansion
Residential	Not formally designated	Exists but not structured
Education / Training	Not established	Planned
Livestock (Formal)	Not established	Currently informal

Assessment: Utilization Level: Low. Alignment with reports: Confirmed.  
 Figure 9–10: Farming and livestock activities (Insert images here)



Fig 11: Tree nursery preparation supporting future reforestation and land development plans

**Physical Assets Assessment**

Asset Category	Condition	Status
Buildings	Poor	Existing
Agricultural Tools	Poor	Limited functionality
Water sources	Poor	Inadequate
Solar / Power Systems	Under Development	Not operational
Transport	Under Development	Minimal/None
Storage Facilities	Under Development	Inadequate

Assessment: Assets verified and maintenance level is low.  
 Figure 4–6: Buildings and structures (Insert images here)  
 Figure 7–8: Water systems and power installations (Insert images here)

5.5 Future Development Plans  
 1 Expansion of farming activities

2 Establishment of a children’s home

3 Construction of a community clinic

4 Agricultural research center

5 Food processing facility

Timeline: Within 5 years. Feasibility: High (resource-dependent).

5.6 Verification Methodology

1 Physical site inspection

2 Visual and photographic evidence

3 Leadership interviews

4 Document review

5.7 Conclusion

The organization has secure land ownership but low utilization and limited infrastructure.

Strategic investment is

required.

## **DOCUMENT REVIEW & CONSISTENCY ANALYSIS**

### Availability of Key Documents

Document Type	Status
Registration Documents	Seen
Child Records	Confirmed
Financial Records	Seen
Land Documentation	Seen

Overall Rating: Needs Improvement

Youth in Act - Uganda is a registered Community-Based Organization (CBO), having obtained its registration certificate from the Office of the Community Development Officer in Mayuge District. As part of its strategic goal to expand its reach and strengthen its operations, the organization is currently taking further steps to formalize its legal status by pursuing registration and obtaining a Certificate of Incorporation from the Uganda Registration Services Bureau. This transition reflects the organization’s commitment to growth, compliance, and enhanced credibility within its areas of operation.

### **Evidence capture**



Fig 12:Certificate of registration

### Consistency & Cross-Verification

<b>Consistent</b>	<b>Consistent</b>
Director vs Field	Consistent
Staff vs Practice	Consistent
Financial vs Activities	Consistent
Children vs Staff	Consistent

### Conclusion

Documentation is available

## **PROGRAM MANAGEMENT ASSESSMENT**

Purpose:

This section evaluates the overall effectiveness of program management systems, including leadership structure, operational coordination, resource capacity, and risk exposure affecting program delivery.

### **Management Systems and Coordination**

Assessment of program management indicators shows that foundational structures are in place, though some areas require strengthening.

#### **Key Indicators:**

Clear leadership structure

Administrative records maintained

Operational responsibilities defined: **Partial**

Regular planning and coordination meetings: **Partial**

#### **Assessment:**

The program benefits from an established leadership structure and functioning administrative systems.

### **Operational Gaps**

Several constraints were identified that affect program efficiency and delivery:

- Staff shortages
- Limited financial resources
- Documentation gaps
- Infrastructure limitations

#### **Assessment:**

These gaps collectively impact the organization's ability to operate at full capacity and maintain consistency across program areas.

### **Risk Identification and Analysis**

Potential risks were assessed across key operational and child protection areas.

#### **Risk Flags Identified:**

Child distress: Not identified

Poor supervision: Partial

Unsafe facilities: Partial concern

Missing documentation: Not identified

Financial inconsistency: Not identified

### **Risk Level Summary**

<b>Area</b>	<b>Risk Level</b>
Child Safety	- Medium
Supervision	- Medium
Facilities	- Low
Financial Transparency	- High
Documentation	- Medium

**Assessment:**

Risk exposure is generally moderate, with particular attention needed in supervision and documentation. Financial transparency presents a strong area with minimal risk concerns.

**Evidence Captured**

The assessment was supported by multiple sources of evidence, including:

Photographs of facilities marked fig 1,fig2,fig3,fig4 etc

Video documentation

Interview notes

Copies of organizational documents marked A1,A2, A3 etc (photos of documents to be attached)

**Program Strengths Identified**

The following strengths were noted within the program:

- Strong leadership commitment
- Positive relationships between staff and children
- Adequate provision of food and basic care
- Strong community integration and involvement
- Good financial transparency practices

**Verifier's Initial Impression**

1) Overall Program Condition:

Functional but requires improvement

2) Child Welfare Status:

Acceptable, with improvements needed

**Conclusion**

The program demonstrates a functional management structure with several key strengths, particularly in leadership, community engagement, and financial transparency. However, operational gaps related to staffing, infrastructure, and minimal gaps in documentation limit overall effectiveness.

Addressing these gaps will be essential to improving service delivery, strengthening child protection systems, enhancing program sustainability, and attaining food self-reliance.

**Ethics and Consent Statement**

Purpose

The purpose of this verification was to collect accurate, reliable, and unbiased information while ensuring the dignity, rights, safety, and well-being of all participants. Children especially were fully protected throughout the process.

**Ethical Data Collection Practices**

All interviews and interactions were conducted respectfully and on a voluntary basis. Staff members were observed to be polite and cooperative, while children appeared comfortable, engaged, and showed no visible signs of distress.

Children were engaged using age-appropriate, simple, and clear questions. All questions were non-leading and non-coercive in nature. No child was pressured to participate or to disclose sensitive or personal information.

Participation was entirely voluntary. Child assent (verbal agreement) was obtained prior to engagement, and participants were informed of their right to decline or withdraw at any time without consequence.

### **Confidentiality and Anonymity**

No real names of children were recorded in field notes or included in the final report. Instead, child codes or unique identifiers were used to ensure anonymity and confidentiality.

All information collected has been handled with strict confidentiality and used solely for verification and reporting purposes.

### **Consent for Media Collection**

Photographs and videos were taken only where appropriate consent had been obtained. Signed consent was secured from guardians prior to capturing any media involving children.

All media collected is intended strictly for verification and reporting purposes. Such materials are securely stored and are not shared externally without proper authorization.

### **Ethical Concerns Noted**

No major ethical concerns were identified during the verification process.

Overall Ethical Compliance Assessment

- Compliant
- Compliant with minor concerns
- Non-compliant

### **Lead Verifier Declaration**

I confirm that this verification was conducted to the best of my professional knowledge in accordance with ethical standards and safe guarding principles. (John Manyi)