



INTERFAITH DIALOGUE FORUM FOR PEACE (IDFP)

2021 ANNUAL REPORT

INTERFAITH DIALOGUE FORUM FOR PEACE

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THE KUKAH CENTRE



INSTITUTE OF PEACE AND
CONFLICT RESOLUTION (IPRC)



INTERFAITH MEDIATION CENTRE (IMC)



ABOUT IDFP NIGERIA

The Interfaith Dialogue Forum for Peace (IDFP) is an indigenous Interfaith NGO comprising of 100 Christian and Islamic religious leaders, founded with the support of the International Dialogue Centre (KAICIID) since January 2017. The main objective of the IDFP is to foster peaceful coexistence between Christians and Muslims and among all ethnic groups.

KAICIID is an Inter-governmental Organization based in Lisbon, Portugal (formerly in Vienna – Austria) founded in 2012 by the government of Spain, Austria, Saudi Arabia and the Holy See (as founding observer) to promote inter-religious dialogue, and to prevent and resolve conflicts around the world. KAICIID has been committed to supporting religious communities in Nigeria by creating sustainable conditions for peace and stability through inter-religious dialogue.

VISION

IDFP envisions a Nigeria where there is religious tolerance and mutual coexistence, hate speech is prohibited and freedom of religion ensured.

MISSION

The mission of the Forum is to mobilize adherents of all religious faiths in Nigeria towards creating opportunity for building trust, confidence and cooperation through dialogue.

The IDFP has five organs comprising:

- The Patrons -----2 members
- The Board of Trustees (BOT)-----10 members
- The Executive Council (EC) -----10 members
- The Central Coordinating Council (CCC)-----40 members
- The General Assembly (GA) -----112 members

IDFP Stakeholders:

- o International Dialogue Centre (KAICIID) -
Founder/Sponsor
- o The Kukah Centre -
Partner
- o Institute of Peace and Conflict Resolution (IPCR) - Partner
- o Interfaith Mediation Centre (IMC) - Partner



INTRODUCTION:

Conflicts and the spread of the Covid 19 pandemic in Nigeria have exacerbated the already existing tensions and socioeconomic challenges. Nigeria, like in many other countries across the world was placed on lock down to contain the spread of the pandemic leading to unexpected food challenges, closure of schools, stretching of limited health resources, violent conflicts including rise in abductions/kidnappings for ransoms and escalating political tensions. For IDFP, these challenges affected its operations and interventions especially the postponement of the usual annual conference on peace and interfaith relations were suspended for two years (2020 and 2021) due to the COVID 19 restrictions for large gatherings.

The 2021 annual report represents a compilation of activities, meetings and projects undertaken by IDFP Nigeria during the year in review. The Executive Committee (EC) has the mandate for the day-to-day management of IDFP and presenting the report to all IDFP organs, partners and stakeholders.

In 2021, IDFP recorded some milestones and modest successes with the continuous challenges posed by Covid 19 restricting major physical activities and engagements. The IDFP dedicated substantial resources towards responding to the spiral ling difficulties posed by the ravaging pandemic to everyday life. The Covid 19 intervention was implemented in two phases; the first phase focused on sensitization on the spread of covid 19 while the second phase centred around covid 19 vaccine rejection. With relative easing of COVID 19 major restrictions on movement and interactions, IDFP began to organize physical activities towards the third and fourth quarters.

Other IDFP activities during the year include the expansion and consolidation of the Interfaith Dialogue Units (IDUs) in 10 states aimed at increasing the role of religious leaders and state actors for collaborative conflict prevention and response.

The IDFP recorded two major achievements which includes the hosting of the IDFP constitution review conference, which facilitated the adoption of



a revised constitution that would promote ease of operations as well as strengthen members' interactions. The second achievement was the development of an interfaith code of conduct that is intended to promote joint problem-solving and increase religious harmony between Christian and Muslim communities.

This report is presented in five sections; Administration, Finance, Programme, Publicity and legal activities for the year 2021.



ADMINISTRATIVE REPORT

1.1 Meetings:

In 2021, the Executive Council (EC) held four (4) meetings; two of the meetings were physical while two (2) were virtual. The Central Coordinating Council (CCC) held one (1) physical meeting during the year. In addition, IDFP also commissioned some committees to embark on certain tasks and actions. The date for each of these meetings held by EC, CCC as well as adhoc committees in 2021 are highlighted in the table below:

S/N	PHYSICAL MEETING	VIRTUAL MEETING	DATE
1	Executive Council meeting		January 28
			November 4
2		Executive Council meeting	March 19
			May 27
3	Press Conference		January 29
			September 7
4	Central Coordinating Council meeting		October 6
5	High-Level Leadership meeting		August 11
6	Code of Conduct meeting		September 6 & 7
7	Constitution Review meeting		June 8
			September 6 & 7
8	General Assembly Planning meeting		October 5
9	Constitution Conference meeting		October 27 & 28



1.2 Meeting with KAICIID

The IDFP and KAICIID initiated and started a joint meeting to improve communication and programme development. The meeting is intended to hold periodically and the first meeting took place on 17th May 2021 to discuss operational updates, status of implementation of the 2021 action plan and the lingering internal membership challenges arising from the 2019 general assembly and re-elections of the leadership. Both KAICIID and IDFP (represented by the EC co-chairs and co-secretaries) agreed on steps to take to address the challenges. As a result of operational challenges, the meeting could not be convened subsequently but communication continued to be made by the two partners through other mediums.

1.3 2021 Action Plan

The 2021 collaboration agreement came into force on 1st January 2021 with KAICIID providing 100% full support for IDFP's operational and programme activities. However, the funding for 2021 was less than 2020 due to financial constraints from KAICIID. The funding received from KAICIID covered some of the following activities below;

- Operational costs which include salaries of five IDFP staff, office consumables, equipment etc
- Meetings of EC and CCC as well as for BoT and adhoc committees such as the fundraising committees;
- Funding for IDP camp school located at Apo Malaysia Garden, Abuja comprising 4 teachers.
- Implementation of four new projects- Code of Conduct Validation Workshop, Constitution Review Conference, Trainings of Interfaith Dialogue Units (IDUs) in 10 States and Webinar on Insecurity in Nigeria.

1.4 Replacement of BoT Members

The Christian and Muslim Intra nominated the Most Rev Dr. Benebo Fubara Manuel and Hajiya Halima Jibril to replace General Yakubu Gowon and Hajiya Amina Omoti respectively. General Gowon stepped aside because of his busy schedules handling many equally important national assignments while Hajia Omoti was recalled by her creator to the great beyond. The BoT has 10 members comprising of five (5) Christians and five (5) Muslims.



Similarly, there were also challenges around active participation of some of the BoT members including the Shehu of Borno. The BoT mandated the EC to visit the Shehu of Borno in Maiduguri to ascertain his commitment or other wise to continue in the BoT. The EC Co-Chair Alhaji Kunle Sanni and Co-Secretary Pastor Ibrahim Joshua Adamu visited the Shehu of Borno and have secured his confirmation to remain in the BoT. The Shehu expressed his reasons for in-activeness to lack of communication on the activities of the BoT.

1.5 Covid 19 Protocol and Staff Welfare

The resurgence of the second wave of COVID-19 pandemic necessitated extensive discussions by the EC and CCC to comply with COVID-19 measures and protocols. The EC resolved that staff should work three days a week in the office; Mondays, Wednesdays and Fridays and at home Tuesdays and Thursdays pending the overall improvement of situation in the country. In order to protect the staff and visitors to the office, all necessary measures and protection kits were provided within the office to ensure the safety of all. In 2020, the office was mostly closed throughout the year and staff worked from home as the Covid 19 protocol mandated.

1.6 Hotel Accommodation for staff during meetings

The Council discussed the issue of accommodation of staff who reside in Abuja during meetings. It was agreed that such caveat will be discretionary based on exegesis of the time, and will revolve around the nature of work that will necessitate provision of rooms for the staff. Further to that, if need be, such staff should put forth a request to that effect and must be approved by the Co-Chairmen.

1.7 Purchase of Equipment

In 2021, the EC purchased three laptops; one for the Constitution Review Committee, one for the Program Officer Finance and the other for the Financial Secretary. The laptops would be returned to the secretariat once the assignment for which it was procured has been completed. The laptop (s) would continue to be used for special purposes and tasks by members carrying out work on behalf of the IDFP.



CO-PATRONS:

**ALHAJI MUHAMMAD SA'AD ABUBAKAR CFR, MNI
REV. DR. SAMSON OLASUPO AYOKUNLE**



IDFP Co-Chairs Executive Committee



FINANCIAL REPORT

2.1 Internet Banking

The EC has been exploring the possibility of migrating the banking processes from manual system to internet banking for better financial efficiency. The IDFP's account officer was invited to enlighten the EC and the finance team on the mode of operation and the potential risks of the software. The idea is still being explored to ensure that IDFP's interest is well protected. Some of the benefits of e-banking enumerated by the account officer includes;

- Helps in making banking easier and faster
- Enables signatories to have access to the account at any point in time
- The convenience in e-banking helps to reduce the cost of transportation to the bank
- Gives everyone equal privilege to financial transaction.

2.2 Audited Financial Report

This year, two reports will be presented during the 2022 general assembly. The 2020 and 2021 audited financial report have been prepared led by the external auditor in collaboration Finance team on behalf of the IDFP and would be ready for the consideration and approval of all organs of IDFP during the 2022 GA. It should be noted that the 2020 audited report could not be presented due to Covid 19 and the inability to host the annual general assembly.

2.3 Employment of Accountant

As IDFP continues to expand both in operations and project implementation, the need for an in-house accountant became exigent. The IDFP has three of its members who constitute the finance team and have been providing financial support but the need to have a day-to-day finance focal person became evident. In the last quarter of 2020, an accountant was employed in the person of Mr Austin Igbawase Ayila (ACA) who works directly with the IDFP finance team to ensure efficient financial support services and smooth operations/activities.



Pupils of IDP Camp School, Apo Malaysia Garden Abuja



Teachers, Camp Leaders and IDFP Staff, at Apo Malaysia Garden Abuja



2.4 Members' Monthly Subscription

During the Constitution Review Conference in September 2021, a decision was reached by all IDFP members to initiate a monthly membership subscription of the sum of One Thousand Naira (N1,000.00) Only per member totaling N12,000.00 per year. The decision to introduce the monthly subscription was taken at the 2019 GA and was to take effect same year. All the subscriptions are to be paid into a dedicated bank account intended for sustainability. This decision was taken in order to boost the financial capacity of IDFP to undertake more interventions beyond what KAICIID provides as well as promote sustainability and ownership of the forum by all members. There has been positive response from members of the EC, CCC and GA so far. The members of the other organs such as BoT and general assembly is reminded of this important commitment to make their contributions as agreed.

2.5 Salary Review

As the economy continues to bite as a result of the Covid 19 pandemic and rising inflation, the EC and CCC resolved to review the salaries of the staff both in the secretariat and the teachers at the IDP camp school. Following intense discussion and review of available funds, the salaries were agreed to be increased beginning from the next financial year 2022 at the rate of 20% to 50% for senior to junior staff respectively effective from January 2022. The EC and CCC agreed to continue paying 13th month as part of incentive for Staff to boost productivity and enhance commitment to the vision of IDFP. The EC have also mandated the development of performance appraisal system for IDFP staff which would become effective from 2022.

2.6 Fundraising Committee

The fundraising committee was first inaugurated in 2020 with 15 members to facilitate resource mobilization through development of grants proposals, identify new partners/donors and pursue funding opportunities. Since the inauguration, the committee has not performed optimally due to Covid 19 challenges and logistical limitations. For these reasons, the EC and CCC reviewed the membership of the committee to eight (8) members in recognition of their prior fundraising experiences and



capacities. The new fundraising committee members are;
An 8-member committee was set up by the EC for fund raising with the following suggested names:

1. Imam Muhammad Sani Isah EC
2. Rev. Dr. Juliana W. Uzoaku EC
3. Imam Shefiu Majemu CCC
4. Rev. Dr. Zaka P. Ahuche CCC
5. Elder Justina Mike Ngwobia GA
6. Imam Fu'ad Adeyemi GA
7. Joseph Atang KAICIID
8. Lantana Abdullahi KAICIID



CAN President with Bishop Onouha and Rev Akanji



IDFP Reps with the chairman of FCT UBEB



IDFP PROJECTS AND INITIATIVES

3.1 2021 Action Plan

The 2021 action plan focused largely on the emerging situations in Nigeria as well as operational challenges within IDFP. Some of the projects/activities outlined and implemented under the 2021 action plan includes the following;

- i. Consolidate the support to the present IDP camp school in Abuja through increasing the number of teachers and provision of additional learning kits.
- ii. Continue the sensitization campaign on Covid 19 started in 2020.
- iii. Expansion of the Early Warning, Early Response (EWER), Mediation and IRD trainings for religious leaders as well as establishment of additional Interfaith Dialogue Units (IDUs) in five (5) states bringing the total to 10 IDUs.
- iv. Organize a constitution Review Conference for IDFP to revise the constitution and its membership list.
- v. Organize Webinars on insecurity with religious leaders and policy makers
- vi. Conduct a workshop on the development of Code of Conduct for Interfaith and Peace-building activities in Nigeria.
- vii. Organize and engage the press after every major activity or meeting to discuss national issues or activity outcomes to draw attention of state actors and stakeholders for action.

The highlight from some of the major projects and activities implemented during the year are presented below;

3.2 Constitution Review Conference

The IDFP Constitution Review Conference (CRC) took place in Abuja from 27th and 28th October 2021 bringing all available members of IDFP. The conference was organized to achieve the following results;

- The development and adoption of a revised constitution to address key challenges and enhance smooth operations of the IDFP.
- The constitution is able to address and incorporate key themes such as gender and youth inclusion, transition processes, role of patrons etc.



- The conference enables all members to participate actively and have their concerns addressed.
- All members of IDFP achieve a sense of belonging and ownership of the organization

The constitution conference brought 82 members of the IDFP from the Patrons (CAN President), BoT members as well as the other organs of the IDFP. 12 members of the KAICIID Fellows Nigeria Network were also in attendance to participate in the discussion around the role of the fellows within IDFP. Following extensive discussion, IDFP agreed to continue to engage with the fellows as observers in the general assembly and to support project implementation through facilitation of trainings.

At the end of the conference, IDFP members worked collaboratively to review proposed amendments in the constitution such as tenures of the leadership, review of the titles of the secretariat staff (from coordinators to programme officers), gender inclusion set at least 25%, role of the patrons as well as membership subscription to improve revenue generation and sustainability. In addition, the Christian and Muslim intra groups met and reviewed the membership of IDFP to consider replacements of inactive or deceased members. The conference saw IDFP members worked in a collaborative approach to resolve key areas of amendments as well as enhanced communication and team building.

3.3 Interfaith Code of Conduct (CoC)

The validation workshop on the development of the Interfaith CoC took place on 6th and 7th September 2021. The workshop took place over two days in Abuja with representation from the Christian Association of Nigeria (CAN), the Nigerian Supreme Council for Islamic Affairs (NSCIA), the Institute of Peace and Conflict Resolution (IPCR), the Interfaith Mediation Centre (IMC) and key members of the IDFP. The first draft CoC was developed during the IDFP High-level Dialogue on Insecurity and Covid 19 in 2020 with further reviews by IPCR and KAICIID. The workshop was divided into intra group activities, combined plenary sessions and press conference to present the final draft of the CoC to the general public. In the end, both the Muslim and Christian Intra groups accepted and endorsed



Leadership of the IDFP during the CoC workshop in Abuja



Members of the Abia and Rivers State IDUs during a training



the CoC and commended it as a mechanism which will strengthen interfaith relations and peace-building in Nigeria. The group reiterated the importance of the CoC to the needs in the context of present realities in Nigeria today and represents the theological basis for interfaith engagement. The broad objective of the CoC serves as basis of cooperation between/among religious leaders to prevent and mitigate violence in Nigeria.

The specific objectives of the CoC developed by the participants include:

- i. To guide the conduct of religious leaders as they respond to local, state and national issues in their preaching, public utterances and media engagements.
- ii. To serve as rallying point for religious leaders to uphold values and scriptural teachings that unites rather than divide adherents of both religions in their interventions.
- iii. To create mutual respect and better understanding for peaceful coexistence.
- iv. To provide mutually agreed boundaries, checks and balances to the utterances, activities and general witness of Christians and Muslim in Nigeria.

3.4 EWER Phase II

The Early warning early response (EWER) project second phase was approved under the 2020 action plan. The implementation commenced in 2020 and was completed in 2021. The second phase focused on the expansion of the project in five (5) additional states comprising Oyo, Nasarawa, Niger, Abia and Rivers states. This brings the total states targeted by this project since 2019 to 10 states including Kaduna, Plateau, Zamfara, Taraba and Benue states. Like the first phase, this phase had three major activities; training of trainers (ToT) for 30 religious' leaders on EWER, Mediation and inter-religious dialogue (IRD). The second activity saw the trained religious leaders step down the training in their respective states with the last activity being the establishment of the interfaith dialogue units.

To date the intervention in the 10 states have successfully managed to diffuse tensions an prevent social struggles getting an inter-religious connotation. The platforms intervened on multiple types of issues, from



herder-farmers clashes to issues of land grabbing and forced marriages. It should be noted that in three states (Zamfara, Niger and Benue) the religious leaders managed to prevent the destruction of religious sites established by Christian numerical minorities in Muslim majority areas. Furthermore, thanks to advocacy engagements to State Governors and Local Chairpersons, the IDUs secured the presence of key government representatives in their bodies. The advocacies resulted also in IDUs representatives being officially invited to be members of the Mediation Missions of the State funded Peace Agencies in Plateau and Kaduna, increasing in this way the involvement of the IDUs in official governmental mechanisms.

3.5 2021 General Assembly (GA)

The 2021 general assembly just like in 2020 could not hold due to the Covid 19 pandemic. The IDFP and KAICIID agreed to channel the funds towards organizing the constitution review conference and the validation workshop on the development of the Interfaith Code of Conduct.

In another development, the usual date of hosting the GA in January of every year has been shifted to March. This change was necessitated to allow adequate time to close the IDFP accounts and conduct the external audit exercise. The new date takes effect in 2022 with the GA holding in March in a date to be determined after due consultations by members.

3.6 IDP Camp School

The IDP Camp School, Abuja recorded the following results and achievements in 2021:

- The EC made a voluntary contribution of not less than N5, 000 each to the project account for the purchase of more desks and chairs for the pupils.
- The school now has over 190 pupils but more desks and chairs are needed because IDFP had earlier provided only 5 desks and chairs to accommodate 15 pupils. 65 additional desks were procured to sit 195 pupils.
- The collaboration with the FCT Universal Basic Education Board (UBEB) facilitated additional support to the school through the provision of learning materials by the Board.



- Three NGOs: The Mansa Musa Foundation, the Slum to School and Pan-Africa Development Education and Advocacy Programme (PADEAP) visited the school and a pupil was placed on scholarship by Mansa Musa Foundation who also distributed some learning materials to the pupils. The Slum to School intends to introduce digital learning to the pupils while PADEAP held a 3-day training for IDP Camp teachers which centred on methodology of teaching and learning.
- A journalist was commissioned by KAICIID to produce an article to create more visibility and potentially support to the school.
- The pupils in the IDP school have been grouped into 4 classes according to age groups.
- The IDP Camp School has been moved to a bigger building within the camp premises, and funds provided for provision of doors, windows and toilets in order to accommodate the growing number of students.
- IDFP in collaboration with KAICIID increased the number of teachers in the school to effectively manage the large number of pupils.

3.7 COVID-19 Project

This project is in two phases. The first (in 2020) which is the States' sensitization on COVID 19 has been successfully carried out in (10) States which focused on awareness creation on the prevention of the spread of the virus to the communities. The second phase in 2021 addressed the emerging myths and rejection surrounding the safety and efficacy of the COVID-19 vaccines. This campaign targeted nine (9) - **Zamfara, sokoto, kebbi, Abia, Oyo, Bayelsa, Nasarawa, Bauchi and Yobe** States with high prevalence of COVID-19 infections and high rejection of the vaccines including the negative perception spread by religious leaders.

The campaign was very successful and covered so many gaps and created an avenue for stakeholders to interface with the government agency responsible to deploy the vaccines to answer their questions regarding safety, efficacy, availability, fears and concerns. To demonstrate the success of the campaign, many religious leaders accepted to take the vaccines at



the venue of the meeting. The campaign was covered massively by the media.

3.8 Training of Interfaith Dialogue Units (IDUs) in 10 States

This activity is part of the ongoing long-term intervention by IDFP initiated in 2018 with assessment visits to key flash-points States. These visits led to the development of a project to strengthen role of religious leaders in conflict prevention, early warning early response, mediation and dialogue. The key result achieved since then has led to the establishment of IDUs in 10 states.

In recognition of the challenges and gaps of the IDUs to articulate and documents their activities, the IDFP conducted two-day training each in five locations targeting members of the platform in 10 States. The trainings focused on Organizational Leadership, Conflict Resolution and Project Reporting with a view to strengthening the skills and capacity of religious leaders and members of the IDUs to effectively monitor and respond to conflicts as well as report their activities. The membership of IDUs cuts across diverse ethno-religious background as well as key government partners with mandates for conflict prevention and religious affairs.

At the end of the trainings conducted in five locations (each location covered two states), 177 members of IDUs including state actors and IDFP benefited from the trainings. The trainings were facilitated by trained KAICIID fellows, IDFP members and partners.

The dates of training are as follows:

- Benue and Taraba conducted in Makurdi, Benue state – 12th and 13th November 2021
- Nasarawa and Plateau conducted in Lafia, Nasarawa state – 14th and 15th November 2021
- Kaduna and Zamfara conducted in Kaduna, Kaduna state – 17th and 18th November 2021
- Rivers and Abia conducted in Port Harcourt, Rivers State – 6th and 7th December 2021
- Oyo and Niger conducted in Ibadan, Oyo State – 8th and 9th December 2021



3.9 Webinar on insecurity in Nigeria

The webinar on violence and insecurity in Nigeria took place over three days. The first held on 30th March, 2021 with the theme “Kidnapping and Armed Banditry: Role of Government and Religious Leaders in addressing these challenges”. The event was hosted virtually and was successfully attended by **98 participants** majorly comprised of religious leaders of Muslims and Christians communities. The webinar was anchored/moderated by the IDFP Co-Publicity Secretary; Elder Dr. Mrs. Uzoaku J. Williams and the Project officer; Lantana Abdullahi. The second event with the theme “*Human Rights Violations and Armed Conflicts in Nigeria: The perspective of young people*” was hosted on 1st April 2021 and was attended by **58 participants** of both faiths. The Guest Speakers for this event were Hon. Amb. Belusochukwu Enwere and Alhaji Sani Suleiman and the discussants were Imam Shefiu Abdulkareem Majemu and Rev. Fr. Stephen Ojapah. They all made their contributions on the perspective of youths in a bid to address the challenges of Human Rights Violations and Armed Conflicts in Nigeria. The third event with the theme “*Insecurity and COVID 19; Expectations and contributions of women to promote sustainable peace in Nigeria*” was held on 3rd April 2021 and was successfully attended by **86 participants** of both faiths majorly women. The Guest Speakers were Hajiya Halima Jibril and Deaconess Bola Iheasiulor and the discussants were Hajiya Monsurat Alli-Oluwafuyi and Evangelist Charity Nwannediuto Moses.

PUBLICITY AND VISIBILITY

4.1 Press Conferences

Through the office of the Co-Publicity Secretaries, the IDFP held four (4) press conferences during the year in review. These conferences followed EC meetings and workshops including on the Interfaith Code of Conduct. The conferences are usually organized to amplify challenges, threats or conflicts in the country to draw the attention of relevant actors for action. Similarly, the objectives of other conferences are to showcase and create visibility on the activities of the IDFP.



4.2 Employment of an ICT Officer

KAICIID has given approval and provided funding to recruit an expert ICT officer to provide support to the Co-publicity Secretaries in managing the IDFP website and all social media platforms. The recruitment exercise will take place in 2022.

LEGAL

The legal adviser successfully led the review of the IDFP constitution along with representatives from the BoT, NSCIA and CAN. The review process followed months of meetings and consultations with members and partners to finalize and present the draft revised constitution to all IDFP members and partners during the constitution conference held in September 2021. The constitution was further reviewed at the conference and the final draft will be presented during the 2022 general assembly.

CHALLENGE(S)

- 2021 GA was postponed due to the second wave of COVID-19 Pandemic
- The frequency of statutory meetings was reduced in compliance with COVID-19 protocol.
- The FCT School Management System Policy needs to be administered in the IDP school to prevent extortion of the pupils.

INNOVATIONS

- Use of virtual meetings to substitute for physical meetings for risk management
- Adopting the constitution conference to substitute for 2021 GA to meet the planned expectations of the action plan
- The IDFP collaborating with UBEB to establish school-based management system in the IDP camp to strengthen monitoring and effectiveness of the school.



KAICIID Fellows from Nigeria participating in the IDFP CRC





Annexes

Annex 1: 2021 Approved Work Plan

IDFP Workplan 2021							
Quarter	Category	Item	Payment Schedule	Deliverables	Justifying Documents	Subtotal (USD)	Total
Q1/2021	Operating Costs	Office Maintenance	Upon signing of 2021 collaborative agreement	Services provided	Invoices and receipts	900	
		Utilities	Upon signing of 2021 collaborative agreement	Services provided	Invoices and receipts	1,350	
		Salaries for IDFP Coordinators and Janitor (1st quarter)	Upon signing of 2021 collaborative agreement	NA	Bank statements + Payslips	3,450	
		Internet, Post and Office Supplies	Upon signing of 2021 collaborative agreement	service provided	invoices and receipts	600	
		Allowance for two IDP camp teachers and teaching aids	Upon signing of 2021 collaborative agreement	NA	Bank statements + Payslips	1,000	
		Accountant Salary	Upon signing of 2021 collaborative agreement	Increased quality and details of financial reporting	Bank statements + Payslips	1,500	



		Special/Adhoc Committee meetings	Upon signing of 2021 collaborative agreement	NA	Decision notes, meeting reports, bills, receipts	4,000	
		Subtotal				12,800	
	Project Costs	Peace Conference (including EC Meeting 1/2021, BOT 2021 and CCC Meeting 1/2021/IDFP GA)	Upon signing of 2021 collaborative agreement	Conference Report, including decisions and agreed follow-up. Concept Note (s) linking the initiatives to the IDFP Action Plan; activity report; deliverables as in described in the concept note. Report and documentat ion	Invoices and receipts.	60,906.5	
		Step-Down Trainings in 3 States	Upon signing of 2021 collaborative agreement	Project Reports		20,250.0	
		Subtotal				81,157	
	Quarter 1/2021 Total						93,957
QII/2021	Operating Costs	EC Meeting 2/2021 and CCC Meeting 2/2021	Upon submission and acceptance of financial report for Quarter I funds in the agreed upon format &	Report on the meeting, including decisions and agreed follow-up	Hotel bills, payment vocuhers, receipts	5,000	



			submission of invoice				
		Utilities	Upon submission and acceptance of financial report for Quarter I funds in the agreed upon format & submission of invoice	Services provided.	Invoices and receipts.	1,350	
		Salaries for IDFP Coordinators and Janitor (2nd quarter)	Upon submission and acceptance of financial report for Quarter I funds in the agreed upon format & submission of invoice	NA	bank statement + Payslips.	3,600	
		Internet, Post and Office Supplies	Upon submission and acceptance of financial report for Quarter I funds in the agreed upon format & submission of invoice	service provided	Invoices and receipts.	600	
		Accountant Salary	Upon submission and acceptance of financial report for Quarter I funds in the agreed upon format & submission of invoice	NA	Bank statements + Payslips	1,500	
		Allowance for two IDP camp teachers	Upon submission and acceptance of financial report for Quarter I funds in the	NA	Bank statements + Payslips	1,000	



			agreed upon format & submission of invoice				
		Subtotal				13,050	
	Quarter 2/2021 Total						13,050
QIII/2021	Operating Costs	EC Meeting 3/2021 and CCC Meeting 3/2021	Upon submission and acceptance of financial report for Quarter II funds in the agreed upon format & submission of invoice	Report on the meeting, including decisions and agreed follow-up.	Invoices and receipts.	14,000	
		Utilities	Upon submission and acceptance of financial report for Quarter II funds in the agreed upon format & submission of invoice	Services provided.	invoices and receipts	1,350	
		Salaries for IDFP Coordinators and Janitor (3rd quarter)	Upon submission and acceptance of financial report for Quarter II funds in the agreed upon format & submission of invoice	NA	bank statement + Payslips.	3,450	
		Internet, Post and Office Supplies	Upon submission and acceptance of financial report for Quarter II funds in the agreed upon format & submission of invoice	NA	Invoices and receipts.	600	



		Accountant Salary	Upon submission and acceptance of financial report for Quarter II funds in the agreed upon format & submission of invoice	NA	Bank statements + Payslips	1,500	
		Data Access for ad hoc meetings with KAICIID	Upon submission and acceptance of financial report for Quarter II funds in the agreed upon format & submission of invoice	NA	Bank statements + Payslips	711	
		Part-time IT/Social Media Expert	Upon submission and acceptance of financial report for Quarter II funds in the agreed upon format & submission of invoice	NA	Bank statements + Payslips	220	
		CMS Access	Upon submission and acceptance of financial report for Quarter II funds in the agreed upon format & submission of invoice	NA	Bank statements + Payslips	4	
		Funds for IDUs engagements	Upon submission and acceptance of financial report for Quarter II funds in the agreed upon format & submission of invoice	NA	Bank statements + Payslips	813	



		Office Rent	Upon submission and acceptance of financial report for Quarter II funds in the agreed upon format & submission of invoice	NA	Bank statements + Payslips	11,000	
		Allowance for four IDP camp teachers	Upon submission and acceptance of financial report for Quarter II funds in the agreed upon format & submission of invoice	NA	Bank statements + Payslips	1,293	
		Subtotal				34,941	
	Project Costs	Refresher Training for IDUs				40,244	
		Webinar on key issues				7,000	
	Quarter 3/2021 Total						82,185
QIV/2021	Operating Costs	EC Meeting 4/2021 and CCC Meeting 4/2021	Upon submission and acceptance of financial report for Quarter III funds in the agreed upon format & submission of invoice	Report of meeting, decisions and follow-up	reports, bills, vouchers, receipts	5,000	
		Utilities	Upon submission and acceptance of financial report for Quarter III funds in the agreed upon format & submission of invoice	Services provided.	invoices and receipts	1,350	



		Salaries for IDFP Coordinators and Janitor (4th quarter)	Upon submission and acceptance of financial report for Quarter III funds in the agreed upon format & submission of invoice		bank statement + Payslips.	3,450	
		Internet, Post and Office Supplies	Upon submission and acceptance of financial report for Quarter III funds in the agreed upon format & submission of invoice	NA	Invoices and receipts.	600	
		Part-time IT/Social Media Expert	Upon submission and acceptance of financial report for Quarter III funds in the agreed upon format & submission of invoice	NA	bank statement + Payslips.	660	
		CMS Access	Upon submission and acceptance of financial report for Quarter III funds in the agreed upon format & submission of invoice	NA	Invoices and receipts.	12	
		Funds for IDUs engagements	Upon submission and acceptance of financial report for Quarter III funds in the agreed upon format & submission of invoice	NA	Invoices and receipts.	2,439	



		Allowance for four IDP camp teachers	Upon submission and acceptance of financial report for Quarter III funds in the agreed upon format & submission of invoice	NA	Bank statements + Payslips	1,878	
		Accountant Salary	Upon submission and acceptance of financial report for Quarter III funds in the agreed upon format & submission of invoice	NA	Bank statements + Payslips	1,500	
		Subtotal				16,889	
	Quarter 4/2021 Total Office & Admin					77,680	16,889
	Grand total USD						206,080.0