

GHANA EDUCATION PROJECT

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST AUGUST 2020**

REGISTERED CHARITY 1079399

GHANA EDUCATION PROJECT

CHARITY INFORMATION

Trustees

Claire Longley
Gill Norris
Nelson Brany
John Horseman
Anna Maimi
Julie Robinson
Liz Challis
Tom Morris

Registered Office

9 Byng Road
Tunbridge Wells
Kent
TN4 8EG

Independent Examiner

Nash Harvey Group LLP
The Granary
Hermitage Court
Hermitage Lane
Maidstone
Kent ME16 9NT

Bankers

Barclays Bank plc
73/75 Calverley Road
Tunbridge Wells
Kent

Charity Registration Number

1079399

Website

www.ghanaeducationproject.org.uk

GHANA EDUCATION PROJECT

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GHANA EDUCATION PROJECT

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST AUGUST 2020

The trustees of Ghana Education Project present their annual report and accounts for the year ended 31st August 2020 and confirm they comply with the requirements of the Charities Act 2011 and the Charities SORP (FRS 102).

OUR AIMS AND OBJECTIVES.

Ghana Education Project (GEP) was established under deed in 2000, aiming to support education, equality and development in Northern Ghana. Its principal objective is the education of school children in the Nkwanta district of the Oti Region, with a specific focus on educating girls and young women.

GEP achieves this through the operation of its own girls school, the provision of teaching materials, training and support to other mixed-gender schools in the region – often working in partnership with other NGOs – and the development of complementary infrastructure for the wider community.

In the UK, GEP partners in the personal development of girls from Tunbridge Wells Girls' Grammar School (TWGGS), which sends a small team of pupils to Ghana every two years and plays a key role in the charity's fundraising activities.

The trustees give careful consideration to the Charity Commission's public benefit guidance in setting its plans and objectives.

ACTIVITIES AND ACHIEVEMENTS

The charity's flagship initiative is the Kyabobo Girls' School (KGS), which opened as a Junior High School (JHS) in September 2013 and then launched its first Senior High School (SHS) year in September 2016 with an intake of 90 girls. At the start of the 2020/21 academic year KGS had 340 girls enrolled, 164 in JHS and 176 in SHS. GEP operates in partnership with the Ghana Education Service (GES) who provide the majority of KGS's teaching staff.

Following discussions with the Deputy Director of GES in early 2019, KGS was designated an experimental school with final confirmation of this being announced in July 2019. KGS now officially operates as one school comprised of Junior and Senior levels on one site. GES's intention is that the school will have an overall head teacher and two deputies, currently we have a head teacher and await appointment of deputies. GES is hoping that, as well as staffing and building cost savings, the experiment will see better outcomes for pupils as degree qualified teachers will teach across the whole age range. We have received more graduate teachers this year.

It has been a challenging year for the charity with fundraising activities severely curtailed. Schools in Ghana have been impacted by Covid and have been largely closed for a year from March 2020. Exam groups returned to school in July 2020 and delayed exams were taken in the late summer / early autumn. Schools then closed again with this year's exam groups returning in January 2021 and all other pupils returning in March 2021. The government ran a television-based and online core curriculum program. Most children in our district could not access this resource and there will be much to catch up on. Seeing the lack of educational provision, Gill Norris, our founder who runs our project in Nkwanta, instigated a worksheet program for English, maths and science that reached 3,500 local secondary pupils. As a biologist Gill has also been interviewed by local radio to discuss the science of the virus and how young people can keep themselves and others safe.

Many pupils will have spoken no English at home for a year before returning to school where all lessons are taught in English.

As a result of the delayed exams, we have yet to receive full Basic Certificate Exam results. However, of the pupils we have heard about, all have passed and one of our girls has scored the top mark in the district to date. We anticipate we will maintain our high position in the district.

GHANA EDUCATION PROJECT

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST AUGUST 2020 (CONTINUED)

ACTIVITIES AND ACHIEVEMENTS (continued)

The results of KGS's second cohort sitting the WASSCE (West African Senior School Certificate Examination) exams were strong with 82% of pupils achieving scores that will qualify them for some form of tertiary education and 20% passing at a level that will afford them access to Ghana's top universities. We have yet to receive official results tables but believe we are the top performing school in the district and will rank very highly in the region. Sixteen KGS leavers have now started university courses in Nursing, Engineering, Physics, Tourism Management, Journalism and Teacher Training. However, it is normal in Ghana for many girls to work after leaving school to save money for fees, so we hope that more of our first and second cohort will go on to further education.

Unfortunately our pupils who had applied for scholarships abroad have had to put their applications on hold.

Our pupils have entered IT coding competitions with one pupil winning the district competition and one of our youngest pupils winning at national level.

The charity continues to support other projects in the wider community including a conservation programme which is run in conjunction with staff from the local Wildlife Department to develop youth understanding of the environment, team work and social responsibility. We will restart this programme as soon as conditions allow.

FUTURE PLANS

The trustees are continuing with plans to expand enrolment at KGS and have agreed with Ghana Education Service (GES) that the school enrolment will increase to a maximum of 570 girls. The school has now secured Governors for the school with the Governing Body being inaugurated in April 2021. The Governing Body will lobby the Ghana Education Service to fund the construction of an administration block and conversion of existing facilities to classrooms.

GEP is looking forward to fully implementing the experimental school status of KGS which it hopes will become a model for the future in Ghanaian schools.

GES have now identified a feeder primary school for KGS and we look forward to supporting the staff and pupils at this school to ensure that the girls that come to us have a good primary grounding. We hope that our able pupils may be able to offer some extra support to the primary school teachers with literacy and numeracy skills.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31ST AUGUST 2020 (CONTINUED)

FINANCIAL REVIEW

The financial statements show net incoming resources for the year of £58,957, an increase over the previous year of 20%. The trustees confirm that all significant planned capital projects have been completed, and that all future income will be allocated to maintaining and running operations at KGS and the other activities of GEP in Nkwanta, as well as providing bursaries to selected students progressing to university. The trustees consider that the current level of fund raising, and built up reserves, will enable the charity to maintain a basic level of operations in Nkwanta but additional sustainable sources of funds will be necessary if KGS operations are to be maintained at the current high level in future years. Near term fund raising is expected to be particularly challenging as all visits to Nkwanta by TWGGS students have been cancelled until at least 2023.

The Kyabobo Guest House and Centre in Nkwanta operated at a loss of £1,795 for the year (2018/19 - £1,188 loss). The trustees consider this level of loss acceptable in a year when travel within Ghana was impacted by Covid restrictions. The financial viability of the guest house and the Kyabobo Centre continues to be monitored, but the trustees recognise the social benefit the facility provides to local people and to visitors to Nkwanta including the TWGGS Ghana teams and other volunteers from the UK.

The trustees are extremely grateful for all donations received during the year from private individuals and generous organisations including The Frank Jackson Foundation, Tunbridge Wells Round Table and staff at Majedie Asset Management. GEP also acknowledges the huge contribution to the charity made by the pupils, staff and parents of the TWGGS Ghana teams and the wider support of pupils, staff and parents of Tunbridge Wells Girls Grammar School.

RESERVES POLICY

The trustees plan to distribute, in accordance with the charity's objectives, all funds received. However, the trustees recognise that some balances must be held to cover unavoidable future operating costs and commitments in Ghana and thus the charity holds sufficient reserves in the United Kingdom to meet these costs.

As at 31st August 2020 the charity held balances totalling £62,095 in its UK bank accounts (2019 - £32,971).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Ghana Education Project (GEP) was established under deed in 2000, and is an unincorporated association governed by its constitution which was last amended in November 2013 to reflect the charity's specific areas of focus in Ghana.

One of the trustees, Gill Norris MBE, continues to manage activities in Nkwanta on a voluntary basis. Her work in Ghana is overseen by the board of trustees in the UK, who normally meet six times a year, including at least one meeting in person with Gill Norris. The UK trustees set and agree the financial plans for the charity based on recommendations from Gill Norris, and control the transfer of funds from the charity's UK bank accounts to bank accounts controlled by GEP in Ghana. All expenditure in Ghana is under the direct control of Gill Norris.

Following a visit to Nkwanta in February 2020 by three of the UK trustees, Tom Morris kindly agreed to be appointed Chair of the charity. All the trustees wish Tom well as he steers the charity through the next phase of its operations in what is expected to be a particularly challenging economic and global health environment.

GHANA EDUCATION PROJECT

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST AUGUST 2020 (CONTINUED)

TRUSTEES

The appointment of trustees is made by means of election at the charity's annual general meeting. The trustees who served during the year were:

Claire Longley	
Gill Norris	Founder
Nelson Brany	
John Horseman	Treasurer
Anna Maimi	
Julie Robinson	Fundraiser
Liz Challis	Secretary
Tom Morris	Chair

RISK MANAGEMENT

The trustees regularly review the risks to which the charity might be exposed and take steps to mitigate them. In particular the trustees regularly review the charity's Child Protection Policy and ensure this is acknowledged and implemented by all staff at KGS who have contact with pupils.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Charity Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the charity and of its activities for that year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the policies are in accordance with the Charities SORP and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Approved by the Board of Trustees on 19th April 2021 and signed on its behalf

Tom Morris

John Horseman

Trustee and Chair

Trustee and Treasurer

GHANA EDUCATION PROJECT

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GHANA EDUCATION PROJECT

We report on the accounts of the charity for the year ended 31st August 2020 which are set out on pages 6 to 11.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the Charities Act
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act), and
- to state whether particular matters have come to our attention.

Basis of independent examiner's statement

Our examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with our examination, no material matters have come to our attention which give us cause to believe that, in any material respect:

- the accounting records were not kept in accordance with Section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

We have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

da smith

Nash Harvey Group LLP

Chartered Accountants
The Granary, Hermitage Court,
Hermitage Lane,
Maidstone, Kent, ME16 9NT

Date: 18/5/2021

GHANA EDUCATION PROJECT

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST AUGUST 2020

		Unrestricted Funds	Restricted Funds	Total	Total
	Note			2020	2019
		£	£	£	£
Income and Endowments from:					
Donations and Legacies	4	12,362	13,035	25,397	14,078
Other Trading Activities		28,040	-	28,040	29,267
Charitable Activities		5,471	-	5,471	5,758
Interest		49	-	49	27
Total Income		45,922	13,035	58,957	49,130
Expenditure on:					
Raising Funds		313	-	313	216
Charitable Activities	3	68,627	8,576	77,203	94,889
Total Expenditure		68,940	8,576	77,516	95,105
Net income / (expenditure) before gains / (losses) on foreign exchange		(23,018)	4,459	(18,559)	(45,975)
Foreign Exchange Gain / (Loss)	2.8	338	-	338	149
Net Income / (Expenditure)		(22,680)	4,459	(18,221)	(45,826)
Transfers between funds		-	-	-	-
Net Movement in Funds		(22,680)	4,459	(18,221)	(45,826)
Reconciliation of Funds:					
Fund Balances at 1 September 2019		194,850	11,371	206,221	252,047
Fund Balances at 31 August 2020		172,170	15,830	188,000	206,221

The notes on pages 8 to 11 form part of these accounts.

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BALANCE SHEET AS AT 31ST AUGUST 2020

		2020	2019
	Note	£	£
Fixed Assets	6	128,354	169,898
Current Assets			
Balance at Bank		66,850	43,759
Cash in Hand		526	830
Debtors		1,802	1,605
Liabilities			
Loan from Trustee	7	(9,532)	(9,871)
Net Assets		<u><u>188,000</u></u>	<u><u>206,221</u></u>
Unrestricted Funds	2.6		
General fund		43,816	24,952
Designated fund – Fixed assets		128,354	169,898
Restricted Funds	4	<u><u>15,830</u></u>	<u><u>11,371</u></u>
		<u><u>188,000</u></u>	<u><u>206,221</u></u>

The notes on pages 8 to 11 form part of these accounts.

Approved by the Board of Trustees on 19th April 2021 and signed on its behalf

Tom Morris

John Horseman

Trustee and Chair

Trustee and Treasurer

GHANA EDUCATION PROJECT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2020

1. Constitution

Ghana Education Project is a registered charity (No: 1079399) established under deed in 2000.

The charity is a public benefit entity as defined by the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

2. Accounting Policies

2.1 Basis of Preparation

The accounts have been prepared in accordance with the Statement of Recommended Practice applicable to charities preparing accounts in accordance with the financial reporting standard applicable in the UK and Republic of Ireland (FRS 102), the applicable accounting standards (FRS102) and the Charities Act 2011.

The financial statements do not include a cash flow statement as the charity is applying the disclosure exemption applicable to small entities under FRS102 section 1A.

These financial statements have been prepared on a cash basis in that income is included only as cash is received and on an accruals basis in so far as expenditure is included as it is incurred.

To comply with overseas local legislation, Ghana Education Project (GEP) is established as a separate legal entity in Ghana. This entity is fully controlled by GEP trustees and its financial transactions are included within the accounts of GEP on a branch accounting basis.

2.2 Donations and Legacies

Donations under Gift Aid, together with the associated income tax recovery, are recognised as income when the donations are received.

2.3 Other Trading Activities

Income from other trading activities includes income from the sale of donated goods and services at fundraising events organised by the charity's volunteers.

2.4 Charitable Activities

Income from charitable activities represents income received from the operation of the charity's guest house in Nkwanta, Ghana.

2.5 Raising Funds

Fund raising expenditure comprises costs incurred holding events designed to generate funds which are then applied to the charity's work, and costs incurred on banking and fund raising services necessary for the charity to fulfil its objectives.

2.6 Unrestricted Funds

The unrestricted funds consist of funds which the trustees can allocate to enable the charity to carry out its objectives. The designated fund represents funds allocated by the trustees to capital expenditure projects in Nkwanta including the Kyabobo community centre, the guest house and The Kyabobo Girls School, less accumulated depreciation charged on these assets. The general fund represents unrestricted funds available to meet future expenditure of the charity.

GHANA EDUCATION PROJECT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2020

2. Accounting Policies (continued)

2.7 Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation on buildings is provided at rates calculated to write off the cost less residual value over five years (school buildings – ten years). No depreciation is provided on assets in course of construction. Depreciation on fixtures and fittings is provided on a straight line basis at rates calculated to write off the cost over four years, including the year of acquisition (except where new school equipment is purchased in advance of, and for, the start of a new academic year).

2.8 Foreign Currencies

Transactions denominated in foreign currencies are translated at the average rate obtained for all monies transferred to Ghana during the period. Foreign currency balances are translated at the rate of exchange prevailing at the Balance Sheet date. Foreign exchange gains and losses incurred in respect of operations in Ghana are included in the SOFA for the period in which they are incurred.

3. Expenditure on Charitable Activities

	2020 £	2019 £
General Nkwanta Expenditure	6,142	7,146
School Operating Costs	21,849	35,228
Guest House Expenditure	7,266	6,946
Depreciation	41,544	45,230
Governance Costs	402	339
Total Expenditure on Charitable Activities	77,203	94,889

4. Restricted Funds

The restricted funds represent donations and grants received from donors who have requested the funds to be used for specific purposes, either capital or operational, relating to the Kyabobo Girls School.

Funds received under the GEP 300 fund raising campaign are used to support the running costs of the school. The trustees have agreed that the donation of £10,300 received from The Mvule Trust in 2013/14 will be used to help support senior high students who wish to apply to university after sitting their WASSCE exams.

	GEP 300 £	The Mvule Trust £	Individual Donors £	The Frank Jackson Foundation £	Total £
At 1 September 2019	-	10,145	1,226	-	11,371
Donations / grants received in year (inc Gift Aid)	735	-	5,300	7,000	13,035
University bursaries	-	-	(841)	-	(841)
School running cost / text books	(735)	-	-	(7,000)	(7,735)
At 31 August 2020	-	10,145	5,685	-	15,830

GHANA EDUCATION PROJECT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2020

5. Assets held in Ghana

Net assets held in Ghana by Ghana Education Project, registered locally as both a separate legal entity and as a non-governmental organisation (NGO), were as follows:

	At 31 August 2020	At 31 August 2019
	£	£
Fixed Assets at net book value	128,354	169,898
Bank and cash balances	5,282	11,618
Liabilities – Loan from Trustee	(9,532)	(9,871)
Total Net Assets held in Ghana	124,104	171,645

6. Fixed Assets

	Buildings (Community)	Buildings (School)	Assets in course of construction	Fixtures and Fittings	Total
	£	£	£	£	£
<u>Cost</u>					
At 1 September 2019	100,272	305,102	0	79,813	485,187
Additions	-	-	-	-	-
Transfer on Completion	-	-	-	-	-
At 31 August 2020	100,272	305,102	0	79,813	485,187
<u>Depreciation</u>					
At 1 September 2019	100,269	155,623	-	59,397	315,289
Charge for the period	-	30,510	-	11,034	41,544
At 31 August 2020	100,269	186,133	-	70,431	356,833
<u>Net Book Value</u>					
At 31 August 2019	3	149,479	0	20,416	169,898
At 31 August 2020	3	118,969	0	9,382	128,354

Notes:

All tangible fixed assets are held for charitable use.

GHANA EDUCATION PROJECT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2020

7. Loan from Trustee

The Loan from Trustee of £9,532 represents money loaned locally to GEP by the resident trustee in Nkwanta in prior years to complete various charity projects, less expenses paid by the charity on the trustee's behalf. During the year, the resident trustee loaned a further £1,141 to the charity. No interest is required by the trustee on the outstanding balance of the loan account, and no other repayment terms or dates have been requested. The loan account is maintained in GHS and is revalued at the balance sheet date in accordance with the charity's foreign exchange policy.

8. Trustees Remuneration and Expenses

No trustees received any remuneration or expenses during the year.