

**REGISTERED COMPANY NUMBER: 05314401 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1110916**

**REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025  
FOOTPRINTS PROJECT**

**FOOTPRINTS PROJECT**  
**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

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**FOOTPRINTS PROJECT**  
**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

<b>Charity number</b>	1110916
<b>Company registration number</b>	05314401
<b>Postal address</b>	PO Box 8107 Towcester NN12 6EN
<b>Registered office</b>	c/o Martin and Company 25 St Thomas Street Winchester Hampshire SO23 9HJ
<b>Trustees</b>	Sarah Jane Radford FCA – Chair and treasurer from 21 <sup>st</sup> January 2025 Lija Broka ACA CTA – Treasurer (resigned 21 <sup>st</sup> January 2025) Heather Bland – Safeguarding Trustee John Harding CBE Sarah Peppiatt BA Michael Rowe BCL, PgDip, LLB The Very Reverend Stephen Waine Lady Elizabeth Toulson, CBE DL Brendan Ross (appointed 31 <sup>st</sup> July 2024)
<b>Chief Executive</b>	Dr Caroline Stevens
<b>Banking Services</b>	Unity Trust Bank Four Brindley Place Birmingham B1 2JB  Santander UK PLC 2 Triton Square Regents Park London NW1 3AN

## **FOOTPRINTS PROJECT**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

#### **Trustees' report**

The Trustees present their report and the financial statements for the year ended 31 March 2025. The Annual report serves the purposes of both a Trustees' report and a Directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Footprints Project is a company limited by guarantee and a registered UK charity. Under the Companies Act 2006 the trustees have the status of directors. This report therefore constitutes a directors' report as required by section 477 of the Companies Act 2006 and has been prepared taking advantage of the exemptions conferred by section 476 of this Act.

The Trustees, who are also directors of Footprints Project for the purposes of company law, are set out on page 3.

#### **Structure, governance and management**

The charity, Footprints Project, was incorporated on 16 December 2004 and is governed by its articles, the updated version being filed with Companies House on 15 July 2023.

Footprints Project ("Footprints") is a registered charity under the name Footprints Project Limited and is thus exempt from taxation on any surpluses. The property of the charity is vested in the Trustees and management is through the Chief Executive, the managers and the Trustees.

The Trustees consider that sufficient resources exist for the continuance of the project. Risks are considered, at least quarterly, and taken into account in setting future levels of expense. New Trustees are recruited when necessary and are given appropriate training at the time of appointment.

#### **Objectives and Public Benefit**

The objectives of the charity are to benefit the local community by supporting the rehabilitation and relieving the needs of people who are, or have been, in prison, under supervision, on licence or under investigation by the police, those identified as at risk of offending, their families and also victims of crime. The Trustees have reviewed the objectives and are satisfied the charity meets them in full.

Footprints is actively involved in educating the public as to the difficulties that face people when re-integrating into society following their release from prison. To this end, members of our staff are available to give talks to community groups and are actively engaged in interacting with other agencies within the Criminal Justice system.

In deciding these objectives, the Trustees have paid due regard to the Charity Commission guidance on public benefit and have complied with their duty in section 17 of the Charities Act 2011.

## FOOTPRINTS PROJECT

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

#### Our Approach

Our approach is based on best practice and desistance theory, which states that people need to have a sense of belonging to their community, self-belief and the ability to develop a new self-identity through work, volunteering or contributing to the local community in order to stop committing crime.

Our support can be broken into three broad areas

- Crisis support including meeting the basic needs of people released from prison or in crisis in the community, such as accessing food, clothing, GP/health support, setting up a bank account, assistance with application for benefits and small grants. For example, in the past year we have helped people with grants to assist with accommodation, white goods, and health/dentistry.
- Helping people make informed choices and gaining support around the root causes of crime, such as drug, alcohol or gambling problems, coercive or abusive relationships and self-harming behaviours. Whilst we do not seek to replace the specialist agencies in the local area, mentors will signpost, refer and accompany people to their appointments, increasing motivation to attend and engage. Mentors remind people of up-coming appointments by text and also offer a non-judgemental space to discuss problems with addiction without repercussions. Mentees feel more able to off-load to a mentor they trust and move to a place of accepting help and addressing addiction.
- Developing support networks. At the start of the relationship the mentor will often be the only person from the community that our mentee has contact with. Mentors will help the person engage in new activities in their local community, to develop a new sense of belonging and new positive social networks. This may be through taking part in new hobbies or sports, clubs or activities or work and volunteering which will help reduce social isolation, develop a new self-identity and self-esteem.

We have identified four unique areas of our work:

- Our support is not time limited and continues for as long as is required.
- We work across the boundary of two separate probation areas: the South West, including Dorset, and South Central, including Hampshire. In 2013 the Ministry of Justice developed resettlement prisons with an aim that all prisoners would be held close to home in their last three months of imprisonment. However, we continue to see increasing numbers held outside the probation area to which they will return. By working across these boundaries, we have the local knowledge to successfully connect people to local support.
- We strive to work in partnership with other charities, identifying and filling local gaps in service provision. For example, we work with people classified as high risk of harm who are released from prison to reside in Approved Premises run by the National Probation Service for the first 3-6 months after release from prison. As places are limited, residents can be a long way from home, isolating them from positive influences such as friends or family support and making it difficult for them to secure employment. Due to the nature of their crimes and their assessment as "high risk of harm to the public", they are also less likely to receive support from voluntary agencies at the premises and may struggle to access support in the community. This increases their social isolation and can increase the risk of reoffending. We address this gap.

## FOOTPRINTS PROJECT

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

#### Activities

In 2020, Footprints worked with UnLtd to produce a theory of change explaining how the activities we undertake meet our objectives and encompass desistance theory to produce this lasting change in the people we support.

In the year ending 31<sup>st</sup> March 2025, we provided:

- 'through the gate' and community mentoring of people who are, or will be, residing in Dorset or Hampshire, primarily led by trained local volunteer mentors;
- Specialist female-only support including our Out of Court Diversionary scheme ("OOCd") in conjunction with Dorset Police and the Police Crime Commissioner and an art group in Bournemouth;
- Support, cookery, gardening and mental health courses for residents classified as high risk of harm to the public who are residing at Approved Premises (APs) in Hampshire;
- Thanks to a grant from the Department of Health and Social care (DHSC) Suicide Prevention Fund we developed a resource to support people in prison and in the community with their mental health.

#### Key Achievements and Performance for the year ending 31<sup>st</sup> March 2025

- We received 199 (228 in 2024) requests for support to our mentoring and diversionary schemes. In addition, 81 (73 people in 2024) people were supported through our work at APs including mental health support, drop-in support, healthy eating and gardening. A small group of women have also been accessing our community art groups. Some of these residents and women may have entered into longer term mentoring, the majority only attended these activities and are in addition to those included in the 199 requests for support.
- 62% of people accessing the charity's services were living in or returning to Dorset and 38% in Hampshire.
- 92% of women on our OOCd scheme did not reoffend (proven 6 months reoffending evaluated by Dorset Police, last updated in December 2024).
- 100% of people who engaged with Footprints for at least three months had decreased basic needs. Support included helping with access to emergency grants from the MacDougal trust, and Dorset Council, and helping people register with GPs and make benefits claims.
- 62% of people continued with long term mentoring (over three months). From those entering long term mentoring, 100% of those who have completed 2 self-evaluation reviews show an increase in at least one area of self-management. Most people achieved changes in 6 areas (last year 2 areas), but 6 individuals made changes in all nine areas of their lives (last year 2).
- 90% of long-term mentored cases decreased their criminogenic needs. This included people returning to work, enrolling in college courses, or gaining housing.
- 31 people have been assisted with applying for or finding housing. Support has included access to rent deposits, help with housing benefit and allowances, applications to councils and social landlords, signposting to rehab and specialist housing, and accompanying people to housing interviews.
- 44 people have received support around employment and have become economically active with 43% of people supported over 3 months increasing their financial resilience. This support included CV completion, job search, job application and interview techniques, signposting to training and funding streams and provision of charitable grants from other funders for IT to allow people to take up paid roles and volunteer roles.

## FOOTPRINTS PROJECT

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

#### Prison, Through the Gate and Community Mentoring

Our support is based on a co-developed action plan and varies with the needs of each person in length, intensity and type of support offered. Some people will only require help during their prison sentences, whilst others require short- or long-term support in the community or practical support.

We offer mentoring and practical support for those who are living in or are returning to live in Dorset or Hampshire. Staff work with the person to assess their needs around housing, education training and employment, finance and debt, mental and physical health, substance misuse, families and children as well as attitudes, thinking and behaviour. They will then be matched to a mentor.

Mentors typically supported people with weekly face-to-face or phone support meetings, with additional phone and text support between meetings as required. Our support continues for as long as is required.

We can also link people to small crisis grants provided by partner charities including the MacDougal Trust, Vicars Fund, Smallwood Trust and Acts 435 to name a few.

#### Case Study

S is a 44 year old man and was referred during his prison sentence. We visited him in prison and discussed his needs and mentoring goals.

He was initially homeless on release but was allowed to live at his mums. S is very withdrawn and shy. He struggled initially as he wasn't allowed to see his kids, and he said he felt ashamed about his crimes. Chatting to someone on a regular basis helped build rapport and increased his self-esteem.

We provided S with a grant for some clothing and a bike to help him attend appointments as well as use it to exercise and help his mental health and Foodbanks vouchers for him and his mum. We also helped him at housing appointments, and provided emotional support as he began to see his children.

S found a leaflet distribution company which took him on. He has been working at the company on a self-employed basis for over 6 months, and uses his spare time purposefully in creative hobbies such as bush craft. Before prison he smoked a lot of cannabis which he now hasn't touched for 2 years.

At our most recent meeting we reviewed the internal change form and star chart for S to reflect on how much has changed, internally as well as externally including work, family, and housing.

S is now off licence, working, in secure housing, has regular contact with his children, and has managed to regain his driving licence, insurance and a car - so he can drive legally. He is happy in himself and when asked where he sees his life on a scale of 1-10 he says 8 or 9.

This is huge progress for a man being released 10 months ago with next to nothing.

**Stuart Dearborn (Prison and Collection Coordinator and former Dorset Coordinator until May 2025)**

## FOOTPRINTS PROJECT

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Referrals were received from prison teams including the chaplaincy (24%), probation (30%) charities, contracted agencies and statutory support agencies including NHS, job centre and local councils (30%). Self-referrals, are encouraged and accounted for 16% of cases, increasing from 10% in previous years, probably as a result of our new prison co-ordinator's role in promoting the scheme in local prisons.

Prison referrals are concentrated on our local prisons including HMP Portland, HMP Guys Marsh, HMP Channings Wood, HMP Dartmoor, (all in Dorset and Devon), HMP Winchester (Hampshire). We accept referrals from any prison and this year we have seen a total of 10 prisons referring to the project including HMP Isle of Wight, HMP Leyhill, HMP Erlestoke and HMP Downview (female prison and YOI) indicating the wide dispersal of prisoners from Hampshire and Dorset.

62% of mentored cases stay with the project for over three months, with several requesting help over a year. Only 9% people were knowingly recalled during our support.

#### Day of release Collections

We understand the enormity and impact of returning to the community after leaving prison, with people often facing homelessness, unemployment and little support and we believe that people should be supported on the day of release to meet their immediate needs. Unfortunately, this provision is not often offered by commissioned services. We will therefore collect people from prison where there is a real need, such as severe mental health needs or physical health needs as part of our Henry Smith Charity funded work.

"I found it really reassuring to be honest and to know that there's someone there at the gate. I (am) looking forward to the next chapter"

**Footprints Participant**

This year 11 people were collected with the aim of addressing immediate needs, such as access to benefits and finance, food, clothing and if possible, emergency housing, and supporting them to overcome the stress and anxiety that being released far from home can bring.

#### Support for women at risk of offending

##### 1. Out of Court Diversionary scheme

We deliver an adult Out of Court Diversionary scheme for women in partnership with Dorset Police.

Women who are classified as vulnerable under the Police and Criminal Evidence Act ("PACE") regulations and are either first time offenders or have not offended in the past two years receive a conditional caution and opportunity to work with us for 16 weeks rather than progressing to court.

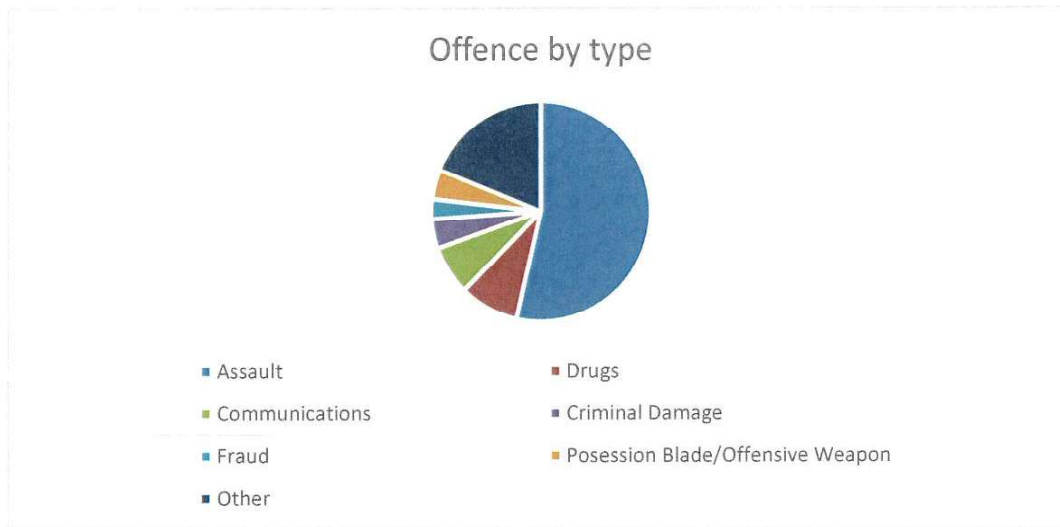
We supported 75 women. 88% (66/75) engaged and 77% (58/73) completed their condition.

Ninety-two percent did not reoffend within 6 months (proven reoffending analysed by Dorset Police in December 2023), reducing reoffending by approximately 50% compared to a control group in the year before launch (2018-2019).

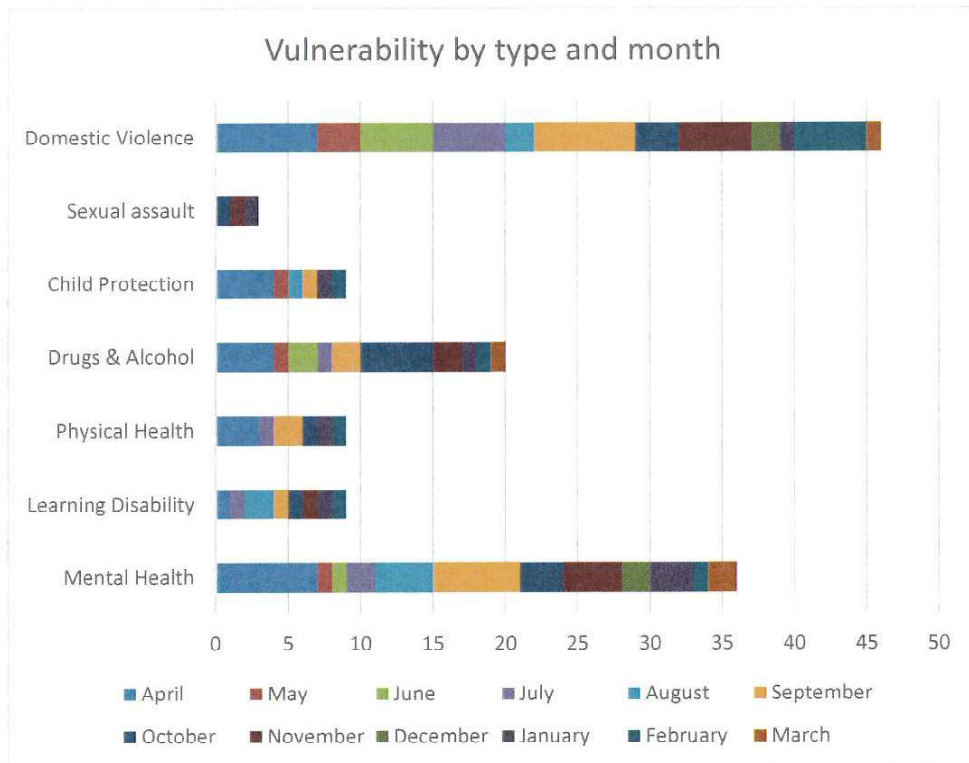


## FOOTPRINTS PROJECT

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025



The women had a range of vulnerabilities, with the majority living with or at risk of domestic violence. This trend has been consistent and continues to be the highest identified vulnerability over the past 6 years of delivery.



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### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

"it's really helped me – talking to someone who doesn't know me – I didn't feel any judgement and Helen listened I've had time to reflect on what happened and its helped me deal with my emotions and how to deal with things. Its made me question how I deal with things and what to do in the future"

**OOCD participant**

## 2. Art

We have been running art sessions for small groups of up to 4 women including those in temporary housing, with mental health issues or at risk of domestic violence. The sessions are led by a local artist and help the women gain self-confidence, relax and overcome anxiety, learn new skills and build new social contacts in a safe female only environment. This year we started working in partnership with Hope Housing, delivering quarterly sessions for their female residents in Boscombe.

"It's helped me to learn new skills and meet new people.....the people are lovely and they help me with my mental health"

**Art Participant**

In November last year we were extremely proud to be invited to showcase a range of handmade items for sale at Shire Hall Museum in Dorchester. Everything is designed and created exclusively by the women in our Second Chances art group. Profits from all sales go towards both Shire Hall and The Footprints Project, keeping the story of justice in Dorset alive and helping women in today's justice system and providing small and regular income for both charities. Items were also available for a limited time at the Hope Housing Charity shop in Boscombe, Bournemouth and Beach and Barnicott in Bridport.



Footprints Trustee Heather Bland and Art Coordinator, Helen Hempstead, at the Shire Hall Museum.

## FOOTPRINTS PROJECT

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

#### Approved Premises

Since 2019 we have been working in Approved Premises across the area, including 3 in Hampshire and 2 in Dorset. We offer purposeful activities including cookery and gardening, mental health support and drop-in support covering all issues facing the residents. 81 residents took part in these activities in the year increased from 73 in 2023-24. We also offer mentoring support to residents women at Elizabeth Fry House, Reading, who are coming back to the area.

#### Feedback – Approved Premises

"You have already set up and run an enormously successful cooking group which has meant that many of our residents have been able to try new experiences and prove to themselves that they had skills they didn't know they had. What on the face of it appears to be a simple cooking group, has taught our residents about budgeting, health, hygiene, patience, co-operation and communication skills.

The activities such as visiting the sculpture park, football and fishing have benefitted residents in terms of their physical and mental health and have given them the opportunities to try new skills and activities and give them a taste of some of the pro-social things that they can make part of their lives moving forward. The things that they try at Weston could provide them with skills and positive interests as they move on from Weston, thus reducing the likelihood of relapse or reoffending."

Sarah Townley-Walker, Manager, Weston Approved Premises

#### 1. Cook and Eat

We deliver basic cookery and NVQ level 2 training in food hygiene at the Grange, Waterlooville and Dickson's House, Fareham.

Cookery participants prepare a meal from scratch which they then share, often producing enough food for other residents and staff. They are given recipe cards to take away and also learn about budgeting. All the meals produced cost under £2 per portion for a 2 course meal and can be frozen in portions, making the recipes suitable for residents to cook at home once they leave the AP. This increases their skills and knowledge of nutrition as well as reducing food poverty. Due to the limitations of the premises, sessions are limited to 4 participants attending each session with people attending 3-6 sessions during their stay.

Thanks to the Awards for All and the Grocers Charity we were able to expand the cookery sessions to the Pines AP, Bournemouth and Weston AP in Weymouth from July 2024.

"I just wanted to say thank-you for letting me get involved in your sessions. It really has helped and it was good to get involved."

**Cook and Eat Participant**



## FOOTPRINTS PROJECT

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#### 2. Grow

We are also able to offer gardening and a level 3 qualification in horticulture at the allotments at the Grange, thanks to funding from Awards for All. Residents grow herbs, vegetable and fruit on the allotments and in the greenhouse. The vegetables are used in our cookery sessions and are available for residents to use in their meals.

This year we have been developing our work with local corporate volunteers including a team from Dyer and Butler who have built a bench and a composting zone, and a team from Zurich Community Trust (ZCT) who built a soft fruit enclosure and a 'dead hedge'. We are extremely thankful for this support.



#### 3. Mental Health Support

We provide monthly mental health drop-ins at the Grange led by a retired GP. The sessions teach residents coping mechanisms to help them address their issues. Feedback is sought from participants. 100% of people attending mental health sessions found them helpful, with 85% scoring the service 8 or above. No score below 7 was received.

"Excellent session. Well delivered"

"It was enjoyable learning different techniques to relax"

**Mental Health Workshop participants feedback**

## FOOTPRINTS PROJECT

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Thanks to a grant from the Department of Health and Social Care (DHSC) Suicide Prevention Fund we have been able to produce suicide prevention resources for people in prison and the community as well as continuing our mental health workshops at the Grange AP. The resources were co-designed with prisoners and distributed in HMP Channings Wood, HMP Dartmoor, HMP Erlestoke, HMP Guys Marsh, HMP Leyhill, HMP Portland, HMP Winchester and through community partners including Catch 22, Clouds House, Crescent Providence Surgery and a cluster of surgeries delivering social prescribing services in Bournemouth, Dorset Council Adult Social Care, Hepatitis C Trust, Julien House, Live Well Dorset, NHS teams (various), Redlands Counselling services, Shelter, The Amber Foundation, The Lantern Trust and Weston AP. Footprints staff also distributed resources to our clients. Feedback was sought through a QR code and directly from those in prison. Responses were positive with over 86% of respondents rating the resource as very helpful (60.8%) or helpful (25.5%). The remaining 13.7% of respondents rated the resource as slightly helpful. No respondent rated resources as unhelpful or very unhelpful.

"Each tab to fill is in relevant & makes you think! Excellent"

"Having something to look back at when I need it and having distraction techniques written down. It is good to have everything in one place, I like the design and small compact size."

#### **DHSC Suicide Prevention Fund Feedback**

#### **Funders and Fundraising Events**

This year marks our 20<sup>th</sup> anniversary. We started a year of celebration in December with an online fundraising event and plan to have a variety of activities across the year including a sponsored walk in June 2025.

In addition to donations, Footprints relies upon securing contracts and grants from Trusts, Foundations and Corporations to deliver our support.

During the year we have received grant funding or donations from:

Department of Health and Social Care Suicide Prevention Fund

Dorset Community Foundation

Dorset Police and Police and Crime Commissioner

Dorset Council

Lloyds Bank Foundation

NHS Dorset Community Wellbeing and Mental Health Fund (distributed through Dorset Community Foundation)

Sir Jeremiah Colman Gift Trust

Souter Charitable Trust

Southern Coop Safer Fund

The Alice Ellen Cooper-Dean Charitable Foundation

The Grocers' Charity

The Henry Smith Charity

The Makin Trust

The Swire Charitable Trust

Winchester Cathedral

Winchester City Council

Yorkshire Building Society



## FOOTPRINTS PROJECT

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

#### Volunteers

This year we have been working to expand our opportunities for people to volunteer for Footprints. This has included opportunities to help at our cookery, support drop-ins and allotments at the Approved Premises as well as our art group. This year we have continued to expand our relationship with Bournemouth and Winchester University, supporting three student placements.

At any one time we usually have around 20 people volunteering for the project, with many volunteers participating in multiple activities, however the greatest number are our volunteer mentors.

"My volunteering with Footprints has been an eye-opening experience that has given me a chance to work with individuals and help them to make positive changes in their lives. It has taught me a lot about resilience, second chances and the importance of having a support system after being released. I gained a greater understanding of the barriers they face when trying to reintegrate into society, such as finding employment, housing and rebuilding relationships."

#### Footprints Placement Feedback

#### Mentors

Our volunteer mentors range in age and gender and some mentors have past convictions. New volunteers apply with references, undergo a Disclosure and Barring Service check, and attend induction training prior to volunteering. Most mentors support one mentee at a time with a maximum of 2 mentees.

Mentors are matched on a range of factors, including geographical base, risks highlighted by probation and needs of the person to be supported. Volunteer length of engagement is long-lasting compared to the national average, with many volunteers giving 3 or more hours a week for several years.

"The best part about being a volunteer mentor is the opportunity to make a positive impact on someone's life as they work to rebuild and reintegrate into society. It's incredibly fulfilling to support individuals on their journey of personal growth. As a mentor, you not only provide guidance and encouragement, but you have amazing support from your line manager, with contact before and after every meeting with a mentee and regular supervision meetings. Volunteering for Footprints allows you to make a real difference in the lives of others."

#### Footprints Volunteer Mentor

#### Patrons

We would like to thank all our Patrons for their ongoing support during the year:

The Rt Revd Stephen Lake, Bishop of Salisbury

Lord Phillips of Worth Matravers

The Right Revd. Nicholas Holtham

The Right Revd. Tim Thornton

Mrs Minette Walters

Ms Kate Adie CBE DL

The Hon Mrs Sarah Chester

## FOOTPRINTS PROJECT

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

#### Affiliations

We are part of a local consortium, South West Mentoring Association and are also a member of the National Criminal Justice Alliance, Clinks, Beyond the Streets and the Corbett Network.

#### Reserves Policy

The charity holds three to six months' expenditure in reserves. This sum is calculated to be between £50,000 and £100,000 and includes a Designated Fund of £35,000 which covers the estimated amount required as a contingency to wind up the charity should this need ever arise. The additional reserves are to maintain the day-to-day operations of the charity should there be a temporary fall in funding. The level of reserves is monitored and reviewed regularly.

#### Future Plans and Direction

Our strategy is to identify and fill gaps that are not addressed by contracted services. This has led to the successful development of our work with Approved Premises and female diversionary schemes.

Financial sustainability remains the main concern. We will continue to develop our opportunities to increase our income including sales of art, produce from the allotments and woodwork shop and our events. 2025 is our 20<sup>th</sup> year and we are planning a series of fundraising events including a stall at the New Forest Show, a talk and a sponsored walk.

We are currently in talks with potential prime bidders for the new MOJ CSR contracts, due to go live in 2027, adopting a recovery/distance-based approach, putting us in a good place as a subcontractor. If successful, the contracts will provide a level of secured funding for at least the next 5 years, and we will seek grant funding for areas of activity outside the contract remit including activities at Approved Premises and developing our micro-enterprises.

If unsuccessful, we may look to focus in other areas where local gaps exist, such as supporting people at court, using our successful diversionary scheme as a basis to build upon.

#### Financial Results and Review of the year ended 31<sup>st</sup> March 2025

The financial results for the year are set out on pages 19-26 and show a net deficit of £61,029 (2024: net deficit £7,234) with net assets of £85,047 (2024: £146,076). Income this year from all sources amounted to £210,529 (2024: £219,617). Total expenditure was £271,558 (2024: £226,851). The relatively stable level of income reflects the endeavours of the CEO to ensure that Footprints wins bids and continues to attract funding notwithstanding an increasingly challenging fund-raising environment. The increase in costs is due to salary increases. The overall loss for the year was budgeted. Attracting adequate funding in ensuing years will be vital to the future success of Footprints.

Costs and staffing levels are kept constantly under review.

Reserves as at 31 March 2025 were £85,047 (2024: £146,076) and consist of unrestricted funds of £79,047 (2024: £126,864), and restricted funds of £6,000 (2024: £19,212), the latter being the balance of the National Lottery Fund in both years.

#### Risk Management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The Charity maintains a risk register. A risk assessment is continuously monitored and presented at Trustee meetings. As in previous years the highest risks identified relate to the uncertainty of future income.

## **FOOTPRINTS PROJECT**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

#### **Diversity and Inclusion**

The Charity follows its Diversity and Inclusion policies. The CEO and Trustees continue to consider the representation of Footprints' clients at all levels including staff, volunteers, Trustees and advisors and to strive to have a diverse representation.

#### **Climate Change**

The Charity does not consider climate change to be a principal risk or uncertainty facing the company. However, it continues to have regard to the impact of its operations on the community and the environment.



## FOOTPRINTS PROJECT

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

#### Statement of Trustees' Responsibilities

The Trustees (who are also directors of Footprints Project for the purpose of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities Statement of Recommended Practices (SORP);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Small company provisions**

This report has been prepared in accordance with the special provisions for small companies subject to the small companies regime and in accordance with FRS 102 SORP.

Approved by order of the Trustees on 6/11/2025 and signed on their behalf by:

*Sarah Jane Radford*

( ), Chair  
*S J Radford*

**FOOTPRINTS PROJECT  
INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31 MARCH 2025**

I report to the charity Trustees on my examination of the accounts of Footprints Project ("the charitable company") for the year ended 31 March 2025 which are set out on pages 19 to 26.

**Responsibilities and basis of the report**

As the Trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent Examiner's Statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe :

1. accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I 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.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

*N A Halls*

N A Halls MA FCA CTA  
Chartered Accountant  
Fletcher & Partners  
Crown Chambers  
Bridge Street  
Salisbury  
SP1 2LZ

Date: 25 November 2025

**FOOTPRINTS PROJECT  
STATEMENT OF FINANCIAL ACTIVITIES  
INCORPORATING THE INCOME & EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2025**

		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>31.03.25 Total Funds</b>	<b>31.03.24 Total Funds</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME FROM:</b>					
Donations and grants	2, 3	60,079	148,449	208,528	218,122
Other trading activities		199	-	199	-
Investment income	4	1,784	-	1,784	1,288
Other – Fundraising Events		18	-	18	207
<b>Total income:</b>		<b>62,080</b>	<b>148,449</b>	<b>210,529</b>	<b>219,617</b>
<b>EXPENDITURE ON:</b>					
<b>Costs of generating funds</b>					
Raising Funds		2,480	-	2,480	4,030
Charitable activities	5, 6, 7, 8	107,417	161,661	269,078	222,821
<b>Total expenditure:</b>		<b>109,897</b>	<b>161,661</b>	<b>271,558</b>	<b>226,851</b>
<b>NET MOVEMENT IN FUNDS</b>					
<b>NET INCOME/(EXPENDITURE)</b>		<b>(47,817)</b>	<b>(13,212)</b>	<b>(61,029)</b>	<b>(7,234)</b>
<b>FOR THE YEAR</b>					
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		126,864	19,212	146,076	153,310
Net movement in funds		(47,817)	(13,212)	(61,029)	(7,234)
<b>Total funds carried forward</b>	<b>13</b>	<b>79,047</b>	<b>6,000</b>	<b>85,047</b>	<b>146,076</b>

The notes on pages 22 to 26 form part of these financial statements

**FOOTPRINTS PROJECT  
BALANCE SHEET AS AT 31 MARCH 2025**

		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>31.03.25 Total Funds</b>	<b>31.03.24 Total Funds</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>CURRENT ASSETS</b>					
Debtors		-	-	-	-
Cash at bank and in hand		87,839	6,000	93,839	154,308
<b>CREDITORS</b>					
Amounts falling due within one year	12	<u>(8,792)</u>	<u>-</u>	<u>(8,792)</u>	<u>(8,232)</u>
<b>NET CURRENT ASSETS</b>		<u>79,047</u>	<u>6,000</u>	<u>85,047</u>	<u>146,076</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		79,047	6,000	85,047	146,076
<b>NET ASSETS</b>		<u>79,047</u>	<u>6,000</u>	<u>85,047</u>	<u>146,076</u>
 <b>FUNDS</b>					
	13, 14				
<b>Restricted Funds</b>				6,000	19,212
<b>Unrestricted Funds:</b>					
General fund				44,047	91,864
Designated fund				<u>35,000</u>	<u>35,000</u>
Total Unrestricted Funds				<u>79,047</u>	<u>126,864</u>
<b>TOTAL FUNDS</b>				<u>85,047</u>	<u>146,076</u>

The notes on pages 22 to 26 form part of these financial statements

**FOOTPRINTS PROJECT**  
**BALANCE SHEET - CONTINUED AS AT 31 MARCH 2025**

The trustees consider that the charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies for the year ended 31 March 2025.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small charitable companies and in accordance with the Charities SORP (FRS102).

The financial statements were approved by the Board of Trustees and were signed on its behalf by:

Sarah Jane Radford

S J Radford, Chair

Date: 6 November 2025

**FOOTPRINTS PROJECT**  
**NOTE TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025**

**1. GENERAL INFORMATION**

Footprints Project is a charitable company limited by guarantee, incorporated in England and Wales with the registered number 05314401, charity registered number 1110916 with the name Footprints Project Limited, its registered office is c/o Martin and Company, 25 St Thomas Street, Winchester, Hampshire, SO23 9HJ and its postal address is PO Box 8107, Towcester, Northamptonshire, NN12 6EN. In the event of the Trust being wound up, the liability in respect of the guarantee is limited to £1 per Member (Director) of the Charity whilst they are a member or within one year after they cease to be a member. The members are listed on page 3.

**2. ACCOUNTING POLICIES**

**Accounting convention**

The charity constitutes a public benefit entity as defined by FRS102. The accounts have been prepared in accordance with the Charities Statement of Recommended Practice: Accounting and Reporting by Charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)) (issued in October 2019)- (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The principal accounting policies adopted in the preparation of the financial statements are set out below.

**Going concern**

At the time of approving the accounts, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future, which is at least 12 months from the date of approval of the accounts. The Trustees have considered the financial position, forecasts and cash flows of the organisation for the next twelve months, which includes several large grant applications awaiting a decision from funders. On the assumption that sufficient funding and grants applied for are approved, the trustees are satisfied that it is acceptable to prepare the accounts on a going concern basis.

**Income**

All income is included on the Statement of Financial Activities when the charity becomes legally entitled to the income, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

**Grants and donations**

Income from grants and donations subject to the specific wishes of the donor are credited to the relevant restricted funds.

**Government grants**

The charity has received government grants in the reporting period via various City and Local Authority grants.

**Donated services**

The value of services and help provided by volunteers is not included in the accounts but is described in the Trustees' Annual Report.

**Expenditure**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**FOOTPRINTS PROJECT**  
**NOTE TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025**

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Designated funds are funds set aside by the Trustees out of unrestricted general funds specifically to cover the estimated costs of winding up the charity should this need ever arise.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Tangible fixed assets and depreciation**

Tangible fixed assets are included at cost less depreciation.

Assets costing less than £1,500 have been written off in the year of purchase.

**Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Financial instruments**

The Charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are recognised at transaction value.

**Creditors (amounts falling due within one year)**

Short-term creditors are measured at the transaction price.

**2. DONATIONS AND GRANTS**

	31.03.25	31.03.24
	£	£
Donations	9,079	11,982
Grants	146,757	154,137
Department of Health and Social Security Suicide Prevention Grant	3,331	-
Government Grants and Donations (City and County Councils)	49,361	52,003
	<u>208,528</u>	<u>218,122</u>

In the year the restricted grants received were the government grants of £52,692 and other grants totalling £95,757 (2024: £52,003 government grants and other £92,552).

Included in government grants is an amount of £3,331 which Footprints Project received from the Department of Health and Social Care. This was part of a restricted grant totalling £5,908 (the balance of £2,577 being received in May 2025) specifically for Suicide Prevention. The expenditure of £5,915 relating to this grant has been included in Restricted Charitable Activities. The expenditure was all incurred in the year ending 31 March 2025.

**FOOTPRINTS PROJECT**  
**NOTE TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025**

3. The government grants received in the year, other than that received from the Department of Health and Social Care, were from Dorset Council, £10,000 to cover various Dorset expenses; £37,861 from Dorset Police to cover the Out of Court Diversionary Scheme; and £1,500 from Winchester Council for the charity's work at Approved Premises. There were no unfulfilled conditions or other contingencies and there was no other government assistance.

4. **INVESTMENT INCOME**

	31.03.25	31.03.24
	£	£
Deposit account interest	<u>1,784</u>	<u>1,288</u>

5. **ANALYSIS OF CHARITABLE ACTIVITIES EXPENDITURE OVER FUNDS**

	Unrestricted funds £	31.03.25 Restricted funds £	Total £
<b>OOCD</b>			
Direct costs	-	30,500	30,500
Support costs	-	7,360	7,360
<b>Art</b>			
Direct costs	12,297	-	12,297
Support costs	1,797	-	1,797
<b>Mentoring</b>			
Direct costs	82,062	106,847	188,909
Support costs	11,261	16,954	28,215
	<u>107,417</u>	<u>161,661</u>	<u>269,078</u>

6. **ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES**

	31.03.25	31.03.24
	£	£
Wages and salaries	176,714	138,305
Social security costs	12,337	13,906
Pension costs	4,184	3,514
Programme costs to support clients	30,638	26,776
Rent of office and room hire	7,833	11,543
Support costs (Note 6)	<u>37,372</u>	<u>28,777</u>
	<u>269,078</u>	<u>222,821</u>

7. **ANALYSIS OF SUPPORT COSTS**

	31.03.25	31.03.24
	£	£
Book-keeping	720	1,660
Insurance	2,737	2,572
Consultancy and professional fees	13,961	5,372
Postage and stationery	180	-
Sundries	398	19
Trustee expenses - travel	134	129
Bank charges	154	150
Communication and IT	12,210	11,459
Governance costs (Note 7)	<u>6,878</u>	<u>7,416</u>
	<u>37,372</u>	<u>28,777</u>

In 2025 £20,000 (2024: £10,000) of the support costs was covered by grants restricted for that purpose.

8. **ANALYSIS OF GOVERNANCE COSTS**

	31.03.25	31.03.24
	£	£
Wages and salaries	4,521	4,347
Social security costs	164	530
Pension costs	123	122
Rent	870	1,277
Independent examination	<u>1,200</u>	<u>1,140</u>
	<u>6,878</u>	<u>7,416</u>



**FOOTPRINTS PROJECT**  
**NOTE TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025**

**9. NET (EXPENDITURE/) INCOME**

This is stated after charging:

	31.03.25	31.03.24
	£	£
Governance Costs	6,878	7,416
Independent Examiner's Fee (Included above)	1,200	1,140
	<u>          </u>	<u>          </u>

**10. TRUSTEES' REMUNERATION AND BENEFITS**

There were no Trustees' remuneration or other benefits for the year ended 31 March 2025 or for the year ended 31 March 2024.

**Trustees' expenses**

	31.03.25	31.03.24
	£	£
Trustees' expenses	134	129
	<u>          </u>	<u>          </u>

Two trustees were reimbursed travel expenses during the year.

**11. STAFF COSTS**

	31.03.25	31.03.24
	£	£
Wages and salaries	183,715	146,682
Social security costs	12,501	14,436
Other pension costs	4,307	3,636
	<u>200,523</u>	<u>164,754</u>

The average monthly number of employees during the year was as follows:

	31.03.25	31.03.24
Operating staff	6	7
	<u>          </u>	<u>          </u>

No employees received emoluments in excess of £60,000.

All staff are considered key management personnel by the trustees.

**12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.03.25	31.03.24
	£	£
Taxation and social security	5,150	5,592
Other creditors	3,642	2,640
	<u>8,792</u>	<u>8,232</u>

**FOOTPRINTS PROJECT**  
**NOTE TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025**

**13. MOVEMENT IN FUNDS**

**Summary of funds - current year**

	At 01.04.24 £	Income £	Expenditure £	At 31.03.25 £
<b>Restricted Funds</b>	19,212	148,449	( 161,661)	6,000
<b>Unrestricted Funds</b>				
General fund	91,864	62,080	( 109,897)	44,047
Designated fund	35,000	-	-	35,000
<b>TOTAL FUNDS</b>	<u>146,076</u>	<u>210,529</u>	<u>( 271,558)</u>	<u>85,047</u>

**Summary of funds - prior year**

	At 01.04.23 £	Income £	Expenditure £	At 31.03.24 £
<b>Restricted Funds</b>	19,497	144,555	( 144,840)	19,212
<b>Unrestricted Funds</b>				
General fund	98,813	75,062	( 82,011)	91,864
Designated fund	35,000	-	-	35,000
<b>TOTAL FUNDS</b>	<u>153,310</u>	<u>219,617</u>	<u>( 226,851)</u>	<u>146,076</u>

Designated funds are unrestricted funds earmarked by management/trustees for particular purposes. Restricted funds represent income received specified by the donor for projects based in particular regions of the country or specific activities.

**14. RESERVES**

The Trustees have reviewed the charity's needs for contingency reserves in line with the guidance issued by the Charity Commission. Over a period of years the Trustees have pursued a policy which would establish financial reserves that would be sufficient to cover foreseeable costs and contingencies. The Trustees aim to be able to retain sufficient reserves necessary to meet employment liabilities and expenses, should any of the funding sources become unreliable or be delayed. The charity aims to ringfence three to six months' employment and relevant running costs.

In 2018 the Trustees denoted a designated reserve of £35,000 to cover the costs of closing the operations of the charity should funding become so difficult to obtain that it would be necessary to suspend activities in the opinion of the Trustees.

**15. Indemnity Insurance**

The Charity holds third party indemnity insurance, as authorised by the Articles of Association, to protect the Trustees and volunteers.

**16. Related Party Note**

The charity has not entered into any related party transactions during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 March 2025.

**FOOTPRINTS PROJECT**  
**DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025**

**DONATIONS AND GRANTS**

	31.03.25 £	31.03.24 £
<b>INCOME</b>		
<b>Voluntary income</b>		
Donations	9,079	11,982
Grants	146,757	154,137
Government Grants	52,692	52,003
Fundraising Events	18	207
Trading Activities	199	-
	<u>208,745</u>	<u>218,329</u>
<b>Investment income</b>		
Deposit account interest	<u>1,784</u>	<u>1,288</u>
<b>Total income</b>	<u>210,529</u>	<u>219,617</u>
<b>EXPENDITURE</b>		
<b>Costs of generating voluntary income</b>		
Fund raising	2,480	4,030
<b>Charitable activities</b>		
Wages and salaries	176,714	138,305
Social security costs	12,337	13,906
Pension costs	4,184	3,514
Programme costs to support clients	30,638	26,776
Rent	<u>7,833</u>	<u>11,543</u>
	231,706	194,044
<b>Governance costs</b>		
Wages and salaries	4,521	4,347
Social security costs	164	530
Pension costs	123	122
Rent	870	1,277
Independent Examination	<u>1,200</u>	<u>1,140</u>
	6,878	7,416
<b>Management</b>		
Book-keeping	720	1,660
Insurance	2,737	2,572
Consultancy and professional fees	13,961	5,372
Postage and stationery	180	-
Sundries	<u>398</u>	<u>19</u>
	17,996	9,623
<b>Trustee Expenses</b>		
Travel	134	129
<b>Finance</b>		
Bank charges	154	150
<b>Information technology</b>		
Communication and IT	<u>12,210</u>	<u>11,459</u>
<b>Total resources expended</b>	<u>271,558</u>	<u>226,851</u>
<b>Net (expenditure) income</b>	<u>(61,029)</u>	<u>(7,234)</u>

This page does not form part of the statutory financial statements