

Registered number: 05827864
Charity number: 1116111

TROPICAL BIOLOGY ASSOCIATION LIMITED
(A Company Limited by Guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

TROPICAL BIOLOGY ASSOCIATION LIMITED
(A Company Limited by Guarantee)

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TROPICAL BIOLOGY ASSOCIATION LIMITED
(A Company Limited by Guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2025**

Trustees

Dr R Trevelyan
Dr L Thomas, Chair (resigned 28 June 2025)
Dr R K A Jehle
Mr C R E Jones
Professor A Monadjem
Professor H E Roy
Mr C Jones, Chair (appointed 28 June 2025)

Company registered number 05827864

Charity registered number 1116111

Registered office Department of Zoology
Downing Street
Cambridge
Cambridgeshire
CB2 3EJ

Chief executive officer Dr R Trevelyan

Independent Examiner Peters Elworthy & Moore
Chartered Accountants
Salisbury House
Station Road
Cambridge
CB1 2LA

Bankers

Co-operative Bank Plc
75 Burleigh Street
Cambridge
CB1 1DF

National Westminster Bank plc
56 St Andrew's Street
Cambridge
CB2 3DA

Solicitors

Rogers and Norton
The Old Chapel
5-7 Willow Lane
Norwich
NR2 1EU

TROPICAL BIOLOGY ASSOCIATION LIMITED
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2025

The Trustees present their annual report together with the financial statements of the Tropical Biology Association (TBA) 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) (second edition of the Charities SORP (FRS102) October 2019, 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.

OBJECTIVES AND ACTIVITIES

1. Policies and objectives

The objects of the Charity are to advance public education and to promote for the benefit of the public the conservation, protection and sustainable management of the natural environment in regions with high biodiversity. The Charity does this through building capacity relating to the ecology, conservation and management of tropical and other biodiverse-rich ecosystems by the following means:

- Establishing, supporting and carrying-out demand-driven programs in education and research;
- Building the capacity of institutions responsible for teaching, conservation and research;
- Maintaining a global network; and
- Carrying-out other general activities in the area of education, research and conservation of biodiversity.

The main aims of the charity for 2025 were to achieve the above objectives through developing individual and institutional capacity among natural resource managers and conservation scientists in SE Asia, Africa and Europe/USA/Oceania.

The TBA strategy continues to be reviewed and followed and enables the staff to plan existing activities and set priorities for new activities. All activities must meet the criteria of being demand-driven, logistically feasible, and of having the potential to have a significant impact as well as having funding opportunities to support them.

2. Report on Tropical Biology Association's Public Benefit

The Trustees have had regard to the Charities Commission Guidance on the principles of public benefit. The TBA delivers identifiable benefits in the areas of the advancement of education, the advancement of science and the advancement of environmental protection or improvement. These are directly linked to the TBA's aims described at the beginning of the "objectives and activities" section of this report. The benefits are to a specific section of the public – that of young biologists who wish to develop skills in environmental protection and management and at the same time enhance their careers. The TBA courses do not have geographical restrictions within Europe, Africa or SE Asia and scholarships are available to those who cannot pay the fees (which are set to cover only the direct costs).

The TBA courses are assisting students to develop their careers, and the specialist training and NGO capacity development programmes provide key skills for conservation professionals in Africa and SE Asia. The TBA provides mentorship and encouragement to TBA alumni throughout the year, including sharing opportunities and reviewing numerous proposals and manuscripts.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

ACHIEVEMENTS AND PERFORMANCE

a. Review of activities

i) field courses

TBA ran a month-long field course in Uganda in 2024 which included an online component. The course trained 24 young scientists from 18 countries (half from Africa). Half of the tutors on the course were from Africa and included 4 TBA alumni.

ii) Integrated training programme

These are partnership projects that integrate training with implementation:

1. 2024/5 was the second year the programme called *Improved decision-making through citizen science data*. The programme integrates practical training for civil society and government staff from East and West Africa, and the creation of a new online platform to share citizen science data on birds in Kenya for the first time. Led by TBA, it is run in partnership with the Kenya Bird Map project, the Nigerian Bird Atlas project and A Rocha Kenya and funded by the UK Government through Darwin Initiative. In 2024/5 we ran the final training course for citizen science managers from Kenya and Nigeria in communication skills and advocacy for citizen science projects to inform management and policy. Eight publications based on citizen science data and published by African lead authors have resulted from this programme.
2. We launched a new programme in 2024 called *Developing capacity for forest restoration in Africa*. This is a two-year programme run in partnership with Kabale University (Uganda) and funded by the UK Government through Darwin Initiative. The programme aims to develop capacity and capability among managers and conservation professionals responsible for forest restoration in Africa through practical training and new MSc modules at Kabale University. Under this programme we designed a new field course, which we held in Kibale Forest for 22 restoration professionals from across Africa. The course received nearly 400 applicants, which reflects the significant demand from conservation managers for training in restorations.
3. Continuing on our strategic direction of developing capacity in restoration, TBA is leading a training and research project called *Enhancing forest restoration in Liberia via capacity building and data-driven case studies*. The project is a partnership between TBA, RSPB, Cambridge University Zoology Department, and the University of Liberia and aims to train a new generation of restoration scientists from Liberian government, academic, and community stakeholder groups and to assess the effectiveness of current restoration practices. It is funded through the Cambridge Conservation Initiative Collaborative Fund.

iii) specialist training courses

TBA continued to run its portfolio of specialist training courses that were held in person as well as online. The courses were as follows:

1. Strengthening civil society capacity for communicating conservation impact in Indo-Burma. This was an in-person workshop in Cambodia.
2. A specialist training programme consisting of two online courses on project design and measuring impacts and fundraising for conservation practitioners working on species which are on the brink of extinction in SE Asia. The courses were developed in partnership with the IUCN Species Survival Commission Asian Species Action Partnership (ASAP).
3. A Master Class aimed to enhance the organizational capacity of Civil Society Organizations working in biodiversity conservation within the Guinean Forests of West Africa hotspot. CSOs gained practical training on how to design effective biodiversity conservation projects and measure their impacts. They also received training in budgeting, financial management, stakeholder engagement, the application of social and environmental safeguards, gender, ethics and reporting. The master class is part of an in person and online capacity building programme funded by the Critical Ecosystem Partnership Fund.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

iv) follow-up support and TBA alumni groups

The charity continued providing followup support to its trainees. TBA's alumni represent over 80 countries including 30 African countries. The follow-up support that TBA provides to its former trainees includes advice on projects and names of specialists, and help with scientific writing and proposal development. The scheme's major quantitative outputs are publication of scientific papers in peer reviewed journals and successful grant proposals.

v)

The TBA continues to be a co-organiser of the Student Conference on Conservation Science which was attended by 149 student delegates from 51 countries working in conservation science. A further 200 student delegates signed up to attend for free online. Several TBA alumni attended the conference and presented posters and talks – with the third talk prize being awarded to a TBA alumnus from Uganda.

vi)

The TBA continues to be an active partner of the Cambridge Conservation Initiative (CCI). Based in the David Attenborough Building, Cambridge, UK, the CCI partners represents the largest cluster of conservation organisations in the world. TBA's director sits on the Council of CCI and TBA is leading a project funded by the CCI collaborative fund.

vii) measuring impacts

The mid- and long-term impacts of TBA's capacity building are measured using quantitative and qualitative indicators to assess how trainees apply their lessons learnt and, for the field courses, what jobs they take up and what conservation work they carry out. For example, 95% of all TBA's African alumni who are in contact with TBA are engaged in conservation or science related careers. The qualitative feedback TBA receives indicates that activities of the TBA alumni have a positive impact on the environment and environmental education generally. A good proportion of alumni are leading conservationists in their countries and work on a range of issues from habitat to species conservation as well as education. Together, these indicators are evidence of the longlasting benefit that the TBA activities provide.

Another measure is how closely course participants remain in contact with each other after their courses. For example, the African Women's network is still active over a year since it was formed, and participants from our online scientific writing course still share opportunities and their publications several years after their course finished.

Another measure of long-term impacts of the TBA activities is the number of TBA alumni groups that have independently established themselves. There are 15 alumni groups across Africa who were formed by the alumni themselves. These groups aim to promote responsible conservation and natural resource management by catalysing research and nurturing collaborations. More information on their activities can be found on the TBA website <https://tropical-biology.org/alumni-groups/>.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

b. Factors outside the charity's control

The main factor outside the charity's control that is relevant to achieving its objectives is the unpredictability of grant availability and lack of long-term grants to allow us to plan ahead. The TBA has mitigated this risk by further diversifying its funding sources and expanding its activities to keep up with emerging issues – that are more likely to attract grants. A second factor outside the charity's control is the political stability and security situation of some of the African countries the TBA works with which is also a potential obstacle to achieving our objectives. TBA is in close contact with its in-country partners and follows the FCO advice regards travel.

FINANCIAL REVIEW

a. Going concern

After assessing the last year's successes, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

As at 31 March 2025 the charity had total funds of £729,405 (2024: £554,440) of which £Nil (2024: £3,000) were restricted funds and £729,405 (2024: £551,440) were unrestricted. The designated continuity fund originally created by the Trustees to ensure that the Charity has the means to run its complement of field courses and short courses for a year if no external funding is received, has now been released and the general reserves are considered as a whole.

The policy of the Trustees is to build up and keep general reserves to allow the Charity to meet its objectives during times of financial volatility and shortfall or when grants are slow to be paid, and to enable the Charity to run its complement of courses and fundraising activities for 18 months. Estimated minimum annual costs are £450,000 and therefore £675,000 is the minimum sum that the Trustees wish to hold in unrestricted funds, but they wish to maintain a higher balance if possible. Unrestricted funds were £729,405 (2024: £551,440), which is above the ideal target level, however the Trustees have a priority to ensure TBA can continue to bring in diverse and sustainable funding to meet its objectives. The Trustees will continue to work to diversify unrestricted funding.

c. Financial risk management objectives and policies

The majority of TBA's income comes from grants and donations and total income for the year to 31 March 2025 was £730,742 (2024: £484,094). Total expenditure in the year was £555,777 (2024: £436,731) of which £440,066 was spent on direct costs (2024: £273,605), £98,970 on support costs (2024: £163,126), of which £16,741 relates to governance costs (2024: £20,916).

The transactions and activities undertaken during the period are summarised in the Statement of Financial Activities.

d. Principal funding

The principal funding sources for 2025 were Hans Wilsdorf Foundation, CEPF, AG Leventis Foundation and the UK Government through Darwin Initiative, in addition to TBA member institutions and an anonymous funder. We also received small grants for specific short-term projects from the Cole Trust, the CCI collaborative fund, the British Ecological Society, and IUCN Asian Species Action Partnership. The funding sources change regularly since most grants are of a finite lifespan.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

e. Plans for the future

A TBA flagship month-long field course for 24 biologists from Europe, and Africa will take place in Uganda in July-August 2025. It will include an online element. We will also run a project design field course in partnership with the British Ecological Society for the first time – to be held at the Mpala research centre. This course builds on the success of our project design course we ran there in 2022. TBA aims to build up the number of field courses to at least two per year in Africa and one a year in SE Asia, and is looking for donors to support us and meet the huge demand for field training that exists.

We will continue to develop our strategic direction of developing capacity in nature based solutions for climate change including ecosystem restoration. To this end, in 2025/6 we will run our second field training course for African restoration professionals in Kibale Forest and we will continue to follow up our trainees on this course to monitor their impacts they are achieving as a result of the training. We will also run a new field training course in forest restoration in Liberia in partnership with the University of Liberia, RSPB, and University of Cambridge (funded by the CCI collaborative fund).

We will continue to run our programme that is enhancing Indian Ocean Civil Society Organizations' Capacity for Ecosystem-based Adaptation (funded by Conservation International through their Critical Ecosystem Programme Fund).

We will continue with our activities to achieve TBA's strategy including:

- Plan and fundraise for face-to-face professional training workshops (specialist workshops) to be held in 2026 onwards
- Maintain and upgrade communication materials to share TBA successes and to increase the profile of TBA as a provider of world class field courses and tailor-made specialist courses
- Develop new partners for collaborative projects on capacity building (in person and online)
- Maintain the TBA alumnus network and continue to support and mentor TBA alumni
- Continue to co-organise the Student Conference on Conservation Science and help plan for a new Conference in Africa
- Continue to be an active member of the Cambridge Conservation Initiative, UK
- Continued to teach on the MPhil in Conservation Leadership, University of Cambridge
- Continue to develop our e-learning strategy and upgrade our virtual learning environment and portfolio of online courses which currently consists of:
 - Project design and measuring impact
 - Scientific writing and publishing
 - Fundraising, focusing on grant writing
 - Ecosystem services focussing on the TESSA toolkit
 - NGO Management and we will continue with our activities to achieve TBA's strategy including:

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. Constitution

Tropical Biology Association Limited is incorporated in the UK and is registered as a charitable company limited by guarantee, number 05827864 and was set up and is governed by its Memorandum of Association dated 16 May 2006. On this date the net assets of Tropical Biology Association were transferred to the new charity. TBA has updated its governing documents which were adopted 15 February 2024.

The Charity gained charitable status on 13 September 2006 and its registered charity number is 1116111.

b. Method of appointment or election of Trustees

The appointment of new Trustees is decided by the existing trustees who sit on the Board ("TBA council"). New Trustees are usually people who have taught on a TBA course or who represent TBA university members. Trustees therefore already have an intimate knowledge of the TBA and its activities. The Trustees who served during the period are as follows:

Mr P M Brakefield
Dr R Trevelyan
Dr L Thomas

On 15 February 2024 Mr P M Brakefield resigned, and the following Trustees were appointed:

Dr R K A Jehle
Mr C R E Jones
Professor A Monadjem
Professor H E Roy

Following induction, ongoing training will be given when trustees request.

c. Organisational structure and decision making

In accordance with the Memorandum of Association, Dr R Trevelyan receives remuneration for her full time duties. Dr R Trevelyan is the Executive Director and manages the Charity on a day to day basis. Dr R Trevelyan's remuneration is set by her fellow Board of Trustees.

d. Connected charities

The Charity has an office at the National Museums of Kenya in Nairobi whose main task is to organise African logistics and assist in fundraising. Members of this office are Kenyan citizens and employed through Nature Kenya, a Kenyan NGO.

Nature Kenya, PO Box 44486, 00100-Nairobi, Kenya

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

e. Risk management

The Trustees have assessed the major risks to which the charity is exposed; in particular those related to the operations and finances of the charity; and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. The major risks to which the charity is exposed are insufficient funding from grants and donations to achieve our strategy: health and safety issues associated with travel and field teaching in Africa and SE Asia, and internet security issues associated with travel and fields teaching in Africa and SE Asia, and internet security issues associated with running courses online and securing people's data on our virtual learning platform.

The major risks and their mitigation are as follows:

Risk	Mitigation
Insufficient funding to achieve TBA strategy	Identify up-coming calls for proposals and apply for grants where eligible Develop new partnerships to co-fundraise for grants and foundations Use new case for support and create new videos to attract new donors Build relationships with potential donors Continue our communications strategy to raise profile
Health and safety issues on field-based training courses in Africa and SE Asia	Risk assessments are done for each course Security briefings are given to students at the beginning of each course
Cyber security risks for online courses	TBA uses a virtual learning platform (Moodle) and employs Hubken group to host TBA's platform. Hubken group are certified for information security management and give 24/7 site security
GDPR	TBA has a GDPR policy which we monitor and update

TROPICAL BIOLOGY ASSOCIATION LIMITED
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

STATEMENT OF TRUSTEES' RESPONSIBILITIES

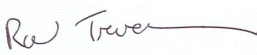
The Trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, 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 presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:


.....
Dr R Trevelyan
(Trustee)

23 July 2025


.....
Mr C Jones
(Trustee)

28 July 2025

TROPICAL BIOLOGY ASSOCIATION LIMITED
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**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2025**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TROPICAL BIOLOGY ASSOCIATION LIMITED ('the charity')

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 March 2025.

RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the charity (and 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 charity 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 charity's accounts 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 that in any material respect:

1. accounting records were not kept in respect of the charity 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 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.

Signed: *Nikki Loan*

Dated: 28 July 2025

Nikki Loan

FCA

PETERS ELWORTHY & MOORE

Chartered Accountants
Salisbury House
Station Road
Cambridge
CB1 2LA

TROPICAL BIOLOGY ASSOCIATION LIMITED
(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2025

	Note	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
INCOME FROM:					
Donations and grants	2	155,000	508,191	663,191	417,786
Charitable activities	3	61,638	-	61,638	27,012
Investments	4	2,852	-	2,852	2,620
Other income	5	3,061	-	3,061	36,676
TOTAL INCOME		222,551	508,191	730,742	484,094
EXPENDITURE ON:					
Charitable activities		81,425	474,352	555,777	436,731
TOTAL EXPENDITURE		81,425	474,352	555,777	436,731
NET INCOME		141,126	33,839	174,965	47,363
Transfers between funds	12	36,839	(36,839)	-	-
NET MOVEMENT IN FUNDS		177,965	(3,000)	174,965	47,363
RECONCILIATION OF FUNDS:					
Total funds brought forward		551,440	3,000	554,440	507,077
Net movement in funds		177,965	(3,000)	174,965	47,363
TOTAL FUNDS CARRIED FORWARD		729,405	-	729,405	554,440

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 14 to 29 form part of these financial statements.

TROPICAL BIOLOGY ASSOCIATION LIMITED
(A Company Limited by Guarantee)
REGISTERED NUMBER: 05827864

BALANCE SHEET
AS AT 31 MARCH 2025

	Note	2025 £	2024 £
FIXED ASSETS			
Tangible assets	9	1,221	1,993
		<u>1,221</u>	<u>1,993</u>
CURRENT ASSETS			
Debtors	10	104,604	37,591
Cash at bank and in hand		869,998	586,827
		<u>974,602</u>	<u>624,418</u>
CURRENT LIABILITIES			
Creditors: amounts falling due within one year	11	(246,418)	(71,971)
		<u>728,184</u>	<u>552,447</u>
NET CURRENT ASSETS			
TOTAL NET ASSETS			
		<u>729,405</u>	<u>554,440</u>
CHARITY FUNDS			
Restricted funds	12	-	3,000
Unrestricted funds	12	729,405	551,440
		<u>729,405</u>	<u>554,440</u>
TOTAL FUNDS			
		<u>729,405</u>	<u>554,440</u>

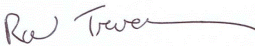
The charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

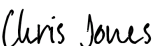
The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


.....
Dr R Trevelyan
(Trustee)

Date: 23 July 2025


.....
Mr C Jones
(Trustee)

28 July 2025

The notes on pages 14 to 29 form part of these financial statements.

TROPICAL BIOLOGY ASSOCIATION LIMITED
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STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
CASH FLOWS FROM OPERATING ACTIVITIES		
Net cash used in operating activities	280,319	60,561
CASH FLOWS FROM INVESTING ACTIVITIES		
Dividends, interests and rents from investments	2,852	2,620
NET CASH PROVIDED BY INVESTING ACTIVITIES	2,852	2,620
CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR	283,171	63,181
Cash and cash equivalents at the beginning of the year	586,827	523,646
CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR	869,998	586,827

The notes on pages 14 to 29 form part of these financial statements

TROPICAL BIOLOGY ASSOCIATION LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES

1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition of the charities SORP (FRS102) October 2019, effective 1 January 2019) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Tropical Biology Association Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

There were no significant estimates or judgements made by management in preparing these financial statements.

1.2 COMPANY STATUS

The Charity is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

1.3 GOING CONCERN

The Trustees have reviewed the financial position of the Charity and have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The TBA, supported by its Trustees, is actively seeking grant funding and donations.

Budgets and forecasts have been prepared by the TBA executive and approved by the Trustees based on known income for the next three years. Budget figures indicate income will be sufficient to cover all costs in 2024-25. Current, cautious estimates of anticipated income for 2025-26 project a deficit for that year. The net effect across the two years would be a reduction in unrestricted funds of around £80,000. However, based on our track record and on conversations we are having with new funders, we do not expect to operate on a deficit in 2025-26.

As noted in this report, there are unrestricted funds available of £551,440 at 31 March 2024. The charity is confident that future fundraising applications will be successful. Accordingly, the financial statements continue to be prepared on the going concern basis.

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(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES (CONTINUED)

1.4 FUND ACCOUNTING

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds represent income that has been received and recognised in the financial statements, which is subject to specific conditions imposed by the donor, client or grant making institution. These funds are not available for the Trustees to apply at their discretion.

The purpose and use of the restricted funds is set out in the note 12 to the financial statements.

Unrestricted funds are monies that have been received towards the general objectives of the charity as a whole to be spent at the discretion of the trustees.

Where contracts accounted for within restricted funds include contributions toward support costs, an appropriate transfer is made between restricted and unrestricted funds.

1.5 INCOME

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the Bank.

Grants are recognised when the Charity has been notified in writing of both the amount and settlement date. In the event that a grant is subject to conditions that require a level of performance before the Charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfillment of those conditions is wholly within the control of the Charity and it is probable that those conditions will be fulfilled in the reporting period. Where costs incurred by the charity are fully reimbursable under a grant agreement, income is accrued,

Donations are recognised when the Charity has been notified in writing of both the amount and settlement date, which usually occur upon receipt.

Membership income is recognised in the period to which it relates. Unpaid fees are included in debtors and any membership fees received in advance are carried forward as deferred income.

Course fee income is recognised in the period in which the course takes place. Any income received in advance is carried forward as deferred income.

TROPICAL BIOLOGY ASSOCIATION LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES (CONTINUED)

1.6 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated to applicable headings.

Support costs are those costs incurred directly in support of expenditure on the objects of the company, such as rent and professional fees. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements, such as accountancy fees. The Trustees consider that a proportion of salaries for certain staff employed in the UK relate to support costs and governance costs and an apportionment is made based on an estimation of time spent.

Support costs are allocated across activities in proportion to the direct costs incurred on each.

Where a proportion of costs relates to a restricted fund activity, such as wages and salaries, the relevant amount has been treated as expenditure.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

1.7 FOREIGN CURRENCIES

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at rates of exchange ruling at the balance sheet date.

Transactions in foreign currencies are translated into sterling at the average rate for the year.

Exchange gains and losses are recognised in the Statement of Financial Activities incorporating Income and Expenditure Account.

1.8 PENSIONS

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

1.9 OPERATING LEASES

Rentals paid under operating leases are charged to the Statement of Financial Activities incorporating Income and Expenditure Account on a straight line basis over the lease term.

TROPICAL BIOLOGY ASSOCIATION LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES (CONTINUED)

1.10 TANGIBLE FIXED ASSETS AND DEPRECIATION

All assets costing more than £200 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities incorporating Income and Expenditure Account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Motor vehicles	- 25% reducing balance
Fixtures and fittings	- 20% straight line

1.11 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.12 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.

1.13 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

1.14 FINANCIAL INSTRUMENTS

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

2. INCOME FROM DONATIONS AND GRANTS

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Donations	155,000	45,252	200,252	190,012
Project grants and donations	-	462,939	462,939	227,774
	155,000	508,191	663,191	417,786
TOTAL 2024	190,012	227,774	417,786	

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Membership fees	10,490	10,490	8,183
Course fees (including Specialist Training Programme course fees)	9,200	9,200	12,816
Workshop training	41,948	41,948	6,013
TOTAL 2025	61,638	61,638	27,012
TOTAL 2024	27,012	27,012	

4. INVESTMENT INCOME

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Bank interest	2,852	2,852	2,620
TOTAL 2024	2,620	2,620	

TROPICAL BIOLOGY ASSOCIATION LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

5. OTHER INCOME

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Subletting office space	3,061	3,061	36,676
TOTAL 2024	36,676	36,676	

6. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Direct costs 2025 £	Support and Governance costs 2025 £	Total funds 2025 £	Total funds 2024 £
Specialist training programmes	40,331	10,605	50,936	199,192
NGO capacity development	72,232	18,993	91,225	96,822
Field courses	146,499	38,521	185,020	140,717
Programmes for training and implementation	181,004	47,592	228,596	-
	440,066	115,711	555,777	436,731
TOTAL 2024	273,605	163,126	436,731	

In 2024, expenditure of £429,100 (2023: £292,942) was met from restricted funds before transfers.

TROPICAL BIOLOGY ASSOCIATION LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

6. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF SUPPORT COSTS

	Total funds 2025 £	Total funds 2024 £
Staff costs	47,686	78,272
Rent and maintenance	2,336	47,648
Travel and staff-related costs	2,931	829
Legal & professional fees	20,666	9,662
Bank charges	845	623
Staff insurance	2,841	3,906
Exchange rate difference	21,665	1,270
Governance costs	16,741	20,916
	115,711	163,126
	2025 £	2024 £

GOVERNANCE COSTS

Accountancy fees	8,782	9,570
Independent examiner's fees	1,985	1,890
Wages and Salaries	5,575	8,862
National Insurance	399	594
	16,741	20,916

7. INDEPENDENT EXAMINER'S REMUNERATION

	2025 £	2024 £
Fees payable to the charity's independent examiner in respect of:		
The independent examination of the charity's annual accounts	1,985	1,890
All other services not included above	8,782	9,570

TROPICAL BIOLOGY ASSOCIATION LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

8. STAFF COSTS, KEY MANAGEMENT PERSONNEL, TRUSTEES' REMUNERATION AND EXPENSES

	2025	2024
	£	£
Wages and salaries	189,487	180,946
Social security costs	10,055	9,460
Contribution to defined contribution pension schemes	11,720	17,059
	211,262	207,465

Wages and salaries included £49,094 (2024: £39,781) from the Nairobi branch.

The average number of persons employed by the charity during the year was as follows:

	2025	2024
	No.	No.
Direct and support staff - UK	4	4

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2025	2024
	No.	No.
In the band £70,001 - £80,000 (UK)	-	1
In the band £80,001 - £90,000	1	-

During the year, one Trustee received remuneration of £96,707 including employers' national insurance and pension contribution (2024: £86,932) in their capacity as Chief Executive Officer.

During the year, no Trustees received any benefits in kind (2024: £NIL).

During the year, one Trustee (2024: two) incurred expenses on the charity's behalf amounting to £1,849 (2024: £2,344), in relation to travel expenses.

TBA considers its key management personnel to be the Trustees.

As noted elsewhere in the Trustees' Report and Financial Statements, Dr R Trevelyan is the Chief Executive Officer and oversees the day to day management of the Charity. With the authority of the TBA Memorandum of Association, a salary is paid to Dr Trevelyan for her work in running the Charity. This payment does not relate to her duty as a Trustee.

All other Trustees give their time and expertise without any form of remuneration or other benefit in kind as noted above.

TROPICAL BIOLOGY ASSOCIATION LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

9. TANGIBLE FIXED ASSETS

	Motor vehicles £	Fixtures and fittings £	Total £
COST			
At 1 April 2024	37,954	37,611	75,565
At 31 March 2025	37,954	37,611	75,565
DEPRECIATION			
At 1 April 2024	37,447	36,125	73,572
Charge for the year	127	645	772
At 31 March 2025	37,574	36,770	74,344
NET BOOK VALUE			
At 31 March 2025	380	841	1,221
At 31 March 2024	507	1,486	1,993

10. DEBTORS

	2025 £	2024 £
DUE WITHIN ONE YEAR		
Trade debtors	23,143	4,678
Other debtors	-	17,093
Prepayments and accrued income	81,461	15,820
	104,604	37,591

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade creditors	11,487	16
Other taxation and social security	4,335	3,719
Other creditors	2,536	2,511
Accruals and deferred income	228,060	65,725
	<u>246,418</u>	<u>71,971</u>
	2025 £	2024 £
DEFERRED INCOME		
Deferred income at 1 April 2024	28,755	-
Resources deferred during the year	213,549	54,385
Amounts released from previous periods	(28,755)	(25,630)
	<u>213,549</u>	<u>28,755</u>

During the year, £8,937 of membership fees income was deferred (2023: £11,184). All membership fees are released in the year following the deferral.

In addition, £204,612 of project income received in advance was included in deferred income (2023: £14,446).

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

12. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2025 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Scholarship	-	5,000	-	-	5,000
GENERAL FUNDS					
General Fund	551,440	217,551	(81,425)	36,839	724,405
TOTAL UNRESTRICTED FUNDS	551,440	222,551	(81,425)	36,839	729,405
RESTRICTED FUNDS					
BES student scholarships	-	10,000	(10,000)	-	-
CEPF projects	-	100,375	(91,047)	(9,328)	-
Amber	-	29,857	(27,967)	(1,890)	-
Franklinia	-	26,534	(22,934)	(3,600)	-
Cole Trust	3,000	3,000	(6,000)	-	-
Darwin Citizen Science	-	104,190	(89,284)	(14,906)	-
Darwin Forest Restoration	-	95,414	(90,302)	(5,112)	-
UNDP	-	72,971	(70,968)	(2,003)	-
GEF	-	5,773	(5,773)	-	-
CCI Liberia Forest Restoration	-	11,825	(11,825)	-	-
CCI Invasive Species	-	3,000	(3,000)	-	-
A G Leventis	-	45,252	(45,252)	-	-
	3,000	508,191	(474,352)	(36,839)	-
TOTAL OF FUNDS	554,440	730,742	(555,777)	-	729,405

TROPICAL BIOLOGY ASSOCIATION LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

12. STATEMENT OF FUNDS (CONTINUED)

TRANSFERS

Transfers from restricted funds to unrestricted funds represent overhead allowances allowed in the grant agreements.

Transfers from unrestricted funds to restricted funds are made where spend for certain activities was in excess of the original grant.

DESIGNATED FUNDS

Scholarship - This money was designated for scholarships.

RESTRICTED FUNDS

Where general overhead costs are incurred on a restricted project in excess of available income/funds, a transfer is made from unrestricted funds to cover these amounts. Where general overhead costs are met from general funds, but are attributable to a restricted project, a transfer is made from restricted funds to cover these amounts.

BES Student Scholarships - BES grant an amount towards scholarships to be awarded to European students attending TBA courses and towards reducing increases in course fees. 10 scholarships were awarded in 2025 (2024: 10).

CEPF Projects – The project “Strengthening Civil Society Capacity for Long-term Conservation Impact in Indo-Burma”, commenced in July 2022 and came to an end in July 2024. This project works with project partners in each country of the Indo-Burma hotspot (except China) to deliver NGO capacity building activities (online in 2024).

Amber - UK Centre for Ecology and Hydrology are the lead contractor with TBA sub-contracted to carry out follow up support from our workshop on using technology for biodiversity monitoring -largely to supervise deployment of Automated monitoring of Insect (AMI) machines.

Darwin Citizen Science (working title for our project Improved decision-making through citizen science data) funded by the UK Government through Darwin Initiative.

Darwin forest restoration (working title for Developing capacity for forest restoration in Africa) funded by the UK Government through Darwin Initiative.

Franklinia - A grant for capacity building on forest restoration for threatened trees in Ghana.

A G Leventis - This money was for spending for field courses.

Other restricted funds are being used as defined by the donors.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

12. STATEMENT OF FUNDS (CONTINUED)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2024 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
A G Leventis	-	40,000	(40,000)	-	-
GENERAL FUNDS					
General Fund	497,077	216,320	(193,928)	31,971	551,440
TOTAL UNRESTRICTED FUNDS	497,077	256,320	(233,928)	31,971	551,440
RESTRICTED FUNDS					
BES student scholarships	10,000	10,000	(11,400)	(8,600)	-
Cambridge-Africa Alborada Research Fund	-	10,000	(9,034)	(966)	-
CCI Collaborative Funds	-	2,042	(2,042)	-	-
CEPF projects	-	66,564	(60,658)	(5,906)	-
Amber	-	2,892	(2,515)	(377)	-
Franklinia	-	14,160	(12,752)	(1,408)	-
Cole Trust	-	3,000	-	-	3,000
Darwin Citizen Science	-	77,042	(65,576)	(11,466)	-
Darwin Forest Restoration	-	35,898	(33,919)	(1,979)	-
CORDIO	-	5,180	(3,911)	(1,269)	-
UNDP	-	996	(996)	-	-
	10,000	227,774	(202,803)	(31,971)	3,000
TOTAL OF FUNDS	507,077	484,094	(436,731)	-	554,440

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £
Tangible fixed assets	1,221	-	1,221
Current assets	769,990	204,612	974,602
Creditors due within one year	(41,806)	(204,612)	(246,418)
TOTAL	729,405	-	729,405

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	1,993	-	1,993
Current assets	576,670	47,748	624,418
Creditors due within one year	(27,223)	(44,748)	(71,971)
TOTAL	551,440	3,000	554,440

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

14. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2025 £	2024 £
Net income for the year (as per Statement of Financial Activities)	174,965	47,363
ADJUSTMENTS FOR:		
Depreciation charges	772	762
Dividends, interests and rents from investments	(2,852)	(2,620)
Increase in debtors	(67,013)	(5,974)
Increase in creditors	174,447	21,030
NET CASH PROVIDED BY OPERATING ACTIVITIES	280,319	60,561

15. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2025 £	2024 £
Cash in hand	869,998	586,827
TOTAL CASH AND CASH EQUIVALENTS	869,998	586,827

16. ANALYSIS OF CHANGES IN NET DEBT

	At 1 April 2024 £	Cash flows £	Exchange rate movements £	At 31 March 2025 £
Cash at bank and in hand	586,827	288,782	(5,611)	869,998
	586,827	288,782	(5,611)	869,998

17. PENSION COMMITMENTS

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £11,720 (2024: £17,059). At the year end there were outstanding contributions of £405 (2024: £1,421).

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NOTES TO THE FINANCIAL STATEMENTS
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18. OPERATING LEASE COMMITMENTS

At 31 March 2025 the charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2025 £	2024 £
Not later than 1 year	13,422	18,546
Later than 1 year and not later than 5 years	-	13,422
	<u>13,422</u>	<u>31,968</u>

The following lease payments have been recognised as an expense in the Statement of Financial Activities:

	2025 £	2024 £
Operating lease rentals	<u>18,546</u>	<u>18,546</u>

19. RELATED PARTY TRANSACTIONS

There were £11,879 of purchases made during the year from a company which has a trustee / director in common with the charity (2024: £18,207). There was no outstanding creditor balance as at year end (2024: £NIL).

Trustee remuneration and expenses are disclosed in Note 8. There are no other related party transactions.