

Trustees' Annual Report for the period									
From		Period start date			To		Period end date		
		1st	April	2020			31st	March	2021

Section A Reference and administration details

Charity name	Equip		
Other names charity is known by			
Registered charity number (if any)	1134890		
Charity's principal address	Lakesmere House		
	Allington Lane		
	Fair Oak, Eastleigh		
Postcode	SO50 7DB		

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Paul Johnson	Chairman		Founding Trustee
2	Jonathan Sweeney			Founding Trustee
3	Martin Hughes			Founding Trustee

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

The charity is run by the Trustees.

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by the original founding trustees.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

As of 1st July 2018, Equip has worked as a registered INGO (International Non-Governmental Organisation) in Rwanda. The Trustees are now accountable directly to the Rwandan Governance Board and the Rwandan Ministry of Education for all projects funded by the Charity.

The Trustees (of Equip) have appointed a Director of Operations who is resident in Rwanda and responsible for managing and monitoring all activities. This representative is empowered to carry out the work of Equip in Rwanda. The Trustees are provided with regular feedback on the progress of all agreed objectives.

The Trustees have set up regulated 'Equip' bank accounts in Rwanda and all planned expenditure is now carried out under the direct control of the UK Charity. Management accounts are maintained and are scrutinised by qualified agents working in Rwanda and in the UK.

Equip continues to work within its Memoranda of Understanding with the Rwandan Ministry of Education (MINEDUC) and Eglise Presbyterienne au Rwanda (EPR). These partnerships are designed to enable the development of TVET schools across the country.

The Trustees continue to maintain an up to date risk register which outlines action taken to minimise risk. The Trustees are confident that the actions taken this year have provided increased accountability and better value for money.

Summary of the objects of the charity set out in its governing document

Object 1 - to prevent and relieve poverty in east Africa and elsewhere for the public benefit by (but not by way of limitation) providing and assisting in the provision of education, training, health care projects and all the necessary support designed to enable individuals to generate a sustainable income and be self-sufficient and to support communities to find sustainable means of economic growth and regeneration.

Object 2 - the advancement of education on the basis of Christian principles in east Africa and elsewhere for the public benefit including (but not by way of limitation) the provision of such education in any educational establishment and the provision of one or more educational establishments for the general education of children or adults on the basis of such Christian principles as the trustees may from time to time think fit.

Object 3 - to relieve the sickness and promote the preservation of health among people in east Africa and elsewhere for the public benefit by (but not by way of limitation) providing or assisting in the provision of medical supplies, equipment, facilities, services, support, education and practical advice.

Object 4 - the advancement of the Christian faith in accordance with the doctrines set out in the schedule to the articles hereto and the worship of God in East Africa and elsewhere for the public benefit as the trustees from time to time think fit including (but not by way of limitation) the preaching and proclamation of the Christian gospel and the teaching of Christian doctrine and principles and other such purposes which are exclusively charitable according to the law of England and Wales and are connected to the charitable work of the charity.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Equip continues as a registered INGO in Rwanda working with the Rwandan Governance Board, the Ministry of Education and local district authorities to deliver quality TVET (Technical and Vocational Education and Training) education and a range of church-led youth community projects.

Equip is currently running TVET schools, working closely with the local leadership to provide appropriate staff and resources. Equip is also working to ensure that the all schools are properly registered with the Workforce Development Agency (WDA) so that all students can receive approved qualifications.

Equip's work with local leaders to develop an appropriate business development model designed to support the newly skilled TVET students as they enter into the business arena is currently under review.

Finally, Equip has allocated funds which will support a number of community projects, many run in conjunction with local churches. These include a feeding programme for needy children and a soccer academy to develop the aspirations of young people.

In reviewing these activities, the Trustees are confident that they have complied with the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Equip continues to utilise offers of help from supporters and activities are designed on an ad hoc basis according to the availability of support, the suitability of skills and the availability of opportunities within the Charity's overall aims and objectives.

It has not been possible for Trustees to visit Rwanda during this period because of COVID-19 restrictions. Therefore, additional monitoring has been increased using online communication.

Summary of the main achievements of the charity during the year

Update on 2020-2021 Objectives

The Trustees would like to point out that the COVID 19 crisis has impacted activities during 2020-21.

The Trustees are happy to answer any specific questions that may arise from this report. Details of how to contact the Trustees can be found on the website at www.equipuk.org.

Objective 1: Continue the development and funding of TVET schools in Rwanda

- The EPR partner TVET school in Nyamirama continues to operate and is fully funded by Equip monies.
- The necessary permissions from local and national governance have all been renewed successfully.
- The 2020 cohort have graduated meaning that around 100 students both male and female now have a recognised vocational qualification.
- The school continues to be registered by the WDA (Workforce Development Authority) as an accredited TVET school.

Objective 2: Develop ways to equip young people with relevant business skills and experience

- The Entrepreneurship programme needs to be fully reviewed during the next evaluation period.
- The work on supporting business education in schools and research into sustainable pathways continues.

Objective 3: Support a high-quality teaching workforce

- Educational specialists in the UK continue to mentor school leaders in Rwandan schools.
- Discussions between Equip national leadership and Education specialists in the UK regarding a teaching award are now resulting in clear objectives.
- Plans for implementation for 2022 are now in place.

Objective 4: Develop community leadership models and activities

- The Trustees continue to fund the following community projects:
 - Miracle Soccer Ministries
 - Joy of a Child
 - Educators for Needy Children
- The Trustees are currently funding community projects within a government funded model village.
- Equip Rwandan national leadership continues to work with the leaders of these projects to develop best practise and maximise their impact within the communities they serve.

Section E Financial review

Brief statement of the charity's policy on reserves

The charity does not hold reserves and ensures that all financial commitments are conditional upon funds being available.

Details of any funds materially in deficit

There are no funds materially in deficit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity raised funds from regular and individual donations. This has remained at a similar level to previous years. There have been no fundraising events this year due to COVID-19.

The Coins for Kigali project raised £1253.

The restricted funds of £6250, earmarked for a church community centre, remain in place. However, the donors have indicated their desire for this money to be used to support other priorities as the Trustees see fit.

Directors' expenses are zero for this reporting period due to the lack of activity because of COVID-19.

Section F Other optional information

Objectives for the next year:

Objective 1: Continue the development and funding of TVET schools in Rwanda

Objective 2: Develop ways to equip young people with relevant business skills and experience

Objective 3: Support a high quality teaching workforce

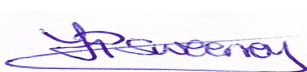
Objective 4: Develop community leadership models and activities

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)




Full name(s)

Jonathan Paul Sweeney

Paul Johnson

Position (eg Secretary, Chair, etc)

Trustee

Chair of Trustees

Date

22nd January 2022

2020/21 Equip Annual Accounts



			April 2020 to March 2021	April 2019 to March 2020
Receipts	Notes			
Individual Donations	1	£	5,001.70	£ 6,964.00
Regular Donations	2	£	18,150.00	£ 15,560.00
Gift Aid received	3	£	4,025.38	£ 3,261.25
Coins for Kigali		£	1,252.99	£ 1,481.46
Other Fundraising (eg Facebook)		£	242.93	£ 5,529.15
Total Receipts		£	28,673.00	£ 32,795.86
Payments				
Funds transferred to Rwanda	4	£	27,500.00	£ 25,500.00
Funds transferred to Other Projects	5	£	100.00	n/a
Administration & Office Equipment		£	898.34	£ 900.15
Bank FX Charges & PayPal fees		£	268.01	£ 296.44
Directors Travel to Rwanda	6	£	-	£ 6,413.75
Churches' Child Protection Advisory Service		£	129.00	£ 120.00
Fund raising activities		£	-	£ 67.74
School computers & Other equipment		£	-	£ 198.17
Total Payments		£	28,895.35	£ 33,496.25
Net Surplus / (Deficit) in the year		£	(222.35)	£ (700.39)
Brought forward Surplus / (Deficit) from prior years		£	(8,097.45)	£ (7,397.06)
Carried forward Surplus / (Deficit)		£	(8,319.80)	£ (8,097.45)

Balance Sheet at Year End Dates

		31st March 2021	31st March 2020
Assets			
Bank account cash	£	6,680.20	£ 6,832.65
Debtor	£	-	£ 69.90
Total Current Assets	£	6,680.20	£ 6,902.55
Liabilities			
Directors loan	£	15,000.00	£ 15,000.00
Accumulated Surplus/(Deficit)	£	(8,319.80)	£ (8,097.45)
Total Net Liabilities	£	6,680.20	£ 6,902.55

Notes to 2020/21 Equip Annual Accounts

Note	Comment
1	Miscellaneous one off donations
2	Regular donations received by Standing Order usually on a monthly basis at bank, or via Paypal Subscription donations.
3	Gift Aid claimed cash received in year, usually relating to eligible donations in the prior accounting period.
4	Funds used to complete development of Training Centre including local teachers pay
5	Support to OWTONS (Donation to their COVID appeal for vulnerable families)
6	Travel by the directors to Rwanda was suspended in 2020-21 due to Covid-19 restrictions.

		<h2 style="text-align: center;">Independent examiner's report on the accounts</h2>		
Report to the trustees/ members of		Equip		
On accounts for the year ended		31 st March 2021	Charity no (if any)	1134890
Set out on pages		In the Equip Annual Report and Accounts 2020 / 2021		
Respective responsibilities of trustees and examiner		<p>The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.</p> <p>It is my responsibility to:</p> <ol style="list-style-type: none"> 1 examine the accounts under section 145 of the Charities Act, 2 to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and 3 to state whether particular matters have come to my attention. 		
Basis of independent examiner's statement		<p>My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.</p>		
Independent examiner's statement		<p>In connection with my examination, no matter has come to my attention</p> <ol style="list-style-type: none"> 1. which gives me reasonable cause to believe that in, any material respect, the requirements: <ul style="list-style-type: none"> • to keep accounting records in accordance with section 130 of the Charities Act; and • to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or 2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 		
Signed:			Date:	06 January 2022
Name:		Philip James Reid		
Relevant professional qualification(s) or body (if any):		Associate Member of the Chartered Institute of Management Accountants (Retired)		
Address:		Belford, 2 Brockett View, Acaster Malbis, York. YO23 2PY. UK.		
Section B Disclosure				
Give here brief details of any items that the examiner wishes to disclose.		<p>Only complete if the examiner needs to highlight material problems.</p> <p>No comments required.</p>		