



**Gift Foundation**

**Report and Financial Statements  
For the Year Ended December 2023**

**Charity Registration Number 1143428**



## Contents Page

Message from the Chair of Trustees

Administrative Information

Structure, Governance and Management

Objectives and Activities for Public Benefit

Achievements

Scholarship Award Making Policy and Process

Financial Review

Financial Reserves

Plans for the future

Statement of Financial Activities for the year ended 31 December 2023



## Message from the Chair of Trustees

### **Dr Zaza Johnson Elsheikh**

I am pleased to share our 2023 annual report, showcasing the profound impact our charity has made in transforming the lives of those in need. As Chair of the Gift Foundation, I take great pride in presenting the key milestones and accomplishments we achieved, thanks to the steadfast support of our donors and partners.

#### **Education Initiatives:**

Throughout the year, our scholarship program has empowered adults and children, providing them with the opportunity to pursue education and unlock their full potential. Additionally, we have extended funding support for girls' education at an educational institute in Bangladesh, empowering them with opportunities for a brighter future through education. We also initiated the construction of an educational institute in Bangladesh, aimed at addressing the educational needs of children from underprivileged families.

#### **Humanitarian Aid in Bangladesh, Ghana and for Sudani Refugees in Egypt:**

In response to the urgent needs arising from natural disasters and socio-economic challenges, our charity has actively engaged in humanitarian efforts. In Bangladesh, we provided essential flood relief, shelters, assisting affected communities in rebuilding their lives. In Ghana and for Sudani Refugees, we distributed food packs to alleviate hunger.

These initiatives reflect our dedication to creating a lasting impact on the lives of individuals facing challenges. By addressing urgent needs and prioritising education, we are contributing to sustainable development and driving positive change in communities globally.

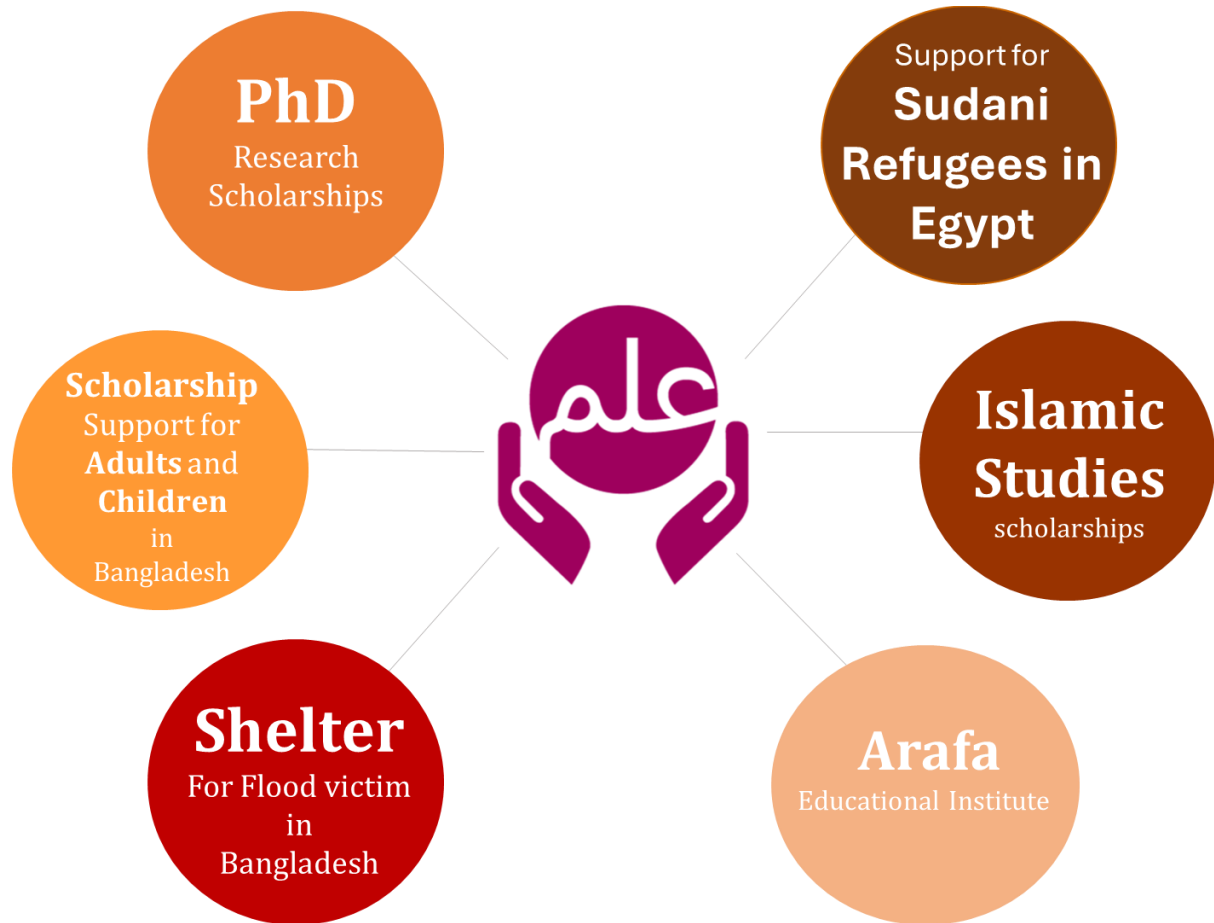
As we look back on the past year, we express our deepest gratitude to our supporters, volunteers, and partners who have been instrumental in making these achievements a reality. Together, we are shaping a brighter and more inclusive future for those in need.

Thank you for your ongoing support.

A handwritten signature in black ink, appearing to read "Zaza Johnson Elsheikh".

**Dr Zaza Johnson Elsheikh**  
Chair of Gift Foundation

**Gift Foundation at a glance...**





## Administrative Information

Charity Name: Gift Foundation

### Trustees



**Dr Zaza Johnson Elsheikh MBBS,**  
Chair of Trustees



**Mr Monjur Miah, Treasurer**  
BSc (Hons) Physics, Diploma



**Dr Rabia Ishaque Trustee**  
MRCGP MBBS



**Dr Tasnuba Subhani Trustee**



**Mrs Khaleda Jasmeen Maleque Trustee**  
BA Sociology & Social Policy



**Mrs Selina Begum Ali Trustee**  
BEd Primary Education, CELTA, PTLTS



**Dr Hamida Begum Trustee**  
MRCGP MBBS



**Mr Md Monzur Hoque Trustee**  
BSc Hons



**Sorwar Hussain Ahmed Trustee**

### Registered Office

46E Micro Business Park, Greateorex Street, London E1 5NP

**Charity Registration Number 1143428**

### Auditors

Hussain associates, Chartered Certified Accountant, 54 Billet Road, Romford, Rm6 5SU

### Bankers

HSBC, 45 Bank Street, Jubilee Place Canary Wharf, London E14 5NY



## **Structure, Governance and Management**

### **Governing document**

Gift Foundation is a registered charity, number 1143428, and is constituted under a trust deed dated 18 June 2011.

### **Organisational structure**

The charity trustees are responsible for the general control and management of the charity. The trustees give their time freely and receive no remuneration or other financial benefits.

At the biannual trustees' meetings, the trustees agree the broad strategy and areas of activity for the Gift of Knowledge, including scholarship awards and performance. The day to day processing and handling of applications prior to consideration by the relevant trustees is delegated to the Administration.

The trustees also consider the monitoring information concerning the performance of scholarships to date, and make recommendations to the trustees concerning the extension, cessation or suspension of existing scholarship awards.

### **Recruitment and appointment of trustees**

New trustees are appointed by the existing trustees and serve for 5 years after which they may put themselves forward for re-appointment.

In selecting new trustees, we seek to identify people who regularly attend events and functions organised by the charity and are willing to volunteer to help in our broader community work. Potential trustees are invited to attend trustees' meetings as observers and are given more details of the charity's aims and activities and, if all agree, they are then proposed as new trustees at the subsequent trustees' meeting. This process allows due consideration of the person's eligibility, personal competence, specialist knowledge and skills.

### **Induction and training of trustees**

Following appointment, new trustees are introduced to their new role and given copies of the trust deed and a guide to the policies and procedures adopted by our charity. A number of publications from the Charity Commission are also provided including the guidance on charities and public benefit. This ensures that new trustees are aware of the scope of their responsibilities under the Charities Act. Initially, new trustees work with an existing trustee assisting on particular activities and projects run by the charity. After satisfactory feedback from existing trustees, they are then given the task of leading a particular activity or project, reporting progress at trustees' meetings.

### **Risk management**

The trustees have assessed the risks the charity faces and discuss measures to limit them at trustee meetings. The trustees are satisfied that systems are in place, or arrangements are in hand, to manage the risks that have been identified. In particular the finances of the charity are kept under review through a strict authorisation process for any expenses or expenditures. We also ensure that all necessary documents are provided and maintained in relation to any expenses. Appropriate DBS checks, supported by regularly reviewed policies, are made for all those who work with children or vulnerable groups.

The trustees have considered the major risks to which the charity is exposed and have reviewed those risks and established systems and procedures to manage those risks.



Our major operational risk is the extent to which the scholarship awards successfully lead to competent teachers, leaders and scholars for the community. The trustees manage this risk by retaining trustees of sufficient skill and expertise, who oversee the scholarship awarding process and are heavily involved in screening applicants to identify talent and motivation. The charity also makes effort to keep regular communication with the awardees and requests an annual report from their respective supervisors to monitor academic progress. Furthermore, a key component of the scholarship award is mentoring; this is to provide personal support and expand opportunities.

Everyday transactions are physically monitored by at least one trustee. Any large payments require the authorisation of the Chair and Treasurer.

## **Volunteers**

The charity is very involved in the local community and relies on voluntary help. We have approximately 50 volunteers to assist with event organising and planning.

## **Objectives and Activities for Public Benefit**

### **Our aims**

Our charity's purposes as set out in the objectives contained in the charity's trust deed and are summarised below:

To promote education in such ways as the trustees think fit in particular but not exclusively by:

- Awarding scholarships or grants to people over the age of 21 years in the United Kingdom and developing countries to attend university, college or institute of higher or further education.
- To promote numeracy and literacy amongst children in developing countries.

### **Our objectives**

Our objectives are set to reflect our community aims. Each year our trustees review our objectives and activities to ensure they continue to reflect our aims. In carrying out this review the trustees have considered the Charity Commission's general guidance on public benefit and in particular its supplementary public guidance on the advancement of higher education for the public benefit.

Our long term ambition is to build competent imams, scholars and teachers for our community who have an understanding of our unique needs in the West.

## **Achievements**

One of our most significant achievements this year was providing humanitarian support for Sudani Refugees in Egypt. Our efforts addressed critical needs during a time of great hardship, underscoring our commitment to those affected by crisis.

Additionally, we played a vital role in the Bangladesh flood relief efforts by providing shelters to individuals who lost their homes during the devastating floods. This support helped ensure safety and stability for the affected communities as they began to rebuild their lives.

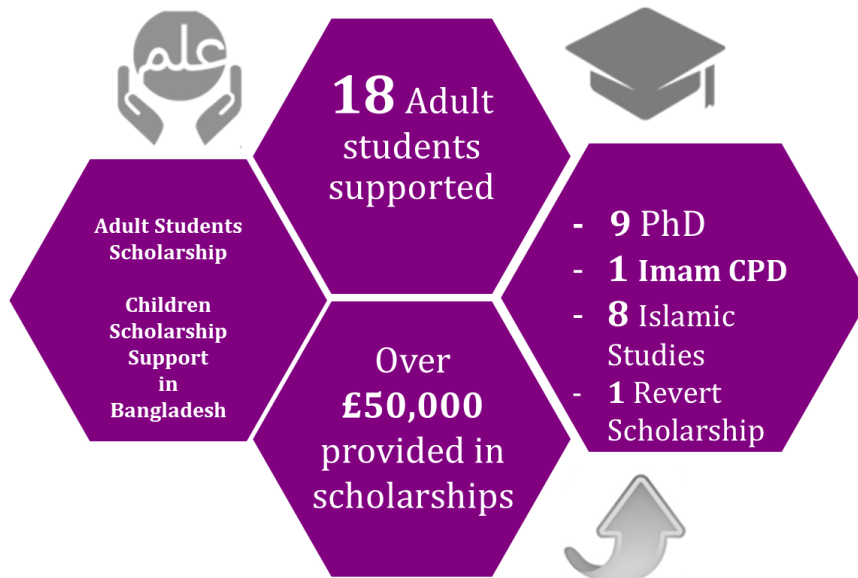
We also initiated the construction of an educational institute in Bangladesh, aimed at addressing the educational needs of children from underprivileged families. This project will provide much-needed access to quality education, offering these children the opportunity to build a brighter future.

## Events

Our main events in 2023 were –

- Provided food pack for needy family in Ghana and for Sudani Refugees
- Provided educational scholarship support for Girls in Bangladesh
- Continued raising funds through online and events appealing for Scholarships
- Supporting Revert brothers and sisters
- Continue supporting Islamic studies
- Supporting Personal Development
- Supported flood relief in Bangladesh
- Initiated construction of educational institute in Bangladesh

## Scholarship Awards



In 2023, the charity provided scholarships to **18** exceptional adult students from UK and **supported adults and children of various institutes in Bangladesh & Ghana.**

All of our awardees attend prestigious institutions including:

- SOAS University
- Al Azhar University - Egypt
- University of Cambridge
- University of Birmingham
- European Institute for Human Sciences
- University Of Liverpool





## Award Making Policy

The charity has established its scholarship awarding policy to achieve its objects for the public benefit to improve the research and teaching capabilities of the Muslim and wider community. The immediate beneficiaries of the scholarships are the individual recipients, although we expect communal benefits to accrue through the development of competent researchers and teachers.

### Criteria and selection

Our scholarship awards fund British students either pursuing (or continuing):

1. A **PhD in Islamic Sciences** at a reputable institution in the UK, or
2. Those pursuing **Islamic studies** delivered in Arabic abroad, also at a recognised institute.

Gift of Knowledge welcomes applications for scholarship awards from proactive and dedicated British students who have an excellent academic track record and have also undertaken community and charity work.

Eligibility is restricted to applicants specialising in Islamic Sciences to ensure that we operate within our aims and objects. However, if the trustees deem that an exceptional candidate has the potential to make beneficial contributions to the community through their research, then the charity may make exceptions at their discretion.

All applications are initially scrutinised by at least one trustee before references are verified and additional background checks are carried out through the charity's expansive network.

### Interview

If applicants successfully pass through the initial screening and background checks, they are invited for an interview carried out by 2 trustees, where they determine eligibility of a scholarship. This will include an assessment of whether each candidate can manage the other costs involved in studying, such as living and travel expenses. Candidates are given an indication of whether the charity will support them at this stage, although no explicit reference to the amount is given at this stage.

### Related Parties

None of our trustees received any remuneration from their work with the charity in the current year.

The charity shares office space with Beacon Institute, an organisation which intends to impart knowledge through organising appropriate courses in different Islamic sciences.

### Plans for the future (next 12 months)

Over the next year, Gift Foundation plans to:

- Make greater efforts to expand the number of regular donors, ensuring a more sustainable income stream.
- Organise and host additional community events to benefit local residents.
- Coordinate a Trustee visit to Bangladesh, at their own expense, to explore further opportunities for supporting underprivileged children through scholarship programs.



**Gift Foundation** to organise community events with prominent scholars



**Gift Foundation** will continue to explore various Educational Institutes in **Bangladesh & Ghana** to nurture young talents for prosperous future



**Extend** our food packs contribution across number of villages in **Bangladesh & Ghana**



**Children scholarship** - continue exploring the possibility of awarding more scholarship to poverty stricken children in Bangladesh & Ghana



Ensure the completion of the Arafa Education Institute so it can begin providing services to underprivileged children.

This report was approved by the trustees on 25<sup>th</sup> October 2024 and signed on their behalf.

**Dr Zaza Johnson Elsheikh**

Chair

On behalf of the Management Committee

# GIFT FOUNDATION

31 December 2023

## Independent Examiner's Report to the Trustees

I report on the Accounts of the charity for the year ended 31 December 2023 which are set out on attached pages.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of 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.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- 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
- To state whether particular matters have come to my attention.

### Basis of Independent examiner's statement

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.

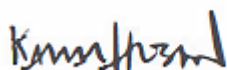
### Independent examiner's statement

In connection with my examination, no matter has come to my attention

(1) which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met.

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**Kamal Hussain FCCA**

Hussain Associates Ltd

Unit 46D

Micro Business Park

46-50 Greatorex Street

London E1 5NP

Date: 25/10/2024

## Gift Foundation

### Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the year ended 31 December 2023

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
<b>Incoming resources</b>				
Gift aid	33,753	-	33,753	14,990
Donations	219,274	-	219,274	170,911
Total incoming resources	<u>253,027</u>	<u>-</u>	<u>253,027</u>	<u>185,901</u>
<b>Resources expended</b>				
Salaries & Employer NI	116,936	-	116,936	94,154
Employer pension contribution	2,692	-	2,692	2,012
Postage and stationery	754	-	754	1,277
Rent and Rates	12,200	-	12,200	19,479
Brochure and publications	696	-	696	5,651
Refreshments	261	-	261	549
Bank Charges	460	-	460	444
Scholarships, awards and course fees	82,518	-	82,518	75,246
Light and heat	-	-	-	(1,076)
Sundry Expenses	50	-	50	236
Donations	20,290	-	20,290	18,333
Telephone	1,814	-	1,814	555
Travel and subsistence	20,789	-	20,789	10,243
Event and conference cost	28,258	-	28,258	12,638
Repair & maintenance	54	-	54	2,639
Equipment hire and computer accessories	1,330	-	1,330	1,016
Website costs	541	-	541	2,130
Accountancy	1,200	-	1,200	1,100
Professional and consultancy Fees	15,390	-	15,390	7,435
Subscriptions	1,260	-	1,260	1,262
Depreciation	2,920	-	2,920	2,920
Total resources expended	<u>310,414</u>	<u>-</u>	<u>310,414</u>	<u>258,242</u>
<b>Net movement in funds for the year</b>	(57,387)	-	(57,387)	(72,341)
Total funds brought forward	2,331	-	2,331	74,672
Total funds carried forward	<u>(55,056)</u>	<u>-</u>	<u>(55,056)</u>	<u>2,331</u>

# Gift Foundation

## Balance Sheet as at 31 December 2023

	Notes	2023		2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible Assets	2		12,112		15,032
			<u>12,112</u>		<u>15,032</u>
<b>Current assets</b>					
Cash at bank and in hand		14,442		4,209	
		<u>14,442</u>		<u>4,209</u>	
<b>Creditors: amounts falling due within one year</b>	3	(81,610)		(16,910)	
		<u>(81,610)</u>		<u>(16,910)</u>	
Net current assets/(liabilities)			(67,168)		(12,701)
Net (Deficit) / Assets			<u>(55,056)</u>		<u>2,331</u>
<b>Reserves</b>					
Unrestricted funds			(55,056)		2331
Restricted fund			<u>-</u>		<u>-</u>
			<u>(55,056)</u>		<u>2,331</u>

This report was approved by the trustees on 25th October 2024 and signed on their behalf.



**Dr Zaza Johnson Elsheikh MBBS**  
Chair



**Monjur Miah**  
Treasurer

Date: 25/10/2024

## 1 Accounting Policies

Plant & Machinery	15% Straight Line
-------------------	-------------------

#### 4 Related party transaction

Gift Foundation Annual Trustees Report | 31 December 2023 | Page 14 of 14