

PARTICIPATE PROJECTS

England & Wales · Charity number 1147520

Details

Other names	PARTICIPATE
Status	Registered
Legal form	Charitable company
Company number	07990889
Registered	2012-05-30
Register	View on the Charity Commission register

Contact

Address	Oakfield Business Centre 39 Carr Lane Shipley West Yorkshire BD18 2NQ
Phone	01274288010
Email	info@participateprojects.org.uk
Website	www.participateprojects.org.uk

Activities

Objects: THE CHARITY'S OBJECTS ('OBJECTS') ARE SPECIFICALLY RESTRICTED TO THE FOLLOWING:(1) TO PROMOTE ANY CHARITABLE PURPOSES FOR THE BENEFIT OF THE PUBLIC IN ENGLAND AND WALES (HEREINAFTER CALLED THE "AREA OF BENEFIT") AND, IN PARTICULAR, TO BUILD THE CAPACITY OF THIRD SECTOR ORGANISATIONS TO ENABLE THEM TO ACCESS CHARITABLE SUPPORT FROM GOVERNMENT, LOCAL AUTHORITIES AND FROM PRIVATE "FOR PROFIT" ORGANISATIONS TO ENABLE THEM TO PURSUE OR CONTRIBUTE TO ANY CHARITABLE PURPOSE.(2) THE PROMOTION OF THE EFFICIENCY AND EFFECTIVENESS OF CHARITIES AND THE EFFECTIVE USE OF RESOURCES FOR CHARITABLE PURPOSES BY CHARITABLE AND NON-CHARITABLE BODIES FOR THE BENEFIT OF THE PUBLIC.(3) TO ADVANCE THE EDUCATION OF PUPILS IN THE AREA OF BENEFIT BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES (NOT REQUIRED TO BE PROVIDED BY THE LOCAL EDUCATION AUTHORITY) FOR EDUCATION PURPOSES AT THEIR SCHOOLS.(4) THE PREVENTION OR RELIEF OF POVERTY IN THE AREA OF BENEFIT BY PROVIDING SERVICES AND SUPPORT TO CHARITIES, OR OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY.(5) TO PROMOTE THE CONSERVATION, PROTECTION AND IMPROVEMENT OF THE PHYSICAL AND NATURAL ENVIRONMENT FOR THE PUBLIC BENEFIT.(6) TO DEVELOP THE CAPACITY AND SKILLS OF THE MEMBERS OF SOCIALLY DISADVANTAGED COMMUNITIES IN THE AREA OF BENEFIT.(7) TO RELIEVE UNEMPLOYMENT FOR THE PUBLIC BENEFIT; AND (8) TO PROMOTE SOCIAL INCLUSION FOR THE PUBLIC BENEFIT BY PREVENTING PEOPLE FROM BECOMING SOCIALLY EXCLUDED, RELIEVING THE NEEDS OF THOSE PEOPLE WHO ARE SOCIALLY EXCLUDED AND ASSISTING THEM TO INTEGRATE INTO SOCIETY – "SOCIAL EXCLUDED" MEANS "BEING EXCLUDED FROM SOCIETY, OR PART OF SOCIETY, AS A RESULT OF BEING A MEMBER OF A SOCIALLY AND ECONOMICALLY DEPRIVED COMMUNITY – BY UNDERTAKING CHARITABLE ACTIVITIES WHICH ASSIST THOSE WHOSE ABILITY TO ACCESS THE INTERNET AND OTHER DIGITAL TECHNOLOGIES FOR SOCIAL, ECONOMIC AND CULTURAL BENEFIT IS LIMITED BY REASON OF THEIR AGE, ILL-HEALTH, DISABILITY, FINANCIAL HARDSHIP OR OTHER DISADVANTAGE."THIRD SECTOR ORGANISATIONS" MEANS CHARITIES, VOLUNTARY ORGANISATIONS AND SOCIAL ENTERPRISES. • CHARITIES ARE ORGANISATIONS, WHICH ARE ESTABLISHED FOR EXCLUSIVELY CHARITABLE PURPOSES IN ACCORDANCE WITH THE LAW OF ENGLAND AND WALES. • VOLUNTARY ORGANISATIONS AND SOCIAL ENTERPRISES ARE TYPES OF INDEPENDENT ORGANISATIONS, WHICH ARE ESTABLISHED FOR PURPOSES THAT ADD VALUE TO THE COMMUNITY AS A WHOLE, OR A SIGNIFICANT SECTION OF THE COMMUNITY, AND WHICH ARE NOT PERMITTED BY THEIR CONSTITUTION TO MAKE A PROFIT FOR PRIVATE DISTRIBUTION. VOLUNTARY ORGANISATIONS AND SOCIAL ENTERPRISES DO NOT INCLUDE LOCAL GOVERNMENT OR OTHER STATUTORY AUTHORITIES. SOCIAL ENTERPRISES ARE DISTINCTIVE FROM TRADITIONAL CHARITIES OR VOLUNTARY ORGANISATIONS IN THAT THEY GENERATE THE MAJORITY, IF NOT ALL, OF THEIR INCOME THROUGH THE TRADING OF GOODS OR SERVICES RATHER THAN THROUGH DONATIONS.

Activities: We support organisations, projects and people in the most disadvantaged communities. We help them to implement ideas and tackle issues that affect them; we do this by offering them direct support from our team and by offering them access to specialist resources from the private sector. We work with individuals, schools, community projects, social enterprises and other charities.

Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Prevention Or Relief Of Poverty, Arts/culture/heritage/science, Environment/conservation/heritage, Economic/community Development/employment, Recreation
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£626,907	£506,757	£409,834	10
2024-03-31	£474,895	£450,293	-	-
2023-03-31	£561,261	£472,865	£265,082	13
2022-03-31	£384,987	£383,838	-	-
2021-03-31	£308,065	£217,224	-	-

Trustees

Name	Role	Appointed
Susan Elizabeth Mendoza	Chair	2017-02-15
Aston Cookson		2025-03-03
MICHAEL JAMES IAN FORBES		2012-06-18
OSMAN GONDAL		2023-11-09
Paris Daniel		2023-11-09
Sharon Orr		2025-02-07

PARTICIPATE PROJECTS

England & Wales - Charity number 1147520

Accounts

Participate Projects

Charity number 1147520

A company limited by guarantee number 07990889

Annual Report and Financial Statements

for the year ended 31 March 2025



participate

WYCAS

COMMUNITY ACCOUNTING
WEST YORKSHIRE

Participate Projects

Annual Report and Financial Statements for the year ended 31 March 2025

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Prepared by West Yorkshire Community Accountancy Service CIO

Participate Projects

Trustees' report for the year ended 31 March 2025

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Susan Mendoza	Chair	
Warren Evans	Vice Chair	Resigned 28 May 2024
Michael Forbes		
Judith Roberts		Resigned 28 June 2024
Geoff Roberts		Resigned 24 October 2025
Osman Gondal		
Paris Daniel		
Sharon Orr		Appointed 7 February 2025
Aston Cookson		Appointed 3 March 2025

Charity number 1147520 Registered in England and Wales

Company number 07990889 Registered in England and Wales

Registered and principal address	Bankers
Oakfield Business Centre	The Co-operative Bank
39 Carr Lane	PO Box 250
Shipley	Skelmersdale
BD18 2NQ	WN8 6WT

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 14 March 2012, as amended by special resolution on 30 May 2012. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2025

Structure, governance and management continued

Organisation

The Board of Trustees administers the charity. The Board normally meets six times per year with additional meetings if trustee decisions are required outside of the normal meeting schedule. The Participate Trustees retain overall responsibility for the business affairs of the organisation with a specific focus on ensuring that the Charity delivers its objects for the Public Benefit, ensuring that the Charity abides by its governing document and law and maintaining effective oversight and control of the Charity's resources.

Unless prevented by law, regulatory requirement, or Participates own Memorandum and Articles, the Board may choose to delegate matters to Committees or individual Trustees including the specific responsibilities of the Chair, Vice-Chair and Treasurer.

A Chief Executive is appointed by the trustees to manage the operations of the Charity. The Chief Executive has delegated authority, within terms approved by the Trustees, for all operational matters. Day to day management of the Charity is undertaken by the Chief Executive and the Senior Management Team. Delegation of financial responsibility is strictly governed by the Finance Policy and Financial Delegations. These establish limits above which purchasing decisions must be referred to the Trustees and reserve powers to enter into contractual arrangements to the Trustees. The Chief Executive is responsible to the Board for matters that are delegated to management.

The pay of senior staff is set by the Board of Trustees. The Trustees benchmark senior staff salaries against pay levels for equivalent roles in other similar sized organisations in the charity sector and have an established methodology to do so. Pay scales for all staff are agreed annually by the Trustees and salaries of all staff are reviewed annually. Trustees determine a cost of living increase each year through an established process, considering current inflation rates and affordability in the context of the funding sources of the Charity and its wider financial performance. Cost of living increases are applied to all staff.

Recruitment and appointment of new trustees

All Directors of the business are also Trustees of the Charity and members of the Board of Trustees. Trustees and Directors who served during the period covered by this report are listed in this document. New Trustees are recruited and co-opted onto the Board by the existing Trustees with their appointment confirmed at the Annual General Meeting. There is an ongoing commitment to seek out individuals who can strengthen the Board and bring complementary skills, experience and perspective to the team. The Board has recognised the need to focus on diversity so as to ensure that the Trustees are reflective of the communities Participate operates within. During the period covered by this report a recruitment process was undertaken to seek to expand and strengthen the Board, gaining two new Trustees.

All Directors/Trustees give their time voluntarily. The Charity has a policy to refund legitimate out of pocket expenses of Directors/Trustees incurred in the course of their duties. During the period covered by this report no expenses claims were made by Directors.

Board development including induction and training of trustees

New trustees are given a formal induction with the Chair and Chief Executive. This covers the purposes, strategy, and activities of the Charity, the organisation structure and the role and responsibilities of Trustees. Induction is based on CC3 – The Essential Trustee, and copies of this guidance and the accompanying guide to key duties are given to all new Trustees along with the Articles of the Charity. All Trustees receive copies of regulatory updates from the Charity Commission and the ongoing development needs of the Trustees are reviewed on an annual basis. Trustees are signposted to local training provision where appropriate.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2025

Structure, governance and management continued

Organisational Structure



Objectives and activities

The charity's objects

(1) To promote any charitable purposes for the benefit of the public in England and Wales (hereinafter called the "area of benefit") and, in particular, to build the capacity of third sector organisations to enable them to access charitable support from Government, local authorities and from private "for profit" organisations to enable them to pursue or contribute to any charitable purpose.

(2) The promotion of the efficiency and effectiveness of charities and the effective use of resources for charitable purposes by charitable and non-charitable bodies for the benefit of the public.

(3) To advance the education of pupils in the area of benefit by providing and assisting in the provision of facilities (not required to be provided by the local education authority) for education purposes at their schools.

(4) The prevention or relief of poverty in the area of benefit by providing services and support to charities, or other organisations working to prevent or relieve poverty.

(5) To promote the conservation, protection and improvement of the physical and natural environment for the public benefit.

(6) To develop the capacity and skills of the members of socially disadvantaged communities in the area of benefit.

(7) To relieve unemployment for the public benefit; and

(8) To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

"social excluded" means being excluded from society, or part of society, as a result of being a member of a socially and economically deprived community – by undertaking charitable activities which assist those whose ability to access the internet and other digital technologies for social, economic and cultural benefit is limited by reason of their age, ill-health, disability, financial hardship or other disadvantage.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2025

The charity's objects continued

"third sector organisations" means charities, voluntary organisations and social enterprises.

charities are organisations, which are established for exclusively charitable purposes in accordance with the law of England and Wales.

voluntary organisations and social enterprises are types of independent organisations, which are established for purposes that add value to the community as a whole, or a significant section of the community, and which are not permitted by their constitution to make a profit for private distribution.

voluntary organisations and social enterprises do not include local government or other statutory authorities.

social enterprises are distinctive from traditional charities or voluntary organisations in that they generate the majority, if not all, of their income through the trading of goods or services rather than through donations.

Main activities

Participate delivers its objects through charitable activity in three priority areas:

Ideas and Enterprise Support - Support for people to establish and grow social ventures that directly address charitable aims, and support to people facing multiple issues of disadvantage to establish and grow locally rooted enterprises. This priority addresses Objects 2, 4, 6, 7 and 8

Business Volunteering and responsible business – Accessing resources and support from the private sector to address the capacity needs of VCSE organisations, and to address social and environmental needs. This priority addresses Objects 1, 2, 4 and 5

Youth Social Ventures – Developing future leadership and capacity within the VCSE sector by working with children in school and community settings to establish and grow projects that address social and environmental challenges. This priority addresses Objects 3, 4, 6 and 8.

Public benefit statement

The aims, objectives and activities of the charity are reviewed on an annual basis. When reviewing the aims and objectives of the Charity, and in planning its future activities, the Trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due respect to public benefit guidance published by the Charity Commission.

Strategic Approach

The trustees have continued to regularly review strategy and mission at trustee meetings and discussion with the staff operational leadership team during the period of this report. As part of this process the Participate three-year strategy was refreshed through to 2026/2027.

Our Vision

Powerful, thriving communities - where everyone benefits

Our Mission

Finding, exploring and supporting ideas that contribute positively towards people, place and planet.

Our Values

Distinctive – We challenge and we change thinking. We value individuals and deliver in a playful way.

Practical – We unlock resources, increase capacity and resilience.

Humble – We are committed to the individuals, organisations and causes we work with - we celebrate THEIR achievements and tell THEIR stories.

Community – We unleash magic when we work together – facilitating, mentoring, coaching and connecting.

Curiosity – We are open minded and explore ideas; always learning and promoting knowledge.

Our methodology for converting our mission and values into coherent activity that achieves the objectives of the charity is described by **Our Recipe**. This can be seen as the guiding principles of how we work with people, organisations and communities.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2025

Strategic Approach continued

The Participate Recipe

Idea – Use our networks and reputation to find people and organisations with great ideas that will contribute to positive social change

Comprehension – Listen and use a range of coaching and consultation methodologies to really understand what a person or organisation is trying to achieve

Needs Assessment - Use our tools, insight and experience to identify barriers and challenges

Planning – help people and organisations to frame ideas into viable action plans and identify the support needed to grow their idea

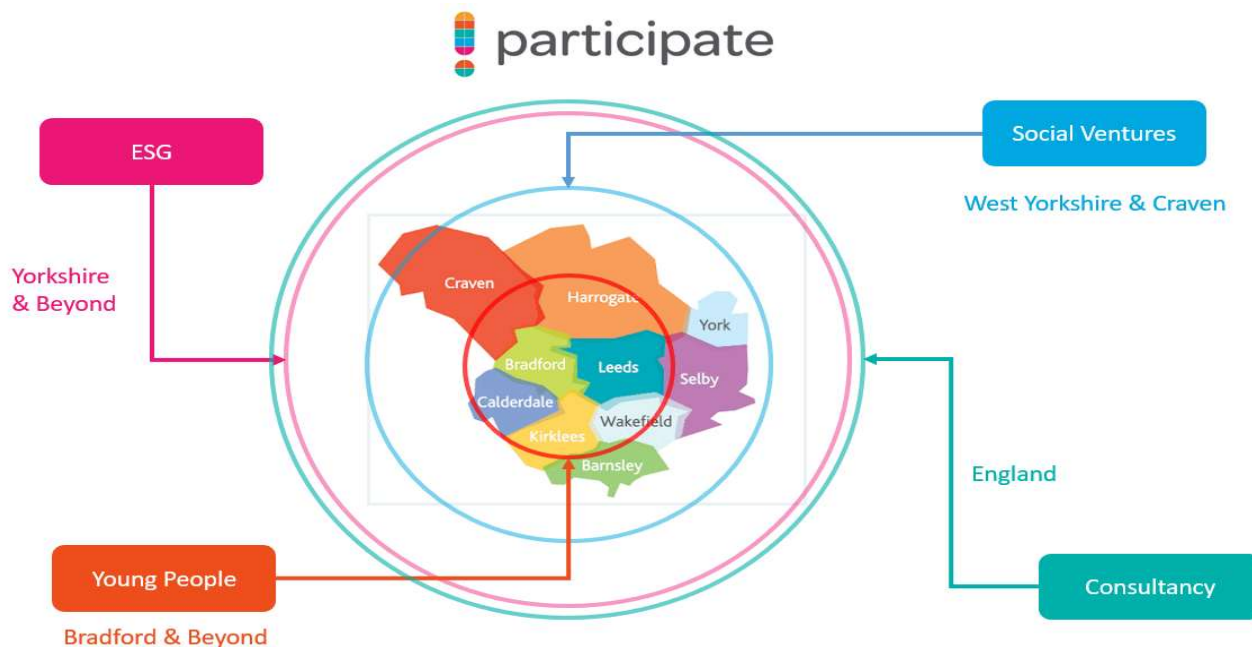
Resources – Use the skills, resources and knowledge of our team, our private sector partners and our wider networks to meet the identified support needs

Sustainability – maintain long term supportive relationships with a focus on reducing dependency on support over time.

Whether we are working in communities to establish sustainable approaches to community ownership, supporting individual social enterprises to start and grow, or working with young people to help them take meaningful action on the issues that matter to them, this recipe defines and frames our work.

The effectiveness of our work is measured against short, medium and long term outcomes within our Theory of Change which will be reviewed in July 2025 and updated to reflect the changing environment for our work.

The majority of our work takes place in West Yorkshire. The trustees have refined our strategy around geography of delivery to take into account the impact and cost effectiveness of delivery away from our main operating locations, in line with opportunity and need.



Participate Projects

Trustees' report (continued) for the year ended 31 March 2025

Achievements and performance

Our strategy translates into three areas of work in furtherance of our Charitable Objects. In the year to 31 March 2025 the work and achievements in these areas comprised:

Ideas and Enterprise

Our enterprise support targets people and organisations in some of the most disadvantaged communities of England, as well as people facing issues of disadvantage due to other factors such as health, disability, age and ethnicity. During the reporting period we worked with social ventures and individuals with locally rooted social enterprise ideas to help start, grow and sustain 'socially good' economic activity. During this period, the majority of this work was focussed in West Yorkshire through the Business For Good West Yorkshire programme.

We measure success of our enterprise activities by tracking the numbers of people engaging with our coaches and Social Venture Schools who go on to develop their ideas into live projects. We benchmark the cost of our outputs and outcomes against national recommended costs for low intensity business support, taking into account that many of the people we support face multiple barriers. We use a diagnostic tool to establish the capacity and capability needs of the social ventures we support. This tool allows us to track progress and monitor the success of our interventions and support.

During the year support was provided through a range of grant and contract funded activities:

Business for Good West Yorkshire – Participate continue to deliver (as part of a consortium) a UKSPF funded project for social enterprise and alternative business enterprise coaching across all five local authorities in West Yorkshire. The project is delivered by a partnership of local infrastructure organisations including (TSL Kirklees, Voluntary Action Leeds, Participate, Coops Culture, Coops UK and the School for Social Entrepreneurs). The programme runs from September 2023 to March 2025 and is expected to extend by 12 months to March 2026. At March 2025 the programme had completed the following output and outcomes:

Enterprises receiving <u>non financial</u> support	100
Enterprises receiving grants	26
Jobs created <u>as a result of</u> support (FTE)	18
Jobs safeguarded <u>as a result of</u> support (FTE)	16
Enterprises adopting new to the firm technologies or processes	20
Enterprises engaged in new markets	20
Enterprises increasing <u>early stage</u> revenue	16
Potential entrepreneurs assisted to be enterprise ready	87
New business created	40
People attending training sessions	45

The design of the work was informed by our Innovation in Business Research, conducted with the New Economics Foundation, Centre for Local Economic Strategies and Coops UK, which looked at effective approaches for delivering support to community led businesses in disadvantaged communities.

Here4BDCC (Bradford Strategic Infrastructure Programme) – Participate was the Social Enterprise lead for the Bradford SIP, funded by Bradford Council during the period of this contract. Through this programme we provide support to Social Enterprises across Bradford and run relevant workshops in disadvantaged communities. In early 2024 Bradford Council, facing significant budget constraints, ended support for VCSE infrastructure from their Department of Place. The Here4BDCC contract was ended at this point with a short extension provided whilst new arrangements were put in place to support VCSE organisations in Bradford District.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2025

Achievements and performance continued

Ideas and Enterprise continued

Activation Partnership - From July 2024 the NHS in Bradford, supported by the Bradford Council Children's Services and Adult Services departments, introduced new arrangements for support to VCSE organisations in Bradford and Craven. A new partnership, led by the VCS Alliance, was formed to deliver this work which provides resilience and capacity building support to VCSE organisations that have a direct impact on health, wellbeing and vulnerable children and adults. Participate works alongside Community Action Bradford & District to deliver the Strengthening the Sector part of this work, with a particular focus on trading VCSE organisations. During this period, Participate used our in-house diagnostic tool to conduct a health check on organisations and offer action plans in areas of concern. 29 organisations received a diagnostic and action plan during the period covered by this report.

Manningham Mills Community Hub – In partnership with Equality Together, Participate embarked on the development of a community enterprise space in the iconic Manningham Mills Community Centre. The project aims to find and develop local social ventures and entrepreneurs; that work together to develop the space as a community led enterprise. The project is funded over 5 years from Esmée Fairburn. During this period the Enterprise Coach has worked with 21 individuals in a coaching capacity to support the development of their ideas - of these, 4 have established new start businesses. We have continued to work with interested individuals through a community steering group, most made up of local women - most of the women on the steering group attended a two course in November, and now have a better understanding of how social ventures operate and the legal implications. The group have also participated in several learning exchanges with other organisations, both local and regional to look at how they organise.

Enterprise West Yorkshire Development Fund, Keighley Enterprise Coaching - In October 2023 we started a pilot project funded through WYCA to test a small number of pilot projects and evaluate the impact of these specific interventions to help individuals to overcome barriers and better access mainstream business startup support. This project focused on testing the recent findings and logic model of the Innovation In Business (IIB) research, for a cohort of participants drawn from minoritised communities in Keighley. The project focussed on establishing the barriers (real and perceived) facing people from minoritised communities, establishing the extent to which these reflected the wider findings of the IIB research, as well as looking at additional factors that present barriers for these groups. The project took a relational approach to Enterprise Coaching, with a place-based focus through local community anchors, networks and hubs in Keighley. During this period we established coaching relationships with 8 individuals, established their barriers and continued to work with them over several months to overcome those barriers.

The charity maintains relationships with Social Ventures that have come through our Social Venture School and have longer term support needs using our unrestricted charitable resources.

Business Volunteering and responsible business

Our business volunteering programmes support our community enterprise activities and the wider VCSE and education sectors in the communities in which we operate. We work with businesses of all sizes to match their community programmes and available resources to needs within the Charity, Social Enterprise and Education sectors. This work is mainly focussed on Bradford and the surrounding areas; however, we also deliver business volunteering team days in other locations for the purpose of income generation to support our Charitable Objects.

The impact of our business volunteering programmes are measured in terms of the financial value of engagement (established through National Social Value TOMS measures) and against established aims and objectives of each volunteering programme. For team volunteering this will normally be the objectives to improve or develop the physical infrastructure of VCSE and Education assets. For individual volunteering the volunteers are allocated to specific tasks with established success criteria. The value of non-financial donations and contributions by business to materials costs is also collected.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2025

Achievements and performance continued

Business Volunteering and responsible business continued

Our business volunteering activity in Bradford is resourced through a number of contracts. Additional resources to support this work are provided through business donations and partnership agreements, contributions to overheads and charged team volunteering days:

Here4BDCC (Bradford Strategic Infrastructure Programme) – Participate lead on business volunteering and engagement for the consortium delivering the VCSE infrastructure programme in Bradford. The volunteering programme ended in June 2024 following the cancellation of Bradford Council funding for the Bradford SIP. During the three months we delivered in this period, we worked with 94 volunteers and levered £39,926 from businesses into organisations through donations and time.

Bradford Activation Programme - From July 2025 onwards Participate has provided a reduced volunteering programme under the NHS and Bradford Council funded Activation Programme. This work provides additional volunteering support from businesses in Bradford District to organisations receiving support from the programme.

Spirit of 2012 / Bradford 2025 City of Culture - Participate became lead corporate volunteering partners for Bradford 2025 City of Culture during this year. The work funded via Bradford 2025 aims to deploy 1,500 corporate volunteers across Bradford over the course of the project. Volunteers are engaged in both team and skilled volunteering activity. During this period to facilitated 24 days of action in the community, with 311 volunteers from businesses. We also facilitated 48 skilled volunteers to offer their experience to charities, schools and other non-profit organisations through skills sharing opportunities.

Youth Social Ventures

Our Venturists programme helps to build the Social Entrepreneurs and VCSE leaders of tomorrow through a practical social ventures programme in schools. During the period of this report the project worked with 233 students, from primary schools in Bradford, 9 were older students from Bradford College on a pilot project. 45 of these students were drawn from a SEND school with ECHP in specialist provision. A further 14 had Social, Emotional and Mental Health challenges.

The young participants work in groups away from their normal lessons. They visit charities and social enterprises, identify their own priorities for their communities and plan and develop their own projects. Their ideas are supported to become live projects through the Participate team, our business supporters and local organisations.

The project works within schools in some of the most disadvantaged communities. The project has a track record of engaging young people who have struggled with mainstream education or have other challenging backgrounds, building confidence and developing enterprising behaviours.

The Venturists is measured and monitored across a range of outputs and outcomes. Participant numbers and activity are collected within each school alongside a range of metrics for engagement of external stakeholders. The social and educational objectives of the programme are measured through teacher assessment using a process developed with educational professionals. Before and after assessments are made around knowledge, motivation, self-care, resources, confidence, effort, social and support. These are age related and linked to session objectives from the National curriculum. Young people are also assessed on a confidence and self-esteem scale and around improvements in oracy. Despite working with young people who face multiple educational barriers we consistently see improvement outcomes across all indicators.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2025

Achievements and performance continued

Youth Social Ventures continued

Individual schools are funded by a range of funders, school contributions and business donations. Participating schools were:

Iqra Primary – Funded through Manjit Wolstenholme Fund and Keith Howard Foundation.

Newby Primary School – Funded through Keith Howard Foundation and the school.

Crossley Hall - Funded through Keith Howard Foundation and surplus funds.

Lower Fields – Funded through Manjit Wolstenholme Fund and surplus funds.

The Valley Project – Funded through Manjit Wolstenholme Fund and The Valley Project.

The Academy at St James – Funded through Vanquis Banking Group.

Byron - Funded through Manjit Wolstenholme Fund and The Keith Howard Foundation.

Clayton - The school funded a full academic year and received funding through Manjit Wolstenholme Fund and match funded to deliver SEND Venturist Research Project.

Whetley Primary School - Vanquis Banking Group.

The Academy at St James, Lady Royd and Eastwood – who were all fully funded through Npower Business Solution Foundation.

Projects established by participants have included STEM projects at IQRA Primary (creating prototypes of carbon neutralising factories involving living plants and solar powered planes and cars). The Valley Project was the first time The Venturists has been delivered in an 'out of school' setting; healthy 'Prime' drinks were created and a community library was developed by a 15 year old who struggled with her dyslexia as a child; she wanted to help others like her read. Family Venturists was delivered at two schools with different demographics to develop the pilot and the methods. We have provided The Venturists for a whole academic year at Clayton for all Year 5 and 6 pupils and consultancy support to develop Social Action Curriculum training and curriculum at Newby Primary.

Case Studies from External Evaluations

Ideas and Enterprise - Business for Good West Yorkshire

This case study was produced by Wavehill (wavehill.com), as an independent evaluation of West Yorkshire UKSPF funded programme.

Circle of Life Voices of Women

Circles of Life Voices of Women was founded in 2019 by Geeta, a retired police officer, to address gaps in support for marginalised communities in Leeds. Initially focused on domestic abuse, homelessness, and substance misuse, the organisation became a vital resource during the pandemic, delivering over 30,000 meals with just four volunteers. It grew rapidly, became a community interest company (CIC), and by 2023 was supporting over 1,000 people through activities ranging from sewing classes to large-scale community events. Despite its success, the organisation struggled with governance and financial management. Early reliance on poor advice led to errors in CIC registration and reporting, causing stress and financial penalties. Bookkeeping was informal, and Geeta considered closing the organisation.

She was referred to Business for Good West Yorkshire through Voluntary Action Leeds. Through one-to-one support from Rachel, an enterprise coach, the organisation restructured its governance, improved compliance, and rebuilt confidence. Rachel's transparent and hands-on approach was described as empowering, offering both technical guidance and personal reassurance.

The impact of the support has been significant. Circles of Life is now properly constituted and financially compliant, enabling it to apply for and secure larger funding opportunities. With a stronger governance base, the organisation has delivered major community projects and is being put forward for recognition through a King's Award. The founder reports feeling more confident, less fearful of financial reporting, and better able to pursue ambitious projects. She now has a trained volunteer base of 35 people supporting health and wellbeing activities in deprived communities and is expanding the organisation's offer to include men's groups alongside its focus on women.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2025

Case Studies from External Evaluations continued

Circle of Life Voices of Women continued

Geeta credited the programme with saving the organisation, highlighting that traditional business advice would not have understood the unique challenges of a community-focused CIC. The support provided a foundation for long-term sustainability and greater impact.

Youth Social Ventures - The Venturists

This case study was produced by Nifty Sustainability as an evaluation of the NPower funded, Venturists Programme.

Bradford College / ACS Group partnership

The Npower Business Solutions Foundation funding allowed Jill to bring Bradford College and ACS Group together in a new, innovative partnership. Bradford College explained they chose to do the Venturists with their tutor group of 9 students all aged 17+ with complex SEN needs, because they are on a pre-supported internship course:

'They are coming towards the end of their time at College and looking to go into a supported internship and then paid employment and because the things that the Venturists do around social action and sustainability it gives very hands on experience and it's the skills that are required for employment as well so we thought that would be an ideal group for it to start with because it feeds directly into their end game really.' - *Haley Crosswell - Curriculum Team Leader, Foundation Learning, Bradford College*

ACS Group were providing funding and space for a garden and seating area. The Venturists were asked to come up with their environmental ideas to create the garden. After exploring environmental issues and trying some upcycling together, the Venturists visited ACS and had a tour and a presentation from Sustainability Manager Tom Taylor. After this initial meeting, the Venturists worked on their project ideas and logos, and then pitched them to ACS 'Dragons' at the College. ACS ensured they had a range of people representing different parts of the organisation, including someone from the Finance Department who quizzed the Venturists on their budgets!

The Venturists programme had positive impacts on all involved. For the Bradford College students, there was evidence of increased confidence and engagement, developing Maths and English skills as well as more practical skills such as woodworking and gardening, project management, problem solving and life skills including timekeeping, using the bus and planning the journey, and highlighting different roles they could do in the future:

'There was one student in particular that we've been struggling to engage all the way throughout the year, and they absolutely loved [the Venturists]. They were staying longer because they were so engaged and so looking forward to carrying out what they'd planned. And it was brilliant to see.' - *Jade Kelly - SEND Lecturer, Foundation Learning, Bradford College*

'And it's not just about the skills they develop and the experience that they get, but it's the employer visits that they go on as well – so getting to see different organisations and the role within them and the types of jobs they do. Just all of it just combined, it just gives so much. - *Haley Crosswell*

Haley explained that the Venturists would also be very relevant for the Skills for Employment groups and, ideally, she would like each group to do it once. Then if multiple groups are participating, they can organise a community practice session to share experiences with each other and groups that might follow in subsequent years. This would extend and expand the learning opportunities and increase the impact of the Programme.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2025

Fundraising

All fundraising activities are undertaken by staff of the charity and no external fundraising agencies or consultants are employed by Participate. Fundraising activity aligned to the three activity areas as follows:

Ideas and Enterprise – As the Business For Good West Yorkshire contract was due to end in March 2025.

The team spent time negotiating an extension to the funding for a further year. The team also tendered for the Enterprise West Yorkshire Development Fund.

Business Volunteering and Responsible Business – The team negotiated funding from Bradford City of Culture 2025 (with their funds from The National Lottery) to deliver corporate volunteering activity until March 2026. We also negotiated donations and partnership agreements with several businesses to support their community volunteering offer.

Youth Social Ventures – The team brought in grant funding from The Manjit Wolstenholme Foundation (via Give Bradford), The Keith Howard Foundation and The NPower Foundation. Some schools were self-funding or received donations directly from businesses.

Sources of Income

During the period covered by this report Participate was funded through a range of grants, contracts and other primary purpose trading activities. Our main sources of income were:

United Kingdom Shared Prosperity Fund – UKSPF funding through West Yorkshire Combined Authority (via TSL Kirklees) - our programmes to tackle disadvantage through enterprise across West Yorkshire.

Esmee Fairburn – Funding for a partnership approach to develop the community led enterprise space in Manningham.

Bradford City of Culture (National Lottery Funds) - Funding to support BD25 through a corporate volunteering programme.

Bradford Council & NHS – Bradford Council and Health partners fund the Strategic Infrastructure Programme funds to a consortium of organisations to deliver capacity building, volunteering and other support to the VCSE sector in Bradford District. Our funding within this partnership supports business volunteering and social enterprise support at a District level.

Smaller public sector grants and contracts – a few smaller programmes funded by Bradford Council, WYCA and the NHS were funded during this period. These were concerned with improving health through responsible business and a research project into barriers facing people from minoritised communities when accessing enterprise support and Capacity building of Anchors and Hubs in Bradford.

Other grants and trusts – A combination of grants and trusts funded our Venturists work

Earned income – Employee volunteering, the Venturists and core costs were supported by a range of Primary Purpose income aligned to our programme areas.

Significant Events, Risk and uncertainty

No significant events occurred that affected the finances of the charity during the period covered by this report. The Charity holds no material investments.

The Trustees are aware of a number of risks to the financial position of the charity and are taking prudent steps to protect the Charity and our work from the impact of these risks:

Cost of Living – Inflation rates above target have continued to impact on the staffing and overhead costs of the Charity. Decisions around cost of living increases for staff have continued to balance the need to retain staff and maintain responsible wages whilst also working within the envelope of available funds.

Wider funding environment – The grant fundraising environment remains very challenging due to increased demand on charities and the impact of wider economic circumstances. The Trustees receive regular updates on fundraising activity and continue to look at opportunities to diversify income where appropriate.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2025

Financial review

The net income for the year was £120,150, including net income of £50,927 on unrestricted funds and net income of £69,223 on restricted funds, after transfers.

Reserves policy

The charity's total reserves were £409,834, of which £144,353 relates to restricted funds. Within the remaining funds, £5,750 was the value of tangible fixed assets. This leaves a balance of £259,731 free reserves.

The charity's policy is to hold at least 3 months of reserves with an upper limit of 12 months, for the purpose of ensuring the smooth running of the charity to cover cash flow problems or temporary loss of income. Additionally the charity will aim to hold funds that will enable an orderly winding up if the charity has to close; as at 31 March 2024 trustees estimate an additional £46,600 should be held to cover redundancy costs. This equates to a target level of reserves of between £172,100 and £502,300.

The reserves at the year end represents 6 months of planned 2025/2026 expenditure (6 months of actual 2024/2025 expenditure).

Future Plans

Despite an increasingly challenging environment for charities and social enterprises, Participate remains committed to delivering and expanding the reach of our work. Our strategy in 2025/2026 in each of our activity areas is:

Ideas and Enterprise - Build on the strength of our partnerships with other VCSE infrastructure in West Yorkshire to maintain our position as the leading provider of Social Enterprise support in the Mayoral Area. Identify new approaches to deliver our support around Social Venture start and growth to people and communities that are missed by mainstream support.

Business Volunteering and Responsible Business – Deliver a programme of employee volunteering alongside Bradford 2025 City of Culture that leaves a lasting impact for communities and encourages more businesses to play a more active role in their communities. Work with the Local Authorities and NHS in West Yorkshire to develop effective approaches to target and deliver Social Value commitments from their supply chain to issues and communities that need the support.

Youth Social Ventures – Continue to extend the reach and scope of the Venturists through new funded partnerships, business support and direct payments by schools.

Whilst the charity will take opportunities that arise to develop new services there will be a continuing focus on long term stability and sustainability. The ongoing challenges in the wider economy and increasingly competitive fundraising environment continue to demonstrate the need for economic stability and independence. We will build on the work done in 2024/2025 to diversify income and reduce reliance on single funders.

The Trustees recognise that the sector as a whole continues to face unprecedented challenges. The Participate Board is taking very seriously its duty to plan responsibly and ensure that the resources of the charity are used to further its objects. In order to fulfil this responsibility the Trustees recognise the importance of maintaining a strong, representative and skilled board. The success of recruiting new diverse board members in 2024/2025, including younger board members and those with lived experience, means that the current Board of Participate is the strongest and most diverse it has been. We will seek to maintain this strength in the coming year.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2025

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities 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;

- prepare the accounts on a 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 to enable them to ensure that the financial accounts 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on Michael Forbes

20/11/2025 (Trustee)

Participate Projects

Independent examiner's report to the trustees of Participate Projects

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2025, which are set out on pages 16 to 26.

Responsibilities and basis of report

As the charity's 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 your charity's accounts as carried out under section 145 of the Charities Act ('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 charitable company's gross income exceeded £250,000 your examiner must be a fellow 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 fellow of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 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 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.

Signed: 

Name: Rhys North ACA

22/11/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Participate Projects

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2025

	Notes	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Income from:					
Donations and legacies	(2)	27,948	211,414	239,362	166,451
Charitable activities	(3)	218,079	167,626	385,705	305,574
Other trading activities	(4)	-	-	-	1,440
Investments	(5)	1,840	-	1,840	-
Other	(6)	-	-	-	1,430
Total income		<u>247,867</u>	<u>379,040</u>	<u>626,907</u>	<u>474,895</u>
Expenditure on:					
Charitable activities	(8)	<u>225,440</u>	<u>281,317</u>	<u>506,757</u>	<u>450,293</u>
Total expenditure		<u>225,440</u>	<u>281,317</u>	<u>506,757</u>	<u>450,293</u>
Net income / (expenditure)		<u>22,427</u>	<u>97,723</u>	<u>120,150</u>	<u>24,602</u>
Transfers between funds		<u>28,500</u>	<u>(28,500)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>50,927</u>	<u>69,223</u>	<u>120,150</u>	<u>24,602</u>
Fund balances brought forward		<u>214,554</u>	<u>75,130</u>	<u>289,684</u>	<u>265,082</u>
Fund balances carried forward	(9)	<u>265,481</u>	<u>144,353</u>	<u>409,834</u>	<u>289,684</u>

All incoming resources and resources expended derive from continuing activities.

Participate Projects

Balance sheet

as at 31 March 2025

		2025	2025	2025	2024
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(10)	5,750	-	5,750	11,500
Total fixed assets		<u>5,750</u>	<u>-</u>	<u>5,750</u>	<u>11,500</u>
Current assets					
Stock		-	-	-	
Debtors and prepayments	(11)	103,461	53,886	157,347	72,249
Cash at bank		160,189	90,467	250,656	209,079
Total current assets		<u>263,650</u>	<u>144,353</u>	<u>408,003</u>	<u>281,328</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(12)	3,919	-	3,919	3,144
Total current liabilities		<u>3,919</u>	<u>-</u>	<u>3,919</u>	<u>3,144</u>
Net current assets / (liabilities)		<u>259,731</u>	<u>144,353</u>	<u>404,084</u>	<u>278,184</u>
Total assets less current liabilities		<u>265,481</u>	<u>144,353</u>	<u>409,834</u>	<u>289,684</u>
Net assets		<u>265,481</u>	<u>144,353</u>	<u>409,834</u>	<u>289,684</u>
Funds					
Unrestricted funds		265,481	-	265,481	214,554
Restricted funds		-	144,353	144,353	75,130
Total funds		<u>265,481</u>	<u>144,353</u>	<u>409,834</u>	<u>289,684</u>

For the year ending 31 March 2025 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on Michael Forbes

20/11/2025 (Trustee)

Participate Projects
Statement of cash flows
for the year ended 31 March 2025

	2025 £	2024 £
Cash flows from operating activities:		
Net cash provided by (used in) operating activities	<u>39,737</u>	<u>(1,301)</u>
Cash flows from investing activities:		
Bank interest	1,840	-
Purchase of tangible fixed assets (excluding donated assets)	<u>-</u>	<u>-</u>
Net cash provided by (used in) investing activities	<u>1,840</u>	<u>-</u>
Cash flows from financing activities:		
Repayments on borrowing	-	-
Cash inflows from new borrowing	<u>-</u>	<u>-</u>
Net cash provided by (used in) financing activities	<u>-</u>	<u>-</u>
Change in cash and cash equivalents in the reporting period	41,577	(1,301)
Cash and cash equivalents at the beginning of the reporting period	<u>209,079</u>	<u>210,380</u>
Cash and cash equivalents at the end of the reporting period	<u>250,656</u>	<u>209,079</u>

Reconciliation of net movement in funds to net cash flow from operating activities	2025	2024
	£	£
Net movement in funds for the reporting period (as per the statement of financial activities)	120,150	24,602
Adjustments for:		
Depreciation charges	5,750	5,750
Bank interest	(1,840)	-
(Increase) / decrease in debtors	(85,098)	(9,302)
Increase / (decrease) in creditors	<u>775</u>	<u>(22,351)</u>
Net cash provided by (used in) operating activities	<u>39,737</u>	<u>(1,301)</u>

Analysis of cash and cash equivalents	2025	2024
	£	£
Cash in hand	-	-
Notice deposits (less than 30 days)	<u>250,656</u>	<u>209,079</u>
Total cash and cash equivalents	<u>250,656</u>	<u>209,079</u>

Participate Projects

Notes to the accounts

for the year ended 31 March 2025

1 Accounting policies

Basis of accounting

These accounts 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 financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if 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

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Grants payable without performance conditions

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Motor vehicles: over 4 years

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Participate Projects

Notes to the accounts

for the year ended 31 March 2025

1 Accounting policies continued

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Participate Projects

Notes to the accounts continued for the year ended 31 March 2025

2 Donations and legacies

	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Grants:				
Bradford Culture Company Limited	-	53,259	53,259	-
Community Action Bradford & District	7,396	-	7,396	6,706
Esmée Fairburn Foundation	-	78,500	78,500	70,000
Npower Business Solutions Foundation	-	25,530	25,530	-
Vanquis Bank	20,000	-	20,000	20,000
VCS Alliance	-	54,125	54,125	-
Keith Howard Foundation	-	-	-	11,994
Leeds Community Fund (LCF)	-	-	-	15,000
Power to Change (PTC)	-	-	-	42,005
Donations	552	-	552	746
	<u>27,948</u>	<u>211,414</u>	<u>239,362</u>	<u>166,451</u>

3 Charitable activities income

	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Performance related grants and contracts:				
BDMC - Here4BDCC	15,907	-	15,907	119,019
Business for Good - West Yorkshire	-	165,653	165,653	59,014
Keighley Healthy Living	20,960	-	20,960	10,480
West Yorkshire Combined Authority	12,493	-	12,493	12,493
Consultancy income:				
General	87,110	-	87,110	30,575
Innovation in Business	-	-	-	24,500
Other income:				
Partnership agreements	30,178	-	30,178	-
Recharges for materials and expenses	36,308	1,973	38,281	29,093
The Venturists Programme	15,123	-	15,123	20,400
	<u>218,079</u>	<u>167,626</u>	<u>385,705</u>	<u>305,574</u>

4 Other trading activities

	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Rental income	-	-	-	1,440
	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,440</u>

Participate Projects

Notes to the accounts continued for the year ended 31 March 2025

5 Investments

	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Interest receivable	1,840	-	1,840	-
	<u>1,840</u>	<u>-</u>	<u>1,840</u>	<u>-</u>

6 Other

	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Rates rebate	-	-	-	1,430
	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,430</u>

8 Charitable activities expenditure

	Activities undertaken directly £	Grant funding of activities £	Support costs £	2025 Total cost £	2024 Total cost £
Ideas and Enterprise support	285,242	37,841	31,234	354,317	310,271
Business Volunteering	94,844	-	9,169	104,013	106,455
Youth Social Ventures	44,158	-	4,269	48,427	33,567
	<u>424,244</u>	<u>37,841</u>	<u>44,672</u>	<u>506,757</u>	<u>450,293</u>

8a Support costs

	Charitable activity £	Governance activity £	2025 Total cost £	2024 Total cost £
Support cost type				
Management and admin salaries	35,249	-	35,249	27,098
Payroll fees	1,825	-	1,825	1,619
Financial management support	1,676	-	1,676	879
Marketing and publicity	2,329	-	2,329	4,153
IT support	667	-	667	837
Independent examination	-	2,640	2,640	2,640
Memberships and subscriptions	286	-	286	912
	<u>42,032</u>	<u>2,640</u>	<u>44,672</u>	<u>38,138</u>

Participate Projects

Notes to the accounts continued for the year ended 31 March 2025

8b Charitable activities expenditure detail		2025	2025	2025	2024
		Unrestricted	Restricted	Total	Total
		funds	funds	cost	cost
		£	£	£	£
Salaries NI and pensions	(8c)	106,476	224,775	331,251	285,848
Payroll charges		1,825	-	1,825	1,619
Consultancy		52,999	7,410	60,409	29,413
Staff expenses		9,540	1,077	10,617	4,206
Staff training		239	192	431	1,330
Marketing		2,749	2,888	5,637	8,946
Insurance		3,217	-	3,217	2,898
Admin costs		867	481	1,348	1,360
Accommodation costs		8,344	230	8,574	11,796
Phones and internet		645	458	1,103	920
Van costs		-	-	-	1,431
Project expenditure		25,504	4,265	29,769	37,537
Grants payable	(8d)	-	37,841	37,841	52,053
Independent examination		2,640	-	2,640	2,640
IT hardware, software & support		4,359	650	5,009	837
Memberships and subscriptions		286	-	286	912
Depreciation		5,750	-	5,750	5,750
Miscellaneous		-	1,050	1,050	797
		<u>225,440</u>	<u>281,317</u>	<u>506,757</u>	<u>450,293</u>

8c Staff costs and numbers		2025	2024
		£	£
Gross salaries		298,581	253,278
Redundancy costs		-	8,446
Social security costs		27,366	22,712
Employment allowance		(5,000)	(5,000)
Health insurance plan contributions		1,815	-
Pensions		8,489	6,412
		<u>331,251</u>	<u>285,848</u>

The average number of employees during the year was 10.5, being an average of 8.3 full time equivalent (2024: 9.5, 7.2 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme		2025	2024
		£	£
Costs of the scheme to the charity for the year		8,489	6,412

Participate Projects
Notes to the accounts continued
for the year ended 31 March 2025

8d Grant making

Project or activity	2025 Grants to institutions £	2024 Grants to institutions £
Equality Together	34,172	8,548
Made in Manningham	-	43,505
Business for Good West Yorkshire	3,669	-
Total	<u>37,841</u>	<u>52,053</u>

9 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
VCS Alliance Activation	-	36,125	25,458	-	10,667
VCS Alliance Activation 1:1	-	18,000	1,800	-	16,200
Esmée Fairbairn Foundation	59,983	78,500	57,308	(21,993)	59,182
MIM Capacity Support	540	-	540	-	-
TSL Kirklees UKSPF	(6,000)	167,626	156,474	(3,902)	1,250
UnLtd Keighley	1,700	-	1,050	-	650
Keith Howard Foundation	7,994	-	5,685	(2,309)	-
Manjit Wolstenholme 2	3,187	-	2,891	(296)	-
Npower Business Solutions	-	25,530	7,013	-	18,517
Manjit Wolstenholme 3	7,726	-	7,726	-	-
Bradford Culture Company	-	53,259	15,372	-	37,887
	<u>75,130</u>	<u>379,040</u>	<u>281,317</u>	<u>(28,500)</u>	<u>144,353</u>

Fund name	Purpose of restriction
VCS Alliance Activation	To support the health sector via use of diagnostic analysis.
VCS Alliance Activation 1:1	To provide 1:1 follow up support to health organisations as a result of diagnostic analysis work.
Esmée Fairbairn Foundation	To support the development of Manningham Ideas Mill to enable change in the local economy. The transfer is for a contribution towards overhead costs.
MIM Capacity Support	To provide capacity building support to Participate and the projects supported through the Power to Change programme.
TSL Kirklees UKSPF	To provide community based coaching to start-up and existing social enterprises across West Yorkshire. The transfer is for a contribution towards overhead costs.
UnLtd Keighley	To provide anchor support to social enterprises in Keighley.
Keith Howard Foundation	To deliver The Venturist - a youth social action programme - in six schools. The transfer is for a contribution towards overhead costs.
Manjit Wolstenholme 2	To deliver The Venturist - a youth social action programme. The transfer is for a contribution towards overhead costs.
Npower Business Solutions	To deliver The Venturist programme.
Manjit Wolstenholme 3	To deliver The Venturist - a youth social action programme.
Bradford Culture Company	To deliver a corporate volunteering programme during Bradford 2025.

Participate Projects

Notes to the accounts continued

for the year ended 31 March 2025

10 Tangible assets	Motor vehicles	Total
<u>Cost</u>	£	£
At 1 April 2024	23,000	23,000
Additions	-	-
At 31 March 2025	<u>23,000</u>	<u>23,000</u>
<u>Depreciation</u>		
At 1 April 2024	11,500	11,500
Charge for year	<u>5,750</u>	<u>5,750</u>
At 31 March 2025	<u>17,250</u>	<u>17,250</u>
<u>Net book value</u>		
At 31 March 2025	<u>5,750</u>	<u>5,750</u>
At 31 March 2024	<u>11,500</u>	<u>11,500</u>
11 Debtors and prepayments	2025	2024
	£	£
Debtors	151,320	70,762
Prepayments	1,399	942
Other debtors	<u>4,256</u>	<u>545</u>
	<u>156,975</u>	<u>72,249</u>
	372	
12 Creditors and accruals	2025	2024
	£	£
Creditors	1,083	504
Accruals	2,640	2,640
Other creditors	<u>196</u>	<u>-</u>
	<u>3,919</u>	<u>3,144</u>

13 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £62,439 (previous year: £55,385).

Participate Projects

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2025

	2025 Unrestricted funds £	2024 Unrestricted funds £	2025 Restricted funds £	2024 Restricted funds £	2025 Total funds £	2024 Total funds £
Income						
Donations and legacies	27,948	27,452	211,414	138,999	239,362	166,451
Charitable activities	218,079	246,560	167,626	59,014	385,705	305,574
Other trading activities	-	1,440	-	-	-	1,440
Investments	1,840	-	-	-	1,840	-
Other	-	1,430	-	-	-	1,430
Total income	247,867	276,882	379,040	198,013	626,907	474,895
Expenditure						
Charitable activities	225,440	271,303	281,317	178,990	506,757	450,293
Total expenditure	225,440	271,303	281,317	178,990	506,757	450,293
Net income / (expenditure)	22,427	5,579	97,723	19,023	120,150	24,602
Transfers between funds	28,500	17,031	(28,500)	(17,031)	-	-
Net movement in funds	50,927	22,610	69,223	1,992	120,150	24,602
Fund balances brought forward	214,554	191,944	75,130	73,138	289,684	265,082
Fund balances carried forward	265,481	214,554	144,353	75,130	409,834	289,684

PARTICIPATE PROJECTS

England & Wales - Charity number 1147520

Accounts

Participate Projects

Charity number 1147520

A company limited by guarantee number 07990889

Annual Report and Financial Statements for the year ended 31 March 2024



participate

WYCAS

COMMUNITY ACCOUNTING
WEST YORKSHIRE

Participate Projects

Annual Report and Financial Statements for the year ended 31 March 2024

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Prepared by West Yorkshire Community Accountancy Service CIO

Participate Projects

Trustees' report for the year ended 31 March 2024

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Susan Mendoza	Chair	
Warren Evans	Vice Chair	Resigned 28 May 2024
Andrew Hemming		Resigned 18 September 2023
Michael Forbes		
Judith Roberts		Resigned 28 May 2024
Saj Shah		Resigned 15 May 2023
Geoff Roberts		Appointed 18 September 2023
Osman Gondal		Appointed 9 November 2023
Paris Daniel		Appointed 9 November 2023
Charity number	1147520	Registered in England and Wales
Company number	07990889	Registered in England and Wales

Registered and principal address

Oakfield Business Centre
Carr Lane
Shipley
BD18 2NQ

Bankers

The Co-operative Bank
PO Box 250
Skelmersdale
WN8 6WT

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 14 March 2012, as amended by special resolution on 30 May 2012. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2024

Structure, governance and management continued

Organisation

The Board of trustees administers the charity. The Board normally meets six times per year with additional meetings if trustee decisions are required outside of the normal meeting schedule. The Participate trustees retain overall responsibility for the business affairs of the organisation with a specific focus on ensuring that the charity delivers its objects for the Public Benefit, ensuring that the charity abides by its governing document and law and maintaining effective oversight and control of the charity's resources.

Unless prevented by law, regulatory requirement, or Participates own Memorandum and Articles, the Board may choose to delegate matters to Committees or individual trustees including the specific responsibilities of the Chair, Vice-Chair and Treasurer.

A Chief Executive is appointed by the trustees to manage the operations of the charity. The Chief Executive has delegated authority, within terms approved by the trustees, for all operational matters. Day to day management of the charity is undertaken by the Chief Executive and the Senior Management Team. Delegation of financial responsibility is strictly governed by the Finance Policy and Financial Delegations. These establish limits above which purchasing decisions must be referred to the trustees and reserve powers to enter into contractual arrangements to the trustees. The Chief Executive is responsible to the Board for matters that are delegated to management.

The pay of senior staff is set by the Board of trustees. The trustees benchmark senior staff salaries against pay levels for equivalent roles in other similar sized organisations in the charity sector and have an established methodology to do so. Pay scales for all staff are agreed annually by the trustees and salaries of all staff are reviewed annually. Trustees determine a cost of living increase each year through an established process, considering current inflation rates and affordability in the context of the funding sources of the charity and its wider financial performance. Cost of living increases are applied to all staff.

Recruitment and appointment of new trustees

All directors of the business are also trustees of the charity and members of the Board of trustees. Trustees and directors who served during the period covered by this report are listed in this document. New trustees are recruited and co-opted onto the Board by the existing trustees with their appointment confirmed at the Annual General Meeting. There is an ongoing commitment to seek out individuals who can strengthen the Board and bring complementary skills to the team. The Board has recognised the need to focus on diversity so as to ensure that the trustees are reflective of the communities Participate operates within. During the period covered by this report a recruitment process was agreed to seek to expand and strengthen the Board. This recruitment will take place during 2024.

All directors/trustees give their time voluntarily. The charity has a policy to refund legitimate out of pocket expenses of directors/trustees incurred in the course of their duties. During the period covered by this report no expenses claims were made by directors.

Board development including induction and training of trustees

New trustees are given a formal induction with the Chair and Chief Executive. This covers the purposes, strategy, and activities of the charity, the organisation structure and the role and responsibilities of trustees. Induction is based on CC3 – The Essential Trustee, and copies of this guidance and the accompanying guide to key duties are given to all new trustees along with the Articles of the Charity. All trustees receive copies of regulatory updates from the Charity Commission and the ongoing development needs of the trustees are reviewed on an annual basis. Trustees are signposted to local training provision where appropriate.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2024

Structure, governance and management continued

Organisational Structure



Objectives and activities

The charity's objects

- (1) To promote any charitable purposes for the benefit of the public in England and Wales (hereinafter called the "area of benefit") and, in particular, to build the capacity of third sector organisations to enable them to access charitable support from Government, local authorities and from private "for profit" organisations to enable them to pursue or contribute to any charitable purpose.
- (2) The promotion of the efficiency and effectiveness of charities and the effective use of resources for charitable purposes by charitable and non-charitable bodies for the benefit of the public.
- (3) To advance the education of pupils in the area of benefit by providing and assisting in the provision of facilities (not required to be provided by the local education authority) for education purposes at their schools.
- (4) The prevention or relief of poverty in the area of benefit by providing services and support to charities, or other organisations working to prevent or relieve poverty.
- (5) To promote the conservation, protection and improvement of the physical and natural environment for the public benefit.
- (6) To develop the capacity and skills of the members of socially disadvantaged communities in the area of benefit.
- (7) To relieve unemployment for the public benefit; and
- (8) To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2024

The charity's objects continued

"social excluded" means being excluded from society, or part of society, as a result of being a member of a socially and economically deprived community – by undertaking charitable activities which assist those whose ability to access the internet and other digital technologies for social, economic and cultural benefit is limited by reason of their age, ill-health, disability, financial hardship or other disadvantage.

"third sector organisations" means charities, voluntary organisations and social enterprises.

charities are organisations, which are established for exclusively charitable purposes in accordance with the law of England and Wales.

voluntary organisations and social enterprises are types of independent organisations, which are established for purposes that add value to the community as a whole, or a significant section of the community, and which are not permitted by their constitution to make a profit for private distribution.

voluntary organisations and social enterprises do not include local government or other statutory authorities.

social enterprises are distinctive from traditional charities or voluntary organisations in that they generate the majority, if not all, of their income through the trading of goods or services rather than through donations.

Main activities

Participate delivers its objects through charitable activity in three priority areas:

Ideas and Enterprise Support - Support for people to establish and grow social ventures that directly address charitable aims, and support to people facing multiple issues of disadvantage to establish and grow locally rooted enterprises. This priority addresses Objects 2,4,6,7 and 8

Business Volunteering and responsible business – Accessing resources and support from the private sector to address the capacity needs of VCSE organisations, and to address social and environmental needs. This priority addresses Objects 1,2,4 and 5

Youth Social Ventures – Developing future leadership and capacity within the VCSE sector by working with children in school and community settings to establish and grow projects that address social and environmental challenges. This priority addresses Objects 3, 4, 6 and 8.

Public benefit statement

The aims, objectives and activities of the charity are reviewed on an annual basis. When reviewing the aims and objectives of the Charity, and in planning its future activities, the Trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due respect to public benefit guidance published by the Charity Commission.

Strategic Approach

The trustees have continued to regularly review strategy and mission during the period of this report. In line with policy the strategic objectives of the charity have been agreed by the board in December 2023.

Our Vision

Powerful, thriving communities - where everyone benefits

Our Mission

Finding, exploring and supporting ideas that contribute positively towards people, place and planet.

Our Values

Distinctive – We challenge and we change thinking. We value individuals and deliver in a playful way.

Practical – We unlock resources, increase capacity and resilience.

Humble – We are committed to the individuals, organisations and causes we work with - we celebrate THEIR achievements and tell THEIR stories.

Community – We unleash magic when we work together – facilitating, mentoring, coaching and connecting.

Curiosity – We are open minded and explore ideas; always learning and promoting knowledge.

Our methodology for converting our mission and values into coherent activity that achieves the objectives of the charity is described by **Our Recipe**. This can be seen as the guiding principles of how we work with people, organisations and communities.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2024

Strategic Approach continued

The Participate Recipe

Idea – Use our networks and reputation to find people and organisations with great ideas that will contribute to positive social change

Comprehension – Listen and use a range of coaching and consultation methodologies to really understand what a person or organisation is trying to achieve

Needs Assessment - Use our tools, insight and experience to identify barriers and challenges

Planning – help people and organisations to frame ideas into viable action plans and identify the support needed to grow their idea

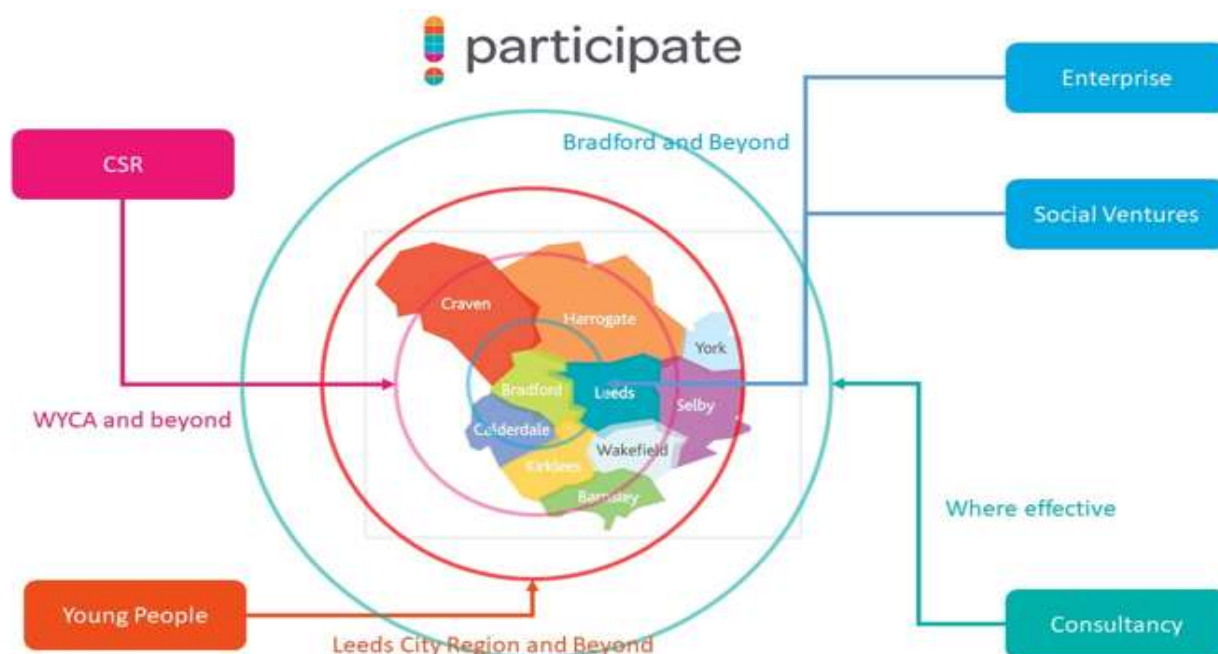
Resources – Use the skills, resources and knowledge of our team, our private sector partners and our wider networks to meet the identified support needs

Sustainability – maintain long term supportive relationships with a focus on reducing dependency on support over time.

Whether we are working in communities to establish sustainable approaches to community ownership, supporting individual social enterprises to start and grow, or working with young people to help them take meaningful action on the issues that matter to them, this recipe defines and frames our work.

The effectiveness of our work is measured against short, medium and long term outcomes within our Theory of Change.

The majority of our work takes place in Bradford and the surrounding areas of West Yorkshire. The trustees have agreed a strategy around geography of delivery that take into account the impact and cost effectiveness of delivery away from our main operating locations.



Participate Projects

Trustees' report (continued) for the year ended 31 March 2024

Achievements and performance

Our strategy translates into three areas of work in furtherance of our Charitable Objects. In the year to 31 March 2023 the work and achievements in these areas comprised:

Ideas and Enterprise

Our enterprise support targets people and organisations in some of the most disadvantaged communities of England, as well as people facing issues of disadvantage due to other factors such as health, disability, age and ethnicity. During the reporting period we worked with social ventures, individuals with locally rooted enterprise ideas and locally rooted businesses to help start, grow and sustain economic activity in disadvantaged communities. At the start of the year, the majority of this work was focussed in Bradford District although the Business For Good West Yorkshire programme, that started half way through this financial year, expanded the reach across West Yorkshire.

We measure success of our enterprise activities by tracking the numbers of people engaging with our coaches and Social Venture Schools who go on to develop their ideas into live projects. We benchmark the cost of our outputs and outcomes against national recommended costs for low intensity business support, taking into account that many of the people we support face multiple barriers. We use a diagnostic tool to establish the capacity and capability needs of the social ventures we support. This tool allows us to track progress and monitor the success of our interventions and support.

During the year support was provided through a range of grant and contract funded activities:

Business for Good West Yorkshire – Participate were successful as part of a consortium bid in securing UKSPF funding for our social enterprise and alternative business coaching approach to be rolled out across all five local authorities in West Yorkshire. UKSPF pilot funding for the Business for Good West Yorkshire programme was secured by a partnership of local infrastructure organisations (TSL Kirklees, Voluntary Action Leeds, Participate, Coops Culture) supported by two national organisations (Coops UK and the School for Social Entrepreneurs). The programme runs from September 2023 to March 2025. During the period covered by this report we were successful in recruiting a full team of qualified and experienced enterprise coaches and developing the necessary local and regional approaches, partnerships and resources to enable those coaches to recruit potential social entrepreneurs and alternative businesses. At March 2024 the programme had completed enterprise readiness and enterprise support outputs with 21 individuals and organisations. The programme has clear defined objectives to work in marginalised communities and with minoritised groups who may not have been able to access similar support in the past. The design of the work was informed by our Innovation in Business Research, conducted with the New Economics Foundation, Centre for Local Economic Strategies and Coops UK, which looked at effective approaches for delivering support to

Here4BDCC (Bradford Strategic Infrastructure Programme) – Participate was the Social Enterprise lead for the Bradford SIP, funded by Bradford Council during the period of this contract. Through this programme we provide support to Social Enterprises across Bradford and ran Social Venture start up programmes in disadvantaged communities. In the reporting period we supported 86 social enterprises and ran 3 social venture schools, resulting in 11 new start organisations.

Made in Manningham – Power to Change funding for our Empowering Places Catalyst in Manningham ended in summer 2023. Manningham was one of six Empowering Places pilots and through the programme we supported local Community Businesses to start and grow. The programme was able to continue coaching support to 14 organisations until June 2023 when these were transferred into alternative support within Participate or referred to other organisations. Participate was able to conclude support via the distribution of Power to Change seed grants with £43,505 distributed as Seed Grants.

Manningham Mills Community Hub – In partnership with Equality Together, Participate embarked on the development of a community enterprise space in the iconic Manningham Mills Community Centre. The project aims to find and develop local social ventures and entrepreneurs; that will go on to work together to develop the space as a community led enterprise. The project is funding over 5 years from Esmée Fairburn. The projects started in January 2024 - it has targets for establishing local enterprises in Manningham.

The charity maintains relationships with Social Ventures that have come through our Social Venture School and have longer term support needs using our unrestricted charitable resources.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2024

Achievements and performance continued

Business Volunteering and responsible business

In 2023-2024 we continued to see the recovery of business volunteer numbers after the challenges of COVID. Our business volunteering programmes support our community enterprise activities and the wider VCSE and education sectors in the communities in which we operate. We work with businesses of all sizes to match their community programmes and available resources to needs within the Charity, Social Enterprise and Education sectors. This work is focussed on Bradford however we also deliver business volunteering team days in other locations for the purpose of income generation to support our Charitable Objects.

The impact of our business volunteering programmes are measured in terms of the financial value of engagement (established through National Social Value TOMS measures) and against established aims and objectives of each volunteering programme. For team volunteering this will normally be the objectives to improve or develop the physical infrastructure of VCSE and education assets. For individual volunteering the volunteers are allocated to specific tasks with established success criteria. The value of non-financial donations and contributions by business to materials costs is also collected.

Our Business volunteering activity in Bradford is resourced through the Bradford Council funded infrastructure contract. Additional resources to support this work are provided through business donations, contributions to overheads and charged team volunteering days.

Here4BDCC (Bradford Strategic Infrastructure Programme) – Participate lead on business volunteering and engagement for the consortium delivering the VCSE infrastructure programme in Bradford. Team volunteering numbers continued to rise after collapsing during the Covid19 pandemic. 526 individual participants took part in team volunteering activities during the year. 68 skilled volunteers gave their time to support VCSE organisations with a range of capacity and capability issues, including pro-bono legal support, marketing and finance. The total value of support delivered (including non-financial donations) was £267,651

Youth Social Ventures

Our Venturists programme helps to build the Social Entrepreneurs and VCSE leaders of tomorrow through a practical social ventures programme in schools. During the period of this report the project worked with 113 students, from primary schools in Bradford, 9 were older students from Bradford College on a pilot project. 45 of these students were drawn from a SEND school with ECHP in specialist provision. A further 14 had Social, Emotional and Mental Health needs.

Participants work in groups away from their normal lessons. They visit charities and social enterprises, identify their own priorities for their communities and plan and develop their own projects. Their ideas are supported to become live projects through the Participate team, our business supporters and local organisations.

The project works within schools in some of the most disadvantaged communities. The project has a track record of engaging young people who have struggled with mainstream education or have other challenging backgrounds, building confidence and developing enterprising behaviours.

The Venturists is measured and monitored across a range of outputs and outcomes. Participant numbers and activity are collected within each school alongside a range of metrics for engagement of external stakeholders. The social and educational objectives of the programme are measured through teacher assessment using a process developed with educational professionals. Before and after assessments are made around knowledge, motivation, self-care, resources, confidence, effort, social and support. These are age related and linked to session objectives from the National Curriculum. Young people are also assessed on the Rosenberg self-esteem scale and around improvements in oracy. Despite working with young people who face multiple educational barriers we consistently see improvement outcomes across all indicators.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2024

Achievements and performance continued

Youth Social Ventures continued

Individual schools are funded by a range of funders, school contributions and business donations. Participating schools were:

Clayton Primary (Bradford) – funded by The Archers Foundation.
Delius Special School (Bradford) – funded by the Manjit Wolstenholme Fund through Give Bradford
Bradford College – Funded by The College
Beckfoot Heaton Primary School – funded by Morrisons Foundation
Academy at St James x 2 – funded by the Manjit Wolstenholme Fund through Give Bradford

Projects established by participants have included STEM projects at the Academy at St James (creating prototypes of solar panelled TV, phones and radios with working solar panels and designs for carbon collecting angels for carbon capture), happiness projects at Delius, environmental projects and a 'Swap library' at Beckfoot and a community orchard at Clayton.

Fundraising

All fundraising activities are undertaken by staff of the charity and no external fundraising agencies or consultants are employed by Participate. Fundraising activity aligned to the three activity areas as follows:

Ideas and Enterprise – With the Power to Change Catalyst due to expire in 2023 the charity made significant efforts to seek additional funding to continue our coaching programmes. This work culminated in the Manningham Mills Community Hub and Business for Good West Yorkshire UKSPF programme which is a major step forwards in terms of scale and partnerships for the delivery of social venture support.

Business Volunteering and Responsible Business – Having successfully begun to grow business volunteering in 2022-2023 following the loss of significant parts of this activity during the Covid19 pandemic we continued efforts to regrow private sector donor income to pre covid levels. Larger and longer-term agreements were made with several Bradford businesses.

Youth Social Ventures – The fundraising goal set by the trustees in 2022-2023 was repeated in 2023-2024 (6 schools at an average cost per school of £4,000). Through a combination of grants and school contributions this target was achieved .

Sources of income

During the period covered by this report Participate was funded through a range of grants, contracts and other primary purpose trading activities. Our main sources of income were:

United Kingdom Shared Prosperity Fund – UKSPF funding through West Yorkshire Combined Authority strand of CLLD has significantly supported our programmes to tackle disadvantage through enterprise across West Yorkshire (£59,014).

Esmée Fairburn – Funding for a partnership approach to develop the community led enterprise space in Manningham (£70,000).

Bradford Council – Bradford Council and Health partners fund the Strategic Infrastructure Programme which funds a consortium of organisations to deliver capacity building, volunteering and other support to the VCSE sector in Bradford District. Our funding within this partnership supports business volunteering and social enterprise support at a District level (£119,019).

Smaller public sector grants and contracts – two smaller programmes funded by Bradford Council and WYCA were established towards the end of the accounting period. These were concerned with improving health through responsible business and a research project into barriers facing people from minoritised communities when accessing enterprise support (£12,493).

Participate Projects

Trustees' report (continued) for the year ended 31 March 2024

Sources of income continued

Other grants and trusts – A combination of smaller grants and Trusts funded our Venturists work (£26,994).

Earned income – Employee volunteering, the Venturists and core costs were supported by a range of Primary Purpose income aligned to our programme areas (£92,661).

Significant Events, Risk and uncertainty

No significant events occurred that affected the finances of the charity during the period covered by this report. The Charity holds no material investments.

In addition to the impact of the end of European Structural Funds the trustees are aware of a number of other risks to the financial position of the charity and are taking prudent steps to protect the charity and our work from the impact of these risks:

Cost of Living – High inflation rates continued to impact on the staffing and overhead costs of the charity. Trustees reduced operating overheads by reducing office space in Shipley. Decisions around cost of living increases for staff have continued to balance the need to retain staff and maintain responsible wages whilst also working within the envelope of available funds.

Wider funding environment – The grant fundraising environment remains challenging due to increased demand on charities and the impact of wider economic circumstances. The trustees receive regular updates on fundraising activity and continue to look at opportunities to diversify income where appropriate.

Financial review

The net income for the year was £24,602, including net income of £22,610 on unrestricted funds and net income of £1,992 on restricted funds after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £203,054.

The charity's policy is to hold at least 3 months of reserves with an upper limit of 12 months, for the purpose of ensuring the smooth running of the charity to cover cash flow problems or temporary loss of income. Additionally the charity will aim to hold funds that will enable an orderly winding up if the charity has to close; as at 31 March 2024 trustees estimate an additional £37,500 should be held to cover redundancy costs.

The reserves at the year end represents 6.4 months of planned 2024/2025 expenditure (5.4 months of actual 2023/2024 expenditure).

Participate Projects

Trustees' report (continued) for the year ended 31 March 2024

Plans for future periods

Participate remains ambitious to grow all three areas of our work. Our strategy in 2024-2025 in each of our activity areas is:

Ideas and Enterprise - Maintain our position as the leading provider of Social Enterprise support in Bradford, with a focus on deepening the support we are able to offer in the district and diversifying the participants in our Social Ventures programme. We will be seeking to continue our social enterprise work across West Yorkshire through new partnerships with local, regional and national infrastructure bodies whilst ensuring that our work in Bradford remains excellent.

Business Volunteering and Responsible Business – Continue to build employee volunteering levels in Bradford and West Yorkshire to pre-Covid levels, increasing both team and skilled volunteering numbers. Develop new partnerships with the other VCSE infrastructure bodies and regional funders in West Yorkshire to maximise the impact of employee volunteering.

Youth Social Ventures – Continue to extend the reach and scope of the Venturists through new funded partnerships, business support and direct payments by schools.

Participate continues to focus on long term stability and sustainability. The economic shocks of the past few years have emphasised the need for diverse and long-term sources of regular income. In order to achieve this in 2024-2025 we will continue to grow private sector donation income to support business volunteering, diversify income for the Venturists, diversify our range of grant funders and contracts and seek longer term grant funded programmes.

The trustees recognise that the sector as a whole continues to face unprecedented challenges. The Participate Board is taking very seriously its duty to plan responsibly and ensure that the resources of the charity are used to further its Objects. In order to fulfil this responsibility the trustees recognise the importance of maintaining a strong, representative and skilled Board. We will therefore be seeking to recruit new members to the Board in 2024-2025 with a focus on recruiting skills, increasing diversity and enhancing the Board through lived experience.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2024

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities 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;

- prepare the accounts on a 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 to enable them to ensure that the financial accounts 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 21/11/2024

Susan Mendoza (Trustee)

Participate Projects

Independent examiner's report to the trustees of Participate Projects

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2024, which are set out on pages 14 to 25.

Responsibilities and basis of report

As the charity's 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 your charity's accounts as carried out under section 145 of the Charities Act ('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 charitable company's gross income exceeded £250,000 your examiner must be a fellow 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 fellow of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 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 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.

Rhys North ACA

22/11/2024

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Participate Projects
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Income from:					
Donations and legacies	(2)	20,746	138,999	159,745	155,468
Charitable activities	(3)	253,266	59,014	312,280	406,248
Other trading activities	(4)	1,440	-	1,440	-
Other	(5)	1,430	-	1,430	-
Total income		276,882	198,013	474,895	561,716
Expenditure on:					
Charitable activities	(6)	271,303	178,990	450,293	472,865
Total expenditure		271,303	178,990	450,293	472,865
Net income / (expenditure)		5,579	19,023	24,602	88,851
Transfers between funds		17,031	(17,031)	-	-
Net movement in funds		22,610	1,992	24,602	88,851
Fund balances brought forward		191,944	73,138	265,082	176,231
Fund balances carried forward	(7)	214,554	75,130	289,684	265,082

All incoming resources and resources expended derive from continuing activities.

Participate Projects
Balance sheet
as at 31 March 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(8) 11,500	-	11,500	17,250
Total fixed assets	<u>11,500</u>	<u>-</u>	<u>11,500</u>	<u>17,250</u>
Current assets				
Debtors and prepayments	(9) 72,249	-	72,249	62,947
Cash at bank	133,499	75,580	209,079	210,380
Total current assets	<u>205,748</u>	<u>75,580</u>	<u>281,328</u>	<u>273,327</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(10) 2,694	450	3,144	25,495
Total current liabilities	<u>2,694</u>	<u>450</u>	<u>3,144</u>	<u>25,495</u>
Net current assets / (liabilities)	<u>203,054</u>	<u>75,130</u>	<u>278,184</u>	<u>247,832</u>
Total assets less current liabilities	<u>214,554</u>	<u>75,130</u>	<u>289,684</u>	<u>265,082</u>
Net assets	<u>214,554</u>	<u>75,130</u>	<u>289,684</u>	<u>265,082</u>
Funds				
Unrestricted funds	214,554	-	214,554	191,944
Restricted funds	-	75,130	75,130	73,138
Total funds	<u>214,554</u>	<u>75,130</u>	<u>289,684</u>	<u>265,082</u>

For the year ending 31 March 2024 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 21/11/2024

Susan Mendoza (Trustee)

Participate Projects
Statement of cash flows
for the year ended 31 March 2024

	2024 £	2023 £
Cash flows from operating activities:		
Net cash provided by (used in) operating activities	<u>(1,301)</u>	<u>127,815</u>
Cash flows from investing activities:		
Purchase of tangible fixed assets (excluding donated assets)	<u>-</u>	<u>(23,000)</u>
Net cash provided by (used in) investing activities	<u>-</u>	<u>(23,000)</u>
Cash flows from financing activities:		
Repayments on borrowing	-	-
Cash inflows from new borrowing	<u>-</u>	<u>-</u>
Net cash provided by (used in) financing activities	<u>-</u>	<u>-</u>
Change in cash and cash equivalents in the reporting period	(1,301)	104,815
Cash and cash equivalents at the beginning of the reporting period	<u>210,380</u>	<u>105,565</u>
Cash and cash equivalents at the end of the reporting period	<u>209,079</u>	<u>210,380</u>

Reconciliation of net movement in funds to net cash flow from operating activities	2024	2023
	£	£
Net movement in funds for the reporting period (as per the statement of financial activities)	24,602	88,851
Adjustments for:		
Depreciation charges	5,750	5,750
Bank interest	-	-
(Increase) / decrease in debtors	(9,302)	26,010
Increase / (decrease) in creditors	<u>(22,351)</u>	<u>7,204</u>
Net cash provided by (used in) operating activities	<u>(1,301)</u>	<u>127,815</u>

Analysis of cash and cash equivalents	2024	2023
	£	£
Cash in hand	-	-
Notice deposits (less than 30 days)	<u>209,079</u>	<u>210,380</u>
Total cash and cash equivalents	<u>209,079</u>	<u>210,380</u>

Participate Projects

Notes to the accounts

for the year ended 31 March 2024

1 Accounting policies

Basis of accounting

These accounts 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 financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if 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

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Grants payable without performance conditions

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Motor vehicles: over 4 years

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Participate Projects

Notes to the accounts

for the year ended 31 March 2024

1 Accounting policies continued

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Redundancy

Redundancy and termination costs are recognised as an expense in the Statement of Financial Activities and a liability on the Balance Sheet immediately at the point the charity is demonstrably committed to either: terminate the employment of an employee or group of employees before normal retirement date; or provide termination benefits as a result of an offer made in order to encourage voluntary redundancy. The Trust is considered to be demonstrably committed only when it has a detailed formal plan for the termination and is without realistic possibility of withdrawal from the plan.

Participate Projects

Notes to the accounts continued for the year ended 31 March 2024

2 Donations and legacies

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Grants:				
Esmée Fairburn Foundation	-	70,000	70,000	-
Keith Howard Foundation	-	11,994	11,994	-
Leeds Community Fund (LCF)	-	15,000	15,000	5,000
Power to Change (PTC)	-	42,005	42,005	117,205
Vanquis Bank	20,000	-	20,000	-
Bradford Metropolitan District Council (BDMC)	-	-	-	3,778
Co-operative Society	-	-	-	6,950
National Lottery Community Fund (NLCF)	-	-	-	10,000
The Archers Trust	-	-	-	3,500
The Morrisons Foundation	-	-	-	8,580
Donations	20,746	138,999	159,745	455
	<u>20,746</u>	<u>138,999</u>	<u>159,745</u>	<u>155,468</u>

3 Charitable activities income

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Performance related grants and contracts:				
BDMC - Here4BDCC	119,019	-	119,019	47,885
Business for Good - West Yorkshire	-	59,014	59,014	-
WYCA - Keighley Research Project	12,493	-	12,493	-
BDMC - Enterprise Coach	-	-	-	103,550
BDMC - CLLD	-	-	-	160,283
Consultancy income:				
General	47,761	-	47,761	59,586
Innovation in Business	24,500	-	24,500	-
The Venturists Programme	20,400	-	20,400	11,740
Made in Manningham	-	-	-	950
Other income:				
Recharges for materials and expenses	29,093	-	29,093	17,954
Other income	-	-	-	4,300
	<u>253,266</u>	<u>59,014</u>	<u>312,280</u>	<u>406,248</u>

4 Other trading activities

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Rental income	1,440	-	1,440	-
	<u>1,440</u>	<u>-</u>	<u>1,440</u>	<u>-</u>

Participate Projects

Notes to the accounts continued for the year ended 31 March 2024

Other income	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Rates rebate	1,430	-	1,430	-
	<u>1,430</u>	<u>-</u>	<u>1,430</u>	<u>-</u>

Charitable activities expenditure

	Activities undertaken directly £	Grant funding of activities £	Support costs £	2024 Total cost £	2023 Total cost £
Ideas and Enterprise support	231,939	52,053	26,279	310,271	365,431
Business Volunteering	97,439	-	9,016	106,455	75,611
Youth Social Ventures	30,724	-	2,843	33,567	31,823
	<u>360,102</u>	<u>52,053</u>	<u>38,138</u>	<u>450,293</u>	<u>472,865</u>

Support costs

	Charitable activity £	Governance activity £	2024 Total cost £	2023 Total cost £
Support cost type				
Management and admin salaries	27,098	-	27,098	21,144
Payroll fees	1,619	-	1,619	2,036
Financial management support	879	-	879	718
Marketing and publicity	4,153	-	4,153	4,597
IT support	837	-	837	2,065
Independent examination	-	2,640	2,640	1,800
Memberships and subscriptions	912	-	912	870
	<u>35,498</u>	<u>2,640</u>	<u>38,138</u>	<u>33,230</u>

Participate Projects

Notes to the accounts continued for the year ended 31 March 2024

6b Charitable activities expenditure detail		2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		funds	funds	cost	cost
		£	£	£	£
Salaries NI and pensions	(6c)	187,138	98,710	285,848	366,412
Payroll charges		1,619	-	1,619	2,036
Consultancy		20,336	9,077	29,413	23,397
Staff expenses		3,324	882	4,206	3,051
Staff training		240	1,090	1,330	15
Marketing		4,153	4,793	8,946	4,597
Insurance		2,898	-	2,898	2,141
Admin costs		262	1,098	1,360	4,982
Accommodation costs		9,503	2,293	11,796	21,539
Phones and internet		654	266	920	1,566
Van costs		84	1,347	1,431	-
Project expenditure		29,277	8,260	37,537	23,035
Grants payable	(6d)	1,500	50,553	52,053	9,281
Independent examination		2,640	-	2,640	1,800
IT support		518	319	837	2,065
Memberships and subscriptions		912	-	912	870
Depreciation		5,750	-	5,750	5,750
Miscellaneous		495	302	797	328
		<u>271,303</u>	<u>178,990</u>	<u>450,293</u>	<u>472,865</u>

6c Staff costs and numbers		2024	2023
		£	£
Gross salaries		253,278	332,120
Redundancy costs		8,446	-
Social security costs		22,712	31,227
Employment allowance		(5,000)	(5,000)
Pensions		6,412	8,065
		<u>285,848</u>	<u>366,412</u>

The average number of employees during the year was 9.5, being an average of 7.2 full time equivalent (2023: 13, 9.4 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme		2024	2023
		£	£
Costs of the scheme to the charity for the year		6,412	8,065

Participate Projects

Notes to the accounts continued

for the year ended 31 March 2024

6d Grant making

Project or activity	2024 Grants to institutions £	2023 Grants to institutions £
Equality Together	8,548	-
Made in Manningham	43,505	-
CLLD Lot 9	-	1,881
Power to Change Fund	-	7,400
Total	<u>52,053</u>	<u>9,281</u>

7 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
AVIVA	453	-	453	-	-
Esmée Fairbairn Foundation	-	70,000	10,017	-	59,983
Keith Howard Foundation	-	11,994	1,000	(3,000)	7,994
PTC - Made in Manningham (MIM)	19,681	-	19,401	(280)	-
MIM Seed Grants	-	42,005	42,005	-	-
Manjit Wolstenholme 2	3,364	5,000	4,202	(975)	3,187
MIM Capacity Support	32,617	-	20,077	(12,000)	540
Morrisons Venturists	3,192	-	2,860	(332)	-
TSL Kirklees UKSPF	-	59,014	65,014	-	(6,000)
Provident Financial	1,347	-	1,347	-	-
The Archers Trust	3,498	-	3,054	(444)	-
Youth Grant Fund	2,086	-	2,086	-	-
Venturists Match Funding	5,200	-	5,200	-	-
Manjit Wolstenholme 3	-	10,000	2,274	-	7,726
UnLtd Keighley	1,700	-	-	-	1,700
	<u>73,138</u>	<u>198,013</u>	<u>178,990</u>	<u>(17,031)</u>	<u>75,130</u>

Fund name	Purpose of restriction
AVIVA	To deliver the School Grounds project.
Esmée Fairbairn Foundation	To support the development of Manningham Ideas Mill to enable change in the local economy.
Keith Howard Foundation	To deliver The Venturist - a youth social action programme - in six schools.
PTC - Made in Manningham (MIM)	To deliver community business support in Manningham. The transfer is for a contribution to admin and mentoring costs.
MIM Seed Grants	To provide seed grants to organisations in Manningham as part the Made in Manningham community business support programme.
Manjit Wolstenholme 2	To deliver The Venturist - a youth social action programme. The transfer is for a contribution towards admin, management and overhead costs.
MIM Capacity Support	To provide capacity building support to Participate and the projects supported through the Power to Change programme. The transfer rate is for agreed project support at an agreed day rate.
Morrisons Venturists	To deliver The Venturist - a youth social action programme. The transfer is for a contribution towards management and overhead costs.
TSL Kirklees UKSPF	To provide community based coaching to start-up and existing social enterprises across West Yorkshire.

Participate Projects

Notes to the accounts continued

for the year ended 31 March 2024

7 Restricted funds continued

Fund name	Purpose of restriction
Provident Financial	Donation towards the cost of an electric vehicle.
The Archers Trust	To deliver The Venturist - a youth social action programme. The transfer is for a contribution towards management and overhead costs.
Youth Grant Fund	To develop a youth social action project.
Venturists Match Funding	Match funding from schools to deliver The Venturist youth social action programme.
Manjit Wolstenholme 3	To deliver The Venturist - a youth social action programme.
UnLtd Keighley	To provide anchor support to social enterprises in Keighley.

8 Tangible assets

	Motor vehicles	Total
<u>Cost</u>	£	£
At 1 April 2023	23,000	23,000
Additions	-	-
At 31 March 2024	<u>23,000</u>	<u>23,000</u>
<u>Depreciation</u>		
At 1 April 2023	5,750	5,750
Charge for year	5,750	5,750
At 31 March 2024	<u>11,500</u>	<u>11,500</u>
<u>Net book value</u>		
At 31 March 2024	<u>11,500</u>	<u>11,500</u>
At 31 March 2023	<u>17,250</u>	<u>17,250</u>

9 Debtors and prepayments

	2024	2023
	£	£
Debtors	70,762	48,742
Prepayments	942	844
Other debtors	545	13,361
	<u>72,249</u>	<u>62,947</u>

10 Creditors and accruals

	2024	2023
	£	£
Creditors	504	119
Accruals	2,640	1,800
Deferred income (see following note for analysis)	-	23,576
	<u>3,144</u>	<u>25,495</u>

Participate Projects

Notes to the accounts continued

for the year ended 31 March 2024

10 Creditors and accruals continued

Deferred income	Deferred to next year	Released from last year
	£	£
BDMC Here4BDCC	-	20,243
Provident Financial	-	3,333
	<u>-</u>	<u>23,576</u>

Item name	Reason for deferral
BDMC Here4BDCC	Income received in advance of planned service provision.
Provident Financial	Team Challenge funding received in advance

11 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £55,385 (previous year: £52,868).

12 Funds held as agent

	Balance b/f	Incoming	Outgoing	Balance c/f
	£	£	£	£
Manningham Seed Fund	2,000	-	2,000	-
	<u>2,000</u>	<u>-</u>	<u>2,000</u>	<u>-</u>

Participate Projects

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2024

	2024	2023	2024	2023	2024	2023
	Unrestricted	Unrestricted	Restricted	Restricted	Total	Total
	funds	funds	funds	funds	funds	funds
	£	£	£	£	£	£
Income						
Donations and legacies	20,746	155,081	138,999	387	159,745	155,468
Charitable activities	253,266	84,952	59,014	321,296	312,280	406,248
Other trading activities	1,440	-	-	-	1,440	-
Other	1,430	-	-	-	1,430	-
Total income	276,882	240,033	198,013	321,683	474,895	561,716
Expenditure						
Charitable activities	271,303	234,176	178,990	238,689	450,293	472,865
Total expenditure	271,303	234,176	178,990	238,689	450,293	472,865
Net income / (expenditure)	5,579	5,857	19,023	82,994	24,602	88,851
Transfers between funds	17,031	70,484	(17,031)	(70,484)	-	-
Net movement in funds	22,610	76,341	1,992	12,510	24,602	88,851
Fund balances brought forward	191,944	115,603	73,138	60,628	265,082	176,231
Fund balances carried forward	214,554	191,944	75,130	73,138	289,684	265,082

PARTICIPATE PROJECTS

England & Wales - Charity number 1147520

Accounts

Participate Projects

Charity number 1147520

A company limited by guarantee number 07990889

Annual Report and Financial Statements for the year ended 31 March 2023



participate

WYCAS

COMMUNITY ACCOUNTING
WEST YORKSHIRE

Participate Projects

Annual Report and Financial Statements for the year ended 31 March 2023

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Prepared by West Yorkshire Community Accountancy Service CIO

Participate Projects

Trustees' report for the year ended 31 March 2023

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Susan Mendoza	Chair	
Warren Evans	Vice Chair	
Andrew Hemming		
Michael Forbes		
Judith Roberts		
Sajjad Shah		Resigned 15 May 2023
Charity number	1147520	Registered in England and Wales
Company number	07990889	Registered in England and Wales
Registered and principal address	Bankers	
Oakfield Business Centre	The Co-operative Bank	
Carr Lane	PO Box 250	
Shipley	Skelmersdale	
BD18 2NQ	WN8 6WT	

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 14 March 2012, as amended by special resolution on 30 May 2012. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2023

Structure, governance and management continued

Organisation

The Board of Trustees administers the charity. The Board normally meets six times per year with additional meetings if Trustee decisions are required outside of the normal meeting schedule. The Participate Trustees retain overall responsibility for the business affairs of the organisation with a specific focus on ensuring that the Charity delivers its objects for the Public Benefit, ensuring that the Charity abides by its governing document and law and maintaining effective oversight and control of the Charity's resources.

Unless prevented by law, regulatory requirement, or Participate's own Memorandum and Articles, the Board may choose to delegate matters to Committees or individual Trustees including the specific responsibilities of the Chair, Vice-Chair and Treasurer.

A Chief Executive is appointed by the Trustees to manage the operations of the Charity. The Chief Executive has delegated authority, within terms approved by the Trustees, for all operational matters. Day to day management of the Charity is undertaken by the Chief Executive and the Senior Management Team. Delegation of financial responsibility is strictly governed by the Finance Policy and Financial Delegations. These establish limits above which purchasing decisions must be referred to the Trustees and reserve powers to enter into contractual arrangements to the Trustees. The Chief Executive is responsible to Board for matters that are delegated to management.

The pay of senior staff is set by the Board of Trustees. The Trustees benchmark senior staff salaries against pay levels for equivalent roles in other similar sized organisations in the Charity Sector and have an established methodology to do so. Pay scales for all staff are agreed annually by the Trustees and salaries of all staff are reviewed annually. Trustees determine a cost of living increase each year through an established process, considering current inflation rates and affordability in the context of the funding sources of the Charity and its wider financial performance. Cost of living increases are applied to all staff.

Recruitment and appointment of new trustees

All Directors of the business are also Trustees of the Charity and members of the Board of Trustees. Trustees and Directors who served during the period covered by this report are listed in this document. New Trustees are recruited and co-opted onto the Board by the existing Trustees with their appointment confirmed at the Annual General Meeting. There is an ongoing commitment to seek out individuals who can strengthen the Board and bring complementary skills to the team. The Board has recognised the need to focus on diversity so as to ensure that the Trustees are reflective of the communities Participate operates within. During the period covered by this report a recruitment process was agreed to seek to expand and strengthen the Board. This recruitment will take place during 2023.

All Directors / Trustees give their time voluntarily. The Charity has a policy to refund legitimate out of pocket expenses of Directors / Trustees incurred in the course of their duties. During the period covered by this report no expenses claims were made by Directors.

Board development including induction and training of Trustees

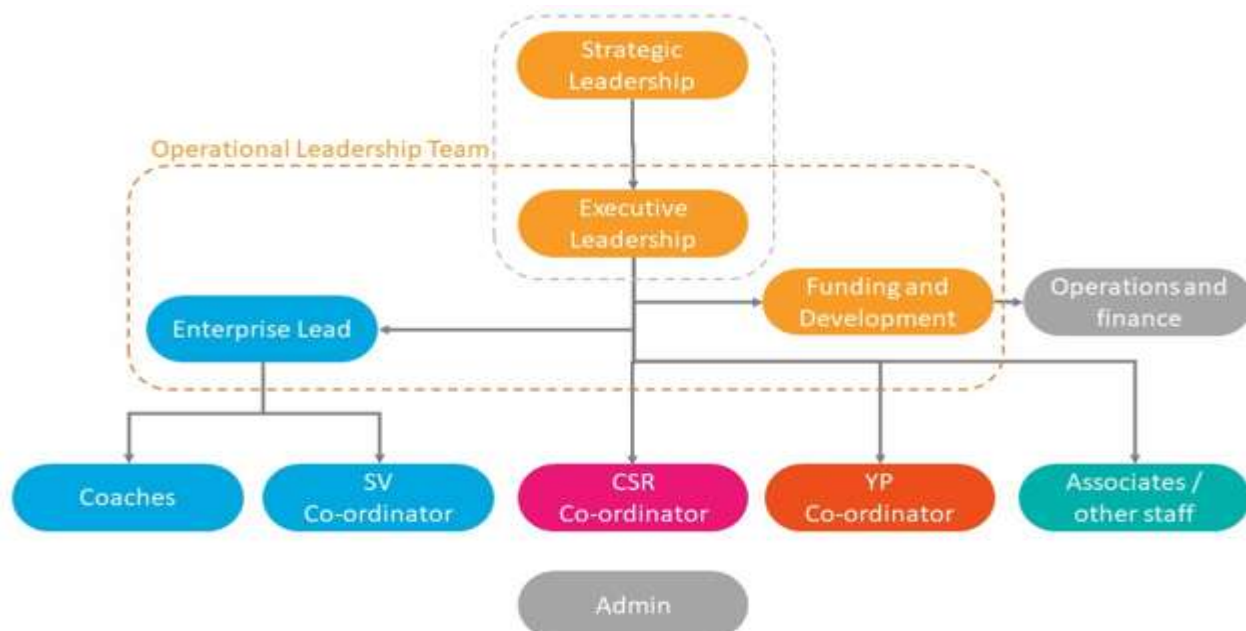
New Trustees are given a formal induction with the Chair and Chief Executive. This covers the purposes, strategy, and activities of the Charity, the organisation structure and the role and responsibilities of Trustees. Induction is based on CC3 – The Essential Trustee, and copies of this guidance and the accompanying guide to key duties are given to all new Trustees along with the Memorandum and Articles of the Charity. All Trustees receive copies of regulatory updates from the Charity Commission and the ongoing development needs of the Trustees are reviewed on an annual basis. Trustees are signposted to local training provision where appropriate.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2023

Structure, governance and management continued

Organisational Structure



Objectives and activities

The charity's objects

- (1) To promote any charitable purposes for the benefit of the public in England and Wales (hereinafter called the "area of benefit") and, in particular, to build the capacity of third sector organisations to enable them to access charitable support from Government, local authorities and from private "for profit" organisations to enable them to pursue or contribute to any charitable purpose.
- (2) The promotion of the efficiency and effectiveness of charities and the effective use of resources for charitable purposes by charitable and non-charitable bodies for the benefit of the public.
- (3) To advance the education of pupils in the area of benefit by providing and assisting in the provision of facilities (not required to be provided by the local education authority) for education purposes at their schools.
- (4) The prevention or relief of poverty in the area of benefit by providing services and support to charities, or other organisations working to prevent or relieve poverty.
- (5) To promote the conservation, protection and improvement of the physical and natural environment for the public benefit.
- (6) To develop the capacity and skills of the members of socially disadvantaged communities in the area of benefit.
- (7) To relieve unemployment for the public benefit; and
- (8) To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2023

The charity's objects continued

"social excluded" means being excluded from society, or part of society, as a result of being a member of a socially and economically deprived community – by undertaking charitable activities which assist those whose ability to access the internet and other digital technologies for social, economic and cultural benefit is limited by reason of their age, ill-health, disability, financial hardship or other disadvantage.

"third sector organisations" means charities, voluntary organisations and social enterprises.

charities are organisations, which are established for exclusively charitable purposes in accordance with the law of England and Wales.

voluntary organisations and social enterprises are types of independent organisations, which are established for purposes that add value to the community as a whole, or a significant section of the community, and which are not permitted by their constitution to make a profit for private distribution.

voluntary organisations and social enterprises do not include local government or other statutory authorities.

social enterprises are distinctive from traditional charities or voluntary organisations in that they generate the majority, if not all, of their income through the trading of goods or services rather than through donations.

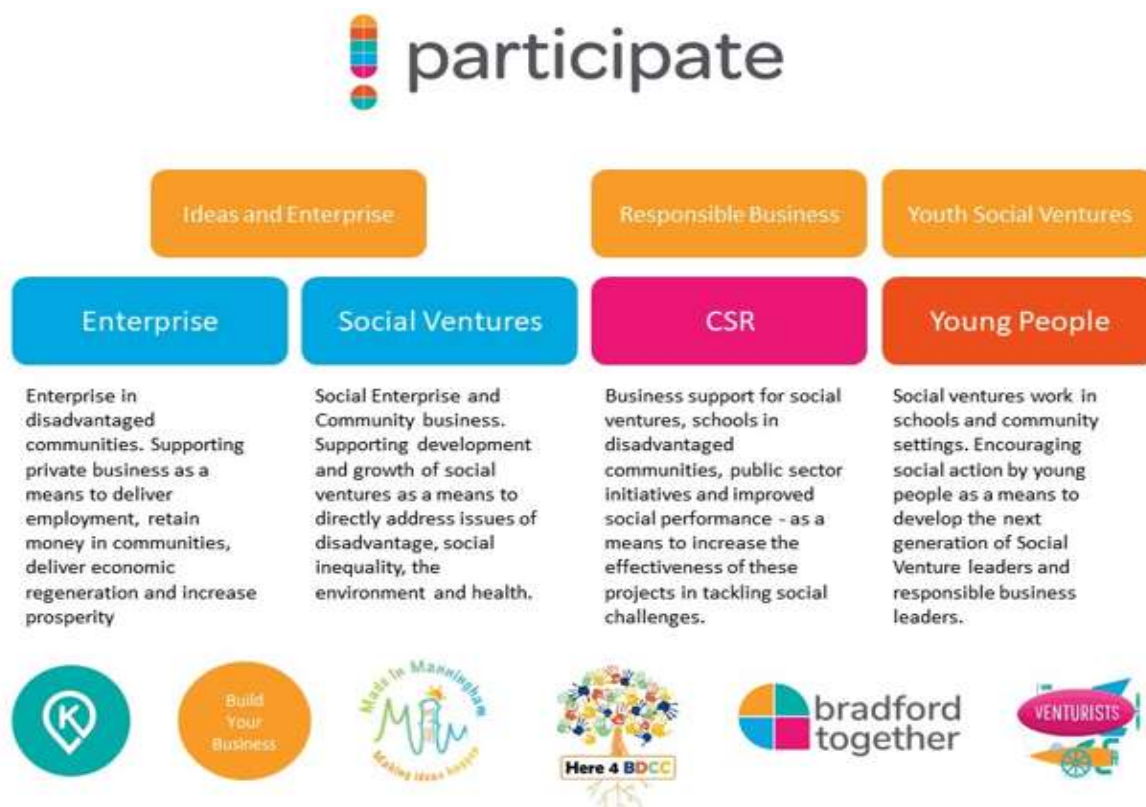
Main activities

Participate delivers its objects through charitable activity in three priority areas:

Ideas and Enterprise Support - Support for people to establish and grow social ventures that directly address charitable aims, and support to people facing multiple issues of disadvantage to establish and grow locally rooted enterprises. This priority addresses Objects 2,4, 6, 7 and 8

Business Volunteering and responsible business – Accessing resources and support from the private sector to address the capacity needs of VCSE organisations, and to address social and environmental needs. This priority addresses Objects 1,2, 4 and 5

Youth Social Ventures – Developing future leadership and capacity within the VCSE sector by working with children in school and community settings to establish and grow projects that address social and environmental challenges. This priority addresses Objects 3, 4, 6 and 8.



Participate Projects

Trustees' report (continued) for the year ended 31 March 2023

Public benefit statement

The aims, objectives and activities of the charity are reviewed on an annual basis. When reviewing the aims and objectives of the Charity, and in planning its future activities, the Trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due respect to public benefit guidance published by the Charity Commission.

Strategic Approach

In the period covered by this report Participate undertook a strategy refresh. Stakeholder engagement and consultation with staff, volunteers and participants was undertaken to review the direction of the Charity, in light of developments during the Covid pandemic and significant changes in the wider Charity environment. This activity renewed and refreshed the mission of the Charity and reaffirmed the values that underpin our work.

The Participate Mission

To create the environment in which the great social ideas of individuals and organisation can grow, flourish and create lasting change.

Our Values

We value **people and ideas**. We understand that those with experience of disadvantage know the solutions to the issues they face, but they frequently lack the skills, experience and resources to implement their ideas.

We value **partnership**. We understand that nobody has all of the answers and collaborative approaches deliver the best solutions.

We are **ambitious**. We believe in the people we support and share their ambitions to see their ideas grow.

We are **open, honest and transparent**. We believe that we should set an example for the organisations we support.

Our methodology for converting our mission and values into coherent activity that achieves the objectives of the charity is described by **Our Recipe**. This can be seen as the guiding principles of how we work with people, organisations and communities.

The Participate Recipe

Idea – Use our networks and reputation to find people and organisations with great ideas that will contribute to positive social change

Comprehension – Listen and use a range of coaching and consultation methodologies to really understand what a person or organisation is trying to achieve

Needs Assessment - Use our tools, insight and experience to identify barriers and challenges

Planning – help people and organisations to frame ideas into viable action plans and identify the support needed to grow their idea

Resources – Use the skills, resources and knowledge of our team, our private sector partners and our wider networks to meet the identified support needs

Sustainability – maintain a long term supportive relationships with a focus on reducing dependency on support over time.

Whether we are working in communities to establish sustainable approaches to community ownership, supporting individual social enterprises to start and grow, or working with young people to help them take meaningful action on the issues that matter to them, this recipe defines and frames our work.

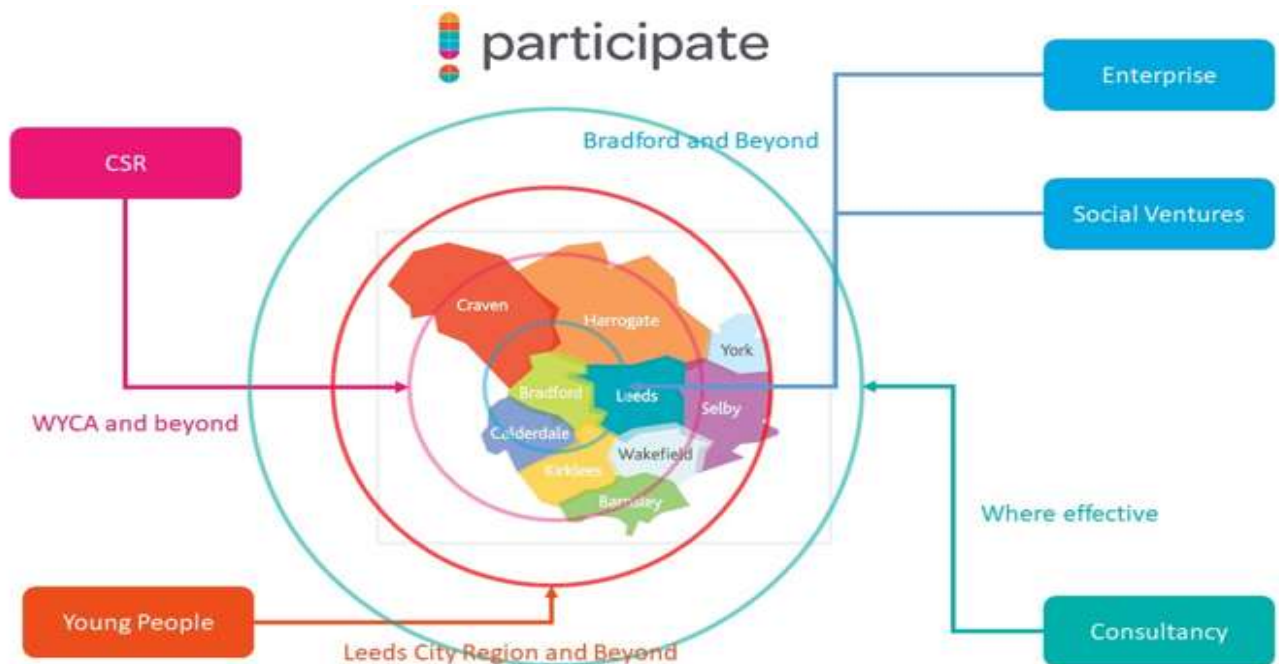
The effectiveness of our work is measured against short, medium and long term outcomes within our Theory of Change.

The majority of our work takes place in Bradford and the surrounding areas of West Yorkshire. The Trustees have agreed a strategy around geography of delivery that take into account the impact and cost effectiveness of delivery away from our main operating locations.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2023

Strategic Approach continued



Achievements and performance

Our strategy translates into three areas of work in furtherance of our Charitable Objects. In the year to 31 March 2023 the work and achievements in these areas comprised:

Ideas and Enterprise

Our enterprise support targets, people and organisations in some of the most disadvantaged communities of England, as well as people facing issues of disadvantage due to other factors such as health, disability, age and ethnicity. During the reporting period we worked with social ventures, individuals with locally rooted enterprise ideas and locally rooted businesses to help start, grow and sustain economic activity in disadvantaged communities. The majority of this work was focussed in Bradford District although we have supported organisations further afield where other local support is not available.

We measure success of our enterprise activities by tracking the numbers of people engaging with our coaches and Social Venture Schools who go on to develop their ideas into live projects. We benchmark the cost of our outputs and outcomes against national recommended costs for low intensity business support, taking into account that many of the people we support face multiple barriers. We use a diagnostic tool to establish the capacity and capability needs of the social ventures we support. This tool allows us to track progress and monitor the success of our interventions and support.

During the year support was provided through a range of grant and contract funded activities:

Keighley CLLD Lots 8 and 9 – these provided support to individuals, groups and organisations within the 20% most disadvantaged communities of Keighley. This work was funded through European Social Investment Funds. Work through this project was focussed on enterprise readiness, start up support, enterprise coaching and access to enterprise start up space in our Keighley Enterprise Hub within the Airedale Shopping Centre. We supported 16 individuals to be enterprise ready, 26 locally rooted businesses to start and grow and 56 existing social enterprises and locally rooted business to develop. Through this work 28 FTE jobs were created in the most disadvantaged areas of Keighley. Our coaches also supported the distribution of over £30,000 in ERDF grants from Bradford Council through coaching organisations through the business planning and application process. Keighley CLLD was closed down in December 2022 in line with the end of ESIF funding.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2023

Ideas and Enterprise continued

Here4BDCC (Bradford Strategic Infrastructure Programme) – Participate is the Social Enterprise lead for the Bradford SIP, funded by Bradford Council. Through this programme we provide support to Social Enterprises across Bradford and run Social Venture start up programmes in disadvantaged communities. In the reporting period we supported 37 social enterprises and ran 2 social venture schools, resulting in 6 new start organisations.

Made in Manningham – Power to Change continued to fund our Empowering Places Catalyst in Manningham during the reporting period. Manningham is one of six Empowering Places pilots and through the programme we have supported local Community Businesses to start and grow. During the period covered by this report the Programme supported 14 organisations with coaching. In addition 14 new community business ideas were developed through coaching and training. 3 community business networks were supported. The Catalyst also supported the application process of £17,000 and £26,500 of Power to Change Seed Grants (most of which will be drawn down by the beneficiary next financial year) through the local coaching programme and a local seed grant panel.

Build Your Business – During the reporting period Participate delivered the Bradford Council funded Build Your Business programme in two areas of Bradford (Manningham & Toller and Shipley). The programme supported people in the most disadvantaged parts of these areas to investigate the potential to start locally rooted enterprises and social ventures. We provided direct coaching support to 25 individuals and groups, leading to 13 enterprise starts. We also supported 3 early stage ventures. In February 2023 the Participate Board declined a contract extension due to the introduction of unachievable contract outputs and the impact of cost of living rises on core costs. Staff from the programme were transferred to another Bradford based provider.

Transformation Fund – Participate delivered assessments and support to organisations in Bradford seeking support from the Bradford Transformation Programme. This programme, funded by Bradford Council and delivered in partnership with VCSE anchors and infrastructure organisations, provided capacity building support to VCSE organisations facing points of crisis or change. We supported 16 organisations through the process.

The Charity maintains relationships with Social Ventures that have come through our Social Venture School and have longer term support needs using our unrestricted charitable resources.

Business Volunteering and responsible business

Our business volunteering programmes support our community enterprise activities and the wider VCSE and education sectors in the communities in which we operate. We work with businesses of all sizes to match their community programmes and available resources to needs within the Charity, Social Enterprise and Education sectors. This work is focussed on Bradford however we also deliver business volunteering team days in other locations for the purpose of income generation to support our Charitable Objects.

The impact of our business volunteering programmes are measured in terms of the financial value of engagement (established through National Social Value TOMS measures) and against established aims and objectives of each volunteering programme. For team volunteering this will normally be the objectives to improve or develop the physical infrastructure of VCSE and Education assets. For individual volunteering the volunteers are allocated to specific tasks with established success criteria. The value of non-financial donations and contributions by business to materials costs is also collected.

Our Business volunteering activity in Bradford is resourced through the Bradford Council funded infrastructure contract. Additional resources to support this work are provided through business donations, contributions to overheads and charged team volunteering days.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2023

Business Volunteering and responsible business continued

Here4BDCC (Bradford Strategic Infrastructure Programme) – Participate lead on business volunteering and engagement for the consortium delivering the VCSE infrastructure programme in Bradford. Through this programme we made 157 matches of support from businesses (team volunteer days, skilled volunteers, donations of equipment and resources) to VCSE organisations in Bradford. Team volunteering numbers remained low after collapsing during the Covid19 pandemic. 153 individual participants took part in team volunteering activities during the year. 61 skilled volunteers gave their time to support VCSE organisations with a range of capacity and capability issues, including pro-bono legal support, marketing and finance. The total value of support delivered (including non-financial donations) was £100,038.

Youth Social Ventures

Our Venturists programme helps to build the Social Entrepreneurs and VCSE leaders of tomorrow through a practical social ventures programme in Schools. During the period of this report the project worked with 90 students, from years 4, 5 and 6, at 8 primary schools in Bradford, Keighley and Grimsby. Participants work in groups away from their normal lessons. They visit charities and social enterprises, identify their own priorities for their communities and plan and develop their own projects. Their ideas are supported to become live projects through the Participate team, our business supporters and local organisations.

The project works within schools in some of the most disadvantaged communities. The project has a track record of engaging young people who have struggled with mainstream education or have other challenging backgrounds, building confidence and developing enterprising behaviours.

The Venturists is measured and monitored across a range of outputs and outcomes. Participant numbers and activity are collected within each school alongside a range of metrics for engagement of external stakeholders. The social and educational objectives of the programme are measured through teacher assessment using a process developed with educational professionals. Before and after assessments are made around knowledge, motivation, self-care, resources, confidence, effort, social and support. These are age related and linked to session objectives from the National curriculum. Young people are also assessed on the Rosenberg self-esteem scale and around improvements in oracy. Despite working with young people who face multiple educational barriers we consistently see improvement outcomes across all indicators.

Individual schools are funded by a range of funders, school contributions and business donations. Participating schools were:

Whetley Primary School (Bradford), Academy at St James (Bradford), Riddlesden St Mary's (Keighley), Newby Primary (Bradford) – funded by the Manjit Wolstenholme Fund through Give Bradford.

Ryecroft Primary (Bradford) – funded by the Morrisons Foundation

Byron Primary (Bradford) – funded by Scurrah Wainright

Stanford Junior and Infant School (Grimsby), Coombe Briggs Primary Academy (Grimsby) – funded by Centre4 with funding from Power to Change

Projects established by participants have included anti-racism and anti-bullying campaigns, creations of wildlife areas and outdoor learning environments, establishing a food bank within a school, donation programmes for refugees, asylum seekers and people who are homeless and affordable eating projects for parents. Projects and participants won a number of awards including the Youth Active Citizen at the Bradford Community Stars Awards and two category winners at the CTE Skills House awards.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2023

Fundraising

All fundraising activities are undertaken by staff of the charity and no external fundraising agencies or consultants are employed by Participate. Fundraising activity aligned to the three activity areas as follows:

Ideas and Enterprise – The charity had four fully funded programmes of social venture and locally rooted business support established prior to this period. As the Charity was already working at capacity in this area no additional fundraising was undertaken by the charity.

Business Volunteering and Responsible Business – After the collapse of private sector funding for business volunteering during Covid the board set a modest target of £20,000 of private sector donations – which equated to just under half of the private sector income in the last full year before Covid. This funding was used to extend activity funded by existing funding from the Bradford Strategic Infrastructure Programme. This target was exceeded.

Youth Social Ventures – The fundraising goal set by the Trustees for the Venturists was established to build on the success of the project following its launch in 2001. A target was established to fund work in 6 schools at an average cost per school of £4,000 (some of which carried over from previous financial period). Through a combination of grants and school contributions this target was exceeded with 8 schools funded.

Financial review

The net income for the year was £88,851, including net income of £76,341 on unrestricted funds and net income of £12,510 on restricted funds, after transfers.

Sources of Income

During the period covered by this report Participate was funded through a range of grants, contracts and other primary purpose trading activities. Our Main Sources of income were:

European Structural Investment Funds – ESIF funding through the ERDF strand of CLLD has significantly supported our programmes to tackle disadvantage through enterprise in Keighley (£160,283).

Power to Change – Power to Change have continued to fund the Empowering Places Catalyst in Manningham. This programme supports our work with locally rooted businesses to address the challenges of one of the most disadvantaged wards in England (£117,205).

Bradford Council – Bradford Council and Health partners fund the Strategic Infrastructure Programme for a consortium of Organisations to deliver capacity building, volunteering and other support to the VCSE sector in Bradford District. Our funding within this partnership supports business volunteering and social enterprise support at a District level (£47,885). Bradford Council has also funded our enterprise work through the Build Your Business project, delivered by Participate in Shipley, Manningham and Toller (£103,550).

Other grants and trusts – A combination of smaller grants and Trusts funded our Venturists work (£37,808).

Earned income – Employee volunteering, the Venturists and core costs were supported by a range of Primary Purpose income aligned to our programme areas (£72,276).

Significant Events, Risk and uncertainty

No significant events occurred that affected the finances of the charity during the period covered by this report. The Charity holds no material investments.

The Trustees understand that the period covered by this report was exceptional. The Charity took the opportunity presented by the final round of European Social Investment Funds to significantly expand operations in Keighley. This decision, taken on the basis that this short term opportunity would produce significant long term economic gain for one of the disadvantaged areas in which we operate, was made with the clear understanding that the funding was time bound and finite. We therefore anticipate that the scale of operations in future periods will be reduced. Participate has received significant funding through European Structural Funds over the past 10 years and the Trustees are aware that the end of these programmes, and the reduced scale of UK programmes that will replace them, are likely to mean that future funding of this time will be smaller.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2023

Significant Events, Risk and uncertainty continued

In addition to the anticipated impact of the end of European Structural Funds the Trustees are aware of a number of other risks to the financial position of the charity and are taking prudent steps to protect the Charity and our work from the impact of these risks:

Cost of Living – Cost of living rises are having an impact on the staffing and overhead costs of the Charity. The Trustees will be making decisions relating to the consolidation of offices and operations as we move into quarter one of the next reporting period, to ensure that overheads are kept to a minimum. Decisions around cost of living increases for staff have balanced the need to retain staff and maintain decent wages whilst also working within the envelope of available funds.

Uplift to Grants and Contracts - Whilst some grant funders have shown flexibility around delivery expectations, very few have shown willingness to uplift grants to meet increasing operational costs. Recent public sector contracts have tended to operate with reduced overhead fees and as such there is very little flexibility within these to accommodate cost of living and overhead increases without the Charity effectively subsidising these contracts. The Trustees have already acted on one such contract, rejecting an offered extension. We will continue to monitor all of our sources of restricted income to ensure that decisions are made that are in the best interests of the Charity and the delivery of its objects.

Wider funding environment – Financial uncertainty and increased competition for funds as European funding is removed is likely to make fundraising from grants and trusts increasingly difficult. The focus of the Trustees on recovering income from private sector donations and payment for services to pre-Covid levels is driven by the understanding that future fundraising from other sources may be more challenging.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £174,694.

The charity's policy is to hold at least 3 months of reserves with an upper limit of 12 months, for the purpose of ensuring the smooth running of the charity to cover cash flow problems or temporary loss of income. Additionally the charity will aim to hold funds that will enable an orderly winding up if the charity has to close; as at 31 March 2023 trustees estimate an additional £42,500 should be held to cover redundancy costs.

The reserves at the year end represents 8 months of planned 2023/24 expenditure (4.4 months of actual 2022/23 expenditure).

The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern

Future Plans

Participate remains ambitious to grow all three areas of our work. Our strategy in 2023/4 in each of our activity areas is:

Ideas and Enterprise - Consolidate our position as the leading provider of Social Enterprise support in Bradford, with a focus on deepening the support we are able to offer in the district and diversifying the participants in our Social Ventures programme. We will be seeking to expand our social enterprise work across West Yorkshire through new partnerships with local, regional and national infrastructure bodies whilst ensuring that our work in Bradford remains excellent.

Business Volunteering and Responsible Business - Rebuild employee volunteering levels in Bradford to pre-Covid levels, increasing both team and skilled volunteering numbers. We will be seeking to introduce new ways to measure the impact of Social Value activities by businesses, including working in partnership with some of our High Tech businesses to develop new IT systems to measure and report on the financial and social impact of volunteering. Where opportunities arise we will seek to extend our volunteering reach to other parts of West Yorkshire and further afield – building back capacity in our business engagement programmes that we lost during the pandemic.

Youth Social Ventures - Extend the number of primary schools in Bradford and beyond participating in the Denturists programme. We will be working to establish new programmes in secondary and higher / further education and will be seeking to bring on board our first larger / longer term funders for the programme.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2023

Future Plans continued

Participate aims to achieve long term sustainable income to enable us to become less reliant on short term grant funding and individual public sector contracts. In order to achieve this in 2023/4 we will be focussing on growing private sector income for business volunteering to pre-Covid levels, increasing private sector and schools income for the Venturists, diversifying our range of grant funders and contracts and seeking longer term grant funded programmes. The Trustees recognise that the period covered by this report was exceptional, with Keighley CLLD work increasing activity and turnover significantly during a single year. The Trustees do not expect income to reach the levels of 2022/3 during the coming year. The end of several significant grants and contracts will require specific plans to either maintain or end work well:

Made in Manningham – The empowering places Catalyst in Manningham comes to an end in June 2023.

Participate will be seeking to migrate existing Made in Manningham staff onto other internal programmes and will be seeking continuation funding from a range of funders

Build Your Business – Participate Trustees have decided to decline a contract extension from Bradford Council due to a lack of uplift to meet cost of living increases for staff and changes to the contractual outputs. As partners in this programme are proposing to continue to deliver the programme we will be seeking to ensure that staff employed on the programme transfer successfully under TUPE legislation.

Keighley CLLD – Work under Keighley CLLD ended in December 2022 and has been transferred to the Participate Here4BDCC team. They will continue to support social enterprises in Keighley through the Keighley Social Lights programme and continue to develop the Keighley Social Enterprise Town bid

In planning for 2023/4 the trustees recognise that the sector as a whole is facing an increasingly challenging operating environment for charities. The Participate Board is taking very seriously its duty to plan responsibly and ensure that the resources of the charity are used to further its objects.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2023

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities 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;

- prepare the accounts on a 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 to enable them to ensure that the financial accounts 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 9/11/2023

Susan Mendoza (Trustee)

Participate Projects

Independent examiner's report to the trustees of Participate Projects

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2023, which are set out on pages 15 to 26.

Responsibilities and basis of report

As the charity's 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 your charity's accounts as carried out under section 145 of the Charities Act ('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 charitable company's gross income exceeded £250,000 your examiner must be a fellow 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 fellow of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 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 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.

Rhys North ACA

20/11/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Participate Projects
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Income from:					
Donations and legacies	(2)	68	387	455	116
Charitable activities	(3)	239,965	321,296	561,261	384,871
Total income		<u>240,033</u>	<u>321,683</u>	<u>561,716</u>	<u>384,987</u>
Expenditure on:					
Charitable activities	(4)	234,176	238,689	472,865	383,838
Total expenditure		<u>234,176</u>	<u>238,689</u>	<u>472,865</u>	<u>383,838</u>
Net income / (expenditure)		5,857	82,994	88,851	1,149
Transfers between funds		70,484	(70,484)	-	-
Net movement in funds		76,341	12,510	88,851	1,149
Fund balances brought forward		115,603	60,628	176,231	175,082
Fund balances carried forward	(5)	<u>191,944</u>	<u>73,138</u>	<u>265,082</u>	<u>176,231</u>

All incoming resources and resources expended derive from continuing activities.

Participate Projects
Balance sheet
as at 31 March 2023

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(6) 17,250	-	17,250	
Total fixed assets	<u>17,250</u>	<u>-</u>	<u>17,250</u>	<u>-</u>
Current assets				
Debtors and prepayments	(7) 62,947	-	62,947	88,957
Cash at bank	137,242	73,138	210,380	105,565
Total current assets	<u>200,189</u>	<u>73,138</u>	<u>273,327</u>	<u>194,522</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(8) 25,495	-	25,495	18,291
Total current liabilities	<u>25,495</u>	<u>-</u>	<u>25,495</u>	<u>18,291</u>
Net current assets / (liabilities)	<u>174,694</u>	<u>73,138</u>	<u>247,832</u>	<u>176,231</u>
Total assets less current liabilities	<u>191,944</u>	<u>73,138</u>	<u>265,082</u>	<u>176,231</u>
Net assets	<u>191,944</u>	<u>73,138</u>	<u>265,082</u>	<u>176,231</u>
Funds				
Unrestricted funds	191,944	-	191,944	115,603
Restricted funds	-	73,138	73,138	60,628
Total funds	<u>191,944</u>	<u>73,138</u>	<u>265,082</u>	<u>176,231</u>

For the year ending 31 March 2023 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 9/11/2023

Susan Mendoza (Trustee)

Participate Projects
Statement of cash flows
for the year ended 31 March 2023

	2023 £	2022 £
Cash flows from operating activities:		
Net cash provided by (used in) operating activities	<u>127,815</u>	<u>(66,381)</u>
Cash flows from investing activities:		
Bank interest	-	-
Purchase of tangible fixed assets (excluding donated assets)	<u>(23,000)</u>	<u>-</u>
Net cash provided by (used in) investing activities	<u>(23,000)</u>	<u>-</u>
Cash flows from financing activities:		
Repayments on borrowing	-	-
Cash inflows from new borrowing	<u>-</u>	<u>-</u>
Net cash provided by (used in) financing activities	<u>-</u>	<u>-</u>
Change in cash and cash equivalents in the reporting period	104,815	(66,381)
Cash and cash equivalents at the beginning of the reporting period	<u>105,565</u>	<u>171,946</u>
Cash and cash equivalents at the end of the reporting period	<u>210,380</u>	<u>105,565</u>

Reconciliation of net movement in funds to net cash flow from operating activities	2023	2022
	£	£
Net movement in funds for the reporting period (as per the statement of financial activities)	88,851	1,149
Adjustments for:		
Depreciation charges	5,750	-
Bank interest	-	-
(Increase) / decrease in debtors	26,010	(81,433)
Increase / (decrease) in creditors	<u>7,204</u>	<u>13,903</u>
Net cash provided by (used in) operating activities	<u>127,815</u>	<u>(66,381)</u>

Analysis of cash and cash equivalents	2023	2022
	£	£
Cash in hand	-	-
Notice deposits (less than 30 days)	<u>210,380</u>	<u>105,565</u>
Total cash and cash equivalents	<u>210,380</u>	<u>105,565</u>

Participate Projects

Notes to the accounts

for the year ended 31 March 2023

1 Accounting policies

Basis of accounting

These accounts 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 financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if 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

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Grants payable without performance conditions

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Motor vehicles: over 4 years

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Participate Projects

Notes to the accounts

for the year ended 31 March 2023

1 Accounting policies continued

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Participate Projects

Notes to the accounts continued for the year ended 31 March 2023

2 Donations and legacies

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Donations	68	387	455	116
	<u>68</u>	<u>387</u>	<u>455</u>	<u>116</u>

3 Charitable activities income

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Grants:				
Bradford Metropolitan District Council (BDMC)	-	3,778	3,778	48,819
Co-operative Society	-	6,950	6,950	5,350
Leeds Community Fund (LCF)	-	5,000	5,000	9,802
National Lottery Community Fund (NLCF)	-	10,000	10,000	-
Power to Change (PTC)	-	117,205	117,205	123,608
The Archers Trust	-	3,500	3,500	-
The Morrisons Foundation	-	8,580	8,580	-
European Social Fund	-	-	-	10,647
HMRC Coronavirus Job Retention Scheme	-	-	-	634
Scurrah Wainwright Charity	-	-	-	4,139
The Ironmongers' Company	-	-	-	4,139
Performance related grants and contracts:				
BDMC - CLLD	-	160,283	160,283	117,414
BDMC - Enterprise Coach	103,550	-	103,550	-
BDMC - Here4BDCC	47,885	-	47,885	-
Consultancy income:				
General	53,586	6,000	59,586	33,411
The Venturists Programme	11,740	-	11,740	5,604
Made in Manningham	950	-	950	18,475
Other income:				
Recharges for materials and expenses	17,954	-	17,954	713
Other income	4,300	-	4,300	2,116
	<u>239,965</u>	<u>321,296</u>	<u>561,261</u>	<u>384,871</u>

Participate Projects

Notes to the accounts continued for the year ended 31 March 2023

4 Charitable activities expenditure

	Activities undertaken directly £	Grant funding of activities £	Support costs £	2023 Total cost £	2022 Total cost £
Ideas and Enterprise support	330,928	9,281	25,222	365,431	296,579
Business Volunteering	70,095	-	5,516	75,611	61,452
Youth Social Ventures	29,331	-	2,492	31,823	25,807
	<u>430,354</u>	<u>9,281</u>	<u>33,230</u>	<u>472,865</u>	<u>383,838</u>

4a Support costs

	Charitable activity £	Governance activity £	2023 Total cost £	2022 Total cost £
Support cost type				
Management and admin salaries	-	-	21,144	16,968
Payroll fees	2,036	-	2,036	1,460
Financial management support	718	-	718	1,436
Marketing and publicity	4,597	-	4,597	16,701
IT support	2,065	-	2,065	4,130
Independent examination	-	1,800	1,800	1,380
Memberships and subscriptions	870	-	870	1,109
	<u>10,286</u>	<u>1,800</u>	<u>33,230</u>	<u>43,184</u>

4b Charitable activities expenditure detail

	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total cost £	2022 Total cost £
Salaries NI and pensions (4c)	175,369	191,043	366,412	238,669
Payroll charges	2,036	-	2,036	1,460
Consultancy	16,351	7,046	23,397	41,079
Staff expenses	2,714	337	3,051	1,908
Staff training	15	-	15	541
Marketing	641	3,956	4,597	17,305
Insurance	1,160	981	2,141	1,723
Admin costs	2,449	2,533	4,982	3,581
Accommodation costs	6,487	15,052	21,539	24,423
Phones and internet	419	1,147	1,566	1,717
Project expenditure	16,136	6,899	23,035	10,386
Grants payable (4d)	-	9,281	9,281	15,133
Independent examination	1,800	-	1,800	1,380
IT costs	1,701	364	2,065	22,937
Subscriptions	870	-	870	1,109
Depreciation	5,750	-	5,750	-
Miscellaneous	278	50	328	487
	<u>234,176</u>	<u>238,689</u>	<u>472,865</u>	<u>383,838</u>

Participate Projects

Notes to the accounts continued

for the year ended 31 March 2023

4c Staff costs and numbers	2023	2022
	£	£
Gross salaries	332,120	218,893
Social security costs	31,227	18,472
Employment allowance	(5,000)	(4,000)
Pensions	8,065	5,304
	<u>366,412</u>	<u>238,669</u>

The average number of employees during the year was 13, being an average of 9.4 full time equivalent (2022: 9.5, 7.5 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2023	2022
	£	£
Costs of the scheme to the charity for the year	8,065	5,304

4d Grant making

Project or activity	2023	2022
	Grants to institutions	Grants to institutions
	£	£
Power to Change Fund	7,400	7,600
Power to Change - Made in Manningham	-	4,200
CLLD Lot 9	1,881	3,333
Total	<u>9,281</u>	<u>15,133</u>

Participate Projects
Notes to the accounts continued
for the year ended 31 March 2023

5 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
NLCF - Van	-	10,000	1,000	(9,000)	-
AVIVA	1,697	-	1,244	-	453
BDMC Additional Restrictions	14,000	-	-	(14,000)	-
CLLD Lot 8	(6,610)	157,377	143,822	(6,945)	-
CLLD Lot 9	(4,076)	2,906	1,881	3,051	-
BDMC Bradford Together	5,563	-	4,326	(1,237)	-
LCF - Manjit Wolstenholme	4,222	-	4,222	-	-
Kickstarter	-	3,778	2,051	(1,727)	-
PTC - Made in Manningham (MIM)	17,502	86,905	56,478	(28,248)	19,681
Manjit 2	-	5,000	1,636	-	3,364
MIM, Capacity Support	-	37,250	4,633	-	32,617
Morrison's	3,145	-	677	(2,468)	-
Morrison's Venturists	-	8,580	5,388	-	3,192
PTC - Transformation	7,400	-	7,400	-	-
Provident Financial	2,500	-	1,153	-	1,347
Scurrah Wainwright	1,311	-	1,076	(235)	-
The Archers Trust	-	3,500	2	-	3,498
Youth Grant Fund	1,699	387	-	-	2,086
Venturists Match Funding	1,000	6,000	1,200	(600)	5,200
BDMC Transformation Fund	9,075	-	-	(9,075)	-
UnLtd Keighley	2,200	-	500	-	1,700
	<u>60,628</u>	<u>321,683</u>	<u>238,689</u>	<u>(70,484)</u>	<u>73,138</u>

Fund name	Purpose of restriction
NLCF - Van	Grant towards the cost of an electric van. The transfer is for the capitalisation of the van.
AVIVA	To deliver the School Grounds project.
BDMC Additional Restrictions	To contribute towards the cost of an electric van. The transfer is for the capitalisation of the van.
CLLD Lot 8	To support development of self-employment and new businesses in the Keighley CLLD area. The transfer is for a contribution to overhead costs.
CLLD Lot 9	To delivery social venture support in the Keighley CLLD area. The transfer is to cover an overspend on the fund.
BDMC Bradford Together	To deliver Bradford Together, a project that engages businesses in community projects. The transfer is for supervision costs and a contribution to overhead costs.
LCF - Manjit Wolstenholme	To deliver The Venturist - a youth social action programme.
Kickstarter	To support the employment of a trainee. The transfer is for a contribution to set up and overhead costs for the placement.
PTC - Made in Manningham (MIM)	To deliver community business support in Manningham. The transfer is for an agreed monthly admin fee and management support and for an agreed contribution to future redundancy costs..
Manjit Wolstenholme 2	To deliver The Venturist - a youth social action programme.
MIM, Capacity Support	To provide capacity building support to Participate and the projects supported through the Power to Change programme.
Morrison's	To deliver the School Grounds project. The transfer is for a contribution to staffing costs and for work agreed at an agreed daily work rate.
Morrison's Venturists	To deliver The Venturist - a youth social action programme.
PTC - Transformation	To give out grants to Power to Change beneficiaries.
Provident Financial	Donation towards the cost of an electric vehicle.
Scurrah Wainwright	To deliver The Venturist - a youth social action programme. The transfer is for a contribution to overhead costs.

Participate Projects

Notes to the accounts continued

for the year ended 31 March 2023

5 Restricted funds continued

Fund name	Purpose of restriction
The Archers Trust	To deliver The Venturist - a youth social action programme.
Youth Grant Fund	To develop a youth social action project.
Venturists Match Funding	Match funding from schools to deliver The Venturist youth social action programme. The transfer is for management and admin support costs.
BDMC Transformation Fund	To support organisations applying to BDMC's Transformation Fund. The transfer relates to consultancy charges for work undertaken at an agreed daily rate.
UnLtd Keighley	To provide anchor support to social enterprises in Keighley.

6 Tangible assets

	Motor Vehicles	Total
<u>Cost</u>	£	£
At 1 April 2022	-	-
Additions	23,000	23,000
At 31 March 2023	23,000	23,000
 <u>Depreciation</u>		
At 1 April 2022	-	-
Charge for year	5,750	5,750
At 31 March 2023	5,750	5,750
 <u>Net book value</u>		
At 31 March 2023	17,250	17,250
At 31 March 2022	-	-

7 Debtors and prepayments

	2023	2022
	£	£
Debtors	48,742	87,901
Prepayments	844	452
Other debtors	13,361	604
	62,947	88,957

Participate Projects

Notes to the accounts continued

for the year ended 31 March 2023

8 Creditors and accruals	2023	2022
	£	£
Creditors	119	6,511
Accruals	1,800	1,380
Deferred income (see note below for analysis)	23,576	10,400
	<u>25,495</u>	<u>18,291</u>

Deferred income	Deferred to next year	Released from last year
	£	£
BDMC Enterprise coaches	-	10,400
BDMC Here4BDCC	20,243	-
Provident Financial	3,333	-
	<u>23,576</u>	<u>10,400</u>

Item name	Reason for deferral
BDMC Enterprise coaches	Income received in advance of service commencement.
BDMC Here4BDCC	Income received in advance of planned service provision.
Provident Financial	Team Challenge funding received in advance

9 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £52,868 (previous year: £45,059).

10 Funds held as agent	Balance b/f	Incoming	Outgoing	Balance c/f
	£	£	£	£
Manningham Seed Fund	2,000	-	-	2,000
	<u>2,000</u>	<u>-</u>	<u>-</u>	<u>2,000</u>

Participate Projects

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2023

	2023 Unrestricted funds £	2022 Unrestricted funds £	2023 Restricted funds £	2022 Restricted funds £	2023 Total funds £	2022 Total funds £
Income						
Donations and legacies	68	(324,436)	387	324,552	455	116
Charitable activities	239,965	376,308	321,296	8,563	561,261	384,871
Total income	<u>240,033</u>	<u>51,872</u>	<u>321,683</u>	<u>333,115</u>	<u>561,716</u>	<u>384,987</u>
Expenditure						
Charitable activities	234,176	82,815	238,689	301,023	472,865	383,838
Total expenditure	<u>234,176</u>	<u>82,815</u>	<u>238,689</u>	<u>301,023</u>	<u>472,865</u>	<u>383,838</u>
Net income / (expenditure)	5,857	(30,943)	82,994	32,092	88,851	1,149
Transfers between funds	70,484	50,565	(70,484)	(50,565)	-	-
Net movement in funds	76,341	19,622	12,510	(18,473)	88,851	1,149
Fund balances brought forward	115,603	95,981	60,628	79,101	176,231	175,082
Fund balances carried forward	<u>191,944</u>	<u>115,603</u>	<u>73,138</u>	<u>60,628</u>	<u>265,082</u>	<u>176,231</u>

PARTICIPATE PROJECTS

England & Wales - Charity number 1147520

Accounts

Participate Projects

Charity number 1147520

A company limited by guarantee number 07990889

Annual Report and Financial Statements for the year ended 31 March 2022



Participate Projects

Annual Report and Financial Statements for the year ended 31 March 2022

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Prepared by West Yorkshire Community Accountancy Service CIO

Participate Projects

Trustees' report for the year ended 31 March 2022

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Susan Mendoza	Chair	
Warren Evans	Vice Chair	
Andrew Hemming		
Michael Forbes		
Judith Roberts		
Sajjad Shah		Appointed 11 October 2021
Charity number	1147520	Registered in England and Wales
Company number	07990889	Registered in England and Wales
Registered and principal address	Bankers	
Oakfield Business Centre	The Co-operative Bank - Business	
Carr Lane	PO Box 250	
Shipley BD18 2NQ	Skelmersdale, WN8 6WT	

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 14 March 2012, as amended by special resolution on 30 May 2012. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2022

Objectives and activities

The charity's objects

(1) To promote any charitable purposes for the benefit of the public in England and Wales (hereinafter called the "area of benefit") and, in particular, to build the capacity of third sector organisations to enable them to access charitable support from Government, local authorities and from private "for profit" organisations to enable them to pursue or contribute to any charitable purpose.

(2) The promotion of the efficiency and effectiveness of charities and the effective use of resources for charitable purposes by charitable and non-charitable bodies for the benefit of the public.

(3) To advance the education of pupils in the area of benefit by providing and assisting in the provision of facilities (not required to be provided by the local education authority) for education purposes at their schools.

(4) The prevention or relief of poverty in the area of benefit by providing services and support to charities, or other organisations working to prevent or relieve poverty.

(5) To promote the conservation, protection and improvement of the physical and natural environment for the public benefit.

(6) To develop the capacity and skills of the members of socially disadvantaged communities in the area of benefit.

(7) To relieve unemployment for the public benefit; and

(8) To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society – "social excluded" means "being excluded from society, or part of society, as a result of being a member of a socially and economically deprived community – by undertaking charitable activities which assist those whose ability to access the internet and other digital technologies for social, economic and cultural benefit is limited by reason of their age, ill-health, disability, financial hardship or other disadvantage.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

COVID 19 Response

Covid19 has had an ongoing impact on the work of the Charity and the communities we serve during 2021-2022. Participate has continued to divert some of our activities into supporting organisations and communities that have been particularly hard hit by the pandemic. We have also continued to follow all relevant government guidance and to offer staff the most flexible working arrangements possible to accommodate their needs and to protect staff and beneficiaries.

Bradford Together

Bradford Together continued to deliver business volunteering and donation support to VCSE organisations in Bradford as part of our Covid response. As Covid restrictions eased in 2021 we were able to begin some face to face volunteering and business engagement activities. This included the first team volunteering activities (2 Good Team Building days) since Covid restrictions began.

Additional support through the programme included 42 donations from business matched to VCSE organisations and 58 skilled volunteers and 2 pro bono activities. The value of private sector support to communities was in excess of £46,500.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2022

Achievements and performance continued

Bradford Infrastructure Project – Here4BDCC

In 2021 Participate, in partnership with Community Action (registered charity no. 1090036), HALE (registered charity no. 1123542) and Bradford VCS Alliance (1199129), produced a bid for the Bradford Council infrastructure support programme. The partnership was successful in five out of six lots. The contract is the first time that Participate has been a formal part of the capacity building programme for Bradford District and represents a significant step forward in partnership working in the District. Under the contract Participate will be delivering business volunteering and Social Enterprise start up / development support from 2022 to 2025, with the potential to extend this work to 2027 based on delivery outcomes. Existing work under the Bradford Together project will be merged with the delivery of Here4BDCC from April 2022.

The Venturists

Our social ventures programme for young people, the Venturists, expanded during the year to run 6 schools programmes during the year in 4 primary schools in Bradford and Keighley. The programme worked with 90 children to develop their ideas for change and create real social action projects in their schools and communities. The Venturists received funding from Give Bradford, the Ironmongers Foundation, Scurrah Wainwright, Big Local and the participating schools (Academy at St James, Byron Primary, Whetley Primary and Riddlesden St Mary's).

Work with the schools was supported by a wide range of local businesses, social enterprises and charities who provided resources, offered visits and supported delivery of the children's projects. These included; BCB Radio, Bradford Dragons Basketball, Solidaritech, Totaal, Grow Communications, Chapel FM, Horton Housing, Bradford Rotary, A to Z Learning, Morrisons, Mary Magdalene CIC, Provident Financial, Dales Dairies, RSPCA, Inn Churches, Unorthobox, Tafzalshah LTD, Installed AV.

The project also worked with Centre 4 Ltd, Grimsby (registered charity number 1049128) to establish a community Venturists programme. This work was supported by the Power to Change Community Catalyst programme.

Keighley CLLD

Work on the Keighley CLLD programme continued and expanded during the year. Participate expanded our enterprise coaching team in Keighley to support people living in areas within the 20% most disadvantaged communities to start and grow social ventures and small businesses. We were able to open a hub in Keighley town centre, provided rent free by the Airedale Shopping Centre, as a base for enterprise coaching activities and a hot desking location for local people. This complements our Social Enterprise centre at the Woodville Activity Centre, (a partnership with PRISM, registered charity No. 523503). The project delivers enterprise awareness activities, pre-start and start-up support in the most disadvantaged areas, enterprise coaching and other support. 54 people / organisations were supported with start up during the period and 13 social enterprises received support with strategy, development, growth and networks.

Support through this project targets people who are unlikely to access mainstream enterprise support. In early 2022 new delivery partners were recruited to promote the support available to communities in Keighley. These include Keighley Creative, Bracken Bank Community Association, Hainworth Wood Community Centre, Keighley College, PRISM, Highfield and KAWACC.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2022

Achievements and performance continued

Made in Manningham – Power to Change

Made in Manningham has continued to operate the Power to Change funded Community Business Catalyst in Manningham. The team opened a community business hub in Manningham Mills, located within premises run by Equality Together (Registered charity No. 700084). The hub offers community workspace and community business coaching to people located within the Catalyst area. The project has continued to deliver coaching support, start up and growth funds and other support to a wide range of social ventures and Community Businesses in Manningham.

During the period the team worked with 18 new Community Business ideas, taking 8 through development and taking 3 through to Power to Change Empowering Places Seed Grants. Support was provided through enterprise coaching, networks and events as well as referral to other support.

Transformation Fund

During the period the team supported the distribution of the Bradford Transformation Fund through capacity and needs assessment of VCS organisations. Our assessments led to the distribution of £36,000 worth of grant support from Bradford Council, to 21 organisations – for support with Impact, Income, Business Planning, Building work and Covid response.

In addition to the main fund we also undertook needs assessment for disability access improvements to 41 community owned / managed buildings in Bradford. £900,000 of public sector grants were allocated on the basis of the work done by the Participate team, improving access to VCSE services for people with disabilities across Bradford District.

This work aligns with our business volunteering and social enterprise support and has enabled us to increase our reach into the diverse communities of Bradford.

Consultancy

We continue to provide consultancy services to other charities and third sector organisation. Services include strategic review, fundraising, theory of change, impact and purpose, coaching and business engagement. This has included providing support to the Longleigh Foundation, CLASS (Manchester), Step2, Power to Change, Well Bradford and Co-operatives UK. Consultancy work is aligned with our charitable purpose and income generated from consultancy is directed to support our charitable purposes.

Financial review

The net income for the year was £1,149, including net income of £19,622 on unrestricted funds and net expenditure of £18,473 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £115,603.

The charity's policy is to hold at least 3 months of reserves with an upper limit of 12 months, for the purpose of ensuring the smooth running of the charity to cover cashflow problems or temporary loss of income and to enable the orderly winding up if the charity has to close.

The reserves at the year end represents 2.6 months of planned 2022/2023 expenditure (3.6 months of actual 2021/2022 expenditure).

The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern

Funds in deficit

Two restricted funds were in deficit at 31 March 2022 - CLLD Lot 8 £6,610 and CLLD Lot 9 £4,076. Given income due in 2022/2023 it is expected that these deficit balances will be recovered by 31 March 2023.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2022

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities 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;

- prepare the accounts on a 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 to enable them to ensure that the financial accounts 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees on 31/10/2022

Susan Mendoza (Trustee)

Participate Projects

Independent examiner's report to the trustees of Participate Projects

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2022, which are set out on pages 8 to 15.

Responsibilities and basis of report

As the charity's 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 your charity's accounts as carried out under section 145 of the Charities Act ('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 charitable company's gross income exceeded £250,000 your examiner must be a fellow 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 fellow of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 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 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.

Rhys North ACA

23/11/2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Participate Projects

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Income from:					
Grants and donations	(2)	116	324,552	324,668	241,808
Project and consultancy income		51,756	8,563	60,319	66,257
Total income		<u>51,872</u>	<u>333,115</u>	<u>384,987</u>	<u>308,065</u>
Expenditure on:					
Salaries and NI	(3)	41,778	196,891	238,669	138,674
Payroll charges		1,266	194	1,460	1,145
Consultancy		28,258	12,821	41,079	33,653
Staff expenses		881	1,027	1,908	510
Staff training		241	300	541	208
Marketing		135	16,566	16,701	8,914
Insurance		1,140	583	1,723	1,875
Admin costs		366	3,215	3,581	298
Accommodation costs		3,400	21,023	24,423	2,967
Phones and internet		320	1,397	1,717	591
Van costs		-	-	-	2,160
Project expenditure		1,011	9,375	10,386	2,016
Grants payable	(4)	-	15,133	15,133	19,118
Independent examination		1,380	-	1,380	913
Domain and web hosting		204	400	604	76
IT costs		1,059	21,878	22,937	3,392
Subscriptions		1,109	-	1,109	714
Miscellaneous		267	220	487	-
Total expenditure		<u>82,815</u>	<u>301,023</u>	<u>383,838</u>	<u>217,224</u>
Net income / (expenditure)		<u>(30,943)</u>	<u>32,092</u>	<u>1,149</u>	<u>90,841</u>
Transfers between funds		<u>50,565</u>	<u>(50,565)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>19,622</u>	<u>(18,473)</u>	<u>1,149</u>	<u>90,841</u>
Fund balances brought forward		<u>95,981</u>	<u>79,101</u>	<u>175,082</u>	<u>84,241</u>
Fund balances carried forward	(5)	<u>115,603</u>	<u>60,628</u>	<u>176,231</u>	<u>175,082</u>

All incoming resources and resources expended derive from continuing activities.

Participate Projects

Balance sheet

as at 31 March 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(6) 14,956	74,001	88,957	7,524
Cash at bank	112,427	(6,862)	105,565	171,946
Total current assets	<u>127,383</u>	<u>67,139</u>	<u>194,522</u>	<u>179,470</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(7) 11,780	6,511	18,291	4,388
Total current liabilities	<u>11,780</u>	<u>6,511</u>	<u>18,291</u>	<u>4,388</u>
Net current assets / (liabilities)	<u>115,603</u>	<u>60,628</u>	<u>176,231</u>	<u>175,082</u>
Net assets	<u>115,603</u>	<u>60,628</u>	<u>176,231</u>	<u>175,082</u>
Funds				
Unrestricted funds	115,603	-	115,603	95,981
Restricted funds	-	60,628	60,628	79,101
Total funds	<u>115,603</u>	<u>60,628</u>	<u>176,231</u>	<u>175,082</u>

For the year ending 31 March 2022 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 31/10/2022

Susan Mendoza (Trustee)

Participate Projects

Notes to the accounts

for the year ended 31 March 2022

1 Accounting policies

Basis of accounting

These accounts 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 financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, 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

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Grants payable without performance conditions

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Participate Projects

Notes to the accounts continued

for the year ended 31 March 2022

2 Grants and donations	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Power to Change	-	123,608	123,608	70,567
Bradford Metropolitan District Council (BDMC)	-	166,233	166,233	62,121
European Social Fund	-	10,647	10,647	7,943
Leeds Community Fund (LCF)	-	9,802	9,802	-
Co-op	-	5,350	5,350	-
Scurrah Wainwright Charity	-	4,139	4,139	-
The Ironmongers' Company	-	4,139	4,139	-
HMRC Coronavirus Job Retention Scheme (JRS)	-	634	634	6,522
UnLtd	-	-	-	33,700
The National Lottery Community Fund (NLCF)	-	-	-	29,172
Social Enterprise Support Fund	-	-	-	20,280
Leeds Community Fund - #iwill Fund	-	-	-	4,790
Yorkshire Building Society	-	-	-	1,700
Groundworks	-	-	-	500
Donations	116	-	116	4,513
	<u>116</u>	<u>324,552</u>	<u>324,668</u>	<u>241,808</u>

3 Staff costs and numbers	2022	2021
	£	£
Gross salaries	218,893	128,375
Social security costs	18,472	10,798
Employment allowance	(4,000)	(4,000)
Pensions	5,304	3,501
	<u>238,669</u>	<u>138,674</u>

The average number of employees during the year was 9.5, being an average of 7.5 full time equivalent (2021: 5.8, 4 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2022	2021
	£	£
Costs of the scheme to the charity for the year	5,304	3,501
Amount of any contributions outstanding at the year end	-	943

4 Grant making

Project or activity	2022	2021
	Grants to	Grants to
	institutions	institutions
	£	£
Power to Change Fund	7,600	15,000
Power to Change - Made in Manningham	5,500	1,300
CLLD Lot 9	3,333	2,818
Total	<u>16,433</u>	<u>19,118</u>

Participate Projects

Notes to the accounts continued for the year ended 31 March 2022

5 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Vodafone	134	-	134	-	-
Morrisons	3,777	-	632	-	3,145
AVIVA	1,697	-	-	-	1,697
Power to Change	15,000	-	7,600	-	7,400
BDMC Transformation Fund	14,800	19,275	2,600	(22,400)	9,075
European Social Fund	7,943	9,947	16,970	(920)	-
iwill# Fund	2,461	-	2,461	-	-
PTC - Made in Manningham	17,585	123,808	101,891	(22,000)	17,502
Youth Grant Fund	750	1,213	264	-	1,699
UnLtd Keighley	5,000	500	3,300	-	2,200
NLCF - Awards for All	9,954	-	9,954	-	-
HMRC Coronavirus JRS	-	634	634	-	-
CLLD Lot 8	-	96,557	103,167	-	(6,610)
CLLD Lot 9	-	20,857	24,933	-	(4,076)
BDMC Additional Restrictions	-	14,000	-	-	14,000
BDMC Bradford Together	-	12,689	5,001	(2,125)	5,563
LCF - Manjit Wolstenholme	-	9,802	4,530	(1,050)	4,222
The Ironmongers' Company	-	4,139	3,104	(1,035)	-
BDMC Kickstarter	-	855	855	-	-
Co-op MiM Capacity Support	-	9,200	9,200	-	-
Provident Financial	-	2,500	-	-	2,500
Scurrah Wainwright	-	4,139	1,793	(1,035)	1,311
Venturists Match Funding	-	1,000	-	-	1,000
Venturists Transformation Fund	-	2,000	2,000	-	-
	<u>79,101</u>	<u>333,115</u>	<u>301,023</u>	<u>(50,565)</u>	<u>60,628</u>

Participate Projects

Notes to the accounts continued

for the year ended 31 March 2022

5 Restricted funds continued

Fund name	Purpose of restriction
Vodafone	To deliver Team Challenges.
Morrisons	To deliver the School Grounds project.
AVIVA	To deliver the School Grounds project.
Power to Change	To give out grants to Power to Change beneficiaries.
BDMC Transformation Fund	To support organisations applying to BDMC's Transformation Fund. The transfer relates to consultancy charges for work undertaken at an agreed daily rate
European Social Fund	To support unemployed people to access work in the 3rd sector. The transfer is for a contribution to overhead costs.
iwill# Fund	To deliver a social action project in a primary school.
PTC - Made in Manningham	To deliver community business support in Manningham. The transfer is for an agreed monthly admin fee and management support.
Youth Grant Fund	To develop a youth social action project.
UnLtd Keighley	To provide anchor support to social enterprises in Keighley.
NLCF - Awards for All	To deliver a community engagement and volunteering offer in Leeds City Region.
HMRC Coronavirus JRS	To contribute towards the salary costs of furloughed staff.
CLLD Lot 8	To support development of self-employment and new businesses in the Keighley CLLD area.
CLLD Lot 9	To delivery social venture support in the Keighley CLLD area.
BDMC Additional Restrictions	To contribute towards the cost of an electric van.
BDMC Bradford Together	To deliver Bradford Together, a project that engages businesses in community projects. The transfer is for supervision costs and a contribution to overhead costs.
LCF - Manjit Wolstenholme	To deliver The Venturist - a youth social action programme. The transfer is for a contribution to overhead costs.
The Ironmongers' Company	To deliver The Venturist - a youth social action programme. The transfer is for a contribution to overhead costs.
BDMC Kickstarter	To provide training and support to a young unemployed individual.
Co-op MiM Capacity Support	Support from Power to Change, via Coops UK, to deliver the Made in Manningham project.
Provident Financial	Donation towards the cost of an electric vehicle.
Scurrah Wainwright	To deliver The Venturist - a youth social action programme. The transfer is for a contribution to overhead costs.
Venturists Match Funding	Match funding from schools to deliver The Venturist youth social action programme.
Venturists Transformation Fund	Funding from BDMC's Transformation Fund for business development consultancy of The Venturist project.

Participate Projects

Notes to the accounts continued

for the year ended 31 March 2022

6 Debtors and prepayments	2022	2021
	£	£
Debtors	87,901	6,151
Prepayments	452	626
Other debtors	604	747
	<u>88,957</u>	<u>7,524</u>

7 Creditors and accruals	2022	2021
	£	£
Creditors	6,511	3,488
Accruals	1,380	900
Deferred income (see note below for analysis)	10,400	-
	<u>18,291</u>	<u>4,388</u>

Deferred income	Released from last year	Deferred to next year
	£	£
BDMC Enterprise coaches	-	10,400
	<u>-</u>	<u>10,400</u>

Item name	Reason for deferral
BDMC Enterprise coaches	Income received in advance of service commencement.

8 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees and Chief Officer. The total employee benefits received were £45,059 (previous year: £42,307).

No trustee received any remuneration or benefit in this capacity during this or the previous year.

9 Funds held as agent	Balance b/f	Incoming	Outgoing	Balance c/f
	£	£	£	£
Manningham Seed Fund	1,000	1,000	-	2,000
	<u>1,000</u>	<u>1,000</u>	<u>-</u>	<u>2,000</u>

Participate Projects

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2022

	2022 Unrestricted funds £	2021 Unrestricted funds £	2022 Restricted funds £	2021 Restricted funds £	2022 Total funds £	2021 Total funds £
Income						
Grants and donations	116	18,463	324,552	223,345	324,668	241,808
Project and consultancy income	51,756	63,900	8,563	2,357	60,319	66,257
Total income	51,872	82,363	333,115	225,702	384,987	308,065
Expenditure						
Salaries and NI	41,778	50,080	196,891	88,594	238,669	138,674
Payroll charges	1,266	1,145	194	-	1,460	1,145
Consultancy	28,258	12,153	12,821	21,500	41,079	33,653
Staff expenses	881	359	1,027	151	1,908	510
Staff training	241	40	300	168	541	208
Marketing	135	2,345	16,566	6,569	16,701	8,914
Insurance	1,140	1,303	583	572	1,723	1,875
Admin costs	366	84	3,215	214	3,581	298
Accommodation costs	3,400	1,800	21,023	1,167	24,423	2,967
Phones and internet	320	156	1,397	435	1,717	591
Van costs	-	2,160	-	-	-	2,160
Project expenditure	1,011	342	9,375	1,674	10,386	2,016
Grants payable	-	-	15,133	19,118	15,133	19,118
Independent examination	1,380	913	-	-	1,380	913
Domain and web hosting	204	45	400	31	604	76
IT costs	1,059	-	21,878	3,392	22,937	3,392
Subscriptions	1,109	714	-	-	1,109	714
Miscellaneous	267	-	220	-	487	-
Total expenditure	82,815	73,639	301,023	143,585	383,838	217,224
Net income / (expenditure)	(30,943)	8,724	32,092	82,117	1,149	90,841
Transfers between funds	50,565	45,512	(50,565)	(45,512)	-	-
Net movement in funds	19,622	54,236	(18,473)	36,605	1,149	90,841
Fund balances brought forward	95,981	41,745	79,101	42,496	175,082	84,241
Fund balances carried forward	115,603	95,981	60,628	79,101	176,231	175,082

PARTICIPATE PROJECTS

England & Wales - Charity number 1147520

Accounts

Participate Projects

Charity number 1147520

A company limited by guarantee number 07990889

Annual Report and Financial Statements for the year ended 31 March 2021



West Yorkshire Community Accounting Service

Participate Projects

Annual Report and Financial Statements for the year ended 31 March 2021

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Prepared by West Yorkshire Community Accounting Service

Participate Projects

Trustees' report for the year ended 31 March 2021

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Susan Mendoza	Chair	
Warren Evans	Vice Chair	
Andrew Hemming		
Michael Forbes		
Judith Roberts		
Sajjad Shah		Appointed 11 October 2021
Charity number	1147520	Registered in England and Wales
Company number	07990889	Registered in England and Wales
Registered and principal address	Bankers	
Oakfield Business Centre	The Co-operative Bank - Business	
Carr Lane	PO Box 250	
Shipley BD18 2NQ	Skelmersdale, WN8 6WT	

Independent examiner

Rhys North ACA

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 14 March 2012, as amended by special resolution on 30 May 2012. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2021

Objectives and activities

The charity's objects

(1) To promote any charitable purposes for the benefit of the public in England and Wales (hereinafter called the "area of benefit") and, in particular, to build the capacity of third sector organisations to enable them to access charitable support from Government, local authorities and from private "for profit" organisations to enable them to pursue or contribute to any charitable purpose.

(2) The promotion of the efficiency and effectiveness of charities and the effective use of resources for charitable purposes by charitable and non-charitable bodies for the benefit of the public.

(3) To advance the education of pupils in the area of benefit by providing and assisting in the provision of facilities (not required to be provided by the local education authority) for education purposes at their schools.

(4) The prevention or relief of poverty in the area of benefit by providing services and support to charities, or other organisations working to prevent or relieve poverty.

(5) To promote the conservation, protection and improvement of the physical and natural environment for the public benefit.

(6) To develop the capacity and skills of the members of socially disadvantaged communities in the area of benefit.

(7) To relieve unemployment for the public benefit; and

(8) To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society – "social excluded" means "being excluded from society, or part of society, as a result of being a member of a socially and economically deprived community – by undertaking charitable activities which assist those whose ability to access the internet and other digital technologies for social, economic and cultural benefit is limited by reason of their age, ill-health, disability, financial hardship or other disadvantage.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

COVID 19 Response

When COVID first hit, we furloughed 2 members of our staff; the rest of the team worked on a plan of how we could use our networks and resources to support our local COVID 19 response and recovery.

We initially used our available resources and networks to support other charities that were facing higher than expected demand for service. We supported local food banks by offering the use of our van and brokered volunteers and donations from businesses into community based groups. This ad-hoc work, was the start of Bradford Together.

Bradford Together

Bradford Together was set up during the COVID19 crisis with support from Bradford Council. Its aim was to quickly and efficiently ensure that communities, charities, schools and public health services could access skills, volunteers and essential goods and services during the pandemic.

www.bradfordtogether.org was quickly established to provide a brokerage between businesses and furloughed workers who wanted to help and community organisations who needed help. Broker support varied from client to client, and included PPE, food donations, activities for young people, technology, logistics, HR, Legal and IT volunteers.

During its initial 6 months, Bradford Together brokered 130 matches worth £95,758. The National Lottery COVID recovery fund, supported the project between September 2020 and March 2021

Participate Projects

Trustees' report (continued) for the year ended 31 March 2021

Achievements and performance continued

Keighley CLLD

Work continued on our ERDF Funded Keighley CLLD contract this year. The project delivers enterprise awareness activities, pre-start and start-up support, in the most disadvantaged areas. The project supports people to establish social economy businesses and trading organisations (Community Interest Companies, Social Enterprises, Charitable Incorporated Organisations, Community Businesses, Co-operatives) within the CLLD area. Beneficiaries may have direct experience of social issues they wish to address through enterprise, or face specific issues that make enterprise a viable option. Support will target people unlikely to access mainstream enterprise support, promoted through existing relationships with charities in Keighley. Some of the focus of the project pivoted during the pandemic and put resources into supporting existing enterprises to survive during and immediately after the height of the pandemic.

Made in Manningham – Power to Change

In November 2020, Participate took on a transfer of assets of the Made in Manningham team and project from another organisation. Funded by Power to Change, Made in Manningham brings people together to create positive changes and access seed grants to start their own community enterprises. The project took on 3 members of staff; over time, the team hope that Made in Manningham will become independent and run by a local steering group.

The Venturists

In October 2020, Participate piloted its first youth social venture project – The Venturists.

The Venturists is a project that unleashes the potential of young people to create positive change in their communities. It's a unique project designed for primary school children, in particular 9 to 11 year olds, and gives young people the opportunity to start viable social action programmes. The project puts the young people in charge and empowers them through real learning experiences - creating an inclusive generation of young leaders who are taking an active role in the issues that affect them and their community. The project enables the young people to understand and explore issues in their community and what they might do to help. They plan their project, access the tools and resources needed to bring their idea to life; and then deliver a project that makes a real impact.

The project was successfully piloted at The Academy @ St James primary school in Allerton, Bradford with 10 young people.

The pilot was supported by the iwill fund, administered through Give Bradford. The development of The Venturists was supported through the Inclusive Recovery Fund, administered through Unltd.

School Grounds Programme

Our schools grounds programme was put on hold during the COVID 19 crisis.

Consultancy

We are continuing to provide consultancy services to other charities and third sector organisation. Services include strategic review, fundraising, theory of change, impact and purpose, coaching and business engagement. This has included providing support to Well Bradford to provide support to community initiatives in priority areas of Bradford (Girlington, Holmewood and Keighley), CO-OP's UK to support the delivery of a Community Enterprise Coaching Programme and some national research into Enterprise Coaching in Disadvantaged communities.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2021

Financial review

The net income for the year was £90,841, including net income of £54,236 on unrestricted funds and net income of £36,605 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £95,981.

The charity's policy is to hold at least 3 months of reserves with an upper limit of 12 months, for the purpose of ensuring the smooth running of the charity to cover cashflow problems or temporary loss of income and to enable the orderly winding up if the charity has to close.

The reserves at the year end represents just over 3 months of planned expenditure.

Funds held as an agent on behalf of other groups

The charity has acted as an agent concerning the use of seed grant funding for organisations in Manningham. During the year grant income of £2,000 was received against which payments totalling £1,000 have been administered.

At the year end the charity was holding £1,000 relating to the scheme. This sum has been excluded from the bank balance at the year end and the above mentioned income and expenditure has also been excluded from the accounts in accordance with the Charities SORP FRS102.

Participate Projects

Trustees' report (continued) for the year ended 31 March 2021

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities 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;

- prepare the accounts on a 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 to enable them to ensure that the financial accounts 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees on 15/11/2021

Susan Mendoza (Trustee)

Participate Projects

Independent examiner's report to the trustees of Participate Projects

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2021, which are set out on pages 8 to 14.

Responsibilities and basis of report

As the charity's 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 your charity's accounts as carried out under section 145 of the Charities Act ('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 charitable company'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 ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 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 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.

Rhys North ACA

17/11/2021

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Participate Projects

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Income from:					
Grants and donations	(2)	18,463	223,345	241,808	96,676
Project and consultancy income		63,900	2,357	66,257	38,002
Total income		<u>82,363</u>	<u>225,702</u>	<u>308,065</u>	<u>134,678</u>
Expenditure on:					
Salaries and NI	(3)	50,080	88,594	138,674	86,928
Payroll charges		1,145	-	1,145	618
Consultancy		12,153	21,500	33,653	1,350
Staff expenses		359	151	510	826
Staff training		40	168	208	165
Marketing		2,345	6,569	8,914	175
Insurance		1,303	572	1,875	1,828
Consumables		84	214	298	318
Accommodation		1,800	1,167	2,967	3,878
Phones and internet		156	435	591	176
Van		2,160	-	2,160	4,410
Project expenditure		1,056	1,674	2,730	15,507
Grants payable	(4)	-	19,118	19,118	-
Independent examination		913	-	913	744
Domain and web hosting		45	31	76	247
IT costs		-	3,392	3,392	-
Other costs		-	-	-	80
Total expenditure		<u>73,639</u>	<u>143,585</u>	<u>217,224</u>	<u>117,250</u>
Net income / (expenditure)		<u>8,724</u>	<u>82,117</u>	<u>90,841</u>	<u>17,428</u>
Transfers between funds		<u>45,512</u>	<u>(45,512)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>54,236</u>	<u>36,605</u>	<u>90,841</u>	<u>17,428</u>
Fund balances brought forward		<u>41,745</u>	<u>42,496</u>	<u>84,241</u>	<u>66,813</u>
Fund balances carried forward	(5)	<u>95,981</u>	<u>79,101</u>	<u>175,082</u>	<u>84,241</u>

All incoming resources and resources expended derive from continuing activities.

Participate Projects

Balance sheet

as at 31 March 2021

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(6) 3,823	3,701	7,524	17,477
Cash at bank	94,001	77,945	171,946	72,985
Total current assets	<u>97,824</u>	<u>81,646</u>	<u>179,470</u>	<u>90,462</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(7) 1,843	2,545	4,388	6,221
Total current liabilities	<u>1,843</u>	<u>2,545</u>	<u>4,388</u>	<u>6,221</u>
Net current assets / (liabilities)	<u>95,981</u>	<u>79,101</u>	<u>175,082</u>	<u>84,241</u>
Net assets	<u>95,981</u>	<u>79,101</u>	<u>175,082</u>	<u>84,241</u>
Funds				
Unrestricted funds	95,981	-	95,981	41,745
Restricted funds	-	79,101	79,101	42,496
Total funds	<u>95,981</u>	<u>79,101</u>	<u>175,082</u>	<u>84,241</u>

For the year ending 31 March 2021 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 15/11/2021

Susan Mendoza (Trustee)

Participate Projects

Notes to the accounts

for the year ended 31 March 2021

1 Accounting policies

Basis of accounting

These accounts 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 financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, 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

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Grants payable without performance conditions

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Participate Projects

Notes to the accounts continued for the year ended 31 March 2021

2 Grants and donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Bradford Metropolitan District Council (BDMC)	2,500	59,621	62,121	-
European Social Fund	-	7,943	7,943	-
Groundworks	500	-	500	-
HMRC Coronavirus Job Retention Scheme (JRS)	-	6,522	6,522	116
Leeds Community Fund - #iwill Fund	-	4,790	4,790	-
Power to Change (PTC)	5,000	65,567	70,567	30,000
Social Enterprise Support Fund (SESF)	-	20,280	20,280	-
The National Lottery Community Fund (NLCF)	-	29,172	29,172	10,000
UnLtd	5,000	28,700	33,700	-
Yorkshire Building Society	1,700	-	1,700	-
Provident Financial	-	-	-	30,000
RBS - Skills and Opportunities Fund	-	-	-	11,160
Lloyds	-	-	-	7,000
Postcode Lottery	-	-	-	8,400
Donations	3,763	750	4,513	-
	<u>18,463</u>	<u>223,345</u>	<u>241,808</u>	<u>96,676</u>

3 Staff costs and numbers	2021 £	2020 £
Gross salaries	128,375	86,646
Social security costs	10,798	681
Employment allowance	(4,000)	(3,000)
Pensions	3,501	2,601
	<u>138,674</u>	<u>86,928</u>

The average number employees during the year was 5.8, being an average of 3.8 full time equivalent (2020: 4, 2.8 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2021 £	2020 £
Costs of the scheme to the charity for the year	3,501	2,601
Amount of any contributions outstanding at the year end	943	519

4 Grant making

Total value of grants	Grants to institutions £	Grants to individuals £	Total 2021 £	Total 2020 £
Power to Change Fund	15,000	-	15,000	-
Power to Change - Made in Manningham	1,300	-	1,300	-
Keighley CLLD	2,818	-	2,818	-
Total	<u>19,118</u>	<u>-</u>	<u>19,118</u>	<u>-</u>

Participate Projects

Notes to the accounts continued for the year ended 31 March 2021

5 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Vodafone	134	-	-	-	134
Morrisons	3,777	-	-	-	3,777
Skills and Opps	375	-	375	-	-
AVIVA	460	2,357	1,120	-	1,697
Awards for All	7,750	-	-	(7,750)	-
Power to Change	30,000	-	15,000	-	15,000
BDMC Transformation Fund	-	40,000	-	(25,200)	14,800
European Social Fund	-	7,943	-	-	7,943
iwill# Fund	-	4,790	2,329	-	2,461
NLCF Covid Fund	-	19,218	17,598	(1,620)	-
SESF Lottery	-	20,280	20,052	(228)	-
PTC - Made in Manningham	-	65,567	38,597	(9,385)	17,585
Youth Grant Fund	-	750	-	-	750
UnLtd Inclusive Recovery	-	23,700	22,900	(800)	-
UnLtd Keighley	-	5,000	-	-	5,000
NLCF - Awards for All	-	9,954	-	-	9,954
HMRC Coronavirus JRS	-	6,522	6,522	-	-
Keighley CLLD	-	19,621	19,092	(529)	-
	<u>42,496</u>	<u>225,702</u>	<u>143,585</u>	<u>(45,512)</u>	<u>79,101</u>

Fund name	Purpose of restriction
Vodafone	To deliver Team Challenges
Morrisons	To deliver the School Grounds project
Skills and Opps	To deliver the Social Venture School
AVIVA	To deliver the School Grounds project
NLCF - Asset Transfers	To deliver support to organisations involved in community asset transfers. The transfer reflects the agreement by NLCF that this funding could be used for any charitable purposes as a response to the Covid pandemic.
Power to Change	To give out grants to Power to Change beneficiaries
BDMC Transformation Fund	To support organisations applying to BDMC's Transformation Fund. The transfer relates to consultancy charges for work undertaken at an agreed daily rate
European Social Fund	To support unemployed people to access work in the 3rd sector
iwill# Fund	To deliver a social action project in a primary school
NLCF Covid Fund	To deliver a Covid support package to the third sector in Bradford. The transfer is for a contribution to overhead costs.
SESF Lottery	Development funds for Participate during Covid. The transfer is for a contribution to overhead costs.
PTC - Made in Manningham	To deliver community business support in Manningham. The transfer is for an agreed monthly admin fee and management support.
Youth Grant Fund	To develop a youth social action project
UnLtd Inclusive Recovery	To develop a youth social action project. The transfer is for a contribution to overhead costs.
UnLtd Keighley	Provide anchor support to social enterprises in Keighley
NLCF - Awards for All	To deliver a community engagement and volunteering offer in Leeds City Region
HMRC Coronavirus JRS	To contribute towards the salary costs of furloughed staff
Keighley CLLD	To delivery social venture support in the Keighley CLLD area. The transfer is for a contribution to overhead costs.

Participate Projects

Notes to the accounts continued

for the year ended 31 March 2021

6 Debtors and prepayments	2021	2020
	£	£
Debtors	6,898	17,324
Prepayments	626	153
	<u>7,524</u>	<u>17,477</u>

7 Creditors and accruals	2021	2020
	£	£
Creditors	3,488	519
Accruals	900	702
Deferred income	-	5,000
	<u>4,388</u>	<u>6,221</u>

8 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees and Chief Officer. The total employee benefits received by the Chief Officer were £38,377 (2020: £38,384).

No trustee received any remuneration or benefit in this capacity during this or the previous year.

There were no other related party transactions during this year or the previous year.

Participate Projects

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Grants and donations	18,463	30,000	223,345	66,676	241,808	96,676
Project and consultancy income	63,900	37,232	2,357	770	66,257	38,002
Total income	82,363	67,232	225,702	67,446	308,065	134,678
Expenditure						
Salaries and NI	50,080	52,992	88,594	33,936	138,674	86,928
Payroll charges	1,145	618	-	-	1,145	618
Consultancy	12,153	1,350	21,500	-	33,653	1,350
Staff expenses	359	826	151	-	510	826
Staff training	40	165	168	-	208	165
Marketing	2,345	175	6,569	-	8,914	175
Insurance	1,303	1,828	572	-	1,875	1,828
Consumables	84	318	214	-	298	318
Accommodation	1,800	3,878	1,167	-	2,967	3,878
Phones and internet	156	176	435	-	591	176
Van	2,160	4,410	-	-	2,160	4,410
Project expenditure	1,056	756	1,674	14,751	2,730	15,507
Grants payable	-	-	19,118	-	19,118	-
Independent examination	913	744	-	-	913	744
Domain and web hosting	45	247	31	-	76	247
IT costs	-	-	3,392	-	3,392	-
Other costs	-	80	-	-	-	80
Total expenditure	73,639	68,563	143,585	48,687	217,224	117,250
Net income / (expenditure)	8,724	(1,331)	82,117	18,759	90,841	17,428
Transfers between funds	45,512	-	(45,512)	-	-	-
Net movement in funds	54,236	(1,331)	36,605	18,759	90,841	17,428
Fund balances brought forward	41,745	43,076	42,496	23,737	84,241	66,813
Fund balances carried forward	95,981	41,745	79,101	42,496	175,082	84,241