



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 01	Month 01	Year 2020		Day 31	Month 12	Year 2020

## Section A Reference and administration details

<b>Charity name</b>	Bakiga Community Project UK
<b>Other names charity is known by</b>	
<b>Registered charity number (if any)</b>	1156306
<b>Charity's principal address</b>	P.O.BOX 1026
	Kabale
	Uganda

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Craig Smith	Director		
2	Claudia Smith			
3	Jeanette Joubert	Treasurer		
4	Hilary Mak			
5	Ruth Ritter			
6	Andy Ritter			
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation ("CIO")
Trustee selection methods (eg. appointed by, elected by)	Appointed for a term of 3 years by a resolution passed at a properly convened meeting of the charity trustees.

### Additional governance issues (Optional information)

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

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

The charity supports, raises funds for and helps to monitor the work of Bakiga Community Project, a Ugandan non-governmental organisation ("NGO") set up by Craig and Claudia Smith to carry out the development work amongst disadvantaged communities in Kabale district, Uganda.

The trustees have a very good understanding of Africa. They know the culture within which the NGO works and many of the issues that can often arise. They have either lived there for a period of time or travelled and visited the work of the charity. This helps us to effectively manage and monitor the work that is being carried out in Uganda.

Annual visits are usually made to Uganda to check on the work of the NGO. This wasn't possible during 2020 due to Covid travel restrictions.

## Section C Objectives and activities

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

The objects of the CIO are:

1. To develop the capacity and skills of the beneficiaries of Bakiga Community Project, Uganda, in such a way that they are better able to identify, and help meet, their communities needs and to enable their disadvantaged community to participate more fully in society.
2. The advancement of the Christian religion in Bakiga, Uganda, in particular but not exclusively by:
  - a) missionary, evangelism and outreach work; and
  - b) religious education

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

<p>Bakiga Community Project UK aims to raise funds for and develop the capacity of Bakiga Community Project, a Ugandan NGO which works in Kabale district, South West Uganda, to assist poor communities to access water. This work involves receiving, accounting for and dispersing regular and one off donations to the work of the NGO.</p> <p>The UK trustees have managed to meet at the start and end of 2020 to discuss issues faced by the NGO. Trustees have also had informal discussions whenever possible. In particular the focus of the UK charity has been on how to support the Ugandan NGO during Covid. Throughout 2020, clients have been severely restricted, so the lodge has received less than 25% of its usual income. This has put a great strain on the resources of the NGO.</p> <p>The trustees agreed, that during this time of Covid restrictions the focus of the UK charity should be:</p> <ol style="list-style-type: none"> <li>1. To support the Ugandan NGO in maintaining minimal salaries for Ugandan staff.</li> <li>2. To support the Ugandan NGO in maintaining the lodge in Ruhija, so that it is able to receive clients whenever they are able to travel.</li> <li>3. To support the Ugandan NGO in maintaining some water development work each month.</li> <li>4. To continue to honour repayments due on UK loans taken when the Bunyonyi land was purchased.</li> </ol> <p>The charity works with communities in the UK to educate them about rural African communities and the difficulties of access to water.</p> <p>The Ugandan NGO constructs and repairs protected springs and community water tanks. We work with community leaders to ensure these resources are maintained.</p> <p>During 2020, the Ugandan NGO has constructed 22 Springs and 4 Tanks, serving an estimated 10,000 people. The UK Charity assisted this work with funds that helped to purchase construction materials and supported the salary of the water engineers. These resources ensure the mainly women and children who have to fetch water, have less distance to walk and fetch from cleaner sources of water. This reduces the incidence of diarrhoea, infant mortality and sickness amongst villagers in the areas where we work and frees up time for the women and children to take on other tasks, including enabling the children to attend school more frequently.</p> <p>The work of Bakiga Community Project in Uganda creates permanent employment for 20 Ugandans, who otherwise may not find work. This includes employing skilled managers, water engineers and a chef. This helps to alleviate poverty, increase self-esteem and enriches the village community.</p>
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## Additional details of objectives and activities (Optional information)

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

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

## Section D

## Achievements and performance

## Summary of the main achievements of the charity during the year

The charity seeks to ensure that the work of the Ugandan NGO provides sustainable benefit to its beneficiaries and that all resources are used effectively. The charity supported the monitoring of the work of the Ugandan NGO in several ways:

- Updates on the performance of the NGO were discussed at our trustee meetings. Careful monitoring of accounts and progress is undertaken weekly and the trustees' professional skills are used in advising the Ugandan NGO.
- Key risks and opportunities are discussed in the trustees' meetings. The trustees' professional experience helps ensure risks are minimised and opportunities are taken, where funds allow. Minutes of these meetings are kept.
- The Ugandan accounts and records are monitored and updated on a weekly basis. Lodge bookings are handled from the UK. Daily communication is made with the Ugandan managers. This monitoring work is supported by the UK charity through support of Craig and employment of an Admin assistant. This work helps the Ugandan NGO to ensure that resources are well deployed and accounted for, to ensure key objectives are met so that there is real benefit for the beneficiaries of the NGO.
- The charity raised funds and supported the work of the NGO in Uganda in the form of a grant of £1,300 towards its water development work. This assisted the Ugandan NGO with its construction of 22 springs and 4 community water tanks during 2019, serving an estimated population of 10,000 people. Without the UK charity support, this water development work would not have been possible, due to the restricted income of Bakiga Lodge due to Covid travel restrictions.
- The charity made significant contributions to the running costs of the NGO during this time of Covid restrictions and severely restricted client numbers at the lodge. In total the charity donated £4700 towards supporting the salaries of staff in Uganda. This donation has enabled us to maintain our staff and keep them paid during the pandemic. This is unusual for the tourism sector in Uganda, where there have been significant lay-offs. The salaries we pay support the families of our employees, enabling them to feed themselves and send their children to school. In particular, we had 6 months during 2020 with no income whatsoever. Without the UK charity support, we would have had to close the NGO during this period and end employment of all our staff.

This UK charity support has also helped to enable the following maintenance at Bakiga Lodge:

Removal and replacement of the chimney.  
Electrical repairs.  
Varnishing and upkeep of all site woodwork.  
Upkeep of the lodge compound and parking area.  
Repairs to the dining room floor.  
Repairs to walkways.

This means we are one of the few lodges in Ruhija that are now able to receive clients at short notice.

The UK charity has also honoured a partial repayment of a loan that was given to help the Ugandan NGO purchase land in Bunyonyi. This loan payment was now due, but the Ugandan NGO did not have the resources due to lack of clients because of covid.

The UK charity has continued to support the UK admin necessary to run the Ugandan NGO. This includes meeting the cost of vital admin support which helps ensure smooth and accurate running of the lodge and the NGO accounts. This work includes handling lodge bookings, ensuring data integrity of the accounts in Uganda, liaising with donors and reconciling balances with banks.

The UK charity has also met the cost of website and necessary software costs vital to the running of the lodge and the NGO.

## Section D Achievements and performance

## Section E Financial review

### Brief statement of the charity's policy on reserves

The trustees are of the view that no reserves should be retained within the charity as at the current time there are no potential liabilities or employee related costs that will need to be met should the charity decide to stop its activities. Any surplus funds will be distributed by the trustees when there is a requirement. The trustees will monitor the need to have a reserves policy should commitments be made that are dependent upon ongoing support for a period of more than 12 months.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

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

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

The importance of distributing funds as needed is especially true during this time of Covid and the trustees believe funds should be made available to Uganda to assist the NGO to survive through the Covid pandemic.

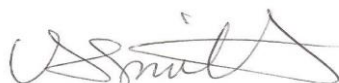
## Section F Other optional information

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Craig Smith

Position (eg Secretary, Chair, etc)

Director

Date

05/10/2021





# BAKIGA COMMUNITY PROJECT UK

## Income and Expenditure Statement For the 12 Months to 31 December

			2020	2019
	Unrestricted funds	Restricted funds	Total	Total
	£	£	£	£
<b>Incoming resources</b>				
Received	12,551	1,300	13,851	9,967
Gift aid	1,233		1,233	673
	<u>13,784</u>	<u>1,300</u>	<u>15,084</u>	<u>10,640</u>
<b>Resources expended</b>				
General	(6,603)		(6,603)	(5,915)
Water		(1,300)	(1,300)	0
Bibles				
Lodge	(10,000)		(10,000)	(13,522)
	<u>(16,603)</u>	<u>(1,300)</u>	<u>(17,903)</u>	<u>(19,437)</u>
<b>Transfer between funds</b>				
<b>Total funds carried forward</b>	<u>(2,819)</u>		<u>(2,819)</u>	<u>(8,797)</u>

## Balance Sheet As at 31 December

			2020	2019
	Unrestricted funds	Restricted funds	Total	Total
	£	£	£	£
<b>Current Assets</b>				
Debtor	1,232		1,232	503
Bank account	13,107		13,107	9,156
Money kept on trust for Bakiga Uganda				
	<u>14,339</u>		<u>14,339</u>	<u>9,659</u>
<b>Current Liabilities</b>				
Loans	7,500		7,500	
Creditors - Bakiga Uganda				
	<u>6,839</u>		<u>6,839</u>	<u>9,659</u>
<b>Net Assets</b>				
	<u>6,839</u>		<u>6,839</u>	<u>9,659</u>
<b>Represented by:</b>				
Unrestricted income funds			6,839	9,659
Restricted income funds				
			<u>6,839</u>	<u>9,659</u>