



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 11 2019	To	31 10 2020

Section A Reference and administration details

Charity name Sullivan's Heroes

Other names charity is known by

Registered charity number (if any) 1163021

Charity's principal address 74 Selsfield Road

Turners Hill

West Sussex

Postcode RH10 4PW

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	Fiona Smith	Secretary		
2	Richard Smith	Treasurer		
3	Helen Broderick	Chair		
4	Lia Shoubridge			
5	Amanda Cooper			

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)

Unincorporated Association

Trustee selection methods
(eg. appointed by, elected by)

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

All trustees give their time freely and no remuneration or expenses were paid in the year.

Fiona Smith remains a Trustee whilst being employed as Operations Manager from 18/05/20, as authorised by the Charity Commission and agreed with the Trustee Board.

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.

On appointment, new trustees sign a Trustee Eligibility Declaration committing them to giving of their time and expertise.

New trustees are given information including a history of the charity and its objects, a copy of the governing Constitution Document and a copy of the Charity Commission's guidance 'The essential trustee: what you need to know, what you need to do'.

Information on the previous years' annual reports and accounts are discussed with trustees at trustee meetings, together with the broad strategy and areas of activity for the charity.

A Conflicts of Interest Policy and Register of Interests is held and adhered to.

Section C Objectives and activities

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

To relieve the needs of children with disabilities and their families by the provision of grants and financial assistance to adapt their home to accommodate the child's needs as a way of improving their quality of life within their home environment.

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)

Sullivan's Heroes provides its fundraising platform and grant making policy to achieve its objects for the public benefit to improve the lives of disabled children, requiring significant adaptations to their homes, to ensure the children can continue to be cared for at home, safely and with dignity.

Together with raising funds towards grants for disabled children, Sullivan's Heroes also enables families to promote fundraising activities for their child's adaptations project should they wish to, by providing a website platform where public donations can be made.

Sullivan's Heroes accepts applications from families with disabled children requiring support. The families who apply need to adapt their homes to meet the medical and care requirements of their disabled child and require to raise funds to meet the costs where they are above the statutory Disabled Facilities Grants available from the local council, and the costs cannot be met elsewhere.

The charity has carried out fundraising activities throughout the year to raise funds for grants, via events, sourcing corporate donations and funding from charitable organisations, and through direct donations.

Trustees of Sullivan's Heroes have had regard to the commission's public benefit guidance, and this has been taken into account in all operations and decision making within the charity.

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.

Families apply to Sullivan's Heroes through an application process via the website or direct phone and postal contact methods.

One of the qualifying criteria for approval of application is that the family requesting support has already applied, been approved and accessed the Disability Facilities Grant (DFG) offered by UK County Councils for making disability adaptations to a home.

Applying for a DFG is a detailed process and upon approval by the relevant local council is sufficient qualification for applying for financial assistance and support from Sullivan's Heroes.

In the event of a disabled child not qualifying for the DFG then qualification for support from Sullivan's Heroes is achieved through communications with NHS Occupational Therapy and medical teams, community nursing teams and with a requirement of a written letter from such organisations. Sullivan's Heroes also requires detailed quotations from suppliers for the building works for approval of application for support.

Monies the organisation raises through fundraising activities is continually monitored to ensure a sufficient number of families with disabled children can be assisted through the awarding of grants.

The website platform has the capacity to assist all families who successfully apply, by enabling them to carry out their own fundraising through the web platform should they choose to.

As agreed by the Board of Trustees and authorised by the Charity Commission as being in the interests of the charity to do so, Fiona Smith has been employed as Operations Manager of Sullivan's Heroes since 18/05/2020 whilst retaining her position as Trustee of the charity, as one of the co-founders.

A Conflicts of Interest Policy has been instigated together with a Register of Interests and will be adhered to by all trustees accordingly.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The trustees are pleased to report the number of applicants has increased year on year from 23 in the previous year to 25 in this financial year, representing a 9% increase.

Considering the difficulties posed by Covid lockdowns from April 2020 onwards, preventing building projects to be quoted for, to get under way, continue or complete, the increased number of applicants from the previous year is very encouraging and a great achievement.

The charity received 25 applications from families with disabled children during the period of 1st November 2019 to 31st October 2020. All 25 applicants have been pledged grants by the charity towards their home adaptations works. Unrestricted funds available allowed grant amounts awarded to be increased from March 2020.

A total of 22 grants have been paid to applicant's families during this period for projects already underway and/or nearing completion. 9 of these grants were to applicants who applied during the 1st November 2019 to 31st October 2020 time period; 12 of the grants were to applicants who applied to the charity in the previous year (ending 31st October 2019); and 1 grant was to an applicant who applied three years previous during year ending 31st October 2017. These projects to which the grants have been paid out are now completed.

15 of the 25 applicant's families are fundraising through the Sullivan's Heroes website to raise additional funds towards their home adaptations.

The percentage of families' fundraising through Sullivan's Heroes represents a significant increase on the previous year – with 60% of the families signed up with the charity fundraising with the charity's support as opposed to 26% of the families in the previous year.

The charity has provided all the families with fundraising support and information to enable them to reach their targets.

The charity has also provided information to 59 additional families and their relevant Social Workers and Occupational Therapists relating to home adaptations.

Applications have been received direct from families and through referrals from medical, council, social services and housing agency professionals, plus referrals via other charitable organisations.

Section D

Achievements and performance

Sullivan's Heroes has sourced further funding towards the applicants' home adaptations through charitable organisations. The charity has enabled the full funds required for the projects to be reached.

Without Sullivan's Heroes support to secure this funding and aid their fundraising these projects would not be able to proceed, and the beneficiaries' home disability adaptations would not be put in place.

Completed projects can be viewed on the charity's website at: <https://www.sullivansheroes.org/category/who-weve-helped/> with photos of the completed adaptations provided by the family, together with information from the family about the impact and differences the adaptations have made for their child.

Some families have also provided information for full case studies which are available on the website at: <https://www.sullivansheroes.org/about-us/resources/-case-studies/>, detailing how the fundraising was carried out, and the benefits the charity has brought them throughout their fundraising and adaptations process.

Section E

Financial review

Brief statement of the charity's policy on reserves

At the end of this financial year (ending October 2020) the charity has unrestricted funds of £611 with the restricted funds account balance at £159,329.

Sullivan's Heroes policies ensure that all monies raised for its supported families are reserved within restricted funds.

Details of any funds materially in deficit

There are no funds materially in deficit.

Further financial review details (Optional information)

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

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

The charity's main principle sources of funds are from donations either made to the charity as a whole or as restricted funds direct to a specific child whom the charity is supporting.

Funds have previously been raised from events which the charity attends, and external sources participate in on the charity's behalf. The Coronavirus pandemic situation prevented almost all events from going ahead during the spring to autumn of 2020 which would usually be attended by the charity for fundraising purposes, or the charity would gain funds from. No funds were raised by events for the charity's general funds during this time period. The charity instead focused the event fundraising effort into selling the donated items online and this doubled the efficacy of funds previously raised through events.

The charity continues to receive support from corporate entities, though the

pandemic situation greatly impacted the amount raised via these sources, reducing this income overall by 38% on the previous year. Support has been received from a number of organisations who have pledged to continue their support on an ongoing basis for future applicants to Sullivan's Heroes.

Funds raised directly via the families through their fundraising pages has increased by almost three times compared to the previous years' activity. Many families opted for one main 'challenge' event once Covid Lockdown eased, choosing a socially distanced challenge to raise funds, undertaking a long-distance activity from their home to the hospital their child attends for example.

The Covid pandemic situation fortunately did not affect or disrupt the day-to-day operations of the charity. The charity already operates in a completely online presence, so the lack of face-to-face contact caused no issue or disturbance to productivity and functionality of the charity.

Charity expenditure is kept to a minimum. Salary paid to Fiona Smith for employment as Operations Manager as of 18/05/20 has been intentionally kept to a minimum level comparable to similar roles. Other expenditure is to cover running costs for the website, events, office software and third-party fees from online fundraising portals.

The overall income of the charity has increased by 31% from £145,086 in 2018/19 to £190,141 in 2019/20.

Total expenditure, including Grants and funds paid to applicants, increased by 17% from £126,644 in 2018/19 to £148,589 in 2019/20.

Section F

Other optional information

Sullivan's Heroes Trustees are pleased with the achievements of the charity over the course of the year. The number of charity beneficiaries has continued to increase year on year, and the funds awarded to these beneficiaries has increased. The charity has continued being able to support every eligible applicant to the charity.

As awareness of the charity has continued to grow the Trustees look forward to supporting an increased number of beneficiaries in the future.

It has been encouraging to see the number of medical, council and housing agency professionals who know of the charity and are directing their clients to apply to the charity; together with other charitable organisations referring families to apply to the charity.

The benefits which the adaptations projects bring to the children who the charity is supporting are reported and documented on the charity's website once the projects are completed.

These website articles all contain wording, quotes and photos supplied by the families supported, with full permission for usage, taken from Feedback Forms provided to each family. The articles give great insight and understanding into the impact each project has brought to the child, and the differences the project has brought about.

These articles and case studies can be found at:

Who we've helped: <https://www.sullivansheroes.org/category/who-weve-helped/>

Case Studies: <https://www.sullivansheroes.org/about-us/resources/#case-studies>

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)	Fiona Smith	Helen Broderick
Position (eg Secretary, Chair, etc)	Secretary	Chair

Date 23/08/21



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

SULLIVAN'S HEROES

**On accounts for the year
ended**

31/10/2020

**Charity no
(if any)**

1163021

Set out on pages

Report of the Trustees and Financial Statements: Pages 1-3
Receipts and Payments Accounts (Form CC16a): Pages 1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/10/2020**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 19th August 2021

Name:

Pippa Forde (Mrs)

**Relevant professional
qualification(s) or body
(if any):**

AATQB Membership Number 20332974

Address:

48 Oxford Avenue

Guiseley

Leeds LS20 9BX

REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31 OCTOBER 2020

FOR

SULLIVAN'S HEROES

Richard Smith, Treasurer
Sullivan's Heroes
74 Selsfield Road
Turners Hill
West Sussex
RH10 4PW

SULLIVAN'S HEROES

CHARITY INFORMATION

FOR THE PERIOD ENDED 31 OCTOBER 2020

TRUSTEES:

Mr Richard Smith
Mrs Fiona Smith
Mrs Lia Shoubridge
Mrs Helen Broderick
Mrs Amanda Cooper

REGISTERED OFFICE:

74 Selsfield Road
Turners Hill
Crawley
RH10 4PW

CHARITY REGISTRATION NUMBER:

1163021

SULLIVAN'S HEROES
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD ENDED 31 OCTOBER 2020

	2020	2019
INCOMING RESOURCES		
Bank Interest Earned	122	21
Easy Fundraising	118	88
Ebay	372	61
Fund Raising Events	0	2,103
Gift Aid received	14,344	5,253
Gifts and Donations Income	140,897	132,860
Grants	30,249	4,640
Sales	4,039	60
	<u>190,141</u>	<u>145,086</u>
COSTS OF INCOMING RESOURCES		
Events	406	0
Just Giving Fees	2,331	774
Virgin Money Giving Fees	18	7
Grants Pledged by SH	30,249	4,640
	<u>33,004</u>	<u>5,421</u>
OPERATING COSTS		
Accounting fees	251	50
Fundraising Equipment	0	78
IT Costs	7,773	3,593
Office Expense	148	110
Phone costs	247	240
Platform fees from Just Giving	562	562
Postage and Delivery	49	37
Salaries and Wages	6,366	0
Pension	82	0
	<u>15,478</u>	<u>4,670</u>
GRANTS AND PAYMENTS TO FAMILIES		
Funds paid to families	86,110	107,413
Grants paid to families	14,000	9,140
	<u>100,110</u>	<u>116,553</u>
NET INCOMING RECOURES	<u>41,549</u>	<u>18,442</u>
RESERVES BROUGHT FORWARD	118,391	99,946
RESERVES CARRIED FORWARD	<u>159,940</u>	<u>118,388</u>
REPRESENTED BY		
Main bank account	27,565	5,515
Business Reserve account	133,429	112,934
Uncleared Bank Deposit	0	0
Less Creditors A/C Payable	-1,054	-61
	<u>159,940</u>	<u>118,388</u>
Cash at Bank		

These financial statements are a true reflection of the financial position of the charity for the period ended 31 October 2020.

The financial statements were approved by the Board of Trustees on 23/08/21 and were signed on its behalf by:



23/08/21

Mrs Fiona Smith – Trustee

Date



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Sullivan's Heroes	No (if any) 1163021
--	-------------------------------

Receipts and payments accounts

CC16a

For the period from	Period start date 01/11/2019	To	Period end date 31/10/2020
------------------------	--	----	--------------------------------------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Supported Families	-	147,918	-	147,918	99,055
	-	-	-	-	-
Sullivan's Heroes General Fund	42,223	-	-	42,223	46,010
	-	-	-	-	-
Bank Interest earned	-	-	-	-	21
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	42,223	147,918	-	190,141	145,086
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	42,223	147,918	-	190,141	145,086
A3 Payments					
Payments to supported Families	-	100,523	-	100,523	116,803
	-	-	-	-	-
Sullivan's Heroes General Fund	48,066	-	-	48,066	9,841
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	48,066	100,523	-	148,589	126,644
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	48,066	100,523	-	148,589	126,644
Net of receipts/(payments)	- 5,843	47,395	-	41,552	18,442
A5 Transfers between funds	1,000	- 1,000	-	-	-
A6 Cash funds last year end	5,454	112,934	-	118,388	99,946
Cash funds this year end	611	159,329	-	159,940	118,388

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		611	159,329	-
		-	-	-
		-	-	-
	Total cash funds	611	159,329	-

(agree balances with receipts and payments account(s))

OK

OK

OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	F. SMITH	23/08/21