

**EDUCAID SIERRA LEONE**

**TRUSTEES' REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31ST AUGUST 2020**

**Charity No: 1163161**

# **EDUCAID SIERRA LEONE**

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# EDUCAID SIERRA LEONE

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31ST AUGUST 2020

The trustees present their annual report and financial statements of the Charity for the period ended 31st August 2020. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's Constitution, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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).

#### A Background to EducAid Sierra Leone

EducAid is a UK-registered charity (1163161, formerly 1048012) established in 1995 to restore and strengthen education during and in the aftermath of Sierra Leone's devastating civil war (1991-2002).

In 2000, EducAid began providing free, high quality education to some of the most vulnerable and underprivileged children in Sierra Leone. EducAid currently provides 1 primary, 2 junior secondary and 2 senior secondary schools for almost 700 children and trains teachers in more than 60 partner schools as part of our teacher training and school improvement programme. EducAid also runs a tertiary-level degree course with the University of Makeni. EducAid works to increase the enrolment, retention and achievement of girls and young women at every level with its equality programmes including the Women's Project, Girl Power Groups, Girls' Safe House and White Ribbon Campaigns.

#### OUR PURPOSE AND ACTIVITIES

The objects of the Charity are to advance the education of persons living and studying in Sierra Leone.

Our mission is to provide high quality, holistic education among underprivileged young people. We believe that the education of young men and women is essential to unlocking human potential, overcoming poverty, improving wellbeing, and building democracy – in other words education is the cornerstone of stable development.

Our vision is of a democratic, dignified and globally engaged Sierra Leone where poverty is eliminated by educated citizens who are able to develop their personal, social and economic wellbeing.

We advance this vision by means of four main strategies:

##### 1. Running schools offering free education to students

In the period under review the charity operated 5 schools in Sierra Leone offering education at primary, junior secondary and senior secondary levels to almost 700 pupils. The children served by EducAid are some of the most vulnerable in Sierra Leone. EducAid fees are non-monetary. Each day EducAid pupils make a commitment to bring excellent attendance, excellent behaviour and excellent effort to school in exchange for a quality education. EducAid students regularly achieve some of the highest exam results in the country. In 2020 EducAid's Lumley scored 3<sup>rd</sup> in the country on the West African Senior Secondary Certificate Exam (WASSCE).

EducAid's programmes and curricula are designed to fulfil 6 values and objectives. They are:

- Pursuing Excellence
- Building Equality
- Developing Leadership Thinking & Behaviour
- Building Community Resilience
- Developing Citizenship Values
- Providing Safety for All

##### 2. Equality programmes

The status of women and girls in Sierra Leone is among the worst in the world. The country has a Gender Inequality Index value of 0.644 ranking it 182 out of 189 countries in 2020 (UN). Gender inequality is deeply engrained in tradition and cultural practices with women and girls experiencing discrimination and disadvantage across every sphere of life. Sierra Leone has one of the highest prevalence rates for female genital mutilation (FGM) in West Africa (UNICEF, 2017). These statistics translate into daily suffering for girls and women in Sierra Leone. Education is one of the areas where gender inequalities are most obvious and also where there is incredible opportunity.

# EDUCAID SIERRA LEONE

## TRUSTEES' REPORT (Cont/d)

### FOR THE YEAR ENDED 31ST AUGUST 2020

To tackle these challenges, EducAid provides a number of programmes to promote equality and keep girls in school. These programmes include:

- **The Maronka Girl's Safe House** – a safe haven for EducAid's most vulnerable female students
- **Girl Power Groups** which promote female empowerment and leadership
- **White Ribbon Campaigns** that encourage male participation in gender equality and in the fight against violence against women
- **EducAid's Women's Project (WP)** is an accelerated learning programme that supports young women and girls returning to education. This project equips young women and girls with the necessary skills to allow them to successfully join mainstream secondary education. It also creates a support network of female teachers and each other as they work to develop their confidence alongside their academics. Since 2007, this project has seen more than 850 girls successfully return to mainstream education. 73% of female EducAid students taking the WASSCE are Women's Project graduates.

### 3. School Improvement / Teacher Training

Building on the success of EducAid's 4-year school improvement programme with the EU which ended in 2019, EducAid adapted this intervention as part of Sierra Leone's Directorate of Science, Technology & Innovation (DSTI's) Education Innovation Challenge (EIC) to improve the quality of primary education in Sierra Leone. The need for change is great as DSTI noted "it is estimated that 97% of students in class 2 in Sierra Leone, don't know how to read according to the most current Early Grade Reading Assessment (EGRA) done in 2014.

The EGRA is an individually administered oral assessment of the most basic foundation skills for literacy acquisition in early grades, while the Early Grade Mathematics Assessment (EGMA) measures numeracy. "Sixty percent of students still score zero on the same EGRA reading comprehension test in class 4." EducAid is working with 60 schools across the six northern districts of Sierra Leone, impacting the education of more than 19,000 children and working with DSTI and the Ministry of Basic and Senior Secondary Education to share findings and data to inform primary school improvement solutions across the country as part of the EIC.

### 4. Post-secondary strategies & support

EducAid's post-secondary strategies work to create opportunities in further education and the commercial sector to create sustainable and valuable career paths for school leavers. These focus on further training, establishing networks and other interventions.

#### **EducAid Alumni Network**

Established in 2018, the EducAid Alumni Network is run by alumni and provides a way for alumni to remain connected to one another and EducAid, providing a network of support and opportunity. It also provides information to EducAid about how our programmes are preparing students to achieve our vision.

#### **Tertiary-level degree course**

EducAid runs a degree course with the Department of Business Administration & Management (BAM) at the University of Makeni. The course is delivered over 18 intensive weekends with high calibre lecturers from within and outside of Sierra Leone. This 4-year degree course covers theoretical and practical modules, aligned with EducAid's values to give students the tools and skills to positively impact Sierra Leone. The 2019-20 year saw the first EducAid BAM graduates achieving their degree from the University of Makeni.

### **Our volunteers**

EducAid Sierra Leone accepts volunteers both in the UK and in Sierra Leone to assist with back office and programme activity. Typically, volunteers travel to Sierra Leone for 4-12 week periods. During the year under review 2 volunteers contributed a total of 120 days of their time in Sierra Leone. There was 1 UK-based, remote volunteer who contributed 26 working days of her time. Volunteers travelling to Sierra Leone are put through a vetting, assessment, approval and induction process before travelling to the country. All trustees offer their time on a voluntary basis.

**EDUCAID SIERRA LEONE**  
**TRUSTEES' REPORT (Cont/d)**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

**Achievements and Performance**

**An exceptional year – reacting to the pandemic**

EducAid learned many important lessons during Ebola that empowered EducAid to move quickly and proactively as news of the Covid-19 pandemic began to circulate. In February of 2020, EducAid distributed World Health Organisation recommendations and information about Covid-19 (including how it was different from Ebola) to the remote communities they serve. These were in audio, written and symbol/icon formats. Public health messages relating to the virus were recorded in Themne, Krio, Korankoh, Limba and other languages for dissemination to strengthen resilience and arm communities with essential information. In advance of schools closing (31st March), EducAid prepared learning and virus information packs to send home with students to prevent misinformation and to prevent the spread of the virus. EducAid also worked with communities and students to ensure that students were not only learning during school closures, but also safe. EducAid worked closely with Sierra Leone's Teaching Services Commission (TSC) preparing and recording remote learning lessons for national broadcast by radio and other methods.



**1. Running Schools**

EducAid continued to run its own model schools, ensuring they are centres of excellence with continued professional development for teachers that is engaging. Schools expanded their roles as community learning hubs, hosting termly maths and English fairs for local schools and teachers. EducAid's schools cover primary, junior secondary and senior secondary levels in both urban and rural environments. EducAid's Lumley, Maronka and Rolal schools have become increasingly multi-purpose, emerging as learning hubs for other local schools, and also teacher training centres. Each school created a Research Team that coordinates teacher-led research and RCTs within schools and tutor groups to inform and empower teachers about which teaching strategies, lessons and activities are most effective.

This is an exciting time for education in Sierra Leone as the government works to improve access to and the quality of education for all children. The newly elected government announced these efforts in April 2018 with the Free Quality School Education (FQSE) policy, providing a much-needed momentum and appetite for school improvement nationally. As the government has assumed more responsibility for schools, EducAid continued to transition schools with strong, EducAid foundations and community advocates to the government system. By the end of 2018-19, Mathele Bana, Mafoimba, Masorie Kargbo, Magbeni and Pate Bana Marankh underwent this transition. This creates true sustainability for these schools and communities, providing a model of what development can and should be. EducAid continues to monitor these schools and their independent progression. As the needs of Sierra Leone change, EducAid is committed to strengthening the system of education for all children, not maintaining a parallel system benefitting the few.

**EDUCAID SIERRA LEONE**  
**TRUSTEES' REPORT (Cont/d)**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

**2. Equality Programmes**

EducAid empowered and encouraged the efforts of EducAid's Equality Team, supporting them to engage in more advocacy work beyond the school walls and in the communities served. EducAid's Equality Team continued to strengthen their offering and abilities by joining forces with local organisations such as the Aberdeen Women's Centre, Purposeful, Gender Equality Sierra Leone, Marie Stopes and more.

EducAid's Women's Project, an accelerated learning programme that equips and empowers girls and young women to successfully enter mainstream secondary education, has been reviewed with areas for improvement and development identified. This programme is especially important during this time when more girls and young women are returning to secondary education as part of the government's Free Secondary Education Initiative.

**3. School Improvement / Teacher Training**

At the end of 2018-19 EducAid won the Sierra Leone Directorate of Science, Technology & Innovation's (DSTI's) Education Innovation Challenge (EIC). 2019-20 was the first year of the three-year EIC programme has been an important opportunity for EducAid to use its data-driven school improvement intervention to inform government policy and strengthen primary schools and education across Sierra Leone. EducAid works with 60 schools across 6 districts (Karene, Koinadugu, Tonkolili, Port Loko, Kambia and Bombali – 10 schools in each district), training more than 500 teachers and impacting the education of more than 19,000 students. At the end of the first year of the project, EducAid brought all five EIC providers together to learn from one another modelling its commitment to radical collaboration and learning.

EducAid's EIC programme draws on the success of EducAid's 4-year Quality Enhancement Programme (QEP4E) which ended in April 2019. This programme exceeded all targets. An independent evaluation found that, "Despite navigating considerable obstacles, the QEP4E has had deep and far-reaching positive impacts on direct beneficiaries, stakeholders and their communities alike. EducAid's tenacity and holistic approach to both teacher training and children's education has made a tangible difference to people's lives and children's life prospects, to a greater degree than other education projects in Sierra Leone have managed – the EU recognises it as one of its 'most successful projects' in the country.<sup>1</sup>"

**4. Post-Secondary (PSS)**

EducAid's degree course with the Business Administration & Management (BAM) Department at the University of Makeni saw its first graduates in 2020 with 17 EducAid BAM students entering their final year of study and hoping to graduate in 2021. The project has undergone a review to ensure the 2020-21 year provides a mix of in person and remote modules. With the Covid-19 pandemic, this hybrid was perfected with many international lecturers guiding students via Zoom and other methods.

**5. Governance**

EducAid fine-tuned and further adapted its strategy, organising activity streams into three pillars: Running Schools, School Improvement, and Research & Advocacy. These pillars and how they interact to strengthen the work of one another provide a foundation and model for EducAid's work and priorities going forward. EducAid's Nominating Committee identified skills and knowledge gaps within the Board of Trustees.

**6. Fundraising**

EducAid saw a decline in events and community income in light of the pandemic. EducAid's supporters remained committed answering the call of EducAid's Covid-19 Appeal to ensure that EducAid had the unrestricted income to allow the organisation to pivot to providing distance learning locally, regionally and nationally. EducAid Sierra Leone has a diversified funding base which has experienced a decline in trust and foundation (T&F) income in recent years. In the year ending 31 August 2020 however, T&F income comprised 55% of total income compared to 27% in 2019. Income from individuals as a percentage of the total declined slightly from 47% in 2019 to 38% in 2020. Income from governmental and other sources stood at 26% for 2019 but 7% in 2020. The total amount raised was £813,058 compared to £735,078 in 2019, a hugely impressive result for such a challenging year.

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<sup>1</sup> Independent Evaluation of EducAid's Quality Enhancement Programme (QEP4E), 2014-2019, July 2019

**EDUCAID SIERRA LEONE**  
**TRUSTEES' REPORT (Cont/d)**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

**Public benefit statement**

In shaping our objectives for the period and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PD2)'. The achievements and activities above demonstrate the public benefit arising through the Charity's activities.

**FINANCIAL REVIEW**

The Statement of Financial Activities shows a net surplus for the period of £211 – ie effectively, breakeven – compared to a deficit in 2019 of £87,289, resulting in a slight increase in reserves from £236,378 to £236,589 in the year. These reserves were all unrestricted, as were all but £3,500 at 31 August 2019.

EducAid has operated for many years with funding from a diverse range of income sources including grants from trusts & foundations and donations from private individuals, community groups, churches and corporate entities. For the three years ending 31 August 2019 donation and legacy income increased somewhat from £392,215 to £447,284 (an increase of 17%) but in the most recent year of operation has fallen back somewhat to £396,201 (ie just 1% greater than it was in the year ending 31 August 2017). Whilst this may appear at first sight disappointing, it must be remembered that for almost half of the year under review we have operated under the spectre of the Covid-19 pandemic, which has been particularly challenging for many charities particularly in respect of donation income, and we are extremely grateful to our cohort of regular donors for their continued loyalty in the face of considerable economic uncertainty.

However, the opposite trend has been observed in respect to income from charitable activities – principally grants. In the year ended 31 August 2017, these amounted to £470,170 but declined to £287,184 by the year ending 31 August 2019 before rebounding somewhat to £415,641 in the year under review, almost 44% greater than it was last year.

By far the biggest contributor to this revival was the grant from the US based Rockdale Foundation towards the EIC (Education Innovation Challenge) programme, a planned 3-year programme ending in August 2022. The £316,179 received in the year amounted to 76% of the total income from charitable activities in the year and was the principal cause of the overall increase in income between 2019 and 2020 of £77,980 (ie an 11% increase).

This income profile reflects a significant change over the last four years in how we operate. Until 31 August 2016, EducAid's focus was running schools and indeed the number of schools grew to 13 in the year ending 31 August 2017 with in excess of 3,000 students attending.

However, it was clear that funding such a massive enterprise was not feasible in the long term. It also did not align with EducAid's values or vision. EducAid's vision is of a democratic, dignified and globally-engaged Sierra Leone, not a parallel education system. Since 2015, EducAid has been working to take the lessons learned in its model schools to improve and strengthen education and schools in Sierra Leone. In 2017 and at the end of 2019, EducAid restructured, reducing its number of schools to the current 5, handing high-performing schools back to local communities.

EducAid's model schools double as training centres, providing important hubs to establish best practices in classrooms, and opportunities for teacher-led research at primary, junior and senior secondary levels in both urban and rural contexts. This model is also more financially sustainable, allowing EducAid's core costs to flex with programmatic needs.

The EIC programme is an evolution of EducAid's QEP4E programme and is complemented by a range of much smaller projects funded from a number of, principally, trusts & foundations as outlined in Note 3 to the Accounts. In effect, what we have now is a model whereby the direct costs of running schools can be met from our unrestricted, mainly donations income while projects are entered into when we can secure the funding for them.

**EDUCAID SIERRA LEONE**  
**TRUSTEES' REPORT (Cont/d)**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

**Principal Funding Sources**

The income sources during the period under review were:

	£
The Rockdale Foundation	316,179
Other donations (Less than £5,000)	260,771
Donations in kind	43,050
Futures for Kids	33,000
Other items below £5,000	29,395
The Zochonis Charitable Trust	25,000
Stichting Een Helpende Hand	16,557
IWHM Bernard Butler Trust	15,000
Set4Life	11,330
Stiching Smarter Hospital	10,195
Women Deliver	9,120
Coldfall Primary School	5,605
Quadrelene Ltd	5,000
Anonymous donation	32,856
	<u><u><b>813,058</b></u></u>

Income for the year, including the purpose for which received, is further analysed in notes 2 and 3 of the accounts.

**Investment powers and policy**

Under the terms of the Constitution, the Charity has the power to make any investment, which the trustees see fit. The trustees have considered the most appropriate policy for investing funds and have found that cash deposits meet their requirements to hold monies for future expenditure.

**Reserves policy**

The trustees consider it prudent to maintain an adequate balance of unrestricted funds to cover the Charity's contractual commitments and ideally would like these to be at a minimum level of between 3 and 6 months' average unrestricted expenditure.

The Trustees consider that the Charity's reserves will enhance the services provided and provide financial security for the future. The reserves held in unrestricted funds, which have not been designated or invested in fixed assets, at 31st August 2020 were £115,337 (2019 - £132,836). The overall level of reserves at 31 August 2020 stood at £236,589 up from £236,378 at 31 August 2019.

**Fundraising standards**

EducAid is committed to fundraising in a way that we believe to be best practice, learning from guidance issued by the Fundraising Regulator and in line with our values. EducAid is registered with the Fundraising Regulator and adheres to the guidance issued by this body. EducAid has procedures and policies in place which govern our approach to fundraising, including compliance with GDPR and has received no complaints related to fundraising during this period. EducAid makes a point of valuing all donors and prospective supporters, never pressuring anyone to give and ensuring all communication from EducAid is consented to by recipient.

Additionally, EducAid believes in creating lasting change and does not use shocking or negative images or stories as part of its fundraising. At EducAid, we focus on sharing stories of beneficiaries as empowered agents of change.



**EDUCAID SIERRA LEONE**  
**TRUSTEES' REPORT (Cont/d)**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

**FUTURE ACTIVITIES**

The Trustees and executive team have agreed the following aims and objectives for the future, aligned to the 4 strategies listed page 2-3:

**1. Running schools**

EducAid will continue to work to ensure model schools are centres of excellence with continued professional development for teachers that is engaging. Schools will expand their roles as community learning hubs, hosting termly maths and English fairs for local schools and teachers. EducAid's Rolal school will become an exam centre in the Port Loko district in an effort to ensure the integrity of exams.

**2. Equality**

EducAid will continue to empower and encourage the efforts of EducAid's Equality Team, supporting them to engage in more advocacy work beyond the school walls and in the communities served. EducAid's Women's Project will be rigorously evaluated and expanded to meet increasing demand of girls and young women returning to secondary education during this crucial time for young women in Sierra Leone when there has never been a greater need for this accelerated learning programme. The young women of the Women's Project will help EducAid to redesign and shape a new iteration of the programme.

**3. School Improvement / Teacher Training**

EducAid will continue its work with 60 schools in the northern districts of Sierra Leone as part of the Education Innovation Challenge working with Directorate of Science, Technology & Innovation's (DSTI's). EducAid will look for opportunities to expand and improve this work piloting intervention at the senior secondary level and developing new ways to support trainings and teachers in the event of school closures. EducAid will continue to publish and share its findings widely to inform the work of others whilst also bringing other organisations together to learn from one another and share best practices and lessons learned.

**4. Post-Secondary Strategy (PSS)**

EducAid will continue to find innovative ways for staff and students who have taken their secondary exams to access tertiary education and opportunities. EducAid will support the EducAid Alumni Network as they become increasingly independent, linking them with opportunities for continued personal development.

**5. Governance**

EducAid will further fine tune and adapt its strategy to the needs of Sierra Leone, consistent with its vision and using the three pillars: Running Schools, School Improvement, and Research & Advocacy as a guide. These pillars and how they interact to strengthen the work of one another provide a foundation and model for EducAid's work and priorities going forward. EducAid's Nominations Committee led the recruitment of a new Chair in 2020-21 and new trustees using identified priorities and gaps as a guide. The Board will stagger meeting days and times in order to be more inclusive and explore new ways of working with EducAid's Sierra Leone Board of Governors.

**6. Fundraising**

EducAid plans to grow unrestricted income, which provides important flexibility while also working to secure funding from institutional sources such as UKAID and others for specific projects and initiatives. Priority will be given to research grants and opportunities as EducAid works to establish itself as an education research hub in Sierra Leone. Departing Trustees will form the foundation of EducAid's Ambassador Programme, an outreach initiative to increase support from corporate and major donors.

**EDUCAID SIERRA LEONE**  
**TRUSTEES' REPORT (Cont/d)**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**



## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The Charity was registered with the Charity Commissioners on 17 August 2015 under charity number 1163161 as a charitable incorporated organisation.

The Governing document sets out the objects and powers of the Charity and governs the actions of the Trustees.

### **Appointment of Trustees**

The Constitution permits the Board of Trustees to appoint additional Trustees as it considers fit to do so.

### **Trustee induction and training**

The Trustees aspire to maintain a good working knowledge of charity law and best practice by regular reading of charity press articles and scrutiny of Charity Commission, other Government and voluntary organisation advisory websites. New Trustees are given copies of the Governing Document and copies of previous year's minutes and attend an induction session given by an experienced Trustee which outlines expectations. Trustees have a six month (2 meeting) probationary period during which they can be full and active participants in board discussions as observers.

This probationary period is an opportunity for the incoming Trustee to get to know how the organisation works and identify areas where they can support the organisation before becoming a Trustee. Each Trustee is paired with another Trustee to discuss papers before Trustee meetings and to have an appointed colleague for support throughout their time as an EducAid Trustee.

**EDUCAID SIERRA LEONE**  
**TRUSTEES' REPORT (Cont/d)**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

**Organisation**

The Trustees of the charity meet at least quarterly as a Board and in addition attend an annual strategy day together with the UK staff, Chief Executive and the Country Director for Sierra Leone in order to develop the charity's business and financial plans for the coming year.

**Related parties**

The Charity works closely with other similar organisations as detailed in the achievements and performance section of the Trustees' Report. None of the Charity's Trustees are directors or trustees of these other organisations.

**Pay policy for senior staff**

As an organisation with important responsibilities towards our beneficiaries, donors, supporters, staff and the public, we recognise the importance of raising accountability and transparency in all aspects of our work. That is why, in line with recommendations from the National Council for Voluntary Organisations' 2014 inquiry into executive pay, we are detailing our approach to pay.

To achieve our mission successfully the Board must balance two different needs: the need to ensure value for money in everything we do, and the need to attract and retain people with the leadership, experience, knowledge and skills required to lead the transformation EducAid is undergoing and oversee the complex, high-risk work being done in a challenging environment. Having a competitive reward offering is one way in which we secure the best people to deliver unprecedented levels of meaningful change to the lives of children in Sierra Leone. Aiming to maximise our impact through fair salaries for talented people is what defines our approach to pay.

**How pay is governed at EducAid Sierra Leone**

The Board of Trustees is responsible for defining EducAid's pay policy and deciding on the salaries of the Chief Executive and her executive team, including the Country Director and in-country Finance & Operations Manager.

**Our approach to pay**

Our approach is to remunerate our staff fairly, at a level that is competitive within the charity sector, proportionate to the complexity of each role, and in line with our charitable objectives. From these principles, we have defined our pay policy:

1. Ensure that pay reflects performance by rewarding strong performers the most and weaker performers the least, while supportively managing performance improvement.
2. Meet all national pay standards and provide all paid staff with a living wage.

EducAid adopts a number of practices through which this policy is implemented:

1. Provide larger salary increases for strong performers than for weaker performers.
2. Provide all paid staff with a salary at least in line with guidance from the Campaign for a Living Wage.

**Risk Management**

The trustees have a risk management strategy which comprises:

- An annual review of the risks the charity may face;
- The establishment of systems and procedures to mitigate those risks identified in the plan;
- Implementation of procedures designed to minimise any potential impact on the charity should those risks materialize;
- Monthly monitoring and reporting of top risks to Trustees which is incorporated into the annual review of risks and risk register.

In addition to the risk management strategy an operational working group meets weekly and operating risk is a key part of the weekly agenda.

**EDUCAID SIERRA LEONE**  
**TRUSTEES' REPORT (Cont/d)**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Charity Number:** 1163161

**Trustees:**

Rupert Eastell – Chair  
Adrian Carr  
James Boardman  
Stefan Cassar  
Matt Claxton – Resigned 26/03/2021  
Maryam Darwich – Appointed 18/10/2019  
Veronique Désnain  
Karen Malia  
Swithun Mason  
Modupe Taylor-Pearce

**Company Secretary:** Anne-Marie Wells

**Senior Management Team:** Erin Northey – Chief Executive Officer  
Miriam Mason – Country Director

**Principal Address:** 72-82 Rosebery Avenue, 2<sup>nd</sup> Floor, London EC1R 4RW

**Auditors:** SKS Audit LLP, 3 Sheen Road, Richmond Upon Thames, TW9 1AD

**Bankers:** Barclays Bank plc, 53, Bedford Row, Leicestershire, LE87 2BB

**TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The Charity trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- (a) select suitable accounting policies and apply them consistently; observe the methods and principles in the applicable Charities SORP;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements; and
- (d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provisions of the Constitution. 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.

The trustees are responsible for the maintenance and integrity of the Charity and the financial information included on the Charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

**EDUCAID SIERRA LEONE**  
**TRUSTEES' REPORT (Cont/d)**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

**AUDITORS**

A resolution was proposed and agreed at the Annual General Meeting that SKS Audit LLP be re-appointed as auditors of the Charity for the ensuing period.

**APPROVAL**

This report was approved by the Board of Trustees on 10<sup>th</sup> June 2021 and signed on its behalf:

**Rupert Eastell**  
**Chair**

# **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF**

## **EDUCAID SIERRA LEONE**

### **Opinion**

We have audited the financial statements of EducAid Sierra Leone for the year ended 31<sup>st</sup> August 2020, which comprise the Statement of Financial Activities (Summary Income and Expenditure Account), the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31<sup>st</sup> August 2020 and of its incoming resources and application of resources, including its income and expenditure, for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least 12 months from the date when the financial statements are authorised for issue.

### **Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information we are required to report that fact.

We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Charities Act 2011**

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the trustees' report for the financial period for which the financial statements are prepared is consistent with the financial statements; and
- The trustees' report has been prepared in accordance with applicable legal requirements.

# **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF EDUCAID SIERRA LEONE**

## **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made;
- we have not received all the information and explanations we require for our audit;
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Report.

## **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statements set out on page 11, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charities' ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

## **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

This report, including the opinions, has been prepared for and only for the Charity's Trustees as a body in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act (Regulation 30 of the Charities (Accounts and Reports) Regulations 2008) and for no other purpose. To the fullest extent permitted by law, we do not accept or assume any responsibility to anyone other than the Charity and the Charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

**JAMES FOSKETT (Senior Statutory Auditor)**  
**for and on behalf of SKS AUDIT LLP**  
**CHARTERED ACCOUNTANTS**  
**STATUTORY AUDITOR**

**3, Sheen Road,**  
**Richmond upon Thames, TW9 1AD**

**10<sup>th</sup> June 2021**

**EDUCAID SIERRA LEONE**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**  
**SUMMARY INCOME AND EXPENDITURE ACCOUNT**

	Notes	Unrestricted Funds £	Restricted Funds £	2020 £	2019 £
<b>Income</b>					
Donations	2	393,012	3,189	396,201	447,284
Income from charitable activities	3	-	415,641	415,641	287,184
Income from trading activities		-	-	-	-
Investment income	4	1,216	-	1,216	610
<b>Total income</b>		<u>394,228</u>	<u>418,830</u>	<u>813,058</u>	<u>735,078</u>
<b>Expenditure</b>					
Cost of raising funds	5	51,213	-	51,213	91,267
Expenditure on charitable activities	5	339,304	422,330	761,634	731,100
<b>Total expenditure</b>		<u>390,517</u>	<u>422,330</u>	<u>812,847</u>	<u>822,367</u>
<b>Net income/( expenditure) and net movement in funds for the year</b>		3,711	(3,500)	211	(87,289)
<i>Reconciliation of funds</i>					
Total funds, brought forward		232,878	3,500	236,378	323,667
<b>Total funds, carried forward</b>		<u>236,589</u>	<u>-</u>	<u>236,589</u>	<u>236,378</u>

**CONTINUING OPERATIONS**

None of the Charity's activities were acquired or discontinued during the above financial period.

**TOTAL RECOGNISED GAINS AND LOSSES**

The Charity has no recognised gains or losses other than the above movement in funds for the above financial period.

The notes on pages 18 to 29 form part of these accounts.



**EDUCAID SIERRA LEONE**  
**BALANCE SHEET AS AT 31ST AUGUST 2020**

	Notes	£	2020 £	£	2019 £
<b>Fixed Assets</b>					
Tangible Fixed Assets	10		121,252		100,042
<b>Current Assets</b>					
Stock		1,704		145	
Debtors and Prepayments	11	27,719		81,286	
Cash at Bank and in Hand		133,791		116,711	
		<hr/>		<hr/>	
		163,214		198,142	
<b>Liabilities</b>					
Creditors: due within one year	12	(47,877)		(61,806)	
		<hr/>		<hr/>	
<b>Net Current Assets</b>			115,337		136,336
<b>Net Assets</b>			<hr/>		<hr/>
			236,589		236,378
<b>The Funds of the Charity</b>					
Unrestricted Funds	14		236,589		232,878
Restricted Funds	14		-		3,500
<b>Total Charity Funds</b>			<hr/>		<hr/>
			236,589		236,378

These accounts were approved by the Board of Trustees on 10<sup>th</sup> June 2021 and were signed on its behalf by:

..... **Rupert Eastell - Chair**

..... **Swithun Mason - Treasurer**

**Registration No 1163161**

The notes on pages 18 to 29 form part of these accounts.

# EDUCAID SIERRA LEONE

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31ST AUGUST 2020

	2020 £	2019 £
<b>Net cash inflow / (outflow) from operating activities</b>	<u>53,881</u>	<u>(170,214)</u>
<b>Cash flows from investing activities</b>		
Additions to fixed assets	(48,394)	-
Reduction in value of opening fixed assets caused by currency fluctuations	11,593	8,397
<b>Net cash inflow / (outflow) from investing activities</b>	<u>(36,801)</u>	<u>8,397</u>
Decrease in cash & cash equivalents during the year	<u>17,080</u>	<u>(161,817)</u>
Cash & cash equivalents at the beginning of the year	116,711	278,528
<b>Total cash &amp; cash equivalents at the end of the year</b>	<u><u>133,791</u></u>	<u><u>116,711</u></u>

### Reconciliation of net movement in funds to net cashflow from operating activities:

	2020 £	2019 £
Net movement in funds	211	(87,289)
<b>Adjustments for:</b>		
Depreciation charges	15,591	16,712
(Increase) / decrease in stock	(1,559)	7,509
(Increase) / decrease in debtors	53,567	(65,513)
Increase / (decrease) in creditors	(13,929)	(41,633)
<b>Net cash inflow / (outflow) from operating activities</b>	<u><u>53,881</u></u>	<u><u>(170,214)</u></u>

# EDUCAID SIERRA LEONE

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31ST AUGUST 2020

#### 1. ACCOUNTING POLICIES

##### 1.1 Basis of preparation of accounts

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The presentation currency is £ sterling.

EducAid Sierra Leone meets the definition of a public benefit entity under FRS 102.

The financial statements 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.

##### 1.2 Preparation of accounts on a going concern basis

The Charity's Financial Statements show a net surplus of £211 for the year and free reserves of £115,337.

The trustees are of the view that these results and fundraising plans for the future have secured the immediate future of the charity for the next 12 to 18 months and on this basis the charity is a going concern.

During the year, the Coronavirus (COVID-19) emerged globally resulting in a significant impact on the economy worldwide. Although some of the operations have been restricted, the charity continues to operate using alternative methods and remote working. The Trustees continue to monitor and assess the ever-changing environment in order to position the charity to ensure its future success. Having considered the possible financial impact of the Covid-19 Pandemic on the charity, the Trustees are satisfied that the financial statements do not need to include any adjustments that might result from the continuing uncertainty.

##### 1.3 Income

All income is included in the consolidated SOFA when the charity is legally entitled to it, receipt is probable and the amount can be measured with sufficient reliability.

###### Grant income

Grants are credited to the SOFA when the charity is entitled to the funds. Income is only deferred where there are time constraints imposed by the donor or if the funding is performance related.

Where entitlement to grants receivable is dependent upon fulfilment of conditions within the charity's control, the income is recognised when there is sufficient evidence that conditions will be met.

Grants supporting the core activities of the charity and with no specific restrictions placed upon their use are included within donations and legacies. Grants that have specific restrictions placed upon their use are included within income from charitable activities.

Capital grants for the purchase of fixed assets are credited to restricted incoming resources on the earlier date of when they are received or receivable. Depreciation on the related fixed assets are charged against the restricted fund.

###### Donations and legacies

Donations are recognised in the period in which they are received. Legacy income is recognised when the charity's entitlement is judged to be probable and where the amount can be reliably measured.

###### Contract income

Income from charitable activities include income recognised as earned (as the related goods and services are provided) under contract.

###### Investment income

Investment income is included when receivable.

# EDUCAID SIERRA LEONE

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST AUGUST 2020

#### 1.4 Volunteers and donated services and facilities

Donated professional services and donated facilities are recognised as income when the Charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the Charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of ambassadors is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the Charity which is the amount the Charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### 1.5 Expenditure recognition and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

- (a) Cost of raising funds comprises the cost of seeking donations and legacies by holding fundraising events, creating marketing materials and maintaining a website and social media presence to ensure our supporters are kept abreast of our work, and other fundraising activities and their associated support costs.
- (b) Expenditure on charitable activities includes the costs directly associated with furthering the purposes of the Charity and associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### 1.6 Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include back office costs, finance and administration personnel, payroll and governance costs which support the Charity's programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The basis on which support costs have been allocated are set out in note 6.

#### 1.7 Funds structure

The unrestricted fund comprises those monies, which may be used towards meeting the charitable objectives of the Charity at the discretion of the Management Board.

The restricted funds are monies raised for, and their use restricted to, a specific purpose or donations subject to donor imposed conditions.

#### 1.8 Tangible fixed assets and depreciation

Tangible fixed assets (excluding investments) are stated at cost less depreciation. The cost of minor additions or those costing less than £5,000 are not capitalised. Tangible fixed assets in Sierra Leone are restated in pound sterling as at balance sheet date. Unrealised gains/losses on account of currency fluctuations are charged to profit and loss account. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold land	- Not depreciated.
Freehold buildings	- Over 15 years on a straight-line basis.
Solar installations	- Over 5 years on a straight-line basis.
Vehicles	- Over 3 years on a straight-line basis.

# EDUCAID SIERRA LEONE

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST AUGUST 2020

#### **1.9 Stock**

Stock is shown at the lower of cost and net realisable value.

#### **1.10 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term cash deposits.

#### **1.11 Creditors and provisions**

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### **1.12 Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

#### **1.13 Foreign currency transactions**

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rate of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. All differences are taken to the Statement of Financial Activities.

#### **1.14 Taxation**

The Charity is a registered charity and, therefore, is not liable for Income Tax or Corporation Tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

#### **1.15 Judgement and key sources of estimation uncertainty**

In the application of the company's accounting policies, the Charity is required to make judgments, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# EDUCAID SIERRA LEONE

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST AUGUST 2020

#### 2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Souter Charitable Trust	3,000	-	3,000	-
IWHM Bernard Butler Trust	15,000	-	15,000	-
Coldfall Primary School	3,500	-	3,500	-
Stockport Grammar School	4,620	-	4,620	-
Harrytown Catholic High School	3,259	-	3,259	-
Futures for Kids	33,000	-	33,000	30,000
Quadralene Ltd	5,000	-	5,000	5,000
Anonymous donation	25,000	-	25,000	21,700
Other donations ( Less than £5,000)	257,583	3,189	260,772	288,145
Legacies	-	-	-	6,500
Holovis Ltd	-	-	-	10,000
Donations in kind	43,050	-	43,050	85,939
	<u>393,012</u>	<u>3,189</u>	<u>396,201</u>	<u>447,284</u>

The donations and legacies income in 2019 totaling £447,284 was attributed to unrestricted funds of £440,884 and restricted funds of £6,400.

The donations in kind are recognised within income as donations, and corresponding charges included within support costs under pro bono advice and other support costs. The values placed on these contributions by McDermott Will & Emery UK LLP and by the charity are as follows:

- McDermott Will & Emery UK LLP – Pro bono advice – £30,078 (2019: £71,928)
- Individual – Office space – £12,000 (2019: £12,000)
- Individual – Travel and subsistence £972(2018: £2,011)

# EDUCAID SIERRA LEONE

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST AUGUST 2020

#### 3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
<b>Grants and Contract Income</b>				
The Rockdale Foundation	-	316,179	316,179	7,771
The Zochonis Charitable Trust	-	25,000	25,000	-
Coldfall Primary School	-	5,605	5,605	11,000
Stichting Een Helpende Hand	-	16,557	16,557	-
Stichting Smarter Hospital	-	10,195	10,195	7,706
Set4Life	-	11,330	11,330	12,124
St Marks Overseas Aid Trust	-	4,150	4,150	-
Women Deliver	-	9,120	9,120	-
Aberdeen Women's center	-	730	730	-
L'Appel	-	2,196	2,196	12,034
MBSSE	-	1,934	1,934	-
Teaching Service Commission	-	2,789	2,789	-
Chartered Accountants Livery	-	-	-	1,500
Didymus Trust	-	-	-	5,000
European Union	-	-	-	93,676
Make It Happen	-	-	-	100,000
Makeni Trust	-	2,000	2,000	3,383
Overseas Development Institute	-	-	-	8,750
Tula Trust	-	-	-	2,000
Cambridge university	-	-	-	6,235
Anonymous donation	-	7,856	7,856	16,005
	<u>-</u>	<u>415,641</u>	<u>415,641</u>	<u>287,184</u>

Income from charitable activities in 2019 totaling £287,184 was attributed to unrestricted funds of £108,750 and restricted funds of £178,434.

#### 4. INVESTMENT INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Bank interest	1,216	-	1,216	610
	<u>1,216</u>	<u>-</u>	<u>1,216</u>	<u>610</u>

All of the investment income of £1,216 (2019: £610) arises from money held in interest bearing deposit accounts.

# EDUCAID SIERRA LEONE

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST AUGUST 2020

#### 5. ANALYSIS OF EXPENDITURE

	Raising Funds	Running Schools	School Improvement / Teacher Training	Post Secondary Strategy	Women's & Other Projects	Total 2020	Total 2019
	£	£	£	£	£	£	£
Staff Salaries and Other Costs	44,623	132,723	41,712	742	261	220,061	318,823
Other Direct Costs	1,664	250,380	215,668	13,918	5,778	487,408	358,612
Support Costs (Note 6)	4,380	66,333	24,357	1,387	571	97,028	136,744
Governance Costs (Note 6)	546	4,522	3,038	173	71	8,350	8,188
	51,213	453,958	284,775	16,220	6,681	812,847	822,367

Of the £812,847 (2019: £822,367) expenditure of £390,517 was charged to unrestricted funds (2019: £533,300) and £422,330 to restricted funds (2019: £289,067).

#### 6. ANALYSIS OF SUPPORT AND GOVERNANCE COSTS

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Governance costs and other support costs are apportioned separately between charity's key activity undertaken (see note 5) in the year. Refer to the table below for the basis for apportionment and the analysis of support and governance costs.

	General Support	Governance	Total 2020	Total 2019
	£	£	£	£
Staff Costs	31,850	-	31,850	29,219
Other Support Costs	33,869	1,708	35,577	33,594
Legal & Professional Fees	1,231	-	1,231	3,711
Pro bono advice	30,078	-	30,078	71,928
Audit Fees	-	6,642	6,642	6,480
	97,028	8,350	105,378	144,932

#### 7. NET MOVEMENT FOR THE YEAR

	2020	2019
	£	£
<b>This is stated after charging:</b>		
Audit Fees	6,642	6,480
Depreciation	15,591	16,712



# EDUCAID SIERRA LEONE

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST AUGUST 2020

#### 8. ANALYSIS OF STAFF COSTS, TRUSTEES REMUNERATION AND EXPENSES, AND COST OF KEY MANAGEMENT PERSONNEL

	2020	2019
	£	£
<b>STAFF COSTS</b>		
Salaries and wages	222,676	291,454
Social Security Costs	12,202	12,388
Pension	6,070	26,147
	<u>240,948</u>	<u>329,989</u>

No employee received remuneration in excess of £60,000 during the period. None of the trustees received any remuneration during the period and no expenses were reimbursed.

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2019: £nil) neither were they reimbursed expenses during the year (2019: £nil). No charity trustee received payment for professional or other services supplied to the charity (2019: £nil).

The key management personnel of the Charity comprise the UK Chief Executive and the Country Director Sierra Leone. The total employee benefits of the key management personnel in the year were £103,146 (2019: £105,472).

#### 9. STAFF NUMBERS

The average monthly number of full-time equivalent employees (including casual and part-time staff) during the year were as follows:

	2020	2019
Fundraising and management	1	3
Teaching Staff	53	98
Administration and Support	8	11
	<u>62</u>	<u>112</u>

# EDUCAID SIERRA LEONE

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST AUGUST 2020

#### 10. TANGIBLE FIXED ASSETS

	2020 £	2019 £
<b>Net Book Values</b>		
Freehold Buildings	42,114	49,851
Fixtures, Fittings & Equipment	4,796	10,409
Motor Vehicles	15,659	7,521
Assets Under Construction	58,683	32,261
	<u>121,252</u>	<u>100,042</u>

#### Movements in the Year

Cost or Valuation	Opening Balances £	Additions £	Disposals £	Currency Devaluation £	Closing Balances £
Freehold Buildings	62,298	-	-	(4,891)	57,407
Fixtures, Fittings & Equipment	26,021	-	-	(2,043)	23,978
Motor Vehicle	27,069	19,438	-	(2,125)	44,382
Assets Under Construction	32,261	28,956	-	(2,534)	58,683
	<u>147,649</u>	<u>48,394</u>	<u>-</u>	<u>(11,593)</u>	<u>184,450</u>

#### Movements in the Year

Depreciation	Opening Balances £	Charge for Year £	Disposals £	Currency Devaluation £	Closing Balances £
Freehold Buildings	12,447	3,823	-	(977)	15,293
Fixtures, Fittings & Equipment	15,612	4,796	-	(1,226)	19,182
Motor Vehicle	19,548	10,710	-	(1,535)	28,723
Assets Under Construction	-	-	-	-	-
	<u>47,607</u>	<u>19,329</u>	<u>-</u>	<u>(3,738)</u>	<u>63,198</u>

Assets Under Construction comprise an extension to the Rolal School courtesy of a generous donation from a major donor. Unfortunately, due to unforeseen issues with the contractor mostly outside the control of EducAid, this project has been significantly delayed, past its original completion date. EducAid has completed the project in October 2020.

# EDUCAID SIERRA LEONE

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST AUGUST 2020

#### 11. DEBTORS

	2020	2019
	£	£
Trade debtors	14,478	63,911
Other Debtors	4,873	6,439
Prepayments	8,368	10,936
	<u>27,719</u>	<u>81,286</u>

#### 12. CREDITORS

	2020	2019
	£	£
Taxation and Social Security	2,613	4,115
Other Creditors	749	20,663
Accruals	15,605	15,492
Deferred Income (Note 13)	28,910	21,536
	<u>47,877</u>	<u>61,806</u>

#### 13. DEFERRED INCOME

	Opening Balances	Amount Deferred in year	Amount Released in year	Closing Balances
	£	£	£	£
Evan Cornish Grant for WP girls	-	8,000	-	8,000
Aberdeen Women's Center	-	1,095	-	1,095
L'Appel	-	11,705	-	11,705
The Rockdale Foundation	15,522	8,110	15,522	8,110
M Byrne (Restricted Donation)	3,189	-	3,189	-
Women Deliver	2,825	-	2,825	-
	<u>21,536</u>	<u>28,910</u>	<u>21,536</u>	<u>28,910</u>

**Evan Cornish Foundation** - This represents one-off grant received to fund The Women's Project (now Strong Girl Incubator) Expansion, funding to be spent over a 12-month period to March 2021.

**Aberdeen Women's Centre** - This represents grant received for 10 girls to be funded through The Women's Project. 4 girls attended the Women's Project during the year. The 6 girls' funding remaining in Deferred income.

**L'Appel** - This represents sponsorship for further study for a number of young women, covering university fees.

**The Rockdale Foundation** - This represents grant received to fund an educationalist. Staff member started in November 2019, funding to be spent over a 24-month period to October 2020.

**Martin Byrne** – This represents funds received Rotal building project in Sierra Leone. The building was completed in October of 2020

**Women Deliver** – This represents grant received for a project to support young people's leadership and advocacy.

# EDUCAID SIERRA LEONE

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST AUGUST 2020

#### 14. MOVEMENTS IN FUNDS

	Balance at 01.09.2019	Income	Expenditure	Balance at 31.08.2020
	£	£	£	£
<b>Restricted Funds</b>				
The Rockdale Foundation	-	316,179	(316,179)	-
The Zochonis Charitable Trust	-	25,000	(25,000)	-
Coldfall Primary School	3,500	5,605	(9,105)	-
Stichting Een Helpende Hand	-	16,557	(16,557)	-
Stiching Smarter Hospital	-	10,195	(10,195)	-
Set4Life	-	11,330	(11,330)	-
St Marks Overseas Aid Trust	-	4,150	(4,150)	-
Women Deliver	-	9,120	(9,120)	-
Aberdeen Women's center	-	730	(730)	-
L'Appel	-	2,196	(2,196)	-
MBSSE	-	1,934	(1,934)	-
Teaching Service Commission	-	2,789	(2,789)	-
Makeni Trust	-	2,000	(2,000)	-
Other Donations	-	3,189	(3,189)	-
Anonymous donation	-	7,855	(7,855)	-
	<u>3,500</u>	<u>418,830</u>	<u>(422,330)</u>	<u>-</u>
<b>Unrestricted Funds</b>				
General Funds	232,878	394,228	(390,517)	236,589
<b>Total Funds</b>	<u>236,378</u>	<u>813,058</u>	<u>(812,847)</u>	<u>236,589</u>

#### Movements in funds - previous year

	Balance at 01.09.2018	Income	Expenditure	Balance at 31.08.2019
	£	£	£	£
<b>Restricted Funds</b>				
Allan & Nesta Fergusson Charitable Trust	25,000	-	(25,000)	-
Cambridge University	-	6,235	(6,235)	-
Chartered Accountants Livery	-	1,500	(1,500)	-
Coldfall Primary School	-	11,000	(7,500)	3,500
Didymus Trust	-	5,000	(5,000)	-
European Union	21,832	93,676	(115,508)	-
Evan Cornish	4,514	-	(4,514)	-
L'Appel Deutschland	12,229	12,034	(24,263)	-
Makeni Trust Fund	-	3,383	(3,383)	-
Rockdale Foundation	-	7,771	(7,771)	-
Set4Life	-	12,124	(12,124)	-
Stichting Smarter Hospitals	3,516	7,706	(11,222)	-
Tula Trust	-	2,000	(2,000)	-
The Waterloo Foundation	2,734	-	(2,734)	-
Flood Appeal	14,905	-	(14,905)	-
Restricted Donations	23,003	22,405	(45,408)	-
	<u>107,733</u>	<u>184,834</u>	<u>(289,067)</u>	<u>3,500</u>
<b>Unrestricted Funds</b>				
General Funds	215,934	550,244	(533,300)	232,878
<b>Total Funds</b>	<u>323,667</u>	<u>735,078</u>	<u>(822,367)</u>	<u>236,378</u>

# EDUCAID SIERRA LEONE

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST AUGUST 2020

#### 15. MOVEMENTS IN FUNDS (Continue)

##### Description, nature & purpose of restricted funds:

**Rockdale Foundation** – The Rockdale Foundation awarded 2 grants to EducAid during this period.

- A grant to fund an Education Programme Officer for 2 years (November 2018 to October 2020)
- A grant to fund the EducAid's delivery of the Education Innovation Challenge a three-year programme that began in 2019.

**The Zochonis Charitable Trust** – The Zochonis Charitable Trust gave funds to complete the Rolal building project which included upgrades to allow the building to be a teacher training and exam centre.

**Coldfall Primary School** – Coldfall Primary School originally restricted a portion of their donation for a feasibility study related to the Rolal Building project and unrestricted these funds in 2020 to contribute to the completion of the project.

**Stichting Een Helpende Hand** – Stichting Een Helpende Hand provided funds towards delivery of SDA Senior Secondary Yele Training Project.

**Stichting Smarter Hospital** – Stichting Smarter Hospital provided funds towards delivery of QEP (Teach-the-Teacher Programme) in Yele.

**Set4Life** – EducAid provided teacher training to a school in Yiben and education to children from Yiben.

**St Marks Overseas Aid Trust** – St Marks Overseas Aid Trust provided £4,150 towards refurbishment of the Women's Project at EducAid's Lumley School.

**Women Deliver** – Women Deliver gave two grants to EducAid for a project to support young people's leadership and advocacy.

**Aberdeen Women's Centre** – Funds received in SL payment as per MoU between AWC and EducAid for 10 girls to attend the Women's Project, EducAid's accelerated learning programme for girls re-entering secondary education.

**L'Appel** – L'Appel awarded a grant towards the academic empowerment of women and girls in Sierra Leone. This includes sponsorship of young women earning degrees.

**MBSSE (Ministry of Basic & Senior Secondary Education)** – EducAid Rolal Senior Secondary School became a government-assisted school during the academic year and received funding from MBSSE. The funds received are restricted to Rolal only to be spent on improving the learning environment for the students of that school.

**Teaching Service Commission** – Funds received from Teaching Service Commission towards disbursement of stipends to teachers for radio lessons for students during the COVID-19 school closures in Sierra Leone.

**Makeni Trust Fund** – Sponsorships for students continuing their studies.

**Allan & Nesta Ferguson Charitable Trust** – Awarded £25,000 towards EducAid's Quality Enhancement Programme over the course of 12 months.

**Chartered Accountants' Livery** – The Chartered Accountants' Livery gave funds for further training of EducAid's Finance Team in Sierra Leone.

**Cambridge University (Ian Goodfellow)** – Public Health Education project – Cambridge supports an outreach programme educating about hygiene and how diseases spread with a small group of EducAid staff.

**Didymus Trust** – Didymus Trust provided £5,000 for the cost of transport for the Quality Enhancement Programme (QEP4E)

**European Union** - The EU has paid for 55% of a 4-year teacher training programme that ended in April 2019.

# EDUCAID SIERRA LEONE

## NOTES TO THE ACCOUNTS (Cont/d)

### FOR THE YEAR ENDED 31ST AUGUST 2020

#### 14. MOVEMENTS IN FUNDS (Continue)

**Evan Cornish** – The Evan Cornish Foundation awarded £5,000 towards the Equality Team Empowerment Project over the course of 1-year.

**Tula Trust** – The Tula Trust gave EducAid £2,000 for education in Sierra Leone in 2019.

**The Waterloo Foundation** – Awarded towards the cost of Empowering Girls in Education in Sierra Leone.

**Flood Appeal** – This money was accrued via numerous donations to aid with the expense of having 85 children affected by the flood admitted into an EducAid school and to provide EducAid teachers with support following their losses to make sure they were able to begin the 2017-18 school year. In accordance with the agreement with donors after the cost of immediate relief had been met any balance to be used to support the additional costs of those students who had become home students on account of the flood in 2018-19.

**Restricted Donations** – Restricted donations were provided by a number of individuals towards several activities including university sponsorships and contributions towards the Business Administration and Management Course set up in partnership with the University of Makeni.

#### General Funds

General funds represent funds available to spend at the discretion of the trustees after allowing for all designated funds.

#### 15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total £
Fixed assets	121,252	-	121,252
Net Current assets	115,337	-	115,337
	<u>236,589</u>	<u>-</u>	<u>236,589</u>

#### Analysis of net assets between funds - previous year

	Unrestricted Funds £	Restricted Funds £	Total £
Fixed assets	100,042	-	100,042
Net Current assets	132,836	3,500	136,336
	<u>232,878</u>	<u>3,500</u>	<u>236,378</u>

#### 16. RELATED PARTY TRANSACTIONS

During the year the Charity received donations totalling £40,370 (2019 - £49,660) from Trustees. There were no other related parties transactions during the year (2019: £nil).