

Friends of East Meru Community School

Supporting the work of East Meru Community School, where every child deserves the chance to learn.

UK Registered Charity 1168456



ANNUAL REPORT 2021

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The trustees of **Friends of East Meru Community School** present their fifth Annual Report and financial statements for the year ending 30th June 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued March 2005.

Reference and administrative details

Charity name:	Friends of East Meru Community School (or Friends of EMCS)	
Charity structure:	Foundation CIO	
Date of Registration:	27 July 2016	
Charity Registration Number:	1168456	
Charity's Principal Address:	5 Gents Lane, Shimpling Bury St Edmunds, Suffolk, IP29 4HP	
Charity website:	www.eastmerucommunityschool.org/friends-of-emcs	
Trustees:	Jane Wall Jonathan Ford Patricia Keighley Ian Horne	Appointed July 2016 Appointed July 2016 Appointed July 2016 Appointed March 2021
Charity Bank:	HSBC Oswestry Cross Street, Oswestry Shropshire SY11 2SR	
HMRC Reference Number:	EW53474	

Objectives and Activities

OBJECTIVES

The main purpose of **Friends of East Meru Community School**, which is a charity based in the UK, is to provide support, raise awareness and raise funds for the East Meru Community School project, in the Meru District of Northern Tanzania, in order to relieve poverty and advance education for the public benefit of disadvantaged families through the provision of an English medium Primary education and access to other appropriate educational facilities.

East Meru Community School is legally owned by Tikundane, a Tanzanian registered NGO (Registration Number 00004359). All funds raised by **Friends of East Meru Community School** are transferred to the Tikundane NGO TZS and US\$ accounts with KCB Bank, Moshi, Tanzania.

East Meru Community School opened as a Tanzanian registered English Medium Primary School at the beginning of 2012, with one class of 25 children. It has grown by a class each year and now includes a Prep class and Standards 1 to 7 with 259 children, plus 59 fee paying children from a nearby church school. Each year funds have been raised to build one more classroom, to provide additional infrastructure, and to support an additional 25 to 30 children plus required staff until its completion up to Standard 7 (the final year of Primary). The classroom building programme was completed for the start of 2019 and there are now 14 teachers and 13 support staff.

Since its opening, the school has added 8 classrooms, a composting toilet block for children, a larger flushing toilet block (5 toilets for girls and 5 for boys, with access for children with disabilities) using water pumped from an underground well via a solar pump, a Dining Hall, a kitchen (using wood-saving stoves) and store, a chicken house (which has since been converted into a dry foodstuffs store), shoe making and tailors workshops, an Administration Building complete with solar power, staff toilets, handwashing (using the same solar-pumped well water) and dishwashing facilities, solar-powered security lighting, a secure perimeter fence and lockable main gate, a sports field, rainwater harvesting tanks attached to each main building and a Library building with an outdoor classroom area presently under construction.

Within each of the classrooms, staffroom and dining hall there are locally handmade desks, chairs and benches which were restored and varnished in 2019 and new bookshelves were added to each classroom. Grevilia wood from trees which were cleared for the new playing field have been used to make new desks and chairs. There is also a well-established vegetable garden which regularly provides green vegetables for the school kitchen, and the school families collectively now own 150 goats and numbers of chickens thanks to a project initiated by a local Rotary Club.

The children are selected from the most disadvantaged families in the communities around the village of Maruvango, and they are provided with a completely free English Medium education, including all of their uniforms and shoes (which are made on site), stationery, text books and food (including mid-morning tea and a nutritious lunch).

Children of mixed academic ability are recruited annually to join the EMCS Prep Class. In-line with the EMCS ethos that 'Every child deserves the chance to learn' the selection of new pupils is based solely upon Family need and EMCS does not test children as part of the selection process.

East Meru Community School welcomes those who are physically challenged or who, on the basis of school assessments, have learning difficulties. If, after selection, it is considered that it would be in the best interest of the child to be receiving an education elsewhere, the project continues to support that child financially in a specialist environment.

English is the language of instruction for all subjects (except Kiswahili), in contrast to Tanzanian Government Primary Schools where Kiswahili is used, giving the students a huge advantage if and when they progress on to Secondary School, where all subjects are taught in English.

Class sizes are kept deliberately small and teachers are provided with as much support as possible to ensure that they are able to provide a caring, nurturing and engaging learning environment which will help the children to achieve their full potential. Teachers are also encouraged to develop their skills and take advantage of professional development opportunities, such as learning new IT skills. The teachers have also been trained to use online teaching materials provided by an Australian Rotary Club Teacher in the Box initiative which initially provided a laptop and projector and access to internet and online learning materials. They have since donated another laptop to school plus access to online learning materials linked to the Tanzania National Curriculum. A small number of teachers are working hard to upgrade their existing Tanzanian teaching qualifications.

East Meru Community School was founded by Ian Horne from the UK, who remains a director. His original aim was to ensure that the project is run by local staff as far as possible. Currently all teaching and non-teaching staff members are Tanzanian and, where possible, are recruited from the local community, including those in management, plus temporary/casual workers such as builders etc. Wherever possible, all resources (including foodstuffs, firewood, building materials) are sourced locally, which also helps to broaden the positive economic impact of the school within the local community.

There are some small initiatives to raise funds from within the project, such as the sale of leather and fabric goods (made by a physically disabled shoemaker and tailor within on-site workshops). The school shoemaker has recently generated income by making school shoes for another NGO and for parents of children living in the village. Also, local business people within the community occasionally donate food supplies and firewood to the school. However, the majority of monetary funds are still provided via the Pupil Sponsorship Programme and donors from outside of Tanzania.

The East Meru Community School Project has the full backing of the Maruvango Village Leadership and local community, and has a large and active Parents Committee, with many of the families regularly supporting the school whenever needed – such as during the collection of rocks and digging/carrying of gravel used when laying the foundations of new school buildings, land clearance, the digging of trenches for water pipes etc. This has created community ownership of the school and has undoubtedly contributed to the school's on-going success. Parents/guardians and other relatives are encouraged to play an active part in their child's education and are invited to attend a termly meeting with teachers so that they can learn about their child's progress and how best to support their child more effectively.

The World Bank, the United Nations and other organisations involved in international development are all in agreement that quality education and the creation of jobs which provide secure and fair wages are two of the most important ways for a country to develop and for helping people out of poverty. The model which is being used in the East Meru Community School project is based on this premise.

ACTIVITIES

Friends of East Meru Community School was set up specifically to support East Meru Community School by likeminded individuals who have lived and worked in Northern Tanzania and who know the project personally.

A charity bank account with HSBC was opened in March 2016 in preparation for registering with the Charity Commission for England and Wales. £2,000 from an existing UK account which supported East Meru Community School was transferred into the HSBC account, along with a personal donation of £1,400 from supporters of East Meru Community School, £825 from various fundraising activities, and £1,916.06 generated from a crowd funding appeal through Indiegogo totalling £6,141.06. The Indiegogo funds were specifically earmarked to purchase a solar power system for the Administration Building, which would bring electricity to the school for the very first time and this was installed in September 2016.

Following registration with the Charity Commission for England and Wales the charity was able to register with BT MyDonate, an online fundraising platform, chosen because of their 0% commission, no set-up fees or monthly charges other than the charges for use of credit and debit cards. The HSBC account was linked directly to the BT MyDonate website and the fundraising platform was directly accessible from the East Meru Community School website and Facebook page. The charity was also able to register for Gift Aid, which was being handled by BT MyDonate.

Following the closure of BT My Donate in June 2019, the Charity registered with Virginmoneygiving and most sponsorship payments and donation are now collected through this platform. Virginmoneygiving collects Gift Aid on behalf of the charity and forwards this to our bank account. There was some concern that some regular sponsors and donors may be lost in the transition from BT MyDonate to Virginmoneygiving but this does not seem to have been the case.

In May 2017, the charity registered with Give as you Live (Every Click) which now enables supporters to nominate Friends of East Meru Community School for a small donation when shopping online (amount varies dependent upon the retailer) and also provides a vehicle for personal donations. There was no income from this source during the accounting period, £33.16 was raised through this platform in the previous 12 months.

During the accounting period from 1st July 2020 to 30th June 2021 fundraising activities organised by supporters of **Friends of East Meru Community School** have included donating to the school in lieu of birthday presents, retirement presents and Christmas presents, a half marathon and a 26.2k race.

A number of donations were made specifically to support additional needs due to the Covid 19 pandemic. Collectively these activities and other donations generated a total of £4,993 and have been put towards immediate requirements as determined by the in-country Director and towards targeted projects in line with donor's requests.

In addition to these general donations, an appeal to raise funds to build and equip a new school library raised a remarkable figure of £2,500.

The greatest source of income comes from individuals or groups who are sponsoring the day-to-day provision of education for children through monthly payments of between £15 and £20.¹ Between 45 and

¹ In 2017, sponsorship payments were raised for the first time since the school opened, to reflect the rate of inflation in Tanzania and to offset any shortfalls from the weaker pound. New sponsors were asked to pay £20 per month and existing sponsors were invited to raise the monthly payments from £15 to £20.

50 students are sponsored this way through Friends of EMCS; this varies through the year as new sponsors join the scheme and others leave, perhaps when students graduate.

The total raised during the financial year ending 30th June 2021 through the sponsorship programme was £9,778. These funds were used to pay for staff wages, children's uniforms, day to day running costs, printing, purchasing food and milk for children's and staff meals. As their sponsor child reaches the end of Standard 7 and moves on to Secondary School, the sponsors are given the option to continue their sponsorship of their child in Secondary School or to sponsor a child in the new Prep class. A small number of sponsors have chosen each option with 6 sponsors choosing to donate 500,000 TZS each year to support their child in Secondary School. A new initiative started by a very generous donor and her US organisation called NAME, has seen 24 graduates of EMCS supported during their move to Secondary school for the costs of their transport, reception fees, school uniform, bedding and stationery. NAME has agreed to provide on-going support of 2,000 USD annually for this initiative to continue. Friends of EMCS was established to facilitate UK based support for the project so NAME does not donate via the charity and so this is not included in the account statements.

Friends of East Meru Community School continues to raise awareness of the East Meru Community School project through regular updates on social media and on the East Meru Community School website. Ongoing fundraising activities continue to take place, all on a volunteer basis. Last year one of the trustees was able to visit the project and discuss the use of funds with the in-country director. It was during this visit that discussions took place regarding the building of a new library facility which could be used by all members of the community as a place to study and access much needed learning resources. This will become the focus of fundraising for 2020 – 2021. During the accounting period construction work on the library began with the building $\frac{3}{4}$ completed and plans to include a landscaped outdoor classroom area. It is hoped that the library will be fully completed sometime during 2022.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit and are satisfied that they meet the requirements through relief of poverty and the advancement of education.

Achievements and Performance

Funds raised by the Charity have been used to support the work and growth of East Meru Community School during the school's second graduating year, marking the culmination of eight years of education. The charity is very proud to report that 95% of the students (All but 1 student) passed their exams with high grades enabling them all to proceed to Secondary education.

In addition to the success of the second graduating class, during the financial year July 2020 to June 2021 children sat for their national exams at the end of Standard 4 with all students passing their exams and all but 1 student achieving overall grades A or B.

This would not have been achieved without donations made through **Friends of East Meru Community School** and other supporters of the school, all of which provide a regular contribution to the teachers' salaries, enable the children to be taught in smaller classes, help to provide the teachers with suitable teaching and learning materials, and provide mid-morning tea and a midday meal for both the children and staff which means that they are able to remain in school all day (unlike many of the government schools). There is a very low rate of absenteeism amongst both staff and children, and no children have dropped out of school— a strong indication that objectives are being achieved.

This year additional funds were raised to help to pay for the school's first graduation ceremony and to provide text books for graduating students who would be attending a nearby Secondary School. Also, in this year of the Covid-19 pandemic money was raised through the charity to support the families of children at the school – including helping to cover costs of printing material to send home to students and to provide basic handwashing facilities for the home. The largest fund-raising efforts however, focused on raising funds for the new library.

The money raised in the previous financial year for a new school vehicle – an essential requirement for a project located in such a remote area - was used to support the purchase of a Toyota Landcruiser.

Parents and staff report that the opportunity for one child to have a free education significantly reduces the financial burden on the family as they are more likely to be able to provide for other children in the family given that one has a free fully supported education and food. The siblings are also helped by the child who attends EMCS, as they share the benefits of their education with them. Parents have reported that the child who attends EMCS sits down with the other children in the evenings and helps them with their homework. The Ward Education Officer stated that EMCS has eased the burden of numbers of children attending the local Government Primary School by 25 to 30 children each year. Staff members report that their lives are being changed by their employment at the school. For example, a regular wage is helping them to build new or improve their existing homes, they can afford better health care and are able to provide for the education and healthcare of siblings and older family members.

At the end of 2016 a three-year Budget Plan was developed with the trustees and the management team in Tanzania, and we are very pleased to report that the majority of the 2019-20 targets were met.

A new plan for the years 2020 – 2024 has now been prepared. The plan includes provision of a new vehicle for the school and the completion of the new Library in addition to the ongoing needs of the existing infrastructure. Friends of EMCS has raised significant funds to support these aims.

Financial Review

Note all figures below are provisional subject to an independent review

Friends of East Meru Community School began the accounting year in July 2020 with £20,220. At the end of June 2021, the accounts were holding £16,139.

Transfers from the account take place in response to requests from the management team in Tanzania and £23,916 was transferred during the accounting period.

A total amount of **£20,462** was raised during the financial period from July 2020 to June 2021.

- This includes **£9,788** raised through the sponsorship programme which is earmarked for providing teaching and learning provisions for the children who are currently being supported through Friends of East Meru Community School.
- A further **£4,993** was raised through general donations.
- The library appeal raised an additional **£2,500**
- An additional **£3,181** was raised in Gift Aid.
- Bank charges and Virginmoneygiving transaction and card processing fees, totalled **£483**.
- Website costs came to **£143** which was covered by a specified donation.
- There were no other costs.

The total money raised is very similar to the previous 12-month funding period (down by 1.5%). Apart from the transaction fees, bank charges and website costs, all funds received by the charity are used to fund the work of the East Meru Community School project in Tanzania. No funds are used to support any expenses within the UK. The charity has no physical assets and all of the trustees are volunteers. The aim is to hold a minimum of £2,000 in the account at any one time in order to cover any contingencies, and funds in excess of that are transferred when required in Tanzania and where possible, when the exchange rate is most favourable. All transfers are paid into a US\$ account held by the Tanzanian NGO Tikundane at the KCB Bank in Moshi, Tanzania.

Donations are from individuals who have an interest in the East Meru Community School project and are usually prompted by social media appeals or specific fundraising events held by supporters of the project. The charity currently has no large corporate sponsors or funding from grant providers.

The table below shows how funds were spent during the accounting period July 2019 to June 2020:

Salaries	£ 14,006.00
Food	£ 921.00
School pickup fuel	£ 484.00
School pickup maintenance	£ 652.00
Stationery (including photocopying)	£ 209.00
Text books	£ 28.00
Uniform	£ 585.00
Vegetable growing	£ 6.00
Voucher - Internet	£ 16.00
Library building materials/ labour costs	£ 5,008.00
TOTAL:	£ 21,915.00

Funds transferred will vary from year to year as the school dependent upon project needs. Money is transferred upon requests from the Tanzanian management team for the purposes at that time but the majority of funding is for staff wages and other daily costs.

Any funds raised for a specific purpose have been used as such – for example the library project or the provision of a much-needed new school vehicle. Any additional nonspecific donations have been used to meet daily needs. Funds raised through sponsors have been used for the day to day running of the school and have included such things as paying staff wages, paying for food, uniforms, shoes, printing etc.

Further detail including a breakdown of expenditure can be obtained from the trustees.

Friends of East Meru Community School will continue to support the East Meru Community School project in the coming year by seeking new funding streams, attracting more sponsors for the 2021 intake of children, offering support for further fundraising activities, and reaching out to local organisations such as schools, churches and Rotary clubs despite the on-going challenges faced by the Covid-19 pandemic.

Friends of East Meru Community School is a Foundation CIO based in the UK, registered with the Charity Commission for England and Wales on 27th July 2016 in order to support the work of the East Meru Community School project in Maruvango, Tanzania. The project is legally owned by Tikundane, a Tanzanian registered NGO.

Structure, Governance and Management

The constitutional regulations require a minimum of three trustees with no maximum number. The charity began with four trustees who have all lived and worked in Tanzania and visited the East Meru Community School project. All trustees are volunteers, receiving no remuneration or expenses and in all matters, the trustees have due regard for the guidance published by the Charity Commission on public benefit.

The charity does not currently have any employees, either part-time or full time and has not paid for the services of any professional body during this first financial year.

The trustees understand that they have a duty to identify and review the risks to which the charity is exposed, and to ensure appropriate controls are in place to provide assurance against fraud and error.

The trustees are responsible for preparing the Report of the Trustees 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 year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. 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.

Approved by order of the board of trustees on 28th April 2021

Iain Horne,

Chair of Friends of East Meru Community School



CHARITY COMMISSION
FOR ENGLAND AND WALES

Friends of East meru Community School

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Receipts and payments accounts

For the period from	01/07/2020	To	30/06/2021
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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
General Donations	4,993	-	-	4,993	6,330
Sponsorship receipts	9,788	-	-	9,788	10,228
Gift Aid	3,181	-	-	3,181	2,987
School Library Appeal	-	2,500	-	2,500	-
Give as you live (every click)	-	-	-	-	33
School Vehicle campaign	-	-	-	-	1,187
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	17,962	2,500	-	20,462	20,765
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	17,962	2,500	-	20,462	20,765
A3 Payments					
Transfers to EMCS Tanzanian NGO	23,916	-	-	23,916	16,000
Bank charges	106	-	-	106	105
Virginmoney giving admin charges	377	-	-	377	398
Website charges	143	-	-	143	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	24,543	-	-	24,543	16,503
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	24,543	-	-	24,543	16,503
Net of receipts/(payments)	- 6,580	2,500	-	- 4,080	4,262
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	20,220	-	-	20,220	-
Cash funds this year end	13,639.22	2,500	-	16,139	4,262

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	HSBC Bank	13,639	2,500	-
		-	-	-
		-	-	-
	Total cash funds	13,639	2,500	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Jonathan Ford	28/04/2022	
		Jane Wall		