



## TRUSTEES ANNUAL REPORT 2021 - 2022



# TRUSTEES ANNUAL REPORT

## April 2021 - March 2022



**Charity Name: EmbraceAbility**

**Registered Charity Number: 1173877**

### **ADDRESS OF PRINCIPAL OFFICE**

30A York Place  
Brighton  
East Sussex  
United Kingdom  
BN1 4GU

### **REFERENCE, AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS**

#### **EMBRACEABILITY DIRECTORATE 2021**

Lea Jean Roberts: Chair of Trustees (December, 2021)  
Jodie Le Marrec: Chair of Trustees (December, 2021)  
Kristen Hastings: Trustee (April, 2021)  
Jessica Rings: Trustee (April, 2021)

#### **EmbraceAbility Directorate 2022**

Lea Jean Roberts: Chair of Trustees  
Kwai Chi, Trustee  
Klaudia Kranc, Treasurer

Jodie Le Marrec: Chief Executive Officer

## STRUCTURE, GOVERNANCE AND MANAGEMENT

EmbraceAbility's structure is that of a Charitable Incorporated Organisation (CIO). Its governing document is a 'foundation' model constitution, in which EmbraceAbility's only voting members are its trustees.

EmbraceAbility is run by a Board of Trustees who manage the charitable objectives, strategic direction, and affairs of the organisation. EmbraceAbility's Director is responsible for running its day-to-day operations.

All EmbraceAbility staff, trustees and volunteers are subject to EmbraceAbility's hiring policy. EmbraceAbility believes that hiring qualified individuals to fill positions at the charity contributes to the overall strategic success of EmbraceAbility. Each trustee is recruited for their specific skill set, in order that they can make significant and targeted contributions to EmbraceAbility.

Every trustee is subject to an interview process, reference checks and criminal record checks (DBS checks) to ensure good governance. Trustees are invited to EmbraceAbility induction training to cover procedures and policy which is essential for the fulfilment of their functions and duties. Each trustee has a designated role within the organisation to ensure EmbraceAbility is able to perform its objectives and activities effectively.

### BOARD OF TRUSTEES 2021

#### **Lea Jean Roberts, Chair of Trustees.**

The Chair's primary role is to ensure that the board is effective in its task of setting and implementing EmbraceAbility's direction and strategy. Lea's expertise in international development and experience means EmbraceAbility is able to meet the organisational objectives and functions with care and skill. Both Directors work closely with the Chair of Trustees to oversee strategy, research and the implementation of EmbraceAbility's projects. .

#### **Kristen Hastings, Trustee**

This Trustee role oversees all skills-based aspects of EmbraceAbility's work. Expertise in occupational therapy is essential, ensuring EmbraceAbility acts responsibly. It is instrumental for the development of EmbraceAbility operations to have an occupational therapist in this role to review the organisation's training programme and the development of therapy programmes for the beneficiaries.

#### **Jessica Rings, Trustee**

Jessica's role within EmbraceAbility is to contribute her expertise in communications and marketing, so that EmbraceAbility's online campaigns and fundraising initiatives are well-orchestrated, targeted, and more successful as a result of her input.

### EXECUTIVE BOARD

#### **Jodie Le Marrec, CEO**

The Chief Executive Officer is responsible for ensuring organisational effectiveness by providing leadership for the organisation's financial and operational functions. Working on project strategy in both the UK and Cambodia, this position take the lead in the development and implementation of organisational strategies, policies and practices.

## OBJECTIVES AND ACTIVITIES

EmbraceAbility's mission is to provide therapy, care and support to disabled children and their families in Cambodia while fostering inclusive communities through education and the promotion of disability rights. Our mission will be achieved by pursuing the following objectives: The promotion of social inclusion by promoting and facilitating community outreach and education; Promoting basic healthcare and well-being through advocacy and training local people in physiotherapy and occupational therapy so that they are able to care for persons with disabilities within their own communities sustainably.

### EMBRACEABILITY'S PRIMARY AIMS 2021 - 2022

- 1) Project Management - Community Outreach:** Through our community initiatives, we aim to deliver services that empower and build the capacity of our beneficiaries in all areas of their lives. With the promotion of a child's independence and dignity at its core, the benefits of regular, family-centric therapies are significant and far-reaching. We also aim to further our constructive relationship with local communities and their leaders through community workshops and the promotion of disability rights, healthy behaviours and mental health.
- 2) Project Management - COVID-19 Relief:** Catering to the emergency needs of 111 people, we want to establish a programme that ensures that our beneficiaries can support their families and protect their reduced income as the COVID-19 pandemic affects local and international markets and employment.
- 3) Project Management - After-School Programme:** For those who require extra help in order to keep up with their school workload, or need help improving their work quickly to the standards of a new class and ensure their retention in mainstream education, EmbraceAbility aimed to provide weekly after-school education sessions for our disabled beneficiaries run by Special Educational Needs (SEN) volunteers.
- 4) Preventing Violence Against Women and Girls with Disabilities:** This project aims to prevent violence against women and girls with disabilities in Cambodia. EmbraceAbility provides weekly self- help workshops for women with disabilities and training for local authorities and carers. This project will be launched in 2023.
- 5) Research:** EmbraceAbility is invested in providing projects which are sustainable and have demonstrable impact. Our organisation ensures all projects are well-researched, monitored and evaluated through a mixed methodology of qualitative and quantitative research methods.
- 6) Campaigns:** EmbraceAbility runs campaigns via different media outlets to raise awareness of disability and development in Cambodia to promote social inclusion.
- 7) Fundraising:** We aim to raise enough funds to sustain our active Community Outreach Programme, COVID-19 Relief Programme, and our key research initiatives.

## ACHIEVEMENTS AND PERFORMANCES

111

people in poverty supported through our Prevention Pack Programme.

5

disabled children integrated into mainstream schooling.

16

disabled children receiving regular tailored therapy.

### **Our COVID-19 Response: Prevention Pack**

Due to the COVID-19 pandemic, EmbraceAbility intervened with a Prevention Pack programme. We wanted to ensure that impoverished people affected by issues of disability can support their families and protect their reduced income. So far, 15 families living in poverty (111 people) have benefitted from this programme.

### **Key Operational Partnership - Inclusive Cambodia**

In order for EmbraceAbility to operate legitimately and effectively in Cambodia, EmbraceAbility maintained an operational partnership with Inclusive Cambodia. EmbraceAbility's programmes on Koh Dach Island and Phnom Penh operated as a joint endeavour between EmbraceAbility and Inclusive Cambodia. This relationship has now come to a close and EmbraceAbility is now working with Gender and Development in Cambodia (GADC).

### **After School Programme**

EmbraceAbility has successfully provided weekly after-school education sessions to 4 of our beneficiaries to ensure their sustained integration and inclusion in mainstream schooling on Koh Dach Island. This project was on pause during the Covid-19 pandemic.

### **Continued effective community engagement - Community Education Workshops**

With the help of key community figures, EmbraceAbility continues to provide its Community Workshop initiative for the promotion of disability rights and basic healthcare. The workshops aim to normalise disability by tackling some of the key issues faced by families and children with disabilities on a day-to-day basis.

### **Preventing Violence Against Women and Girls with Disabilities**

This project has been researched and developed in 2022 with the new project partner GADC. The project will launch in January 2023.

## ACTIVE PROGRAMMES 2021

All of EmbraceAbility's programmes in Cambodia are delivered in partnership with Inclusive Cambodia, and fall under their project portfolio and organisational umbrella.

### **Community Outreach**

EmbraceAbility's Community Outreach Programme is our first programme to be launched on Koh Dach Island, Cambodia. Through our community outreach initiatives, we aim to increase the independence, capacity, and social participation of children with disabilities and their families. Our objectives are as follows: provide therapy to children with disabilities and their families in the home environment; facilitate access to mainstream education for children with disabilities; enhance the knowledge of local therapist(s) in occupational therapy through our skills development programme; provide educational community workshops on issues of disability; conduct essential research that will further our understanding of disability issues on Koh Dach; and to reduce social stigma & build inclusive communities.

This project was discontinued in December 2021.

### **COVID-19 Relief - Prevention Pack**

Our Prevention Pack programme is provided to severely socio-economically vulnerable households on Koh Dach Island, enabling them to meet basic needs without increasing negative coping mechanisms during this global crisis. Catering to the emergency needs of 111, we will provide health and hygiene information, together with food, medications and menstrual products. We want to ensure that local people can support their families and protect their reduced income.

This is an initiative essential to the health and well-being of our beneficiaries, and the preservation of families facing issues of disability and poverty. Given the extensive loss of income faced by families already living poverty as the result of COVID-19, the provision of basic medicines, access to healthcare, female hygiene products, and the stimulus and agency to the local economy has never been so critical.

This project was discontinued in December 2021.

### **After School Programme**

An essential part of our work is the integration of children with disabilities into mainstream schooling. An education among one's peers is an essential part of childhood development, and forms an important precursor to Khmer life. That's why EmbraceAbility is committed to the promotion of inclusive education across all of Koh Dach Island. For those who require extra help in order to keep up with their workload, or need help improving their work quickly to the standards of a new class and ensure their retention in mainstream education, EmbraceAbility will provide weekly after-school education sessions run by staff trained in special educational needs.

This project was discontinued in December 2021.



## FUNDRAISING

EmbraceAbility successfully fundraised £21,508.12 through the fundraising efforts of the EmbraceAbility Fundraising Team. The organisation had funding from The Bulldog Trust, regular giving from the public and fundraising events. Unfortunately, the Director of the charity was ill in 2022 causing a shortfall in fundraising efforts for 2022.

The organisation has received no fundraising complaints and we protect people's privacy through our data protection policy.

## CAMPAIGNS

EmbraceAbility successfully raised the profile of international development issues relevant to disability and social inclusion in Cambodia across a broad readership. EmbraceAbility effectively disseminated social media campaigns, articles and blog posts with increasing reach and engagements. Analysis of our online activity shows a marked and continued increase in the numbers of people and organisations engaging with our online campaign materials.

## RISK MANAGEMENT

The processes for identifying, evaluating and managing the significant risks faced by EmbraceAbility are ongoing, the Board of Trustees and the Director regularly review the financial accounts. The elements of the control framework, incorporating the key sources of evidence utilised by the Board in reviewing the effectiveness of the system of internal control, include:

- a comprehensive risk management framework which identifies key risks to the charity on a regular basis and seeks to mitigate and monitor the risks and the associated mitigation;
- an organisational structure with clearly defined lines of responsibility and delegation of authority set out in the organisation's financial regulations;
- a code of ethics supported by a framework of policies and procedures which volunteers and trustees must adhere to;
- the monitoring of action plans and reviewing recommendations made by the Board;
- approval of the annual budget and budget outlined by the Board.

The Board is aware of and committed to ensuring EmbraceAbility is compliant with the new General Data Protection Regulations. Compliance with GDPR is closely monitored by EmbraceAbility's Data Protection Officer.

**The Board's review of the effectiveness of the organisation's system of internal control has identified no significant failings, weaknesses or instances of fraudulent activity which have resulted in material misstatement or loss that require disclosure within the financial statements for the year ended 31st March 2022, and is up to the date of signing these financial statements.**

## PRINCIPAL RISKS AND UNCERTAINTY

EmbraceAbility has a well-established process for the identification and management of risk. The organisation has identified a range of risks and uncertainties, the principal ones being:

- the sudden loss of funding from major donors;
- and, the lack of grants for disability care projects for Cambodia.

EmbraceAbility's Board of Trustees and Directors have identified the main financial risks to the organisation to be:

- failure to meet financial targets;
- the economic impact of the COVID-19 pandemic on Cambodian and international economy;
- failure to achieve profitable growth and achieve our fundraising targets;
- failure to meet the operational requirements of the organisation.

**After a risk assessment of the organisation's financial position and resources, together with a review of the budget for 2022/2023 and financial forecasts, the Board believes that the organisation is well placed to manage its business risks. The Board, therefore, has a reasonable expectation that the organisation will have adequate resources to continue operating for the foreseeable future and thus continues to adopt the going concern basis of accounting in preparing the annual financial statements.**

## VOLUNTEERS

EmbraceAbility welcomed the participation of 4 volunteers in Cambodia, each of whom contributed to the establishment and running of our Community Outreach Programme.

Volunteers were selected based on their proven skills and qualifications in office administration, occupational therapy, social work, and disability care.

EmbraceAbility also welcomed the participation of 2 volunteers in the UK, fulfilling the roles of Fundraising Assistant, and Administration Assistant. Their contributions were critical to the organisation's fundraising activities in the UK and the EmbraceAbility's general running.

All volunteers are subject to EmbraceAbility's strict recruitment policies and protocols. All volunteers that work directly with children must have an up-to-date criminal record check. All volunteers must submit a CV and cover letter, and they must interview with the Chair of Trustees prior to their selection.



## FINANCIAL REVIEW

The summary financial information on these pages contains data from the management account of EmbraceAbility for the year ended 31st March 2022 and provides an overview of the income and expenditure for the year.

Income: £21,508.12

Expenditure: £11,890

## FINANCIAL ACTIVITIES STATEMENT

Incoming Resources	Unrestricted Funds	Total Funds	Prior Year Total Funds
Incoming resources from generated funds	£21,508.12	£21,508.12	£3,434.94
Voluntary Income	0	0	0
Activities for generating funds	0	0	0
Investment income	0	0	0
Incoming resources from charitable activities	0	0	0
Other activities resources	0	0	0
Total incoming resources	£21,508.12	0	0
<b>Resources Expended</b>			
Costs of generating funds	0	0	0
Costs of generating voluntary income	0	0	0
Fundraising trading: cost of goods sold and other costs	£2,341.89	0	0
Investment management costs	0	0	0
Charitable activities	£6,681.89	0	0
Governance costs	£2,866.22	0	0
Other resources expended	£0.00	0	0
Total resources expended	£11,890.00	0	0
Net incoming/outgoing resources before transfers	0	0	0
<b>Reconciliation of Funds</b>			
Total funds brought forward	£9,618.12	0	0
Total funds carried forward	£9,618.12	0	0

## REVIEW OF EXPENDITURE

The EmbraceAbility Board of Trustees is committed to the services delivered to all its beneficiaries. Therefore, the Board is committed to monitoring its financial obligations to meet its charitable activities.

We are pleased to report that £6,681.89 of our total resources expended, was allocated directly to our charitable activities. Project funding was less than in previous years as Inclusive Cambodia in partnership with EmbraceAbility applied for funding with CFLI which funded the core projects from February 2021 – February 2022.

## **METHOD OF TRANSFER**

EmbraceAbility banks with Triodos, one of the world's leading sustainable banks whose focus is positive social, environmental and cultural change.

All EmbraceAbility expenditure in Cambodia has been run through Inclusive Cambodia's financial systems and protocols. This involves sending budgeted monthly project costs from our Triodos account to a designated Inclusive Cambodia bank account prior to the beginning of the month, and withdrawing the necessary funds as required in Cambodia.

## **PLANS FOR THE FUTURE**

EmbraceAbility has started to expand our successful projects to Malawi providing aid and assistance to 80 disabled households in 13 villages.

## Annual Return 2021- 2022

Resources	Notes	Apr	May	Jun	Jul
Opening balance		£3,434.94			
Trusts & Foundations				£15,000.00	
Payroll		£395.45			
Fundraising Events					
Donations		£212.00	£376.71	£140.08	£100.61
<b>Total</b>		£4,042.39	£376.71	£15,140.08	£100.61

Resources Expended		Apr	May	Jun	Jul
Project Costs					
Equipment					
Administrative Costs		£1.40	£2.20	£1.20	£1.40
Fundraising					
Trading					
Other resources					
<b>Total</b>		£1.40	£2.20	£1.20	£1.40

<b>Total</b>	Apr	May	Jun	Jul
	£4,040.99	£4,415.50	£19,554.38	£19,653.59

Aug	Sep	Oct	Nov	Dec	Jan
					£0.24
			£100.00	£696.75	£160.00
£110.21	£163.73	£71.54	£92.36	£108.34	£144.33
£110.21	£163.73	£71.54	£192.36	£805.09	£304.57

Aug	Sep	Oct	Nov	Dec	Jan
£3,943.09					£1,298.80
£1.40	£108.11	£1.40	£90.78	£82.33	£1,577.70
			£341.33	£580.00	£250.00
£3,944.49	£108.11	£1.40	£432.11	£662.33	£3,126.50

Aug	Sep	Oct	Nov	Dec	Jan
£15,819.31	£15,874.93	£15,945.07	£15,705.32	£15,848.08	£13,026.15

Feb	Mar	Total
		<b>£15,000.00</b>
	£10.32	<b>£406.01</b>
		<b>£956.75</b>
£99.89	£90.62	<b>£1,710.42</b>
£99.89	£100.94	<b>£21,508.12</b>

Feb	Mar	Total
£1,440.00		<b>£6,681.89</b>
£251.80	£746.50	<b>£2,866.22</b>
£624.80	£545.76	<b>£2,341.89</b>
		<b>£0.00</b>
£2,316.60	£1,292.26	<b>£11,890.00</b>

Feb	Mar	Totals
£10,809.44	£9,618.12	<b>£9,618.12</b>

<b>Non Current Assests</b>	<b>Total Funds</b>
Intangible assets	-
Tangible assets	-
Heritage assets;	-
Investments:	-
Programme related investments	-
Total Non Current Assets	-
<b>Current Assets</b>	
Lease Deposit	
Stocks and work-in-progress	0
Debtors	0
Investments	0
Cash at bank and in hand	-
Total current assets	£0.00
<b>Non - Current Liabilities</b>	
Creditors: Amounts falling due within one year	-
<del>Current Liabilities</del> Creditors: Amounts falling due after more than one year	-
Loan Payable - Loan Deposit	-
Net current asset or liabilities	
<b>The funds of the charity</b>	
Endowment funds	-
Restricted income funds	-
Share capital	-
Unrestricted income funds	£9,618.12
Share capital	-
Revaluation reserve	-
Unrestricted income funds excluding pension asset/liability	-
Pension reserve	-
<b>Total unrestricted funds</b>	£9,618.12
<b>Total charity funds</b>	



**Prior Year Funds**

**Reference**

-  
-  
-  
-  
-  
-  
-  
  
-  
-  
-  
-  
-  
-  
-  
-  
-  
  
-  
-  
-  
-  
-  
-  
-  
-  
-  
-  
-  
-  
-

Assets = Equity + Liabilities  
due to rounding errors

	Inrestricted Funds	Total Funds	Prior Year Total Funds
<b>Incoming Resources</b>			
Incoming resources from generated funds	£21,508.12	£21,508.12	£3,434.94
Voluntary Income	0	0	0
Activities for generating fund	0	0	0
Investment income	0	0	0
Incoming resources from charitable activities	0	0	0
Other activities resources	0	0	0
Total incoming resources	£21,508.12	0	0
<b>Resources Expended</b>			
Costs of generating funds	0	0	0
voluntary income	0	0	0
Raising trading: cost of goods sold and other costs	£2,341.89	0	0
Investment management cos	0	0	0
Charitable activities	£6,681.89	0	0
Governance costs	£2,866.22	0	0
Other resources expended	£0.00	0	0
Total resources expended	£11,890.00	0	0
Net incoming/outgoing resources before transfers	0	0	0
<b>Transfers</b>			
Gross transfers between funds before other recognised	0	0	0
gains and losses	0	0	0
<b>Others recognised gains/losses</b>			
Gains on revaluation of fixed assets for charity's own use	0	0	0
defined benefit pension schemes	0	0	0
Net movement on funds	0	0	0
<b>Reconciliation of Funds</b>			
Total funds brought forward	£9,618.12	0	0
Total funds carried forward	£9,618.12	0	0