

Project 21  
Charity Commission  
Unaudited financial statements  
Year end 30<sup>th</sup> September 2020



# Project 21

**Charity registration no. 1179898**

**Trustees' annual report (incorporating the Project Manager's report)**

**Year ended 30<sup>th</sup> September 2020**

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The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 30<sup>th</sup> September 2021.

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and Companies Act 2006 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 published in October 2019.

## Reference and administrative details

<b>Registered charity name</b>	Project 21
<b>Charity registration number</b>	1179898
<b>Principal office and registered office</b>	9 Mannall Walk Kesgrave Ipswich Suffolk IP5 2GF

## The trustees

The trustees who served during the year and at the date of approval were as follows:

Sharon Hobbs (Chairperson)  
Marcus Franks (Treasurer)  
Allison Boggis  
Colin Adwent  
Robert Munn  
Angela Evans

<b>Company Secretary</b>	Robert Munn
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<b>Independent examiner</b>	Roy Clements 46 White House Rd Ipswich Suffolk IP1 5NX
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<b>Bank</b>	The Cooperative Bank 9-11 Queen St Ipswich Suffolk IP1 1S
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# **Project 21**

**Registered charity no. 1179898**

## **Financial Review**

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### **Objectives and activities**

The charity's objective is to promote social inclusion and relief of need for the public benefit among people with Down's Syndrome (and their families) who are socially excluded on the grounds of their disability, by providing:

- information and bespoke activities tailored to support and enable people with Down's Syndrome (and their families) to maximise socialisation and employment opportunities
- raising public awareness of the issues affecting people with Down's Syndrome both generally and in relation to their social exclusion;
- workshops, clubs, events, activities, advocacy and a support network;
- recreational facilities and opportunities for people with Down's Syndrome; and
- any other means as the trustees in their discretion shall determine

Project 21 is a community-orientated organisation established in 2018. The first branch opened in Ipswich, Suffolk. Due to recognising the compelling need for this service outside of Suffolk, Project 21 opened another branch in Colchester, Essex last year 2019. We have plans to expand further to Cambridgeshire by the end of this year. The charity is accessed by over 100 people with Down's Syndrome (and additionally their families) with an all-encompassing age range spanning from babies to elderly.

Alongside providing a resource network, the organisation offers a variety of services for the DS Community across the three counties. These services include weekly dance workshops and a variety of school holiday/half-term activities and trips. Project 21 has worked closely with statutory and voluntary organisation partners on projects related to safety, health & wellbeing, education and employment to empower individuals to achieve their full potential. The charity also organises various cultural and community events throughout the year, such as public performances (both on stage and in communal outside spaces) with the purpose of raising awareness and connecting with society.

Project 21 is a much-needed resource and support organisation which represents a diverse range of interests, nationalities, and abilities within the DS Community. The charity additionally provides employment and training opportunities to an ever-growing staff team; upskilling many members of the local community and offering both paid and volunteer roles.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit. Whilst the charity is helped by grants, fees/charges for some services are inevitable in order to sustain services. The trustees give careful consideration to the accessibility of its activities for those on low income.

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## Achievements

Like the rest of the country, the COVID-19 crisis created unprecedented challenges and difficulties for Project 21 during the latter part of this year. However, we were fortunate enough to achieve and run many events before the subsequent lockdown. Being unable to deliver many of our existing projects and services due to the lockdown and related government restrictions, most services and activities from March to August were postponed or cancelled. Below is a summary of the charity's achievements and performance during the year.

### Press coverage (Oct 2019- Sept 2020)

Having garnered lots of attention, Project 21 has been extensively featured in both local and national news this year. Here are some of the occasions we were highlighted;

#### **October 2019**

- BBC Radio Essex Interview- introducing new Colchester branch to local community
- BBC Online visited our Colchester branch and uploaded a video of us the BBC News page

#### **January 2020**

- Alex and two guests with Down's Syndrome were invited to the BBC LookEast studio and interviewed live on air
- Interview with BBC Radio Suffolk and Essex following LookEast interview

#### **March 2020**

- Featured on BBC One Show- a short video showing clips of Project 21 members dancing in isolation and showing the nation how we stay connected during this time

### Significant activities and events (Oct 2019-Sept 2020)

#### **October 2019**

- Our new Project 21 Colchester branch opened!
- Alex (Founder) was invited as a Guest Speaker to the National DS Conference in Warwick
- We offered a "Grease" themed full day Dance Workshop during Oct half term
- Project 21 arranged a private, free-of-charge screening of mainstream film "Peanut Butter Falcon" featuring a leading actor with DS. 70 people attended the viewing at Cineworld Ipswich

#### **November 2019**

- "Down The Decades" stage show- Both branches combined for our annual performance at Seckford Theatre, Woodbridge. 50 cast members with DS performed to an audience of 300 friends and family members. Titled "Down The Decades" as the show reflected on the journey and history of Down's Syndrome from the 1900s to present day. A truly moving event which many audience members described as "educational", "uplifting" and "important to remember how far we've come"
- Alex (Founder) was nominated as Community Champion at the Stars of Suffolk Awards Ceremony
- A group of members visited the Novello Theatre to see the WestEnd production of Mamma Mia

#### **January 2020**

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- Project 21 organised a trip for 42 members and parents to visit the O2's immersive performance and event of Mamma Mia

### **February 2020**

- The 21 Club- our new Over 18s weekly pub night started. The club sees an average of 15 members attend each week, and is a much-needed social opportunity for our adult community to make new friends and partake in age appropriate activities
- Project 21 Colchester recorded a World Down's Syndrome Day feature length music video ahead of release for the big day (21<sup>st</sup> March)

### **March 2020**

- We were fortunate enough to go ahead with our second charity dinner ball before lockdown was implemented. The event was "We Will Rock You" themed and took place at Kesgrave Hall, Suffolk. 300 guests attended and raised £9,300 in ticket sales, raffle, silent and live auctions and games on the night

### **March 2020- present**

### **COVID-19**

Throughout the Covid19 crisis, members and families of the Down's Syndrome Community have been unequivocally affected, with most being instructed to shelter and isolate. Project 21 has no choice but to pause in-person services from March this year whilst we navigate a global pandemic. All staff have been placed on Furlough. During this time, our members and families have become further isolated. Many families are left with no respite, support or help to care for their family members with Down's Syndrome, applying a huge amount of extra pressure to an already pressurized situation. Mental health across the board is suffering too.

However, from March to July 2020, Project 21 ran daily hour-long video chats. All members were invited to log on (free of charge) allowing them to keep in touch with friends and stay connected every day at such a lonely time. These conference calls have boosted morale hugely and encouraged safe socialisation again.

In August 2020, Project 21 set up outside dance workshop days in a secure location. This enabled members to start meeting in-person again, improving both their physical and mental health. These sessions were a lifeline for our community and were offered at a subsidised cost (discounted by 60%) to ensure all members had the opportunity to access them should they wish to.

In September 2020, Project 21 have only now restarted indoor sessions again. The uncertainty around how long these can continue is tangible, but we are doing our best to provide continuity and a rock of support for our community.

### **Thank you**

We are incredibly grateful for the support of BBC Radio Suffolk & Essex, BBC LookEast, Active Essex, National Lottery Community Fund, East Suffolk Council (specifically the Environmental Health team), Ipswich Borough Council, Suffolk County Council, Trinity Park Ltd, Government's Job Retention Scheme, Suffolk Police and Crime Commissioner, among others. Project 21 would like to take this opportunity to acknowledge and thank the support it has received from all its funders, supporters, and well-wishers at this difficult period.

# Project 21

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### Project 21 Financial Review For The Period Ending 30th September 2020

#### Financial Review

For the 12 month period ending 30th September 2020, the charity achieved a surplus of £3,708.00.

Due to COVID-19, this is not a typical year. The charity received more funds in donations, but the normal activities decreased due to the restrictions caused by the pandemic. Heavy reliance was placed on the Job Retention Scheme in order to maintain wages payments to staff.

#### Project 21 Statement Of Financial Activities For The Period 1st October to 30th September 2020

<u>Incoming Resources</u>	Unrestricted Funds	Restricted Funds	Total Funds
Donations	9,341		
Workshops	9,490		
Musical Theatre	17,349		
Outings & Events	34,136		
Grants	30,126		
<b>Total Income</b>	<b>100442</b>	<b>0</b>	<b>100442</b>
<u>Resources Expended</u>			
Charitable Activities	30,081		30081
Governance Costs	66,653		66653
<b>Total Resources Expended</b>	<b>96734</b>	<b>0</b>	<b>96734</b>
 <u>Net Income</u>	 <b>3708</b>	 <b>0</b>	 <b>3708</b>

#### Project 21 Balance Sheet September 2020

	£	£
<u>Current Assets</u>		
Cash At Bank And In Hand	38,528	
Debtors	1	38,529
 <b>Net Current Assets</b>		<b>38,529</b>
 <b>Net Assets</b>		<b><u>38,529</u></b>
 <u>Unrestricted Funds</u>		
General Funds	38,529	38,529
 <b>Total Funds</b>		<b><u>38,529</u></b>

The charity is regarded as a small entity due to the income not exceeding £250,000 per annum and is therefore exempt from audit

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**Financial Review**

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## **Notes Forming Part Of The Financial Statements For The Period Ending 30th September 2020**

### **1. Accounting Policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

#### **a) Basis Of Accounting**

The financial statements have been prepared under the historical cost convention.

Depreciation of fixed assets is calculated on reducing balance at 15%.

#### **b) Fund Accounting**

- Unrestricted Funds are available for use at the discretion of the trustees in order to meet

the objectives of the charity.

- Designated Funds are unrestricted funds which are earmarked for particular purposes.

- Restricted Funds have restrictions placed on their expenditure by the donor.

#### **c) Incoming Resources**

All income is included in the financial statements. This consists of fees for various activities, donations and grants.

#### **d) Resources Expended**

Expenditure is recognised on an accrual basis as costs are incurred. The main expenses are staff wages and the costs of undertaking the activities.

### **2. Accounts Preparation And Independent Examination**

The accounts have been independently examined by Roy Clements FICB PM.Dip of Dales Bookkeeping.





