

Project 21
Charity Commission
Unaudited financial statements
Year end 30th September 2021

Project 21

Charity registration no. 1179898

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

Year ended 30th September 2021

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 30th 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

Registered charity name	Project 21
Charity registration number	1179898
Principal office and registered office	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:

Colin Adwent (Chairperson)
Michael Butcher (Treasurer)
Robert Munn
Angela Evans

Company Secretary	Robert Munn
--------------------------	-------------

Independent examiner	Roy Clements 46 White House Rd Ipswich Suffolk IP1 5NX
---------------------------------	--

Bank	The Cooperative Bank 9-11 Queen St Ipswich Suffolk IP1 1S
-------------	---

Project 21

Registered charity no. 1179898

Financial Review

Year ended 30th September 2021

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 two further branches in Colchester, Essex (2019) and Cambridge, Cambridgeshire (2020). 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, trips and residentials. Project 21 has worked closely with statutory and voluntary organisation partners on projects related to 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 now a highly significant 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.

Project 21

Registered charity no. 1179898

Financial Review

Year ended 30th September 2021

Achievements

Like the rest of the country, the COVID-19 crisis presented many challenges and difficulties for Project 21 during this year. Being unable to deliver many of our existing projects and services due to lockdowns and related government restrictions, some services/activities were repurposed, postponed, or cancelled. Below is a summary of the charity's achievements and performance during the period.

COVID-19

Throughout the Covid19 crisis, members and families of the Down's Syndrome Community were unequivocally affected, with many being instructed to shelter and isolate for extended periods of time. Project 21 had no choice but to pause in-person services for 5 months during the global pandemic and place all staff on Furlough. During this time, our members and families became further isolated. Many families were left with no respite, support or help to care for their family members with Down's Syndrome during this time, applying extra pressure and affecting their ability to return to work. Mental health across the board suffered too. Additionally, our staff were left without work and our characteristically close network was segregated during this tough time. However, from March to July 2020, Project 21 ran daily hour-long videos 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 boosted morale hugely and encouraged safe socialisation.

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 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 restarted indoor sessions again, managing to run these until December 2020. From January to March 2021 we returned to online classes, providing a safe space for our members to join in whilst the vaccination rollout got underway.

October 2020- BBC LookEast & One Show appearance

Several times throughout the lockdowns, BBC requested to feature Project 21 on LookEast news and prime-time One Show. This was a great opportunity to Project 21, raising awareness to the wider public of the work we do to support the DS community.

March 2021- Vaccination Hub for Project 21 Community

On Sunday 21st March 2021, nearly 200 people in our community received their second Covid19 vaccine. This was through no coincidence; our Founder Alex had been campaigning and liaising with the local NHS Teams for weeks to push priority vaccinations for all Project 21 Staff, members and their families.

After people with DS were categorised as CEV and priority group 4 for vaccinations during the pandemic, our Founder Alex knew she had to do everything she could to arrange a specific hub for our DS Community. This would be no ordinary hub- the Project 21 Team turned it in to a celebratory event (with balloons and music) volunteering their time to ensure members had

Project 21

Registered charity no. 1179898

Financial Review

Year ended 30th September 2021

familiar friendly faces supporting them on the day. Staff ensured members had the best experience possible whilst receiving the jab, particularly as many had been shielding in isolation for months. Being able to receive their jab with friends (and family) made an immeasurable difference to our community, and will no doubt have saved many lives in the process.

This hub has additionally strengthened our relationship with the local NHS Team, who we are working in partnership with to deliver other workshops and health services to our community futuristically. These partnerships help spread better awareness, understanding and support for Down's Syndrome within the East of England, improving the lives of people with DS dramatically across the region.

September 2021- Fundraising charity dinner ball

Despite the unprecedented restrictions and challenges faced within this year, Project 21 managed to host their annual charity dinner ball event; raising vital charity funds and reuniting the community with the public again. 350 people attended, making it the first large scale in-person meeting post pandemic.

None of the above work would have been possible without the support of National Lottery Community Fund, Suffolk Community Foundation, Henry Smith Charity, East Suffolk and North Essex NHS Foundation Trust, Ipswich Borough Council, Suffolk County Council, Government's Job Retention Scheme, BBC LookEast, 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.

Project 21

Registered charity no. 1179898

Financial Review

Year ended 30th September 2021

Project 21 Financial Review For The Period Ending 30th September 2021

Financial Review

For the 12 month period ending 30th September 2021, the charity achieved a surplus of £6,254.

Due to COVID-19, this was 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 2021

<u>Incoming Resources</u>	Unrestricted Funds	Restricted Funds	Total Funds
Donations	11041		
Charitable Activities	68855		
Fundraising Income	10578		
COVID 19 Furlough Grants	0	24576	
Grants	24000		
Total Income	114474	24576	139050
 <u>Resources Expended</u>			
Charitable Activities	52227	24576	76803
Governance Costs	55993		55993
Total Resources Expended	108220	24576	132796
Net Income	6254	0	6254

Project 21 Balance Sheet September 2021

	£	£
<u>Current Assets</u>		
Cash At Bank And In Hand	64,004	
Debtors	1,705	65,709
Creditors : Amounts Due Within 1 Year	20,925	20,925
Net Current Assets		44,784
Net Assets		<u>44,784</u>
<u>Unrestricted Funds</u>		
General Funds	44,784	44,784
Total Funds		<u>44,784</u>

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

Project 21

Registered charity no. 1179898

Financial Review

Year ended 30th September 2021

Turnover

Activities, clubs & trips	25,460.71
Charity Dinner Ball 2023	9,270.49
Clothing Sales	1,308.00
Donations	11,040.70
Grants	24,000.00
Grants Received - COVID 19	24,575.71
Musical Theatre	37,714.00
Workshops	5,680.00
Total Turnover	139,049.61

Cost of Sales

Direct Expenses	18,724.55
Wages & Salaries	58,078.45
Total Cost of Sales	76,803.00

Gross Profit

62,246.61

Administrative Costs

Advertising & Marketing	178.00
Audit & Accountancy fees	1,042.20
Clothing Purchases	4,627.97
Employers National Insurance	5,853.45
Employment Allowance	(538.10)
General Expenses	4,203.65
Insurance	305.00
Pensions Costs	2,088.04
Printing & Stationery	140.00
Repairs And Renewals	662.32
Salaries	39,748.65
Staff Training	751.20
Travel - National	262.12
Website	130.00
Total Administrative Costs	59,454.50

Project 21

Registered charity no. 1179898

Financial Review

Year ended 30th September 2021

Notes Forming Part Of The Financial Statements For The Period Ending 30th September 2021

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.

