



# Trustees' Annual Report for the period

From		Period start date			To	Period end date		
		Day	Month	Year		Day	Month	Year
		01	04	2020		31	03	2021

## Section A

## Reference and administration details

**Charity name**

Foundation for Family Medicine in Palestine

**Other names charity is known by**

FFMP

**Registered charity number (if any)**

1183997

**Charity's principal address**

Flat 4

65-67 Elgin Avenue

London

**Postcode**

W9 2DB

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Tony Laurance	Hon Treasurer		
2	Paul Wallace	Chief Executive Officer		
3	Gene Feder	Hon Secretary		
4	Ann Louise Kinmonth			
5	Thomas Sharpe	Chair		
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Board member	Graham Watt	
Board Member	Umayieh Khammash	

### Name of chief executive or names of senior staff members (Optional information)

CEO Professor Paul Wallace

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable incorporated organisation
Trustee selection methods (eg. appointed by, elected by)	Selected and appointed by the Board

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

#### Organisational Structure:

Board (5 members)  
Executive Group (10 members)  
Working Groups x 3 (8 members in total)

#### Relationships

FFMP operates in close collaboration with Medical Aid for Palestinians – a Memorandum of Understanding between the two charities was signed on 30<sup>th</sup> March 2020

#### Risks and system procedures

Trustees regularly review risks at Board meetings.  
FFMP informed by MAP's detailed monitoring process and safety procedures

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The preservation and protection of health, primarily in Palestine (the West Bank and Gaza).

Technical and professional support for development of Family Medicine in Palestine

Engagement of Palestinian Family Medicine colleagues in the international Family Medicine community

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

1. Establishment of FFMP as a charitable incorporated organisation (June 2019)
2. Setting up of the website [www.familymedicinepalestine.org](http://www.familymedicinepalestine.org) (September 2019)
3. Delivery of a range of programmed of activities (<https://familymedicinepalestine.org/programmes>)
4. Raising the profile of Family Medicine in Palestine through the 2<sup>nd</sup> International Conference of Family Medicine in Palestine – November 2019

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

#### **Contributions made by volunteers**

FFMP membership includes in excess of 20 active volunteers. All provide technical and professional input to charity's work on a completely voluntary basis. Their input includes:

- Mentorship of Palestinian colleagues
- Design and delivery of activities in education and training on the ground in Palestine and remotely from the UK, US and Switzerland
- Design and delivery of evaluation
- Design and delivery of research capacity strengthening
- Design and maintenance of the website
- Active membership of the governance structures (Board, Executive Group and Working Groups)

**Summary of the main achievements of the charity during the year**

## Family Medicine residency programme

- ❖ Support and mentorship for faculty - Lubna AISaudi and Suha Hamshari
- ❖ Direct support through online tutorials for residents
- ❖ Tailored training for Family Medicine trainers (Malak and Sakhet) employed by An Najah National University

## Transitional Training Programme (TTP)

- ❖ Pilot program completed
- ❖ Evaluation report produced and presented with recommendations to key stakeholders including Ministry of Health, United Nations Relief and Works Agency, Palestinian Medical Council, World Health Organisation

## Support for international engagement, learning and development

- ❖ Sponsorship of International MSc in Medical Education at Dundee – Suha Hamhari
- ❖ Development of research links eg HERA programme through Research Capacity Strengthening group led by Prof Gene Feder

## International faculty development

- ❖ Fulbright Scholarship – Prof Therese Zinc ongoing engagement with faculty and residents
- ❖ Student projects
- ❖ Peer reviewed publications

## Section E Financial review

**Brief statement of the charity's policy on reserves**

The Charity's policy is to maintain sufficient reserve to maintain core activities

**Details of any funds materially in deficit**

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

#### Principal sources of funds

Medical Aid for Palestinians – commission our services to aid in the delivery of their Family Medicine Program

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

**Signed on behalf of the charity's trustees**

**Signature(s)**



**Full name(s)**

Paul George Wallace

**Position (eg Secretary, Chair, etc)**

CEO

**Date**

30<sup>th</sup> January 2022