



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 23/10/2019 Period start date To 31/03/2021 Period end date

Charity name: Teachers for Zambia

Charity registration number: 1185949

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The purpose of Teachers for Zambia (T4Z) is to advance the education of children in Zambia by providing resources and supporting the training of community school teachers through a Zambian Non-Governmental Organisation (NGO), namely 'Training Teachers for Community Schools in Zambia' (TTCSZ).</p> <p>Teachers for Zambia registered as a CIO (Charitable Incorporated Organisation) in October 2019. This Trustees' Annual Report covers its first period of operation. T4Z aims to provide an international fundraising stream for its Zambian partner, TTCSZ. The latter is an NGO registered with the Ministry of Community Development in Zambia (June 2016), Registration Certificate RNGO/101/0601/16.</p> <p>Teachers for Zambia fundraises to support the training of unpaid, untrained volunteer teachers working in some of the poorest community schools in the Chawama and Chibolya Zones of Lusaka, Zambia. The training is organised and delivered by TTCSZ. In 2016, the Ministry of General Education (MOGE) noted that community schools play a 'crucial role' in primary school education. Thirty percent of schools in Zambia are community schools. They are not government funded. Community schools are especially important for the education of orphans, girls and other vulnerable children living in informal housing areas.</p> <p>In summary, Teachers for Zambia aims to provide resources and support the training</p>

		of teachers so this cycle of impoverishment for vulnerable children can be broken.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Fundraising for its Zambian partner NGO is the main activity of T4Z. T4Z's Fundraising Strategic Plan for 2021 to 2024 has prioritised the following:</p> <ol style="list-style-type: none"> 1. To build sufficient reserves to ensure the sustainability of T4Z and the continuity of ongoing TTCSZ projects it has agreed to fund. 2. To support TTCSZ's programmes for the training of untrained volunteer teachers working in community schools in Zambia. 3. To raise sufficient monies for the establishment of a resource centre in Zambia where teachers can access practitioner resources and network with other professionals. 4. To provide bursaries to support the further professional development of untrained volunteer community school teachers in Zambia. <p>Fundraising during this first period since T4Z's registration has focused on the first priority above. Reserves are discussed further in 'Financial Review' (below).</p> <p>Fundraising to achieve the Reserves target was achieved in 2020-2021 through the following activities: Raffle ticket sales, facemasks sales and general and gift aided donations.</p> <p>Some small additional funds to support items 2/3/4 above have also been raised during the period covered by this report.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The charity works within the public benefit guidance published by the Charity Commission. Trustees have signed the Essential Trustee (CC3) Guidance from the Charity Commission and adopted the Charity Commission Governance Code.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<p>T4Z's Grant Making Policy commits trustees to only applying funds in accordance with its charitable purpose and objectives, as identified in its Constitution.</p> <p>The sole beneficiary of T4Z's fundraising is its Zambian partner, TTCSZ. Approved grants must meet T4Z's charitable purposes</p>

		and reflect priorities listed in its Grant Making Policy. These are subject to review every 3 years, but are currently 2, 3 and 4 above, plus supporting the continuing development of community school teachers by providing seminars, conferences and teacher workshops in Zambia. Eligible grant requests from TTCSZ will be considered and trustees will conduct due diligence checks.
Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	<p>T4Z's trustees and supporters are all volunteers. Furthermore, everyone involved with our partner charity in Zambia is a volunteer. No one is paid a salary, so funds go directly to training our beneficiaries i.e. community school teachers and, through them, the education of vulnerable children in Zambia.</p> <p>Our volunteers have greatly supported T4Z's fundraising activities by: donating/creating raffle prizes, selling raffle tickets, making general donations and sewing and selling facemasks during the global pandemic.</p> <p>The contribution of volunteers is essential to our CIO achieving its objects.</p>
Other		<p>Both T4Z and TTCSZ have agreed common values: building trust, enhancing partnerships, inclusion of stakeholders, sharing good practices, upholding transparency, maintaining high standards and promoting sustainability. The operational activities of both charities are underpinned by these values.</p> <p>Working in partnership with a relevant in-country organisation provides T4Z with significant benefits in ensuring its charitable purposes are achieved. TTCSZ, T4Z's local partner in Zambia, has established government and school networks along with access to a wider set of volunteers who have important local knowledge, skills and experience. This means that projects can be delivered successfully.</p> <p>In terms of working relations between T4Z and TTCSZ, a number of trustees/ committee members in Zambia and the UK have longstanding personal and academic</p>

		relations. Several met whilst teaching or studying in the School of Education at the University of Huddersfield, UK. Others were members of the same church community in Huddersfield for over 8 years. These established connections between T4Z and its Zambian partner will stabilise the partnership and secure the successful operation of this project.
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>In the 15 months since T4Z's registration, its trustees have focused on strategic planning, agreeing policies and procedural documents, building trust and connections with supporters, and enhancing the vital partnership with TTCSZ. Getting these 'foundations for the future' in place has been T4Z's main achievement in the period covered by this Report.</p> <p>Despite the global pandemic in 2020, T4Z agreed its Fundraising Strategic Plan 2021-2024, successfully conducted two major fundraising events, registered for Gift Aid and built up a base of regular donors. T4Z has also registered with the PayPal Giving Fund and created an account with Amazon Smile. These will broaden T4Z's fundraising sources in the future.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Teachers for Zambia's bank balance at the 31 st March 2021 (financial year end) was £2865.00.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>T4Z's first three year Fundraising Plan has adopted a cautious but flexible approach to ensure the way forward remains realistic and achievable. It includes fundraising targets and priorities.</p> <p>With regard to reserves, the level trustees agreed to establish and maintain was determined by a need to ensure the sustainability of T4Z and its ability to provide continuity for resourcing ongoing projects agreed with TTCSZ.</p>
Amount of reserves held	Para 1.22	£2500 (raised and to be maintained)

Reasons for holding zero reserves	Para 1.22	Not Applicable
Details of fund materially in deficit	Para 1.24	Not Applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not Applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	As at 31st March 2021: Raffle £1499.00 Face masks £992.00 Gift Aided donations £310.00 Other donations £64.00
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not Applicable
A description of the principal risks facing the charity	Para 1.46	<p>As indicated above, T4Z's objective is to fundraise and provide resources to support teacher training activities organised by its Zambian partner. But the global pandemic curtailed a number of our planned fundraising activities.</p> <p>In 2020, businesses and governments were preoccupied with Covid-19 related matters. Financial prudence was evident at national and individual levels. Furthermore, collecting supporters together for fundraising events was restrained by lockdown restrictions in the UK. International travel for UK training volunteers was severely restricted. In Zambia, community schools were closed for a period and TTCSZ had little choice but to postpone its planned training programme in order to keep teachers and volunteer trainers safe.</p> <p>It is hoped that these external risks will reduce in the near future and that T4Z's more socially based fundraising plans can be reinstated. After careful examination of the Covid-19 situation in Zambia, and in consultation with community school teachers, TTCSZ resumed training in 2021. To keep everyone as safe as possible, changes have been made to the delivery model, an all-Zambian team of volunteers is delivering the training and essential safety protocols have been implemented.</p>

		Collectively we trust that these strategies will enable T4Z and its Zambian partner to manage the effects of these serious external risks.
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Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	CIO Foundation Constitution
How is the charity constituted?	Para 1.25	Charitable Incorporated Organisation (CIO)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>This CIO's Constitution stipulates a minimum of 3 and a maximum of 10 trustees. Two of those trustees are to be nominated by the Zambian NGO, TTCSZ. One is to be a member of the Management Committee of TTCSZ and ideally one is to be an African national (preferably a Zambian).</p> <p>Currently T4Z has 7 trustees. All were selected because of their skills, knowledge and experience in either education, the voluntary sector, management or finance. Three are from Africa (one is from Zambia).</p> <p>All have a commitment to education and a shared vision of contributing to quality education for disadvantaged children in Zambia. Good quality education depends on well trained teachers. That is the key motivation that drives the trustees of T4Z.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>Prior to the successful registration of T4Z in October 2019, meetings of potential trustees focused on sharing ideas, establishing this new charity and planning for the future.</p> <p>To inform potential trustees of their roles and responsibilities all reviewed the documents listed below. Their contents were discussed prior to trustees committing to taking on this responsibility for T4Z.</p> <p>CC3 The Essential Trustee: What you need to know, what you need to do CC3 The Essential Trustee: 6 main duties CC4 What Makes a Charity Charity Governance Code for Smaller Charities</p>
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		<p>The specific clauses in the Constitution of T4Z referring to trustees' responsibilities (i.e. 9 – 16) were discussed in detail with potential trustees.</p> <p>The first trustees, as listed in T4Z's Constitution and below, remain in office.</p> <p>As stated in the Constitution, when there is a change of trustees, new trustees will be given a copy of the Constitution and T4Z's last Trustees Annual Report and statement of accounts.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The following are the only formal roles of T4Z's seven trustees: Chairperson, Treasurer and Secretary.</p> <p>T4Z does not employ any staff. All decisions are taken collectively by the trustees. No decisions have been delegated.</p> <p>Trustee meetings are held four times per year and working groups for specific tasks meet as and when required in order to achieve this CIO's objectives.</p>
Relationship with any related parties	Para 1.51	<p>To formalise the relationship between T4Z and TTCSZ, a Memorandum of Understanding (MOU) was signed in 2020. It outlines the overall roles and responsibilities of both partners. It confirms that both parties are committed to the overall target of supporting training for community school teachers in Zambia and that they will work in a collaborative and co-operative partnership in order to achieve this aim.</p>

Reference and Administrative details

Charity name	Teachers for Zambia
Other name the charity uses	T4Z
Registered charity number	1185949
Charity's principal address	209 Healey Lane Batley WF17 8BL

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	Emma Holmes-Charlesworth	Chair	23/10/2019 to date	
2	Auriel Le Pla	Treasurer	23/10/2019 to date	Nominated by TTCSZ
3	Clare Adesi Kerui	Secretary	23/10/2019 to date	
4	Jollade Idowu		23/10/2019 to date	
5	Lynette Hall		23/10/2019 to date	Nominated by TTCSZ
6	Faith Borerwe		23/10/2019 to date	
7	Helen Jones		23/10/2019 to date	
8				
9				
10				

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	ECharlesworth	amp
Full name(s)	EMMA HOLMES-CHARLESWORTH	Clare Kirui
Position (eg Secretary, Chair, etc)	Chair	Chair Secretary
Date	12/10/2021	



Receipts and payments account

For the period from	Period start date 19th June 2020	To
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
A1 Receipts			
Donations [Gift Aided]	310	-	-
Donations General	142	-	-
Raffle Funds	1,499	-	-
Facemask sales	992	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total (Gross income for AR)	2,943	-	-
A2 Asset and investment sales, (see table).			
	-	-	-
	-	-	-
Sub total	-	-	-
Total receipts	2,943	-	-
A3 Payments			
Raffle expenditure	78	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total	78	-	-
A4 Asset and investment purchases, (see table)			
	-	-	-
	-	-	-
Sub total	-	-	-
Total payments	78	-	-
Net of receipts/(payments)	2,865	-	-
A5 Transfers between funds	-	-	-
A6 Cash funds last year end	-	-	-
Cash funds this year end	2,865	-	-

Section B Statement of assets and liabilities at the end of

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Cash in Bank	2,865
		-
		-
	Total cash funds	2,865
	(agree balances with receipts and payments account(s))	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £
		-
		-
		-
		-
		-
B3 Investment assets	Details	Fund to which asset belongs
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs
B5 Liabilities	Details	Fund to which liability relates

Signed by one or two trustees on
behalf of all the trustees

Signature

Print N

o (if any)
185949

ounts

Period end date
31st March 2021

CC16a



Total funds

Last year

to the nearest £

to the nearest £

310	-
142	-
1,499	-
992	-
-	-
-	-
-	-
-	-
2,943	-

-	
-	-
-	-

2,943	-
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78	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
78	-

-	
-	
-	-

78	-
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2,865	-
-	-
-	-
2,865	-

the period

Restricted funds to nearest £	Endowment funds to nearest £
-	-
-	-
-	-
-	-
OK	OK

Restricted funds to nearest £	Endowment funds to nearest £
-	-
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Amount due (optional)	When due (optional)
-	
-	

-	
-	
-	

lame	Date of approval