



## **MOSOBBIR ALI FOUNDATION**

**Charity registration number:1189988**

**Trustees' Annual Report (including Directors' Report and Financial Statement)**

**For the period January 1<sup>st</sup> 2021 To January 31<sup>st</sup> 2022**

## **Mosobbir Ali Foundation**

### **Trustees' Annual Report (including Directors' Report and Financial Statement)**

#### **For the period**

**From: January 1<sup>st</sup> 2021 Period start date**

**To: January 31st 2022 Period end date**

**Charity name: Mosobbir Ali Foundation**

**Charity registration number:1189988**

## **1.Objectives and activities**

### **Summary of the purposes of the charity**

- 1, The prevention or relief of poverty in Bangladesh in particular, but not exclusively, by the provision of grants to enable food to be purchased and delivered by a designated responsible person in the local area.
2. To advance the education of people in Bangladesh in particular, but not exclusively, by the provision of grants to enable:-
  - a) School fees to be paid;
  - b) The Beneficiaries to attend vocational training, and;
  - c) Stationary, books and equipment to be purchased.
3. The relief of sickness and the preservation of health among people residing in Bangladesh by the provision of Grants
4. The relief of those in need in Bangladesh by establishing shelter for the Beneficiaries.

**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.**

**Housing**

The desperate state of housing in the poorest areas of Jalalabad, Hawsha and its immediate vicinity has been an area of focus before and since formation of the Foundation. Appalling living conditions have clear and significant impact on people of all ages, with families living side by side with animals in tiny, dilapidated shacks offering little or no protection from the elements.

A design of a basic, sturdy and affordable home has been drawn up by a local designer on behalf of the Trust. Once the provision of land has been established the final cost of each property comes to approximately £1,500. Although by Western standards these homes are primitive, they are a huge improvement on what has been available to the poorest local residents to date. The beneficiaries, selected by a transparent selection process based on need, are therefore offered a life changing opportunity to enjoy a transformation in their living standards and prospects. In future, it is sought to provide funding for more such homes, using the very same local selection processes with final decisions being made by Trustees in England to provide full clarity and accountability.

**Food Aid**

The Foundation has been delivering food aid parcels to villagers. This has continued every year, often timed to coincide with dates of religious significance but not confined to followers of any particular faith. The intention is to continue to provide a basic food aid package to at least 400 families.

These packages have become particularly important throughout the Covid Pandemic. This has greatly enhanced the lives of those people who otherwise may have faced malnutrition or even starvation.

It is intended year-on-year to increase the number of aid parcels and, if possible, also to provide basic clothing aid. Once levels of funding are achieved, the advice and assistance of local elders and figureheads helps to identify possible recipients of aid, but the final decision will be made by the Trustees in England to ensure absolute clarity and integrity of the funding process.

As recipients are properly identified, funds are released to responsible persons employed by the Foundation in the local area who buy and deliver the parcels against receipt.

## **Sanitation and Fresh Water**

The Foundation has provided ten freshwater tube wells in public places in and around villages. These wells provide fresh drinking and cleaning water to the villages where before none was available. This has significantly improved the health and well-being of the residents.

Additionally, the Foundation has constructed three public toilet facilities where none have been available before in local shopping areas and provided freshwater sanitation facilities in a school and Mosque. This has had a significant impact in the quality of life and well-being in these areas.

## **Local Publicity**

There has been and continues to be an established local publicity campaign to raise awareness. The connection to village committees, constituted from volunteers that have significant roles in the community, has been essential in widening local awareness. Each property that has been erected bears a Trust plaque that also describes the source of the benefit (for example, single UK beneficiaries). A visual account of this is recorded on the Trust's website.

## **Statement confirming whether the Trustees have had regard to the guidance issued by the Charity Commission on public benefit.**

Trustees have received and noted the guidance issued by the Charity Commission on public benefit and this has been recorded in Trust Board meetings.

## **Policy on awarding grants**

The Trustees make all decisions regarding the allocation of Grants to those people identified as eligible against the Trust's stated charitable purposes.

All benefit will be decided by the Board of Trustees measured against the Foundations Charitable Purposes and with consideration of its Constitution.

The decisions relating to allocation of benefit of all kinds will be transparent and made available for scrutiny.

The Trustees administer the allocation of grants through an approved established process shared with potential beneficiaries as part of the application process. Trustees ensure the recipients of grant aid or other benefits meet the criteria established in the Foundations Charitable Purposes.

Applications that do not meet the established criteria are returned to the applicants with reasons for rejection, or requests for further information.

No Trustee will benefit from any form of aid and have confirmed that they have no connection to or interest in any beneficiary.

The Trustees establish completion of all projects against a cost plan administered by an appointed local manager and issue a certificate of completion. At all times all contractors work to the established design and costings, and report to the local manager at agreed times. This is shared with Trustees at each Board meeting.

The local manager has limited delegated authority to make small alterations to local plans and provide any additional means to ensure practical delivery of agreed projects. The delegation relates to the specific plan approved by Trustees.

The Trustees reserve the right to cancel, suspend or alter the delivery of any project based upon the reports of the local manager. This policy is annually reviewed.

## **2. Achievements and performance**

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.

**The main activities of the Charity during the period covered by this report are:**

### **1. Social and Humanitarian Activity**

- 1a) Ramadan Food Packages distributed to Bangladesh in April 2021
- 1b) Covid 19 Food Aid Packages distributed in Bangladesh May 2021
- 1c) Miscellaneous House repairs March 2021

## **2. Housing Projects**

Two new Houses in Shantir Neer. January 2021

## **3. Public toilet and sanitary projects:**

3a) Kamal Bazar June 2021

3b) Bolaura Bazar November 2021

3c) Khujkhail January 2021

3d) Ten (Trisna) Deepwells May to November 2021

These activities relate directly to the key purposes of the Charity. While the scale and number of the activities have been significantly reduced due to the pandemic, these projects have made fundamental life changing improvements to the quality of local beneficiaries. Food packages distributed both during Ramadan and later as Covid relief have provided a lifeline to the poorest and most vulnerable people.

The sanitary projects and shelters in local shopping areas, Mosques and Schools have dramatically improved the quality of life where previously there were no such facilities.

The provision of deep wells to provide fresh water to local villages has transformed the health and well-being of local residents.

As Covid restrictions ease we aim to increase the building of new homes for the most vulnerable residents of the targetted areas.

In addition, there are 17 unpaid volunteers who represent the Trust and serve on the local committees in the villages where the project work is undertaken. Examples of these committees can be found on the Trust website. [www.mosobbir-ali-foundation.co.uk](http://www.mosobbir-ali-foundation.co.uk)

There has been and continues to be an established local publicity campaign to raise awareness. The connection to village committees, constituted from volunteers on local committees that have significant roles in the community, has been essential in widening local awareness. Each property that has been erected bares a Trust plaque that also describes the source of the benefit (for example, single UK beneficiaries). A visual account of this is recorded on the Trust's website.

### **3. Structure, Governance and management**

The Mosobbir Ali Foundation is a Charitable Incorporated Organisation.

The Trust's constitution is derived directly from the model provided by the Charity Commission. Trustees were engaged in an extended process that led to the adoption and understanding of the requirements of the constitution, which ensured full knowledge and acceptance of the requirements. All subsequent actions and decisions are compliance tested against the constitution and this formally defines the operating parameters of the Trust. The Trust will not engage in any activity that is not permitted by the constitution.

#### **Trustee selection methods including details of any constitutional provisions**

(1) Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

(2) In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Policies and procedures adopted for the induction and training of Trustees.

The Charity Trustees will make available to each new Charity Trustee, on or before his or her first appointment:

(a) a copy of the current version of this constitution; and

(b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts.

#### **The charity's organisational structure and any wider network with which the charity works**

The CIO provides support directly and does not engage with any other entity. This is achieved through the employment of a local manager who has the responsibility to operate on behalf of the Trust following guidelines provided through training after the recruitment process.

Funding will not be provided to third party organisations, other than contractors delivering the buildings.

The Local Manager has been appointed through an open recruitment process carried out in

Bangladesh and is an employee of the Trust. In total the Trust has recruited three key workers in the region. The Manager is supported by an Administrator and a local Project Inspector. The Trust has also established a local office. The local Project Inspector is a voluntary post that is entitled to travelling expenses only. Separate Job Specifications were produced by the CEO for these appointments and following the submission of formal application forms, the CEO interviewed applicants in Bangladesh. The Local Manager is directly responsible for the day to day operation of the work of the Trust in Bangladesh and reports directly to the Board via the monitoring carried out by the CEO. The Local Manager's reports are provided to Trustees at every Board meeting. In addition, the Local Manager has been provided with the appropriate technology to engage with the CEO in the UK via SKYPE on at least a weekly basis or more often if required. This technology is also available to Trustees at Board meetings.

Trustees are the signatories on the Trust account. Only they can transfer funds for payment for services as defined by the contracts with local builders or other appropriate organisations (such as specific materials suppliers). The Trustees only release funds to support the activities outlined as the practical function of the charitable purposes of the Trust and in line with the Grant awarding policy. Account sheets are provided to monitor the local expenditure and are checked weekly by the CEO in his communication with the Local Manager. Completion is assured by sign off from the Local Manager, which in turn is confirmed by Trustees and by the confirmation of the receipt of the property by the beneficiary. Trustees in turn scrutinize these activities to ensure full alignment with the Charitable Purposes of the Trust before certificating the successful conclusion of any project. The commitments required from beneficiaries receiving a completed property are agreed formally with the beneficiary as part of this sign off.

All funds are only allocated against the specification of the projects, which are created on the basis of the Trust's agreed Charitable purposes. These specifications are enforced through a commercially tendered building specification. No funds will be provided without the proper receipts against the specification. The Local Manager ensures the cash flow to contractors on site and is accountable for the progress of the project. His work is checked and assessed against agreed progress markers (at least weekly) by the CEO which are laid down in the reporting schedule for the project. These reports and the appropriate spending and cost analysis are reported to the Trustees at each Board meeting. The accounts will be subject to Audit/review annually and made available at the Annual General meeting for public scrutiny.



Funds are only released against the agreed project plan based on the specification required by the Trust. This work is defined solely by the Trust's charitable purposes and no funds will be released that fall outside of this remit. The transfer of funds is made in line with the benchmarks in project plans after each stage has been completed and verified. The only exception is when materials may need to be purchased locally to facilitate the build, although this will be costed inside the project plan.

The Trustees require a formal application via a standard form. This forms the starting point for an assessment of need against the criteria established in alignment with the Trust's charitable purposes. Additional information may be submitted in writing in support of the application form. However, the form is used to establish the eligibility of the applicant to receive the benefit provided by the Trust.

The Trustees make Grants on a one off basis eg. the provision of an individual dwelling. However, there may be a number of dwellings being constructed at any one time. Each of these dwellings are managed as single projects. There is no intention to release funding for multiple dwelling projects on the basis of a single tender. It is important to Trustees that each dwelling meets the needs of an individual family that has been properly assessed as requiring benefit in the terms of the Trust's charitable purposes.

The local committees provide an extra layer of supervision and accountability and report independently of the Local Manager.

The Trust currently employs regular reporting back provisions to ensure Trustees are kept informed over fundraising activities and the delivery of the Trusts charitable purposes. These include,

1. A written CEO report to Trustees each month that in turn is clarified at the Trustees' meeting every six weeks. This report uses information provided by the Local Manager from his weekly report to the CEO. A photographic record of the progress of any project is also provided as part of this reporting.
2. The Trustees receive a written financial statement provided to them from the Audit Committee at each Board meeting. This report includes bank statements and live and pending funding transfers against project milestones. The Audit Committee follows the guidance provided by the Charity Commissions Compliance Toolkit: "Protecting Charities from Harm. Chapter 4 Holding, moving and receiving funds safely in the UK and internationally."

The membership of this committee includes a Chair (other than the Chair of the Trust), the

CEO, two other Trustees and independent clerk who also monitors compliance. The Trust is currently actively seeking to appoint four more Trustees.

3. There are standing items at each full Trustees' meeting required by the Chair. These include individual declarations of any new conflicts of interest, membership matters (including attendance) and review of previous minutes including reports on project progress.

One annual visit by the Chief Executive of the Trust will be funded from the operating costs budget. This visit will be for verification and audit purposes as part of the preparation of an annual report to Trustees. All other visits by Trustees for whatever purposes and as required as part of their duties as Trustees will be funded by their own individual resources.

#### **4. Reference and administrative details**

Charity name	<b>Mosobbir Ali Foundation</b>
Other name the charity uses	-
Registered charity number	<b>1189988</b>
Charity's principal address	<b>1, Dower House, Bawtry, Doncaster. South Yorkshire</b>

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

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Sir Robert Paul Edwards	Chair		Sir Robert Paul Edwards
2	Mr Muhammad Abdul Khaliq	CEO		Mr Mohammed Abdul Kahliq
3	Mr Andrew West	Chair of Audit Committee		Mr Andrew West
4	Mr Peter Hannington			
5	Mr Dilwar Jamal Ali			
6				
7				

## Exemptions from disclosure.

No Trustee has claimed or has exemption from disclosure.

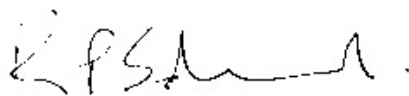
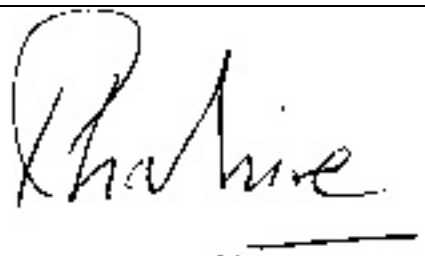
## Declarations

The Trust has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the Charity's Trustees/Directors

Signature(s)

	
---	--

Full name(s)

Sir Robert Paul Edwards

Mohammed Abdul Kahliq

Position

Chair

CEO

Date

18/01/2022

## **Mosobbir Ali Foundation Financial Review at the end of the reporting period.**

The impact of Covid on fundraising and sponsorship has been significant. The ambitions of the Charity have been severely limited due to national lockdowns and restrictions that have made it very difficult to develop fundraising activities. The main source of income that enabled the charity to remain active has been by contributions from individual private benefactors. There are no uncertainties about the charity continuing as a going concern.

### **Financial Statement as of January 2022:**

Recommended categories by activity		Unrestricted funds	Restricted income funds	Endowment funds	Total funds
		£	£	£	£
<b>Income and endowments from:</b>					
Donations and legacies		18,116	-	-	18,116
Charitable activities		115	-	-	115
Other trading activities		-	-	-	-
Investments		-	-	-	-
Separate material item of income		-	-	-	-
Other (Carry Forward)		2,740	-	-	2,740
<b>Total</b>		<b>20,972</b>	<b>-</b>	<b>-</b>	<b>20,972</b>
<b>Expenditure</b>					
<b>Expenditure on:</b>					
Raising funds		-	-	-	-
Charitable activities: (Food Aid, Tube well projects, Sanitation, Housing)			-	-	11,997
Separate material expense item					
Other (rent, cost of food packages, wages)			-	-	5,533
<b>Total</b>			<b>-</b>	<b>-</b>	<b>17,550</b>
<b>Net income/(expenditure) before tax for the reporting period</b>		<b>20,972 (17,550)</b>	<b>-</b>	<b>-</b>	<b>20,972</b>
Tax payable		-	-	-	-
Net gains/(losses) on investments		-	-	-	-
<b>Net income/(expenditure)</b>		<b>20,972 (17,550)</b>	<b>-</b>	<b>-</b>	<b>20,972(17,550)</b>
<b>Extraordinary items</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Gains and losses on revaluation of fixed assets for the charity's own use		-	-	-	-
Other gains/(losses)		-	-	-	-
<b>Net movement in funds</b>		<b>17,550</b>	<b>-</b>	<b>-</b>	<b>17,550</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		3,442	-	-	3,442
<b>Total funds carried forward</b>		<b>3,442</b>	<b>-</b>	<b>-</b>	<b>3,442</b>
No Funds are held by Trustees on behalf of the Trust or other parties					

