



**Recommended categories by
activity**

A1 Receipts

Donations
Grants
Charitable activities

Sub total (Gross Income for AR)

**A2 Asset and investment sales,
(see table).**

Sub total

Total receipts

Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total funds £ F04	Prior year funds £ F05
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8,403	-	-	8,403	5,527
10,005	60,938	-	70,943	36,053
7,280	-	-	7,280	-
25,688	60,938	-	86,626	41,580

-		-	-	
			-	
-	-	-	-	-

25,688	60,938	-	86,626	41,580
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A3 Payments

Materials
Staff Costs
Professional Fee
Printing & Postage
Insurance
IT Consumables and Telephone
Travel & Subsistence
Membership fee
Admin cost

Sub total

A4 Asset and investment purchases, (see table)

Sub total

Total payments

Net of receipts/(payments)

A5 Transfers between funds

A6 Cash funds last year end

Cash funds this year end

300	1,542		1,842	1,789
3,016	46,990		50,006	45,993
140	3,196		3,336	1,080
-	511		511	-
-	182		182	175
72	77		149	72
-	4,429		4,429	3,398
	200		200	-
350	-		350	-
			-	
3,878	57,127		61,005	52,507

				-
				-
-	-	-	-	-
3,878	57,127	-	61,005	52,507

21,810	3,811	-	25,621	- 10,927
9,065	3,620	-	12,685	23,612
30,875	7,431	-	38,306	12,685

Section B

Balance sheet

Categories	Details	£	£	
		Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B1 Cash funds	Bank			
	Current Account	30,875	7,431	
	Total cash funds	30,875	7,431	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
Other trading activities		Unrestricted funds to nearest £	Unrestricted funds to nearest £	Endowment funds to nearest £
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
B5 Liabilities		Amount due (optional)	Amount due (optional)	When due (optional)
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		Merel A. Eusman	Merel Eusman	26/02/2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 May 2022 **Period start date** **To** 30 April 2023 **Period end date**

Charity name: Springboard Youth Academy CIO

Charity registration number: 1191062

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The objects of the organisation are to act as a resource for young people who are migrants, refugees or asylum seekers up to the age of 21 living in London and the surrounding areas by providing advice and assistance and organising programmes of physical, educational and other activities as a means of:</p> <p>(a) advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;</p> <p>(b) advancing education;</p> <p>(c) providing recreational and leisure time activities in the interest of social welfare, designed to improve their conditions of life.</p> <p>Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with [section 7 of the Charities and Trustee Investment (Scotland) Act 2005] and [section 2 of the Charities Act (Northern Ireland) 2008]</p>
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>Our Saturday, half-term, and summer supplementary programmes offer an innovative space for newly arrived teenagers, where they can make friends and settle into British life. Young people learn life skills that set them up for independent living, practise English through a bespoke creative and participatory ESOL programme, and also have academic, wellbeing and 1:1 support worked into their timetable.</p>

		<p>Saturday programme Springboard's Saturday supplementary programme is grounded in participatory English learning, exploring culture, science and the world around us through creative workshops, fitness and trips. This programme has a strong focus on English reading and writing, with a bespoke curriculum that the group moves through in four-week arcs. Young people receive a tailored workbook that covers each theme which they work through with the group and can take home with them at the end of the programme. This programme is an opportunity to build on the great times we have on our holiday programmes, with the added benefit of being able to offer longer-term support to the young people we work with.</p> <p>Half-term programmes Our half-term programme series takes place every half-term and focuses on life skills and creative expression through interactive skill-building sessions encouraging oral English skills and speaking practice. Each half term is dedicated to a different skills theme: in October we explore independent living skills (eg. healthy eating, sexual health literacy, self-advocacy); in February we focus on strategies for language learning and education pathways; and in May we explore our values and personal resilience.</p> <p>Summer programme Our signature summer programme includes four action-packed weeks of creative activities, sports and trips. This programme has an ESOL foundation with a focus on speaking, reading and performance skills, explored through a different creative theme each week, i.e. poetry, crafts and visual art, theatre, etc.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of this guidance and it forms part of our trustee induction process.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
	Para 1.38	N/A

Policy on social investment including program related investment		
Contribution made by volunteers	Para 1.38	<p>Volunteers & Placement Students</p> <p>Our on-site Volunteers assist Facilitators by supporting young throughout our programmes, enthusiastically getting involved in activities and providing general encouragement and language support in smaller groups. Some also assist with collecting data from young people and the team to help us measure our impact.</p> <p>Peer Leaders</p> <p>Peer Leaders are Springboard Graduates and other young adults with forced migration backgrounds who train with us in youth work and facilitation, curriculum design and research and evaluation skills, all while supporting the young people on our programmes. When they finish training, they formally join the organisation as paid staff or trustees.</p>
Other		N/A

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>During our third financial year as a CIO, we delivered our programmes during term-time Saturdays, half-terms and summer. During this period, we supported 157 newly arrived young people through their first days of being in the UK, to enrolling in college and building their lives independently. We saw young people on our programmes improve their oral and written English skills, build confidence, expand their social networks and acquire new life skills. Referees commented on significant improvements in English, confidence, life skills and wellbeing. Our team also provided basic casework and signposting for young people where needed.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	Para 1.41	This financial year was the second year of our three-year vision, which included developing a peer leadership programme,
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Achievements against objectives set		<p>securing core funding to increase financial sustainability, increasing the number of staff and trustees with lived experience of forced migration to 50%, expanding our presence by opening another hub, producing our own sellable education resource and sharing best practice with other organisations. During the '22-'23 FY, we managed to make significant progress across most areas, including:</p> <ul style="list-style-type: none"> - Continuing the peer leadership programme and onboarding three for Peer Leaders into the staff team. Three of eight members of our '22-'23 delivery team were former Peer Leaders - two of whom were Springboard graduates themselves. Two transitioned into new paid roles as Learning & Support Assistants and one became a full-fledged Facilitator after receiving a range of training and support, and shadowing as a Trainee Facilitator for a year. - Securing 10 grants across the year, including both core funding and a multi-year grant for the first time. - Preparing to open another hub in early 2024. - Sharing best practice in curriculum development through applying for recognition with InSPPiRE
Performance of fundraising activities against objectives set	Para 1.41	<p>During the reporting period, we applied for ten grants and were awarded seven of them. We also raised £5,000 in unrestricted funds through our 2022 holiday fundraiser. This increased, longer-term financial stability enabled us to consolidate and implement our learning from recent years, resource the organisation more effectively and provide more stability for our staff team. In response to staff feedback, we raised the Facilitator day rate, made the Programmes Coordinator and Director roles permanent, introduced the LSA role as a direct route into the organisation for Peer Leaders, and provided a range of professional development opportunities for the team. In doing so, we've improved staff retention and wellbeing and increased the organisation's resilience.</p>
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The success rate of funding applications brought stability to our finances, enabling us to bring staff pay rates more in line with sector averages and make longer term operational plans. Raising funds from individuals through an annual holiday fundraiser has also enabled us to maintain unrestricted reserves for unexpected costs and activities not covered through grants.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We aim to always maintain reserves for 3-6 months' winding down costs. Our current reserves come from our annual holiday fundraisers and other one-off donations from supporters. They are used to cover core costs that aren't covered by project funding.
Amount of reserves held	Para 1.22	£30,875. More than half of the reserves showing in our accounts at year end were previously committed and spent in the first two quarters of the following financial period. This results from our programmes running on a school year calendar, while our financial year runs May-April.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	We have no current concerns and have begun securing longer-term overhead funds to meet our running costs.

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	The majority of our funds come from grants from trusts and foundations. We also run an annual holiday fundraiser to generate additional unrestricted funds to support additional overhead costs not covered by our grant funding. Our trading income is in line with our charitable objectives and comes from local authority enrolment fees that support the running of our summer programmes.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Although this has been a successful year of fundraising, Springboard is still a small charity and it is therefore relatively vulnerable financially. Only three of the grants secured this FY were multi-year, payments from local authorities are at risk

		should there be cuts to their budgets and there is currently only a small number of individual donors.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Foundation Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	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>Appointment of charity trustees</p> <p>(1) Apart from the first charity trustees, every trustee must be appointed by a resolution passed at a properly convened meeting of the charity trustees.</p> <p>(2) Charity trustees serving as Chair, Vice-Chair, Treasurer and Secretary shall be appointed for terms of two (2) years respectively and may in that continuing capacity stand for office as a charity trustee for a maximum of three (3) consecutive terms. All other charity trustees shall be appointed for terms of one (1) year and may stand for office as a charity trustee for a maximum of three (3) consecutive terms.</p> <p>(3) 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.</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>Induction</p> <p>All new trustees are provided with:</p> <ul style="list-style-type: none"> (a) a copy of the constitution and any amendments made to it; and (b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts. <p>Training</p> <p>Trustees undertake governance and safeguarding training at the start of their role. In addition, specific training courses are provided according to trustees' individual areas of focus, such as in charity finance or impact measurement.</p>
The charity's organisational structure and any wider	Para 1.51	The charity's organisational structure is illustrated below.

network with which the charity works		<pre> graph TD Trustees[Trustees] --> Director[Director] Trustees --> Advisers[Advisers] Director <--> Advisers Director --> Facilitators[Facilitators] Director --> PM[Programmes Manager] Director --> CT[Curriculum Team] Advisers --> CT PM --> LSA[Learning & Support Assistants] PM --> PL[Peer Leaders / Placement Students / Volunteers] CT --> PL </pre>
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Springboard Youth Academy CIO
Other name the charity uses	N/A
Registered charity number	1191062
Charity's principal address	Suite 3, Wenzel House Olds Approach, Tolpits Lane Watford WD18 9AB

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	Emily Huballah	Chair	July 2022 - Present	
	3	Aiswarya Kishor	Co-Vice Chair	August 2020 - August 2023	
		Merel Eusman	Treasurer	February 2023 - Present	
		Elaha Walizadeh	Secretary	August 2022 - Present	
	4	Keisha Simms		July 2022 - Present	
	5	Tania Khojasteh		August 2020 - Present	
	6	Danielle Airapetjana		August 2020 - Present	
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
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Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary,
Chair, etc)

Date