



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/04/2023 To 31/03/2024

Charity name: Latin Girls At Work

Charity registration number: 1197419

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	For the public benefit to promote the inclusion of Latinx women who are socially excluded on the grounds of their ethnic origin, or their social and economic position, to relieve the needs of such people and assist them to integrate into society.
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	<ul style="list-style-type: none"><li>- Providing an online community engagement platform and educational resources;</li><li>- Signposting those Latinx people seeking legal, immigration, financial, and language development help to partner organisations;</li><li>- To advance education in Latinx arts, culture, and heritage for the public benefit in particular but not exclusively by providing a platform for Latinx creatives, artists, and writers to demonstrate their work, in such a way that they can help increase awareness of Latinx culture in the UK.</li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission.

## 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>The charity is fully run by a dedicated team of 8 volunteers who manage day-to-day operations, including administration, event planning, communications, and fundraising. All events, such as workshops and networking opportunities, are organised by volunteers, along with the management of our website, social media, and WhatsApp and Facebook groups. Additionally, volunteers handle internal initiatives, including the running, editing, and publishing of the Voces blog.</p> <p><u>Volunteers:</u>  Giulia Mazzu - Director  Melany Avila Development - Director  Maria Alvarez Gomes - Events Manager  Azucena Morales - Communications Manager  Nicole Gheller - Voces (Blog) Editor  Elida Silvey - Voces (Blog) Editor  Sofia Vizcarra - Events officer  Mayra Teck Ascurra - Development Officer</p>
Other		

## 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>The charity has made significant strides in enhancing the lives of its beneficiaries through a series of impactful, well-organized events, all led by and for female-identifying or non-binary Latinx professionals.</p> <p><b>Events</b>  Notable achievements include networking events and workshops designed to connect Latinx womxn with other Latinx professionals. One such event, hosted by Latina Rising, aimed to build confidence among current and aspiring entrepreneurs to help them navigate the UK market.</p> <p>Another key event, in partnership with Rivet, celebrated International Youth Day and focused on harnessing Gen-Z's economic power to support youth-led social change. Rivet also provided funding for the event.</p>

		<p>The charity also hosted a successful International Women's Day celebration in collaboration with Latina Rising, which focused on investing in women and accelerating progress. The event featured workshops on resilience, identity, and mental health, alongside networking opportunities.</p> <p>In total, the charity organized 7 events, with an approximate attendance of 75 people. These included 2 workshops on career and personal development, 2 networking events, and 3 community-building social events.</p> <p>Feedback was overwhelmingly positive. Of the 7 attendees who completed the feedback form, 4 rated their likelihood to attend future events as a '5' (the highest rating), and 3 selected '4'. When asked if they would recommend the charity's events to others, 6 out of 7 gave a '5', and 1 chose '4'.</p> <p><b>Blog</b></p> <p>The charity also runs Voces, a blog promoting Latinx arts and culture in the UK and beyond. The blog provides a platform for female-identifying or non-binary Latinx writers and journalists. Over the reporting period, 5 articles were published, covering topics such as the impact of migration on mental health, queer identity in Latinx music, along with book reviews (for books covered in the book club) and recaps of events. These articles collectively garnered 752 views, an increase from the previous year.</p> <p><b>Network</b></p> <p>As part of our network of Latinx womxn in the UK, we host several events which we classify as 'social' and these could be from a casual meetup to an event. During the reporting period we hosted three social events, with about 30 attendees taking part.</p> <p>We also host a Book Club, which features books by Latinx female-identifying or non-binary writers. Over the reporting period we hosted 8 sessions, featuring books by female authors from Mexico, Chile, Puerto Rico, Argentina and Brazil.</p> <p><b>Partnerships</b></p> <p>The charity's success is further strengthened by strategic partnerships with organizations like Latina Rising, Rivet, and Casa Latina. By collaborating to offer diverse workshops, the charity has expanded the resources and training available to its beneficiaries, supporting their personal and professional growth.</p>
--	--	--

		<b>Conclusion</b> Overall, the charity's initiatives have significantly enhanced employability, fostered valuable connections, empowered entrepreneurs, and built a supportive community focused on continuous growth and learning.
--	--	--

#### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>Providing an online community engagement platform and educational resources:</p> <ul style="list-style-type: none"> <li>- By hosting events that promote education and employability resources for Latinx women and non-binary individuals. The Charity hosted two networking events and two career progressing workshops, attended by over 45 people.</li> </ul> <p>b) Signposting those Latinx people seeking legal, immigration, financial, and language development help to partner organisations:</p> <ul style="list-style-type: none"> <li>- People were signposted to the following organisations: LAWA, LAWRS, Casa Latina, Citizens Advice, and Law Centres.</li> </ul> <p>c) Advance education in Latinx arts, culture, and heritage for the public benefit in particular but not exclusively by providing a platform for Latinx creatives, artists, and writers to demonstrate their work, in such a way that they can help increase awareness of Latinx culture in the UK.</p> <ul style="list-style-type: none"> <li>- We aim to host our events, including networking and workshops, at Latinx-owned establishments such as restaurants and community spaces.</li> <li>- Through our blog we promote Latinx businesses, restaurants, theatre, and more.</li> <li>- Our blog provides a platform for emerging Latinx writers, during the reporting period we published 5 articles by 5 writers.</li> </ul>
Performance of fundraising activities against objectives set	Para 1.41	

Investment performance against objectives	Para 1.41	N/A
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity's income was due to a grant received by the company Rivet on 24th October 2023. The grant was of \$1000 (USD) which converted to GBP resulted in an income of £799.11.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held in order to cover maintenance costs for the charity. This includes fees to keep running our website and a Zoom license for virtual events.
Amount of reserves held	Para 1.22	£488.24
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	N/A

### 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 Charity's income was due to a grant received by the company Rivet on 24th October 2023. The grant was of \$1000 (USD) which converted to GBP resulted in an income of £799.11.
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	Financing instability to fluctuating donor funding. Our aim for 2024/25 is to continue to apply for public grants, in addition to devising a business plan to present to private funders such as companies who can fund specific projects such as internships, events & workshop series, etc.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	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>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> <p>The Chair of the Board is responsible for the recruitment, appointment, and oversight of all trustees.</p> <p>To begin with, the Chair will discuss with the Director if recruitment is needed, and if so, they will perform a skills audit to identify what strengths and weaknesses lie in the current Board and therefore, what backgrounds and experiences they are looking for in candidates. The Chair will then devise a recruitment plan based on the types of skills needed to compliment the Board.</p> <p>The Chair will formulate a job description, be responsible for disseminating the job advert, and select individuals for interview. The Chair then devises the interview questions. Often other trustees are present for the interview or the Director.</p> <p>The questions the Chair uses to assess candidates include, but are not limited to:</p> <ol style="list-style-type: none"> <li>1. How much do they know about your organisation?</li> <li>2. Do they fully understand your mission, vision and strategic direction?</li> <li>3. Do they fit in with your organisation's ethos?</li> <li>4. Do they understand the role and responsibilities of being a trustee, and the difference between governance and management?</li> <li>5. What skills and qualities does the candidate bring?</li> <li>6. Do they have the capacity and willingness to commit sufficient time to the role?</li> </ol>

**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>The Board of Trustees and Director share and make sure the trustees have read and are familiar with a welcome document, a copy of the charities constitution, and the policies held by the charity, which include the following:</p> <ul style="list-style-type: none"> <li>• Complaints Policy and Procedure</li> <li>• Internal Complaints Policy and Procedure</li> <li>• Social Media Policy</li> <li>• Events Policy</li> <li>• Google Suite and Email Policy</li> <li>• Data Protection Policy</li> <li>• Recruitment Policy and Procedure</li> <li>• Code of Conduct Policy</li> <li>• Press and Media Policy</li> <li>• Whatsapp and Facebook Groups Policy</li> <li>• Safeguarding Children and Vulnerable Adults Policy</li> </ul>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The work we undertake includes but is not limited to:</p> <ul style="list-style-type: none"> <li>• Planning career-specific workshops led by experienced Latinx womxn professionals</li> <li>• Hosting social and networking events, including our regular book club sessions</li> <li>• Publish a blog giving Latin American womxn the opportunity to explore creative paths and share their personal and professional experiences with a wide audience</li> </ul> <p>We have a presence through our Website and Blog, LinkedIn, Facebook Group, and Instagram, and we encourage you to have a look at our work.</p> <p>Our members are encouraged to share their work, and their background, ask questions, and in turn, give advice to other women starting their careers. Our mission is to provide a space to meet other Latin American womxn living and working in the UK, support each other in the development of professional skills, and discuss what it entails to be a Latin American womxn in the UK, both personally and professionally.</p> <p>The Charity currently has no employees. Instead it is run by a team of volunteers, led by our Director who is also a volunteer.</p>
Relationship with any related parties	Para 1.51	N/A



Other		

## Reference and Administrative details

Charity name	Latin Girls at Work
Other name the charity uses	
Registered charity number	1197419
Charity's principal address	Flat 8 Allison Court 43 Parkhill Road NW3 2YD

### 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	Jennifer Kaplan-Ortiz			
	2	Sara Zavala			
	3	Vanessa Castro		Appointed on 26th August 2023	
	4				
	5				
	6				
	7				
	8				
	9				
	10				
	11				
	12				
	13				
	14				
	15				
	16				
	17				
	18				
	19				
	20				

### 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	


## Funds held as custodian trustees on behalf of others

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

### 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)

--	--

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

## Other optional information

--

## 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)

Jennifer Kaplan-Ortiz

Position (eg Secretary,  
Chair, etc)

Chair

Date

18/01/2025

**Latin Girls at Work  
Income and Expenditure**

	From	01/04/2023	To	31/03/2024
<b>Income</b>				
		<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>
		<b>£</b>	<b>£</b>	<b>£</b>
<b>Income / Receipts</b>				
<b>Donations, legacies and similar income</b>				
Membership subscriptions	-	-	-	
Donations	-	-	-	
Legacies	-	-	-	
Gift Aid	-	-	-	
Other similar income	-	-	-	
<b>Sub total</b>				
	-	-	-	
<b>Grants</b>				
Grant	799.11	-	799.11	
Other grants	-	-	-	
<b>Sub total</b>				
	799.11	-	799.11	
<b>Fundraising (gross)</b>				
Detail 1	-	-	-	
Detail 2	-	-	-	
Other fundraising activities	-	-	-	
	-	-	-	
<b>Sub total</b>				
	-	-	-	
<b>Investment income</b>				
Bank interest	-	-	-	
Building Society interest	-	-	-	
Other investment income	-	-	-	
Refunds for services paid	-	-	-	
<b>Sub total</b>				
	-	-	-	
<b>Total Gross Income</b>	799.11	-	799.11	

**Total receipts**

**799.11**

-

**799.11**

**Latin Girls at Work  
Income and Expenditure**

**From**

**01/04/2023**

**To**

**31/03/2024**

**Expenditure**

**Unrestricted  
funds  
£**

**Restricted  
funds  
£**


**Total funds  
£**

**Payments**

<b>Charitable Payments</b>			
Wages	-	-	-
Rent	-	-	-
Water	-	-	-
Electricity and Gas	-	-	-
Insurance	-	-	-
Repairs and Renewals	-	-	-
Materials and equipment	-	-	-
Printing and photocopying	-	-	-
AGM and trustee expenses	-	-	-
Subscriptions	<b>417.14</b>	-	<b>417.14</b>
Event refreshments	<b>11.87</b>	-	<b>11.87</b>
Venue hire	-	-	-
Transport	-	-	-
	-	-	-
	-	-	-
<b>Sub total</b>	<b>429.01</b>	-	<b>429.01</b>
<b>Total Gross Expenditure</b>	<b>429.01</b>	-	<b>429.01</b>
<b>Total payments</b>	<b>429.01</b>		<b>429.01</b>

**ed by one or two trustees on behalf of all the trustees**

Signature



Print Name

Jennifer Kaplan-Ortiz