

Kijura Education Project (KEP) – Annual Report 2024

Introduction

It is 5 years since Kijura Education Project went live and owing to the worldwide Pandemic, 2020/21 were very difficult years.

Life has remained difficult for Ugandans but it is good to report that our students have been through a full year's education during 2023 NB the Ugandan academic year runs from January to December.

Wycliffe Wamara (our Ugandan Agent) has performed his duties diligently. We are very grateful to him for his hard work.

Allen's Graduation

Allen is a student whose education KEP has supported from 2019 onwards as a channel for funds. Julia Modern started supporting Allen during her Anthropology PhD fieldwork. From 2019 these funds passed through KEP and donations were provided by Julia and her parents, Nigel and Gill Modern. In 2022 Allen completed her studies in Electrical Engineering and her graduation ceremony (see photo) took place in 2024. We wholeheartedly congratulate Allen on her achievement and wish her even more success in the future.



During 2024 another student successfully completed his secondary education and did well, a highly creditable achievement. A request was made to fund his Higher Education and this was discussed as part of a Working Party process. It was decided that funding Higher Education is outside of KEP's stated Charity aims. The full report is available to Trustees of the Charity.

Cost Pressures

Over recent years, largely as a result of the Pandemic, the cost of supporting each student has been steadily rising and, despite two students completing studies in 2022, last year was particularly costly and funds were stretched.

These costs have been analysed and a factor was Ugandan inflation but there were also significant increases in school fees and associated costs plus Wycliffe was spending increasing amounts of time supporting students. For the first time in 2023

he found himself spending time during the terms and as a result we saw our costs rising. Additionally during our analysis it was obvious that the systems we had advocated to him was consuming a lot of time in administration.

As a consequence during 2024 we brought in a simplified system of administration - see below

Wycliffe's role

Discussions have taken place as to how much Wycliffe should behave like a parent to these students. Whether he should go to parents' meeting, should he accompany them to school etc.

Wycliffe is aware that funds not directly paying school costs need to be under careful review. I have also discussed with him the need to encourage and not discourage parents to take an active role in their child's education. It is clear from communicating with Wycliffe that the parents of these highly vulnerable children are very poor and have few personal resources. To keep these children in education appears to need Wycliffe to step in when necessary.

This will continue to be held under review. The new payment system will incentivise Wycliffe to be cost-efficient in the exercise of his role.

Wycliffe's time and expenses

During 2020 Wycliffe was paid the equivalent of about £200. Approximate because of currency fluctuations. This was 12.5% of the resources sent to Uganda in 2020.

In 2021 the proportion of all administrative costs (this time including money transfer charges as well as Wycliffe's time and expenses) to total expenditure was 23%. This is the same as 2019.

This figure in 2022 was 16.1%, which reflects mainly the increases in school fees and requirements.

For various reasons in 2023 this proportion had risen to nearly 40% of contributions, reflected mainly in the increased hours Wycliffe spent supporting school attendance and meeting with school staff. Though this was likely a temporary increase reflecting needs at a particular time, the new system will mitigate against such large increases in costs and such increases will under the new system become highlighted earlier in processes.

During 2024 changes to the payment system were made in order to reduce Wycliffe's time spent on administration. We feel this will release resources for student support by freeing up Wycliffe's time.

This involved calating data from the most representative years since KEP commenced and calculating the proportion of funds which needed to be allocated for 'requirements' (made by the schools) in addition to the fees. This means Wycliffe now has a 'Requirements Fund' in the Uganda KEP Mobile Money account. We will not be requiring detailed information on this fund (this would require a lot of administration) and it is up to Wycliffe to manage it well. We will have access to information on transactions by which we will be able to monitor spending.

The amounts sent to this fund are calculated from the proportion of funds spent on 'requirements' over the last several years, for which we had detailed information.

Feedback from Wycliffe on Student attendance and progress

It is important to keep to our stated aims in looking at student progress. We have taken on disadvantaged children and we should not normally expect high attainment, though in one case we had taken on a high attaining student who people locally felt had great potential which wasn't going to be realised because of a lack of resources. This student completed his secondary education in 2024.

We have previously agreed that attendance was a pre-requisite and that information on this and some sort of report on progress from Wycliffe was appropriate. Up to the beginning of 2022 this has always been verbal, however in 2022 Wycliffe forwarded school reports on two of the students and a further report in 2023 - see Appendix 4

During 2021 Wycliffe highlighted that two of our students' attendance at school had been highlighted (by the school) as of concern. This was put under review, particularly as Wycliffe questioned whether the school was being entirely straightforward in its motives - staff were suggesting extra tuition which would have needed to be paid for. Nevertheless Wycliffe discussed the situation with the students and monitored their attendance. This review indicated that attendance was satisfactory and follow up review with Wycliffe in April 2022 confirmed that there were no persistent concerns.

Proposed changes to feedback

These changes were discussed last year, however demands on Wycliffe's time appear to have squeezed out these important tasks. Now that we have moved to reduce his administrative burden it will be important to prioritise information on students' progress: **i. A copy of school reports on all students ii. A brief report written from Wycliffe based on his own assessment of each students' situation.** This does not need to be detailed but should comment on his own assessment of consistency of attendance for each student.

Payment process

This is complicated by Uganda's exclusion from the international banking system. It is not possible to send money directly to a standard Ugandan bank account. Wycliffe uses a system called Mobile Money and he has an account in his name, through which the KEP money is passed. This works well but is responsible for some extra costs compared to sending money to a country within the international banking system. Historically we have used WorldRemit (WR) to transfer funds but during 2021 and 2024 for some payments Western Union (WU) was used while WorldRemit was unavailable to us. WU costs are very similar.

Changes to payments system in 2024

Transfers to Uganda are now calculated as follows:

- i. As early as he can (prior to the term's commencement date) Wycliffe forwards the bills he receives from the schools to KEP via WhatsApp.
- ii. A transfer to cover these funds is made to the Uganda KEP Mobile Money account plus an uplift to cover requirements. The uplift is calculated by multiplying total school fees by a factor of 2.36
- iii. A separate transfer is made to Wycliffe's personal Mobile Money account of 20% of the total of the School fees+the uplift.

This process is simple and time-efficient both in the UK and for Wycliffe in Uganda.

The statement sent to Wycliffe on the 22nd June 2024 is on the next page.

Statement from the Trustees to the agent in Uganda - 22nd June 2024

'From the Trustees:

The process we recommend is:

- i. Before the beginning of each term Wycliffe to send his best estimate of the likely level of fees required for each pupil.
- ii. Once KEP has this we will send in advance of each term an amount via Mobile Money enough to cover payment of school fees.
- iii. Once the fees are paid Wycliffe will photograph the receipts and send them to KEP.
- iv. Then KEP will multiply the total amount of fees paid by 2.36 to derive a figure for providing funds for 'requirements'. This figure has been arrived at by taking an average of requirements for the year 2019 and Terms I and II 2024. It will be up to Wycliffe to use this fund wisely to buy requirements for the students.
- v. Any spare money from the advance once actual fees are paid will be deducted from the second transfer, or extra added if fees proved more expensive than was expected.
- vi. As previously agreed 20% of the total of funds provided for fees and requirements will be sent to Wycliffe as his remuneration.
- iv. Transfers for fees and requirements will be sent to the KEP Mobile Money account and Wycliffe's remuneration will be sent via Western Union direct to Wycliffe as cash. KEP funds will be kept separate from Wycliffe's personal account.

The Trustees hope this system will simplify matters by cutting down Wycliffe's time spent on administration.'

09:32 ✓

KEP Income - see Appendix 1

This is now most easily displayed through the Gift Aid Claims process and this documentation is provided in Appendix 1 All donations to KEP go through this system. The HMRC system works very well indeed and claims are processed promptly using an automated system, with KEP receiving 25% of all donations. These extra funds have been vital during 2023 by enabling KEP to keep functioning.

All funds entered into this process go through the KEP dedicated account and are wholly donations received specifically to support students' education in Uganda. All the money goes to Uganda to pay School Fees and Requirements, plus 20% (under the new system) of the total to remunerate Wycliffe for his time spent on KEP tasks.

Appendix 1 - Gift Aid Claims (showing donations to KEP)

R68GAD_V1_00_0_EN



Gift Aid donations schedule

Get it right first time - how to complete this schedule:

- * Don't change the layout of the schedule or change the name of the worksheet.
- * Save the schedule as a .ods file not a Microsoft Excel .xlsx file, for example Gift Aid Jan 2014.ods.
- * If any section isn't applicable leave it blank. Don't enter N/A or Nil.
- * Don't include blank spaces or other characters at the start or end of boxes.
- * Don't leave a blank row between donations.
- * Enter the house name or number and the postcode of all donors that live in the UK. For donors living abroad, enter their address and put X in the 'Postcode' column.
- * Stay within the maximum of 1,000 rows of donations.
- * Aggregated donations are donations under £20 from different people totalling less than £1000 per line. When you add together donations from the same donor, you must list them as aggregated donations.
- * For sponsored events enter the participant's name and address, the date collected, and the total amount raised. Don't include any donations over £500 – these must be shown as aggregated donations.

Fig.1 shows an example of how to complete the schedule. For more information follow the link below. You must be connected to the internet to access the guidance.

[Charities online guidance](#)

Fig.1 Examples	Title up to 4 characters	First name or initial up to 35 characters with no spaces, or just enter an initial	Last name up to 35 characters	House name or number up to 40 characters	Postcode UPPER CASE and include a space	Aggregated donations a simple description up to 35 characters - DON'T enter Yes or Not Applicable.
	Prof	Henry	House Martin	152A	M99 2QD	
	Mr	John	Smith	100 Champs Elysees, Paris	X	
						One off Gift Aid donations
	Miss	B	Chaudry	21	L43 4FB	

Enter details from here

	Earliest donation date in the period of claim. (DD/MM/YY)
Box 1	13/05/22

For aggregated donations, this date may be earlier than any date entered in the schedule.

	Previously over-claimed amount. Leave blank if none
Box 2	Don't use a £ sign

Make sure you show the tax not the donation. This amount will be deducted from the total below.

The total below is automatically calculated from the amounts you enter in the schedule.

Total donations:	£5,407.00
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Donations schedule table

Item	Title	First name	Last name	House name or number	Postcode	Aggregated donations	Sponsored event (Yes/blank)	Donation date (DD/MM/YY)	Amount
1	Ms	Juliette	Healey					26/05/22	40.00
2	Dr	Steven	Edmunds					30/05/22	75.00
3	Ms	Juliette	Healey					27/06/22	40.00
4	Dr	Steven	Edmunds					30/06/22	75.00
5	Ms	Juliette	Healey					26/07/22	40.00
6	Dr	Steven	Edmunds					01/08/22	75.00
7	Ms	Juliette	Healey					26/08/22	100.00
8	Dr	Steven	Edmunds					30/08/22	75.00
9	Ms	Juliette	Healey					26/08/22	100.00
10	Dr	Steven	Edmunds					31/10/22	75.00
11	Ms	Juliette	Healey					26/10/22	100.00
12	Dr	Steven	Edmunds					30/11/22	75.00
13	Ms	Juliette	Healey					28/11/22	100.00
14	Dr	Steven	Edmunds					30/12/22	75.00
15	Ms	Juliette	Healey					28/12/22	100.00
16	Dr	Steven	Edmunds					30/01/23	75.00
17	Ms	Juliette	Healey					30/01/23	100.00
18	Dr	Steven	Edmunds					28/02/23	75.00
19	Ms	Juliette	Healey					28/02/23	100.00
20	Dr	Steven	Edmunds					28/03/23	75.00
21	Ms	Juliette	Healey					28/03/23	100.00
22	Dr	Nigel	Modern					08/06/22	1317
23	Dr	Nigel	Modern					08/09/22	820.00
24	Dr	Nigel	Modern					13/10/22	200.00
25	Dr	Nigel	Modern					28/11/22	400.00
26	Dr	Nigel	Modern					02/02/23	1,000.00
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	Prof	Henry	House Martin	152A	M99 2QD	
	Mr	John	Smith	100 Champs Elysees, Paris	X	
	Miss	B	Chaudry	21	L43 4FB	One off Gift Aid donations

Enter details from here

Box 1	Earliest donation date in the period of claim. (DD/MM/YY) 05/04/23
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For aggregated donations, this date may be earlier than any date entered in the schedule.

Box 2	Previously over-claimed amount. Leave blank if none Don't use a £ sign
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Make sure you show the tax not the donation. This amount will be deducted from the total.

The total below is automatically calculated from the amounts you enter in the schedule.

Total donations: £4,825.00

Donations schedule table

Item	Title	First name	Last name	House name or number	Postcode	Aggregated donations	Sponsored event (Yes/blank)	Donation date (DD/MM/YY)	Amount
1	Ms	Juliette	Healey					29/04/23	100.00
2	Dr	Steven	Edmunds					28/04/23	75.00
3	Ms	Juliette	Healey					30/05/23	100.00
4	Dr	Steven	Edmunds					28/05/23	75.00
5	Ms	Juliette	Healey					28/06/23	100.00
6	Dr	Steven	Edmunds					28/06/23	75.00
7	Ms	Juliette	Healey					28/07/23	100.00
8	Dr	Steven	Edmunds					02/08/23	75.00
9	Ms	Juliette	Healey					29/08/23	100.00
10	Dr	Steven	Edmunds					29/08/23	75.00
11	Dr	Nigel	Modern					30/05/23	800
12	Dr	Nigel	Modern					06/06/23	500
13	Dr	Nigel	Modern					21/08/23	650
14	Dr	Nigel	Modern					11/09/23	250
15	Dr	Nigel	Modern					11/09/23	1600
16	Dr	Nigel	Modern					25/09/23	150
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	Prof	Henry	House Martin	152A	M99 2QD	
	Mr	John	Smith	100 Champs Elysees, Paris	X	
	Miss	B	Chaudry	21	L43 4FB	One off Gift Aid donations

Enter details from here

Box 1	Earliest donation date in the period of claim. (DD/MM/YY) 05/04/23
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For aggregated donations, this date may be earlier than any date entered in it below.

Box 2	Previously over-claimed amount. Leave blank if none Don't use a £ sign
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Make sure you show the tax not the donation. This amount will be deducted from the total below.

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Total donations: £2,300.00

Donations schedule table

Item	Title	First name	Last name	House name or number	Postcode	Aggregated donations	Sponsored event (Yes/blank)	Donation date (DD/MM/YY)	Amount
1	Ms	Juliette	Healey					28/09/23	100.00
2	Dr	Steven	Edmunds					28/09/23	75.00
3	Ms	Juliette	Healey					30/10/23	100.00
4	Dr	Steven	Edmunds					30/10/23	75.00
5	Ms	Juliette	Healey					23/11/23	100.00
6	Dr	Steven	Edmunds					23/11/23	75.00
7	Ms	Juliette	Healey					28/12/23	100.00
8	Dr	Steven	Edmunds					28/12/23	75.00
9	Ms	Juliette	Healey					29/01/24	100.00
10	Dr	Steven	Edmunds					29/01/24	75.00
11	Ms	Juliette	Healey					28/02/24	100.00
12	Dr	Steven	Edmunds					28/02/24	75.00
13	Dr	Nigel	Modern					22/11/23	250
14	Dr	Nigel	Modern					21/12/23	250
15	Dr	Nigel	Modern					22/01/24	250
16	Dr	Nigel	Modern					21/02/24	250
17	Dr	Nigel	Modern					21/03/24	250
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	Prof	Henry	House Martin	152A	M99 2QD	
	Mr	John	Smith	100 Champs Elysees, Paris	X	
	Miss	B	Chaudry	21	L43 4FB	One off Gift Aid donations

Enter details from here

Box 1	Earliest donation date in the period of claim. (DD/MM/YY) 28/03/24
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For aggregated donations, this date may be earlier than any date entered in it below.

Box 2	Previously over-claimed amount. Leave blank if none Don't use a £ sign
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Make sure you show the tax not the donation. This amount will be deducted from the total.

The total below is automatically calculated from the amounts you enter in the schedule.

Total donations: £2,850.00

Donations schedule table

Item	Title	First name	Last name	House name or number	Postcode	Aggregated donations	Sponsored event (Yes/blank)	Donation date (DD/MM/YY)	Amount
1	Ms	Juliette	Healey					28/03/24	100.00
2	Dr	Steven	Edmunds					28/03/24	75.00
3	Ms	Juliette	Healey					28/04/24	100.00
4	Dr	Steven	Edmunds					28/04/24	75.00
5	Ms	Juliette	Healey					28/05/24	100.00
6	Dr	Steven	Edmunds					28/05/24	75.00
7	Ms	Juliette	Healey					28/06/24	100.00
8	Dr	Steven	Edmunds					28/06/24	75.00
9	Ms	Juliette	Healey					29/07/24	100.00
10	Dr	Steven	Edmunds					29/07/24	75.00
11	Ms	Juliette	Healey					28/08/24	100.00
12	Dr	Steven	Edmunds					28/08/24	75.00
13	Ms	Juliette	Healey					30/09/24	100.00
14	Dr	Steven	Edmunds					30/09/24	75.00
15	Ms	Juliette	Healey					28/10/24	100.00
16	Dr	Steven	Edmunds					28/10/24	75.00
17	Dr	Nigel	Modern					01/07/24	350
18	Dr	Nigel	Modern					16/09/24	900
19	Dr	Nigel	Modern					20/09/24	200
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Appendix 2 - Money Transfers to Uganda

(original documents are available for inspection)

Transfers to Ugandan KEP account using WorldRemit/Western Union

Date	Transaction no.	£	
01/06/2023	164213390	500	WorldRemit
02/06/2023	164294788	500	WorldRemit
02/06/2023	164350857	500	WorldRemit
05/06/2023	164639204	500	WorldRemit
09/09/2023	174301758	950	WorldRemit
11/09/2023	174448269	1100	WorldRemit
20/09/2023	175257597	900	WorldRemit
28/01/2024	187531187	1000	WorldRemit
20/01/2024	187613268	295	WorldRemit
07/03/2024	5021093668	600	Western Union
09/03/2024	5421714791	611	Western Union
11/03/2024	8252509029	611	Western Union
19/06/2024	200490859	721	WorldRemit
22/06/2024	200760711	955	WorldRemit
19/09/2024	207649242	955	WorldRemit
19/09/2024	207665876	245	WorldRemit
19/09/2024	207653460	270	WorldRemit

Total for financial year 2023-4 = £7067.00

Total for academic year 2024 (January to December) = £6,263.00
(as of November 2024 with no further costs anticipated)

Appendix 3 - CIO Charitable Status - some detail

During 2021 a decision was taken to seek support and advice from a 3rd party organisation called Third Sector Experts (TSE), specifically with regard to re-applying for Gift Aid status, which had been declined on first application about 2 years ago.

TSE advised that we apply for Charitable Incorporated Organisation (CIO) status with the Charities Commission. This is a link to a video explaining this relatively new charitable structure (the video may appear on a separate page):



Appendix 4 Student report - anonymised



ST. THERESA GIRLS S.S. NYAMIGISA P.O BOX 20 MASINDI UGANDA

Tel; 0393-254951 Mobile; 0772-987433/0782-656008

COMPETENCE BASED ASSESSMENT REPORT

Term II - 2023

Name: [REDACTED]

Class; S.1 East

Average Score
1.7

Identifier
2

Subject	AOI 1	AOI 2	Average	Subject teacher's comment	Initials
English	2.1	1.5	1.8	Most LOs achieved	A.B.A.
Mathematics	1.2	1.2	1.2	Some LOs achieved	M.D.
Physics	2.4	2.1	2.3	Most LOs achieved	O.C.
Biology	1.5	1.8	1.7	Most LOs achieved	N.S.
Chemistry	0.9	2.1	1.5	Most LOs achieved	O.S.
Geography	0.9	2.1	1.5	Most LOs achieved	K.H.
History	2.1	2.1	2.1	Most LOs achieved	T.H.
Entrepreneurship	1.2	0.9	1.1	Some LOs achieved	N.J.
C.R.E.	1.5	1.8	1.7	Most LOs achieved	P.O.
Physical Education	2.4	1.5	2.0	Most LOs achieved	O.K.
Agriculture	2.1	1.8	2.0	Most LOs achieved	M.G.
Computer	2.4	1.5	2.0	Most LOs achieved	F.R.
Runyoro	0.9	0.9	0.9	Some LOs achieved	K.R.
Kiswahili	0.9	2.4	1.7	Most LOs achieved	B.A.T.
Tailoring	2.7	2.4	2.6	All LOs achieved with ease	N.V.
AVERAGE	1.7	1.7	1.7	Moderate Achiever	

Identifier Interpretation		3-High achiever, 2-Moderate achiever, 1-Low achiever
0	0	No learning outcome achieved; Learner was absent
1	0.1 - 1.4	Some leaning outcomes achieved but not sufficient for overall achievement
2	1.5 - 2.4	Most learning out comes achieved sufficient for overall achievement
3	2.5 - 3.0	All learning outcomes achieved with ease

NB. AOI - Activity of integration

LOs - Learning outcomes

Class teacher's comment; Promising results, consult teachers for a better performance

Sign; [Signature]

Head teacher's comment; Make use of the library and teachers, you can do better

Sign; [Signature]

This term has ended on; 18-August-2023

Next term begins on; 18-September-2023

Fees for next term; Boarding: Shs.499,000/= Day: Shs.268,400/=

Fees Balance; Nil

Other Requirements; A ruled ream of papers, 2 physical brooms, 1 big bottle of jik and a mopper