

Annual Report and Accounts:  
Friends of Amani Tanzania  
Registered Charity Number 1114281  
Year Ending – 31 December 2016

## **Charity Registered Address**

Jaycroft, Elm Lane

Lower Earley

Reading RG6 5UG

## **Trustees**

Professor Ken Spours (Chair)

Leslie Green (Treasurer)

Bridget Green (Secretary)

Simon Brewer

Edward Holden

Alice Harvey

Catherine Swanson

Kathryn Tudor

Rachel Derry

## **Bank Details**

Royal Bank of Scotland

Brunel House

17-27 Station Road

Reading RG1 1LG

Account No: 10201087

Sort Code: 16-29-25

# Trustees' Report

The Board of Trustees of Friends of Amani Tanzania (the Charity) present their annual report for the year ended 31 December 2016 under the Charities Act 1993, together with the financial statements for that year which have been subject to independent examination.

## Governance

The Charity was formed in 2005, made its Declaration of Trust on 24 March 2006 and obtained registered charity status on 18 May 2006.

The Trustees are obliged to hold at least two ordinary meetings a year. In 2016 the Trustees met on:

- 11 February
- 12 May
- 6 October
- 9 December

The Trustees apply the income of the charity in furthering the following objectives:

- The relief of financial hardship in Tanzania, in particular for supporting the work of the Amani Centre, Morogoro, for persons with mental disabilities.
- To advance the education of people in Tanzania, in particular those with disabilities.

## Trustee Visits

There were two Trustee visits to Amani during the year:

- April 2016 by Professor Ken Spours
- Sept 2016 by Leslie and Bridget Green.

## About Amani

Located in the Chamwino area of Morogoro, the Amani Centre for Persons with Disabilities is a non-profit making organization that educates and empowers mentally and physically challenged children and youth. Established in 1992 by Josephine Bakhita, Amani has over the last 24 years grown to become a major social partner in the Morogoro area. It aims in the future, with the support of its friends in the UK and The Netherlands, to become a model NGO promoting awareness about disability, services for the disabled and broader partnerships for education and care across Tanzania as a whole. In 2012 the Director, Father Beatus Sewando, began a programme of restructuring to ensure the future sustainability of the Amani Centre. He was ably supported in this task by Judi Stewart and Guy Cowley who have substantial experience in management and finance in third sector organisations. They helped develop a new strategic plan for Amani, providing professional advice on areas such as project management, finances, staffing levels, redundancy terms and job descriptions. During 2011 and 2012 they made regular visits to the Amani Centre and kept in constant contact both with Father Beatus Sewando and the Trustees. We are very grateful for the excellent work they undertook.

Presently the Amani Centre:

- employs over 30 workers, most in a voluntary capacity, in a society suffering from structural unemployment and gains additional support from both international and local volunteers;
- has developed an infrastructure comprising three centres - Amani Centre in Morogoro, the Mvomero Farm and Training Centre, and Mikese Farm and Vocational Centre;
- undertakes community-based rehabilitation for mentally disabled children –over 5,000 persons currently receive either primary health care and education at the Amani Centre, at its outreach stations or in the wider community;
- seeks to improve the quality of life identified through the continued efforts of Amani awareness groups throughout the Morogoro District;
- educates the young members of staff who work at the Centre and supports the work of volunteers;
- supports the elderly in terms of both physical well-being and appropriate social activities.

What follows is a summary of achievements by Friends of Amani Tanzania for the financial year ending 31 December 2016

## Fundraising

The Charity made donations of £19,502 in its eleventh year. The decrease of over £2,863 on the previous year demonstrates the fluctuating support, year-on-year from key individual and institutional donors.

The Charity has five major strategies for fundraising and awareness raising:

1. Educational partnership and support.
2. Harnessing the good will of UK Amani volunteers.
3. Events and initiatives.
4. Regular giving and gift aid.
5. Corporate donations and bids to charities.

Examples of each are given below:

### **1. Educational partnership and support**

The Charity has developed a range of important partnerships with schools, colleges and more recently with universities. These initiatives, examples of which are outlined below, continued during 2016. Perhaps as importantly, the number of young people whose awareness of poverty and educational circumstances in Tanzania has been raised by the work of the Charity is significant. The hope is that those young people in the UK who are involved in either fundraising or visiting the Amani Centre will continue to be committed to its work in the future, having learned a great deal in the process. In addition, the links with schools, colleges and universities in the Morogoro and Mvomero regions of Tanzania will not only lead to better resourcing for these institutions, but also to visits for some to the UK.

In previous years the Amani Centre has hosted a number of UK physiotherapy volunteers who have provided enthusiastic voluntary support to the resident physiotherapist while gaining experience of working with disabled children in a less developed country. In 2015, student volunteers from the University of Liverpool visited the Centre on an elective placement, which counts towards their course. The courses that the volunteers are studying are predominantly physiotherapy and occupational therapy, and their contribution is towards the Community Based Rehabilitation activities in particular. For example, the Liverpool School of Health Sciences liaises directly with the Amani Centre in advance of the students' arrival so that supervision arrangements for the elective placements are understood at Amani.

All student volunteers have spoken highly of their experience on their return whilst offering valuable constructive feedback on how certain procedures may be organised with greater efficiency. A volunteer legacy for Amani Centre and FOAT is the regular giving by those who are able. One such previous volunteer, Rachel Derry, who has visited three times and provided excellent service to the physiotherapy suite, has since become a Trustee of the charity.

City of Bristol College and Dame Alice Owen School, Hertfordshire, both of which have sent groups of young people to the Amani Centre in the past, have continued their active partnership with the Amani Centre, raising considerable funds for the charity and for local schools and future visits are being planned.

## **2. Harnessing the good will of UK Amani volunteers**

Several of the former Gap Year students and other young people who have undertaken voluntary work at the Amani Centre have gone on to retain links with Amani and to fundraise for the Charity. Edward Holden, Alice Harvey and Rachel Derry have become Trustees of the Charity and have been active in supporting the Amani volunteers' network and the Child Sponsorship scheme.

New volunteers and supporters, often with professional and medical skills, come forward each year either via the former volunteers' universities or places of work, or through the Facebook web pages of Friends of Amani and the Amani Centre itself. While this is something that the Charity is keen to support, we recognize the need both for the young people to play an active and constructive role, and for the Amani Centre to provide relevant project work for them to undertake. This has not always been the case, so the Trustees updated the guidelines for these visits to ensure that they are productive for both parties. We are fortunate to be supported in this work by Cathy Swanson, who is resident in Morogoro and regularly visits the Amani Centre, to provide an independent view of Amani activities and to act as an informal mentor and medical adviser to volunteers.

## **3. Events and initiatives**

The Trustees themselves have organized and/or participated in a range of fundraising initiatives and events, including a number of card and cake sales and sponsored events, such as marathons, and encouraging friends and family members to become regular donors. There was renewed activity via Just Giving this year, raising £1,100.

#### **4. Regular giving and gift aid**

This year we collected £6,870 (an increase of £430 on last year) from regular donations including the child sponsorship. We currently have 19 regular monthly givers and a further five annual givers who support the Child Sponsorship scheme. The child sponsorship scheme raised £1,845. The trustees have tried to ensure that regular givers and as many donors as possible, sign gift aid declarations in order to maximize the income to the Charity. This year the Charity received a tax rebate of £3,145, an increase of £141 on last year.

#### **5. Corporate donations and bids to charities**

Trustees and volunteers have worked hard to present their work to companies who might be interested in donating to the charity. In 2016, St James Place Charitable Foundation donated £2,500

## Projects supported in 2016

The following projects were supported during 2016.

### **1. Community-based rehabilitation work and economic sustainability projects at the Amani Centre.**

A total of £19,502 was donated to the Amani Centre in 2016. This was primarily directed towards supporting the core mission of the Centre (i.e. community-based rehabilitation (CBR). General funds, including honoraria for staff, CBR and social and medical costs equating to £9,600 was sent for use at the discretion of the Director of Amani Centre). In addition, £2,250 was given to the Amani Centre through the Child Sponsorship Scheme with an agreement that it should be spent to benefit all the children at the Amani Centre, not just a named sponsored child.

There are currently 20 children who reside at Amani and are part of the child sponsorship scheme. A total of 13 of these children have regular sponsors who give £15 per month. Eight sponsors provide a Direct Debit every month and five sponsors provide an annual payment of £180. This provides a source of regular income to support the children who reside at Amani Centre. All money from this is collated and used to support all 20 children, through food, clothing and medicines. All sponsors are encouraged to gift aid their donations. Trustee Rachel Derry monitors the child sponsorship scheme and communicates with the sponsors, whilst encouraging new sponsors. Rachel communicates frequently with a volunteer staff member at the Amani Centre in order to obtain regular updates about the children, ensuring the child information is maintained and kept up-to-date..

Each year the Friends of Amani Tanzania charity pays towards the costs of a large community Christmas Party at the Amani Centre, which not only raises awareness in the community of issues of disability and the work of the Centre, but also serves as a way of thanking volunteers and the increasing number of local donors for their generosity. In 2016, £200 was donated for the party. Funding is also provided to support a range of economic sustainability projects both agricultural and enterprise that involves members of the Amani staff developing their leadership capacities to provide sources of income that reduces dependency on overseas donors. Since 2015 there has been a greater emphasis on these projects than in previous years. £3,850 was donated towards the purchase of a trailer, seeds and improved wifi for Amani.

### **2. School Fees for young people**

The Amani Centre provides a home for able-bodied young people from some of the most rural areas in the surrounding district and pays for their education. In return, these young people assist

in the care of the disabled youth at Amani. In 2016, supporters of Friends of Amani donated a total of £1,825 towards the education of some of these young people. This sum included a commitment to one child in particular (£725) who is sponsored through the Charity and for whom the Amani Centre received an administrative fee of £50.

### **3. Assistance for elderly people**

Supported by the Charity, the Amani Centre has been working in partnership with the Diocese of Morogoro to improve the quality of life of the 40 destitute elderly people at the residential home of Funga Funga. A final donation of £876 was donated towards the purchase of new beds. The Diocese and local authority have now taken over responsibility for this project. In addition, £200 was made available to the Elders in Mvomero to support them in their social and educational activities at the Amani Centre.

### **4. School projects**

This year a further £650 was provided towards the improvement costs of the school for the deaf and those with special needs at Mvomero. This should now allow the school to become fully registered by the Government and receive financial support towards the teacher's salaries. Emmanuel Elias, who heads the new school, is currently employed by the Government at Morogoro Secondary School as a special needs teacher

### **5. Partners in World Mission**

During 2016, Leslie and Bridget Green have continued working to bring together members of the Anglican and Roman Catholic Diocese of Morogoro in their work to support people with disabilities and orphans. The £3,850 raised in 2015 from the Oxford Anglican Diocese Partnership in World Mission allowed a number of joint training seminars to be held to take this work forward and upskill the staff at the Amani Centre and Berega Orphanage. Three joint working seminars were held in 2016. Further funding of £5,000 has been secured and this will allow the project to continue in 2017 focusing on a further four villages.

## Future Plans

The main objectives going forward build on current efforts by continuing to:

- Support Amani's core mission of Community Based Rehabilitation for disabled children and young people through the work at Amani, Mikese and Mvomero centres, including donating to the medical, social and travel fund, and monitoring the results of the restructuring of the organization on the Centre's CBR work.
- Encourage volunteers to visit and work on projects within the Amani Centre, using the revised set of guidelines to make these visits more productive for both parties.
- Consolidate the solid work that has been undertaken both by FOAT Trustees and volunteers at the Amani Centre, to widen the reach of the Charity through developing the website and other forms of social media.
- Direct support for a range of small-scale and sustainable projects that both improve the nutrition of those living at the Amani Centre and also bring in much needed income. The projects started in 2015 include livestock initiatives at Mvomero, Mikese and Chamwino, together with the further development of the Amani Café and eco-tourism projects, required a small injection of funds in 2016 to encourage their continued growth.
- Lobby local authorities and education institutions to expand links between schools, colleges and universities in the UK and Tanzania, to raise the profile of the educational and financial needs of the Tanzanian education and training system and to promote joint work and exchange visits.
- Encourage our contacts to become regular donors through direct debit/gift aid and to support the Child Sponsorship Scheme.
- Support the elderly associated with the Amani Centre.

## Financial Review for the Year

The financial position of the Charity at the end of its eleventh year of operation is satisfactory, when considering the economic situation worldwide. Interest in the work of the Charity has slowly increased. This year the financial support from Dame Alice Owen school showed a 13 per cent increase on last year. Support for the Tractor Project from the efforts of Barbara Bristow raised £1,470, a considerable reduction from the figure last year of £5,400. £5,000 was also raised in support of an Ecumenical Project aligned to the CBR work of Amani and Berega Hospital. Once again the Trustees have been encouraged by the extent of charitable giving received from:

- Trustees' personal friends and family.
- Local organisations known to the Trustees.
- Young people who have been volunteers at the Amani Centre.
- A number of schools and colleges eager to support the work of the Amani Centre and establish future links with the local schools in the Morogoro region. Several of the schools and colleges have given directly to the Amani Centre and local schools both financially and in goods; these details do not form part of these accounts.

Support from the Corporate sector improved slightly with a £2,500 donation from St James Place Charitable Trust.

Income for the year was **£24,430**.

Expenditure included:

- £19,502 which was distributed to the Amani Centre as summarised in the financial statement;
- expenses, including bank charges for transferring monies to Tanzania, of £199 (1.0% of expenditure).
- Just Giving costs and Conference calls for 2015 totalling £322 were paid. Just Giving costs and Conference calls for 2016 totalling £323 are yet to be paid.

There was a surplus of income over expenditure of £4,083 for the year (deficit of income for the year 2015 was £2,453).

The Balance sheet at 31<sup>st</sup> December 2016 showed cash balances of £6,240 and net assets of £5,917.

£10,830 (compared to £12,500 in 2015) as donated by individuals who pay UK tax and under the gift aid scheme this tax will be reclaimed on these donations in 2017

## Statement of Financial Activities for the year ended 31 December 2016

INCOME	2015			2016		
	Unrestricted	Restricted	Total	Unrestricted £	Restricted £	Total £
Regular Giving (incl. school fees)	2,980	1,565	4,545	3,510	1,515	5,025
Child Sponsorship Scheme	0	1,895	1,895	0	1,845	1,845
Card & Cake Sales	670	0	670	440	0	440
Bristow Initiatives	0	5,768	5,768	0	1,470	1,470
City of Bristol College	0	0	0	0	0	0
Charity Donation	3,662	0	3,662	4,050	800	4,850
Gift Aid Tax Rebate	1,842	1,162	3,004	1,432	1,713	3,145
Interest Income	22		22	14	0	14
Social Fund	0	600	600	0	600	600
Dame Alice Owen School	825	0	825	940	0	940
Ecumenical project	0	0	0	0	5,000	5,000
Just Giving (net)	0	0	0	860	240	1,100
<b>TOTAL INCOME</b>	<b>10,001</b>	<b>10,990</b>	<b>20,991</b>	<b>11,246</b>	<b>13,184</b>	<b>24,430</b>
<b>EXPENSES</b>						
Sundry Expenses	627	0	627	322	0	322
Bank Charges	138	0	138	165	34	199
Donations	10,798	11,559	22,357	10,427	9,075	19,502
Creditors	322	0	322	323	0	323
<b>TOTAL EXPENSES</b>	<b>11,885</b>	<b>11,559</b>	<b>23,444</b>	<b>10,914</b>	<b>9,109</b>	<b>20,023</b>
<b>NET INCOME</b>	<b>-1,884</b>	<b>-569</b>	<b>-2,453</b>	<b>9</b>	<b>4,075</b>	<b>4,083</b>
Funds brought forward	1,271	2,067	3,338	14	1,498	1,512
Previous years creditors paid off	627	0	627	322	0	322
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>14</b>	<b>1,498</b>	<b>1,512</b>	<b>345</b>	<b>5,573</b>	<b>5,917</b>

**Friends of Amani Tanzania Charity No: 1114281**  
**Balance sheet as at 31 December 2016**

	<b>2015</b>	<b>2016</b>
	£	£
<b>ASSETS</b>		
Cash and Bank Accounts:		
Friends of Amani Tanzania	1833	6240
Less: Creditors	322	323
<b>TOTAL NET ASSETS</b>	1,512	5,917
 <b>FUNDS</b>		
Unrestricted funds: general reserves	14	345
Restricted funds	1,498	5,573
<b>TOTAL LIABILITIES &amp; EQUITY</b>	1,512	5,917

## Friends of Amani Tanzania Charity No 1114281

Notes forming part of the Financial Statements

### 1 Accounting Policies

- (i) Income and expenditure is accounted for generally on a receipts and payments basis, modified by provision for year-end creditors.
- (ii) Funds accounting  
Unrestricted funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees  
Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity.  
Restrictions arise when specified by the donor, or when funds are raised for particular restricted purposes.

### 2 Grants Paid in the year to 31 December 2015

	£
Amani CBR	1,004
Amani Project Start-ups	2,000
Amani General Funds incl. staff training and operating costs	7,996
Amani Social Fund	850
Child Sponsorship	2,250
Funga Funga	876
Tractor Project	1,851
Mvomero Elders	200
Mvomero SEN School	650
School Fees	1,825
<b>TOTAL</b>	<b>19,502</b>

Approved by the Board of Trustees:

Ken Spours  
Chairman

Date

## Independent examiner's report to the trustees of Friends of Amani Tanzania

I report on the accounts of the Trust for the year ended 31<sup>st</sup> December 2016, which are set out on pages 11 to 13.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) but that despite the charity's income not exceeding the £25,000 threshold, they have elected under s145(1) to have an independent examiner's report.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- follow the procedures laid down in the general Directions given by the Commission under section 145(5)(b) of the 2011 Act
- state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nigel Gowing

Fellow of the Institute of Chartered Accountants in England and Wales

118 Netherton Road, Abingdon, OX13 5LA

1st October 2017