

**Annual Report and Accounts  
For  
Friends of Amani Tanzania  
Registered Charity Number 1114281  
Year Ending – 31 December 2014**

**Charity Registered Address**

**Jaycroft, Elm Lane  
Lower Earley  
Reading RG6 5UG**

**Trustees:**

Professor Kenneth Spours (Chairman)  
Leslie Green (Treasurer)  
Bridget Green (Secretary)  
Simon Brewer  
Professor Ann Hodgson  
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 2014 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 2014 the Trustees met on:

- 17 January (conference call)
- 11 April
- 11 July (conference call)
- 3 October (conference call)
- 28 November

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 for persons with mental disabilities,
- To advance the education of people in Tanzania, in particular those with disabilities.

### **Trustee Visits**

There were three Trustee visits to Amani during the year:

June 2014 by Professor Ken Spours

Sept 2014 by Leslie and Bridget Green.

November 2014 by Professor Ken Spours

## About Amani

- Located in 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 22 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 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 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 of more than 5,000 disabled people identified through the continued efforts of Amani awareness groups throughout the Morogoro District.
- educates the young 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.

Below is a summary of achievements by Friends of Amani Tanzania for the financial year ending 31 December 2014.

## **Fundraising**

The Charity raised just over £32,560 in its ninth year. The increase on last year was due to the tremendous efforts of our chairman in encouraging Dame Alice Owen School to fundraise and visit Amani to give of their time and talents. Also the funds for the Partnership in World Mission Project passed through the Charity's bank and Amani.

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 2014. 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 immeasurable. 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 2013 the Volunteer Code of Conduct was updated and emphasised to all concerned, and especially to those planning visits in the future. The Code of Conduct is very important information covering such issues as behaviour, ethics, local customs, dress, night time curfew and other expectations. Volunteers are expected to have read and sign the Code on their arrival at Amani Centre

In 2014 three 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 instance, 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. Furthermore, in October 2014 one such Liverpool student presented to fellow students in the year group below them to communicate the enjoyment they had when doing an elective placement in Tanzania. The outcome of that presentation is three students will be visiting Amani in 2015.

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.

There are many volunteers who visit Amani Centre but who do not come directly through FOAT, instead they may contact the Amani Centre or other charities in other EU nations directly. There is a history of regular student volunteers from the Netherlands and Norway in particular. Despite this, the rise in volunteer visa costs and other expenses has caused difficulties for some of those planning visits. However, since the economic situation has improved in the UK, there has been a marked increase in interest by university students in Liverpool and Birmingham.

City of Bristol College and Dame Alice Owen School, 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.

## **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. Three, Edward Holden, Alice Harvey and Rachael Derry have become Trustees of the Charity and have been active in supporting the Amani volunteers' network and the Child Sponsorship scheme. Following an enquiry received by trustee, Bridget Green from Professor Uma Kambhampati of Reading University about her teenage daughter's interest in doing some volunteer work in the summer of 2014, Professor Kambhampati, her daughter and her son visited Amani for a few days. This gave the whole family a better understanding of the work of Amani and they have continued their support through regular financial giving.

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 in 2013 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. It should be noted that there was a much greater use of Justgiving in 2014, the ability to give through text on a mobile phone encourages young people in particular to donate to the charity. In 2014 we received £5941 via Just Giving, an increase of £3,176 from last year.

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

This year we collected £4,969 from regular donations including the child sponsorship. We currently have thirteen regular monthly givers and a further four annual givers who support the Child Sponsorship scheme. The child sponsorship scheme raised £1,260. 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 £2,304, an increase of £251 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 2014, the Brewer Foundation, a regular donor to the charity provided £1000 for Community Based Rehabilitation and HSBC provided match funding for a pig project initiated by Barbara Bristow. In addition, trustee Bridget Green, successfully approached the Partners in World Mission, Diocese of Oxford for funds to set up joint training for staff at the Amani Centre (Roman Catholic institution) and Berega Orphanage (Anglican institution).

## **Projects supported in 2014**

The following projects were supported during 2014:

### **Community-based rehabilitation work and related projects at the Amani Centre.**

A total of £29,925 was donated to the Amani Centre in 2014. This was primarily directed towards the core mission of the Centre – i.e. community-based rehabilitation (CBR). Funds were thus sent for the physiotherapy department, a central focus of this work, and general funds for CBR work to be used at the discretion of the Director (total: £19,200), which provides a valuable source of income for the Amani Centre. The medical/social funds for disabled children which

are used to encourage parents to support their children in terms of exercise and healthy eating received £700, and £400 was given for the transport costs of CBR. In addition, £1,500 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. Nine of these children have regular sponsors who give £15.00 per month. Five sponsors provide a Direct Debit every month and four 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 2014, £500 was donated for the party.

Friends of Amani Tanzania provided £500 for the Amani Centre to assist in developing a project to raise pigs, primarily for sale as a source of income for Amani.

### **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 2014, supporters of Friends of Amani donated a total of £1,525 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.

### **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 Funga Funga. The Diocese and local authority have now taken over responsibility for this project. In 2014 FOAT donated £500 to a Christmas celebration which was attended by some of the elders from Funga Funga. In addition, £400 was made available to the Elders in Mvomero to support them in their social and educational activities at the Amani Centre.



## **School projects**

This year £1,200 was provided towards the the costs of running the school for the deaf and those with special needs at Mvomero. Emmanuel Elias, who heads the new school, is also employed by the Government at Morogoro Secondary School as a special needs teacher and will, in the future, be supported by the Government to work at Amani.

## **Partners in World Mission**

During 2013 and 2014, Leslie and Bridget Green have been working to bring together members of the Anglican and Roman Catholic diocese of Morogoro in their work to support people with disabilities and orphans. Following a bid to the Oxford Anglican Diocese Partnership in World Mission, funding totaling £3,850 was given to provide a number of training seminars to take this work forward and upskill the staff at the Amani Centre and Berega Orphanage.

## **Future Plans**

1. Continue 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.
2. Continue to 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.
3. Build on 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.
4. Direct support towards small-scale, successful and clearly sustainable projects that both improve the nutrition of those living at the Amani Centre and also bring in much needed income.
5. Continue to 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.
6. Encourage our contacts to become regular donors through direct debit/gift aid and to support the Child Sponsorship Scheme.
7. Continue to support the elderly associated with the Amani Centre.

## Financial Review for the Year

The financial position of the Charity at the end of its ninth year of operation is satisfactory, when considering the economic situation worldwide. Interest in the work of the Charity has been maintained and there has been considerable financial support from the Dame Alice Owen School, who have contributed over £11,000 towards the work of Amani. 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, and
- 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 has remained the same as last year.

Income for the year was £32,560.

Expenditure included:

- £26,075 which was distributed to the Amani Centre as summarised in the financial statement;
- £3,850 to the Partnership in World Mission Project; and
- expenses, including bank charges for transferring monies to Tanzania, of £191 (0.6% of expenditure).

Just Giving and Conference calls for 2013 and 2014 totalling £627 are yet to be paid.

There was a surplus of income over expenditure of £2,126 for the year (deficit of income for the year 2013 was £832).

The Balance sheet at 31<sup>st</sup> December 2014 showed a cash asset of £3,338.

Almost £12,000 was donated by individuals who pay UK tax and under the gift aid scheme this tax will be reclaimed on these donations in 2015.

**Friends of Amani Tanzania Charity No: 1114281**

**Statement of Financial Activities for the year ended 31 December 2014**

<b>INCOME</b>	<b>2014</b>			<b>2013</b>		
	Unrestricted	Restricted	<b>Total</b>	Unrestricted	Restricted	<b>Total</b>
	£	£	£	£	£	£
Advent Lunch & Cultural Safari	0	0	0	0	1,234	1,234
Amani Salaries	0	0	0	0	0	0
Regular Giving (inc school fees)	2,484	1,225	3,709	1,450	1,140	2,590
Child Sponsorship Scheme	0	1,260	1,260	0	2,599	2,599
Card & Cake Sales	1,383	0	1,383	0	0	0
CoB	550	1,500	2,050	750	2,280	3,300
Charity Donation	2,582	475	3,057	2,443	940	3,383
Gift Aid Tax Rebate	1,128	1,176	2,304	1,168	885	2,053
Interest Income	5	0	5	3	0	3
Elders & Social Fund	0	950	950	0	500	500
Dame Alice Owen School	7,276	0	7,276	0	0	0
Money Transfers inc World Mission	50	4,575	4,625	50	500	550
Just Giving (net)	5,941	0	5,941	2,765	0	2,765
<b>TOTAL INCOME</b>	<b>21,399</b>	<b>11,161</b>	<b>32,560</b>	<b>8,629</b>	<b>10,078</b>	<b>18,707</b>
<b>EXPENSES</b>						
Sundry Expenses	0	0	0	y 566	0	566
Bank Charges	191	0	191	y 169	0	169
Donations	19,525	10,400	29,925	y 8,695	9,800	18,495
Creditors	318	0	318	y 309	0	309
<b>TOTAL EXPENSES</b>	<b>20,034</b>	<b>10,400</b>	<b>30,434</b>	<b>9,739</b>	<b>9,800</b>	<b>19,539</b>
<b>NET INCOME - EXPENSES</b>	<b>1,365</b>	<b>761</b>	<b>2,126</b>	<b>-1,110</b>	<b>278</b>	<b>-832</b>
Funds brought forward	<b>-94</b>	<b>1,306</b>	<b>1,212</b>	<b>450</b>	<b>1,028</b>	<b>1,478</b>
Previous years creditors paid off	<b>0</b>		<b>0</b>	<b>566</b>	<b>0</b>	<b>566</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>1,271</b>	<b>2,067</b>	<b>3,338</b>	<b>-94</b>	<b>1,306</b>	<b>1,212</b>

**Friends of Amani Tanzania Charity No: 1114281**

**Balance Sheet as at 31<sup>st</sup> December 2014**

	<b>2014</b>	<b>2013</b>
	£	£
<b>ASSETS</b>		
Cash and Bank Accounts		
Friends of Amani Tanzania	3,964	1,520
Less: Creditors	627	309
<b>TOTAL NET ASSETS</b>	<u>3,337</u>	<u>1,211</u>
<b>FUNDS</b>		
Unrestricted funds: general reserves	1,270	-94
Restricted funds	2,067	1,306
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>3,337</u>	<u>1,212</u>

**Friends of Amani Tanzania Charity No 1114281**  
Notes forming part of the Financial Statements

1 Accounting Policies

(i) Income and expenditure is accounted for on a receipts and payments basis.

(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 2014

	£
Amani CBR inc Pig project	19,300
Amani General Funds inc. staff training and operating costs	1375
Amani Social Fund	700
Child Sponsorship	1,500
World Mission	3850
Mvomero Elders	475
Mvomero SEN School	1.200
School Fees	1,525
<div style="text-align: right; margin-right: 20px;">TOTAL</div>	
<div style="text-align: right; margin-right: 20px;">29,925</div>	

Approved by the Board of Trustees:

Ken Spours  
Chairman

Date: \*\*\*\*