



## **EAST AFRICA CHILDREN'S PROJECT**

### **Trustees' Annual Report and Accounts**

**for the year ended**

**31 March 2018**

**EACP is a Registered Charity in England and Wales (No. 1136340)**

**Trustees: Pieter Lagaay, Jennie Lawes, Martin Sadofski, Ros Stow  
2 Eastfield Crescent, Brighton BN1 8EL  
[www.eacpcharity.com](http://www.eacpcharity.com)**



## Registration details and Trustees

**Charity name** EAST AFRICA CHILDREN'S PROJECT ("EACP")

**Registered in England and Wales** No. 1136340

**Principal address** 2 Eastfield Crescent  
Brighton BN1 8EL

**Website** [www.eacpcharity.com](http://www.eacpcharity.com)

<b>Trustee name</b>	<b>Office</b>	<b>Date of appointment</b>	<b>Date of resignation</b>
Pieter Lagaay	Chairman	8 March 2010	
Jennie Lawes	Secretary	20 January 2011	
David Lewis	Project officer	20 October 2016	19 October 2017
Martin Sadofski	Communications	11 December 2012	
Ros Stow	Treasurer	8 March 2010	



## **Welcome to EACP's Annual Report for the year to 31 March 2018**

The Trustees of EACP are delighted to present their report for EACP's year ended 31 March 2018.

We would like to extend our warmest thanks and appreciation to the many people who donate their money or volunteer their time to EACP's work. Your support has enabled us to change lives and has provided EACP with a solid foundation to build on in future years.

In the remainder of this report we will provide you with details of our:

- structure, governance and management;
- charitable objects and how we are putting them into practice;
- achievements and those of the projects we support; and
- a review of our financial performance.

There then follow EACP's receipts and payments accounts for the year ended 31 March 2018.



## **Structure, governance and management**

### **Constitution**

EACP began in August 2009 as an informal organisation under the direction of Pieter Lagaay, providing support to projects in East Africa. It soon became apparent that there was a tremendous public interest in these activities and what Pieter was trying to achieve. The logical next step was to enact a more formal constitution and seek full charitable status.

EACP was constituted as a charitable trust under a Trust Deed dated 8 March 2010 and, following amendments to its objects, a new Trust Deed was enacted on 20 May 2010 (the 'Trust Deed'). EACP then successfully obtained registration as a charity in England and Wales on 14 June 2010.

### **Recruitment and appointment of trustees**

Under the terms of the Trust Deed, EACP must have a minimum of three trustees who are appointed for a term of one year.

Pieter Lagaay who has a long and distinguished background in children's education, particularly those with special needs as well as experience with development charities in Africa, was appointed one of the first Trustees and he brought together other friends and associates with relevant professional experience to act with him. Trustees are subject to annual re-election by a majority of their fellow Trustees.

New trustees are provided with guidance produced by the Charities Commission, for example the publication 'The Essential Trustee', and ongoing training needs of trustees are reviewed on an annual basis.

We have four Trustees who bring a complementary mix of development, technical, fundraising, communications and financial skills to EACP.

### **Governance and management**

The work of EACP is directed by its Trustees, who provide their services voluntarily and are ably assisted by a group of committed volunteers. The Trustees are in regular contact and hold a monthly meeting where formal decisions are made and minuted.

We are fully aware of our obligations to our donors and the trust they have placed in us when donating funds. With that in mind, we have developed policies and procedures to minimise the risks to EACP's assets.

For example, when assessing an application for funding from a project we conduct a formal project approval process which includes an assessment of how the project falls within our charitable



objectives and is for the public benefit, the potential risks to EACP and project participants, the expected costs and the means by which the outcomes of the project may be measured.

At the conclusion of a project, or at regular intervals for ongoing projects, we conduct a formal review which will assess the project outcomes compared to those anticipated and identify lessons for the future.

We also aim to conduct a monitoring visit to the projects we support every two to three years. Pieter Lagaay and Jennie Lawes visited various projects in Kenya, Tanzania and Uganda in May 2016 and the next visit, which will focus on Uganda is likely to take place in early 2019. The visits provide vital understanding of the existing work being carried out by our project partners as well as exploring new ideas and new organisations which we may consider supporting.

## **Objects and activities**

### **Objects**

The charitable objects of EACP are:

- To advance the education of children and adults in East Africa for the benefit of the public through the provision of or the assistance in the provision of education, educational materials and training.
- The relief of poverty and the promotion and preservation of good health of children and adults in East Africa, through the provision of or the assistance in the provision of projects designed to improve health and welfare.

### **Main activities**

The main activity undertaken by EACP in furtherance of its objectives is the support of projects which:

- Directly improve the health, welfare and education of disadvantaged children and their families.
- Provide training or sustainable livelihoods for adults, particularly women and young adults who have been unable to continue in school, and indirectly improve the health, welfare and education of disadvantaged children.

EACP currently supports small, manageable projects in Kenya, Tanzania and Uganda that produce tangible outcomes for children in need. As we strongly believe that working together with local partners produces the best results, our work depends on local initiative and participation. The



projects we support are managed by individuals who are working to achieve a positive change within their own communities. Together we try to find local solutions for local problems.

In addition to supporting projects directly aimed at children, we also help families and communities. Through vocational training and projects, we assist them in generating the income needed to provide for their children. From our experience, we believe that only such a comprehensive approach can lead to sustainable results.

Our projects aim to provide sustainable livelihoods to their participants. By cultivating a sense of ownership as well as promoting accountability and responsibility our projects in turn stimulate local development.

### **Public benefit**

In exercising their duties and, in particular, in deciding upon the activities of EACP through our project approval process, the Trustees have had regard to the guidance on public benefit issued by the Charity Commission, as required by Section 4(6) Charities Act 2006 and the Charities (Accounts and Reports) Regulations 2008.

## **Achievements and performance**

EACP's main focus this year was on initiatives which support improvements in children's health, welfare and education. Some of these were relatively sizeable building projects, for which we sought funding from trusts and other grant-making bodies, and we are also pursuing a strategy of twinning schools and children's centres in East Africa with schools in the UK, in order to establish a stable funding relationship.

We focused less on training and sustainable livelihood initiatives as, although we continue to believe strongly in assisting the acquisition of skills as a foundation for the future, these initiatives are often complex and require a level of management and oversight which can sometimes extend beyond the resources of EACP.

During the year, we made grants to five organisations that we have supported in the past, as well as one new organisation, as described below.

### ***Joy Children's Centre, Ruiru, near Thika, Kenya ('Joy')***

EACP has provided significant support to Joy since we were set up in 2010 and the Trustees continue to be highly impressed with the dedication and resourcefulness of Joy's management team. Joy was set up by Sarah Wanjiku in September 2004. Sarah and her husband Jimnah direct and oversee Joy's activities, assisted by a team of dedicated board members with a big vision to end the vicious cycle of poverty.



Having expanded significantly since 2010, Joy has had a stable population of around 70 residential children and 300 day pupils.

The resident children are largely orphans or have families who are unable to care for them, perhaps due to complex special needs. During the year, we commenced a fundraising programme to build a new girls' dormitory. The existing space has become overcrowded as numbers have risen and no longer fit for purposes, but will be able to be re-used as educational space. Significant grants towards this have been received from grant-making trusts as well as fund-raising events organised by volunteers. In particular we would like to thank Rebecca Cahill, who raised over £2,000 by shaving her head, and has also visited Joy to assist as a volunteer, and David Gayle who chose EACP as the beneficiary of a sponsored climb of Kilimanjaro.

We continue to support Joy with a monthly donation of some £420-£450 (dependent on exchange rates) towards day to day teaching and subsistence costs.

Through ring-fenced donations from a group of generous individuals, we have funded the High School education of four of Joy's resident children and five others who are in their third or final year of High School as well. Two further students (now in their final year) have been funded from our general resources.

We have funded IT training for the four students who have graduated from High School to ready them for tertiary education. Joy is looking for support to enable them to pursue their education and career plans.

### ***Hope Revival Children's Centre, Musoma, Mara, Tanzania ('HRCO')***

The Trustees were introduced to HRCO in 2013 and were impressed with the drive and commitment of its founders to improving the lives of children in a remote and poor area of northern Tanzania.

HRCO was set up to provide holistic care for orphans and street children including provision of their basic needs, health care, education and training, advocacy as well as HIV/AIDS prevention. HRCO also seeks to empower disadvantaged and marginalized communities through creation of an ambitious range of opportunities in education and income generating activities.

Our support to HRCO this year was focused on completion of viability testing of Bio-sand water filters supplied to local communities, funded by a grant from the Sir Halley Stewart Trust. Results from the project indicated that the filters, if properly maintained, are 100% effective in producing clean, safe drinking water from six commonly-used sources of contaminated water including lakes and rivers. During the year we also supported the extension of the project into a residential centre for the albino community, a marginalised group who often live in highly disadvantaged and vulnerable circumstances. This initiative has greatly enhanced their health as well as providing skills in manufacturing the filters. In the coming year, we will be building on the success of the filters by funding further education and training in their use for local communities, again funded by the Sir Halley Stewart Trust.



The success of these initiatives at HRCO has been achieved with the assistance of David Lewis during his time as an EACP Trustee. David's technical expertise was instrumental in the setting up and delivery of the testing, analysis and interpretation of the results of using the filters.

***The Popp Education Centre (now part of the Friends of Children community organisation), Dar Es Salaam, Tanzania ('Popp')***

The Popp centre is run by Moses Vincent and focuses on providing much needed children's facilities to the local community. During the year we helped Moses complete the fitting out of a day care facility.

***St Vianney School, Uganda ('St Vianney')***

The head teacher at St Vianney approached EACP during 2015 after reading about our work on our website and this is our third year of support for the organisation. This year we funded three stages of a four stage classroom expansion which will enable the school to become a local examination centre and will improve the students' prospects of obtaining educational qualifications. The final phase has been funded since the year end.

We have continued to be very impressed with the organisational skills displayed by the school's management team who have delivered the building in accordance with agreed budgets and timescales.

***Faith School, Uganda ('Faith')***

Faith is a relatively new partner introduced last year by one of our volunteers who has been supporting the school for some years. The trustees visited the school during their trip and found a thriving, well run organisation which has much support from the local community but needs assistance in order to maintain school equipment. During the year we provided funds for the purchase of school equipment and classroom repairs.

***Bulogo School, Uganda ('Bulogo')***

Bulogo is a new partner this year. The Headmistress approached EACP for a small grant for school equipment, and after appropriate due diligence checks we approved the grant.

We have since arranged for Bulogo to be twinned with Hyde Park School, a primary school in London, which has raised ring-fenced funding used towards the purchase of further school equipment, the establishment of a school garden and the provision of solar lamps. As well as being of huge benefit to the children of Bulogo, the twinning exercise has brought awareness to the children of Hyde Park School of the realities of life and needs of children in other countries.

## Financial review

### Incoming resources

EACP's total income during the year was another record amount at £47,956, up from £37,195 in the previous year. The majority of income was from voluntary donations as shown in the following table:

	Year ended 31 March 2018			Year ended 31 March 2017		
	Total £	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £
<b>Income</b>						
Voluntary donations	<b>41,987</b>	17,652	24,335	<b>32,521</b>	19,171	13,350
Fundraising activities	<b>5,608</b>	5,608		<b>4,671</b>	4,671	
Interest	<b>1</b>	1		<b>3</b>	3	
	<b>47,596</b>	<b>23,261</b>	<b>24,335</b>	<b>37,195</b>	<b>23,845</b>	<b>13,350</b>

Almost half (47.7%) of unrestricted voluntary donations during the year were from individuals by regular standing order. This provides us with more than sufficient funds to meet our regular funding commitments. We also benefited from one-off donations from individuals as well as collecting tins in small stores across our local area.

Restricted voluntary donations largely comprised funds raised from grant-making trusts in response to appeals for funds for building projects at Joy and St Vianney, as well as funds raised by Hyde Park School in London for initiatives at Bulogo School.

### Resources expended

During the year, EACP expended a total of £44,927 (compared to £34,961 in the previous year) as follows:

	Year ended 31 March 2018			Year ended 31 March 2017		
	Total £	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £
Charitable activities	42,855	23,056	19,799	<b>32,728</b>	23,347	9,381
Money transfer costs	50	50		<b>50</b>	50	
Fundraising costs	1,832	598	1,234	<b>166</b>	166	
Administration costs	190	190		<b>143</b>	143	
Trustee visit				<b>1,874</b>	1,874	
	<b>44,927</b>	<b>23,894</b>	<b>21,033</b>	<b>34,961</b>	<b>25,580</b>	<b>9,381</b>

£42,855 (95.4%) of our total expenditure went in grants and donations to the charitable activities and projects we support as follows:

	Year ended 31 March 2018			Year ended 31 March 2017		
	Total £	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £
Joy	<b>13,387</b>	10,805	2,582	<b>15,025</b>	8,593	6,432
St Vianney	<b>4,871</b>	4,871		<b>1,926</b>	1,926	
Building projects – Joy and St Vianney	<b>12,347</b>		12,347			
HRCO	<b>3,862</b>	2,060	1,802	<b>9,541</b>	6,592	2,949
Bulogo	<b>3,580</b>	512	3,068			
Faith	<b>3,421</b>	3,421		<b>1,101</b>	1,101	
Popp Centre	<b>1,387</b>	1,387		<b>2,681</b>	2,681	
NWEP/Eldume				<b>2,454</b>	2,454	
	<b>42,855</b>	<b>23,056</b>	<b>19,799</b>	<b>32,728</b>	<b>23,347</b>	<b>9,381</b>

Joy and St Vianney were the main beneficiaries of our grants this year, arising from our regular grants to Joy towards educational and subsistence costs as well as our assistance with High School fees for children resident at Joy, and our funding of the building of the new girls' dormitory at Joy and the new classrooms at St Vianney. These buildings will be completed in the coming financial year and the Trustee do not anticipate that we will take on building projects of such a size in the foreseeable future.

As a small charity run entirely by volunteers, we strive to minimise our expenditure on items other than direct project costs.

This year, the increase in our fundraising costs arose from the costs of putting on fundraising events, preparing mailings to potential funding partners and fees paid to a consultant who introduced us to various grant making bodies from whom we have raised almost £11,000.

Our administration costs were £190 (0.4% of total revenue), largely comprising the cost of telephone calls to our project partners in East Africa.

### Reserves policy

EACP's reserves policy is, subject to exceptional circumstances, to maintain a reserve of £2,000 or three months anticipated committed expenditure, whichever is the lower. At 31 March 2018, we had unrestricted reserves of £4,796 (2017: £3,513).

### Inspection of accounts

As our income for the year exceeded £25,000 we are required to have our accounts inspected by an independent examiner. This service has been provided on a pro bono basis. The inspector's report is at page 11.



## Declaration

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of EACP's Trustees by:

*P Lagaay*

Pieter Lagaay, Trustee and Chairman

Date: 19 July 2018

*J Lawes*

Jennie Lawes, Trustee and Secretary

Date: 19 July 2018



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF EAST AFRICA CHILDREN'S PROJECT**

Registered Charity number 1136340

### **Accounts for the year ended 31 March 2018**

The accounts have been prepared on the Receipts and Payments basis.

### **Respective responsibilities of trustees and independent 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with 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 the 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 Report**

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 Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

### **Clive R Ward FCA**

Market Heath House, Brenchley, Tonbridge, Kent TN12 7PA

Signed: CR Ward

Date: 19 July 2018

## Section A Receipts and payments for the year ended 31 March 2018

	31 March 2018		31 March 2017	
	Restricted £	Unrestricted £	Restricted £	Unrestricted £
<b>Receipts</b>				
Voluntary donations and grants	24,335	17,652	13,350	19,171
Fundraising activities		5,608		4,671
Interest on deposit accounts		1		3
<b>Total receipts</b>	<b>24,335</b>	<b>23,261</b>	<b>13,350</b>	<b>23,845</b>
<b>Payments</b>				
Grants and donations	19,799	23,056	9,381	23,347
Costs of charitable activities		50		50
Costs of fundraising	1,234	598		166
Management and administration		190		2,017
<b>Total payments</b>	<b>21,033</b>	<b>23,894</b>	<b>9,381</b>	<b>25,580</b>
<b>Net of receipts/(payments) during the period</b>	<b>3,302</b>	<b>(633)</b>	<b>3,969</b>	<b>(1,735)</b>
<b>Accumulated net receipts brought forward</b>	<b>1,590</b>	<b>5,430</b>	<b>(2,379)</b>	<b>7,165</b>
<b>Accumulated net receipts (payments) at 31 March 2018 (2017)</b>	<b>4,892</b>	<b>4,797</b>	<b>1,590</b>	<b>5,430</b>

## Section B Statement of assets and liabilities at 31 March 2018

	31 March 2018		31 March 2017	
	Restricted £	Unrestricted £	Restricted £	Unrestricted £
<b>Cash at bank</b>	<b>4,892</b>	<b>4,797</b>	<b>1,590</b>	<b>3,513</b>
<b>Debtors</b>				<b>1,917</b>
	<b>4,892</b>	<b>4,797</b>	<b>1,590</b>	<b>5,430</b>

Signed on behalf of all of the Trustees of EACP by:

*P Lagaay*

Pieter Lagaay, Trustee and Chairman

Date: 19 July 2018

*RM Stow*

Ros Stow, Trustee and Treasurer

Date: 19 July 2018