



**THE COMMUNITY
INITIATIVES FACILITATION ASSISTANCE
(CIFA) TRUST**

**Trustees' Annual Report and Accounts
for the year ended 31st March 2021**

Scottish Charity Number SC037566

Trustees

Mr Anthony Hovey	Programme Specialist
Ms Amanda Caine	Treasurer
Mr Luke Harman	Chair & Programme Specialist
Mr Vincent Gainey	Programme Specialist
Mr Mark Andrews	Fundraising Specialist

Contact Address

Anthony Hovey
Kirkton Cottage
Kirkton of Deskford
Moray
AB56 5UA

Recruitment and Appointment of Trustees

All the trustees must resign each year at the AGM and then be re-elected.

Governing Document

The Trust is a charity registered in Scotland and the purpose and administration arrangements are set out in our Constitution.

Charitable Purpose

Our purpose, as recorded in our constitution, is the relief of those in need by reason of age, ill health, disability, financial hardship or other disadvantage. Our geographical focus is in rural Kenya, Ethiopia and Malawi.

Activities, Achievements and Future Plans

This year, in recognition of the impact of the Covid-19 pandemic on grant making and fundraising in general, particularly for international development charities, the decision was made to focus on our project development objectives and planning for the following year. The organization developed a multi-year, multi-activity project with the aim of assisting smallholder farmers in three rural villages in the Doroba area of Mzimba district in Northern Malawi. This project builds upon the success of the previous long-term food and nutrition security projects that have been supported by the CIFA Trust in Malawi and aims to:

- Install locally-appropriate solar irrigation technologies, alongside capable, functioning management structures;
- Train farmers in climate smart agriculture, accessing inputs through a revolving fund;
- Support the development of co-operatives that will enable farmers to turn their farming practices into viable businesses, improving production, reducing post-harvest losses through construction of a storage and grading centre and entering direct relationships with buyers to secure a higher price.

We are confident in our ability to raise funds for this new project in the following financial year, especially as the pressures of the pandemic on fundraising begin to ease. It is also our intention to increase our capacity to fundraise by recruiting a fundraising volunteer to help ensure the growth of our income in the future.

In addition to the development of the project proposal, there was a small payment to our partner organization in Malawi, Ungweru to help repair damaged pipework from the irrigation project that the Trust had previously funded.

Trustee Expenses

There were no trustee expenses this year. As a result of the COVID19 pandemic, all the trustee meetings were held virtually.

Reserves

Total reserves at the end of March 2021 were £8,328, consisting of only unrestricted funds. The Trust's policy for the year ended 31st March 2021 was to maintain a minimum general (unrestricted) reserve balance of £250 to cover any unexpected costs that should arise and to spend the remaining unrestricted reserves as soon as possible whenever appropriate. However, the Trustees agreed in the following year to increase the (unrestricted) reserve balance to £2,000 to cover the few annual operating costs for the year ahead (namely trustee indemnity insurance and memberships), to cover any other unexpected costs, and to enable the organisation to develop future project proposals. In general, the CIFA Trust intends to use its unrestricted funds to continue to invest in its fundraising capacity and to leverage further grants to develop activities to bring about market-based solutions to poverty in Northern Malawi.

Approved by the Trustees and signed on their behalf



Amanda Caine, Treasurer

Date: 30th December 2021

Independent Examiner's Report to the Trustees of the Communities Initiative Facilitation Assistance (CIFA) Trust

I report on the accounts of the charity for the year ended 31st March 2021 which are set out on pages 5 & 6.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of 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 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

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.

Signed:



Name: Philip C. L. Parker

Relevant Professional qualification/professional body: Member of the Chartered Institute of Management Accountants

Address: Yew Tree House, 32 Castle Rd, Wootton, Woodstock, Oxfordshire

Date: 30th December 2021

THE COMMUNITY INITIATIVES AND FACILITATION ASSISTANCE (CIFA) TRUST

Receipts and Payment Accounts for the year to 31st March 2021

	Restricted £	Unrestricted £	Total y/e 31st March 2021 £	Total y/e 31st March 2020 £
Receipts				
Grants:				
2019/20 grants	0	0	0	0
2020/21 grants	0	0	0	0
<i>Sub-Total</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other receipts:				
Fundraising activities	0	0	0	0
Donations	0	60	60	60
Gift aid	0	0	0	0
Interest	0	0	0	1
<i>Sub-Total</i>	<u>0</u>	<u>60</u>	<u>60</u>	<u>61</u>
Total Receipts	<u>0</u>	<u>60</u>	<u>60</u>	<u>61</u>
Payments				
Grants to CIFA partners	0	0	0	0
Programme spend	0	(200)	(200)	(5,643)
Fundraising costs		(90)	(90)	(225)
Trustee costs		0	0	(855)
Total Payments	<u>0</u>	<u>(290)</u>	<u>(290)</u>	<u>(6,722)</u>
Surplus/(deficit) for year	<u>0</u>	<u>(230)</u>	<u>(230)</u>	<u>(6,661)</u>

The notes on page 7 form an integral part of these accounts.

THE COMMUNITY INITIATIVES FACILITATION ASSISTANCE (CIFA) TRUST

Statement of Balances as at 31st March 2021

	Restricted £	Unrestricted £	31st March 2021 £	31st March 2020 £
Bank and Cash in Hand				
Opening balance	0	8,558	8,558	15,219
Surplus/(deficit) for year	0	(230)	(230)	(6,661)
Transfer between funds	0	0	0	0
Closing balance	0	8,328	8,328	8,558
Reserves				
General Funds	0	8,328	8,328	8,558
CIFA Kenya	0	0	0	0
CIFA Ethiopia	0	0	0	0
Ungweru Malawi	0	0	0	0
Closing balance	0	8,328	8,328	8,558

Notes to the Accounts for the year ended 31st March 2021

1. The accounts have been prepared on the Receipts and Payments basis in accordance with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).
2. Unrestricted funds may be used at the discretion of the trustees in furtherance of the objects of the charity.
3. The restricted funds may only be used for specific purposes.
4. One payment totalling £200 was made during the year to our partner organisation in Malawi, Ungweru in respect of the irrigation project.
5. No remuneration was paid to a charity trustee or anyone connected to the charity and no travel and subsistence expenses were reimbursed.

Approved by the Trustees and signed on their behalf



Amanda Caine, Treasurer

Date: 30th December 2021