



# awareness FOUNDATION

## Annual Report & Accounts 2017-2018



Registered Charity in England & Wales, No. 1099873

## **PURPOSE**

**The Awareness Foundation** (formally the Trinity Foundation for Christianity and Culture) was incorporated as a company limited by guarantee and registered in England No: 4637942 on 15 January 2003 and was registered as a charity No: 1099873 on 7 October 2003.

We empower people of faith to embrace diversity and build peaceful and harmonious communities. We do this through a number of programmes, including Ambassadors for Peace, Little Heroes, the Awareness Forum, and PAX.

## LEGAL AND ADMINISTRATIVE INFORMATION

### THE AWARENESS FOUNDATION

(Registered Charity No: 1099873; Company No: 04637942)

#### ROYAL PATRON PATRON

#### HRH The Countess of Wessex GCVO

The Rt Revd and Rt Hon The Lord Williams of  
Oystermouth  
Earl Cadogan KBE DL  
His Grace Bishop Angaelos  
The Revd Dr Lord Griffiths of Burry Port  
The Most Revd Paul Kwong  
The Most Revd Kevin MacDonald KC\*HS  
The Lord Gordon of Strathblane CBE  
The Rt Revd Christopher Cocksworth  
Ethelbert Cooper  
Bendu Cooper  
David Tse  
Angel Hon

#### TRUSTEES

James Appleyard (Chair)  
The Revd Philippa Boardman MBE  
Keith Brockbank  
Christopher Bunting  
Carina Dingemans  
*Thomas Hor resigned 23<sup>rd</sup> November 2018*

*George Kanaan resigned 14<sup>th</sup> November 2017*  
*Nigel Macdonald resigned 1 October 2018*  
Peter Macklin  
The Revd Alan Scotland  
Richard Smart  
*David Tse resigned 14<sup>th</sup> September 2018*

#### DIRECTOR

The Revd Nadim Nassar

#### AUDITOR

#### Violette Saad

FCCA

#### BANKERS

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent ME18 4JQ

#### REGISTERED OFFICE and PRINCIPAL ADDRESS

Lodge House  
69 Beaufort Street  
London SW3 5AH

# ACCOUNTS

# STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2018

	Notes	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
<u>Incoming resources from generated funds</u>					
Donations and legacies	2	77,837	90,500	168,337	141,915
Investment income	3	0	-	0	0
		77,837	90,500	168,337	141,915
Incoming resources from charitable activities	4	82,348		82,348	85,866
Total incoming resources		<b>160,185</b>	<b>90,500</b>	<b>250,685</b>	227,781
<u>Resources expended</u>					
Costs of generating funds	5				
Costs of generating donations & legacies		17,357	-	17,357	3,528
Net incoming resources available		<b>142,828</b>	<b>90,500</b>	<b>233,328</b>	224,253
Charitable activities					
Courses- PAX		12,140	36,000	48,140	59,708
Middle East activities		19,313	51,364	70,677	67,500
Administration and Staff cost		123,020	-	123,020	66,219
Total charitable expenditure		<b>154,473</b>	<b>87,364</b>	<b>241,837</b>	193,427
Governance costs		0	-	0	0
Total resources expended		171,830	87,364	259,194	196,955
Net expenditure for the year/Net movement in funds		-11,645	3,136	-8,509	30,826
Fund balances at 1 July 2017		79,536	-	79,536	48,710
Fund balances at 30 June 2018		<b>67,891</b>	<b>3,136</b>	<b>71,027</b>	79,536

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# BALANCE SHEET

AS AT 30 JUNE 2018

	Notes	2018	£	2017	£
Fixed Assets					
Tangible assets	8		2,094		384
Current Assets					
Debtors	9	3,182		1,084	
Cash at bank and in hand		67,251		79,568	
		70,433		80,652	
Creditors: amounts falling due within one year	10	(1,500)		(1,500)	
Net current assets			68,933		79,152
Total assets less current liabilities			71,027		79,536
Income funds					
Restricted funds	12		3,136		0
Unrestricted funds			67,891		79,536
			71,027		79,536

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2018, although an audit has been carried out. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and if its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The accounts were approved by the Board on 22<sup>nd</sup> March 2019

James Appleyard  
**Trustee**

Keith Brockbank  
**Trustee**

# STATEMENT OF CASH FLOWS

JULY 2017 to JUNE 2018

	Year 2018	Year 2017
Operating Activities		
Net movement in funds for the year	-8,509	30,826
Depreciation charge	674	674
Investment income	0	0
Investment activities	-2,384	0
Decrease (increase) in debtors	-2,098	0
Increase (decrease) in creditors	0	-50,000
Cash generated from operation	-12,317	-18,517
Cash at beginning of period	79,568	98,085
Cash at end of Period	67,251	79,568

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2018

### 1 Accounting policies

#### 1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The charity has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the grounds that it is a small charity.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

#### 1.2 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy. No amounts are included in the accounts for services donated by volunteers.

#### 1.3 Resources expended

Expenditure, which includes VAT, is recognised on an accruals basis as a liability is incurred.

Costs of generating funds comprise the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings & equipment	25% per annum, straight line
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## 1.5 Pensions

The charity contributes to The Church of England pension scheme. Contributions are charged in the accounts as they become payable.

## 1.6 Accumulated funds

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

## 2 Donations and legacies

				2018 £	2017 £
Donations and gifts				77,837	74,415
Grants receivable for core activities				90,500	67,500
				<b>168,337</b>	<b>141,915</b>

## 3 Investment income

				2018 £	2017 £
Interest receivable				0	0

## 4 Incoming resources from charitable activities

	Total 2018 £	Total 2017 £
Courses, lectures etc.	40,836	11,387
Fundraising events	<b>41,512</b>	74,479
UK and Arabic Website and Database development	-	0
	<b>82,348</b>	<b>85,866</b>

## 5 Total resources expended

	Staff Costs	Depreciation	Other Costs	Total 2018	Total 2017
Costs of generating funds					
Costs of generating donations and legacies	0	-	17,357	<b>17,357</b>	3,528
Charitable activities					
Courses					



Activities undertaken directly	70,611	674		<b>71,285</b>	59,708
Middle East activities					
Activities undertaken directly	35,033	-	35,644	<b>70,677</b>	67,500
PAX Programme					
Activities undertaken directly	40,640	-	7,500	<b>48,140</b>	0
	146,284	674	60,501	<b>207,459</b>	130,736
Governance costs		-	-		
	146,284	674	60,501	<b>207,459</b>	130,736

## 6 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year.

## 7 Employees

### Number of employees

The average monthly number of employees during the year was:

				2018 Number	2017 Number
Direct charitable activities				5	4
				<b>2018</b>	<b>2017</b>
				<b>£</b>	<b>£</b>
Wages and salaries				<b>136,523</b>	94,129
Social security costs					
Other pension costs				<b>9,760</b>	9,296
				<b>146,283</b>	103,425

There were no employees whose annual remuneration was £60,000 or more, and no accrued holidays.

## 8 Tangible fixed assets

		Fixtures, fittings & equipment £	Additions		Fixtures, fittings & equipment £
Cost					
At 1 July 2017 and at 30 June 2018		18628	2384		21012
Depreciation					
At 1 July 2017		18244	0		18244
Charge for the year		384	290		674
Accumulated depreciation At 30 June 2017		18628	0		18918
Net book value					
At 30 June 2018		0	2094		2094
					2094

## 9 Debtors

				2018 £	2017 £
Income tax recoverable				2381	1084
Other debtors				0	0
Prepayments and accrued income				801	0
				3182	1084

## 10 Creditors: amounts falling due within one year

				2018 £	2017 £
Taxes and social security costs					0
Advance grant for year 17-18				0	0
Accruals				1,500	1,500
				1,500	1,500

## 11 Pension and other post-retirement benefit commitments

			2018 £	2017 £
Contributions payable by the company for the year			9760	9296

## 12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

		Balance at 1 July 2017 £	Incoming resources £	Resources expended £	Balance at 30 June 2018 £
Middle East		0	54500	51364	3136
PAX		0	36000	36000	-

## 13 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 30 June 2018 are represented by:			
Tangible fixed assets	2094	-	2094
Current assets	67297	3136	70433
Creditors: amounts falling due within one year	(1500)	-	(1500)
	67891	3136	71027

## 14 Auditors' Ethical Standards

The relevant circumstances requiring disclosure in accordance with the requirements of APB Ethical Standard - Provisions Available for Small Entities are that, in common with many charities of our size and nature, we use our auditors to assist with the preparation of the accounts.

# TRUSTEES REPORT

FOR THE YEAR ENDED 30 JUNE 2018

The trustees present their report and accounts for the year ended 30 June 2018.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document - The Memorandum and Articles of Association, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

## Structure, governance and management

The charity is a company limited by guarantee. The trustees, who are also the directors for the purpose of company law, and who served during the year were:

James Appleyard (Chair)

The Revd Philippa Boardman MBE

Keith Brockbank

Christopher Bunting

Carina Dingemans

*Thomas Hor resigned 23<sup>rd</sup> November 2018*

*George Kanaan resigned 14<sup>th</sup> November 2017*

*Nigel Macdonald resigned 1 October 2018*

Peter Macklin

The Revd Alan Scotland

Richard Smart

*David Tse resigned 14<sup>th</sup> September 2018*

Appointment of Trustees is governed by the company's Memorandum and Articles of Association. The Committee of Trustees is authorised to appoint new trustees, including to fill vacancies arising through resignation or death of an existing trustee.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute a maximum of £10 in the event of a winding up.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Significant external risks to funding are covered by the development of a strategic plan which will allow for the diversification of funding and activities. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure they will meet the needs of the charity.

## Objectives and activities

The charity's objects are to advance the Christian religion throughout the World in such ways as the Trustees see fit and in particular but not exclusively by promoting ecumenical and interfaith understanding. The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

## **Achievements and performance**

This year has seen the Awareness Foundation continue to develop its ground-breaking work amongst children and young people through our Ambassadors for Peace and Little Heroes programmes in the Middle East. With the continuing support of Tearfund, and some other donors, we have been able to continue to develop our Ambassadors for Peace programmes which take place in Syria and Iraq. So far, we have enabled over 800 young men and women in Syria and Iraq to begin their journeys as Ambassadors for Peace, as well as thousands of Little Heroes in Syria. These two projects, which are at the very heart of our work, are beacons of hope in a region broken by conflict.

In August 2017, 62 young men and women from different denominations took part in our **Ambassadors for Peace training in Iraq**. The theme of this event was advocacy and choosing the best peace-building projects, around the theme of 2 Corinthians 4:7-10 (treasure in jars of clay). The event ended with two peace-building projects selected by the young people for further development: one will help street children aged 5 to 10 and the other project will provide free first aid training.

In October 2017, 100 young **Ambassadors for Peace**, including 35 'project manager' Ambassadors, took part in our activities in **Syria** in October. The theme of the main programme was "Let light shine out of darkness" (2 Corinthians 4:6a). The 35 'project managers' were especially taught by a Public Project Management expert from Lebanon. This is the first in a series of events designed to train the Ambassadors fully so that they can implement their own peace-building projects which will benefit the wider community. The 35 'project managers' met again in February 2018. In this session, they were taught how to write their project proposals and how to seek funding. In all of our programmes, all denominations were represented, and the groups are split approximately equally by gender.

In early August 2017, over 200 displaced and local Syrian children came to our **Little Heroes camp in Lattakia**, and over 350 came to our event in **Safita**. The theme of the three day events was "the Story of the Field". A field is a place of work and it sustains life, and the analogy we drew was that we must each work to take care of our own body and our spirit and work hand-in-hand if we are to thrive as the children of God. The children greatly enjoyed their time with us, and they started to challenge each other to do even better. At the end of the three days, we invited the families and their friends and neighbours to come to an exhibition to see how hard the children had worked, and how wonderful were the results. They were very impressed with what they saw, and we now have a long list of new children, waiting to take their place as Little Heroes.

As well as offering practical support for children and young people, we have long been passionate about communication as a vital tool for overcoming lack of knowledge and understanding. Our media programme, '**PAX**', encourages people to become better informed, more tolerant and less apathetic concerning matters of faith. Through PAX, we are tackling huge generational problems concerning faith, such as ignorance and extremism. The PAX programme significantly extends our ability to help Christians live their faith confidently in a diverse world, demonstrating that faith should be a force for good and an agent of peace. We are very grateful to the late Mr Syd Anderson for his very generous support, without which we would not have been able to develop this vital work. By the end of this financial year, we had released 44 videos, with an audience in the hundreds of thousands.

Our work to bring **a new understanding between the faiths**, ever more necessary in a world threatened by the poison of sectarianism, has continued to thrive through the dedication and skills of The Revd Nadim Nassar, who has spoken at many conferences and on the media in the past year, such as at Greenbelt, which often include significant contributions from other faiths. Also during this year, we completed a training programme for over 400 clergy and lay leaders in the Diocese of Salisbury on "**Religious Fundamentalism: Challenges and**

**Solutions**". Our **Awareness Sunday** programme continues to offer people of all faiths an opportunity to dedicate themselves to peace and reconciliation.

Involving our own community in London is important to us. In addition to the many **volunteers** who assist us in tasks including video editing, accountancy and event management, this year for the very first time we welcomed two students from local schools for their **work experience** training.

### **Financial review**

Total incoming resources for the year were £250,685 compared with £227,781 in 2017. There was a net loss for the year of £8,509 compared with a profit of £30,826 in 2017. The charity received grants for its core work in 2018 and expected to receive more grants in the year ahead .

In view of the current economic difficulties, the trustees are satisfied with the performance of the charity during the year and the position at 30 June 2018

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six months' expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

On behalf of the board of trustees

James Appleyard

Trustee

Dated: 22<sup>nd</sup> March 2019

# INDEPENDENT AUDITORS' REPORT

## TO THE TRUSTEES OF THE AWARENESS FOUNDATION

We have audited the accounts of Awareness Foundation for the year ended 30 June 2018 set out on pages 10 to 15. These accounts have been prepared in accordance with the accounting policies set out on page 12.

This report is made solely to the charity's trustees, as a body, in accordance with section 43 of the Charities Act 1993 and regulations made under section 44 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditors**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of Awareness Foundation for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

The trustees have elected for the accounts to be audited in accordance with the Charities Act 1993 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under section 43 of the Charities Act 1993 and report in accordance with section 44 of that Act.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### **Scope of the audit of the accounts**

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees Annual Report to identify material inconsistencies with the audited accounts. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard - Provisions Available for Small Entities, in the circumstances set out in note 14 to the accounts.

### **Opinion**

In our opinion the accounts:

- give a true and fair view of the state of affairs of the charity as at 30 June 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and FRS 102

## **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities Act 1993 requires us to report to you if, in our opinion:

- the information given in the Trustees Report is inconsistent in any material respect with the accounts; or
- the charitable company has not kept adequate accounting records; or
- the accounts are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

## **Violette Saad FCCA Chartered Accountants**

89 London Road  
Dunton Green  
Kent  
TN13 2UQ

Dated: 12/03/2019

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees, who are also the directors of Awareness Foundation for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.