



Forward Africa Education Trust

Annual Report 2022

Charity registered in England & Wales No. 1176583



REGISTERED ADDRESS

The Friends Meeting House
150 Church Road
Watford
WD17 4QB

TRUSTEES

Stephen Kaim-Caudle (Chair)
Hilary Robinson
Megan Kaim-Caudle
David McCabe
Daniel Nteziyaremye (appointed 30/11/2022)

INDEPENDENT EXAMINER

Debby Metcalf
22 Trowlock Ave
Teddington
TW11 9QT

BANKERS

Barclays Bank PLC
32 Bridge St
Banbury OX16 5PN



Report of Trustees

The Trustees present their report together with the financial statement of the charity for the year ending 31st December 2022.

Structure, Governance and Management

The charity was constituted by deed of Trust and registered by the Charity Commission under number 1176583 on 9th January 2018. The charity has five Trustees. The Trustees have personal knowledge of Rwanda having worked there and have visited on a regular basis to monitor and evaluate the work and performance of the charity. One of our trustees lives in Rwanda. A key aspect of the Trustee's role is to mentor and support our local partner and students.

The Trust is managed by the Chair of the Trustees on an unpaid voluntary basis. The policies and operating decisions of the charity rest with the Trustees who meet regularly, either face-to-face or on Zoom, to monitor the activities of the charity. The Trustees set the budgets and make major decisions. The Trustees have a local partner in Rwanda to carry out delegated responsibilities in accordance with their partnership agreement.

The Trustees have had regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

There are no employed staff and none of the Trustees receive any remuneration.



Sponsored students attending the Peace and Conflict Resolution workshop held at Lake Kivu.

Objectives and Activities

The charity's objective is to advance and promote the education and training of disadvantaged children in Rwanda. The charity furthers its charitable purposes for the public benefit by providing the funding and support necessary to enable underprivileged children to complete their secondary school education and graduate at Senior 6. In addition, we support a few students at university. We arrange life-skill workshops as well as peer mentoring. We transfer funds to meet school fees and program costs three times a year. All financial transactions are channelled through our local partner with the exception of the mentorship programme which is funded directly.

The charity works with children whose families are from financial categories 1 and 2 (defined by the government as extremely poor and poor). Typically, our children are orphans, ex-street children or from mother-led families. We aim for an approximate gender balance with a slight bias to girls.



The Trustees believe that education is key to advancement for individuals, families, and communities and that our proactive and nurturing approach is a powerful engine for change.

The charity's appointed local partner administers in-country activities comprising scheme promotion, completion of sponsorship forms, school visits, home visits and the administration of school fees, school materials and student travel expenses. It is required that the local partner has a dedicated bank account for the receipt and distribution of funds. Money is transferred on a termly basis.



Students receiving their laptops at their first mentorship programme session, Kigali

In-Country Administration and Field Operations

The charity works in close partnership with the Rwandan Quakers (Religious Society of Friends), who act as our local partner. They provide many of the added value services that benefit our students.

The Trustees believe that with the financial stability the charity provides coupled with a 'hands-on' approach to mentoring and continuous monitoring and support our students can achieve good educational outcomes and enhance their life chances.

Advancing Educational and Training for Disadvantaged School Students

In 2022 15 children were sponsored, 8 girls and 7 boys aged 16 to 20, and 3 university students. The criteria for selecting the schools they attended were based on the quality of education, the subject combinations each school offered, and the logistics of student travel. Schools were in Kigali districts Gisozi, Kicukiro and Gasabo, Kabuga, Rwamagana, Kagitumba, and Cyanika.



In April 2022 we held our second workshop which was attended by 22 current and recently left school students. The key modules covered peace and conflict resolution, self-awareness, and employability skills.

Working in partnership with the Friends Career Center, a social enterprise within the Quaker Church in Rwanda, five students received mentorship and advice. This programme has resulted in students taking up university courses in hospitality and tourism, nursing, law, and business studies.

Risk Statement

The Trustees have reviewed the risks to which a small charity operating in a developing country is exposed. These risks include:

Risk	Mitigation	Level
Financial loss/fraud	We compare bank receipts for school fees and other approved expenditures against the budget and review bank statements from the dedicated account our local partner holds on our behalf	Medium
Safeguarding issues	We have developed a safeguarding policy which is available on our website	Low
Data Protection breach	Adherence to our data protection policy	Low

Appropriate procedures are in place to identify, monitor and review these risks on a regular basis.

Financial Review

Donations of £17,187 were received in the year (2021: £10,230).

£18,196 of FAET funds were spent in the year supporting 15 secondary school students and three university students (2021: £10,840). In addition, a grant of £2,000 was made to enable our second student workshop.

Reserves at the end of the year totalled £25,867 (2021: £30,982) of which £3,300 were restricted for specific purposes (2021: £nil). Total reserves were all held as cash, of which £18,019 was held in two deposit accounts (2021: £24,004).

Reserves Policy

The Trustees have a policy of ensuring that there are sufficient funds to enable existing students to finish their course of education or mentorship. Our reserves policy reflects this commitment.

Investment Policy

The Trust does not intend to hold any long-term investments. Funds not required to meet immediate programme activities are deposited in bank savings accounts.



Plans for Future Periods

The Trust wishes to continue with its present student sponsorships. The Trustees will continue to closely monitor the effectiveness of its local partner and provide support and guidance to both our partner and students.

We will continue to seek ways to determine how best to structure local partner visits to students, capture their effectiveness and adapt them for the further benefit of our students.

For students completing their final year at school, Senior 6, we have started and will continue to develop mechanisms for helping them to find employment, internships, vocational training or continue their studies at university.

We plan to hold further three-day workshops for all students covering peace and conflict resolution and employability skills.

The Trustees intend to continue to seek external funding.

The Trustees declare that they have approved the trustee's report above.

Signed on behalf of the Charity's trustees by

Steve Kaim-Caudle
Chair

Date approved 19th September 2023



Forward Africa Education Trust: Receipts & Payments account

	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
Donations	12,937	4,250	17,187	10,230
Interest received	33	-	33	94
Total receipts	12,970	4,250	17,220	10,324
Programme costs:				
Student school fees & associated costs	14,522	450	14,972	9,319
Student mentorship programme	1,731	-	1,731	-
Student workshops	1,500	500	2,000	2,000
Project management in Rwanda	1,493	-	1,493	1,521
Monitoring & programme visits by UK trustees	1,935	-	1,935	-
UK costs:				
Website	204	-	204	204
Bank charges	-	-	-	121
Total payments	21,385	950	22,335	13,165
Net (payments)/receipts	(8,415)	3,300	(5,115)	(2,841)
Cash funds at start of year	30,982	-	30,982	33,823
Cash funds at end of year	22,567	3,300	25,867	30,982
Analysis of cash funds:				
Current account	7,848	-	7,848	6,978
Deposit account	14,719	3,300	18,019	24,004
	22,567	3,300	25,867	30,982

Gift Aid owing at the year-end totalled £163 and will be included as income in the 2023 Receipts & Payments account (2021 £61).

Acting as Agent receipts and payments totalling £1,500 to facilitate the payment of a third-party grant to one of our local partners have been excluded from the above Receipts & Payments account (2021 £nil).

The Trustees declare that they have approved the Receipts & Payments account above.

Signed on behalf of the Charity's trustees by

Steve Kaim-Caudle
Chair

Date approved: 19th September 2023



Independent examiner's report to the trustees of Forward Africa Education Trust

I report to the trustees on my examination of the accounts of the Forward Africa Education Trust ('the Trust') for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 20th September 2023

Debby Metcalf FCA LLB
22 Trowlock Ave
Teddington
TW11 9QT