



The Uphill Trust

Supporting Uphill Junior School in western Uganda

Scottish Charity No - SC045385

Annual Report and Financial Statement

1 January 2017 to 31 December 2017



Trustees' Annual Report

1 January 2017 to 31 December 2017

The Trustees have pleasure in presenting their report together with the financial statements for the third year of operation of the Uphill Trust.

Reference and Administrative Information

Charity Name	The Uphill Trust
Charity Number	SC045385
Charity Status Awarded	29 January 2015
Charitable Purpose	The advancement of education
Registered Address	21 Strachan Crescent, Dollar, FK14 7HL
Trustees	N R L Macdonald (Chairman) B L Macdonald H E S Laird S A Macdonald C J Macdonald
Committee Member	A I Smith (elected 6 March 2015)

Structure, Governance and Management

The Uphill Trust is a Scottish Charitable Trust and all current trustees were named in the Trust Deed at the outset. Committee members can be elected to serve alongside the trustees, subject to a vote at any formal trust meeting. Currently there is only one formal management role, that of Chairman, but the other trustees and committee member are taking responsibility for administrative/management tasks dependant upon their expertise: website, newsletters & social media; promotional videos; minute taking & record keeping; accounting & financial records; legal advice; health & hygiene advice and fundraising. The Uphill Trust does not employ any staff and trustees are not reimbursed for their administrative activities. All other costs are covered personally by the trustees, making The Uphill Trust a zero overheads charity.

Objectives and Activities

Charitable Purposes

To advance education by securing the establishment and development of Uphill Junior School in rural Uganda. By providing financial support we are helping the School Management Committee to develop a permanent primary school and kindergarten for children aged 3-13 years in the village of Iruhuura, western Uganda.

School Background

Uphill Junior School (UJS) is located in an impoverished rural area and the fee income for the school is very low. Many of the families in the area are subsistence farmers with little or no income. Prior to The Uphill Trust's involvement staff were only paid intermittently and school facilities were very poor. When the Trust was formed in 2015 UJS was teaching 196 children across 3 kindergarten year groups and 4 primary year groups in a temporary wooden building on rented land.

At the end of 2017 the school was teaching 275 pupils in 10 year groups on a permanent school site and the Primary 7 pupils had the opportunity to sit the Ugandan National Primary Leavers Examination (PLE). We have heard recently that all the children who sat the PLE passed, which is a great achievement for this young rural school. During 2017 approximately 25% of the school roll were orphans being educated for free, and a further 9% were from single parent families with reduced fees. Fee income for the school was further impacted by late rains and the resulting high food prices which affected the whole school community.

Activities

We work closely alongside the school Director to support the objectives provided in the UJS Annual Report, prepared for the trustees at the end of each academic year. The trust Chairman visited the school twice in 2017 to monitor progress and discuss the next project stages. In addition to these visits, trustees are in regular contact with the Director via email and web-based messaging services.

The main focus of the charity is to raise money through a range of fundraising activities (see below).

The trust provides funds to support the *day-to-day running* of the school (payment of teachers' salaries, purchasing classroom resources and essential equipment, provision of soap and disinfectant for hand-washing/toilet hygiene) along with funding *capital projects* (phased school building project) and *one-off activities* such as school trips for pupils. There is also a *Pupil Support Fund* to help severely disadvantaged children attend school. From time to time, when funding is available, trustees assist the school in gaining access to items that will enhance the quality of life for pupils, staff and/or the wider community.



Uphill Junior School Staff & Pupils - February 2017

Achievements and Performance

2017 - Capital Projects at UJS

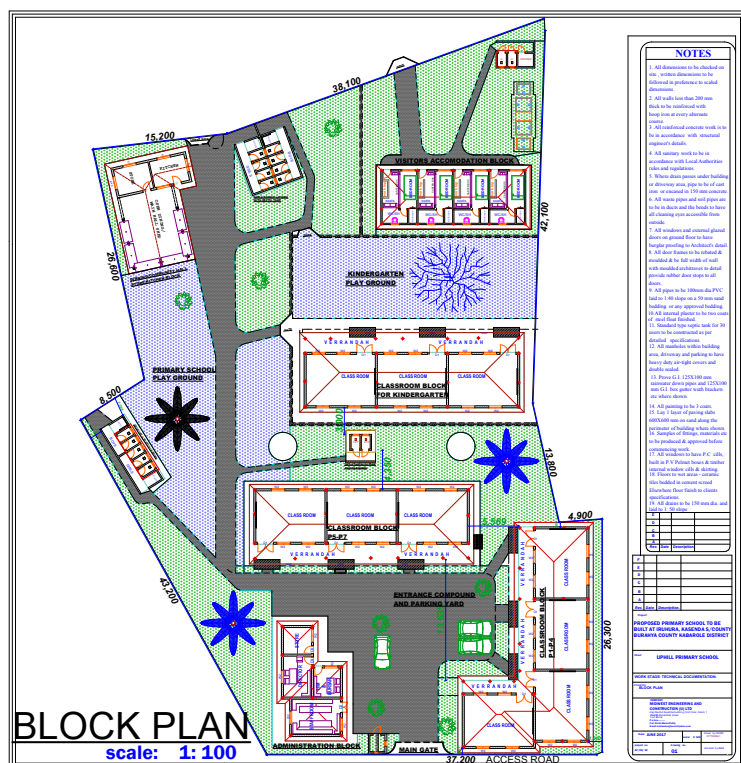
- Completion and painting of 7 temporary wooden classrooms on the new school site
- Purchase of a third plot of land to enlarge the school site
- Construction of wooden kitchen
- Installation of two roadside school signs
- Interior and exterior plastering and exterior painting of the new permanent classroom block
- Construction of a two-stance teachers latrine block to meet Ugandan school inspectorate requirements
- Extension of the existing security fencing to incorporate the new plot into the secured school site
- Relocation of a rainwater harvesting system (1 x 5000L tank with guttering) to the kindergarten block
- Installation of ceilings plus internal painting of three classrooms in the new permanent block
- Development and approval of official school site plans along with architectural construction details
- Installation of a tyre playground for kindergarten, along with intra-site fencing
- Construction of foundations for new administration block (project continuing into 2018)

2017 - Development & Maintenance Activities at UJS

- Regular payment of staff salaries (12 full-time teachers plus 1 bursar and 1 director)
- More desks, tables and blackboards for wooden classrooms plus mattresses for kindergarten
- Transfer of donated educational resources/craft materials to UJS
- Continuing exchange of letters between Ugandan and Scottish school children
- Transfer to school of additional donated second-hand laptops
- Pupil support x 7 (specific pupil sponsorship by individual donors)
- School licensing inspection costs plus trip to Ministry of Education in Kampala
- Transport for school choir trip to Fort Portal to perform at a local Christmas Fair
- Examination fees for Primary Leavers Examination

2017 - Trust Activities & Governance

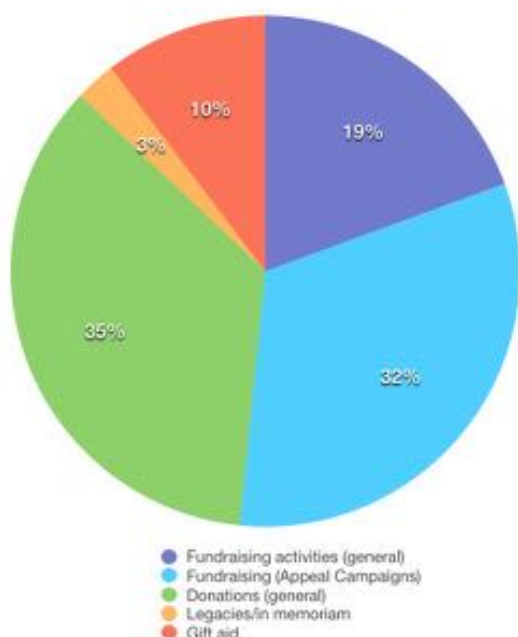
- Successful gift aid claims, plus banking review and charity tax return (at HMRC's request)
- Continued development of promotional videos for use on website/social media sites
- Continuation of Uphill Trust Ambassador scheme to broaden our fundraising base
- Continued development of online giving vehicles: Total Giving, Just Giving, The Big Give, GoRaise, Give As You Live, Don't Send Me A Card, Facebook Donate
- Digital newsletters to supporters plus regular updates on social media sites and on the trust's website
- Articles about trust activities in local newspapers and magazines
- Range of fund-raising activities, including presentations, sponsored events, online appeals, informal craft sales, promotion of UJS-inspired children's book, community-based fundraising, networking in social and workplace environments, partnership with schools
- Large donation of good quality school uniform collected from a partner school for eventual transport to UJS
- Development of new website (ongoing into 2018)
- Digital newsletters to supporters x 4; regular social media posts on Facebook, Twitter and Instagram
- Attendance at training/information events provided by Network of International Development Organisations in Scotland, OSCR and other charity sector organisations
- Trust policies - Privacy Policy (new); Financial Reserves Policy (revised)
- Preparation for new General Data Protection Regulations (continuing into 2018)
- Trust Chairman visited UJS x 2 to discuss school development plans and construction projects



Official site plan for the new UJS site, approved by the District Physical Planner, Musana Samuel, containing all the elements required by Ugandan schools inspectorate. The school, with the help of the trust, will work towards the full development of the site as funds become available .
(Approved: September 2017)

Financial Review

Where our funds came from in 2017



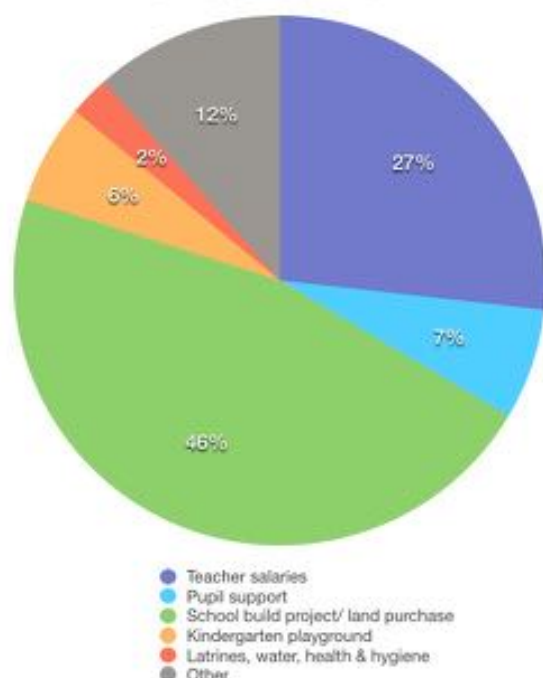
In 2017, 35% of our funds were received as donations from individuals, schools and community groups.

General fundraising activities (donations plus sales of crafts and books) accounted for 19% of our total income and appeal campaigns dedicated to particular projects generated 32%.

In memoriam donations accounted for 3% of our income and the remaining 10% came from Gift Aid claims.

We currently receive sufficient funds each month to cover the agreed running costs for UJS (teacher salaries, soap and disinfectant, pupil support) via regular donations and we are seeking additional regular donors to future-proof this stable income flow.

How your donations benefited Uphill Junior School in 2017



In 2017, 46% of the money transferred to UJS was spent on school build projects and land purchase. This expenditure included funds held over from 2016.

Teacher salaries accounted for 27% of trust expenditure and 7% was used to support sponsored pupils at the school.

The installation of a playground for the kindergarten accounted for 6% of expenditure and 2% went towards the provision of a temporary latrine for the teachers plus other health and hygiene measures

The remaining 12% of expenditure was used for other small school projects, development of architectural plans and one-off expenses.

The Uphill Trust is a zero overheads charity. Administration, marketing and travel to Uganda are all donated by the trustees from their own funds.

Expenditure in Uganda is supported by receipts and all capital projects have agreed budgets, giving the Uphill Trust a high level of accountability.

Reserves Policy

The financial reserve for 2017 was £5,065 (based on the *Financial Reserves Policy: The Uphill Trust*). The sum of £4,065 - to cover specific elements of trust expenditure - was held in the restricted fund and an unrestricted reserve of £1,000 was set aside from general funds.

Plans for 2018

The Trustees will continue to pay teacher/staff salaries and other running costs not met by school fees collected by UJS (agreed each term on a needs-basis with the UJS Director).

The main capital project for 2018 will be the continued construction of a school administration building including offices, staff room and secure storage. We hope that this building will be finished and in use by the start of the second term in the Uganda academic year. The administration building is being funded in large part by a generous legacy plus *in memoriam* donations. Funds will also be needed to conduct a detailed survey of the whole school site, along with finalisation of the land title registrations, as part of the ongoing school licensing process. School licensing in Uganda requires a wealth of documentation and rural schools usually take some time to negotiate the paper trail.

A grant has been secured from St Andrews Clinics for Children to fund a School Nurse for 3 academic years. A nursing assistant who has been involved with UJS for the past 3 years will be employed during term time to care for the pupils' first aid & medical needs and to deliver health awareness training to the whole school community. A nurse's station will be set up in the new administration block.

Fundraising in 2018 will be targeted towards capital projects (there is an active funding appeal for a second classroom block to complete the primary section of the school) along with regular donations for teacher salaries and pupil support. An appeal is in place to raise funds for a small boda-boda motorcycle to provide transport for the 70km round trip to Fort Portal for school supplies.

The trust remains flexible to new projects and opportunities that may arise at UJS during the year.

Three trustees will visit the school at the end of March 2018 to monitor progress and the Chairman may make a second visit later in the year, if needed.

Gallery: The Uphill Trust's Achievements at Uphill Junior School in 2017

Under the leadership of school Director, Muhimbise Elius, and with the support of the Uphill Trust, Uphill Junior School is becoming one of the best regarded rural schools in the area. The whole school community regularly express their gratitude to the generous Uphill donors who have helped to make this possible



New classroom block plastered and painted outside (February 2017); internal painting deferred until ceilings installed (December 2017)

This block of three classrooms for primary 5-7 has been named The McNabb Building to honour the donor community who funded 2/3 of the total cost.



McNabb Classroom block with the temporary wooden classroom buildings behind (March 2017)

All three kindergarten year groups (baby/middle/top) are being taught in one building of three classrooms; primary 1 to 4 are being taught in the second wooden building containing four classrooms.



One of two roadside signs for the school installed at the start of the academic year - (February 2017)



New desks for wooden classrooms; water tank from old school site waiting to be repaired before installation on new site (February 2017).



Pupils enjoying the new permanent classrooms - bright, weatherproof, inbuilt storage (March 2017); ceilings installed to stop transmission of sound from class to class (November 2017)



Lower primary children in one of the temporary wooden classrooms - building more permanent classrooms is a priority (March 2017)



Some of the pupils looking collecting their breakfast porridge outside the wooden kitchen (February 2017)



Twelve qualified class teachers plus bursar, all being paid by the Uphill Trust (February-December 2017)



**Water tank from old school site installed with guttering on the wooden kindergarten building
(June 2017)**



**Kindergarten children enjoy letters and photographs from one of the trust's partner schools
(August 2017)**



**Tyre playground installed in for kindergarten, funded by one of the trust's partner schools and other donors
(September 2017)**



**The District Physical Planner and parent-led build team excavating the foundations for the new administration block
(December 2017)**



Starting at age 3 with kindergarten baby class...

*Uphill Junior School provides quality education for all the children of the community who wish to attend, **no matter their means.***



...and ending at age 13/14 (primary 7).

*Some of the P7 leavers, many of whom have been at Uphill since the school began, celebrating the completion of their primary education
(November 2017)*

Summary of Receipts and Payments for the year ending 31 December 2017

	Unrestricted Funds	Restricted Funds	Total funds current period
Receipts			
Donations	11,889	10,795	22,684
Fundraising events	6,519	0	6,519
Legacies/in memoriam	0	852	852
Grants	0	0	0
Bank interest	14	0	14
Trustee expenses (<i>donated back</i>)	1,081	0	1,081
Gift aid receipts	3,476	0	3,476
Total receipts	22,979	11,647	34,626
Payments			
Money sent to Uphill Junior School	15,596	4,825	20,421
Trustee expenses	1,018	0	1,018
Bank charges	60	0	60
Total payments	16,674	4,825	21,499
Surplus/deficit for the year	6,305	6,822	13,127

Statement of Balances - as at 31 December 2017

Opening balance in bank (<i>1 January 2017</i>)	23,115
Closing balance in bank (<i>31 December 2017</i>)	36,242
Surplus/deficit	13,127

Notes to the accounts - for the year ending 31 December 2017

1. Basis of accounting

These accounts have been prepared on the Receipts & Payments basis in accordance the *Charities & Trustee Investment (Scotland) Act 2005* and the *Charities Accounts (Scotland) 2006* (as amended).

2. Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees to further the objects of the charity. The trustees maintain an unrestricted general fund for agreed day-to-day support for the running of UJS.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for a specific purpose. Restricted and unrestricted fund monies are held together within the common bank accounts but logged separately in the trust accounts.

During the accounting period 1 January to 31 December 2017 the trust held money raised in the following appeals as restricted funds: School Build Appeal and School Transport Appeal along with money donated to the Pupil Support Fund and Alternative Gifts Fund. Residual money from the solar lamp grant and the Mosquito Net Appeal is also held in the restricted fund.

Funds have built up in both the unrestricted and restricted funds this year whilst waiting for official approval for the next phase of school development. Approval was granted in September 2017. **We anticipate that at least half of the surplus funds from 2017 will be spent in the first 3 months of 2018 as work continues on the construction and furnishing of the new administration block.** The remainder will be held until sufficient funds are available to construct additional permanent classrooms.

3. Expenses

In line with the *Trustees Expenses Policy: The Uphill Trust (2015)*, trustees do not claim expenses for day to day administrative activities or for attending trust meetings/training courses. The trustees may claim expenses for return air fares to Uganda and for Ugandan entry visa fees. In 2017, travel expenses were claimed by one trustee for air travel/entry into Uganda and these expenses were **donated back to trust in full as donations eligible for gift aid.**

4. How money is held

All trust money is held in the bank, therefore there is no cash in hand balance.

Declaration

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

Signed on behalf of the charity's trustees:

Niall Macdonald

Belinda Macdonald

Niall Ranald Louis Macdonald
Chairman

Belinda Louise Macdonald
Trustee

Date Signed: 2 February 2018



