

The Uphill Trust

Supporting Uphill Junior School in western Uganda

Scottish Charity No - SC045385

Annual Report and Financial Statement

1 January 2016 to 31 December 2016

Trustees' Annual Report

1 January 2016 to 31 December 2016

The Trustees have pleasure in presenting their report together with the financial statements for the second 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. Fundraising activities are shared. The Uphill Trust does not employ any staff and trustees are not reimbursed for their administrative and fundraising activities.

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. Prior to The Uphill Trust's involvement staff were working on a largely unpaid basis and school facilities were very poor. There are currently 3 kindergarten year groups plus 6 primary year groups and 12 members of staff. Primary 7 will be added in January 2017.

Pupils numbers have varied during the year, with 221 children in attendance at the start of the Term 3 and 197 sitting final examinations at the end of the year. Analysis of the results for the top primary class, Primary 6, showed that 8 children passed the final examination (1 with distinction, 4 with credit). The school offers additional coaching to children in the higher primary classes to encourage all children to achieve their full potential in the Primary Leaving Examination (the qualification needed to go onto secondary school) at the end of Primary 7.

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. There were two trustee visits to the school in 2016 to monitor progress and discuss the next project stages. The trustees are in regular contact with the UJS Director throughout the year 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 UJS 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 trustees also assist the school in gaining access to items that will enhance the quality of life for pupils, staff and/or the wider community. In 2016 the trust provided funds for solar lanterns and mosquito nets for all the pupils and teachers, along with donated items including: feminine hygiene kits, second-hand laptop computers, books for the school library, sports uniforms, footballs, craft supplies, plus over 150 pairs of non-prescription reading glasses for community elders.

Achievements and Performance

2016 - Capital Projects at UJS

- Construction of a Ventilated Improved Pit (VIP) Latrine block for the new school site
- Purchase of a second plot of land adjacent to the new school site
- Construction of three classrooms in one block on the new school site
- Installation of a good quality security fence with two entrance gates around the school site
- Installation of a rainwater harvesting system (1 x 1000L tank) for the new latrine block
- Installation of a rainwater harvesting system (2 x 10,000L tanks) for the new classroom block
- Relocation and extension of the existing wooden school building to the new site
- Plastering and painting the new classroom block (continuing into 2017)

2016 - Development & Maintenance Activities at UJS

- Regular payment of staff salaries (11 full-time teachers/teaching assistants plus 1 bursar)
- Grant award from St Andrews Clinics for Children (STACC) to fund the latrine block
- Solar lantern for every pupil and teacher (funded by grant received in 2015)
- Medical grade mosquito net for every pupil and teacher, plus educational training
- More desks for classrooms plus bunk beds for boarding hostels
- Cultural costumes and instruments to enhance pupil dance performances
- 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
- Additional hand-washing/drinking water tanks x 3 for pupils and staff
- Additional national curriculum text books for teachers
- Pupil support x 4 (specific pupil sponsorship by individual donors)
- Transfer to community of donated reading glasses
- Support for school choir trip to Fort Portal to perform at a local Christmas Fair
- Preparation of draft site layout plans to support the school building project

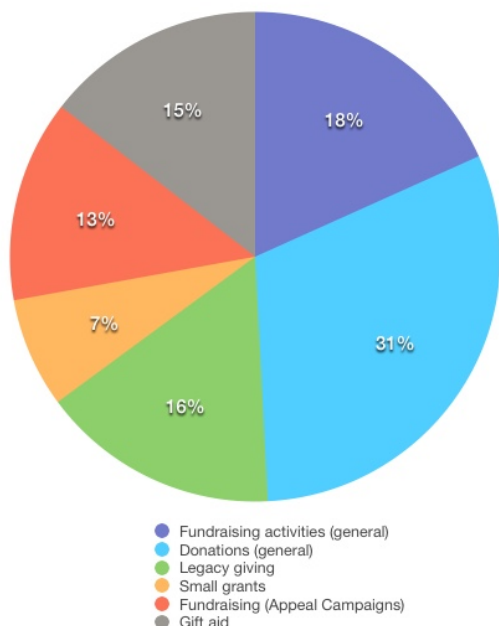
2016 - Trust Activities & Governance

- Successful application to HMRC for Gift Aid status
- Range of promotional videos developed for use on website/social media sites
- Introduction of Uphill Trust Ambassadors to broaden our fundraising base
- Online giving vehicles: Total Giving, Just Text Giving, The Big Give, Wow Give, GoRaise, Give As You Live
- 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, community-based fundraising, networking in social and workplace environments
- Attendance at charity training events provided by Network of International Development Organisations in Scotland (NIDOS)

- Completion of NIDOS Effectiveness Toolkit: Basic MOT to check that the trust is operating to the legal requirements and good practise standards recommended for the international development sector
- Two new policies developed: Communications Policy (2016), Financial Reserves Policy (2016)
- Trustee visits to UJS x 2, including attendance at the kindergarten graduation ceremony

Financial Review

Where our funds came from in 2016



In 2016, 31% of our funds were received as donations from individuals, schools and community groups.

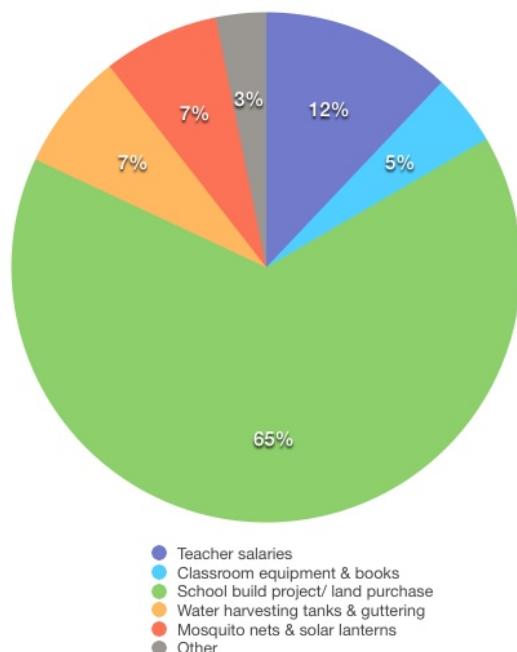
General fundraising activities generated 18% of our total income and fundraising appeals dedicated to particular projects generated 13%.

A legacy donation accounted for 16% of our income and an award from a local Scottish charity for the construction of the VIP latrine block provided 7% of our overall income.

The remaining 15% came from Gift Aid claims.

We currently receive sufficient funds each month to cover the agreed running costs for Uphill Junior School (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 2016



In 2016, 65% of the money transferred to UJS was spent on school build projects and land purchase. This expenditure included restricted funds held over from 2015.

Teacher salaries accounted for 12% of trust expenditure and 5% was spent on classroom equipment and national curriculum resources.

The two water harvesting projects and the mosquito net/ solar lamp provision each accounted for 7% of expenditure.

The remaining 3% of expenditure was used to support sponsored pupils, for provision of soap and disinfectant, and to cover other small school projects and one-off expenses.

Trustee expenses are noted in the accounts but these sums were paid back in full as gift aided donations.

The Uphill Trust is a zero overheads charity and 100% of donated funds go to Uganda to support projects at UJS.

Reserves Policy

The *Financial Reserves Policy: The Uphill Trust (2016)* states the financial reserve for 2017 will be £3,768. The sum of £2,768 - to cover specific elements of trust expenditure - will be held in the restricted fund. An additional unrestricted reserve of £1,000 will be set aside from general funds.

Plans for 2017

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

Capital Projects for 2017 include: installation of *playground equipment* on the new school site (funding achieved and being held for this purpose); construction of a *school administration building* including offices, staff room and secure storage (partial funding achieved and being held for this purpose).

Fundraising in 2017 will be targeted towards capital projects (completion of administration building plus funding appeal for a second classroom block) and regular donations for teacher salaries and pupil support.

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

The Chairman plans to make at least two visits to UJS in 2017 to monitor progress.



Latrine block (*completed February 2016*) with classroom block behind (*construction completed August 2016; plastering/painting January 2017*)



Trustees handing out solar lanterns at the kindergarten graduation ceremony (*March 2016*)



New desks provided with funds raised by Scottish school pupils (*April 2016*)



Medical grade mosquito net for each pupil and teacher, with usage/care training (*June 2016*)



Main entrance gate (also small gate at rear of site)
(September 2016)



Security fence encloses the two plots of land that make up the new school site (September 2016)



Rainwater harvesting system for latrine block
(September 2016)



Pupils with cultural costumes and instruments outside new classrooms (November 2016)



Large water tanks arriving for rainwater harvesting for classroom block (November 2016)



Relocation/extension of wooden school building for temporary classrooms on new site (December 2016)

Statement of Receipts and Payments for the year ending 31 December 2016

	Unrestricted Funds	Restricted Funds	Total funds current period
Receipts			
Donations	13060	5538	18598
Fundraising events	7781	0	7781
Legacies	0	6500	6500
Grants	0	3000	3000
Bank interest	30	0	30
Donated trustee expenses	3037	0	3037
Gift aid receipts	6001	0	6001
Total receipts	29909	15038	44947
Payments			
Money sent to Uphill Junior School	17268	22066	39334
Trustee expenses (see receipts)	3037	0	3037
Bank charges	10	0	10
Total payments	20305	22066	42371
Surplus/deficit for the year	9604	-7028	2576

Statement of Balances - as at 31 December 2016

Opening balance in bank (<i>1 January 2016</i>)	20539
Closing balance in bank (<i>31 December 2016</i>)	23115
Surplus/deficit	2576

Notes to the accounts - for the year ending 31 December 2016

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 2016 the trust held money raised in the following appeals as restricted funds: School Build Appeal and Mosquito Net Appeal along with money donated to the Pupil Support Fund and Alternative Gifts Fund. Residual money from the solar lamp grant is also held in the restricted fund.

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 2016, as in 2015, travel expenses were claimed by 3 trustees for air travel/entry into Uganda and 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: 15 January 2017