

*'CIJ Accounts 01 December 2019 to 30 November 2020'*

Company no. 05471322

Charity no. 1118602

# **Centre for Investigative Journalism Limited**

## **Report of the Trustees and Financial Statements**

**30 November 2020**

*'CIJ Accounts 01 December 2019 to 30 November 2020'*

**Centre for Investigative Journalism Limited**

**Legal and administrative information**

**For the year ended 30 November 2020**

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<b>Company number</b>	05471322
<b>Charity number</b>	1118602
<b>Registered office address</b>	37 Laurie Grove London, SE14 6NH United Kingdom
<b>Operational address</b>	37 Laurie Grove London, SE14 6NH United Kingdom
<b>Secretary</b>	Joseph Farrell
<b>Trustees</b>	Trustees, who are also Directors under Company Law, who served during the year and up to the date of this report were:  Isabel Hilton (Chair) Andy Mueller-Maguhn Barbora Bukovska Eyal Weizman Gill Phillips Iona Craig Joseph Farrell Martin Tomkinson
<b>Bankers</b>	Charities Aid Foundation Bank (CAF Bank) 25 Kings Hill Avenue Kings Hill West Malling Kent, ME19 4JQ
<b>Accountants</b>	Solid Limited 410 Davina House 137-149 Goswell Road London EC1V 7ET

## **Centre for Investigative Journalism Limited**

### **Report of the trustees**

#### **For the year ended 30 November 2020**

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The Trustees present their report and the financial statements for the year ended 30 November 2020.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice (SORP) - Accounting and Reporting by Charities (issued in March 2005).

#### **Structure and governance**

The Centre for Investigative Journalism Limited (CIJ) is a company limited by guarantee. It was incorporated on 3rd June 2005 and registered as a charity on 29 March 2007. The serving trustees agree to contribute an amount not exceeding £10 in the event of the company being dissolved while he or she is a member, or within twelve months after he or she ceases to be a member.

#### **Management and control**

The Board of Trustees is responsible for the overall management and control of the Charity. Operationally, day to day responsibility for running the CIJ lies with the Charity Director James Harkin supported by staff.

#### **Aims and Objectives**

The CIJ is an educational charity, a think-tank and experimental laboratory, set up:

- to train a new generation of reporters in the tools of investigative, in-depth, and long-form journalism across all media;
- to support investigative journalism as the lifeblood of a democratic society;
- to incubate promising new investigative projects and open out investigative journalism into fertile new territory.

#### **Achievements, and main projects, programmes and activity of FY20:**

The Covid-19 crisis greatly shaped this reported period. While terrible for all our communities in many ways, it has presented the CIJ with a unique opportunity to accelerate our move towards online training in our programmes, and distribute our training and reach more widely both geographically and demographically.

The financial stability we had achieved by the time the pandemic began afforded us the space to react confidently to the crisis and flourish in circumstances in which, without a stable base, we might have foundered. We grabbed that opportunity with both hands and focused our efforts on the conversion of our training from the physical classroom to the virtual one, developing a robust and comprehensive curriculum of online courses. The expertise of our core staffing and network of trainers made this transition swift and successful.

This year's substantial progress can be grouped generally into **Training & Initiatives, Events & Conferences, Ancillary Activities, and Infrastructure & Organisation.**

## 1. Training and Initiatives

- **Translating our Scheduled and Bespoke Training from the physical room to the virtual one and breaking geographical barriers in the process:**

Like the majority of businesses in the UK, the CIJ switched to remote working in the middle of March 2020. Being small and nimble the transition was quick and seamless, and it wasn't long before we shifted our activity focus and priorities to online training and events. We were very intent on making the best from a crisis, and what ensued was an intensely productive period of R&D and trialling in order to develop our training offer - thinking of Covid-19 not just defensively, to mitigate its temporary effects, but using it as an opportunity to experiment with all our training programmes to see how, in conjunction with our new website, we could help reinvent journalism education online.

As soon as the confinement was enforced, we started working with our team of external trainers to practice how to teach online, in the belief that doing so will benefit all our work in the future. It was no small task. Our training is effective because it is hands-on, in-depth and highly participatory. We couldn't just record some videos and call it CIJ training. Equally, sending passive material and expecting participants to master it all on their own at home wasn't the answer either. What we planned to offer is online training in small groups, a kind of Oxbridge tutorial approach allowing for direct contact with the trainer, together with practical exercises to practice what you've learnt and larger groups where the content is less hands-on, but the methods are just as interactive. We chose Zoom as our hosting platform and developed and finessed this new online training provision during the early part of 2020, allowing us to run a range of sold-out training courses over the summer.

- **Taking training out to many different regions by continuing to deliver our programme of training in digital tools (funded by the Google News Initiative and called Access-to-Tools Programme) for journalists, citizens, academics and activists:**

Our Access To Tools (ATT) programme was the first training programme we successfully translated online after the Covid crisis hit in March 2020. We were delivering our first online versions of the training as early as April 2020 to freelance journalists across the country.

During Financial Year 2020, we delivered over 25 ATT workshops, reaching local newsrooms across the UK.

- **Developing our support work in the emerging sector of community-driven investigative local news through our Community Journalism Programme**

January 2020 marked the start of our '**Collaborative Community Journalism Project**', a two-year project funded by Trust for London and aimed at extending the innovation we've fostered in community investigative journalism around the country into London.

Although the project was officially put on hold until January 2021 due to the ongoing Covid-19 pandemic, we nevertheless ran a pilot version of the programme with one of the proposed partner organisations, the Tottenham Community Press. Starting in May 2020 we provided online training, expertise and wider support to staff of the outlet. This included online training in Data Journalism, Investigative Methodology, Open-Source Intelligence, Information Security, use of Freedom of Information Regulations and Company Records. The success of the online format of that pilot led to the decision to resume the programme at full scale as early as January 2021 via the virtual classroom, whether doing it in-person was going to be possible or not.

## 2. Events and conferences

- **An ongoing programme of public talks:**

- **Closed Circuit**: a series of high-profile, broadcast-standard discussions on the status of information in the age of digital media. The live-streamed discussions took place in front of a studio audience at the Institute of Contemporary Art, [ICA London](#).

Part 2 of the series took place on 29 January 2020 at the ICA London.

- Meanwhile the **#LOGANCIJ Talks** series, our ongoing programme of free public talks, moved venues: from Goldsmiths University campus to online platform Zoom.

- **#CIJSummer Online Investigative Journalism Conference 2020** (6-11 July 2020)

The usual, campus-based conference attracts between 180 and 220 paid delegates each year. Delegates attend a minimum of one full day and a maximum of three full days of the event, selecting between 60+ courses and talks. This year, around 500 people signed up for the #CIJSummer talks and courses. Over 60% of the audience had never attended #CIJSummer before. The majority mentioned distance, time and affordability as the reason why they had not attended the London-based conference before.

- **The 4th CIJ Logan Symposium: Collective Intelligence** (16-19 Nov 2020 – online)

The programme deviated in a variety of ways from our original plan (to host it as a physical event over two days in Paris). The Symposium itself had to be re-named from “Solidarité” to “Collective Intelligence” and re-planned as an online event. Unfortunately this also meant that many of our intended partner organisations fell by the wayside as they reevaluated their priorities, which also meant a dramatic decrease in expected funding and in-kind support. This gap was more than filled by new partnerships with organisations across Europe including Reva & David Logan Foundation grantees [the Disruption Network Lab](#) in Berlin, as well as [Reporters United](#) in Athens, [Documentari Inchieste Giornalismi](#) (DIG) in Modena, and [Canal180](#) in Porto.

## 3. Ancillary Activities

- **Handbooks sales**

**£1,411 revenue was generated in FY20 - 136 books sold.**

- **The Gavin MacFadyen Memorial Library**

Since our founder Gavin MacFadyen's death, we've built a Gavin MacFadyen Memorial Library at our home in New Cross, which is currently being curated and which offers an entirely original resource of materials on investigative journalism, social and political theory, and anti-fascist campaigning work.

In the context of the pandemic, the physical curation of our catalogue had to be put on hold until such time we could return to the office and resume that work.

#### **4. Infrastructure & Organisation:**

- We have been able to invest significantly in our organisational infrastructure, by implementing the redesign and development of an [improved website](#) that shows the CIJ's work and vision in a more dynamic and modern light. Our revamped website launched in June 2020, in time for our #CIJSummer Online Conference. We successfully moved the website to a new CMS and incorporated our new visual identity. Our new website is easier to manage and more stable, with a much nicer visual sensibility.
- **The CIJ's Board of Trustees**, chaired by Isabel Hilton, has remained unchanged and stable since the appointment of three new board members in FY18, except for the resignation of Trustee and Treasurer/ Secretary of the Board Finlay Dobbie, who resigned from the Board in June 2020 for personal reasons. The Board appointed Trustee Joseph Farrell as CIJ's new Treasurer & Secretary of the Board.

At 8 members and one Board observer (Becky Gardiner, faculty member of Goldsmiths, University of London), there is no immediate plan to grow the Board membership any further.

#### **Funding for FY20:**

- 2020 was year 2 of the three-year unrestricted-funding commitment from **The Reva and David Logan Foundation**. Their contribution for FY20 was \$100,000. 2020 was also the year we hosted the 4th biennial Logan Symposium. We received a restricted grant of £124,435 to cover the costs of organising and hosting the Symposium in FY20 as well as delivering a series of public talks and a source-protection training programme throughout FY21.
- 2020 was Year 3 of the three-year core funding commitment from **Democracy and Media Foundation** (Demokratie en Media Stiftung). At €20,000 a year, this unrestricted grant helped the CIJ navigate the difficult transition period after the death of our charismatic founder Gavin MacFadyen. That transition is now complete, and very successful; the CIJ finds itself with a more solid financial foundation than ever before, it's vastly improved its governance, and has expanded its numbers trained and its international footprint year on year since 2017. We're grateful to D&M for their support and trust.
- **Bertha Foundation** renewed their contribution for another year (October 2019-September 2020) to the amount of £10,000.

- Our exciting Access To Tools Programme, a partnership with the **Google News Initiative** launched in 2018 to teach digital tools, entered its third phase, from February 2020 until February 2021.
- At the end of FY19, we secured a two-year grant of £60,000 from **Trust for London** to fund our new Collaborative Community Journalism initiative. Although the start of Year One was pushed from January 2020 to January 2021, we went ahead and, with the Trust for London's approval, undertook an online pilot programme in Autumn 2020, which used a small portion of the £33,000 funding allocated to Year One of the project.
- **The Lorana Sullivan UK Foundation** (LSF) continued with a three-year commitment (£10,000 per year) to support our annual Lyra McKee Investigative Journalism Training Bursary scheme from 2019 to 2021. The programme was put on hold in 2020 due to the pandemic. It was decided later in the year that the scheme would resume in 2021 as a 10-month training programme delivered fully online. LSF's commitment to fund our annual Regional Investigative Journalism for three consecutive years starting in 2019 was similarly put on hold in 2020. Because of the local nature of the regional conference, it is an event we can only host in-person and on location. Belfast was the chosen venue for 2020 - the LSF-funded event was cancelled and it is now postponed until such time it can take place in person.

#### **CIJ funding consists of the following funds:**

- **Restricted funds:** Funds where use is limited to a specific purpose. These purposes are determined by donors. Restricted income has to be spent on the specific project or programme for which it was raised. Any such money left unspent at the end of the project has to be paid back to the donor, unless agreed otherwise
- **Designated funds:** Reserves set aside from unrestricted funds for potential or known future costs. This is decided by Trustees based on advice from management.
- **Unrestricted funds:** Reserves available for any activity within CIJ to support its charitable objectives. Unrestricted funds are made up of designated funds and general funds.
- **The need for free financial reserves:** In addition to the financial reserves placed in a designated fund, the Trustees believe the level of free financial reserves will enable the charity to continue to grow, preserve working capital and cover short-term risks and uncertainties and other contractual obligations.

At the close of FY19, we successfully reached our **financial reserves** target of £87,000 of our net unrestricted surplus. This sum is the equivalent of 6 months of operating costs and is the target set by the CIJ's Reserves Policy. This **CORE Operational Contingency fund** is kept in a dedicated CAF bank account.

Balances of our designated funds as of 01/12/2020:

- Gavin MacFadyen Memorial Library fund: £7,129
- Lyra McKee Investigative Journalism Training Bursary fund: £13,842
- Core operations contingency (financial reserves): £87,000.00
- **Total balance = £107,971**

### **Financial Review**

Result for the year: Total income for the year was £436,637 (2019: £444,621) of which £403,495 (2019: £350,602) was from donated grants, without which the CIJ would have been unable to generate the current range and volume of training and educational activity.

The Charity's principal sources of unrestricted funding for the year were the Reva and David Logan Foundation, the Google News Initiative, Democracy and Media Foundation (Democratie en Media Stiftung) and Bertha Foundation.

Additional unrestricted income was generated from our scheduled & bespoke training provision, as well as the sales of our CIJ handbooks. A very small proportion of income came from individual donations.

The Charity's sources of restricted funding for the year were the Reva and David Logan Foundation, and Trust for London.

Total expenditure for the year was £378,839 (2019: £332,015). The increase in expenditure was mainly due to the Logan Symposium, which we hosted in November 2020.

The Charity's unrestricted surplus balance at the end of FY20 is made of

- £99,626 of free unrestricted surplus in the Charity's CAF Bank current account
- £87,000 of a CORE Operational Contingency fund (financial reserves) kept in a separate CAF bank account

### **Investment Powers**

CIJ has no investment assets and its cash funds are held in a CAF Bank current account.

### **Risk Management**

The Trustees actively and regularly review the main risks which the CIJ faces. Being able to reach the target set by CIJ's Financial Reserves Policy of six months' worth of operating costs addresses the principal risk identified by the Trustees at the end of FY17.

The CIJ maintains a Risk Register. Main risks are reviewed regularly at Board Meetings.

### **Statement of Responsibilities of the Trustees**

The trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and the application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

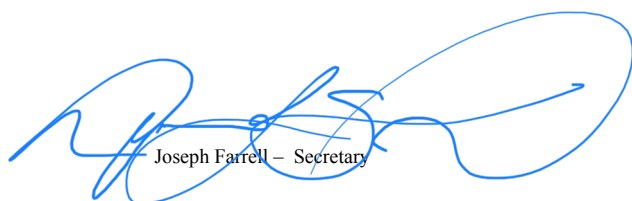
- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.



The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees 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.

This report has been prepared in accordance with special provisions of the Companies Act 2006 relating to small companies.

On behalf of the Board of Trustees:



Joseph Farrell – Secretary

Date .....



*'CIJ Accounts 01 December 2019 to 30 November 2020'*

## Independent Examiner's report

### To the members of

#### Centre for Investigative Journalism Limited

I report on the accounts for the year ended 30 November 2020.

#### Responsibilities of the Directors for the preparation of accounts

The Charity's Trustees (who are also the Directors of the Company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The Trustees consider that an audit is not required for this year under Section 144 of the Act and that an independent examination is needed. The Charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Chartered Institute of Management Accountants (CIMA).

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act
- to follow the applicable Directions given by the Charity Commission (under section 145(5)b of the Act), and
- to state whether particular matters have come to my attention

#### Basis of Independent Examiner's Statement


My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 seeking 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 no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

#### Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not comply with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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 :	<div style="display: flex; justify-content: space-between;"> <div> <small>DocuSigned by:</small>    <small>7B8A8F643B194D7...</small> </div> <div>Date</div> </div>	7/23/2021
Name	Mathews Chanza	
Professional Qualification	Associate Chartered Management Accountant (ACMA)	
Address	Solid Limited, Davina House, 137-149 Goswell Road, London, EC1V 7ET	

*'CIJ Accounts 01 December 2019 to 30 November 2020'***Centre for Investigative Journalism Limited****Statement of financial activities** *(incorporating an income and expenditure account)***For the year ended 30 November 2020**

	<b>Note</b>	<b>Restricted £</b>	<b>Unrestricted £</b>	<b>2020 Total £</b>	<b>2019 Total £</b>
<b>Incoming resources</b>					
<i>Voluntary Income</i>					
<i>(events &amp; training sales)</i>	<b>2</b>	5,298	24,686	<b>29,984</b>	81,422
<i>Incoming resources generated from grants</i>	<b>3</b>	175,275	228,220	<b>403,495</b>	350,602
<i>Other incoming resources (handbooks&amp;misc)</i>	<b>4</b>	-	3,157	<b>3,157</b>	12,597
<b>Total incoming resources</b>		<u>180,573</u>	<u>256,063</u>	<u><b>436,637</b></u>	<u>444,621</u>
<b>Resources expended</b>					
<i>Charitable activities</i>					
#CIJSummer & #CIJRegional Conferences		5,114	-	<b>5,114</b>	70,246
Products&Services: Scheduled & Bespoke Training		28,336	167,624	<b>195,960</b>	118,853
Products&Services: Handbooks & Misc		-	5,841	<b>5,841</b>	9,935
#CIJLOGAN Talks, Training & Symposium		78,833	-	<b>78,833</b>	48,520
Management, Fundraising & Operations costs		-	79,030	<b>79,030</b>	76,893
Governance		-	14,062	<b>14,062</b>	7,568
<b>Total resources expended</b>	<b>5</b>	<u>112,282</u>	<u>266,557</u>	<u><b>378,839</b></u>	<u>332,015</u>
<b>Net movement in funds</b>		<u>68,291</u>	<u>(10,493)</u>	<u><b>57,798</b></u>	<u>112,606</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>24,100</u>	<u>218,090</u>	<u><b>242,190</b></u>	<u><b>129,584</b></u>
<b>Total funds carried forward</b>		<u><u>92,391</u></u>	<u><u>207,597</u></u>	<u><u><b>299,988</b></u></u>	<u><u>242,190</u></u>

All the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 10 to the financial statements.

*'CIJ Accounts 01 December 2019 to 30 November 2020'***Centre for Investigative Journalism Limited****Balance sheet****As at 30 November 2020**

	Note	2020 £	2020 £	2019 £
<b>Current assets</b>				
Debtors	7	4,929		1,767
Cash at bank and in hand		<u>412,830</u>		<u>340,064</u>
		417,759		341,832
<b>Liabilities</b>				
Creditors: amounts due within one year	8	<u>(117,771)</u>		<u>(99,641)</u>
<b>Net current assets</b>			<u>299,988</u>	<u>242,190</u>
<b>Net assets</b>	9		<u><u>299,988</u></u>	<u><u>242,190</u></u>
<b>Funds</b>	10			
<b>Restricted funds</b>			92,391	24,100
<b>Unrestricted funds</b>				
a. Designated Funds				
Gavin MacFayden Memorial Library			7,129	8,089
Lyra McKee Investigative Journalism Training Bursary			13,842	15,891
CORE Operational Contingency			87,000	87,000
b. Other Unrestricted funds			<u>99,626</u>	<u>107,109</u>
<b>Total charity funds</b>			<u><u>299,988</u></u>	<u><u>242,190</u></u>

For the year ending 30 November 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The Directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The accounts were approved by the Board of Trustees and were signed on its behalf by:



Joseph Farrell – Secretary

Date:



19th July 2021

*'CIJ Accounts 01 December 2019 to 30 November 2020'*

**Centre for Investigative Journalism Limited**

**Notes to the financial statements**

**For the year ended 30 November 2020**

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**1. Accounting policies**

**Income**

- a) The accounts have been prepared under the historical cost convention, with items recognised at cost or transaction value unless stated in the relevant note(s) to these accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice :Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.
- b) All incoming resources are included on the Statement of Financial Activities (SoFA) when ;
  - the charity becomes entitled to the resources;
  - it is more likely than not that the trustees will receive the resources; and
  - the monetary value can be measured with sufficient reliability.
- c) Grants and donations are only included in SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS SORP)
- e) In the case of performance-related grants, income is only recognised to the extent that the Charity has provided the specified goods or services as entilement to the grant only occurs when the performance related contitions are met (5.16 FRS 102 SORP)
- f) The Charity has received no Government grants in the reporting period
- g) Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or yerns of the appeal have specified otherwise.
- h) Contractual income and performance-related grants are only included in SoFA once the Charity has provided the related good or services or met performance related conditions.
- i) Donated services and facilities are included in SoFA when received at the value of the gift to the Charity provided the value of the gift can be neasured.
- j) Donated services and facilities that are consumed immediately are recognised as income with an equivalent with an equivalent amount recognised an an expense under the appropriate heading in SoFA.
- k) The Charity has incurred expenditure on support costs.
- l) Income from interest is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

**Expenditure and liabilities**

- m) Resources expended, which include irrecoverable VAT, are recognised in the period in which they are incurred unless they relate to future events, in which case they are shown as deferred expenditure on the balance sheet at year end.

n) Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

o) Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity costs categories on a basis consistent with the use of resources.

p) The Charity made no redundancy payments during the reporting period.

q) The Charity is exempt from corporation tax on its charitable activities.

## 2. Voluntary income

	<b>Restricted Funds 2020 £</b>	<b>Unrestricted Funds 2020 £</b>
#CIJSummer & #CIJRegional Investigative Journalism Conferences ticket sales	5,298	
Products&Services: Scheduled and Bespoke Training Income		24,686
Total	<u>5,298</u>	<u>24,686</u>

## 3. List of donations

	<b>Restricted Funds £</b>	<b>Unrestricted Funds £</b>
Bertha Foundation		8,000
The Reva & David Logan Foundation		73,176
The Lorana Sullivan UK Foundation		1,790
Trust for London - Collaborative Community Journalism Project	16,500	
Democracy & Media Foundation		17,234
The David & Elaine Potter Foundation		
The Reva & David Logan Foundation - #CIJLOGAN Symposium 2020	124,435	
Google News Initiative - Access To Tools Training Programme	34,340	
Google News Initiative		128,020
Other donations		
Total grants received	<u>175,275</u>	<u>228,220</u>

## 4. Other Incoming resources

	<b>Restricted Funds £</b>	<b>Unrestricted Funds £</b>
Interest received		-
Other Income (Handbook Sales)	-	3,157
Total other incoming resources	<u>-</u>	<u>3,157</u>

*'CIJ Accounts 01 December 2019 to 30 November 2020'***Centre for Investigative Journalism Limited****Notes to the financial statements****For the year ended 30 November 2020****5. Total resources expended**

Restricted Expenditure (R.E)												Unrestricted Expenditure (U.E)				2020	2019								
#CIJSummer & #CIJRegional Conferences												Access To Tools Training Programme	#CIJLOGAN Talks, Training & Symposium	Total (R.E)	Products & Services: Scheduled & Bespoke Training				Products & Services: Handbooks & Misc	Management, Fundraising, Operations	Governance	Total (U.E)	Total Expenditure	Total Expenditure	
Bank & Paypal Charges												102		102						752		752	854	1,964	
Books and Publications														-							-	-	0		
Conference fees & subscriptions														-							-	-	0		
Equipment/Insurance														-						-	-	1,207			
Trainers travel, accommodation, per diems												636	1,387	1,129	3,152	435					300	111	846	3,998	17,566
Bursaries travel, accommodation														-						-	-	-	4,865		
Volunteers expenses														-						300	300	300	950		
Postage														-						-	-	307			
Printing and reproduction														-	5,978				1,999		7,977	7,977	904		
Trainers, Speakers & Professional fees												2,674	6,600	2,562	11,837	27,665						27,665	39,502	25,531	
IT, Telephones & Website														-						6,564	6,564	6,564	5,742		
Events - venue hire & catering + AV												151	0	151	53,345						53,345	53,496	27,457		
Accountancy fees													1,466	1,466					11,939	11,939	13,405	7,825			
Staff travel/meals/expenses														-						-	-	-	1,493		
Office supplies/Utilities												-		-					2,937	2,937	2,937	2,770			
Staff costs												1,551	20,349	53,025	74,925	76,661				3,842	62,646	7,388	150,536	225,462	213,076
Staff Training														-						156	156	156	3,381		
Fellows/Consultants fees														-							-	-	0		
R&D													-	-							-	-	1,141		
Marketing cost												-	20,650	20,650	3,540						3,540	24,190	15,836		
TOTAL												5,114	28,336	78,833	112,282	167,624				5,841	79,030	14,062	266,557	378,839	332,015

**Unrestricted Staff costs are allocated according to an estimate of staff time attributed to each activity, breakdown as shown below:**

Training (50%), Handbooks &amp; Other products&amp;services (3%), Mngmt, Fundraising &amp; Operations costs (42%), Governance (5%).

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## Centre for Investigative Journalism Limited

## Notes to the financial statements

For the year ended 30 November 2020

## 5. (continued)

Staff costs and numbers	2020	2019
	£	£
Salaries and wages	197,282	189,401
Employer's NI	28,180	23,675
<b>Total emoluments paid to staff were:</b>	<b>225,462</b>	<b>213,076</b>

No employee earned more than £60,000 during the year.

The average monthly number of employees during the year was:

	2020	2019
Executive Director	1	1.0
Other Staff	3.5	3.5
<b>Number of full-time staff</b>	<b>4.5</b>	<b>4.5</b>

## 6. Taxation

No provision has been made for corporation tax in view of the company's charitable status

## 7. Debtors

	2020	2019
Other debtors	4,829	863
Accrued Income	100	904
<b>Total</b>	<b>4,929</b>	<b>1,767</b>

## 8. Creditors: amounts due within one year

	2020	2019
Accruals/trade creditors	17,329	9,295
Deferred income - Democracy & Media Foundation (Core)	1,439	1410.06
Deferred income - Bertha Foundation (Core)	0	8,000
Deferred income - Trust for London (Restricted: Collaborative Community Journalism Project)	14,100	16,500
The Reva & David Logan Foundation (Restricted: Logan Talks, Training & Symposium)	69,324	24,100
Google News Initiative (Restricted: Access To Tools Programme)	8,967	39,480
Deferred income - Other	6,612	856
<b>Total</b>	<b>117,771</b>	<b>99,641</b>

## 9. Analysis of net assets between funds

	Restricted funds	Unrestricted funds	Total funds
	£	£	£
Net current assets	92,391	325,368	417,759
Creditors: amounts falling due 1 year	-	(17,329)	(17,329)
Creditors: deferred Income	-	(100,442)	(100,442)
<b>Net assets at the end of the year</b>	<b>92,391</b>	<b>207,597</b>	<b>299,988</b>



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The funds of the Charity include restricted funds with the balances below and grants held on trust for specific projects recognised and used in 2020.

	<b>Opening Balance £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Closing Balance £</b>
<b>a. Restricted Funds recognised and used</b>				
The Reva & David Logan Foundation - Talks, Training and Symposium	24,100	124,435	(79,211)	<b>69,324</b>
Trust for London - Collaborative Community Journalism Project		16,500	(2,400)	<b>14,100</b>
Google News Initiative - Access To Tools Training Programme		34,340	(25,373)	<b>8,967</b>
#CIJSummer Conference 2020		5,298	(5,298)	
<b>Total Restricted Funds</b>	<b>24,100</b>	<b>180,573</b>	<b>(112,282)</b>	<b>92,392</b>
<b>b. Unrestricted Funds</b>	<b>218,090</b>	<b>256,063</b>	<b>- (266,557)</b>	<b>207,597</b>
<b>Other unrestricted funds</b>	<b>218,090</b>	<b>256,063</b>	<b>- (266,557)</b>	<b>207,597</b>
				<b>-</b>
<b>Total Funds</b>	<b>242,190</b>	<b>- 436,637</b>	<b>- (378,839)</b>	<b>299,988</b>
<b>11 Designated funds classification and movement</b>				
Gavin McFadyen Memorial Library Fund	8,089	-	(960)	7,129
Lyra McKee Investigative Journalism Training Bursary fund (2019-2023)	15,891	5	(2,054)	13,842
CORE Operational Contingency	87,000			87,000
<b>Total Designated Funds</b>	<b>110,980</b>	<b>5</b>	<b>(3,014)</b>	<b>107,971</b>