

# Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	1st	August	2020		31st	July	2021

## Section A Reference and administration details

Charity name **Dharmakaya Trust CIO**

Other names charity is known by **-**

Registered charity number (if any) **1159262**

Charity's principal address **4 Lowdale Court**

**Sleights**

**Whitby**

**North Yorkshire**

**Postcode** **YO22 5BX**

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rowena Field	Chairperson		Current Trustees
2	Nigel Curry	Deputy Chairperson		Current Trustees
3	Dee Boyle	Secretary		Current Trustees
4	Tracey Clarkson	Treasurer		Current Trustees
5	Adrian Lovett			Current Trustees
6	Niteen Gupte			Current Trustees

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
<b>N/A</b>	

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
<b>N/A</b>		

### Name of chief executive or names of senior staff members (Optional information)

<b>N/A</b>
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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

**Constitution**

How the charity is constituted  
(eg. trust, association, company)

**Charitable Incorporated Organisation (CIO)**

Trustee selection methods  
(eg. appointed by, elected by)

Election by current Trustees at a Trustee meeting. Election is based upon knowing the person, their skills and outlook aligning with the objectives and principles of the Charity and its' current Trustees.

## Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

### Induction / training of new trustees:

A trustees meeting is held to review the skills and responsibilities of the current and potential new trustees. New roles / responsibilities are established. A review of the history and current position of the Charity is provided to new trustees. New trustees are expected to make themselves familiar with Charity Commission guidance for trustees.

### Organisational Structure / wider network:

The Charity work closely alongside Tibet Support Group York (TSGY), a campaigning, awareness & fundraising group, which until March 2017 ran the Rewalsar Sponsorship Scheme when it was transferred to the Charity.

Previously, the Charity and TSGY raised funds to set up a community centre in Rewalsar. This project was subsequently funded by Tibet Relief Fund (TRF). This funding has ceased, and the Trust and TSGY have taken responsibility for the rent of a smaller Community Centre/office space in Rewalsar. The Charity's aim is to gain maximum benefit for the Tibetan community in Rewalsar for minimum outlay. It is hoped the smaller space will provide a focal point for the Tibetans in the village. The Charity will review this arrangement on a yearly basis.

Direct communication between the Trustees and the Charity representative in Rewalsar is facilitated through the Hindi speaking Trustee, and is proving extremely beneficial.

### Related parties:

Three trustees (Rowena Field, Dee Boyle & Adrian Lovett) also run Tibet Support Group York, both bodies being under 'Common Trustee Control'.

### Major risks / risk management:

#### Ability to transfer sponsorship funds abroad - high:

International funds can only be received by charities working in India that are registered under the Indian FCRA (Foreign Contributions Regulation Act). The Charity is not FCRA registered (and would be unlikely to be able to register in the future due to the complexity of the regulations).

To be able to get sponsorship to the Tibetan refugees in Rewalsar, the charity previously sent funds out to its' representative in India via Western Union. The representative then distributed the funds to the sponsored people. From 2019, tightening of procedures meant that Western Union have been unable to transfer the funds.

As an interim measure, the Charity has been transferring sponsorship funds to the UK bank account of one of the Trustees who also holds an Indian bank account. The Trustee then transfers the equivalent amount in rupees to several trusted contacts in Rewalsar. The funds are then given to the Charity's representative, who distributes the funds to the intended recipients.



The Trustees acknowledge this situation is not ideal, carries a risk of misappropriation of funds, and is a short term solution. A vigorous checking process has been instigated, and the Charity aims to hold a full audit trail for all transactions, showing funds are being received by the intended recipients. This process can take some time to achieve because of delays in people receiving sponsorship when they are away from Rewalsar. The Covid-19 situation is also exacerbating this issue, causing longer delays between funds being sent and signatures showing receipt being received by the Charity. The Charity is working closely with its' representative to obtain a full audit trail as soon as possible, without putting undue pressure on the Rewalsar community as the Covid-19 crisis continues in India.

The Trustees approached Tibet Charity (<https://tibetcharity.in/>), an FCRA registered charity based in Dharamsala, near Rewalsar, who have agreed to work in partnership with the Charity. The Charity are hoping that Tibet Charity will be able to help with the distribution of sponsorship collected by the Charity to the intended recipients. The Charity has spent the year working with Tibet Charity to put procedures in place which have regard both to the Charity Commission guidance on working with partner charities abroad and fulfil the Indian FCRA regulations. The charity is hoping to arrange for Tibet Charity to distribute funds on behalf of the Charity from October 2021.

#### **Ability to provide Tibetan Buddhist teachings - high:**

The Charity does not currently have a Spiritual Director, and therefore is not currently offering Tibetan Buddhist teachings. The trustees are currently signposting interested parties to relevant events held by Jamyang Leeds and Kagyu Samye Dzong Scarborough. This assists the Charity in partially meeting its' first and second charitable aims.

The Charity also has active relationships with other Tibetan Buddhist groups in the Yorkshire region (Jamyang Leeds, and Rangjung Yeshe Gomde UK, Doncaster) through which it could consider formalising appropriate teachings in the future.

The Trustees are looking at ways to develop a future programme of events. However, this is currently on hold; priority being given to ensuring the future of the sponsorship programme. The Charity has links with a Tibetan teacher near Rewalsar who has designed a Buddhist Teaching and Reading Group curriculum. This will be assessed by the Charity for the suitability for use in meeting its' objectives 1 and 2.

#### **Liquidity risk - low/medium:**

The only liability of the Charity are funds held awaiting transfer to Rewalsar to cover future sponsorship payments. This has inherently been a low-risk category. Due to Covid-19 and the knock-on financial implications, the category should now be viewed as low/medium risk. Several sponsors have withdrawn from the sponsorship scheme, and there is a possibility that more may have to do so in the current economic climate. The Trustees continue their regular re-evaluation of the sponsorship scheme, as well as considering ways of maintaining and increasing current levels of income. The Trustees do not have current concerns regarding the longer-term viability of the sponsorship scheme.

#### **Market risk - N/A: no investments.**

**Summary of the objects of the charity set out in its governing document**

1. The advancement of religious and spiritual learning principally (but not limited to) the activities of teaching, study, practice, and the observation of moral discipline all within the Tibetan Buddhist tradition.
2. To advance the education of the public in the subject of religious and spiritual learning.
3. The relief of poverty and the promotion of community and personal development in Tibetan refugee settlements in India.
4. Such other charitable objectives as are complementary to the above.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Main activities:**

1. The provision of personal sponsorship grants to approximately 90 Tibetan refugees living within the vicinity of Rewalsar, a pilgrimage settlement in north western state of Himachal Pradesh, India. Refugees receive the equivalent of £62.50 (Rs 5,000) twice a year. One off emergency grants are also made to cover such items as medication and accommodation repairs.
2. Establishing working relationships with members of Tibet Charity in Dharmshala, India. Working towards securing the long-term feasibility of the Rewalsar Sponsorship Scheme by using Tibet Charity as a conduit for sponsorship funds. (See 'ability to transfer funds abroad' at Section B above for more details.)
3. Running a Covid-19 appeal to generate funding to assist Tibetan Refugees in Rewalsar who have been financially affected by the Covid-19 crisis. Funds have been transferred to Rewalsar as needed. Covid-19 funds are held in reserve by the Charity for distribution as required to assist Tibetan Refugees in Rewalsar with the longer-term effects of the pandemic.

**Public Benefit:**

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

All grant making expenditure is spent on improving the lives of Tibetan refugees in accordance with item 3 of the Charity's purposes as listed in the governing document.

**Additional details of objectives and activities (Optional information)**



You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

### **Grant Making:**

Personal grants are made to Tibetan refugees living in the vicinity of Rewalsar. The Charity works closely with its' agent living in Rewalsar. The agents' close links with the community ensure that grants are made to the most in need individuals. Having a permanent presence in Rewalsar ensures the charity can review when current grants may no longer be needed, or new ones made. Moving forward, the trustees plan to fully review its' sponsorship programme as part of the process of collaborating with Tibet Charity.

### **Volunteers:**

The majority of work is carried out by the trustees. The Charity's agent in Rewalsar also acts on a voluntary basis.

All donations of sponsorship money are made by volunteers in the UK.

## **Section D**

## **Achievements and performance**

### **Summary of the main achievements of the charity during the year**

#### **1. Sponsorship of Tibetan Refugees:**

At any one time approximately 90 Tibetan refugees are in receipt of personal grants made by the Charity. Refugees receive the equivalent of £62.50 (Rs 5,000) twice a year.

In the financial year ending 31.07.2021 a total of £10,609 sponsorship and contingency funds were received (excluding Covid-19 appeal receipts - see below). £8,578 has been sent to Rewalsar. The remainder is either sponsorship received in advance which is not yet due to be issued, or contingency funds to be held in reserve until needed.

The Charity also continues to run a Covid-19 appeal to help with requests for additional assistance from the Tibetan community in Rewalsar. To-date the appeal has raised £2,396, of which £1,144 has been transferred to Rewalsar. The situation is ongoing and has affected many Tibetans in the area. The Charity is monitoring the situation. The balance is held pending notification that additional funds are required to help with the longer-term implications of the Covid-19 pandemic.

Sponsorship recipients decide how best to use the grant to meet their needs. The funds are used for a variety of basic living provisions; for food, accommodation, health care and education. People can afford medical treatment and to go to school, which they would struggle to do without the grant. For other people, it can mean being able to repair their accommodation. Refugees cannot own property in India, they must rent accommodation. Landlords are not obliged to carry out repairs and maintenance of their properties. This often means the tenant must fund repair bills.

Some young people use their sponsorship towards paying for further education. Some younger refugees are undertaking nurse training. Further education allows refugees to become self-supporting financially, and they are often able to support their families as well. Additionally, they can utilise their skills to help the wider Tibetan refugee community.

The Charity also offers one off emergency grants to people who are not in receipt of a regular grant but cannot afford basic items, such as medication and accommodation repairs. To get certain medical help and some prescriptions can involve an 8 hour each way bus trip to Delhi.

## Section D

## Achievements and performance

Although sponsor money is allocated to one person there is a benefit to the whole family as it relieves pressure on how any other income can be spent. This in turn helps the wider community, where family members may be required to be away from home for long periods of time to look after older relatives or to take seasonal work away from Rewalsar and their family.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charity aims to hold in reserve (as part of the Rewalsar Contingency Fund) enough funds to make a yearly sponsorship payment of £125.00 to 5 people, i.e. £625.00.

£8,158 is held in the Rewalsar Contingency Fund as at 31.7.21, of which £625 is retained as above, and £1,252 is restricted for Covid-19 related expenditure. The balance of £6,281 is available for use as and when needed.

### Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

1. Individuals sponsor a Tibetan refugee in Rewalsar at a cost of £125 per year. Any surplus sponsorship due to exchange rate gains is transferred to the Rewalsar Sponsorship Contingency Fund. This, plus any Gift Aid received on sponsorship funding is used to provide additional grants to Tibetan refugees in Rewalsar who do not currently have a sponsor.

2. There is the possibility that if exchange rates fall in future, any shortfall in sponsorship will have to be met from the Contingency Fund. This is considered when the Trustees plan spending from the Contingency Fund.

3. The charity also receives one-off donations from supporters. Donors may specify these funds to go to support the Rewalsar Sponsorship Contingency Fund. Alternatively, donors may wish to make an unrestricted donation. In this case the funds go towards supporting the charities running costs, such as bank charges.

4. Gift Aid from eligible donations is allocated to the same fund as the original donation. This makes a significant difference to the amount the charity has available to grant from the Rewalsar Sponsorship Contingency Fund.

5. The charity runs a 'Friends of Dharmakaya Trust' scheme where people can donate £5/month. Any receipts go to the unrestricted fund to help defray the running costs of the charity.

6. No Trustees claim any expenses relating to their work for the Charity.

## Section F

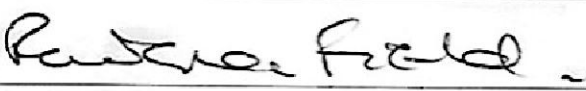
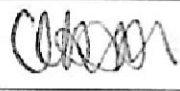
### Other optional information

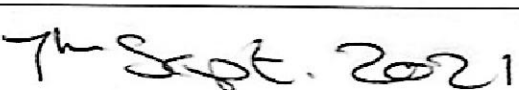
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## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Rowena Clare Field	Tracey Anne Clarkson
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date 





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Dharmakaya Trust CIO

1159262

## Receipts and payments accounts

CC16a

For the period  
from

01/08/2020

To

31/07/2021

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations - Rewalsar Sponsorship	-	8,352	-	8,352	8,226
Donations - Rewalsar Sponsorship Contingency Fund - see Note 1	-	3,040	-	3,040	4,288
Donations - Teaching Reserve	-	-	-	-	-
Donations - Unrestricted Funds	84	-	-	84	153
<b>Sub total (Gross income for AR)</b>	<b>84</b>	<b>11,392</b>	<b>-</b>	<b>11,476</b>	<b>12,667</b>
<b>A2 Asset and investment sales, (see table).</b>					
N/A	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>84</b>	<b>11,392</b>	<b>-</b>	<b>11,476</b>	<b>12,667</b>
<b>A3 Payments</b>					
Rewalsar Sponsorship	-	6,677	-	6,677	3,938
Rewalsar Sponsorship Contingency Fund - see Note 2	-	2,401	-	2,401	1,823
Teaching Reserve	-	-	-	-	-
Unrestricted Funds (all running costs)	42	-	-	42	299
<b>Sub total</b>	<b>42</b>	<b>9,078</b>	<b>-</b>	<b>9,120</b>	<b>6,060</b>
<b>A4 Asset and investment purchases, (see table)</b>					
N/A	-	-	-	-	1,850
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,850</b>
<b>Total payments</b>	<b>42</b>	<b>9,078</b>	<b>-</b>	<b>9,120</b>	<b>7,910</b>
<b>Net of receipts/(payments)</b>	<b>42</b>	<b>2,314</b>	<b>-</b>	<b>2,356</b>	<b>4,757</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>30</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>1,151</b>	<b>11,549</b>	<b>-</b>	<b>12,700</b>	<b>7,943</b>
<b>Cash funds this year end</b>	<b>1,163</b>	<b>13,893</b>	<b>-</b>	<b>15,056</b>	<b>12,700</b>



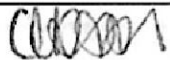
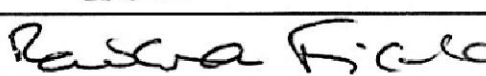
## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Triodos Current Account	1,163	13,893	-
	<b>Total cash funds</b>	<b>1,163</b>	<b>13,893</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	N/A	-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	N/A		-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	N/A		-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Rewalsar Sponsorship - funds received but not yet sent out to Rewalsar - contingent liability - see Notes 3 & 4	Rewalsar Sponsorship	5,735	Autumn 2021 onwards (FYE 31.7.22)

## Section C - Notes to the Accounts

1. Covid-19 Appeal: £783 of the £3,040 receipts to the Rewalsar Sponsorship Contingency Fund shown at Section A1 relate to an emergency appeal the Charity ran in response to the Covid-19 outbreak.
2. Covid-19 Appeal: £500 of the £2,401 payments from the Rewalsar Sponsorship Contingency Fund shown at Section A3 relate to an emergency appeal the Charity ran in response to the Covid-19 outbreak.
3. Guarantees: The Charity has guaranteed that the liability of sponsorship of £5,735 shown as section B5 will be paid out in FY 21/22. No other guarantees of payment have been made by the Charity.
4. Covid-19 Appeal: £1,251 of the £8,158 balance of the Rewalsar Sponsorship Contingency Fund is the balance of an emergency appeal the Charity ran in response to the Covid-19 outbreak. No guarantee of payment has been made by the Charity, however, these funds are restricted for this purpose, and will be utilised when needed in Rewalsar.

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	TRACEY ANNE CLARKSON	01.09.21
	ROWENA CLARE FIELD	7/09/21