



**Book Aid**  
International

“

Now the children are able to read various books and their reading has improved.

*Beatrice Maluza, Head Teacher, Kalira School, Malawi*



# 2021 Annual Report

Including Trustees' Report and Accounts  
for the year ended 31st December 2021



Lord Paul Boateng  
Book Aid International  
Vice Patron and former  
Chair of the Board of  
Trustees

# Welcome

2021 was another extraordinary year. Covid continued to dominate headlines and lives here in the UK and around the world.

The pandemic kept so many classrooms closed – and millions of students, in particular girls, will never return to school.

More families have been pushed into poverty by the pandemic, and the effects of conflict and climate change have driven yet more people from home.

In this difficult landscape, our work creating access to books matters so much. With books, students can begin to catch up. With books, adults can learn new skills and chart a course out of poverty. And with books, families facing war can find the strength to carry on.

So in 2021 we set ourselves a target to once again send more than one million books to communities around the world and to expand our programmes to reach more readers. I am very proud to say that thanks to the hard work of our staff and the generosity of our supporters we exceeded those targets.

Our supporters range from publishers who donate thousands of brand-new books to our cause to book lovers who donate £6 a month as members of our Reverse Book Club – but they all share a belief in the power of books to help create a more equal future for all.

Our former Patron His Royal Highness the Duke of Edinburgh also shared that belief, and we were all deeply saddened by his passing in April 2021. He was a great reader and we honour his memory by remaining committed to the mission that so inspired him: giving everyone the opportunity to read.

2021 was the last year of our *Vision 2020* strategy, and it is clear to see how much our charity has grown since the strategy's launch in 2017. We do more for readers facing barriers to reading and learning, we have a more diverse partner network and we are more innovative.

This Annual Report highlights some of these innovations and introduces you to a few of the readers we reached in 2021. I hope you enjoy reading it, and I thank you for your support.

8 June 2022

The Trustees present their report and the audited financial statements for the year ended 31st December 2021.

Reference and administrative information set out on page 30 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 – Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102. This Trustees' Annual Report includes a directors' report as required by company law.

Book Aid International is a charity and limited company registered in England and Wales. Charity no: 313869. Company no: 880754. Registered office: 39–41 Coldharbour Lane, London SE5 9NR. [www.bookaid.org](http://www.bookaid.org)

# What we do

The consequences of not being able to access books can limit potential for a lifetime.

Children struggle to learn to read. Adults and children have fewer chances to develop new skills, discover new interests or read simply for the joy of it. Professionals miss out on the opportunity to study the latest research and push their careers forward.

That is why every year we provide more than one million books to communities around the world where people would otherwise have few books, or no books at all.

Publishers donate books to us for free – everything from children's picture books to law and medical texts. We then provide these books to our network of 150 partners who make them available to readers in thousands of schools, libraries, universities, hospitals, prisons and refugee camps around the world.

We also work with our partners to establish and refurbish libraries, train teachers and librarians, promote reading and fund the purchase of locally published books.

In all the places we work, our partners tell us which books people need most, and we provide a carefully chosen selection of titles in response to their requests. In 2021, we focused in particular on supporting schools affected by the pandemic, people displaced by conflicts and climate disasters and medical students and professionals who struggle to access the latest books.

**Our vision is a world where everyone has access to books that will enrich, improve and change their lives.**

**Our mission is to provide books, resources and training to support an environment in which reading for pleasure, study and lifelong learning can flourish.**

**“We manage 28 schools across Liberia, and the books donated by Book Aid International are very important.”**

*Ernest Lavi Lincoln, Data Officer, Street Child Liberia*



A Liberian student making use of donated books

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Two boys in Gowrie Primary School, Northern Ghana, enjoy a donated book



# Covid: building on our initial response

As the pandemic continued into its second year we built on lessons learned in 2020 to reach out to readers around the world.

In 2021 the effects of Covid continued to create challenges – delaying shipments and projects and creating a climate of uncertainty. And yet, with the support of our donors and publishing partners, we were able to deliver the majority of our planned programmes and provide more than one million books once again.

## Covid’s impacts on our projects

In many of the communities where we work the effects of Covid showed few signs of diminishing. In Uganda, for example, schools remained closed for much of the year. In total their doors were shut to pupils for 83 weeks – the longest shutdown in the world. Our projects were affected as a result.

Kenya, Somaliland, Zambia and Zimbabwe also experienced Covid-related school closures, and many of our other partners faced Covid restrictions which meant that they needed to adjust project implementation schedules. As a result, our *Study Hub*, *Children’s Corners*, *Reading for All*, *Inspiring Readers*, *Books to Go*, *I Choose Reading* and *Libraries for Learning* programmes were all delayed.

Travel remained challenging, so we delivered our programme training online and via the ‘train the trainer’ approach we developed in 2020.

Despite all of these challenges, we were able to complete the majority of our planned projects in 2021 – although many were on adjusted timelines. The success of our remote training methods mean that they will remain part of our work even after the pandemic, helping us to reach more people in more communities.



Girls reading donated books at a STEM Study Hub in Malawi

**103,744**

pupils benefited compared to 55,882 in 2020

**19**

local trainers upskilled

**609**

teachers and librarians trained

## Covid’s impacts on our operations

Operations were disrupted by Covid throughout the year, and our Covid protocols meant that we were unable to welcome volunteers. Instead, we employed two new staff to ensure we could provide the books our partners needed.

While demand for books remained very high, our partners were facing their own challenges related to the pandemic. This meant we sometimes needed to adjust the timings of shipments or the number of books sent. Covid-related driver shortages also meant that our operations team faced challenges securing transport for book shipments.

In spite of all these issues we exceeded our goal of providing more than one million books worldwide.



A shipment of books being loaded on its way to the Gambia

**40**

of 40 planned shipments sent

**24**

countries reached compared to 19 in 2020

**1,007,449**

books sent compared to 867,567 in 2020

## Covid’s impacts on our fundraising

Throughout the year, despite an uncertain outlook here in the UK, support for our charity remained as strong as ever and our total income increased. Thousands of people donated to us either through our Reverse Book Club or with one-off gifts. 827 supporters started new regular gifts in 2021 – an extraordinary contribution at such a challenging time.

Covid-related school closures forced us to adapt programme schedules and made gathering data more challenging in 2021. This meant that we were not always able to meet report and programme delivery schedules agreed with donors.

However, our corporate and trust funders showed patience and flexibility, allowing us to amend our reporting schedules to accommodate Covid-related delays. We would like to warmly thank them for their support in 2021.



Our chair, Lord Boateng, speaking at a supporter event in November 2021

**£2,537,342**

raised, against a budget of £2,025,914

**£1,103,816**

donated by trusts

**827**

new regular gifts



# 2021 in numbers

In 2021, we worked with 150 partners, providing 1,007,449 books worldwide and giving an estimated 19.3 million people the opportunity to read.

## Countries that received books

Bhutan	4,280
Cameroon	53,415
Ethiopia	55,515
The Gambia	31,582
Ghana	95,642
Greece	10,518
India	11,472
Iraq	11,575
Jordan	2,107
Kenya	91,712
Lebanon	21,352
Liberia	28,888
Malawi	55,875
Palestine	21,687
Rwanda	49,531
Sierra Leone	63,576
Somalia	1,529
Somaliland	34,365
South Sudan	26,438
Syria	3,054
Tanzania	95,985
Uganda	103,716
Zambia	36,656
Zimbabwe	96,979







## The types of books we provided

Children and primary	509,784
Secondary and teenage fiction	130,699
Adult fiction and leisure reading	116,193
Medicine and healthcare	89,069
Higher education, law and teacher training	79,115
English language teaching	36,514
Development	27,242
Vocational, technical and business	17,231
Reference	1,602



Two boys reading a book borrowed from a Solar Library in rural Malawi  
© Book Aid International/Solar Aid/Chris Gagnon

## Where we reached readers

 <b>805</b> Public and community libraries	 <b>101</b> Refugee camps and support centres
 <b>280</b> Higher and further education libraries	 <b>45</b> Prison libraries
 <b>280</b> Medical libraries	 <b>1,373</b> School libraries

## Supporting our partners

 <b>£110,840</b> Grants provided for local books	 <b>609</b> Teachers and librarians trained
 <b>45,190</b> Local books purchased	 <b>133</b> School libraries established



# Our impact: books to enrich education

In 2021, school closures during the pandemic left millions of children behind – so the need for books to help pupils catch up was greater than ever.

World Bank research in 2021 found that the number of 10-year-olds unable to read a simple book could soon rise as high as 70% in some low and middle income countries. Good-quality books in schools could help these children receive the education they deserve, but in the communities where we work well-stocked school libraries are rare. Many schools have no library at all.

So last year we provided brand-new, carefully selected books to school libraries and worked with our partners to establish new reading spaces in schools. The books we provided ranged from story books to support young readers right through to advanced non-fiction for secondary school pupils preparing for exams.

## Supporting education partners

In 2021, we provided books to 47 partners who have education at the heart of their missions. These included the Tamer Institute of Community Education in the Occupied Palestinian Territories, Ibba Girls School in South Sudan and VSO's education projects in Ethiopia, Malawi, Rwanda, South Sudan, Uganda, Zambia and Zimbabwe. These partners run programmes ranging from large-scale teacher training to projects that help the youngest pupils develop a love of reading – and the books we supply are a vital contribution to their work.

We also provided books to a number of organisations that focus on education for the most vulnerable children, both in and out of school. These partners include Street Child in Cameroon, Rwanda, Sierra Leone and Liberia, The Street Child Empowerment Foundation in Ghana and Salve International and Inspire Lives Africa in Uganda.

1,846

school libraries supported



47

education partners supported



## Lighting the way to learning in rural Malawi

In many rural communities, few families have access to electricity. This means that for children – especially girls – daylight hours after school are taken up with chores, leaving little time for reading and learning.

In 2021, we worked with SolarAid to launch the *Solar Libraries* project, providing 8,984 books to 20 schools to create lending libraries stocked with books and solar lights. The programme allowed 17,964 students to continue reading after dark.

“The coming of new books has boosted learners’ confidence in reading and they truly enjoy reading. As a librarian I am able to give them appropriate books for their current reading level: not too difficult but challenging enough to encourage growth.”

Kondwani Malisawa, Librarian, Chinkhumbe Primary School, Malawi



A Malawian primary school pupil studying at home thanks to a *Solar Library*  
© Book Aid International/SolarAid/Chris Gagnon

## Establishing new school libraries

In addition to providing books to schools, we also ran a number of projects that established new school libraries in 2021.

In total these programmes established 133 new school libraries, provided more than 160,000 books to schools, trained 516 teachers in how to use books to enrich classroom learning and upskilled 19 local trainers. These trainers now have the skills to support local teachers in the years ahead.

Some of our programmes establish permanent school libraries. Through our *Inspiring Readers* programme, for example, we set up new libraries in 82 schools across Uganda, Sierra Leone, Zimbabwe and Kenya, benefiting 49,842 pupils.

Other programmes establish small ‘book box’ libraries in schools or less formal school reading spaces.

Our *Reading Around the Reserve* programme in Malawi established reading spaces in 71 schools, while our *Discovery Book Box* programme established eight ‘school libraries in a box’ in Cameroon, Ghana, The Gambia, Malawi, Kenya, Zimbabwe and Uganda, directly benefiting 5,715 pupils.

In 2021, we also increased the grants we provided to partners to buy locally published books to £110,840, funding the purchase of 45,190 books.

“

**Before the donation from Book Aid International, we didn’t have any books to offer our pupils.**

Florence Ayamga, Head Teacher, Gowrie Primary School, Ghana

516

teachers trained



A teacher in Zambia leads a lesson using a donated book to enrich learning

45,190

local books purchased



Students in Zimbabwe exploring a set of locally purchased books © Cynthia R Matonhodze/Book Aid International

## New possibilities in Sierra Leone

Many of the schools where we work have room for a library but don’t have the funds or books to create a reading space.

Through our *Explorer Libraries* programme, we provide the books, funds and training to transform unused spaces into thriving school libraries.

In 2021, we set up 11 *Explorer Libraries* including one in the Namya Islamic Primary School in Sierra Leone.

“The new books have changed children’s perceptions. They are motivated to read and forge ahead with their education.”

Librarian, Namya Islamic Primary School, Sierra Leone



Readers at Namya Islamic Primary School enjoying their *Explorer Library*



# Our impact: books in communities

In far too many places, books remain a luxury – out of reach for huge numbers of people.

Public and community libraries often offer the only chance for people to read, but many lack the funds to buy new books. Community libraries, in particular, are often run by volunteers with very few resources.

In 2021 we provided brand-new books of all types to 270 public libraries and 535 community libraries. They ranged from networks of libraries spanning entire countries to small community libraries that serve a single village. Many have outreach programmes and mobile libraries that also benefited from the books we provided.

## Working with partners to promote reading

In addition to providing books, we also work with our partners to raise awareness of the importance of libraries and reading. In 2021, we provided books to partners who specifically focus on promoting reading in The Gambia, Ghana, Lebanon, Palestine and Somaliland. These books are a vital resource for these partners, helping them encourage reading in their communities.

We also expanded our *Reading Promotion* programme in 2021, supporting 12 partners to run a total of 12 events which promoted the value of books, raising the profile of local libraries and encouraging people to read.

805

libraries supported



2,865

people involved in reading promotion



## A new container library for Zanzibar

Our *Community Container Library* programme transforms shipping containers into thriving libraries. We provide the funds to refurbish each shipping container, along with a collection of books chosen for the local community, a grant to buy locally published books and training for librarians. The libraries are then run by our local partner.

Working with Zanzibar Library Service, we began building our second container library in Southern Zanzibar in May 2021. Located in Dunga, a town of 76,000 people that previously had no library, it has already become a community hub stocked with 5,000 UK-donated books and 1,192 locally purchased books.

“Nowadays, learners are able to spend time in the library and escape other negative activities happening in the community. Adults regard the library as a safe space for their children. With this library, female students in these rural areas are developing their knowledge through reading.”

Nuru Khatib Mirat, Librarian,  
Dunga Community Container Library



The finished Community Container Library in Dunga, Zanzibar

## Celebrating community reading

In 2021 we launched the *Community Reading Award* project, which offered grants of £1,400 to launch innovative projects and inspire more people to read in the community. Winners included:

- › The I am a Story Champ project, which will involve 400 vulnerable children in new community reading centres and through a reading competition in Uganda
- › The Love Through Books project, which will establish a library in the Africa Hope Centre Orphanage in Nairobi
- › The Ekon Community Literacy Project, which will set up a community library in the fishing community of Ekon, Ghana

AfLIA (The African Library and Information Associations and Institutions) helped to select the winners, and they commented on how this new programme supports African libraries:

“AfLIA is enthused with this Community Reading Award that encourages African libraries to think innovatively about how to reach and provide information and literacy services that are not just within the four walls of the library.”

Dr Helena Asamoah-Hassa, AfLIA Executive Director



A child reads with a Mummy Matters staff member in Uganda

## Inspiring reading at school and home

In 2021, we expanded our *Books to Go* programme, which establishes lending libraries in schools and trains teachers in how to encourage children to read both in school and at home with families.

In 2021, we established 20 *Books to Go* libraries in 20 primary schools across Kenya, Ghana, Sierra Leone and Zanzibar – and whole families are feeling the benefit.

“My children came home and told me they have a library in the school. I came to the school to confirm whether it was true and, when I did, I was able to borrow three books. I dropped out in class eight, so reading right now is my only hope to ensure that I gain knowledge and also motivate my children to read.”

Simon Kimutai, parent, Wewo Primary School, Kenya



A mum reads with her children at home thanks to Books to Go in Sierra Leone



# Our impact: books during crisis

In 2021, the number of people around the world forced to flee their homes rose to more than 82 million.

The impact of a crisis on education and learning can be devastating, with millions of people robbed of the chance to read. In 2021 we worked with partners worldwide to create the opportunity for people who have been displaced or who live in communities where conflict is an everyday reality to access books.

## Supporting refugees

Kakuma Refugee Camp in Kenya is one of the world's largest refugee camps. It is home to 196,666 people and, in 2021, we worked to enrich education across the camp. Through our *Reading for All* programme we provided 12,000 brand-new books to eight primary schools in the camp and equipped five secondary schools with study books.

Elsewhere, we also reached many thousands more refugees by providing books to Shire Refugee Camp Library in Ethiopia, to Dadaab refugee settlement in Kenya, to Bidi Bidi, Navikale and Kyaka II refugee settlements in Uganda, to the Nyarugusu refugee camp in Tanzania and to 23 refugee camps across Greece. In total, we provided 56,721 books to refugees around the world.

"I love reading. Especially, I love reading history. To be a lawyer you need to be good in languages. You need to be good in English. So sometimes I do read a lot of novels too. I read them to improve my vocabulary and make my career bright."

*Justin, refugee, Kakuma Refugee Camp, Kenya*

## Reaching people living with conflict

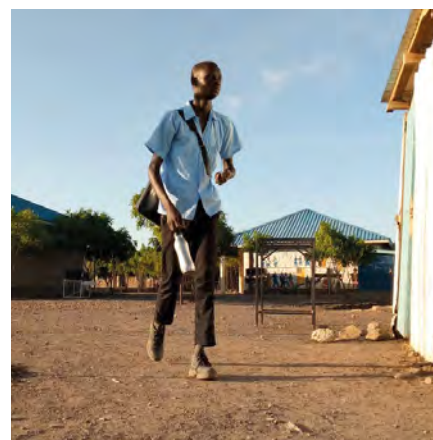
In 2021 we provided books to eight countries where people live with the daily impact of ongoing conflicts: Cameroon, Ethiopia, Iraq, Palestine, Somalia, Somaliland, South Sudan and Syria. Books in these communities provide a lifeline, enabling people in some of the world's most marginalised communities to study, learn and escape into books.

One of our new partners in 2021 was Yezidi Emergency Support (YES), a local organisation that supports the minority Yezidi community in Iraq. Yezidis were brutally targeted by ISIS in 2014 and, last year, we provided 1,208 books to support five reading spaces designed to support Yezidi children.

"Every day, queues of children all dressed in their best clothes wait at the door and plead to be allowed to come to our child-friendly reading space."

*Anna Norona, Yezidi Emergency Support, Iraq*

101  
refugee  
settings supported



Justin on his way to school in Kakuma Refugee Camp, Kenya

207,578  
books provided  
to conflict-affected  
countries



Readers in a YES Centre enjoying a reading lesson

# Our impact: books for professionals

In many of the countries we work in, professionals and higher education students face multiple barriers to accessing up to date information.

Libraries often lack the funds to buy books for higher-education students, and practising professionals are also unable to purchase the up to date books that they need. Unreliable internet and electricity mean that digital information is often out of reach as well.

In response, in 2021 we provided 79,115 higher education books, law and teacher training books and 89,069 medical books around the world to support higher-education students and practising professionals in a variety of fields. Our partners included the Hawassa University in Ethiopia, AMREF Health Africa in Kenya, the University of Liberia and the College of Medicine at the University of Malawi.

## Supporting healthcare providers

We provided a wide range of brand-new medical books to universities, colleges, hospitals and clinics around the world, reaching trainee doctors and nurses and helping professionals to keep building their skills.

One of the medical training facilities we supported in 2021 was the Edna Adan Maternity Hospital in Somaliland. We provided 1,167 books to give the next generation of midwives access to the information they need to offer the best possible support to every mother and baby in their care.

"Without books, we cannot develop. Without books, we cannot get trained. Without books, we cannot get out of the situation that we are in. In Somaliland, there's no bookshop I can walk to and just buy books from, and there's nobody like Book Aid International. When I first opened the hospital, the first gift of books were received from Book Aid International."

*Edna Adan Ismail, Director and Founder, Edna Adan Maternity Hospital*

## Reaching universities

A lack of books puts students' education and future success in jeopardy so last year we provided higher-education books to universities in 12 countries. They covered topics ranging from history to the social sciences to law.

Our focus is on universities where students face the greatest barriers to reading and learning. Last year that included working with the University of Mosul to restore its library, which was deliberately destroyed by IS in 2014. In 2021, the library reopened, and we were pleased to support students with a donation of 10,295 books.

"I have always believed that libraries are lighthouses of knowledge – providing a beacon for those who value learning... Now our lighthouse is once again burning bright. Libraries can only thrive when they are full of inspiring, wonderful books – and I join the university community in thanking Book Aid International for its support."

*Dr Alaa Hamdon, University of Mosul Lecturer and Founder, Mosul Book Bridge*

288  
Medical  
libraries supported



Edna Adan Ismail, centre, in The Edna Adan Maternity Hospital Library with her students

280  
higher education  
libraries supported



Students studying from UK-donated books at The University of Mosul



# Meeting our strategic goals

2021 marks the end of our *Vision 2020* strategy, and our charity has grown and changed significantly since the strategy was launched in 2017.

Our *Vision 2020: Where Books Change Lives* strategy was due to guide our work until 2020. In light of the pandemic, we extended the strategy for one more year.

Five key objectives shaped our work during the strategic period and, in meeting them, we have grown our partner network, increased our focus on reaching people with the least access to books and developed new ways to support education.

Our performance against our five key objectives is outlined here.

## Objective one: Increase the number of books we send every year to 1.5m

Between 2016 and 2018, the number of books we provided grew annually, and in 2018, we sent 1,286,538 books around the world.

Since 2020, our ability to send books has been reduced due to the pandemic, so we have not been able to reach the initial targets we set ourselves.

However, we provided more than one million books in 2021 and, looking to the future, we still hope to achieve our 1.5 million book target.



A shipment of books leaving our London warehouse

**1.28m**  
books sent in  
2018

## Objective two: Donate an estimated 35% of books specifically to five priority beneficiary groups

Our focus for this strategy has been on reaching people who have been displaced or who live in fragile states, pupils in poorly resourced schools, learners in the community, healthcare providers and educators and excluded or disadvantaged groups and individuals.

We have made significant progress in meeting this goal. In 2016 we were working with 42 partners which supported these priority groups and provided them with a total of 151,164 books. In 2021, those numbers rose to 119 partners and 609,096 books.



**59.8%**  
of books  
donated to  
priority  
groups in 2021

Books being unloaded in Syria

## Objective three: Continue our work to encourage children's reading by establishing more than 150 Children's Corners in public and community libraries

In 2021, we opened two new *Children's Corners* – one at Siilaanyo National Library in Somaliland and one at the Accra Central Library in Ghana.

These bring us to a total of 150 *Children's Corners* established since 2016.



A child enjoying reading in the Siilaanyo National Library *Children's Corner* in Somaliland

**150**  
*Children's  
Corners  
opened*

## Objective four: Support more than 250,000 school pupils with reading resources through *Inspiring Readers*, our schools outreach programme

We were pleased to have exceeded this target. We have now reached 290,883 children through *Inspiring Readers* across seven African countries.

Through this programme, we have also trained 113 librarians and 880 teachers, provided 372,473 books across 53 libraries and 297 schools, and funded the purchase of more than 50,000 locally published books.



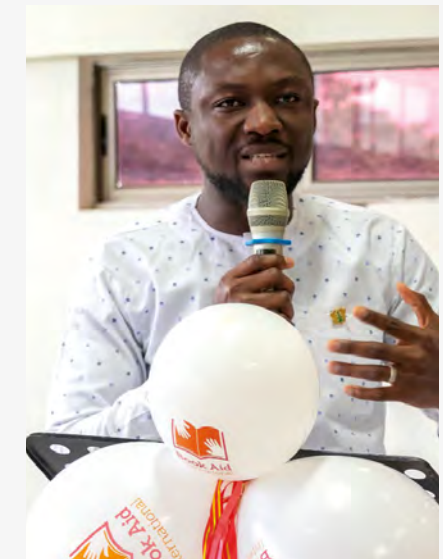
A student in Bulawayo, Zimbabwe, reads a donated book thanks to *Inspiring Readers*. © KB Mpofu/Book Aid International

**290,883**  
pupils reached

## Objective five: Advocate for the value of reading and be able to demonstrate that we have helped to support and develop a culture of reading

Our *Reading Promotion* campaign now spans 12 countries across Africa, compared with five in 2016. Through the campaign, our library partners run events to engage children and partners with reading.

We have also built partnerships with NGOs that exist to promote reading, most recently in Bhutan, The Gambia, Ghana, Lebanon, Palestine and Somaliland.



A speech by Hayford Siaw, director of Ghana Library Authority, at a *Reading Promotion* event in Ghana. © Ghana Library Authority

**12**  
countries  
involved in  
*Reading  
Promotion*



# Meet our supporters

We are only able to give millions of people the opportunity to read because we are supported by thousands of people in the UK. Some give £6 a month, others make multi-year grants. But they all contribute to a world where everyone has access to books.



## “ Books brought me so much joy.

We are incredibly grateful to our community of individual donors and the members of our Reverse Book Club who recognise the transformational power of books and want to share that with others.

“Books brought me so much joy when I was a child. I know that they can bring a valuable escape in difficult situations and be incredibly empowering, especially for women.”

*Carol Whitworth, donor, Book Aid International*

## “ Our Trustees are very proud of their long partnership with Book Aid International.

Trust and foundation support is vital in helping us deliver so many of our projects and we are very grateful to both our long-standing supporters and those who are new to us.

“The Bernard Sunley Foundation has supported Book Aid International for over 30 years and has particularly focused on helping to fund *Children's Corners* in libraries across Africa. Our Trustees are very proud of their long partnership with Book Aid International that has improved the quality of life – through books and a love of reading – for many thousands of children.”

*Sue Davies, Director, Bernard Sunley Foundation*



## “ Blackwell's is a supporter of Book Aid International because we believe that books are powerful.

Working with corporate supporters whose values align with ours allows us to ensure more people benefit from the power of books. We are very grateful to organisations which choose to support us in this way.

“Blackwell's is a strong supporter of Book Aid International because, like them, we believe that books are powerful. We are thrilled to be continuing our support of this wonderful organisation. It is a rare joy to be in a partnership where our values are so closely aligned.”

*Kate Stilborn, Operations and Customer Service Director, Blackwell's*



## “ Book Aid International's mission clearly aligns with Postcode Education Trust's vision.

People's Postcode Lottery has stood beside us since 2015 – offering funds, advice and connections with charities with whom we can collaborate. Their funding comes from the many thousands who play the lottery every month – and to them we offer our heartfelt thanks.

“Players of People's Postcode Lottery have raised over £3 million for Book Aid International since 2018. Their mission clearly aligns with Postcode Education Trust's vision for all children to have access to an inclusive and quality education whilst promoting sustainable and lifelong learning opportunities.”

*Laura Chow, Head of Charities, People's Postcode Lottery*

## “ We are indeed very lucky.

While in 2021 our warehouse remained closed to volunteers in line with Covid restrictions, we welcomed remote volunteers who donated 118 hours supporting our communications and fundraising teams. Their work freed up staff time to deliver essential services, and gave volunteers a sense of connection to readers around the world.

“While I was transcribing interviews as a Book Aid International volunteer, I was struck by the joy the children experience when receiving something as simple as a colourful story book. My two young boys have shelves full of them but to a child in Uganda they're a game changer, a chance to take pride in learning and a window into something magical. We are indeed very lucky.”

*Chris Buck, volunteer, Lexis Nexis*



## “ Books and libraries have such a vital role to play.

Authors, celebrities and influencers are an essential part of our efforts to raise awareness of our work and of the need for books around the world. They represent us at high-profile events, help us spread the word online and are vital to our press coverage every year. We cannot thank them enough for their support.

“Books and libraries have such a vital role to play after conflict, and it has been my privilege to be a part of the Siilaanyo National Library's story. I have seen how brand-new books provided by Book Aid International have helped to develop the Siilaanyo National Library into what it is today, and so I'm delighted to be a part of this Book Aid International event at the Hay Festival.”

*Rageh Omaar, journalist, author and broadcaster*



# Our book donors

The support of the publishing industry is critical to our work. All of the books that we send from the UK are donated to us brand-new and free of charge, and 99.2% of those books are donated by publishers.

The brand-new books that we receive are highly valued by our partners and by readers, and the generosity of our book donors in the UK gives millions of people around the world the opportunity to read.

## Our publisher partners

Last year, 106 publishers donated 889,644 books to our charity.

We are supported by many of the world’s leading publishers, some of which donated more than 100,000 books to us last year. We also receive books from a range of independent publishers who donate a smaller number of books but still have a huge impact on readers worldwide.

Publishers donate a wide variety of books to us – from picture books for the youngest readers right through to advanced law and medical texts. This generosity allows us to support readers of every age and from every walk of life.

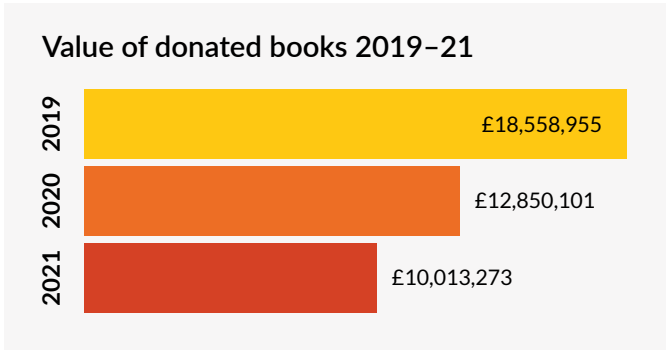
In 2021, we were especially grateful for the significant support from: Bloomsbury Publishing, Cambridge University Press, Coordination Group Publications, Hachette UK, HarperCollins Publishers, Macmillan, Oxford University Press, Penguin Random House, RELX Elsevier, Sage Publications, Taylor & Francis and Wiley.

“Donating to Book Aid International is an important part of our CSR programme and we are proud to support them. We know that when we send them books they will have a direct and positive impact on children and adults who need them most around the world.”

*Sarah McPhee, Head of Corporate Social Responsibility and Events, HarperCollins*

## The value of the books we receive

In 2021, the books that publishers donated to us were worth £10,013,273. This is less than 2020 and 2019 when we received large numbers of high-value medical and law texts.



We value our books based on Nielsen Bookscan prices and we apply an overall 30% discount from the full Recommended Retail Price to allow for the estimated market discount for third-party commercial buyers.

Because publishers donate books to us free of charge, it costs just £2 to receive, store, select and send a book worth an average of £13. That average is calculated using the value of the books we have sent over the past five years as shown in the table below.

Year	Books sent (no.)	Value books sent	Discounted cost per book*
2021	1,007,449	£13,279,151	£13
2020	867,567	£11,066,372	£13
2019	1,211,423	£18,229,466	£15
2018	1,193,263	£16,047,872	£13
2017	938,330	£10,300,049	£11
Running average			£13

\*Rounded to nearest pound

## Connecting with publishers

We maintain strong relationships with the International Publishers Association (IPA) and the Publishers Association to ensure that we stay involved in industry conversations and understand publishers’ concerns and priorities.

International book fairs provide an invaluable opportunity to stay connected to our friends in the book trade. This year we were delighted to be invited to take part in a panel at the Sharjah International Book Fair Publishers’ conference.

We also held our own seminar at the London Book Fair. We were joined by Sarah Odedina, editor-at-large at Pushkin Children’s Books, Pam Dix, Chair of IBBY UK, and Sita Brahmachari, award-winning writer, to discuss why access to children’s books is part of creating a fairer future for millions. The panel was chaired by Bodour Al Qasimi, President of The IPA, who commented on the event:

“Access to a choice of relevant, good quality books can make all the difference to a child’s life and prospects, which is why it is a priority issue for the IPA. It was very interesting to hear about the work being done by our panellists to address book access inequities, and to share the IPA’s experiences around the initiatives it is leading in this field, in particular in developing countries.”

*Bodour Al Qasimi, President, IPA; Founder and CEO, Kalimat Group; Founder, Emirates Publishers Association*

We also regularly secure coverage of our work in the BookSeller, BookBrunch and Publishing Perspectives which raises awareness of the need for and value of books. Last year these publications covered our work 15 times.

“  
We know that when we send Book Aid International books they will have a direct and positive impact on children and adults who need them most around the world.”

*Sarah McPhee, Head of Corporate Social Responsibility and Events, HarperCollins*

## Financial support from book donors

Some publishers donate funds to us as well as books. In 2021, publishing partners gave £20,263 to create an *Explorer Library* in Kenya, send books to refugees in South Sudan and the Occupied Palestinian Territories and to support some of the world’s most vulnerable readers.

We were also delighted to receive a grant of £27,533 from The Africa Publishing Innovation Fund (APIF), which is a trust developed through a collaboration between the IPA and Dubai Cares.

This enabled us to establish a *Community Container Library* in the town of Dunga in Zanzibar, giving the city’s 76,000 residents local access to books for the first time.

“  
Access to a choice of relevant, good quality books can make all the difference to a child’s life and prospects.”

*Bodour Al Qasimi, President, International Publishers Association*





# Financial overview 2021

At Book Aid International all of our income is voluntary – we receive no government grants.

## Total income

In 2021 our total income was £12,567,896, of which £2,554,623 was cash and £10,013,273 was the value of books donated to us by UK publishers.

2021's cash income was £2,554,623. This was a significant increase of £597,272 from 2020's income of £1,957,351.

Of cash income in 2021, £1,489,090 was unrestricted income compared to £1,194,063 in 2020. This funded our work providing books around the world.

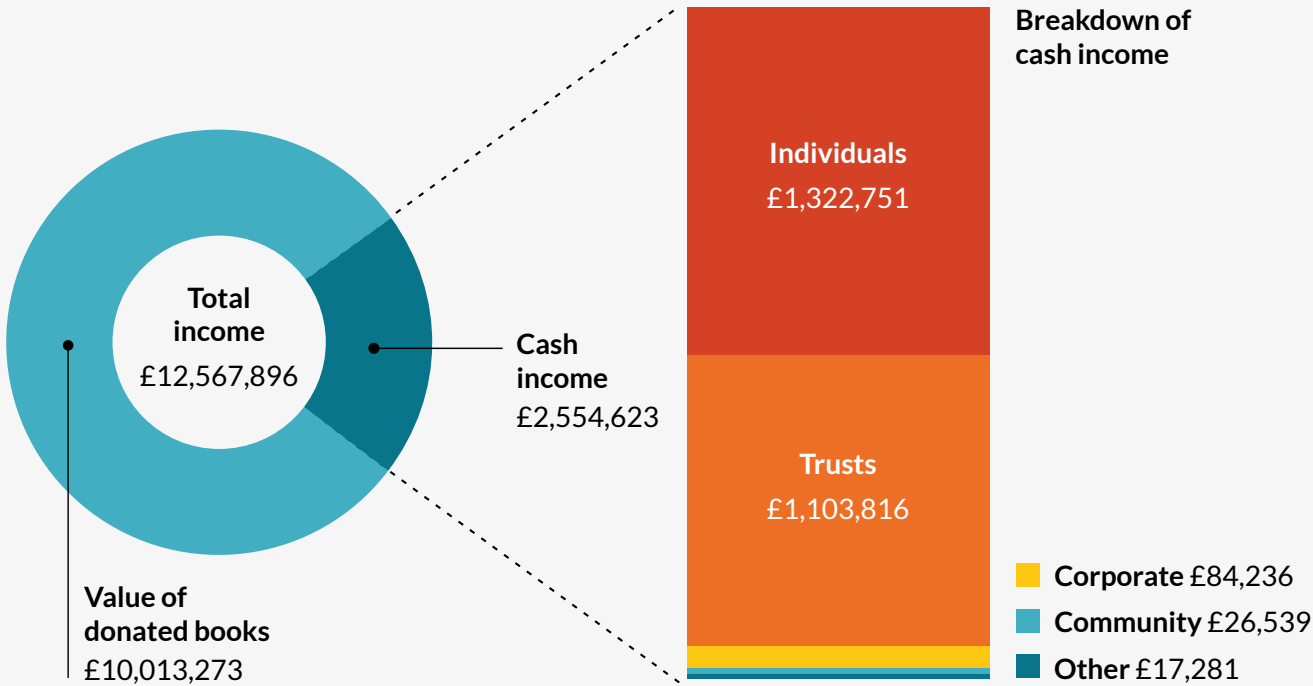
This increase in unrestricted income was primarily a result of continued growth and investment in our individual giving programme which performed strongly despite the pandemic.

There was also an increase in unrestricted income from trusts, major donors and legators. However, community fundraising continued to feel the effects of Covid restrictions and income from this stream was lower than we have seen in previous years.

We received restricted income of £1,065,533 in 2021 compared to £763,287 in 2020.

This income was used to support project activity working with our partners around the world to train teachers and librarians, establish school libraries and support public and community libraries.

This significant increase is because of a substantial rise in trust funding for the year, some of which was a one-off. Restricted income from major donors and corporate supporters remained steady.



## Total expenditure

Our total expenditure was £15,587,726, of which £2,308,575 was cash expenditure and £13,279,151 was the value of the books we provided around the world.

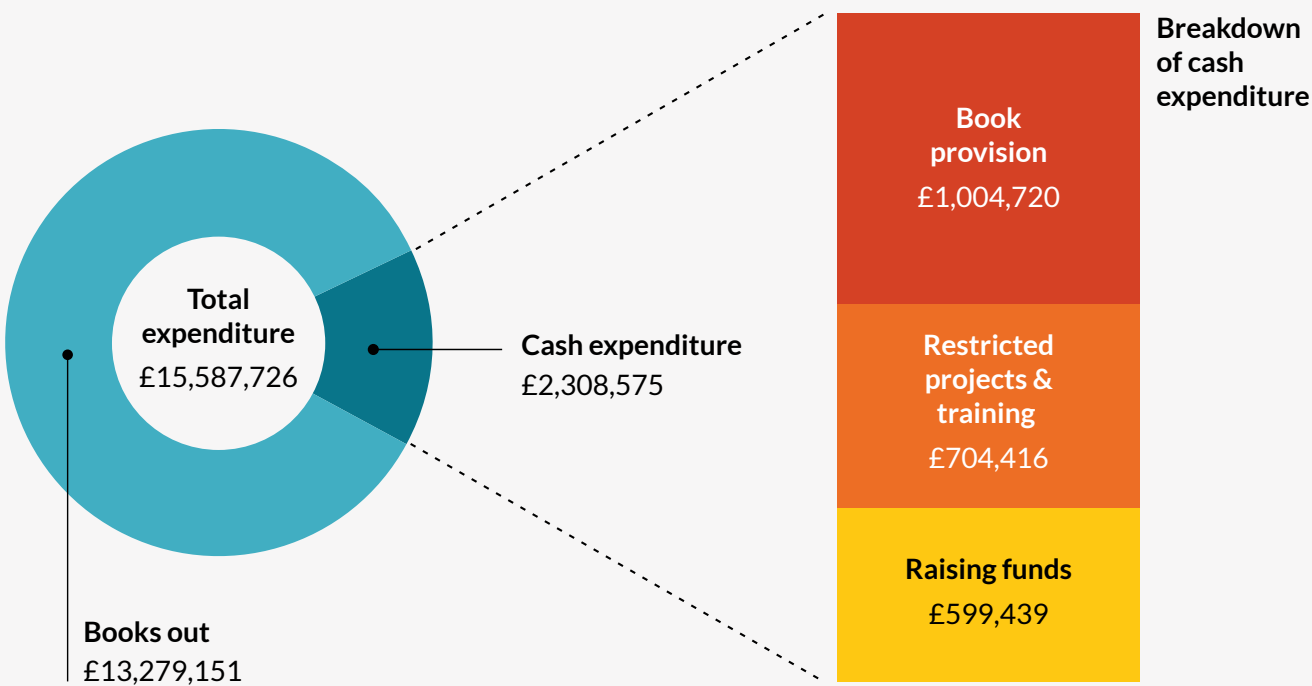
2021's cash expenditure of £2,308,575 was substantially higher than the 2020 figure of £1,902,852.

The majority of this additional expenditure was a result of increased project spending and an expanded

programme as a result of the additional trust income received in the year.

We continued to invest in fundraising, particularly in the area of new donor acquisition, to ensure the future sustainability of the organisation.

The relatively large increase also results from lower expenditure in 2020, when our activities were affected by UK and international Covid restrictions.



## Maintaining reserves

We maintain sufficient unrestricted cash reserves to ensure that we can deliver our planned commitments in the event of unforeseen financial challenges. The minimum level of reserves we must hold is agreed by our Board of Trustees and monitored regularly.

In 2021, the minimum level was confirmed at a range between £500,000 and £550,000.

We ended 2021 with £571,106 in free reserves, higher than anticipated as a result of better than anticipated funding results in 2021.

For more information on our finances, including our full audited accounts, see pages 36 to 57.





Alison Tweed  
Chief Executive,  
Book Aid International

## The future

In 2021 the global pandemic continued to impact millions of children in their learning, push more people into poverty and further erode progress towards the 2030 Sustainable Development Goals.

Global displacement through conflict and climate change reached new levels, with more than 80 million people displaced from their homes at the end of the year.

For people living in these very challenging situations access to books and education became even less attainable in 2021. Yet the need for books in people's lives has never been greater.

At Book Aid International we know books give people power. A book offers information, inspiration, hope, joy. And so much more. We are committed to sharing the power of books with even more people in the years to come because we know that books help build a more equal world.

The work we have done to date, the partnerships we have developed and the support we have generated will be the foundation for everything we will do in the years ahead.

In 2022 we launch our new strategy for 2022 to 2025: *The Power of Books*. It is based on four key goals: equity, engagement, partnership and advocacy.

To ensure equity of access to books we will focus our work on the places with fewest resources, and on the most marginalised communities. To get people engaged with reading we will support school, public and community libraries, and anywhere where people can access books and read. And we will take every opportunity to advocate for the power of books to improve and change lives.

To do all this we will call on the support of publishers and donors, the skills and determination of our partners and the encouragement of our many friends who believe, as we do, in the power of books.

Thank you for helping us work towards our vision of a world where everyone has access to books. I do hope you will continue to support us in the years ahead.

*Alison Tweed*

“  
The work we have  
done to date, the  
partnerships we  
have developed and  
the support we have  
generated will be  
the foundation for  
everything we will do  
in the years ahead.”

## Our partners

Below is a full list of all our overseas partners to whom we sent books directly in 2021. We thank them all for their hard work.

### Bhutan

Khesar Gyalpo  
University of Medical  
Sciences  
READ Bhutan  
Royal University of  
Bhutan

### Cameroon

Education Information  
Services International  
Street Child

### Ethiopia

British Council  
CODE Ethiopia  
Ethiopia Knowledge  
and Technology  
Transfer Society  
Ethiopia Reads  
Hawassa University  
Jesuit Refugee Services  
Voluntary Services  
Overseas

### Gambia

Binti International  
Gambia National  
Library Service  
Unique Foundation

### Ghana

Afrikids  
Biblione  
Community Action  
Edu-Spots Ghana  
Ghana Library  
Authority  
Humanitas  
International Board on  
Books for Young People  
Rainbow Trust  
Sabre  
Street Children  
Empowerment  
Foundation  
Teach 2 Teach  
The Olinga Foundation

### Greece

Danish Refugee  
Council  
A Drop in the Ocean  
Echo 100 Plus

Education Community  
Hope & Opportunity  
Iliaktida  
Merimna

Open Cultural Centre  
Solidarity Now  
Soup & Socks  
Starfish Foundation  
Wave of Hope for the  
Future

### India

Rochun

### Iraq

Mosul University  
Yezidi Emergency  
Support

### Jordan

Blumont International

### Kenya

Akili Trust  
AMREF Health Africa  
Dandora Dumpsite  
Rehabilitation Group  
Dignitas  
Exposing Hope  
I Choose Life  
Jesuit Refugee  
Service Kenya  
Justice Defenders  
Kenya Medical  
Training College  
Kenya National  
Library Service  
Lutheran World  
Services  
Rescue Wing  
St Joseph the Worker  
Parish Development  
Programme  
Windle Trust

### Lebanon

Assabil Association  
International Board  
on Books for Young  
People

### Liberia

Street Child  
University of Liberia  
We Care

### Malawi

African Parks  
College of Medicine,  
University of Malawi  
Malawi College of  
Health Science  
Malawi Leaders of  
Learning  
Malawi National  
Library Service  
Solar Aid  
St John of God College  
of Health Science  
Volunteer Service  
Overseas

### Occupied Palestinian Territories

Gaza Health Science  
Library  
Itijah Youth  
Organisation  
International Board on  
Books for Young People  
Tamer Institute of  
Community Education

### Rwanda

Girls' Dignity for  
Nation  
Ineza Foundation  
Kigali Public Library  
Street Child  
University of Rwanda  
VSO Rwanda

### Sierra Leone

EducAID  
Save the Needy  
Sierra Leone Library  
Board  
Street Child  
USL Institute of Public  
Administration and  
Management

### Somalia

Iftiin Education and  
Development

### Somaliland

Edna Adan University  
Hospital  
Siilaanyo National  
Library

### South Sudan

Bishop Mazzoldi  
Memorial Primary  
School  
Ibba School  
Jesuit Refugee Service  
Kuajok Community  
College  
Mary's College of  
Nursing and Midwifery  
Medicins Sans  
Frontiers  
Save the Children  
St John's College Wau  
St John's Yambio  
Campus of the  
Catholic University of  
South Sudan  
St Mary's College  
Save the Children  
South University of  
Medicine Science  
University of Juba  
Windle International  
Women Relief  
Organisation

### Syria

Action for Humanity

### Tanzania

Child Support Tanzania  
Evangelical Lutheran  
Church of Tanzania  
Muhimbili University  
of Health and Allied  
Sciences  
New Chapter  
Development for  
Youth  
Refugee Youth  
Empowerment  
Network  
State University of  
Zanzibar  
Sumait University  
Tanzania Library  
Services Board  
Tanzanian Training  
Centre for  
International Health  
Zanzibar Library  
Services

### Uganda

African Revival,  
All Saints University  
Lango  
Butabika National  
Mental Referral Hospital  
Fortportal International  
Nursing School  
Gejja Women Foundation  
Good Samaritan Uganda  
Inspire Lives Africa  
International Board on  
Books for Young People  
Jango International  
Jesuit Refugee Service  
Justice Defenders  
Kyambogo University  
National Library of  
Uganda  
School of Hygiene Mbale  
SALVE International  
Soft Power Education  
SOS Children's Village  
Street Child  
Rwamwanja Rural  
Foundation  
Tusome Africa  
Uganda Community  
Libraries Association  
Uganda Prison Service  
Uganda Protestant  
Medical Bureau  
Volunteer Services  
Overseas  
**Zambia**  
African Parks  
Copperbelt University  
University Teaching  
Hospital Lusaka  
Zambia Library Service  
**Zimbabwe**  
Bulawayo Distribution  
Committee  
Harare Distribution  
Committee  
International Board on  
Books for Young People  
Volunteer Service  
Overseas  
Zambesi Schoolbook  
Project



# With thanks to...

We would like to thank the following supporters in particular as well as those who wish to remain anonymous.

### Our book donors and corporate partners

Agatha Christie Ltd  
Agency for Legal Deposit Libraries  
Aggreko PLC  
Al Saqi Bookshop  
ALCS  
Alice Dartnell  
Amazon.co.uk  
Arcturus Publishing  
BackList Books  
Baker Books  
Barrington Stoke  
BCS, The Chartered Institute for IT  
Beaux Books  
Blackrock  
Blackwell's Bookshop  
Bloomsbury Publishing  
Bonnier Books  
Book Harvest  
BookLife Publishing  
BookMachine  
Bookpoint  
BookTrust  
British Library  
Buckman Agency  
Cactus TV  
Cambridge University Press  
Capsules Book  
Chartered Management Institute  
Christopher Fielden  
Class Professional Publishing  
Clinical Pocket Reference  
Comparative Research Programme on Poverty  
Coordination Group Publications  
Crooks Creative  
Crown House  
Daunt Books  
David Fickling Books  
Derby Book Festival  
Dunedin Academic Press  
Eland Publishing Ltd  
Elwin Street Productions  
Entertainment One UK Limited  
Everymans Library

Fane Productions  
Gale, A Cengage Company  
Golden Oak Press  
Government Legal Deposit Library  
Green Bean Books  
Griffin Books  
Hachette UK  
HarperCollins Publishers  
Haven Books  
Heath Educational Books  
Human Kinetics Publishing  
ICE Publishing  
Innova Press  
Ituri Publications  
Kube Publishing  
LBA Books  
Letterbox Library  
Little Tiger Group  
Macmillan  
Make Believe Ideas  
Marylebone Books  
Maverick Arts Publishing  
McGraw Hill Education  
Mending House Publishing Inc  
Michael O'Mara Books  
Miles Kelly Publishing  
Moleskine Foundation  
Multilingual Matters  
National Book Tokens  
National Library of Wales  
Nick Hern Books  
NMCN Plc  
Nosy Crow  
O'Reilly UK Ltd  
Oundles Bookshop  
Out of the Ark Music  
Outland AS  
Owlet Press  
Oxford University Press  
Peak Volumes  
Pearson Education Ltd  
Penguin Random House  
Peters Bookselling Services  
PG Online Publishers  
Phaidon Press  
Picaresque Books

Practical Action Publishing  
Princeton University Press  
Profile Books  
ProQuest  
Publishers Licensing Society  
Pushkin Press  
Quarto Publishing Group  
Quentin Blake  
Reed Business Information Ltd  
RELX Elsevier  
Roger Lane  
Royal National Institute of Blind People  
Royal Society  
Sage Publications  
Sandstone Press  
Scholastic Corporation  
Scion Publishing Ltd  
Scribe Publications  
Shared Services Connected Limited  
Silver Jungle  
SOAS University of London  
Taylor & Francis  
Technical Centre for Agricultural and Rural Cooperation  
Teeth Relief  
The Accenture Foundation  
The Blair Partnership  
The Copyright Licensing Agency Ltd  
The Reading Agency  
The Society of Authors  
Think Publishing  
Tropical Health Technology  
Ulverscroft  
United Agents  
Usborne Publishing  
Walker Books  
Watkins Publishing  
What on Earth Books  
White Fox Publishing  
Wiley  
Wiley Europe Ltd  
Willoughby Book Club  
WME Agency

### Our trust supporters

Africa Publishing Innovation Fund  
Alan Cadbury Trust  
Arthur Stevens Charitable Trust  
Beatrice Laing Trust  
Corton Hill Trust  
D R Fine Charitable Trust  
Dubai Cares  
Eva Reckitt Trust Fund  
Fresh Leaf Charitable Foundation  
GMC Trust  
Intouch Global Foundation  
Kilpatrick Fraser Charitable Trust  
Merriman Charitable Foundation  
Mona Hatoum Foundation  
Montier Charitable Trust  
Peacock Charitable Trust  
Scotland Community Foundation  
The 29th May 1961 Charitable Trust  
The Allan & Nesta Ferguson Charitable Trust  
The Ardwick Trust  
The Beit Trust  
The Bernard Sunley Charitable Foundation  
The Bhutan Society Trust  
The Bryan Guinness Charitable Trust  
The E Alec Colman Charitable Fund Limited  
The Earlswood Charitable Trust  
The Fulmer Charitable Trust  
The GivingForce Foundation  
The Henry and Rebecca Tinsley Charitable Trust  
The Law Society Charity  
The Lennox Hannay Charitable Trust

The Michael and Anna Wix Charitable Trust  
The MuchLoved Charitable Trust  
The People's Postcode Lottery  
The Rest-Harrow Trust  
The Rhododendron Trust  
The Tony and Audrey Watson Charitable Trust  
The Veronica Awdry Charitable Trust  
Unwin Charitable Trust

### Our volunteers, ambassadors and individual supporters

Caroline Burton  
Christopher and Gilda Haskins  
David Brewer  
Dhivya O'Connor  
Diana Hardman  
Eleanor and David Holloway  
Emma and Graham Defries  
Francis Crewdson  
Gillian Goss  
Harriet Hewitson  
Helen Esmonde  
Jacobs Ladder Charity Fund  
Jane Jewell  
Jane Penson  
Jane Tappuni  
Jeremy and Dora Warren  
Kathy Rooney  
Louisa Symington  
Malcolm Farrer-Brown  
Matt Nixon  
Peter Goodwin  
Peter Waller and Erica Zimmer  
Philip Walters MBE

Robert Farrer-Brown  
Rosie Glazebrook  
Sarah McCullough  
Sir Mark and Lady Moody-Stuart  
Stephanie and Roderick White  
Susan Warren  
The Eddie Dinshaw Foundation  
Zainab Umar

### And also thanks to

Chris Wormell  
Chris Riddell  
Cliveden Literary Festival  
Danyl Johnson  
David Nicholls  
Edmund De Waal  
Emily Maitlis  
Hay Festival  
John Simpson  
Jonathan Dimpleby  
Konnie Huq  
Levison Wood  
Onjali Q Rauf  
Paul Cooper  
Rageh Omaar  
Sir Michael Palin  
Sita Brahmachar  
The Queen's Commonwealth Essay Competition  
World Book Day  
Writers' & Artists' Yearbook

In addition to all those named above, we would like to thank all of those who supported us anonymously in 2021.

## Patrons, trustees and officials

### Patron

HRH The Duke of Edinburgh  
KG KT OM (until April 2021)

### President

Nigel Newton

### Vice President

Professor Kingo Mchombu

### Chief Executive and Company Secretary

Alison Tweed



### Board

#### Chair

Lord Paul Boateng

#### Honorary Treasurer

Nicholas Allen

#### Trustees

Dhivya O'Connor  
Jonathan Hargreaves  
Zainab Umar  
Pam Dix  
Charly Nobbs  
Robert Sulley



# Our fundraising

In 2021 we raised £2,537,342 against an original budget of £2,025,914.

Income shortfalls in community giving were more than made up by increased Trust and Individual Giving income, including an additional award from players of People's Postcode Lottery of £425,000.

## Our standards

We are committed to maintaining the highest standards in our fundraising in line with our Supporter Promise, which is displayed in the footer of every page on our website: bookaid.org. In 2021, we remained registered with the Information Commissioner's Office and the Fundraising Regulator.

We adhere to the standards of both organisations and respond to changes in the regulatory framework. We also maintained our Treating Donors Fairly policy which identifies groups of individuals who may be vulnerable and defines our approach to treating these individuals with respect and care.

We continue to place our donors at the centre of our fundraising programmes, offering flexibility in how they hear from us in line with GDPR regulations. There were no reported data breaches in 2021.

## Commercial partners and fundraising agencies

The commercial participators with which we exchanged supporter data included print management (DMP), email marketing (MailChimp), payment processing (including Access Paysuite, WooCommerce, PayPal, Stripe, JustGiving and Virgin Money Giving), database software (Blackbaud), Gift Aid claims (HRMC) and IT support (Wanstor).

Each of these organisations has a privacy policy, which is available on its website, and we maintain a data processing agreement with each, as required by GDPR regulations.

## Fundraising feedback

In 2021 we did not receive any complaints about our fundraising. Seven donors unsubscribed from our communications through the Fundraising Preference Service.

## Investing in the future

In 2021, donor acquisition activities took place largely through unaddressed media inserts in publications. Complete return on investment through these campaigns does not occur in the year of the activity, but is based on taking a longer-term view of the lifetime value of each new donor, many of whom continue their support for years.

# Managing our finances

We are committed to outstanding financial management that safeguards the money we receive and ensures that our organisation is sustainable in the long term. By providing full details of all our financial management, how we comply with all relevant regulation and how we manage our funds, we aim to ensure that we earn the trust placed in us by our partners, beneficiaries and supporters.

## Staff and staffing costs

In 2021, we employed an average of 31 (27.6 FTE) staff based in Camberwell who are divided into five teams: Operations, Fundraising, Communications, Programmes and Finance. The numbers include two staff members in Nairobi, Kenya, who are part of our Programmes team. This table details our salary costs:

Team	Salary costs	FT
Book Provision	£380,647	10.96
Restricted Projects and Training	£193,568	4.60
Fundraising	£237,398	6.46
Management and Operational	£279,195	5.18
<b>Total</b>	<b>£1,090,809</b>	<b>27.6</b>

## Pension liability

We are part of The Pensions Trust scheme, a multi-employer scheme that provides benefits to some 638 non-associated participating employers. The scheme is a defined-benefit scheme subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30th December 2005. The provision in respect of the deficit repayment plan is £45,786 (2020: £153,000) and this has been recognised in the accounts as required by FRS 102. Please see note 16 on page 50 for more detail.

## Reserves policy and actuals

Our Board meets annually to consider the resources that will be required to meet our long-term objectives and fulfil our commitments. The Board also considers the risks we face and sets a minimum free reserves policy at a level it believes would sustain our work while we recovered from any future shortfalls in income or unforeseen expenditure. The reserves have been set to ensure we have the time to adjust to a serious issue or a drop in funding and are more than required for the management of a closure.

In 2021, the free reserves level set by the Board was between £500,000 and £550,000. Our free reserves were £571,106 (2020: £677,146) thanks to strong Individual giving funding and low attrition. The relatively high free reserves is also as a result of better than anticipated funding in 2021. Restricted reserves are not available for general purposes and are for restricted programmes spanning two or more financial years. There was a balance at the end of 2021 of £326,061 (2020: £189,947).

Reserves	31-Dec-21	31-Dec-20
Total unrestricted reserves	8,014,522	10,375,816
Less donated books reserve	-4,824,275	-8,090,153
Less unrestricted net fixed assets	-2,016,126	-1,280,502
Less designated reserves	-603,015	-328,015
<b>Free reserves</b>	<b>571,106</b>	<b>677,146</b>
<b>Restricted reserves</b>	<b>326,061</b>	<b>189,947</b>

## Donations in kind

In 2021 99.2% (2020 – 99.9%) of the books we sent were donated as Gifts in Kind by the UK publishing industry. The following table expresses the value of the books we received, retained and supplied in 2021 compared with preceding years:

Book stock	2021	2020	2019
GIK book stock start of year	£8,090,153	£6,306,425	£5,976,936
Books received	£10,013,273	£12,850,101	£18,558,955
Books sent	-£13,279,151	-£11,066,372	-£18,229,466
GIK book stock year end	£4,824,275	£8,090,153	£6,306,425

## Ongoing impact of Covid

In response to the Covid pandemic and its ongoing impact, the Finance and Audit Committee (FAC) conducted an exercise to arrive at an opinion on the funds of the organisation up to and beyond the end of 2023. Based on the information supplied and the modelling performed, the FAC reported to the Board that in their opinion the organisation was sufficiently resourced to operate on a going concern basis.



# Structure, governance and management

We are a company limited by guarantee, governed by its Memorandum and Articles of Association.

Our purpose, as set out in our Articles of Association, is to advance education and literacy by:

- › procuring and distributing reading and information materials to developing and other countries for educational purposes
- › distributing these materials to public and community libraries, universities, colleges, schools, hospitals, youth and children's centres and other charitable institutions according to local needs and priorities
- › promoting and supporting any training or other activity which is designed to enhance the use of books, reading and other information material in developing countries.

The Board has considered the legislative and regulatory requirements for disclosing how its charitable objectives have provided benefit to the public and has complied with the duty set out in Section 17 of the Charities Act 2011. The strategic report on pages 4 – 25 outlines how our achievements during 2021 have benefited the public, either directly or indirectly.

## Our Board of Trustees

The members of the charitable company are also the members of the Board, which consists of between five and 15 members. New members with specialist relevant skills and experience are appointed from time to time and their appointment is ratified at a meeting of the Board.

Members serve a three-year term, renewable for up to two further terms by re-election. New Trustees receive an induction and information pack and spend time in the offices and warehouse in London.

Our Trustees bring a range of experience from both the corporate and the not-for-profit sectors and individual members contribute expertise from publishing, finance, fundraising, librarianship, administration and international development.

The Trustees are actively engaged with strategic direction and policy. They discuss and approve a strategic plan every three years, an annual budget each November and staff report regularly on progress against the plan.

The Board meets quarterly and reviews strategy, finances and the organisation's charitable activities and approves matters reserved for the Board.

These include issues relating to strategy and management, structure of the charity, financial controls, internal controls and risk management, contracts, communication, board membership, remuneration, delegation of authority, corporate governance, policies and any other matters of importance for the charity.

Two committees formed by the Board meet and report back regularly to the Trustees: the Finance and Audit Committee, which meets three times a year to review internal controls, the risk register, going concern assumptions and the annual accounts, budgets and audit findings and is chaired by the Honorary Treasurer; and the Remuneration Committee, which meets annually to approve salary recommendations and other human resources matters and is chaired by the Chair of Trustees.

## Our Senior Management Team

Our Senior Management Team consists of the Chief Executive and Heads of Programmes, Fundraising, Finance, Communications and Operations and this team communicates regularly with the Board. The Trustees have delegated the day-to-day operations of the charity to this Senior Management Team, while reserving for itself ultimate decision-making on the matters listed above where deemed necessary.

Salaries for the Senior Management Team are reviewed biennially along with those of other staff and approved by the Remuneration Committee. The Chief Executive is currently the only staff member receiving a salary of between £70,000 and £80,000, with the Head of Finance being the only staff member receiving a salary between £60,000 and £70,000.

## How we assess and manage risk

Our Trustees, led by the Risk Committee, formally assess risks annually using Charity Commission guidelines. Our position is regularly reviewed against this assessment and mitigating actions taken as necessary.

External risks to the charity in 2021 consisted primarily of the continuing impact of the pandemic on the organisation's ability to deliver its projects and programmes in the context of ongoing disruption to libraries and schools in Africa. In late 2021 an increase in the risks posed by the political, economic and social structures of the countries and environments in which Book Aid International operates was identified, and the need for heightened due diligence processes agreed.

Areas of ongoing internal risk were identified as the reliance of Book Aid International for its model on donated books from the publishing industry, the need for an effective fundraising strategy to support Book Aid International's growth plans, the charity's dependence on a small number of large donors for its projects and programmes, and the limitations on capacity of the Camberwell site to support the expansion of the charity's activities.

The Trustees are satisfied that measures have been put in place to mitigate external and internal risks to the charity as far as possible.

## Protecting the environment

At Book Aid International we are committed to helping to build a more sustainable future for all.

Climate change and environmental degradation disproportionately impact people in poorer communities. These communities include many readers we support and we have a responsibility to them to reduce our environmental impact. To that end, we have been working to understand and reduce our carbon footprint.

## Our environmental impact

We recognise that there are environmental costs to our work. We ship the books we provide by sea and overland around the world – a process which creates emissions. Wherever possible we use shipping companies which take steps to reduce carbon emissions for the books we send. By supporting a greener journey for our books, we can help to reduce our contribution to climate change.

We also keep our London office and warehouse as green as possible by working with utility suppliers that are committed to an environmentally

sustainable approach to their business. In-house we raise awareness and have a code of practice which includes recycling, responsible use of resources and purchasing.

## Our environmental benefit

While there is an environmental impact to our work, there is also a benefit. Our work creates environmental benefit in four ways.

### Extending the life of books

There is a carbon cost to every book that is printed, and so it is vital that we get the longest life possible out of each book. Many of the books we receive would be recycled were we not able to extend their lives by donating them to our partners. By keeping them from being recycled, we reduce waste and the carbon used in the recycling process.

### Quality education

We enrich classroom learning by providing books to existing school libraries, creating new school libraries and training teachers in how to use books to support classroom learning. This work improves the quality of education that children receive and, in the long-term, education enables people to make more informed life choices and creates awareness about environmental issues.

### Awareness raising

We provide books in schools and libraries around the world about the climate crisis and the urgent need to protect the natural world. These range from picture books for the youngest readers through to university-level texts on sustainable farming practices for agriculture students. These books inform and raise awareness of the need for change at a global level and how, together, we can safeguard our shared future.

### Conservation support

We also work with organisations that have environmental protection at the heart of their missions. In Malawi we are working with SolarAid to create *Solar Libraries* where families can borrow books and solar lights – reducing emissions from kerosene lamps and enriching education. In Zambia, we're working directly with conservation NGO African Parks to support its work in schools improving the quality of education that children living around national parks receive and increasing their understanding of conservation.

We know that the time to act to protect our shared future is now, so in the months and years ahead we will continue to seek out opportunities to reduce our environmental footprint and deliver a direct environmental benefit.



# Reference and administrative details

## Patrons and officials

<b>Patron</b>	HRH The Duke of Edinburgh KG KT OM (until April 2021)
<b>President</b>	Nigel Newton
<b>Vice President</b>	Professor Kingo Mchombu

The following served as members and Board members throughout 2021:

### Trustees

**Chair**  
Lord Paul Boateng

**Honorary Treasurer**  
Nicholas Allen

Dhivya O'Connor

Jonathan Hargreaves

Zainab Umar

Pam Dix

Charly Nobbs

Robert Sulley

### Senior management

**Chief Executive**  
Alison Tweed

**Head of Programmes**  
Samantha Thomas Chuula

**Head of Operations**  
Harry Boughton

**Head of Communications**  
Emma Taylor

**Head of Finance**  
Ade Soremekun

**Head of Fundraising**  
Laura Smith (joined May 2021)

### Address and registered office

39–41 Coldharbour Lane  
Camberwell  
London SE5 9NR

### Charity number

313869 (England and Wales)

### Company number

880754 (England and Wales)

### Solicitor

Stone King LLP  
Boundary House  
91 Charterhouse Street  
London EC1M 6HR

### Auditors

Sayer Vincent LLP  
Invicta House  
108–114 Golden Lane  
London EC1Y 0TL

## Directors and members

**The directors and members of the company are the Board members named on the preceding page.**

### Statement of responsibilities of the trustees

The trustees (who are also directors for the purposes of company law) are responsible for preparing the trustees' annual report including the strategic report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- › select suitable accounting policies and then apply them consistently
- › observe the methods and principles in the Charities SORP
- › make judgements and estimates that are reasonable and prudent
- › state whether applicable UK 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 adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- › there is no relevant audit information of which the charitable company's auditor is unaware
- › the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st December 2021 was £8 (2020: £8). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

### Auditor

Sayer Vincent LLP was reappointed as the charitable company's auditor during the year and has expressed its willingness to continue in that capacity.

The Trustees' Annual Report which includes the strategic report has been approved by the trustees on 28 June and signed on their behalf by

  
Alice Prochaska

Dr Alice Prochaska  
Chair  
Book Aid International

  
Nicholas Allen

Nicholas Allen  
Honorary Treasurer  
Book Aid International



# Independent auditor's report

## Opinion

We have audited the financial statements of Book Aid International (the 'charitable company') for the year ended 31st December 2021 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- › give a true and fair view of the state of the charitable company's affairs as at 31st December 2021 and of its incoming resources and application of resources, including its income and expenditure for the year then ended
- › have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice
- › have been prepared in accordance with the requirements of the Companies Act 2006

## Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on Book Aid International's ability to continue as a going concern for a period of at least 12 months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

## Other information

The other information comprises the information included in the trustees' annual report, including the strategic report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- › the information given in the trustees' annual report, including the strategic report, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- › the Trustees' Annual Report, including the strategic report, has been prepared in accordance with applicable legal requirements

## Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report including the strategic report. We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- › adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- › the financial statements are not in agreement with the accounting records and returns; or
- › certain disclosures of trustees' remuneration specified by law are not made; or
- › we have not received all the information and explanations we require for our audit

## Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

## Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud are set out below.



## Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- › We enquired of management and the finance committee, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
  - identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance
  - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud
  - the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations
- › We inspected the minutes of meetings of those charged with governance.
- › We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- › We communicated applicable laws and regulations throughout the audit team and remained alert to any indications of non-compliance throughout the audit.
- › We reviewed any reports made to regulators.
- › We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- › We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- › In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities).

This description forms part of our auditor's report.

## Use of our report

This report is made solely to the charitable company's members as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Judith Miller  
(Senior statutory auditor)

21st June, 2021

for and on behalf of

Sayer Vincent LLP  
Statutory Auditor  
Invicta House  
108-114 Golden Lane  
London EC1Y 0TL



# Audited accounts

## Statement of financial activities (incorporating income and expenditure account)

For the year ended 31 December 2021

	Note	Unrestricted £	Value of donated books £	Restricted £	2021 Total £	2020 Total £
<b>Income from:</b>						
Donations and legacies	2a	1,471,809	-	1,065,533	2,537,342	1,887,628
Value of donated books received		-	10,013,273	-	10,013,273	12,850,101
Other trading activities	4	11,960	-	-	11,960	61,177
Investments		5,321	-	-	5,321	8,546
<b>Total income</b>		<b>1,489,090</b>	<b>10,013,273</b>	<b>1,065,533</b>	<b>12,567,896</b>	<b>14,807,452</b>
<b>Expenditure on:</b>						
Raising funds		568,351	-	31,088	599,439	534,718
Charitable activities:						
Book provision		810,805	-	193,915	1,004,720	832,275
Value of donated books sent	3a	-	13,279,151	-	13,279,151	11,066,372
Restricted projects and training		-	-	704,416	704,416	535,859
<b>Total expenditure</b>	5a	<b>1,379,156</b>	<b>13,279,151</b>	<b>929,419</b>	<b>15,587,726</b>	<b>12,969,224</b>
<b>Net income / (expenditure) for the year</b>	7	<b>109,934</b>	<b>(3,265,878)</b>	<b>136,114</b>	<b>(3,019,830)</b>	<b>1,838,228</b>
<b>Net income / (expenditure) before other recognised gains and losses</b>		<b>109,934</b>	<b>(3,265,878)</b>	<b>136,114</b>	<b>(3,019,830)</b>	<b>1,838,228</b>
Gains on revaluation of fixed assets		723,000	-	-	723,000	-
Gain on pension scheme	16	71,650	-	-	71,650	-
<b>Net movement in funds</b>		<b>904,584</b>	<b>(3,265,878)</b>	<b>136,114</b>	<b>(2,225,180)</b>	<b>1,838,228</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward		2,285,663	8,090,153	189,947	10,565,763	8,727,536
<b>Total funds carried forward</b>	19a	<b>3,190,247</b>	<b>4,824,275</b>	<b>326,061</b>	<b>8,340,583</b>	<b>10,563,763</b>

All of 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 19a to the financial statements.

The notes on pages 39 to 57 form part of these financial statements.

## Balance sheet

As at 31st December 2021

	Note	Unrestricted £	Restricted £	2021 £	2020 £
<b>Fixed assets:</b>					
Tangible assets	11	2,016,126	-	2,016,126	1,280,502
		2,016,126	-	2,016,126	1,280,502
<b>Current assets:</b>					
Stock – donated books	12	4,824,275	-	4,824,275	8,090,152
Debtors	13	129,985	179,500	309,485	193,975
Investments	14	201,718	-	201,718	301,715
Cash at bank and in hand	14	1,025,100	161,089	1,186,189	1,428,108
		6,181,078	340,589	6,521,667	10,013,950
<b>Liabilities:</b>					
Creditors: amounts falling due within one year	15	(136,896)	(14,528)	(151,424)	(575,689)
<b>Net current assets / (liabilities)</b>		<b>6,044,182</b>	<b>326,061</b>	<b>6,370,243</b>	<b>9,438,261</b>
<b>Net assets excluding pension asset / (liability)</b>		<b>8,060,308</b>	<b>326,061</b>	<b>8,386,369</b>	<b>10,718,763</b>
Defined benefit pension scheme asset / (liability)	16	(45,786)	-	(45,786)	(153,000)
<b>Total net assets / (liabilities)</b>		<b>8,014,522</b>	<b>326,061</b>	<b>8,340,583</b>	<b>10,565,763</b>
<b>The funds of the charity:</b>					
Restricted income funds	19a	-	326,061	326,061	189,947
<b>Unrestricted income funds:</b>					
Fixed assets		280,126	-	280,126	267,502
Revaluation reserve		1,736,000	-	1,736,000	1,013,000
Free reserves	1u	571,106	-	571,106	677,146
Designated funds		603,015	-	603,015	328,015
<b>Total charity funds without stock</b>		<b>3,190,247</b>	<b>326,061</b>	<b>3,516,308</b>	<b>2,475,610</b>
Value of donated books		4,824,275	-	4,824,275	8,090,153
Total unrestricted funds		8,014,522	-	8,014,522	10,375,816
<b>Total charity funds</b>		<b>8,014,522</b>	<b>326,061</b>	<b>8,340,583</b>	<b>10,565,763</b>

The increase in the 2021 grants sent value is due to increased activity as a result of better than expected funding and release of unrestricted Book Aid International funds to support increased activity.

Approved by the trustees on 28th June and signed on their behalf by:

*Alice Prochaska*

Dr Alice Prochaska  
Chair of the Board of Trustees

The notes on pages 39 to 57 form part of these financial statements.

# Statement of cash flows

For the year ended 31st December 2021

	Note	2021	2020
		£	£
<b>Cash flows from operating activities:</b>			
Net (expenditure) for the reporting period (as per the statement of financial activities)		(3,019,830)	1,838,228
Depreciation charges		39,236	32,345
(Gains)/losses on pension scheme	16	71,649	-
Dividends, interest and rent from investments		(5,321)	(8,546)
Decrease/(Increase) in stocks		3,265,877	(1,783,727)
Decrease/(increase) in debtors		(115,510)	107,852
(Decrease)/increase in creditors		(424,265)	(36,747)
(Decrease) in provisions		(107,214)	(30,000)
<b>Net cash provided by / (used in) operating activities</b>		<b>(295,378)</b>	<b>119,405</b>
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments		5,323	8,546
Purchase of fixed assets		(51,861)	(37,420)
<b>Net cash provided by / (used in) investing activities</b>		<b>(46,538)</b>	<b>(28,874)</b>
<b>Change in cash and cash equivalents in the year</b>		<b>(341,916)</b>	<b>90,531</b>
Cash and cash equivalents at the beginning of the year		1,729,823	1,639,292
<b>Cash and cash equivalents at the end of the year</b>	<b>14</b>	<b>1,387,907</b>	<b>1,729,823</b>

The notes on pages 39 to 57 form part of these financial statements.

# Notes to the financial statements

For the year ended 31 December 2021

## 1 Accounting policies

### a) Statutory information

Book Aid International is a charitable company limited by guarantee and is incorporated in England and Wales. The registered office address is 39-41 Coldharbour Lane, Camberwell, London SE5 9NR.

### b) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) – (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

### c) Public benefit entity

The charitable company meets the definition of a public benefit entity under FRS 102.

### d) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

Key judgements that the charitable company has made which have a significant effect on the accounts include the valuation of donated books as explained below.

The trustees have reviewed the activities of the charity in light of Covid and have adjusted estimations for uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period. It is the view of the Trustees that the charity will continue to be a going concern for the current year up to and including 2023.

### e) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Entitlement to income from legacies is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution.



f) Donated books

Donated books are valued at fair value on receipt. This is determined using Nielsen Bookscan for identifying published prices and then applying a 30% discount from the full RRP to allow for the estimated market discount for third-party commercial buyers. This discount rate is reviewed by an independent expert on an annual basis. Where at year-end books could not be opened and scanned into stock, an estimate of the value of these books is made in relation to the type and class of books remaining unopened.

Books held are recognised as expenditure at the point they are dispatched from the Book Aid International warehouse. Books in transit at the year-end are accounted for as expensed as it is deemed highly probable that they will reach their intended beneficiaries in good condition. Any material damage or loss of stock would be adjusted in the accounts in the following year. There was no damage or loss of stock in transit at year-end 31st December 2021 to be reflected in these accounts.

Donated books held at year-end are measured at their fair value using the same measure as explained above. Provision is made where necessary for obsolete, slow-moving and defective stock. Where books are not able to be opened and booked into stock by the finalisation of the accounts, the value of these is estimated using averaged price per class of book based on books received and recognised in the accounts.

g) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity. This is normally upon notification of the interest paid or payable by the bank.

h) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

i) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- › Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- › Expenditure on charitable activities includes the costs of book provision and restricted projects and training undertaken to further the purposes of the charity and their associated support costs.
- › Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged against book provision.

j) Grants payable

Grants payable are made to third parties in furtherance of the charity’s objects. Single or multi-year grants are accounted for when either the recipient has a reasonable expectation that they will receive a grant and the trustees have agreed to pay the grant without condition, or the recipient has a reasonable expectation that they will receive a grant and that any condition attaching to the grant is outside the control of the charity.

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

k) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned based on staff time and book delivery attributable to each activity.

	2021	2020
Raising funds	22%	20%
Book provision	60%	64%
Restricted projects and training	18%	16%

l) Operating leases

Rental charges are charged on a straight-line basis over the term of the lease.

m) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £1,000. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

The increase in the 2021 grants sent value is due to increased activity as a result of better than expected funding and release of unrestricted Book Aid International funds to support increased activity.

Depreciation is provided on a straight-line basis at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Building	50 years	2% per annum on costs
Fixtures and office equipment	4 years	25% per annum on costs
Plant and machinery	10 years	10% per annum on costs

n) Stocks

Donated books held at year-end are valued as explained in policy (f) above. Purchased books are measured at the lower of cost and net realisable value.

o) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

p) Short-term deposit investments

Short-term deposits includes cash balances that are invested in accounts with a maturity date of between three and 12 months.

q) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

## r) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## s) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

## t) Pensions

The charity contributes to a pension scheme administered by the Pensions Trust, as an independent company. The pension cost charge indicated in note 8 represents the contributions payable to the fund for the year, and note 16 gives details of the movements during the year of the agreed deficit repayment plan liability, which has been included as a liability under the requirements of FRS 102.

## u) Free reserves

The minimum level of free reserves confirmed by the Board of Trustees for 2021 was set at a range between £500,000 and £550,000.

## 2a Donations (current year)

			2021	2020
	Unrestricted	Restricted	Total	Total
Charitable trusts and NGOs	(106,220)	(997,596)	(1,103,816)	(735,184)
Companies	(45,736)	(38,500)	(84,236)	(81,944)
Community sources	(26,539)	-	(26,539)	(74,166)
Individuals	(1,293,314)	(29,438)	(1,322,751)	(996,334)
<b>Total donations</b>	<b>(1,471,809)</b>	<b>(1,065,533)</b>	<b>(2,537,342)</b>	<b>(1,887,628)</b>

## 2b Donations (prior year)

			2020
	Unrestricted	Restricted	Total
Charitable trusts and NGOs	(51,774)	(683,409)	(735,184)
Companies	(35,993)	(45,951)	(81,944)
Community sources	(73,283)	(882)	(74,166)
Individuals	(963,289)	(33,045)	(996,334)
<b>Total donations</b>	<b>(1,124,340)</b>	<b>(763,287)</b>	<b>(1,887,628)</b>

## 3a Gifts in kind (current year)

The table below shows the discounted value of the 1,007,449 donated books distributed to partner organisations in 2021 (2020: 867,567). The process of valuation is described in note (1f) and the total adjusted value of books distributed in 2021 was £13,249,151 (2020: £11,066,372).

	2021	2021
	Total number	Total £
Children's and teenagers'	468,125	2,999,197
Leisure reading (fiction, non-fiction and literature)	113,535	1,033,274
Reference	1,595	19,178
Secondary textbooks	87,387	1,077,379
Vocational skills and development	31,018	376,139
Professional	12,089	321,730
Higher education	59,784	2,312,496
Education and teacher training	15,052	291,605
English as a foreign language	37,393	355,235
Health and medicine	87,339	4,313,981
Law	3,164	149,089
	916,481	13,249,304
Stock adjustments	90,968	29,847
<b>Total expenditure of donated books sent</b>	<b>1,007,449</b>	<b>13,279,151</b>

Stock adjustments relate to adjustments in book, sets, values and location of individual books.

## 3b Gifts in kind (prior year)

	2020	2020
	Total number	Total £
Children's and teenagers'	399,867	2,488,700
Leisure reading (fiction, non-fiction and literature)	86,035	767,229
Reference	1,905	19,776
Secondary textbooks	83,749	1,108,974
Vocational skills and development	28,457	311,181
Professional	14,075	435,942
Higher education	46,473	1,719,532
Education and teacher training	16,543	342,450
English as a foreign language	25,943	324,635
Health and medicine	73,120	3,172,776
Law	5,147	185,729
	781,314	10,876,924
Stock adjustments	86,253	189,448
<b>Total expenditure of donated books sent</b>	<b>867,567</b>	<b>11,066,372</b>



## 4 Income from other trading activities

	Unrestricted	Restricted	2021 Total	2020 Total
Events	2,251	-	2,251	1,757
UK book and card sales	9,644	-	9,644	13,102
Other	65	-	65	46,318
<b>Total donations</b>	<b>11,960</b>	<b>-</b>	<b>11,960</b>	<b>61,177</b>

All trading income received in 2021 and 2020 was unrestricted. Prior year figure includes £46,000 HMRC income for furloughed staff.

## 5a Analysis of expenditure (current year)

	Charitable activities							2021	2020
	Raising funds	Book provision	Value of donated books sent	Restricted projects and training	Governance costs	Support costs	Pension scheme gain/loss		
	£	£	£	£	£	£	£	£	£
Staff costs (note 8)	237,398	380,647	-	193,568	146,125	133,070	-	1,090,809	1,021,064
Other staff costs	18,754	30,071	-	15,291	11,544	10,512	-	86,172	50,243
Travel and workshop costs	228	4,008		1,919			-	6,155	13,593
Book purchase				18,428			-	18,428	15,795
Value of donated books			13,279,151				-	13,279,151	11,066,372
Overseas project partners (note 6)		100,601		309,517			-	410,118	193,083
Shipping and book disposal						146,397	-	146,397	128,685
Fundraising, PR and design	191,270	22,898		22,898			-	237,066	220,499
Professional fees and irrecoverable VAT						40,730	-	40,730	28,873
Other direct costs						2,956	-	2,956	386
Other project and training costs	-	26,360		26,361			-	52,721	21,557
Governance cost					14,738		-	14,738	10,813
Support cost						202,287	-	202,287	198,260
	447,650	564,584	13,279,151	587,982	172,407	535,952	-	15,587,726	12,969,223
Support costs	117,308	329,795	-	88,849	-	(535,952)	-	-	-
Governance costs	34,481	110,341	-	27,585	(172,407)	-	-	-	-
Gain/Loss on pension scheme	-	-	-	-	-	-	-	-	-
<b>Total expenditure 2021</b>	<b>599,439</b>	<b>1,004,720</b>	<b>13,279,151</b>	<b>704,416</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,587,726</b>	<b>-</b>
<b>Total expenditure 2020</b>	<b>534,718</b>	<b>832,275</b>	<b>11,066,372</b>	<b>535,858</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,969,223</b>

Of the total expenditure, £14,658,308 was unrestricted (2020: £12,165,273) and £929,420 was restricted (2020: £803,950).

## 5b Analysis of expenditure (prior year)

	Charitable activities							2020	2019
	Raising funds	Book provision	Value of donated books sent	Restricted projects and training	Governance costs	Support costs	Pension scheme gain/loss		
	£	£	£	£	£	£	£	£	£
Staff costs (note 8)	201,228	361,301	-	191,593	147,347	266,943	-	1,021,064	1,005,604
Other staff costs	9,902	17,778	-	9,427	10,322	13,136	-	50,243	92,228
Travel and workshop costs	129	6,736		6,728			-	13,593	74,465
Book purchase				15,795			-	15,795	14,045
Value of donated books			11,066,372				-	11,066,372	18,229,466
Overseas project partners (note 6)		7,577		185,507			-	193,083	284,495
Shipping and book disposal						128,685	-	128,685	152,968
Fundraising, PR and design	194,040	13,230		13,229			-	220,499	254,634
Professional fees and irrecoverable VAT						28,873	-	28,873	47,427
Other direct costs						386	-	386	2,295
Other project and training costs	-	11,513		10,045			-	21,557	45,986
Governance cost					10,813		-	10,813	15,476
Support cost						198,260	-	198,260	214,477
	405,299	418,134	11,066,372	432,323	10,813	636,282	-	12,969,224	20,433,566
Support costs	127,256	407,220	-	101,805	-	(636,282)	-	-	-
Governance costs	2,163	6,920	-	1,730	(10,813)	-	-	-	-
Gain/Loss on pension scheme	-	-	-	-	-	-	-	-	-
<b>Total expenditure 2020</b>	<b>534,718</b>	<b>832,275</b>	<b>11,066,372</b>	<b>535,858</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,969,224</b>	<b>-</b>
<b>Total expenditure 2019</b>	<b>588,963</b>	<b>832,275</b>	<b>18,229,466</b>	<b>648,080</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,433,566</b>

Of the total expenditure, £12,165,273 was unrestricted (2019: £19,488,530) and £803,950 was restricted (2019: £945,036).

## 6 Grant payments to project partners

	2021	2020
Partners	£	£
Edward Ndlovu Memorial Trust	2,000	25,096
Alusine Jalloh	1,740	
Baroda Trading	1,027	
College Press	5,363	711
Consultus Publishing	2,853	
EISERVI	600	
Zimbabwe Publishing House Ltd	1,981	
DLIGHT Limited		2,298
Gramsol Trading		1,928
CODE Ethiopia	600	
Malawi National Library Service	39,113	17,258
Gambia National Library Authority	600	
Oldship Enterprise Ltd		2,688
Maiden Publishing House and Stationers		4,160
National Library of Uganda	16,849	790
Ghana Library Authority	2,376	7,413
EISERVI Information Services International		1,500
Sierra Leone Library Board	14,173	52,133
Kenya National Library Services	40,623	29,730
Uganda Community Library Association	5,600	
Uganda Children's Writers and Illustrators	18,217	
Siilaanyo National Library		5,378
Solar Aid	3,896	3,158
Street Children Empowerment Foundation	32,750	26,220
Rainbow Trust Foundation	16,596	
Richard Luhanga	2,824	
Save the Needy	4,040	
Zambia Library Services	28,843	770
Grace Rwanda Society	34,109	
Green Chilongo	8,635	
I Choose Life Africa	5,673	
IBBY	27,103	
Innovate Bookshop	973	
International Uganda	2,813	
MYSA	2,800	
We Care Liberia	600	
Windle International	27,784	8,891
Weaver Press	1,110	
Lutheran World Federation	8,355	
Maiden Publishing	4,160	
Publishers Ltd	8,240	
Milward Tobias	2,911	
Africa Parks	32,034	2,067
Grants to other institutions	154	893
<b>At the end of the year</b>	<b>410,118</b>	<b>193,083</b>

The increase in the 2021 grants sent value is due to increased activity as a result of better than expected funding and release of unrestricted Book Aid International funds to support increased activity.

## 7 Net income / (expenditure) for the year

This is stated after charging / (crediting):

	2021	2021
	£	£
Depreciation	39,236	32,345
Interest payable	6,322	9,274
Operating lease rentals:		
Property	-	-
Other	10,583	9,353
Auditors' remuneration (excluding VAT):		
Audit	11,125	10,800
Other services	1,100	-
Foreign exchange (gains) or losses	2	176

## 8 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2021	2021
	£	£
Salaries and wages	884,498	837,686
Employer's NI contributions	87,720	64,697
Pension contributions	53,171	50,560
Overseas staff costs	65,420	68,121
	<b>1,090,809</b>	<b>1,021,064</b>

	2021	2021
	No.	No.
Average head count	31.0	26.0
Full-time equivalent	27.6	25.3
Number of staff whose emoluments were between £60,000 – £70,000	1	1
Number of staff whose emoluments were between £70,000 – £80,000	1	-

The total employee benefits received by key management personnel were £397,943 (2020: £387,045).

Trustees received no remuneration during the year (2020: £nil). No trustees received any payments for professional services during the year (2020: £nil).

There were no expenses reimbursed to trustees in 2021 (2020: £nil).



## 9 Related party transactions

Aggregate donations from related parties were £1,318 (2020: £1,325).

Robert Sulley is a director at Hodder Education (part of the Hachette Group). This trustee related organisations donated the following to Book Aid International during the year.

	2021 Value of books donated	2021 Cash donated	2020 Value of books donated	2020 Cash donated
Trustee related organisations	£	£	£	£
Hachette Group	631,975	-	376,067	-
	<b>631,975</b>	<b>-</b>	<b>376,067</b>	<b>-</b>

## 10 Taxation

The charitable company is exempt from corporation tax as all its income is deemed charitable and is applied for charitable purposes.

## 11 Tangible fixed assets

	Freehold property	Plant and machinery	Fixtures and office equipment	2021 Total
	£	£	£	£
<b>Cost or valuation</b>				
At the start of the year	1,275,000	26,533	62,712	<b>1,364,245</b>
Gain on revaluation	723,000	-	-	<b>723,000</b>
Additions in year	-	19,900	31,961	<b>51,860</b>
Disposals in year	-	(19,855)	(12,361)	<b>(32,216)</b>
<b>At the end of the year</b>	<b>1,998,000</b>	<b>26,578</b>	<b>82,312</b>	<b>2,106,890</b>
<b>Depreciation</b>				
At the start of the year	32,000	22,445	29,298	<b>83,743</b>
Charge for the year	16,000	2,658	20,580	<b>39,238</b>
Eliminated on disposal	-	(19,855)	(12,362)	<b>(32,217)</b>
<b>At the end of the year</b>	<b>48,000</b>	<b>5,248</b>	<b>37,516</b>	<b>90,764</b>
<b>Net book value</b>				
<b>At the end of the year</b>	<b>1,950,000</b>	<b>21,330</b>	<b>44,796</b>	<b>2,016,126</b>
At the start of the year	1,243,000	4,088	33,414	<b>1,280,502</b>

The original (1987) cost of the charity's freehold premises in Coldharbour Lane, Camberwell was £230,000. The premises have been revalued five times. The most recently detailed valuation was in December 2021. The revaluations were undertaken by an independent valuer and give current open market valuations of the freehold interest in the charity's property. The Land and Building were valued at £780,000 and £1,170,000 respectively based on Existing Use value.

All of the above assets are used for charitable purposes.

## 12 Stock

	2021	2020
	£	£
Donated books	<b>4,824,275</b>	<b>8,090,153</b>

At year-end there are unopened pallets of books stored in our warehouses. We endeavour to open as many of these as possible by the time the accounts are finalised. The value of any unopened pallets is estimated by using the average value of pallets for that class of book received and opened in the year. Included in the Closing stock value of £4,824,275 are 233 pallets of books (2020: 366) which could not be opened and booked into stock at year-end. These have been estimated using an averaged price per class of book and are valued at £2,324,732 (2020: £4,567,624). The reduced closing stock balance is due to the increased number of books sent to partners as well as a reduction of higher-value medical books received in the year.

## 13 Debtors

	2021	2020
	£	£
Trade debtors	<b>1,411</b>	<b>13,568</b>
Other debtors and prepayments	<b>75,152</b>	<b>50,769</b>
All trading income received in 2021 and 2020 was unrestricted. Prior year figure includes £46,000 HMRC income for furloughed staff.	<b>33,794</b>	<b>31,888</b>
Accrued income	<b>199,128</b>	<b>97,750</b>
	<b>309,485</b>	<b>193,975</b>

All of the charity's financial instruments, both assets and liabilities, are measured at amortised cost.

## 14 Bank and short-term investments

	2021	2020
	£	£
Cash and bank	<b>1,186,189</b>	<b>1,428,108</b>
	<b>1,186,189</b>	<b>1,428,108</b>
Short-term investments	<b>201,718</b>	<b>301,715</b>
<b>Total cash and short-term investments</b>	<b>1,387,907</b>	<b>1,729,823</b>

Short-term investments are funds invested in 12 month fixed term deposit accounts.

## 15 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	78,784	72,820
Staff tax and social security	38,395	39,224
VAT payable	-	-
Other creditors and accruals	34,245	463,646
	<b>151,424</b>	<b>575,690</b>

Reduced figure for other creditor and accruals in 2021 is due to a change in way a donor funds for activity. Previously funds for the following years activity were received at the end of the prior year. Now funds will be given in tranches in the year of the activity.

## 16 Pension scheme

The company participates in the scheme, a multi-employer scheme which provides benefits to some 638 non-associated participating employers. The scheme is a defined benefit scheme in the UK. It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30th December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, sets out the framework for funding defined benefit occupational pension schemes in the UK.

The scheme is classified as a 'last-man standing arrangement'. Therefore, the company is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out at 30th September 2020. This valuation showed assets of £800.3m, liabilities of £831.9m and a deficit of £31.6m.

To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

From 1 April 2022 to 31 January 2025: £3,312,000 per annum (payable monthly)

Unless a concession has been agreed with the Trustee the term to 31 January 2025 applies.

Note that the scheme's previous valuation was carried out with an effective date of 30th September 2017. This valuation showed assets of £794.9m, liabilities of £926.4m and a deficit of £131.5m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

### Deficit Contribution

From 1st April 2019 to 30th September 2025: £11,243,000 per annum payable monthly and increasing by 3% each on 1st April.

The recovery plan contributions are allocated to each participating employer in line with their estimated share of the Series 1 and Series 2 scheme liabilities.

Where the scheme is in deficit and where the company has agreed to a deficit funding arrangement, the company recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

	2021	2020
	£	£
Present value of provision		
Reconciliation of opening and closing provisions:	<b>153</b>	183
Provision at start of period	<b>1</b>	2
Unwinding of discount factor (interest expense)	<b>(36)</b>	(35)
Post year-end adjustment	<b>(1)</b>	3
	<b>(71)</b>	-
Provision at end of period	<b>46</b>	153
Income and expenditure impact		
Interest expense	-	2
Remeasurements – changes in assumptions	<b>(1)</b>	3
Remeasurements – amendments to contribution schedule	<b>(71)</b>	-
Contributions paid in respect of future service	-	35
Costs recognised on SoFA	-	51

This includes defined contribution schemes and future service contributions – that is, excluding any deficit reduction payments – to defined benefit schemes which are treated as defined contribution schemes.

	2021	2020
	% per annum	% per annum
Assumptions:		
Rate of discount 31st December	<b>1.18</b>	0.27

The discount rates shown above are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery plan contributions.

The estimated contingent liability for the charity as at September 2020 in the event of withdrawal for the Growth Plan was £498,600 (less the £45,786 provided above). There is no intention at present to cease participation or to wind up the Growth Plan.



## 17 Detailed comparatives for the statement of financial activities (prior year – 2020)

	Unrestricted	Value of donated books	Restricted	2020 Total
	£	£	£	£
<b>Income from:</b>				
Donations and legacies	1,124,340	-	763,287	1,887,628
Value of donated books received	-	12,850,101	-	12,850,101
Other trading activities	61,177	-	-	61,177
Investments	8,546	-	-	8,546
<b>Total income</b>	<b>1,194,063</b>	<b>12,850,101</b>	<b>763,287</b>	<b>14,807,452</b>
<b>Expenditure on:</b>				
Raising funds	487,346	-	47,372	534,718
Charitable activities:				
Book provision	611,555	-	220,720	832,275
Value of donated books sent	-	11,066,372	-	11,066,372
Restricted projects and training	-	-	535,859	535,859
Loss on pension scheme	-	-	-	-
<b>Total expenditure</b>	<b>1,098,901</b>	<b>11,066,372</b>	<b>803,951</b>	<b>12,969,224</b>
<b>Net income for the year</b>	<b>95,162</b>	<b>1,783,729</b>	<b>(40,664)</b>	<b>1,838,228</b>
Transfers between funds	-	-	-	-
<b>Net movement in funds</b>	<b>95,162</b>	<b>1,783,729</b>	<b>(40,664)</b>	<b>1,838,228</b>
<b>Reconciliation of funds:</b>				
<b>Total funds brought forward</b>	<b>2,190,501</b>	<b>6,306,425</b>	<b>230,610</b>	<b>8,727,536</b>
<b>Total funds carried forward</b>	<b>2,285,663</b>	<b>8,090,154</b>	<b>189,946</b>	<b>10,565,763</b>

## 18 Detailed comparatives for the balance sheet (prior year – 2020)

	Unrestricted	Restricted	2020 Total
	£	£	£
<b>Fixed assets:</b>			
Tangible assets	1,280,502	-	1,280,502
	1,280,502	-	1,280,502
<b>Current assets:</b>			
Stock – donated books	8,090,152	-	8,090,152
Debtors	96,225	97,750	193,975
Investments	301,715	-	301,715
Cash at bank and in hand	880,423	547,685	1,428,108
	9,368,515	645,435	10,013,950
<b>Liabilities:</b>			
Creditors: amounts falling due within one year	(120,201)	(455,488)	(575,689)
<b>Net current assets / (liabilities)</b>	<b>9,248,314</b>	<b>189,947</b>	<b>9,438,261</b>
<b>Net assets excluding pension asset / (liability)</b>	<b>10,528,816</b>	<b>189,947</b>	<b>10,718,763</b>
Defined benefit pension scheme asset / (liability)	(153,000)	-	(153,000)
<b>Total net assets / (liabilities)</b>	<b>10,375,816</b>	<b>189,947</b>	<b>10,565,763</b>
<b>The funds of the charity:</b>			
Restricted income funds	-	189,947	189,947
<b>Unrestricted income funds:</b>			
Fixed assets	267,502	-	267,502
Revaluation reserve	1,013,000	-	1,013,000
Free reserves	677,146	-	677,146
Designated funds	328,015	-	328,015
<b>Total charity funds without stock</b>	<b>2,285,663</b>	<b>189,947</b>	<b>2,475,610</b>
Value of donated books	8,090,153	-	8,090,153
<b>Total unrestricted funds</b>	<b>10,375,816</b>	<b>-</b>	<b>10,375,816</b>
<b>Total charity funds</b>	<b>8,015,822</b>	<b>326,061</b>	<b>10,565,763</b>

## 19a Movements in funds (current year – 2021)

	At 1 January 2021 £	Income and gains	Expenditure and losses £	Transfers £	At 31 Dec 2021 £
<b>Restricted funds:</b>					
Book Links	1,458	7,950	(9,408)	-	-
Inspiring Readers Projects	14,067	45,232	(17,957)	(559)	40,783
Impact Assessment Project	4,064	-	-	-	4,064
Reading is Basic GHN02	-	-	(63)	-	(63)
Reading Club ZIM01	-	-	(301)	-	(301)
People's Postcode Lottery 2021	-	253,924	(126,405)	2,424	129,943
MAL/ZAM/ZIM – BP (SAF BEIT)	75,094	75,000	(74,908)	-	75,186
ZAM – STEM STD Hubs01	-	25,702	(23,478)	-	2,224
GHA – STEM Hubs – Agrekko	2,479	-	-	-	2,479
KEN – STEM HUBS	2,189	-	(2,189)	-	-
GHA – Children's Corner 02	338	-	(338)	-	-
Reading Promotion	-	8,154	(8,154)	-	-
KEN – Mini Solar Homework Project	6,078	-	(6,000)	-	78
Discovery Book Box Projects	1,255	10,000	(10,000)	-	1,255
UGA – Shared Reading 02	-	32,864	(30,850)	-	2,014
KEN – Solar Homework Project 02	79	-	-	(79)	-
KEN – Solar Buy Back	15,926	-	(15,238)	-	688
UGA – Solar Homework Project Rhino Camp	10,007	-	(9,413)	-	594
Explorer Library Projects	8,316	66,268	(53,943)	-	20,641
SLO2 – Children's Corner	-	-	(18)	-	(18)
SOML – Children's Corner	-	-	-	-	-
MAL – Solar Libraries 01	4,621	-	(3,521)	(1,100)	-
UGA – Reading for All SEC-Intouch	3,277	-	(348)	-	2,929
UGA – Reading for All ECD PRIM-PPL	3,521	-	(1,655)	-	1,866
KEN02 – Reading for All Solar	-	-	-	79	79
UGA01 – Reading for All Palabek	-	-	(45)	-	(45)
MAL – Reading around the Reserve	2,789	-	(1,641)	(1,149)	(1)
MAL02a L&M – Reading around the Reserve	-	70,121	(71,255)	1,134	-
MAL02b M – Reading around the Reserve	-	26,362	(12,790)	-	13,572
ZAM – Reading around the Reserve	-	42,504	(35,848)	-	6,656
ZIM – Reading around the Reserve	-	10,000	-	-	10,000
TNZ – Quality Schools for All	750	9,000	-	(750)	9,000
Books To Go Projects	-	107,804	(109,272)	-	(1,468)
L4L PPL KEN01	-	62,855	(62,855)	-	-
CCL ZNZ01	-	27,533	(27,107)	-	426
KEN01-I C Reading	-	15,000	(14,083)	-	917
Education PRG CAM01	-	-	(9)	-	(9)
Africa Story Box Projects	-	90,710	(89,772)	-	938
Africa and other book provision	32,006	42,150	(74,156)	-	-
Children's Book Provision	-	1,400	(1,400)	-	-
Law Book Provision	-	5,000	(5,000)	-	-
Medical/Health Book Provision	-	30,000	(30,000)	-	-
Other legacies/activities	1,633	-	-	-	1,633
<b>Total restricted funds</b>	<b>189,947</b>	<b>1,065,533</b>	<b>(929,420)</b>	<b>-</b>	<b>326,061</b>
<b>Unrestricted funds:</b>					
Fixed asset reserve	267,502	-	(7,021)	19,645	280,126
Revaluation reserve	1,013,000	723,000	-	-	1,736,000
Stock reserve	8,090,153	10,013,273	(13,279,151)	-	4,824,275
Free reserves	677,146	1,560,739	(1,372,134)	(294,645)	571,106
Designated reserves	328,015	-	-	275,000	603,015
<b>Total unrestricted funds</b>	<b>10,375,816</b>	<b>12,297,012</b>	<b>(14,658,306)</b>	<b>-</b>	<b>8,014,522</b>
<b>Total funds per balance sheet</b>	<b>10,565,763</b>	<b>13,362,545</b>	<b>(15,587,726)</b>	<b>-</b>	<b>8,340,583</b>
Pension reserve	153,000	-	-	(107,214)	45,786
<b>Total funds adding back pension fund</b>	<b>10,718,763</b>	<b>13,362,545</b>	<b>(15,587,726)</b>	<b>(107,214)</b>	<b>8,386,369</b>
<b>Total unrestricted funds (less stock)</b>	<b>2,285,663</b>	<b>2,283,739</b>	<b>(1,379,155)</b>	<b>-</b>	<b>3,190,247</b>
<b>Total funds including pension fund (less stock)</b>	<b>2,628,610</b>	<b>3,349,272</b>	<b>(2,308,575)</b>	<b>(107,214)</b>	<b>3,562,094</b>

## Projects with negative balances

Funding for these projects is expected in 2022 with applications for funders already sent or being sent in 2022. Failure to receive this funding will result in the projects being funded from unrestricted funds.

## 2021 transfers between funds

There were no transfers between Restricted and Unrestricted funds in 2021:

\* Any transfers are treated within parameters allowed by funders, and any external excess funding transferred to other projects or unrestricted funds will always be agreed with funders.

## Purposes of designated funds

The total designated funds increased from £328,015 to £603,015 by a net £275,000 increase as at 31/12/2021 made up of the following:

- At the 16/12/2021 Board meeting the Trustees confirmed £53,000 of designated funds to test a range of options to acquire new regular supporters through digital fundraising activities. The designated fund will be spent in 2022 after which digital donor acquisition will become part of the charity's regular investment in fundraising.
- At the same meeting the Board approved a further £55,000 and at the March 2022 meeting a further £250,000 for the costs associated with planning and delivering options to increase warehouse capacity, thus enabling the charity to increase its operational reach through storing, processing and sending more books. Costs associated with the total designation of £500,000 (£195,000 having been designated in prior years) include consultancy, agency, professional fees and equipment and rental costs.
- At the same meeting the Trustees approved a £50,000 designated fund to develop required projects where funding may not have been raised or raised in total, this includes match-funding initiatives, or projects Book Aid International deem beneficial where funding may be needed to top up the project or get it off the ground.



## 19b Movements in funds (prior year – 2020)

	At 1 January 2020 £	Income and gains	Expenditure and losses £	Transfers £	At 31 Dec 2020 £
<b>Restricted funds:</b>					
Book Links	1,330	7,975	(7,848)	-	1,457
Inspiring Readers Projects	30,058	123,798	(146,038)	6,250	14,068
Impact Assessment Project	5,022	-	(958)	-	4,065
People's Postcode Lottery 2020	-	195,236	(210,172)	14,936	-
Malawi/Zambia/Zimbabwe – BP (SAF BEIT)	74,919	75,000	(74,826)	-	75,093
Zambia – Children's Corner	3,064	-	(1,649)	(1,414)	-
Ghana – STEM Hubs – Agrekko	2,479	-	-	-	2,479
Kenya – STEM HUBS	11,153	-	(8,964)	-	2,189
Malawi – Children's Corner	20,496	-	-	(20,496)	-
Ghana – Children's Corner 01	8,106	-	(4,621)	(3,485)	-
Ghana – Children's Corner 02	9,279	-	(8,940)	-	339
Kenya – Mini Solar Homework Project	-	10,700	(4,622)	-	6,078
Kenya – Library in a Camp. Secondary PPL	-	-	(620)	620	-
Pioneer Book Box Projects	6,224	13,713	(18,683)	-	1,254
Kenya – Solar Homework Project 02	789	15,251	(15,341)	(620)	79
Kenya – Solar Buy Back	-	24,298	(8,372)	-	15,926
Uganda – Solar Homework Project Rhino Camp	-	12,671	(2,664)	-	10,007
Explorer Library Projects	49,357	41,750	(84,391)	1,600	8,316
Malawi – Solar Libraries 01	-	32,166	(27,545)	-	4,621
Uganda – Reading for All SEC-Intouch	(2,662)	12,539	(6,600)	-	3,277
Uganda – Reading for All ECD PRIM-PPL	(12,358)	47,389	(31,510)	-	3,521
Malawi – Reading around the Reserve	(17,959)	54,624	(33,876)	-	2,789
Ghana – Reading is Basic – SCEF	3,600	23,787	(35,595)	8,207	-
Tanzania – Quality Schools for All	750	-	-	-	750
Africa and other book provision	29,733	65,890	(63,616)	-	32,007
Children's Book Provision	-	6,500	(6,500)	-	-
Other legacies/activities	7,230	-	-	(5,598)	1,632
<b>Total restricted funds</b>	<b>230,610</b>	<b>763,287</b>	<b>(803,951)</b>	<b>-</b>	<b>189,947</b>
<b>Unrestricted funds:</b>					
Fixed asset reserve	251,804	-	(12,758)	28,456	267,502
Revaluation reserve	1,023,624	-	-	(10,624)	1,013,000
Stock reserve	6,306,425	12,850,100	(11,066,372)	-	8,090,153
Free reserves	682,058	1,194,063	(1,086,143)	(112,832)	677,146
Designated reserves	233,015	-	-	95,000	328,015
<b>Total unrestricted funds</b>	<b>8,496,926</b>	<b>14,044,163</b>	<b>(12,165,273)</b>	<b>-</b>	<b>10,375,816</b>
<b>Total funds per balance sheet</b>	<b>8,727,538</b>	<b>14,807,450</b>	<b>(12,969,224)</b>	<b>-</b>	<b>10,565,763</b>
Pension reserve	183,000	-	(30,000)	-	153,000
<b>Total funds adding back Pension fund</b>	<b>8,910,538</b>	<b>14,807,450</b>	<b>(12,999,224)</b>	<b>-</b>	<b>10,718,763</b>
<b>Total unrestricted funds (less stock)</b>	<b>2,190,502</b>	<b>1,194,063</b>	<b>(1,098,901)</b>	<b>-</b>	<b>2,285,663</b>
<b>Total funds including pension fund (less stock)</b>	<b>2,604,111</b>	<b>1,957,350</b>	<b>(1,932,853)</b>	<b>-</b>	<b>2,628,610</b>

Unrestricted income funds are available for use at the discretion of the trustees in furtherance of the charity's objectives. Unrestricted funds include designated funds, fixed assets and revaluation reserves representing the excess of the net book value of the property at acquisition. The remainder of the unrestricted funds are the charities free reserves.

### 2020 Transfers between funds

The total £1,000 net transfers between Restricted and Unrestricted funds is made up of the following:

Uganda Gilead medical books project was funded through unrestricted funds until sourced funding was received in 2019. The excess funding of £1,000 has been returned to unrestricted funds.

**Designated funds** are unrestricted funds 'earmarked' by the trustees for use against specific future activities and commitments.

**Restricted income funds** are subject to specific restrictions imposed by donors or by the purpose of an appeal. Details of all restricted funds held are in note 19a above.

## 20 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods.

	Equipment	
	2021 £	2020 £
Less than one year	8,149	9,633
One to five years	37,523	11,998
	<b>45,672</b>	<b>21,631</b>

## 21 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each of the eight members in the event of winding up is limited to £1.







Teacher Naluca Mwitelela during a reading session in class. © Jason J Mulikita

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**Every time a child turns the page of a book, they're taking another step towards a happier and better future.**

*Naluca Mwitelela, Teacher, Rosa Mystica Community School, Zambia*

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