



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 01	Year 2022		Day 31	Month 12	Year 2022

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Paul Hodges	Trustee		
2	Andrew Hodges	Trustee		
3	Jennifer Carlen	Trustee		
4				
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6				
7				
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9				
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11				
12				
13				
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17				
18				
19				
20				

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

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by a resolution of Trustees at a Special Meeting of the Trustees as set out in the Trust Deed

Section C Objectives and activities

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

To advance such charitable objectives (according to the law of England and Wales) as the trustees see fit from time to time, in particular but not limited to relieving poverty in Sub-Saharan Africa for the public benefit by making grants to charities and non-profit organisations.

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

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

The Trust is a grant giving body and awards grants to locally led charities and non-profit organisations operating in developing countries, particularly, sub-Saharan Africa.

During 2022 the Trust used its grant making to finance a range of innovative African-led small charities who are working to tackle poverty and empower women and girls. In total, over this period, we funded 7 projects that contributed to the delivery of objects in Tanzania, Ghana, Sierra Leone and Uganda.

Additional details of objectives and activities (Optional information)

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

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

The Trust's Grant Making Policy is as follows:

1. Charitable purpose and objective:

- 1.1. The trustees apply the funds of The Paul Hodges Trust at their discretion and in accordance with the charitable purposes and objectives of the charity.

2. Priorities for support

- 2.1. The amount of work or number of projects that can be supported by the trustees is necessarily limited. The trustees have determined that the current priority for funding is the relief of poverty through the empowerment of women and girls, with particular focus on Sub-Saharan Africa.
- 2.2. The priorities for support will be reviewed by the trustees every year and may be changed depending upon circumstances and the perceived effectiveness of the application of funds. Any change to these priorities must still fulfil the charitable purpose and objectives of the charity.

3. Principles applied in determining support

In awarding grants, the trustees will apply the following principles;

- 3.1. The trustees will consider any applications that are eligible for consideration:
- 3.2. Each application completed in full and submitted within the application period, will be considered on its own merits. Where applications have been previously considered (whether successful or not) any due diligence undertaken to reach an earlier decision will be made available to the trustees.
- 3.3. The trustees will carry out sufficient due diligence to ensure that the application meets both the charitable purposes, and the priorities for support set out in this policy.
- 3.4. The trustees are content to work in partnership with other grant making bodies where funding of an entire project is beyond the scope of any single organisation.

4. Applicant and partner due diligence

- 4.1. The trustees will carry out sufficient due diligence on any potential beneficiary to ensure:
 - the identity of the beneficiary
 - That funds are applied in accordance with the Charity's charitable purpose
 - That funds are not knowingly used for:
 - o Money laundering in accordance with the operative Money Laundering regulations;
 - o Terrorist financing in accordance with the Terrorist Act 2000;
 - o Bribery in accordance with the 2010 Bribery Act.
- 4.2. In cases where the charity is not the only supporter of the work or project, and to protect its reputation, the trustees may choose to extend any due diligence beyond the proposed beneficiary and to include other partner supporting organisations.
- 4.3. The trustees will adopt a risk rated approach to due diligence. Risk factors will include; the size of the grant; the country of the proposed recipient; the geographical location in which the grant will be applied.

- 4.4. Grant size will be an important risk factor and the larger the grant the greater will be the likely level of due diligence undertaken.
- 4.5. Where the proposed beneficiary is well known to the trustees and the relationship has been long standing and well established, the amount of due diligence undertaken is likely to be reduced.
- 4.6. The results of any due diligence will not last indefinitely. In cases where beneficiaries are supported for a significant period of time, additional due diligence will be undertaken on a change of circumstances that might impact the beneficiary, or in any case after a period of three years.

5. Administration

- 5.2. For all grants, trustees should be confident:
- of the purpose of the proposed grant including and understanding of the work and the way in which the grant will be managed and applied;
 - of the person(s) responsible for the management of the grant and for overseeing the work
 - that all local applicable laws and working practices associated with the work are fully and properly applied;
 - that suitable safeguarding policies are in place in cases where the applicant works with children or vulnerable adults.
- 5.3. Trustees would expect a written report (on request) setting out the progress and achievements for the period covered and detailing any forthcoming changes to either the nature or the location of ongoing work.
- 5.4. With the agreement of the charity and the beneficiary, grants will be provided by means of an electronic banking transfer or a cheque. The charity's normal payment authorisation process will be applied to any payments.
- 5.5. In situations where that purpose does not proceed or where any grant or part thereof remains unused, unused funds must be returned.
- 5.6. Where formal written applications have been received, or other records maintained, these will be stored and subsequently disposed of in accordance with the charity's policy on data protection and prevailing Data Protection legislation.

6. Decision making

- 6.1. The decision of the trustees on whether to award a grant is final.
- 6.2. The trustees are not obliged to provide an explanation to applicants in the event that their application is not successful.

Summary of the main achievements of the charity during the year

In 2022, we saw the successful completion of our fourth set of grant projects.

We funded projects in Ghana (with our partner ASIGE and ORGIIS), Tanzania (with our partner OMAWA), Sierra Leone (with our partner We Yone Child Foundation) and Uganda (with our partners Network for Community Development & Bulogo Women's Group).

Our focus for all of these projects was on tackling the barriers that keep women and girls poor, helping to give them control over their lives and opportunities to lift themselves and their families out of poverty. We funded small, local organisations rich in expertise, dedication and passion but who often struggle to attract funds from larger donors.

Our main areas of work were:

- Girls' Education
- Women's Economic Empowerment
- Sexual and Reproductive Health

Full List of Projects Operating in 2022

Reusable Sanitary Pad Hubs – Bolgatanga Ghana/ Kamuli, Uganda / Jinja, Uganda

Periods should never limit a girls' potential. Yet for many girls across Africa, lack of access to sanitary products leads to school drop-out and increased vulnerability. In 2022, we launched 3 new reusable sanitary pad hubs in Ghana and Uganda. These hubs provide livelihoods for talented trainee tailors, while manufacturing essential sanitary resources for girls' and young women. During 2022, these hubs produced over 5,000 reusable sanitary pad sets which were distributed for free to girls' in need.

"Stop the setback" – Partner: Bulogo Women's Group - Kamuli, Uganda

In partnership with Bulogo women's group we worked to ensure rural girls' living in Kamuli District could successfully return to school after Uganda's long COVID-19 school closures. Between 2020 and 2021 Uganda's schools were closed for over 18 months. When girls are out of school, they are more vulnerable to child marriage, sexual abuse, adolescent pregnancy and violence. When combined with falling family incomes due to the economic impact of COVID, there was a huge risk that too many girls would simply never go back to school after the pandemic. Once schools re-opened we worked with Bulogo Women's Group to provide 1-year scholarships and educational support to enable 40 girls return to school in 2022. We also supported female caregivers with training and start-up capital, enabling them to establish a small business to support their children's education long term.

"Keeping Girls in School" – Partner: Okoa Maisha Ya Watoto (OMAWA) – Kilimanjaro Region, Tanzania

Okoa Maisha Ya Watoto means 'Save Children's Lives' in Swahili. This small NGO, established by a group of Tanzania teachers, specialises in supporting rural children impacted by AIDS/HIV. Over the last 3 years we have been funding 80 girls and young women to complete secondary school, vocational college or university. Alongside paying for school fees, school uniforms and learning materials, this on-going project also supported all participants with emotional counselling, comprehensive sex

education and access to sanitary pads. We were delighted that in June 2022, 60 girls in this project successfully completed senior secondary school. Currently this is something that less than 10% of girls in Tanzania are able to achieve, due to poverty and gender discrimination.

“Empowered Women, Better Lives Project” – Partner: Network for Community Development (NCD) – Mukono, Uganda

This project worked with vulnerable rural women (especially single mothers and widows) to adopt climate smart agricultural practices and diversify their incomes. Women were trained in soil and water conservation, forest gardening, organic farming and how to sustainably increase yields. Beneficiaries were also provided with banana and coffee plants to diversify their income. At the same time, the Empowered Women, Better Lives Project worked in Mukono’s urban communities, supporting survivors of violence and trafficking to gain life skills, complete a 1-year tailoring course and set up a cooperative. Once trained, each young woman was provided with a sewing machine and start-up materials. These talented tailors provide the very special handmade items you will find in our Etsy shop.

“Livelihood Empowerment Against Poverty (LEAP)”- Partner: Advocacy for Social Inclusion and Gender Equality (ASIGE) – Bolgatanga, Ghana

The LEAP project provided apprenticeships and start-up resources for teenage mothers, girls who have been forced to drop out of school, homeless young women and persons with disabilities. In 2022 we supported 50 young women to complete or continue their vocational apprenticeship in areas including tailoring, weaving, hairdressing and – new for this 2022 – welding. On graduating from the project these young women will be able to earn an independent income and build a better future for themselves and their children.

Joan Davis Scholarship Project – Partner: We Yone Child Foundation, Freetown, Sierra Leone

An interlinked web of issues, including family poverty, gender discrimination, teen pregnancy, violence and child marriage, forces too many teenage girls to drop out of school. In Sierra Leone, only one in six girls completes secondary school. This 3 year project is supporting 30 girls from Freetown’s largest slum community to complete Junior Secondary School. The World Bank has demonstrated that supporting girls’ education is one of the best investments you can make for breaking the cycle of poverty, as better educated girls are likely to marry later, have fewer and healthier children and be able to earn more (12% more for each additional year of education).

Joan Davis University Scholarship Project – Partner: OMAWA, Kilimanjaro Region, Tanzania

Across Tanzania, less than 3% of young adults enrol in university education. This figure is even lower for female students, and even lower again for girls from rural and Maasai background where attending university is almost unheard-of. Operating in Moshi Rural district, in 2022 this project enabled 10 high-performing but impoverished rural young women to enrol in a university degree. Combined with counselling and mentoring, this project aims to provide financial support that will give beneficiaries from very poor backgrounds the security of long-term assistance at this critical point in their lives. We believe the ripple effect from this ground-breaking project will be huge, as educated and empowered women are better able to realise their potential, shape their future and break the cycle of poverty. We hope the young women

Section D

Achievements and performance

supported by this project will go on to have bright futures, be catalysts for change in their community and help others.

Love, Learn and Play Girls' Club – Partners: We Yone Child Foundation and the Universal Enlightenment Forum, Kroo Bay and George Brook, Sierra Leone

With generous funding from the Universal Enlightenment Forum, a US-based think-tank, in 2022 we were able to scale up the Love, Learn and Play Girls' Club that we had successfully piloted in 2021. Increasing evidence has demonstrated that Girls' Clubs are a high-impact way to promote girls' wellbeing and change the gender norms that constrain their lives. The LLP Girls' Club supported 100 girls living in very poor communities to gain life skills and education; nurture greater self-confidence, self-respect and self-worth; identify and challenge false narratives that negatively impact their lives; and have opportunities to play, have fun and be creative.

“Resources for female farmers” – Partners: ORGIIS and Open Source Cooperative, Northern Region, Ghana

In 2019, The Paul Hodges Trust partnered with ORGIIS to help remote women-led cooperative farming groups earn a fairer and more sustainable income from their hard work. We supported them in agricultural training, organic certification, land restoration and setting up village savings and loans groups. This helped the women to increase their yields, build financial resilience and start to transition out of poverty. While our direct project funding to ORGIIS came to an end in 2020, we remained aware of the huge challenges that continued to be faced by these women, including that they had no way to transport their goods from their very remote villages to market. This has meant a continuing dependence on middle-men, who collect the products for onward sale, often paying the farmers exploitatively low prices. As such, we were delighted when we were contacted by the Manchester-based Open Source Cooperative who wanted to make a donation to support the work of Ghanaian-based cooperatives. After cooperative wide discussions, the women decided their top priority was to purchase transportation 'tricycles' (small trucks powered by a motorbike). These trucks will enable them to transport their goods to market themselves, cutting out the middle men and ensuring their goods are sent in a timely manner, thus minimising product wastage. The tricycles will also provide members of the cooperative with a more efficient way to transport water and agricultural supplies (before the tricycles, women spent an average of 2 hours a day walking to collect water for their families and farms and could rarely afford to travel to the local town to buy supplies). Ever multi-functional, the tricycles are also already being used to take pregnant women to hospital and ensuring sick community members can access health centres.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trustees recognise that actively managing the charity's reserves is an important part of financial management and forward financial planning.

In formulating our Reserves Policy, we seek to balance two principles:

- Ensuring that we do not tie up valuable charitable funds unnecessarily, thus limiting the amount of money spent on charitable activities and our core impact
- Ensuring that we have a meaningful amount of money in reserve

to enable us to manage risks and shocks, and capitalise on unexpected opportunities

Bearing these principles in mind, the Trustees have agreed to keep £4,500 in reserve at all times. £4,500 represents roughly 10% of our annual operating budget (based on the previous 3 years). This amount is kept in reserve to:

1. Enable us to capitalise on high-impact opportunities that emerge during the implementation of our annual projects
2. Cover unforeseen expenditure or costs related to our annual projects

We believe it is reasonable to have a relatively low level of reserves as:

- A. We employ no staff, so shoulder no salary or similar day-to-day operational responsibilities (e.g., for employing temporary staff to cover a long-term sick absence)
- B. We do not have an office, so shoulder no office maintenance or administration costs
- C. We only make funding commitments based on funds that have already been raised and are currently in our Trust bank account, rather than commitments based on expected future income. Therefore, an unexpected drop in future income would have limited negative impact on our ability to operate in the immediate term – we would just reduce the scale of our work in future years.

Holding a relatively low level of reserves enables us to maximise the funds we spend directly with our partners on achieving our strategic aims.

Monitoring Reserves

The level of reserves will be monitored throughout the year as part of the normal monitoring and budgetary reporting processes.

In particular, we will:

- Review the reserves target, reserves level and reserves policy every 6 months during our Trustee meeting
- Identify when reserves are drawn on so that we understand the reasons and can consider the corrective action, if any, that needs to be taken
- Ensure that the reserves policy continues to be relevant as the charity develops or changes its strategy and activities

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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

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

Over this period the charity's principal sources of funds were:

- Individual donations by family and friends of the Trustees and contributions from the Trustees themselves
- Crowdfunding and other community fundraising led by student groups at the University of Bath
- Grant funding from the Universal Enlightenment Forum
- Donations from the North Mymms Youth Club
- Corporate donations from GoodThings Retail and Open Source Manchester Cooperative

adopted.

Section FOther optional information

Section GDeclaration

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

Signed on behalf of the charity's trustees

Signature(s)	Jenny Carlen	
Full name(s)	Jennifer Carlen	
Position (eg Secretary, Chair, etc)	Trustee & Chair	
Date	28/09/2023	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
The Paul Hodges Trust

No (if any)
1177636

CC16a

Receipts and payments accounts

For the period from	Period start date 01/01/2022	To	Period end date 31/12/2022
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Charity donations	21,607	9,642	-	31,249	37,962
Gift Aid claims	1,045	-	-	1,045	5,673
Fundraising	55	-	-	55	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	22,707	9,642	-	32,350	43,635
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	22,707	9,642	-	32,350	43,635
A3 Payments					
Grants	35,149	8,057	-	43,206	58,880
Bank charges	150	15	-	165	255
Volunteer expenses	-	-	-	-	-
Trustee expenses	-	-	-	-	-
Governance activities	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	35,299	8,072	-	43,371	59,135
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	35,299	8,072	-	43,371	59,135
Net of receipts/(payments)	- 12,592	1,570	-	- 11,021	- 15,500
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	31,900	1,570	-	30,330	45,829
Cash funds this year end	19,308	0	-	19,309	30,329

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Held in bank	19,308	0	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	19,308	0	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
The Paul Hodges Trust

On accounts for the year
ended

31 December 2022

Charity no
(if any)

1177636

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 12 / 2022.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Ruth Cook

Date: 10 / 10 / 23

Name:

Ruth Cook

Relevant professional
qualification(s) or body
(if any):

Chartered Accountant (ACA)
Chartered Tax Adviser (CTA)

Address:

35 Billy Lows Lane

Potters Bar
Herts EN6 1UX

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.