



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	January	2017		31	December	2017

### Section A Reference and administration details

Charity name A Little Gesture A Great Help

Other names charity is known by A Little Gesture, ALG

Registered charity number (if any) 1141990

Charity's principal address 12A Selwood Place

SW7 3QQ

London, UK

#### 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	Sara Ludovina Nina Firmo dos Santos Vicente Barreto	Founding Trustee		
2	Joana Filipa Silva de Sousa e Castro	Founding Trustee		
3	Patricia Ludovina Nina Firmo dos Santos Vicente Acquaviva	Founding Trustee		
4	Margarida Barbosa Vilas-Boas	Founding Trustee, non-executive – resigned as of December 2017	Not acting	

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

Name	Dates acted if not for whole year

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

Type of adviser	Name	Address
Board Advisor	João Saraiva e Silva	London SW3 2SH

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 the Chairman and Founding Trustee, Sara Vicente, on an unanimity vote with the other Founding Trustees.

#### Additional governance issues (Optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p><u>Organisational Structure and Strategy – at Headquarters</u></p> <p>The Chairman registered the Founding Trustees decision to invite a new Trustee to join the Charity. Ms Villas Boas was in essence a non-executive Founding Trustee, with no day-to-day involvement in the Charity's activities apart from occasional fundraising support, who recently relocated to Portugal and effectively and formally resigned from the Charity's Trustee in December 2017. The Trustees unanimously elected the target <b>new Trustee Madalena Godinho</b> who had been a tireless ambassador to the Charity to date, had shown dedication to help further after working with dedication towards the success of the 2017 ALG Gala Event and had even demonstrated her interest in the Charity's mission by physically visiting local operations in Mozambique in September 2016. Ms Godinho was aligned with the Founding Trustees to join as new Trustee from the 1<sup>st</sup> January 2018.</p> <p>The Board of Advisors for ALG has been in practice inactive with only occasional support by ALG Board Member Joao Saraiva e Silva. The Trustees recognised there has been also a lack of engagement and time on their part to properly nurture ALG Board Members and further expand potential board positions.</p> <p>Over 2017 the Trustee organizational structure at headquarters was as follows:</p> <ul style="list-style-type: none"> <li>• The Charity benefited from <b>3 actively operating Founding Trustees</b>. The Trustees <b>gathered formally on three occasions</b> in 2017. Detailed meeting minutes are available for dates 28<sup>th</sup> April 2017 (#24), 18<sup>th</sup> September 2017 (#25) and 14<sup>th</sup> November 2017 (#26). They also met informally on several occasions alongside numerous phone calls and email exchanges for process updates.</li> <li>• The organisation continued to run an informal network of support through the running of <b>ALG Ambassadors</b>, dedicated to increase awareness and occasional fundraising initiatives on behalf of the Charity. This network was especially valid in the success of the ALG Gala Event on the 9<sup>th</sup> of March of the current year, gathering over 220 professionals to celebrate the Charity's work.</li> <li>• The Charity is intimately linked and works in <b>close cooperation on the ground with Portuguese Charity Um Pequeno Gesto Uma Grande Ajuda ("UPG")</b>. This cooperative relationship is managerially and financially independent but benefits from UPG's extensive experience since its inception in 2004. The two entities share volunteer resources at headquarters level including the daily physical presence of ALG Trustee Patricia Acquaviva and the Chairman role on a remote basis of ALG Founder Sara Vicente Barreto. The two entities also share flow of information related to its respective projects in Mozambique from common Local Partners. ALG benefits on a goodwill basis from work performed by 3 full-time paid staff employed by the Portuguese organisation. The funding of activities and accounting remain formally independent at the two organisations though they are made available to financiers on a management pro-forma basis.</li> </ul> <p><u>Organisational Structure and Strategy – Locally</u></p> <p>A Little Gesture A Great Help led its <b>seventh year of operations in Mozambique</b> consolidating its presence in the Xai-Xai region programmes and in the proportionately larger Chokwé region programmes through its established network of <b>six Local Partners</b>. This network of partners is present daily on the ground and receive the Charity's disbursements to implement local projects. In 2017, this group was composed of:</p> <ul style="list-style-type: none"> <li>• Fathers Alex and Elpideo, taking responsibility over the Chongoene communities and the ESC school, Chongoene, from January;</li> <li>• Sister Beta and Teacher Etelvina, in the <i>Escolinha do Andre</i> and the EFI school, Xai-Xai;</li> <li>• Sister Flora, later followed by Sister Antonia, in the SLM school, and Sister Alice, later followed by Sister Celia, in the SVP school, both in the Chokwé region.</li> </ul> <p>The Charity used for a fourth consecutive year the <b>financial administration and control system software from Paxton Computers</b> that has proven to be an effective and useful tool for the Charity. The software costed the Charity £228 in 2017 (£156 in 2016, but now with an additional licence for the volunteer Nicola A), a cost considered essential by the Trustees for the adequate financial controls of the Charity.</p>
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## Section C

## Objectives and Activities

<p>Summary of the <b>objects of the charity</b> set out in its governing document</p>	<p><i>No change to this section has occurred since the last fiscal year 2016.</i></p> <p>The objects are focused on, though not strictly limited to, <b>underprivileged children and their families in the province of Gaza, Mozambique</b>. This group includes local pre-school and school-age children, orphans and children of poor families, and any local child and their families evidencing a lack of material resources, ill health, abandonment by the families or any source of disadvantage to a happy and caring childhood. These specifically include:</p> <div><div><div>i)</div><div><div>a.</div><div>b.</div><div>c.</div><div>d.</div><div>e.</div></div><div><div>The prevention and <b>relief of poverty</b> through the provision of items (either outright or on loan) such as:</div><div>Food and food producing activities such as farming support;</div><div>Clothing;</div><div>Basic housing needs including the construction of family huts or village orphanages, basic bedding, furniture, cooking and heating appliances, fuel and electricity expenses for cooking, heating and other domestic needs;</div><div>Small-scale community infrastructure such as village water wells and bread ovens, chicken farms, photovoltaic panels, carpentry and sewing centers, non-state pre-schools and orphanages;</div><div>Other similar expenses to create the conditions for the child’s social integration and community’s self-sufficiency;</div></div></div><div><div><div>ii)</div><div><div>a.</div><div>b.</div><div>c.</div></div><div><div>The advancement of <b>education</b> through:</div><div>Access to education for school-age children in local state schools, including payment of fees for instruction, examination or other expenses, the supply of school uniforms, books and tools, the construction and equipment of facilities such as pre-schools and out-of-school groups, wages and subsidies for local teachers, class assistants and child minders, among others;</div><div>Technical training to promote community education and life-long learning such as providing for and motivating attendance to small-scale learning centres for carpentry, sewing, information technology and local arts &amp; crafts;</div><div>and any expenses in general directed and measured towards the local improvement of vocational training, apprenticeship, language, literacy, numerical or technical skills;</div></div></div><div><div><div>iii)</div><div><div>The advancement of <b>health and prevention of disease</b> through financial support of basic, non-recurrent, health protection measures such as the provision of urgent medication, training on malaria prevention, periodic pest and other diseases control, medical treatment, care and healing;</div></div></div></div><p>The Charity, should the Trustees propose and approve it, may expand its activity to other areas in Mozambique and may celebrate new protocols and agreements with other charities, private companies and public institutions from other countries, including but not limited to the United Kingdom, Portugal or Mozambique, as long as this expansion, protocols and agreements, as well as any new partners, respect the spirit of the objects above.</p></div></div>															
<p>Summary of the main activities undertaken for the public benefit in relation to these objects</p> <p>(include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)</p>	<p>The seventh year of the Charity’s operations consolidated its intervention in Mozambique through a key focus on education.</p> <div><div><div>1.</div><div>2.</div><div>3.</div></div><div><div>The Trustees confirm that the programmes implemented on the ground revealed constant care for an efficient use of funds and to maximize the public benefit derived from each charitable activity.</div><div>The list below of the <b>activities approved for disbursement and undertaken for public benefit fully respect the charitable purposes</b> set up under the objects of the Charity.</div><div>Each of these activities promotes a charitable purpose in its own right and is limited to activities that have exclusively charitable purposes for the public benefit.</div></div></div> <div><div>1. Main Activities Undertaken – Summary of Sources &amp; Uses of Funds</div></div> <p>The Trustees recognised an extraordinarily strong <b>evolution in the Sources and Uses of Funds over 2017</b>. This was expected given the positive impact of the flagship ALG Gala Event and not anticipated to be repeated over 2018.</p> <p><i>Table 1 ALG Financial Evolution Overview FY16-FY17</i></p> <table><tr><th>Sources of Funds</th><th>FY17 £144,264</th><th>FY16 £79,940</th></tr><tr><td>Several fundraising activities to finance both charitable activities in Mozambique and the lean cost structure of the Charity at headquarters.<div><div><div>· Significant One-Off from ALG Gala Event at 50% of funds raised</div><div>· Total Funds Raised since inception of <b>£596,203</b></div></div></div></td><td></td><td>Increase of 81% year on year</td></tr><tr><th>Uses of Funds - Project Costs</th><th>FY17 £68,969</th><th>FY16 £50,000</th></tr><tr><td>Several fully charitable activities financed through 3 disbursements to Mozambique of £68,450 in total (Apr#15, Aug#16, Oct#17)<div><div><div>· Includes annual Salary expenses with Local Coordinator Hilario L.</div><div>· Total Funds Spent on Projects since inception of <b>£392,019</b></div></div></div></td><td></td><td>Increase of 38% year on year</td></tr><tr><th>Uses of Funds - Admin Costs</th><th>FY17 £13,966</th><th>FY16 £2,933</th></tr></table>	Sources of Funds	FY17 £144,264	FY16 £79,940	Several fundraising activities to finance both charitable activities in Mozambique and the lean cost structure of the Charity at headquarters. <div><div><div>· Significant One-Off from ALG Gala Event at 50% of funds raised</div><div>· Total Funds Raised since inception of <b>£596,203</b></div></div></div>		Increase of 81% year on year	Uses of Funds - Project Costs	FY17 £68,969	FY16 £50,000	Several fully charitable activities financed through 3 disbursements to Mozambique of £68,450 in total (Apr#15, Aug#16, Oct#17) <div><div><div>· Includes annual Salary expenses with Local Coordinator Hilario L.</div><div>· Total Funds Spent on Projects since inception of <b>£392,019</b></div></div></div>		Increase of 38% year on year	Uses of Funds - Admin Costs	FY17 £13,966	FY16 £2,933
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Administrative Costs such as Fundraising and Governance expenses

- Includes an additional and uncommonly high 9.7% costs at HQ incurred with Fundraising and Governance activities
- Fourfold increase in Fundraising expenses derived from hosting the flagship event

Increase of 3.7x  
year on year

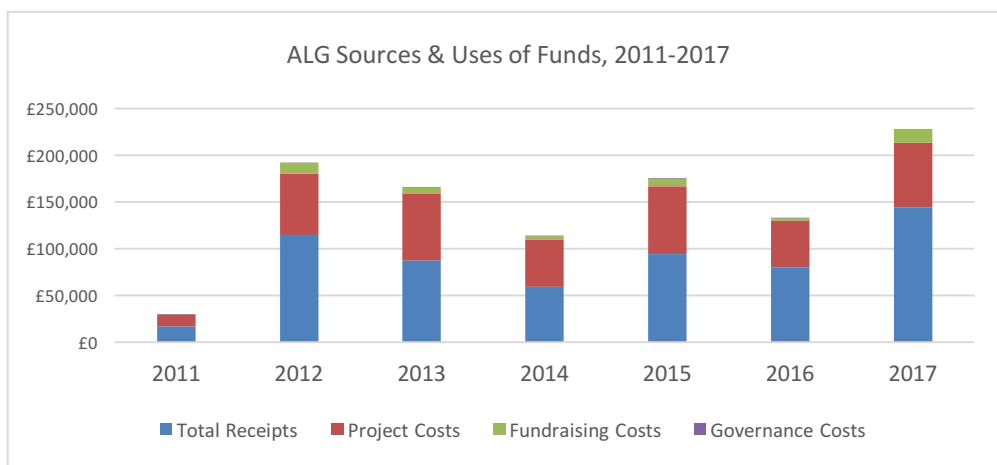
<b>Uses of Funds - Total Costs</b>	<b>FY17 £82,935</b>	<b>FY16 £52,933</b>
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· Total Funds Spent since inception of <b>£438,495</b>	Increase of 57% year on year
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## 2. Fundraising Activities - Sources of Funds:

Over 2017 and in financial terms the Charity expanded its activities both in terms of receipts but also in expenditure recorded, more pronouncedly (as from a lower base) in the HQ admin heavily influenced by organising the ALG Gala Event.

Figure 1 ALG Sources and Uses of Funds over the FY, period 2011-2017



In terms of **receipts**, the growth of 81% reflects a very strong Gala Event with £71,429 in funds raised.

- Inflows were comparable to, though higher than, the year of 2012, when the Charity hosted its first and previous Gala Event.
- Net of all Events (Gala and Quiz Nights), other fundraising activities were down 3% as the Trustees put their focus on the flagship event.

## 3. Project Activities - Uses of Funds:

Over 2017, the Charity's disbursements for Charitable Activities registered as Total Project Costs were split per project area as follows:

Table 2: ALG Disbursement Schedule FY2017

ALG Disbursement Schedule - Project Funding FY2017		
#15, #16, #17	In GBP	%
SLM HIV Centre - Poverty Relief (Football)	£3,450	5%
SLM HIV Centre - Poverty Relief	£13,300	19%
Water - Infrastructure	£-	0%
Housing - Infrastructure	£1,250	2%
SLM Canteen - Infrastructure	£3,198	5%
Pre-School Education - Education	£11,871	17%
University Support - Education	£996	1%
After-School Support - Education	£2,700	4%
Literacy - Education	£-	0%
Technical Education - Education	£3,325	5%
School Feeding - Education	£26,000	38%
Diverse - Sustainability	£-	0%
Others - Local Coordinator	£2,360	3%
<b>Total Funds Disbursed to Projects 2017</b>	<b>£68,450</b>	

In terms of **funds spent on projects**, the 38% increase reflected continued and sustainable growth in the larger multiannual projects. It also reflected the following contextual adjustments:

1. Structural adjustments, affecting Charitable Activities Costs: **2017 includes the launch of significant new projects**, especially in the infrastructure build area: the new SLM Canteen was in large part funded by ALG, in cooperation with UPG Portugal, given significant funds had been raised by ALG towards this project; a new sports facility was built in the SLM HIV Centre with financing secured by the Egmont Trust; a single-family hut was built over the year.
2. Technical adjustment, affecting Charitable Activities Costs but not local operations: a disbursement of **£6,750 in "advance funds"** had been approved by the Trustees by year end 2015\* as an advance for the multiyear projects to be implemented in 2016. Adjusting for this advance in December 2015, funds disbursed over 2016 of £56,750 are only **21% below** funds disbursed over 2017.

The Charity continues to recognize the importance of an **ALG Coordinator** in Mozambique, physically close to the Local Partners and coordinating project implementation. This cost line included under Total Project Costs as **Coordination Costs represented 3% of project spend** directed towards the payment of an annual salary and financed the long-term ALG private donor Mr João GP.

#### 4. Total Activities (Projects & Admin) - Uses of Funds:

Over 2017, the Charity's **Total Project & Admin Costs of £52,933** were split as follows:

Figure 2 ALG Total Cost Split and Project Cost Split, FY2017



In terms of **funds spent in total**, the 57% increase reflected the increase in disbursements above but also the investment necessary to host such a large-scale fundraising and awareness event for such a small Charity as ALG. While Admin costs arguably doubled y/y with the Gala food costs, IT investment for the auction and sourcing of Gala auctionable goods (some of them with a cost-share), the Event also represented 50% of all proceeds on a record year therefore multiplying this spend. Also part of the one-off expense investment such as the ALG Documentary will benefit the Charity's operations for a large number of years. It also reflected the following adjustment:

1. Technical adjustment, affecting Fundraising Costs: Admin more than quadrupled from 2016 but a £3,250 adjustment for **RPHM fees** is due for 2016 operations. This adjustment means Admin costs doubled from £6,183 to £13,966 in real terms.

The financial year registered a ratio of **admin to funds raised of 90p / admin to funds spent of 83.2p**.

Table 3 ALG Admin Cost Ratios, FY15-FY17

	FY 2017	FY 2016	FY 2015
<b>Admin Costs</b>	<b>£13,966</b>	<b>£2,933</b>	<b>£8,024</b>
% Admin per Funds Raised	9.7%	3.7%	8.5%
% Admin per Funds Spent	16.8%	5.5%	9.9%
<b>Applied per £ Raised</b>	<b>£0.90</b>	<b>£0.96</b>	<b>£0.91</b>
<b>Admin Costs* (RPHM slot adjustment)</b>	<b>£13,966</b>	<b>£6,183</b>	<b>£4,774</b>
% Admin per Funds Spent* (RPHM slot adjustment)	16.8%	11.0%	6.2%

While the first ratio sits comfortably in line with the Charity's targets given an historically high amount of funds raised, it is less conservative than historical levels and the ratio of Admin per Funds Spent at 16.8% is markedly above the targets set for the Charity. The Trustees consider this ratio to be exceptional but still acceptable over the year given the necessity for higher fundraising spend in order to capture the one-off high-impact receipts of the ALG Gala Event.

(More Financial Detail in see Section E)

Additional details of objectives and activities (Optional information)	
<p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policy on <b>grantmaking</b>;</li> <li>• policy programme related investment;</li> <li>• contribution made by <b>volunteers</b>.</li> </ul>	<p>This section gives further detail on further organisational policies and external support at the Charity:</p>
	<h3>1. ALG Local Partners &amp; Community</h3>
	<p>On the <b>ALG Local Partners</b>, all the partners are supported in their admin and daily work with young, driven members of the Community hired as <b>ALG Local Technicians</b>. As briefly mentioned above:</p> <ul style="list-style-type: none"> <li>• In the <b>Chongoene</b> rural communities new Local Partners Ft. Alex and Ft Elpideo are the parish priests with daily interaction with the community and an agreement to officially supervise the ESC pre-school and the projects in the Chongoene region. The Technician Arnaldo M. continues his excellent and long-serving work with ALG in Chongoene. A new promising hire from the local community, Cremilde T., was enrolled as the first Technician to oversee the ESC operations.</li> <li>• In <b>Xai Xai</b>, Sister Beta now supervised operations only in the Escolinha do André (EA) where ALG has had a more muted presence. Restraints in human resources prevented the Dominican sisters to continue their historic supervision of the ESC school. Technician Helder M. remains the EA's long serving and competent Technician.</li> <li>• In the <b>Marien Ngouabi</b> village, Teacher Etelvina remains our longstanding non-religious Local Partner running the EFI school. ALG has finally enrolled a much-needed Local Technician of quality and of her trust, the young Abel N., to support her in her work.</li> <li>• In the <b>Chokwé</b> region the Vicentine Sisters Daughters of Charity continue their devotion to the poor as both Sister Alice led a smooth transition to Sister Celia (SVP school) and Sister Flora, now promoted to head of the Sisters in Mozambique, led a transition to Sister Antónia (SLM school). These partners continue to forfeit their potential subsidies from ALG on their work as Local Partners. Technicians Jaime M. (SVP), his brother Orcidio M. and Cristovão N. (SLM) continue to support the Sisters in their work.</li> </ul> <p>The project grants allocated by the Trustees continued to promote a <b>culture of mutual help</b> and a spirit of giving-back by the beneficiaries.</p> <ul style="list-style-type: none"> <li>• In 2017, examples include University Scholarship students that help on the Sponsoring programme or the After-Class Study support (Cristovão and Orcidio, Local Technicians in SLM); mums that help cleaning the premises of pre-schools (such as the ESC pre-school for those who cannot afford a symbolic monthly fee); mums that cook in feeding programmes (such as mothers of After-Class children in SVP that rotate cooking lunch in the newly inaugurated SVP Pre-School); among others though not as actively and as expansively as it would be desired by the Trustees and Local Partners.</li> </ul>
	<h3>2. Grant-making policy</h3>
	<p><i>No change to this section has occurred since the last fiscal year 2016.</i></p> <p>The Trustees continued to focus ALG's disbursement policy on the poorest of the poor and preferably school-age children in the Charity's three key regional poles of intervention: Xai-Xai, the nearby villages of Chongoene and, more inland, the town and surroundings of Chokwé. Programme funding was decided in partnership with the six Local Partners who are present on a daily basis and have a deep knowledge of the needs and urgencies on the ground.</p>
	<h3>3. Volunteers and In-Kind Contributions</h3>
	<p>In order to sustain the Charity's goal of <i>90p per pound received applied locally</i>, the ALG team at headquarters (HQ) continued to employ no paid staff and is <b>composed in full of volunteers</b>. These volunteers devoted their time and resources to ALG at their own expense, mostly from remote locations working web-based, attending conference calls, supporting on several areas such as grant making, event planning and support, group design and image, translation services, etc. Admin Costs at ALG are typically composed of third-party, non-negotiable costs incurred by fundraising activities held at HQ. No rental, communications, IT or travel costs from HQ staff of any kind were supported by the Charity.</p> <p>The contribution by volunteers and in-kind donations <b>was extraordinarily important in 2017 in putting together the ALG Gala Event</b> with practically no personnel costs despite significantly higher than historical Admin Costs of £13,966 in 2017. Part of the increase in these costs was of an exceptional nature on the back of the one-off ALG Documentary: costs for this marketing initiative detailed below included several <i>pro bono</i> work hours and were invoiced to ALG at charitable rates.</p> <p>We highlight the following <b>volunteer contributions</b> over 2017:</p> <ul style="list-style-type: none"> <li>• Volunteer Nicola Agyare continue her hard work as a <b>Small Grants Volunteer</b> and initiated her support to the Chairman on the time-consuming task of the Charity's financial bookkeeping</li> <li>• Specifically, for the <b>ALG Gala Event</b> in March which raised a total of £76,724 where just 11% of these represented catering, serving staff, AV/IT and 3rd party auction and ticket management costs:</li> </ul>

- An ALG Host Committee worked tirelessly for months to put the event together for minimum cost and maximum benefit: Catarina Vaz Afonso, Filipa Teixeira, Izabela Wloczewska, Madalena Godinho, Maria Osorio, Noelia de Carvalho and Sara Domingos. The Trustees recognise the success of fundraising activities throughout 2017 was only made possible through the relentless and touching work of this volunteer group.
- A senior group of Gala Hosts including Paulo Araújo, Kristina Brovig, António Horta-Osório, Frederico Lupi, Marco Mowhinckel, João Saraiva e Silva and Miguel Suarez used their professional and personal networks to fill in the event with guests;
- Patron chef Nuno Mendes and his team worked tirelessly to minimize ALG catering costs at the Gala event;
- The Gala was held with the generous support of the Portugal Ambassador to the UK Manuel Lobo Antunes;
- The event dependent heavily on the screening of Tales of Resilience, an ALG documentary by filmmakers and volunteers Niko Tsogka and Mattia Reiniger who travelled to Chokwé the year before.
- On the day of the event, Gala Volunteers below contributed to the smooth running of operations with minimal costs:

Luis Martins	Gabriel Sousa	Adam Mtimet	Claudia Freire	Joana Loureiro
Bartolomeu Paes	Iolanda Godinho	Pedro T. Diniz	Teresa Nolasco	Joe Hadlum
Piedade Lacerda	Ana Zilhao	Catarina Ferreira	Liliana Araujo	Carolina Guimaraes
Mafalda Guimaraes	Vincent Belo	Ana Champilimaud		

In-kind contributions were also essential to the high donation-conversion rate of the Gala on the component of the raffle and auction sessions. A total amount of goods or services donated in excess of £63,000 was available for guests to bid on the night.

We highlight the following and significant **in-kind contributions** by ALG sponsors over 2017:



- **Golden Sponsors:** Portuguese Embassy in London, Herdade do Rocim, Quinta do Pinto, Taberna, Sothebys, Chroma Pictures and Diane Kordas
- **Bronze Sponsors:** Doyen Sports, EdR, Equinox, Intercontinental Hotel, invisibobble, KXGym, marysia, Pestana Hotels, Pia Hallstrom, TAP, Laver Cup, The Oitavos Hotel, Transportugal and Virgin Ltd Edition
- **Donating Artists:** Bela Silva – The Collyer Twins – Diogo Navarro – Duarte A Netto – Gabriela Albergaria – João Louro
- Several other ALG Corporate Friends, Artists and Private Donors who contributed generously to the occasion.

In regards the ALG Documentary initiative, we detail the following additional contribution by volunteers Niko T. and Mattia R.:

- The Charity booked **£519 under Travel Costs** for Chroma Pictures representing airport taxes from an air miles flight by documentary volunteers Niko T. and Mattias R., who generously donated their shooting hours and subsistence costs in Mozambique;
- The Charity booked **£2,555 under Marketing Material Costs** as another one-off in 2017 that was paid to Niko T. These concerned third party film editing costs, sound rights, etc, that were brought to a minimum charitable rate through the hard work and networking of these two volunteers;
- These volunteers also launched an additional fundraising campaign<sup>1</sup> to help cover costs of the documentary where they raised an additional £676.25 (including Gift Aid) to ALG.

All other operational running costs in the UK were generously supported by the Trustees and UK volunteers at their personal expense.

(More Financial Detail in see Section E)

<sup>1</sup> <https://mydonate.bt.com/events/algdocumentary>



## Section D

## Achievements and performance

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

The Charity achieved positive, direct and lasting impact on the target beneficiaries throughout the year with good performance in five key areas:

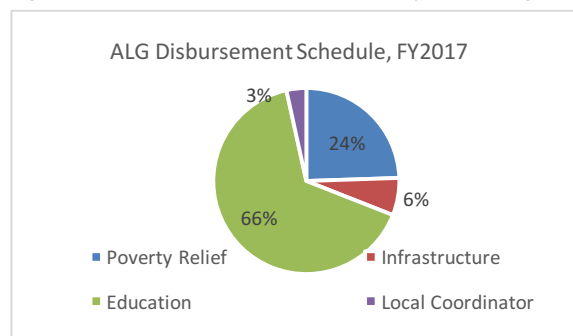
#### 1. Project implementation

On **Project Implementation**, the Trustees oversaw 2017 with the goal to sustain the Charity's operations in the Xai-Xai poles of intervention (EFI and ESC pre-schools and EA school, alongside rural communities of Chongoene) and strengthen their strong concentrated presence in the SVP and SLM schools.

A total of **£68,969 was disbursed in 2017** towards the completion of the objects set out in the Charity's governing document, for the public benefit of the target population in Chongoene, Xai-Xai and Chokwé. This amount was **up 38% from £50'000 (or 21% from adjusted £56,750) in 2016**. It was a year to consolidate ongoing multiannual projects, especially in the area of Education, while investing the Charity's comfortable reserve of unrestricted funds into much needed and one-off infrastructure development. Projects continued to benefit from a significant co-funding contribution from sister-charity UPG Portugal.

On balance the Trustees consider Project Implementation over the year to have been very positive towards the charitable objects set out at launch, with charitable investments split per intervention areas as illustrated below:

Figure 3 ALG Disbursement Schedule - Project Funding FY2017



\*Note: Poverty Relief includes the construction of the Sports facilities at the HIV Centre

#### 2. Beneficiaries

On **Beneficiaries**, ALG's intervention in 2017, in cooperation with UPG Portugal, reached out a combined **c.2,353 direct beneficiaries** (3,253 if we count the double effect in SLM of the School Feeding programme and the new SLM Canteen) in Xai-Xai, Chongoene and Chokwé.

The indirect beneficiaries in these communities are a multiple of this number as the average household has 5 members. Per area of intervention, the Trustees estimate:

Table 4 ALG Beneficiaries per Project, FY17

Object	Project	# Direct Beneficiaries	Notes
Poverty relief	HIV support	33	33 daily attendance at Centre
	Mosquito Nets	750	Of which 225 SVP and 150 SLM. 2 nets per family were provided
Infrastructure	Access to Water	n/a	Temporarily suspended in 2016
	Family Huts	12	6 new Huts Program co-financed with UPG Portugal
	SLM School Canteen	900	900 average, of 850+ students daily, Program co-financed with UPG Portugal
Education	Pre-schools	176	Of which 75 EFI, 62 ESC and 39 SVP Program co-financed with UPG Portugal
	After-Class Support	358	Of which 225 SVP and 133 SLM Program co-financed with UPG Portugal
	School Feeding	900	900 average, of 950+ students daily
	Uni Scholarships	19	Program co-financed with UPG Portugal



	Literacy	n/a	Temporarily suspended in 2016
	Technical Courses	101	Of which 53 SVP and 48 SLM Program co-financed with UPG Portugal
Sustainability	Income Generation	4	4 Income Generation reinforcement - Mums (3 Mums, 1 Father) Currently financed by UPG Portugal
<b>TOTAL</b>		<b>2,353</b>	
<b>*incl SLM canteen</b>		<b>*3,253</b>	

### 3. Summary Financial Performance

On **Financial Performance**, we summarize below the Charity's strong year-on-year financial results with cash funds up 64% from 2016 (*detailed analysis available in Section E*):

*Table 5 ALG Financial Performance Summary, FY14-FY17*

Annual Results	FY 2017	FY 2016	FY 2015	FY 2014	y/y 2017
Funds Received	£144,264	£79,940	£94,387	£59,070	80.5%
Project Costs	£68,969	£50,000	£72,620	£51,080	37.9%
Admin Costs	£13,966	£2,933	£8,024	£3,499	376.2%
Admin* Costs (adjusted RPHM)	£13,966	£6,183*	£4,774*	£3,499	125.9%
<b>Year End Cash Funds</b>	<b>£157,709</b>	<b>£96,380</b>	<b>£69,373</b>	<b>£55,630</b>	<b>63.6%</b>

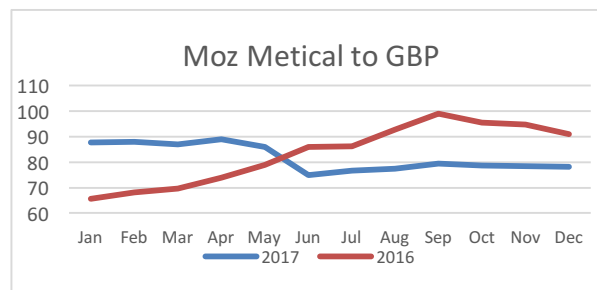
*\*Note: Admin adjusted for RPHM slots previous/next year advances*

The ALG Local Partners also provide the Trustees a qualitative analysis of the impact of the Charity's financial performance. Reports from the ground continued to show enthusiasm for our programme, recognition and often gratitude from the beneficiaries. The Charity's intervention region recovered in economic terms from very difficult 18 months of draught with **aggressive inflation, economic instability and increased hunger in the families**. Over 2017 the Charity continued the efforts of the previous year in strengthening the daily support to families, especially in the guaranteed nutrition area, while also increasing support earlier in children's lives through pre-schools:

- on the SLM Feeding programme a reinforced menu that continues to struggle to guarantee protein for such a large amount of people;
- on the SVP School, a new pre-school guaranteed education and daily lunch to 39 children between 3-5 years
- on the After-Class study programme in SVP, children continued to receive their lunch on the day of attending, but now together with the children from the pre-school next door.

The inflationary situation since 2015 led to an escalation in actual costs in local currency incurred by the Local Partners that was never fully recovered over the more benign year of 2017. This obstacle was amply compensated by a **marked exchange rate depreciation of the metical over the period that provides an additional buffer in funding from the UK in GBP**. Over 2016 the GBP/MTN reached 99.08 in September with a 39% relative depreciation throughout the year. Over 2017 the situation was not so beneficial as the metical recovered strongly (and GDP fluctuated through other factors such as Brexit) with a relative appreciation of 11% throughout the year and the metical hoovering back around the high-70s from middle of the year. This was still more beneficial in terms of funding than the historical levels since the Charity's inception around the mid-40s.

Figure 4 ALG Monthly Average FX MTN / GBP, FY16-FY17



It should be noted that support of both the multi-year and one-off programmes implemented by ALG **was never at financial risk** during the year given conservative project budgets (always including a 5% FX and inflationary buffer) and the significant reserves of the Charity. The Trustees also seek to keep a low cash balance of funds in local currency under the Mozambican bank account in order to minimise local inflationary and depreciation risk. Balances will, by default, be kept in GBP until regular disbursements are required for the running of approved programmes.

As a conclusion, sound Financial Performance over 2017 allowed the Charity to receive evidence of a marked improvement in the quality of life of the children and their families under our intervention area.

#### 4. Organisational Structure

On the **Organizational Structure**, there were several positive achievements at both a headquarters and local level.

*Headquarters* continued to benefit from a dependable small volunteer base but with the limitations on relying on the goodwill and free time of what are mostly busy executives. Over 2017 volunteer work was essential and already detailed in 3. *Volunteers and In-Kind Contribution* above.

*Locally* and during the course of the year there was no divergence in views of notice between the Trustees and the other Local Partners who implement the Charity's strategy on the ground. There were **transitions in the Local Partner** to register within two of the projects under ALG's intervention, already detailed above in 1. *ALG Local Partners & Community* above.

#### 5. Future Considerations

The Trustees consider progress has been made in terms of timely **Reporting** from local operations especially through the continued support of longer established Local Technicians and extraordinary advances in technology (allowing for example the use of cheaper calls and sending data updates through WhatsApp).

In terms of **Decision-Making**, delays continue to be present every time a Local Partner is replaced within the religious congregations partnering with ALG. Given the missionary nature of their work this problem will most likely be repeated over the coming years and will oblige the Trustees to have flexibility and patience for project implementation and accounting when such transitions are announced.

**Technology** constrains (poor internet quality, basic IT, frequent theft of higher end equipment) continued to pose challenges but continued to improve at a speed much above recent years. At the end of the year the Trustees agreed to include a small cash top-up for data so the Technicians can more freely contribute with their questions, short reports and daily obstacles. This should lead to a more frequent dialogue with HQ over 2018.

The limitations in **Local Staff** (reliable, trustworthy and qualified) are a significant hurdle in this region. At the time of this report the Trustees are happy with the team in place and will continue to invest in the development of staff, either through coaching meetings with the Local Coordinator, academic education (3 of the Technicians are Scholarship holders), investment in family sustainability (such as Arnaldo) and directing a lot of local and qualified volunteer work towards their formation.

The Trustees continued to systematically address with the Local Partners the issue of project **Sustainability** in the long-term for the multi-year programmes, especially those

	<p>in the Education area. There is still progress to be made on the sustainability of each programme. At the end of 2017 ALG launched Technical Courses for some of the older sponsored children with a view to start creating income-generating opportunities for each individual child attending these courses and their families.</p>
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### Brief statement of the charity's policy on reserves

On the subject of reserves, the Charity received funds of £144,263 in 2017. At close of year, net of higher than usual uses of funds at £82,935, **Cash Funds stood at £157,709**, a 64% increase year on year. This was an exceptional year for building a strong balance of reserves given the Gala Event hosted for only the second time since inception in 2012. This strong cushion of reserves is expected to be depleted on a regular basis over a similar amount of years to come and until a new flagship event is then organised.

With **cash balances at 109% of funds raised on the year** (vs 121% in 2016), it represented an availability of cash amount well in excess of the goal of reserves set by the Trustees of **reserves at least 5% of funds raised** in every year.

The Trustees continued to enforce their policy towards a conservative management of charitable funds, with reserves readily available for an emergency poverty relief situation or for unexpected infrastructure build requirements.

### Details of any funds materially in deficit

No funds are materially in deficit by year-end 2017 and there is no change in the treatment of deficits and surplus of funds from the previous year<sup>2</sup>.

#### 1. Fund Balances

A detailed **breakdown of fund balances** on each project account at beginning of the year, intra-year movements and by year-end is available under the full set of Charity accounts.

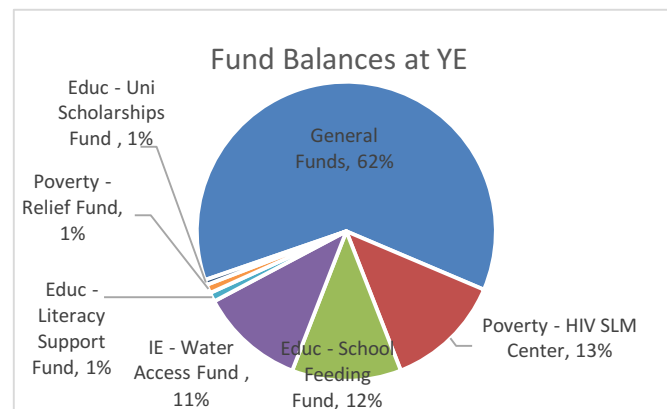
The Funds in balance were as follows at opening and close of the financial year 2017:

*Table 6 ALG Balances of Funds per Project, Open and Close of FY17*

Fund Balances at YE	Year End 2017	% of total	Year End 2016	% of total
General Funds	£97,247	62%	£33,174	34%
Poverty - HIV SLM Center	£19,999	13%	£12,605	13%
Educ - School Feeding Fund	£18,662	12%	£28,035	29%
IE - Water Access Fund	£17,896	11%	£17,896	19%
Educ - Literacy Support Fund	£1,560	1%	£1,560	2%
Poverty - Relief Fund	£1,482	1%	£0	0%
Educ - Uni Scholarships Fund	£862	1%	£447	0%
IE - Community & School IE Fund	£0	0%	£2,465	3%
Educ - Technical Education Fund	£0	0%	£198	0%
Educ - PreSchool Education Fund	£0	0%	£0	0%
Educ - After School Fund	£0	0%	£0	0%
IE - Housing Fund	£0	0%	£0	0%
<b>Total Cash Balances</b>	<b>£157,709</b>		<b>£96,380</b>	

The categories of General Funds and the HIV Centre project held the largest balances of funds, derived in part and respectively as the ALG Gala Event raised funds unrestricted in use and because of ongoing underspending in the HIV project:

*Figure 5 ALG Fund Balances at Year End, FY17*



<sup>2</sup> The policy for treatment of **deficits and surplus of individual project funds** when in the absence of funds allocated to a specific project continued from 2014 in accordance with the Charity's auditor. Upon availability of funds undesignated by the Trustees to any particular area and classified as General Funds, these funds would be used to fulfil the required disbursements of the Charity to a specific project under financing in order to ensure all project funds were appropriately covered in each year and that no accounting negative balances would be transitioned to the following year. The policy also worked in reverse in that any positive balance at year end in an individual project fund would be used to replenish General Funds used in previous years in the amount required to complement that project area.

These balances led to a combined **Total Cash Balances of £157,709 (£96,380 in 2016)** available at year-end, with the category of General Funds providing a very significant cushion for future individual project funds in deficit.

## 2. Intra Fund Adjustments

No changes were required towards *start of the year adjustments* to the 2016 accounts. While closing the 2016 accounts the Trustees recorded a lapse in the accounts concerning the ALG Quiz Night hosted in July 2016, more specifically that the £424.0 in cash received at the event had not been duly transferred to the Charity's bank account. The financial auditor was notified in writing and upon his approval, a prompt transfer was duly made of this amount on the 3<sup>rd</sup> October 2017.

The Trustees agreed on the following *end of year adjustments* to the 2017 accounts, resulting in a **General Funds net utilization of £11,075**:

*Table 7 ALG Internal Transfers between Funds per Project, FY17*

<b>Fund Transfer Details at YE17</b>	<b>Into Fund Account:</b>	<b>Out of Fund Account:</b>	<b>Details:</b>
General Funds, into After School Support Fund	£2,700	(£2,700)	Cover Projects costs as no sufficient specific funds were raised in 2017
General Funds, into Community & School Infrastruct	£733	(£733)	Cover Projects costs as no sufficient specific funds were raised in 2017
General Funds, into Housing Fund	£293	(£293)	Cover Projects costs as no sufficient specific funds were raised in 2017
General Funds, into Pre-School Education Fund	£4,652	(£4,652)	Cover Projects costs as no sufficient specific funds were raised in 2017
General Funds, into Technical Education Fund	£2,697	(£2,697)	Cover Projects costs as no sufficient specific funds were raised in 2017
<b>Net Outflow from General Funds</b>		<b>- £11,075</b>	

These adjustments reflect the Charity's policy of not carrying negative balances on individual project funds, whenever possible and potentially covered by General Funds, with detailed explanations available at request.

## Further financial review details (Optional information)

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

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

### Financial Performance – Detailed Analysis

We detail below in *1. Sources of Funds* the charity's principal sources of funds from charitable donations including a highlight of fundraising initiatives, and on *2. Uses of Funds* how expenditure has supported the key objectives of the charity, either utilised in 2.1. Projects or in 2.2. Admin at headquarters.

#### 1. Sources of Funds

The Charity recorded funds raised from voluntary receipts at **£144'263** (£79,940 in 2016), up 80.5% on the back of a very strong fundraising year, especially in the Events area. Net cash funds stood at a comfortable level of **£157,709** at year-end.

Charitable donations originated from diversified Sources of Funds, detailed below for the past 2 years.

*Table 8 ALG Income by Source of Donation, FY16-FY17*

Donations by Source	FY 2017A	% of total	y/y growth	FY 2016A
ALG Events	£71,429	50%	1422%	£4,693
Challenges/ P2P	£22,445	16%	(32%)	£33,006
Campaigns	£0	0%	na	£0
One-Off Donations	£1,884	1%	(48%)	£3,630
Regular Donations	£3,850	3%	22%	£3,157
Corporate Matching	£8,236	6%	80%	£4,583
Other Channels	£380	0%	88%	£202
Gift aid tax received	£5,178	4%	(2%)	£5,264
Grants Received	£30,861	21%	21%	£25,405
<b>Total</b>	<b>£144,263</b>		<b>80%</b>	<b>£79,940</b>

Some detailed observations:

- The mix evidences the disproportional weight of the exceptionally-held **ALG Gala Event at 50%** of receipts. The last event was held in 2012 and the Trustees do not expect to host another Gala Event shortly, recognising this one as an opportunity to accumulate donor goodwill and excess funds for the coming years.
- **Grants (21% of receipts)** were the second biggest contributor and remain a reliable source of multi-annual income.
  - £13'000 received from the Egmont Trust for the HIV Centre on the 3rd May
  - £6'777 received from ALMT for the EFI Pre-School on the 2nd August
  - £11'084 received from the Egmont Trust for the HIV Centre on the 20th September (lowered from initially granted given underspend in the project) Grants income increased by 21% from a weaker 2016 though they are still £3,290 short of the excellent grant year in 2015. Despite the intensive efforts of volunteer Nicola A. towards securing additional grants the Charity did not secure additional funding in this area.
- **Challenges at 16% of total** continue to represent a key source of ALG funding:
  - Peer-to-peer **Group Challenges** remain a main driver of fundraising income for the year through charity races such as the a high-profile **RPHM bringing £18'999** of direct donations and slot income towards School Feeding. These are balanced by significant fundraising costs in terms of investment in charity slots and marketing support such as vests, with slot fees alone representing a 18% of fundraising costs; The Trustees decided not to hold their traditional participation in the JP Challenge as it became an increasingly difficult event to fill with volunteers.
  - **Personal challenges** on fundraising totalled £3,446. These included a very successful campaign from local volunteers towards mosquito nets, Trustee Patricia's 40<sup>th</sup> birthday challenge, the documentarist's fundraising mentioned above and other smaller initiatives, in the following amounts:
    - ALG Challenge - Gourmet £185
    - ALG Challenge - Sport £835
    - ALG Challenge - Celebrate/Bday £926
    - ALG Challenge - Other Pledges £1,500
- **Corporate Matching (6%)** and **Gift Aid (4%)** continued to be reliant contributors to income and are both closely linked to the RPHM challenge. It should be noted the significant amount of raffle and auction donations from the Gala in 2017 were not eligible for Gift Aid. This drove part of the absolute contribution of this category year-on-year and lowered its traditional overall weight in the Charity's sources of funds. Some of the Gift Aid contributions referring to 2017 were not requested by the Charity during the actual financial year but, for ease of processing by the Trustees, accumulated and then processed at the time of closing the 2017 accounts, in mid-2018.
- **Regular Donations (3%)** imply a certainty of income through the form of formally signed partnerships or through verbal commitments on multi-year financing such as University sponsorships. It remains an area targeted for growth by the Trustees who delivered a 21% increase year on year.

- **One-Off donations at 1%** were down a significant 48%. This category is understated in 2017 as many of the one-off target donors fell within the organization of the ALG Gala Event, in many cases converting into actual donations even when absent for the Event.
- **Other Channels** such as online shopping, etc., continued to be a very small contributor to diversifying the income base at under 1% of receipts.

Feedback was given to donors on the impact of their donations including the release of project sheets where applicable, cost reports, photographic evidence and thank-you notes, with an especially hefty increase in detailed grant reporting. The Gala Event generated a separate newsletter, expense and thank you reports to financial donors, in kind donors and volunteers.

Project disbursements according to the origin of funds reflected the conservative nature of the Charities financial management. Most projects, especially the larger ones, were fully funded by previous fund balances and fundraising for restricted uses throughout the year. The exception was in After School, Community and School Infrastructure, Housing, Pre-Schools and Technical Education Funds, that were financed in part through General Funds as detailed above and especially given the very strong year in general donations that allowed a significant infrastructure build.

## 2. Uses of Funds

The Trustees approved the utilisation of funds for the financing of charitable projects in Mozambique and to cover minimal but necessary admin expenses incurred by the operating structure at headquarters in the UK.

Total costs were split as per *Figure 2 ALG Total Cost Split and Project Cost Split, FY2017* above, with Project Costs totalling £68,969 to fund local operations and £13'966 of Admin costs at headquarters, including Governance spend.

Local Partners received 83% of the Charity's outflows to fund project disbursements and local coordination, topped by an additional 1% in travel costs related to the volunteer filmmakers. In HQ, event costs represented the single largest (though exceptional) cost item at 6% of uses of funds, closely followed by marketing costs and the traditionally expensive RPHM slots at 3% each.

Over 2017 the **Admin/ Total Project & Admin cost ratio stood at a very high 16.8%** given the necessary investment with the high profile ALG Gala. This ratio also compares unfavourably to the Admin/cost ratio of 11% in 2016 and 6.2% in 2015 (both RPHM-adjusted). This deviation is considered by the Trustees to be of an exceptional nature and should fall back into single digit levels over the next years.

### 2.1. Uses of Funds – Projects

This section provides detail on the application of funds per each of the 4 project areas (Poverty Relief, Infrastructure, Education and Sustainability), including Total Project Costs, origin of funding and Year End Balances, all per project area.

#### 2.1.1 Poverty Relief

In the **Poverty Relief** area:

1. The SLM HIV Day Care Centre proved a success with excellent performance indicators reported on the 33 children attending in 2017. Inroads were made towards addressing the more problematic **assiduity of older children**. KPIs are positive on improved health, weight gain, children attendance and academic performance. Financial performance is sound but the Centre continues a **path of underspending Vs budget in metica** as i) limited growth in new child intake, ii) infrastructure upkeep spend minimal and iii) continued operational savviness by the Sisters. The programme is financed in full by The Egmont Trust that visited the Centre on the 15<sup>th</sup> November 2017 mid-way through their second Grant, awarded for two years for an amount of £52,000 (subsequently reduced to £48,167 given project underspend). This project area included the construction of new sports facilities, with the launch in November of a new football & volleyball field to attract older attendees at the Centre, for a cost of £3,450. **Project Costs incurred in 2017 were £16'371** (£13,166 in 2016).



*This project promotes the ALG double objects of Poverty Relief and of Advancement of Health & Disease Prevention (24% of annual disbursements, including the Sports Facilities). Funds of £19,999 were available in this area at YE'2017*

2. The Poverty Relief area launched a campaign over 2017 to gather funds to acquire **mosquito nets** in prevention of malaria. This campaign was locally led by 3 volunteers from UPG Portugal who made an assessment of the local needs, secured financing through their own campaign launched with ALG and supported the local team in distributing c.1,500 nets for our beneficiaries' homes, who received 2 per household, including ALG local staff. Funds were not transferred during 2017 by lapse as UPG Portugal advanced funds locally (upon close of this report the Trustees agreed this lapse would be promptly resolved at the earliest convenience and funds sent over the next disbursement). **Project costs incurred in 2017 were £1'812** (n/a in 2016).

*This project promotes the ALG object of Advancement of Health & Disease Prevention (0% of annual disbursements). Funds of £1,482 were available in this area at YE'2017*

### 2.1.2 Infrastructure

In the **Infrastructure** area:

1. For the **Access to Water** programme the Trustees continued to hold investment despite several local reports on potential avenues to solve the issue with poorly working or abandoned wells. A recent problem with reinvesting funds in this area has been the natural modernisation of the rural communities, as the emergence of running water turned the wells into a less practical alternative for access to water. **Project Costs incurred in 2017 were £0** (£0 in 2016).

*This project promotes the ALG object of Small-scale community infrastructure: village water wells (0% of annual disbursements). £17'896 in funds were available in this area at YE'2017.*

2. Under **Family Housing**, a new housing project was fully financed through the ALG Gala in 2017 – the new family hut of Assane, a 9-year old boy from the SVP school. This hut was built between 2016 and 2017, for a total project cost of c.£1'328. The housing programme is developed in cooperation with UPG Portugal as most beneficiaries tend to be under this charity's Sponsorship programme and financing is often linked to individual child sponsors. In 2017, 6 new housing build or improvements were co-financed between the two charities at a total **expense of c.£4'386** (on a pro-forma consolidated basis but not recorded in full under ALG accounts)<sup>3</sup>. As a rule, the Trustees agree to consider co-funding any deficit in this programme once fundraising with child sponsors in Portugal is closed. **Project Costs incurred in 2017 were £80.1 for Assane only** (£1'248 for Assane only in 2016).

*This project promotes the ALG object of Small-scale community infrastructure: family housing (2% of annual disbursements). No funds were available in this area at YE'2017.*

3. The new project in **IE - Others** for the new SLM School Canteen inaugurated in November 2016 for a cost of £10,941. Over 2017 extra equipment was purchased (plates, spoons, large cooking pans) for an additional cost of £226. Funds<sup>4</sup> were finally disbursed in full in April 2017 upon completion of the works and equipment of the Canteen project. The Trustees agreed to co-fund this programme with UPG Portugal, who also booked a significant donation from a Mozambique corporate donor. Consolidated between the two sister-charities, **Project Costs incurred in 2017 were £589** (£10'941 in 2016).

*This project promotes the ALG object of Small-scale community infrastructure: housing, orphanages, village and school infrastructure (5% of annual disbursements). No funds were available in this area at YE'2017.*

### 2.2.3 Education

In the **Education** area, 2017 continued to demonstrate the Charity's dedication to the advancement of education through **66%** of charity project funds channelled to these programmes.

<sup>3</sup> **Housing Programme:** The programme was rolled out as follows: in SLM/Manjangue one new hut for Elidio Siteo, in SVP/Chokwé finishing works on huts started in 2016 (Isaura Daminsoni, Assane Chana, Edmundo Eulancia, Nunes Matavel) and in EA/Xai-Xai improvement works for Francisco Matsinhe.

<sup>4</sup> **SLM canteen:** ALG raised a gross £3'174 in funds for this project over the Xmas 2015 campaign and the ALG Quiz IV in January 2016, which net of fundraising costs from the quiz represented £2'455 available for Canteen financing. The Trustees decided to transfer £3'198 for this project in order to leave a comfortable cushion of funds locally.

1. The **Pre-Schools** programme continued to support the EFI and the ESC pre-schools (75 and 62 children, respectively) and expanded to a third and exciting new project – the **SVP Pre-School** for 39 underprivileged young children in the SVP compound, also under the direction of the Local Partner the Vicentine Sisters. This programme<sup>5</sup> continually demonstrates a positive and enduring impact on the children's cognitive and social development by providing early years' education, food and attention. Consolidated between the two sister-charities, **Project Costs incurred in 2017 were £18,121** (£11,471 in 2016). *This project promotes the ALG object of Academic Education - Pre-school: nutrition and education expenses (17% of annual disbursements). No funds were available in this area at YE'2017.*
2. **After Class** support continues to complement the children's academic education in the SVP and SLM schools (225 and 133 child beneficiaries, respectively). The programme financed tutoring of 358 children by an ALG Local Technician complemented by a daily lunch (SVP) or snack (SLM). Consolidated between the two sister-charities, **Project Costs incurred in 2017 were £3,212** (£2,173 in 2016). *This project promotes the ALG object of Education support - after-class group study centres & university grants (4% of annual disbursements). No funds were available in this area at YE'2017.*
3. **SLM School Feeding** remains by far the Charity's largest programme as an average **900 meals (from c.800 in 2016)** are served daily in the SLM school compound. This logistics of serving meals was much improved by a **new School Canteen**. There is evidence of positive local qualitative and quantitative feedback on the programme for a large universe of children aged on average 6-15 years old. This project has been mostly financed by the volunteer ALG team at the RPHM event. **Project Costs incurred in 2017 were £25,237** (£23,681 in 2016). *This project promotes the ALG object of Academic Education: nutrition and education expenses (38% of annual disbursements). £18,662 in funds were available in this area at YE'2017.*
4. The **University Scholarships** programme continued to support University and intermediate academic Technical Scholarships. Each student is allocated a Uni Sponsor to finance individual costs under either the UK or the Portuguese charity with Joaquim (finalist), Vasco, Carla M, Orcidio and Cristovão sponsored by ALG. For uni students successfully graduating in 2016 as Eduardo, monies were disbursed over 2017 to clear closing deficits. **Project Costs incurred in 2017 were £1'978 in ALG-only and £8'719** consolidated between the two sister-charities (£5,602 consolidated in 2016). *This project promotes the ALG object of Education Support - after-class group study centres & university grants (1% of annual disbursements, considering ALG-funded only). £862 in funds were available in this area at YE'2017.*
5. The **Literacy** programme remained suspended in the Chongoene region. The Trustees have received local reports that community literacy courses are not in significant demand so the decision to relaunch these courses will need be examined under a careful cost-benefit analysis. **Project Costs incurred in 2016 and 2017 were £0.** *This project promotes the ALG object of Technical and Skills-Based Education: Small-scale learning centres including literacy (0% of annual disbursements). £1,560 in funds were available in this area at YE'2017.*
6. The area of **Technical Courses** had exciting developments in 2017. The ALG Local Partner in Chokwé, Sister Alice, entered the Charity into an official partnership with the local delegation of the Mozambican government's Professional Formation Institute ("IFPELAC"). This protocol allowed the **development of short-term certified skills-based courses**, with Electricity and Sewing being the two key courses over 2017. These courses were offered in the SVP compound and attended by 101 of the older students (of which 53 SVP and 48 SLM students, respectively), for periods of 4 months each and under 2 subsequent phases in 2017. The small centre was also fitted with materials and equipment such as sewing machines. This agreement was

<sup>5</sup> **EFI:** There is a parallel merit programme in place on the EFI pre-school ("Scholarship of the Flowers") fully financed by a private donor in UPG Portugal and outside of the scope of ALG financing.

extended at year end to ALG's operations in Xai-Xai, with a view to launch similar courses from early 2018 under Local Technician Helder. ALG co-funded this initiative with a £3,325 disbursement though courses were still ongoing at year end with total costs not closed. Consolidated between the two sister-charities, **Project Costs incurred in 2017 were £5'724** (£0 in 2016).

*This project promotes the ALG object of Technical and Skills-Based Education: Small-scale learning centres including Skills Based education (5% of annual disbursements). No funds were available in this area at YE'2017.*

#### 2.2.4 Sustainability

In the **Sustainability** area, the year consolidated ongoing micro-projects with families in the Chokwé community. In 2016 ALG financed **11 micro-businesses** from ten mothers and one father in the SVP School, managed by Sister Alice. Over 2017, 2 of the mothers returned funds but as businesses slowly expanded 4 of the existing mothers requested a small reinforcement in funds. Consolidated between the two sister-charities, **Project Costs incurred in 2017 were £119** (£1'027 in 2016).

*This project promotes the ALG object of Sustainability: Income generation (0% of annual disbursements). No funds were available in this area at YE'2017.*

**Over the financial year 2017 the Charity reported General Funds of £33,174 at open and £97,247 at close of year.**

By close of the financial year 2017, the Charity had voted on seventeen disbursements since inception for a **total historic amount of £456,499** of funds disbursed, net of fundraising admin costs, transferred directly to charitable local projects in Mozambique.

#### 2.2. Uses of Funds – Admin

This section provides detail on the application of funds on administrative costs.

*Table 9 ALG Fundraising & Governance Costs Split, FY17*

Admin Costs	FY2017	
<b>Fundraising Costs</b>		
Fundraising Websites Costs	£719	5%
Paypal Costs	£355	3%
Marketing Materials	£2,555	19%
Merchandising	£432	3%
Event General Costs	£7,214	53%
Challenges - Charity Slots	£2,430	18%
<b>Total Fundraising</b>	<b>£13,705</b>	
<b>Governance Costs</b>		
Accounting Software Costs	£228	87%
Bank charges	£34	13%
<b>Total Governance</b>	<b>£262</b>	
<b>Total Admin Costs</b>	<b>£13,966</b>	

The cost structure reflected the following observations:

- The ALG Gala represented an exceptionally high share of costs in an absolute and relative basis. These included not only costs directly input to the evening at 53% of fundraising costs, as well IT support costs such as the 32auctions website and PayPal payment systems;
- The Royal Parks Half Marathon ("RPHM") charity race fee continues to be a significant and non-negotiable cost item for the Charity at a cost of £2,430 or 18% of fundraising costs in 2017;
- The Charity agreed to contribute towards the **travel costs** of film documentarists and volunteers Niko T. and Mattias R. which at £519 are reflected in project costs and not under HQ admin costs
- The documentary editing costs in the UK are reflected upon the 2017 accounts. The Charity booked **£2,555 under Marketing Material Costs** as another one-off in 2017 that was paid to Niko T. These concerned third party film editing costs, sound rights, etc, that were brought to a minimum charitable rate through the hard work and networking of these two volunteers.
- **With 90p per pound raised to be applied directly in projects** the worsening cost ratio partly reflects the high cost of the ALG Gala vs the benefit of securing low financial costs **grant financing**. Foundations are a type of donor associated with the lower financial cost of securing grants (in contrast to the time-consuming effort of securing them) with no race slots, event costs, marketing or other costs attached.

**In conclusion**, this exceptionally high level of spend in 2017 evidences the Trustees investment in the awareness and the potential fundraising of the ALG Gala Event. Despite this, they remain committed over the long-term to support the key charitable objectives of the Charity with minimal headquarter and admin costs. The Charity continued to

benefit from small scale and essentially volunteer work to aim for its goal of applying 90-95p per pound raised.

### 3. Availability of Cash

Year-end cash funds stood at **£157,709** (up 64% from £96,380 in 2016) of which only 30% were restricted to specific projects.

*Table 10 ALG Availability of Cash per Account & Reserves, YE2016 and YE2017*

Cash Funds at YE	Balance at YE2017	Balance at YE2016
Barclays Bank Account	£157,673	£95,004
Paypal Account	£36	£878
Mydonate Account	(£0.01)	£498
<b>Total Cash Availability</b>	<b>£157,709</b>	<b>£96,380</b>
<i>of which Unrestricted</i>	70%	34%
<i>Reserves (Cash as % of Funds Raised)</i>	109%	121%

There were no investments in place by the Charity apart from the financing of the projects above. The Trustees do not anticipate making any financial investments until more maturity is reached in the sources and uses of the Charity.

## Section F Other optional information

None relevant.

## Section G Declaration

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

Signed on behalf of the Charity's trustees

	Signature(s)	(available offline)	(available offline)
	Full name(s)	Joana Filipa Silva de Sousa e Castro	Patricia Ludovina Nina Firmo dos Santos Vicente Acquaviva
Position (eg Secretary, Chair, etc)		Founding Trustee and Fundraiser	Founding Trustee and Treasurer
	Signature(s)	(available offline)	
	Full name(s)	Sara Ludovina Nina Firmo dos Santos Vicente Barreto	And in consultation with Madalena Godinho Ramos
	Position (eg Secretary, Chair, etc)	Founding Trustee and Chairman	(Trustee in effect since January 2018)

Date:

20 October 2018

Charity no. 1141990

A Little Gesture UK

Printed: 05/09/2018

Year to December 2017

All fund codes consolidated

	<u>Turnover year to date</u>	<u>Turnover last year to date</u>
Voluntary Receipts		
C11011 Flagship Event	71,429.00	0.00
C11013 Quiz Nights	0.00	4,397.20
C11014 3rd Party Events	0.00	295.84
C11020 ALG Challenge - Gourmet	185.00	0.00
C11021 ALG Challenge - Sport	835.00	582.00
C11022 ALG Challenge - Celebrate/Bday	926.00	5,390.00
C11023 ALG Challenge - Other Pledges	1,500.00	715.00
C11024 RPMH - Event Entry Fees	850.00	1,300.00
C11025 JPM Challenge Donations	0.00	470.00
C11026 RPHM Donations	18,149.11	24,549.30
C1105 One-Off Donations	1,884.50	3,629.55
C11061 Regular - Standing Orders	2,115.00	1,300.00
C11063 Regular - Uni	735.00	1,645.00
C11064 Regular - Partnerships	0.00	212.08
C11065 Regular - >500	1,000.00	0.00
C1107 Corporate Matching	8,235.98	4,583.33
C11091 Online Shopping	380.00	202.18
C1200 Gift aid tax received	5,177.67	5,263.90
C2100 Grants Received	30,861.00	25,405.00
	-----	-----
	144,263.26	79,940.38
Receipts from Charitable Activities		
C5200 Fees received	1.00	0.00
	-----	-----
	1.00	0.00
Receipts from Investments		
	-----	-----
	0.00	0.00
Voluntary Income Costs		
	-----	-----
	0.00	0.00
Fundraising Costs		
D31001 Fundraising Websites Costs	719.36	312.12
D31002 Paypal Costs	354.64	41.27
D31003 Marketing Materials	2,555.00	0.00
D31004 Merchandising	432.00	542.76
D31005 Event General Costs	7,213.56	1,371.33
D31007 Challenges - Charity Slots	2,430.00	390.00
D31008 Izettle Fees	0.00	0.66
D31010 Fundraising Training	0.00	118.80
	-----	-----
	(13,704.56)	(2,776.94)

Charity no. 1141990

A Little Gesture UK

Printed: 05/09/2018

Year to December 2017

All fund codes consolidated

	<u>Turnover year to date</u>	<u>Turnover last year to date</u>
Charitable Activities Costs		
D5100 Gifts/grants given	66,089.62	47,699.00
D6170 Local Management Costs	2,360.38	2,301.00
D6520 Travel costs	519.00	0.00
	-----	-----
	(68,969.00)	(50,000.00)
Governance Costs		
D9101 Accounting Software Costs	228.00	156.00
D9300 Bank charges	33.75	0.00
	-----	-----
	(261.75)	(156.00)
Other Costs		
	-----	-----
	0.00	0.00
Transfers		
	-----	-----
	0.00	0.00
Net receipts/payments	-----	-----
	61,328.95	27,007.44
Cash funds start of year	96,380.00	69,372.56
Cash funds end of period	157,708.95	96,380.00



Charity no. 1141990

A Little Gesture UK

All fund codes consolidated

Printed: 05/09/2018

Month = December 2017

All fund codes consolidated

	<u>Value</u>	
Cash Funds		
B6100 Bank current account	0.00	
B6101 Barclays Bank Account	157,673.22	
B6102 Paypal Account	35.74	
B6103 Mydonate Account	(0.01)	
B6104 Izettle	0.00	
B6105 VirginMoney Account	0.00	
B6106 DoitForCharity Account	0.00	
B6200 Deposit account	0.00	
B6300 Petty cash	0.00	
		-----
		157,708.95
		-----
Net assets/liabilities		157,708.95

Charity no. 1141990

A Little Gesture UK

Printed: 05/09/2018

Month = December 2017

<u>Fund name</u>	<u>Fund balances brought forward</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Gains and losses</u>	<u>Fund balances carried forward</u>
General fund	33,173.95	88,913.65	-13,765.37	-11,074.99	0.00	97,247.24
Educaton Support Fund	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Fund	0.00	0.00	0.00	0.00	0.00	0.00
Poverly Relief Fund	0.00	1,500.00	-17.86	0.00	0.00	1,482.14
After School Support Fund	0.00	0.00	-2,700.00	2,700.00	0.00	0.00
Community & School Infrastruct	2,465.48	0.00	-3,198.00	732.52	0.00	0.00
Community Income Generation	0.00	0.00	0.00	0.00	0.00	0.00
Emergency Relief Fund	0.00	0.00	0.00	0.00	0.00	0.00
Family Income Generation Fund	0.00	0.00	0.00	0.00	0.00	0.00
HIV SLM Center	12,605.00	24,144.00	-16,750.00	0.00	0.00	19,999.00
Housing Fund	0.00	1,000.00	-1,293.19	293.19	0.00	0.00
Income Generation Fund	0.00	0.00	0.00	0.00	0.00	0.00
Literacy Support Fund	1,559.98	0.00	0.00	0.00	0.00	1,559.98
Orphan Feeding Day Center	0.00	0.00	0.00	0.00	0.00	0.00
Orphanage Costs	0.00	0.00	0.00	0.00	0.00	0.00
PreSchool Education Fund	0.00	7,223.00	-11,875.01	4,652.01	0.00	0.00
School Feeding Program	28,035.05	19,618.86	-28,991.55	0.00	0.00	18,662.36
School Income Generation Fund	0.00	0.00	0.00	0.00	0.00	0.00
Technical Education Fund	197.98	429.75	-3,325.00	2,697.27	0.00	0.00
Uni Scholarships Fund	446.52	1,435.00	-1,019.33	0.00	0.00	862.19
Water Access Fund	17,896.04	0.00	0.00	0.00	0.00	17,896.04
Totals	96,380.00	144,264.26	-82,935.31	0.00	0.00	157,708.95



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name

*A Little Gesture A Great Help*

**On accounts for the year  
ended**

*31.12.2017*

**Charity no  
(if any)**

*114 1990*

**Set out on pages**

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

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

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

In connection with my examination, no material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*Per*

**Date:**

*27.10.2018*

**Name:**

*PEREIRO DOS SANTOS PEREIRA*

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

Address:	FLAT 5, 1 GLOUCESTER STREET
	SW1V 2JB

**Section B****Disclosure**

Only complete if the examiner needs to highlight 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.

— None —