

T.E.R.A. Trustees' Annual Report for the year ended 31 March 2017

TIBETAN EDUCATION AND RELIEF ASSOCIATION

Charity Number: 802974

Principle address of the charity : Over Dumfedling, Eskdalemuir, Dumfriesshire, Scotland, DG13 0QW

1. The charity is an association governed by the constitution approved by the Charity Commission in 2015.

Members of the Executive Committee are - Dr Chrissie Coburn-Krzowska (Chair/Director), Mr Lhakpa Shrestha (Executive Member), Mr David Scholes (Newsletter Editor), Mr Mark Jennings (Sponsorship Secretary), Ms Carole Dyer (Executive Member), Mrs Cath Baxter (Fundraising Assistant), Ms Lynn Drinkwater (Secretary), Ms Johanna Widdowson (Treasurer).

Trustee election method: elected by the Executive Committee

2. Charity Objects

The Charity's objects are the education and relief of poverty of Tibetans and their neighbouring communities.

3. Summary of the main activities of the charity for public benefit in relation to the objects in 2. above, during the financial year 2016-2017:

Fundraising

Income has increased by approximately 35% since our last accounting period!

a. Further development of fundraising methods (offline and online) to increase online presence and make donating easier: new platforms include Willdiffer, ChariTable, Leftover Currency, Just Giving, and The Stamp Shop. T.E.R.A. also now has its own Twitter page.

b. The money raised (£4525) for the T.E.R.A. Earthquake Relief Fund (created in 2015) has been re-dedicated to T.E.R.A.'s Nepal Fund for pooled sponsorship of education and welfare, to reflect the fact that education is now widely held to be the priority in Nepal.

c. 'Return to the Hills of Kathmandu' by the DJs Trevor Fung and Dan Wainwright (and Friends) was released on September 26th 2016, via Horus Music distribution. The track is available on iTunes, Amazon, Google Play, and other major MP3 sites, and income from the track is currently £7.77. T.E.R.A. is not liable for Corporation Tax on this income stream, as the track was a donation and all proceeds are used for charitable purposes. All proceeds go to the Nepal Fund.

d. T.E.R.A. applied for, and was given 'Featured Charity Status' for one week as part of eBay for Charity's 'Give at Checkout' promotion (which runs continuously on the eBay.co.uk site). This raised £3087! Donations via eBay for Charity have subsequently been regular (either from the Give at Checkout scheme, or Seller Donations (an eBay seller can donate a % of his/her item's final sale price).

T.E.R.A. Trustees' Annual Report for the year ended 31 March 2017

e. The frequency of single, large private donations increased, with one donation of £1000 and two of £500 before the end of 2016. The O'Hea Charitable Trust also donated £600 to T.E.R.A.

f. Grants awarded:

The Peter Storrs Trust most kindly granted TERA £3000

g. Continuation of non-IT fundraising through personal contacts and associates known to the Executive Committee.

Due to the increase in donations this year, T.E.R.A. is intending to increase sponsorship for impoverished children who need help with their education in the next financial year (2017-2018).

4. Summary of the main achievements of the charity during the financial year 2016-2017

a. T.E.R.A. sponsored the education of thirteen children of mixed ages in Nepal, and paid for a representative to oversee their welfare. Ritu Shrestha – wife of our Nepal Representative, Lhakpa Shrestha – continues to generously provide free after-school tuition for TERA's sponsored children in Nepal. Lhakpa was provided with a wheeled-chair and a small amount of money to pay for a leg injury he sustained while attending a road traffic accident.

b. T.E.R.A. continued to sponsor the health and welfare of seventy Drokpa families in Tibet, and the education of their children.

c. T.E.R.A. continued to sponsor the provision of school equipment and clothing required by eight children in northern India, and the health and welfare of impoverished individuals (mixed ages) in the same area. T.E.R.A. provided financial support for the family of Lama Yongten (the cousin of Lama Thapchok, our Representative in India) - this was for expenses incurred during Lama Yongten's time in hospital, before he sadly passed away.

d. T.E.R.A. completed registration for its new .ngo domain name – www.tera-charity.ngo – which will be used for our future website to replace our present tera-charity.org site. Presently, only 2% of charities worldwide own a .ngo website, so we are early-adopters! As part of our .ngo registration, we now have a profile page on the On Good website (<https://www.ongood.ngo/tibetan-education-relief-association/4183>), which is linked to the Public Interest Register of charities around the world. From now on, anyone anywhere can search for, and donate to T.E.R.A. on the On Good site, and can confirm that we are a genuine, bona fide charity; this will be vital in the future when more and more charities cease using .org domains in favour of .ngo website addresses, which instantly tell a donor that they are not visiting a money-making scam site.

e. T.E.R.A. has now been verified by Apple Pay and its partner Benevity. We hope to offer the option of donating via an Apple Pay app in the future – as it provides a super-fast, secure and convenient way to donate with a couple of taps on an iPhone – however, costing estimates for the design,

T.E.R.A. Trustees' Annual Report for the year ended 31 March 2017

creation and management of such an app are prohibitive at the moment. (N.B. donors can still donate to T.E.R.A. on the Benevity website.)

5. T.E.R.A.'s reserves policy

To hold a reserve equal to at least 2 years' charitable operating expenditure (preferably in a term-deposit account, to make best use of the funds), and an operating/action fund of approx. £10,000. Based on an average from the previous 4 years, 1 year's charitable operating expenditure is approx. £15,000 p.a. We currently hold £30,450 in a 1-year high-interest (ethical) investment account, £16,080 in an instant-access (ethical) Treasurers' Deposit Account with a modest interest rate, and approx. £6224 in our Lloyds instant access accounts.

6. Risk Policy

T.E.R.A.'s major sources of income are long-standing sponsors who pay by monthly standing order, and an organisation (KenKon) managed by our Representative in the Netherlands. These sources continue to be stable and reliable, but we are still aware of the possibility that income may decrease considerably from at least one source, e.g. a reduction in the number of regular sponsors.

Therefore, our Risk Policy operates in conjunction with our Reserves Policy, so that if there is a sudden and/or large decrease in donations or a reduction in the number of regular sponsors – say 25% or more over a 3- to 6-month period – we will arrange an emergency Executive Meeting to discuss our situation. Conversely, if there is a sudden *increase* in donations or regular sponsors, an emergency Executive Committee meeting will be arranged to discuss how this would affect our plans.

Our finances at the moment indicate that we are a 'going concern' (to use the Charity Commission's terminology), and are not at risk of insolvency as we have no liabilities, and our reserves plus operating funds are sufficient for our immediate needs and those of the next two years (as far as we know).

7. Financial Statement (Annual Accounts)

The financial statement has been prepared in accordance with the accounting policies set out in notes to the accounts, and complies with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014.

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

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/588234/PB1_The_public_benefit_requirement.pdf

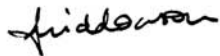
T.E.R.A. Trustees' Annual Report for the year ended 31 March 2017

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/610943/PB2_Running_a_charity.pdf

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/588307/PB3_Reporting.pdf (all links functional as of May 15th 2017)

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees:

Signature:



Johanna Widdowson
Treasurer
May 15th, 2017

Tibetan Education & Relief Association - 2016-2017

General Account

	2016/2017	2015/16
A1 Receipts		
A1a Voluntary Sources		
Gift Aid Donations	£9,195	£9,183
Other Donations & Income	£9,198	£4,591
Gift Aid Tax Claim	£2,249	£1,814
A1b Income from Assets		
Interest Earned	£532	£82
Total Receipts for section A1	<u>£21,174</u>	<u>£15,670</u>
A2 Payments		
Nepal:		
Grants to Institutions	£1,600	£4,188
Nepal Representative,	£7,370	£6,382
India:		
Grants to Individuals	£3,154	£2,463
Grants to Institutions	£1,000	
UK:		
Bank Charges & Misc. Fees	£143	£135
Executive Expenses	£0	£0
Total Payments for Section A2	<u>£13,267</u>	<u>£13,168</u>
A1 Receipts less A2 Payments	£7,907	£2,502
A3 Balance brought forward from last year	£44,848	£42,346
 Balance in hand	<u>£52,755</u>	<u>£44,848</u>

Statement of Assets & Liabilities as at the Financial Year End.

	2017	2016
D1 Monetary Assets		
<u>Cash at Bank</u>		
Instant Access a/c	£21,716	£14,140
Current a/c	£589	£708
1yr Investment Account	£30,450	£30,000
D2 Liabilities	£0	£0
D1 Assets less D2 Liabilities	£52,755	£44,848

The accounts (financial statements) have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16th July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE), and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1st January 2015.

Signed 

Date 15.5.2017

Johanna Widdowson, Treasurer