



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	January	2010		31	December	2010

## 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	Christopher Westwood	Chairman of Trustees		
2	Graham Wood	Treasurer		
3	Martyn Morgan	Legal Services		
4	Dr. Janine Barnes			

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

Name	Dates acted if not for whole year
Not Applicable - None	

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

Type of adviser	Name	Address
Not Applicable – no additional advisers required at the present scale of activity.		

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

Not Applicable – no employees, all work carried out voluntarily by the Trustees.

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document

How the charity is constituted	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by the existing Trustees, in accordance with sections D to G inclusive of the Declaration of Trust, dated 19 <sup>th</sup> November 2003.

### Additional governance issues (Optional information)

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

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

**Policy Regarding Trustee Appointment:** Trustees are selected on the basis of the expertise and experience that they are able to bring to the Charity. As the position is voluntary, and the current scale of operation is such that there is no need to employ any additional assistance, key attributes are the willingness to both provide the necessary time, as required, to carry out any tasks that arise, and to underwrite any incidental costs that result from those actions, so minimizing any resultant costs to be met from Charity funds.

**Organisational Structure:** The Trustees constitute a governing board, which meets biannually (or additionally as may be required). Direct contact is made between the Trustees on a regular basis to discuss and agree any actions, grant approvals etc. that may be required. These are then carried out, and subsequently reported formally, at the next meeting. The Charity is not part of any wider network, and operates as a sole entity.

**Relationship with Related Parties:** The Charity has no formal operating relationship with any other charity or organisation. An informal relationship exists with the legal Trustee who also acts for another charity, and is thus able to provide additional applicant introductions, should any arise applicable to the Charity objectives.

Several groups also collect for the Charity, but, while any and all donations are very greatly appreciated, the Trustees retain sole control over decisions regarding the use of any funds donated.

Periodically, the Charity is approached by other charities for donations. In each case it is prepared to offer help only if a suitable case is referred directly to it, and it can then deal directly with the applicant, so that the effect of any administration expenditure by the original charity is avoided. By this method, informal relationships have been built up with other charities, with the occasional receipt of a relevant application, referred on for consideration.

**Trustees Consideration of Major Risks:** The Trustees are aware of the guidance in "Charities and Risk Management". Although the gross income is below the audit threshold, under the requirements of the SORP 2005 the Charity is encouraged to make a statement as a matter of best practice. Accordingly, operations are reviewed at the biannual meetings and procedures are regularly updated and extended in the light of operational experience, and revised legislation/guidance.

The Charity operating procedures are detailed in the Charity Handbook, which is regularly updated. These include a series of key procedures, one of which is a detailed risk assessment covering all the relevant activities of the Charity, and another is the Child Protection Policy.

While, originally, it was a requirement that all Trustees had to complete a satisfactory Criminal Records Bureau check on appointment, this was extended, with two nominated Trustees to be rechecked according to an agreed periodicity (currently 3 years), and to act as the specified direct contacts with children when/if a very occasional requirement for such contact arose. Since these contacts are minimal, and very occasional, no further action under the Vetting and Barring scheme is considered relevant

at present.

During 2010, the Trustees reviewed the Child Protection Policy in accordance with the Charity Commission Guidance note: Safeguarding Children (March 2009), and issued a Statement of Intent detailing the principles to be followed in developing the Policy for Safeguarding Children from harm. The Child Protection Policy has subsequently been reviewed, and is now called the Policy for Safeguarding Children from Harm.

The Trustees' Statement of the Consideration of Major Risks is:

"At the current scale of operation, with the only point of contact with the public normally being via the provision of grant aid finance, approval for which is only given following the receipt of external expert assessment, and having an extensive Policy for Safeguarding Children in place and in operation, current risks are assessed to relate to the ability to generate sufficient funding, generate a suitable level of grant requests, and ensure the long term continuation of the Charity. Operational objectives have already been set to address these risks".

## Section C Objectives and activities

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

To provide financial assistance at the discretion of the Trustees to provide the relief of Physically Handicapped Children, within the United Kingdom, in particular but not exclusively to improve the quality of their lives by the provision of financial and other assistance, for example the purchase of equipment and modifications to improve access and mobility, or for any other purpose that the Trustees deem to be in accordance with the aims of the Charity, in Stourbridge and surrounding areas.

**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)**

**Public Benefit:** The Trustees are very aware of the requirements for the Charity to be able to demonstrate, explicitly, that its aims are for the public benefit, and for Trustees to report on their charity's activities for the public benefit.

Accordingly, rather than report on public benefit in an unstructured way throughout this annual report, a detailed public benefit report has been prepared specifically for this section, following published Charity Commission Guidance, relating to how the Trustees have had regard to this requirement, and how it has been met through the activities carried out during 2010.

**Charitable Activity:**

Since inception, the Charity has received a wide range of requests for assistance, and typical examples of the areas in which financial assistance has been granted to date have been:

- Special exercise equipment to assist in regaining and maintaining mobility.
- Wheelchairs, special mobility chairs, mobility vehicles, lifting and any other equipment, to improve the quality of life.
- Contributions to Trust Funds set up for suitable specific purposes, including donations for special holidays for life limited children.
- Contributions towards the cost of home modifications, to improve access, or provide specialised facilities that may be required.

**The Trustees consider that the aims of the Charity fall under charitable purpose j, which is:**

***“The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage”***

**And that the activities listed above clearly comply with this requirement.**

The detailed analysis of the activities throughout the year, in relation to the Charity Commission Guidance is:

**Public Benefit – the Principles:**

There are two key principles of public benefit and, within each principle, there are some important factors which must be considered in all cases. These are:

**Principle 1: There must be an identifiable benefit or benefits**

- Principle 1a It must be clear what the benefits are
- Principle 1b The benefits must be related to the aims
- Principle 1c Benefits must be balanced against any detriment or harm

**Principle 2: Benefit must be to the public, or section of the public**

- Principle 2a The beneficiaries must be appropriate to the aims
- Principle 2b Where benefit is to a section of the public, the opportunity to benefit must not be unreasonably restricted:
  - by geographical or other restrictions; or
  - by ability to pay any fees charged
- Principle 2c People in poverty must not be excluded from the opportunity to benefit
- Principle 2d Any private benefits must be incidental

In order to demonstrate how the Charity’s aims are for the public benefit, each of the above principles has been examined, in detail, with respect to the activities of the Charity during the year.

**Detailed analysis of the activities of the Charity, against each of the Principles:**

**Principle 1a: It must be clear what the benefits are:**

The stated aims, detailed in the Trust Deed, cover the provision of financial assistance, at the discretion of the trustees, to provide the relief of physically handicapped children. This includes improvement to the quality of life by the provision of financial or other assistance.

*The public benefit requirement is met by the clear stated aim of providing financial assistance to physically handicapped children, exactly as detailed in charitable purpose j.*

**Principle 1b: The benefits must be related to the aims**

The stated aims cover the provision of financial assistance to provide the

relief of physically handicapped children.

*The activities of the Charity throughout the year have been solely related to the provision of financial assistance within the following areas:*

- *Special exercise equipment to assist in regaining and maintaining mobility*
- *Wheelchairs, special mobility chairs, and lifting equipment, and any other equipment to improve the quality of life*
- *Contributions to Trust Funds set up for suitable specific purposes, including donations for special holidays for life limited children.*
- *Contributions towards the cost of home modifications, to improve access, or provide specialised facilities that may be required.*

*Accordingly, the Charity's activities are relevant to its aims in that it has provided financial assistance for the relief of physically handicapped children, and the public benefit requirement is met. This is further demonstrated by analysis of the actual activities during the year.*

*The details of the actual activities were:*

- *A total of 18 grants made, involving 18 children*
- *The total sum granted was £15,399.04*
- *8 off special seating, individually assessed by relevant experts, were purchased*
- *2 off special car seat restraint systems were purchased*
- *2 off grants for the purchase of exercise equipment for home use*
- *1 off special bed*
- *1 off exercise tricycle*
- *1 off purchase of Sensory Room equipment*
- *1 off help towards cost of an outside area for wheelchair access to the garden*
- *1 off grant for the cost of interior modifications to allow wheelchair access to a bedroom area.*
- *1 off computer for a profoundly deaf child with learning difficulties.*

*In each case, the purchases made have had a significant improvement to the quality of life of those helped, which demonstrates compliance with this principle.*

**Principle 1c: Benefits must be balanced against any detriment or harm**

The Charity has clearly stated legal aims, together with monitored procedures to ensure compliance with those aims. It carries out no direct activities other than the provision of financial assistance to help the relief of physically handicapped children

*The public benefit requirement is met as the Charity does not carry out any activities other than the relief of physically handicapped children by the provision of financial assistance. Its actions are in response to requests for assistance which are supported, either initially, or following a Charity request, by information and advice from an expert in the particular area of the problem, explaining why the assistance is required, the specification of the equipment to be purchased with the grant, and the cost.*

*If, following the application of the Criteria for Grant Selection by the Trustees, support for the proposal is accepted, the grant of funds is made to the supplier to ensure that the funds are used for the purpose intended.*

*While direct contact with any children has been minimal, generally the*

*decisions being based on the information and advice provided by the relevant experts, the Charity has taken specific steps to minimise the possibility of any harm arising to any child, for which a grant has been requested, should direct contact be necessary.*

*The Charity has a Policy for Safeguarding Children, and, additionally, requires all Trustees to complete a satisfactory Criminal Records Bureau (CRB) check, prior to appointment. In addition, two Trustees are nominated for any outside contact with children, and a CRB Policy has been added to the Charity protocols, which requires a more in-depth CRB assessment to be repeated at a specified period. The initial periodicity has been set at 3 years.*

*The nominated Trustees are the Chairman – Mr.C.Westwood, who has paid all CRB check costs himself, in accordance with the operational aim of running with no overhead costs, and Dr. Janine Barnes, who has a regular CRB check, as a requirement of, and paid for by, her employer.*

*As a result, the Trustees consider that the infrequent requirement for any access to a child, the Policy for Safeguarding Children from Harm, the CRB Policy, and the approval of the provision of finance for the purchase of equipment only when recommended by relevant competent independent experts, are appropriate measures to ensure minimal risk of any harm arising to an applicant, which demonstrates compliance with this principle.*

#### **Principle 2a: The beneficiaries must be appropriate to the aims**

The aims of the Charity are to provide relief to physically handicapped children. Accordingly, the benefit is available only to a section of the public.

The selected grouping has two restrictions:

Firstly, it is limited to children and young people. While there are no explicit age limits, the discretion of the Trustees is used, and ages up to 25years would normally be considered. While most of those assisted fall within the range of babies to teenagers, the two oldest people assisted to date have been 26yrs and 24yrs, as the Trustees felt that these were special cases, and, accordingly, used their discretion. One case resulted from a sporting injury at the age of 21yrs, rendering him tetraplegic, and the other recipient was born with epileptic problems, and was in residential care.

Secondly, the child, or young person, must require assistance for the relief of problems associated with a physical disability, in order to be assessed for a grant.

*It is considered that the restrictions are the result of a clear definition of the charitable purpose of the Charity, and are reasonable and relevant to the Charity's aims.*

*They define a potentially substantial class of people able to benefit, and anyone who could qualify for the benefit is eligible.*

*Accordingly, it is considered that this demonstrates compliance with this principle, in that the defined group is both reasonable and substantial, and satisfies the aims of the Charity.*

**Principle 2b: Where benefit is to a section of the public, the opportunity to benefit must not be unreasonably restricted:**

- by geographical or other restrictions; or
- by ability to pay any fees charged

**Geographical or other restrictions:**

While the Declaration of Trust Deed does allow the Charity to operate throughout the UK, the Charity's primary stated aim is to help children and young people with physical disabilities, in Stourbridge and the surrounding areas.

*The location of operation is at the discretion of the Trustees. In view of the size of the Charity, and current scale of operation, it was considered sensible and practical to concentrate initially on the local area. This would minimise any costs arising should any contact with either the family or relevant experts arise, and help to build a presence by concentrating on one area. Accordingly, applications to date have been restricted to an area within an approx. 50 mile radius of the registered office, any final decision on location remaining at the discretion of the Trustees.*

*The Trustees do not specifically exclude any applications from outside the Midlands area, and will allow the area of operation to grow, if suitable applications arise, once the scale of the Charity's operations has increased significantly.*

**Ability to pay any fees charged:**

There are no fees charged for any of the Charity's activities.

*The activities relate solely to the provision of financial assistance, and provided that an applicant qualifies within the age range, physical disability requirements, and is unable to obtain the required funding from any other source, the application will be considered, and no fees are charged.*

*Since the area of operation is substantial, and there are no fees charged, it is considered that this demonstrates compliance with both parts of this principle.*

**Principle 2c: People in poverty must not be excluded from the opportunity to benefit**

The objective of this principle is that people unable to pay for a benefit or service, are not excluded from the opportunity to benefit, whether or not they actually choose to take up the opportunity.

*The Charity makes no charges on any recipient of a benefit, or on any other person involved in any way. Accordingly, there are no exclusions resulting from poverty, and it is considered that the activities of the Charity are in full compliance with this principle.*

**Principle 2d: Any private benefits must be incidental**

Where people or organisations benefit from a charity, other than as a

beneficiary, then those sorts of “private” benefits must be incidental, which means they are a necessary result, or by-product, of carrying out the charity’s aims. Where private benefits are more than incidental this might mean the organisation is set up for private, rather than public, benefit, and so might not be charitable.

*The activities of the Charity are confined to the relief of physically handicapped children by the provision of relevant financial assistance. The assistance is generally for the direct purchase of an item of equipment, or directly to a Trust Fund for future relevant purchases, and, primarily, therefore, benefits only the recipient.*

*The Trustees are mindful of the limitations on funding available, and the Criteria for Grant Selection permits the Trustees to use their discretion, and the relevant advice of experts, in establishing that the assistance requested is relevant, required, unavailable from any other source, and that the family of the recipient are not in a financial position to provide the necessary funding.*

*Under these circumstances, having ensured that there has not been an opportunistic attempt to obtain a benefit which is either not relevant, or could have been provided from another source, the Trustees will then consider approval of an offer of funding.*

*None of the Trustees is associated in any way with the assessment, manufacture, or supply of any equipment, or receives any payment associated with the provision of the financial assistance.*

*In fact, it should be noted that all the work carried out by the Trustees is voluntary, and no remuneration is received from the Charity for any activity. This is one of the ways that the Charity has been able to operate with the objective of incurring no overhead costs.*

*As a result, it is considered that the Charity operates only to help those specified in its charitable aims, and the Trustees do not obtain any private benefits from the Charity.*

*Accordingly, compliance with this principle has been demonstrated.*

**As a result, the Trustees formally declare that they have had regard to the guidance issued by the Charity Commission on public benefit, and consider that the activities of the Charity are in full compliance.**

#### **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.

#### **Criteria for Grant Selection:**

The Objects provide the Trustees with discretion to provide for the relief of physically handicapped children.

The Charity has a written procedure detailing the Criteria for Grant Selection.

Within the guidelines of this procedure, and mindful of the scale of operation and resultant costs associated with dealing with cases outside the local area, preference is given to local children, and young people, where the assistance required is within the scope of the intentions, the funds are available, and the Trustees feel an improvement in the quality of life will be gained. Longer term, assuming expansion in the scale of operation, the Trustees consider that it may become practical to expand activities beyond the Midlands area, on a regular basis. Cases arising in



the interim, outside the Midlands, will be carefully reviewed by the Trustees, and, at their discretion, grant assistance could be approved if it is considered that the application is both appropriate to the aims, and could be handled in a cost effective manner. No grants have been approved to date beyond an approx. 50 mile radius of Stourbridge.

Applications are dealt with as they are received, while being mindful that any grant approved must be within the limitations of funds available. All the details of the applications received, and decisions made, are recorded, in accordance with a written procedure.

The Charity Trustees have a Handbook detailing all the current relevant procedures and key operational information, which is updated regularly, and this includes the Criteria for Grant Selection.

#### **Investment Policy:**

As part of the regular half yearly review to determine that the Charity has all the required governance documentation in place, which is also part of the risk assessment carried out on all the Charity's activities, the Investment Policy has been regularly updated, and is detailed in the Charity Handbook.

The Trustees are aware of the Charity Commission Consultation on the Charities and Investment Matters CC14 draft, which is an update of the February 2004 guidance. The guidance issued following consultation will be considered in relation to any amendments proposed.

#### **Objectives set for the 2010 Year and Future Planning:**

A number of new fundraising events were planned for 2010 with the intention of increasing the income level, in view of the steady increase in the rate of expansion of charitable activity.

These new activities resulted in further sources of income, enabling the Charity to consolidate the exceptional progress made in 2009, and again support 18 children, as well as pledging further help to a young person currently recovering from an accident at Oswestry, with the request details likely to be finalised mid 2011, once the full extent of his injuries, and subsequent needs, are apparent.

In March 2010, a new event - a charity luncheon – was held, with the intention that, if successful, this could become another regular event in the fundraising calendar. The event raised £6,526.00, and will now become a regular feature on our fundraising calendar.

In addition to organising a number of events, one major target in 2010 was to try and develop regular standing order donations, to expand the secure funding base. This target was found to present considerable problems, and while the current level of donors has been maintained, a method of further expansion has yet to be found.

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

- The Charity began the year with funds of £5678.93
- Income for the year was £19,433.78.
- Grants made were £15,399.04
- Administration expenditure for the year was again zero
- Leaving funds at the year end of £9,713.67
- Total number of children helped since inception has now reached 56, with total grants amounting to £53,937.

Significant fundraising events during the year were:

- Oldswinford Primary School held a Carol Concert for us at Christmas. The final total raised was £627.00.
- Our legal Trustee, Martyn Morgan, organised an Xmas/New Year pledge, which covered abstinence from alcohol for the month of January, and the amount raised by the participants was £500.
- We held our first Charity Luncheon event at Brockencote Hall. This included two raffles, and an auction of a number of items kindly donated. The event raised £6,526.00, and we plan to make this an annual event.
- In May we received the balance of the Gift Aid due from the previous financial year, which resulted in total Gift Aid payments of £3,230.79 for the tax year April 2009/April 2010. Another vital source of funding for the Charity.
- Two separate donations, each of £100 were received from the Yorkshire Building Society Charitable Foundation, relating to applications made to their "Small Change Big Difference" scheme to provide grants to local good causes.
- The staff at Sunrise Medical organised a series of events through their social committee, and raised a total of £2127.96.
- A relation of a child we recently helped kindly ran in the Great Midlands Fun Run, and raised £150.00 in sponsorship.
- The December meeting of the Talbots Solicitors Business Breakfast held a raffle for the Charity, and raised £530.00.
- The final quarter fundraising, based on our progress report to the end of September, which was widely circulated, has raised £1,619.50 to date, with some collections still being finalised.
- Pens Meadow School held a collection for us at their Christmas production, which, together with a staff collection, raised £114.50.

Potential for further fundraising:

- We recently obtained a number of collection boxes (a Trustee gift to the Charity), several of which have already found homes, and we hope to evaluate the potential for fundraising from this source, from the results obtained.

Methods of fundraising:

- 2010 was the second year in which we received Standing Order donations, and the total received came to £980.00.
- While this has been a useful increase over the £650.00 raised during the first year, increasing the number of regular donors has proved difficult, although we shall continue to try to build on this important funding base.
- To further develop the inflow of donations, we have been active in a number of areas:

- The website has been considerably extended, with facilities to download the reports, Gift Aid, and Standing Order forms.
- In addition to our main website: [www.chriswestwoodcharity.co.uk](http://www.chriswestwoodcharity.co.uk), we also recently acquired (as a gift) [www.chriswestwoodcharity.info](http://www.chriswestwoodcharity.info), and we intend to evaluate the use of this as a monthly bulletin board on Charity progress.
- The range of facilities available for donation was extended in 2009, and we are able to accept donations by cash, cheque, internet bank transfer, standing order, and by credit or debit card via an online charity donation website. It is now considered that we have covered all the required options, although the impending loss of the facility to both issue and receive cheques, on or after 2016, may require us to reconsider this area, at that time.
- The online website selected was Charities Trust, as there were no registration fees, and costs were 4.0% of the donation plus Gift Aid, which were amongst the lowest we could find. This site was used for part of the fundraising for the Cycle Ride in 2009, and we have a permanent page available to receive donations. This was reviewed during the year, and although no further donations were received, we intend to retain this facility, as using the minimum service option, we incur no costs, even when it is not used.

#### Grants Made:

- In total, we again made 18 separate grants, but with some requests for lower cost items, the total amounted to £15,399.04.
- While this was a reduction from the the £19,420.79 granted in 2009, we have one substantial pledge outstanding, expected to be finalised in mid 2011.
- A total of 4 grant applications were turned down, as they failed to comply with the Grant Criteria, one application was withdrawn, but all the applications in compliance with the criteria were accepted.

#### Operational Costs and Objectives:

- The Charity again achieved its two main operational objectives:
  1. The Charity was able to help every applicant that satisfied the Grant Criteria, with no child turned away that needed the type of help that the Charity provides.
  2. The operations were conducted throughout the year with zero administration cost, so that every penny donated was used for the purpose the donors intended.

#### Development of further contacts:

- While the Charity has not set out to expand its contacts, because of the possibility of exceeding the availability of funding, we continue to be discovered by new groups.
- During the year, direct contact was established with Old Park School in Dudley, meaning that the two severe special schools in the local area (the other being Pens Meadow) are now in direct contact with us.
- In addition, we were contacted by Worcestershire Extended

Services, which potentially brings up to ten special schools in the county into contact with us. Three small grants have already been approved through Extended Services referrals. We have not yet developed formal contacts directly with each school in the county, but we shall monitor the rate of progress of contact development during the year, as we do not wish to exceed our funding availability.

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

The level of reserves held fluctuates, depending on the ratio of grants made to donations received, but the Trustees are mindful of balancing the grant levels to income achieved, over the long term.

The anticipated increase in activity levels, following the further recent contacts made, will put a significant strain on resources in the coming year, and will, once again, require an innovative response to continue to raise the required funding, although it may have to be accepted that we could be approaching a practical limit on our rate of expansion, due to the difficulties of continually increasing our fundraising levels.

Following considerable efforts, income levels are improving as experience and public awareness grows, and the Trustees look forward to the challenge of developing further funding methods.

Operating experience has shown that both the requests for grants, the actual amount requested, and the level of funding available, vary significantly during the year. During 2010, this effect was particularly noticeable, although for once, the activity level was more evenly spread throughout the year, rather than the usual surge in the final quarter.

The Trustees aim, therefore, to try to hold a suitable cash reserve, in an instant access account, to enable the Charity to respond to requests arising for grant assistance, whenever they arise.

The primary objective of the Charity is to ensure that the funding raised is directed to those in need, and, accordingly, there are no specific targets on holding reserves. Should the level of grant requests fall significantly below income at any time, the Trustees have the discretion to consider longer term investment, in accordance with the criteria in the Investment Policy. Mindful of the increased level of risk that would then be involved, the policy requires the Trustees to seek suitable relevant expert advice, at that point, before taking any action, although, as stated above, the objective of the Trustees is to ensure that funds raised are directed to those in need, at the earliest opportunity, and not accumulated in the Charity's reserves.

**Details of any funds materially in deficit**

Not applicable – 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 adopted.

The Charity has continued to try to develop a wide range of sources of funding. These currently include:

- A minimum income guarantee by the founder (Charity Commission requirement)
- Regular Standing Orders (we are constantly seeking to increase funding by this method)
- Online donations – the Charity is registered with Charities Trust, and has both a general donations page, and the facility to donate to specific fundraising activities.
- Fundraising activities, which have included sponsored events, and provision of information on the progress of the Charity.
- Collections by other groups. The Charity has developed informal relationships with volunteers and other groups, keen to assist by raising funds. This is seen as a key area, and its development will greatly help the Charity with the overall funding needs.
- Periodic donations, which are extremely useful in providing

additional funding.

- For 2011, we shall use a few collection boxes, placed in selected locations, to evaluate the possible returns from this method of funding.

Because of all the voluntary support, the Charity has been able to continue in 2010 to operate with no overhead costs, every requirement being donated, as necessary, so that all the funding raised could be used for the original donor's intentions.

All the expenditure was, therefore, concentrated on the 18 grants made for specific targeted purposes, each of which supported the aims of the Charity.

## **Section F Other optional information**

The Charity considers that its method of operation offers four points of possible differentiation from other charities, which might be worthy of consideration to potential donors:

### **Targeted:**

We are a local charity, targeting small sums for specific uses, which can make a dramatic difference to both the life of the individual, and the family. Typically this will involve the purchase of a special piece of equipment to help with daily life, which can range from a special car seat, special support chair, a walker to aid mobility, or special exercise equipment to aid development.

### **Safety Net:**

The State systems often have gaps which leave individuals with little hope of receiving help, and it is in these areas that the Charity often operates. For example, no child under 3yrs can be assessed for a mobility vehicle, but if the child needs special support equipment (eg oxygen/feeding systems) the parents struggle to be able to provide transport in a standard vehicle. The State provides wheelchairs for school use, but little else, resulting in the special equipment required often having to be funded from the general school budget. The Charity can help by providing the required funding directly to the individual children with the identified needs.

### **Timescale:**

We try to respond to a request within 24 hrs. Larger organisations often have quarterly cut off dates for applications, and periods of 3 to 4 months before a determination is made. When a young child needs exercise equipment for development, we believe that speed is critical, and for suitable applications, we can give a fast response, allowing improvements to start much earlier.

### **No Costs:**

We operate without any overhead costs. All the Trustees, and their friends, provide the necessary services free of charge, and no person receives any payment from the Charity. This includes office services, printing, postage, website development etc. As a result, every penny donated is put to the use that the donor intended.

## **Section G Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

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**Full name(s)**

**Position (eg Secretary, Chair, etc)**

**Date**