



**THE COMMUNITY
INITIATIVES FACILITATION ASSISTANCE
(CIFA) TRUST**

**Trustees' Annual Report and Accounts
for the year ended 31st March 2018**

Scottish Charity Number SC037566

Trustees

Mr Anthony Hovey	Programme Specialist
Ms Amanda Caine	Treasurer
Mr Luke Harman	Chair & Programme Specialist
Mr Vincent Gainey	Programme Specialist
Mr Simon Green	Fundraising (resigned on 25 th July 2018)

Contact Address

Anthony Hovey
The CIFA Trust
6 Totaig
by Dunvegan
Isle of Skye
IV55 8ZU

Recruitment and Appointment of Trustees

All the trustees must resign each year at the AGM and then be re-elected.

Governing Document

The Trust is a charity registered in Scotland and the purpose and administration arrangements are set out in our Constitution.

Charitable Purpose

Our purpose, as recorded in our constitution, is the relief of those in need by reason of age, ill health, disability, financial hardship or other disadvantage. Our geographical focus is in rural Kenya, Ethiopia and Malawi.

Activities, Achievements and Future Plans

At the end of February 2015, the CIFA Trust was awarded a two-year grant from the Scottish Government to carry out a project which will help up to 850 smallholder farming households in the Mzimba district of Northern Malawi. The aim was to achieve long-term food and nutrition security by supporting productive agriculture and by creating greater awareness of their rights to agricultural services and developing their ability to petition for these rights. The project, which was undertaken through our partner, a local Malawian NGO called Ungweru, started in mid 2015 and was completed during this financial year. An external evaluation of the project was undertaken in the final few months of 2017 and some of the highlights from the findings of the evaluation are detailed below.

Highlights of Achievements from the Malawi Project and Future Developments

One of the main objectives of the project was to increase the availability of nutritious foods throughout fifteen villages by increasing the agricultural productivity of a range of nutritious crops using climate-smart approaches. The project resulted in a significant increase in production of some of the crops, particularly

maize, and sweet potatoes and, to some extent, soya beans. The average annual household production of maize in these villages increased by 22% from 698kg to 850 kg and the production of sweet potato by 63% from 222kg to 361kg. There was also significant diversification of energy foods to sweet potato, cassava, sorghum and Irish potatoes which allowed the farmer to be less dependent on just one annual harvest. Overall, the number of households with enough energy food reserves to last until the main harvesting period in March increased from 23% to 37%. The project directly contributed to several key government policies such as the food security policy, the nutrition policy and the national agricultural

The project also aimed to raise household incomes, not only by increasing production but by linking farmer groups directly to local buyers and companies. Some farmer clubs were formed and trained and linked to the National Smallholder Farmers' association. Following the intervention, the average annual household income rose by 42% from Malawian Kwacha 246,659 to 350,569 (approximately £266 to £377).

Another objective of the project was to strengthen the position of women at the household and community level through their inclusion and active participation throughout the project's activities. The evaluation showed that the percentage of households with women running their own businesses nearly doubled, from 22.6% to 39.8%, and the percentage of households with women in leadership positions within the local community increased from 55.5% to 69.9%.

Although the project was successful in many of the respects highlighted above, there were also many lessons that were learned. One of the key lessons learned was that most families were still at risk of food insecurity as their main crop of maize performs poorly in droughts/dry spells seasons and their production levels of alternative energy foods to maize was still not enough to enable the majority of households have energy foods throughout the year, particularly in seasons of poor rainfall. They also required further diversification of crops to be able to have regular access to a nutritious diet. The evaluation recommended that one of the solutions to ensuring longer term sustainable food security would be to support the farmers to intensify production of low cost, high value cash crops which would improve their economic livelihood and hence improve food security.

With this in mind, in the final quarter of the financial year, the trust contracted a local consultant to conduct a small-scale needs assessment in two of the fifteen beneficiary villages (Palango Mhango and Jailosi Mhlanga villages). The rationale behind the assessment was to (1) determine the willingness and capacity of farmers to engage in production of high value crops for commercial production, (2) identify whether the communities have adequate inputs to effectively engage in production of high value crops, and (3) identifying potential markets/buyers of high value products from smallholder farmers. The initial aim is to develop a new project proposal in the following year to undertake a pilot project to enhance the economic livelihoods of smallholder farmers in these two villages with the broader aim of expanding this into a full project to further address food insecurity in the other villages.

Other Highlights

During the year, the organisation developed an informal partnership with CST Together in Ethiopia, whereby we have agreed in principle that they will provide oversight and if necessary support to our partner organisation in Southern Ethiopia. This will now enable us to fundraise for projects in this region in the following year in the certainty that we have another organisation on the ground that can help us to administer the project, given the relative inaccessibility of the project area. CST Together is a joint initiative between CAFOD, SCIAF and Trocaire who work in Ethiopia to build sustainable livelihoods, respond to humanitarian emergencies, strengthen civil society and support those living with HIV and AIDS.

In terms of fundraising, some private donations and an organisational donation as a result of a fundraising activity were received during the year. At the end of the year, the recruitment started for a voluntary fundraising intern to work closely with CIFA Trustees in the following year to identify potential funding

opportunities, predominantly through Trusts, Foundations and other charitable-giving bodies, as well as individuals, and potentially from Government sources.

Trustee Expenses

The only expenses reimbursed to the trustees during the year were project expenses of £338. These costs were incurred as part of the chairperson's visit to Malawi just before the previous year end. He is an expert in food security and nutrition and the purpose of his visit was to help support the project activities and to monitor progress by our Malawian partner, Ungweru.

Reserves

Total reserves at the end of March 2018 were £15,823, with £5,839 of restricted reserves and £9,985 of unrestricted reserves. The restricted reserves represent the funds that have been fundraised for the next stage of our work in Malawi and will cover the costs of the needs assessment concerning high value crop production and marketing and the development of a pilot project following on from the assessment. The Trust's policy is to maintain a minimum general (unrestricted) reserve balance of £250 to cover any unexpected costs that should arise and to spend the remaining unrestricted reserves as soon as possible whenever appropriate. The CIFA Trust intends to use its unrestricted funds to continue to invest in its fundraising capacity, to leverage further grants to develop activities to combat malnutrition in Northern Malawi and to develop new activities in Northern Kenya and Southern Ethiopia.

Approved by the Trustees and signed on their behalf



Amanda Caine, Treasurer

Date: 8th December 2018

Independent Examiner's Report to the Trustees of the Communities Initiative Facilitation Assistance (CIFA) Trust

I report on the accounts of the charity for the year ended 31st March 2018 which are set out on pages 5 & 6.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Philip C. L. Parker

Relevant Professional qualification/professional body: Member of the Chartered Institute of Management Accountants

Address: Yew Tree House, 32 Castle Rd, Wootton, Woodstock, Oxfordshire

Date: 8th December 2018

THE COMMUNITY INITIATIVES AND FACILITATION ASSISTANCE (CIFA) TRUST

Receipts and Payment Accounts for the year to 31st March 2018

	Restricted		Unrestricted		Total	
	£		£		£	
					y/e 31st March 2018	y/e 31st March 2017
					£	£
Receipts						
Grants:						
2017/18 grants						
2016/17 grants		0	0		0	20100
<i>Sub-Total</i>		0	0		0	20,100
Other receipts:						
Fundraising activities		0	150		150	6772
Donations		0	5,099		5,099	12
Gift aid		0	0		0	0
Interest		0	0		0	0
<i>Sub-Total</i>		0	5,249		5,249	6784
Total Receipts		0	5,249		5,249	26,884
Payments						
Grants to CIFA partners		0	0		0	(38,195)
Programme spend		(338)	0		(338)	0
Fundraising costs			(78)		(78)	(111)
Total Payments		(338)	(78)		(416)	(38,306)
Surplus/(deficit) for year		(338)	5,171		4,832	(11,422)

The notes on page 7 form an integral part of these accounts.

THE COMMUNITY INITIATIVES FACILITATION ASSISTANCE (CIFA) TRUST

Statement of Balances as at 31st March 2018

	Restricted £	Unrestricted £	31st March 2018 £	31st March 2017 £
Bank and Cash in Hand				
Opening balance	6,177	4,814	10,991	22,413
Surplus/(deficit) for year	(338)	5171	4,832	(11,422)
Transfer between funds	0	0	0	0
Closing balance	5,839	9,985	15,823	10,991
Reserves				
General Funds	0	9,985	9,985	4,814
CIFA Kenya	0	0	0	0
CIFA Ethiopia	0	0	0	0
Ungweru Malawi	5,839	0	5,839	6,177
Closing balance	5,839	9,985	15,823	10,991

Notes to the Accounts for the year ended 31st March 2018

1. The accounts have been prepared on the Receipts and Payments basis in accordance with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).
2. Unrestricted funds may be used at the discretion of the trustees in furtherance of the objects of the charity.
3. The restricted funds may only be used for specific purposes.
4. No grant payments were made during the year.
5. No remuneration was paid to a charity trustee or anyone connected to the charity. Project expenses of £338 were reimbursed to one trustee.

Approved by the Trustees and signed on their behalf



Amanda Caine, Treasurer

Date: 8th December 2018