



ANNUAL REPORT & ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2017

PIONEERING EDUCATION THAT ENABLES REFUGEES TO LEAD FULFILLED LIVES





INTRODUCTION

After a year of rapid expansion to new locations in 2016, this year saw a period of consolidating and maturing. The roll-out of the 2016 – 2018 strategic plan has been in full flow and we are able to report more substantially on impact compared to previous years.

Alongside performance and results, in 2017 we have focused heavily on Xavier Project's cultures and core value. Our core value of **SOLIDARITY** has been more prominent in our programming as will be demonstrated below, and we held dedicated events for each of our three cultures: **OPEN, COHESIVE, PIONEERING**. For "open" we held what we called "solidarity day" in May 2017. At this event, we invited refugees, staff, members of other agencies and donor organisations to attend, share experiences and learn from each other. For "cohesive", all programme tier and leadership tier staff members attended a four day workshop in Diani, Kenya, in March 2017. At this retreat we were able to reflect on our identity as a team with one shared vision and start thinking more deeply and practically about what this really means. For "pioneering" in November 2017, we took this examination of our team nature and vision to another level in our workplan workshops, and came out with ideas for the future that are **RADICAL, RELEVANT, PROVEN** and **SCALABLE**.



OUR TEAM

We hired seven new core programme staff during 2017, compared with 13 in 2016, so the core programme team are building up valuable experience in delivering Xavier Project's programmes well and efficiently. Meanwhile, we have hired three additional staff members in supporting roles around HR/admin and communications. An increased average longevity of staff service also ensures that Xavier Project's cultures and core values are being better understood by all staff and better communicated among our partners and participants. Our organisational identity, and our pride in it, is in many ways even more important than our headline results, as **we know that what we believe in and stand for will survive, even when the context, funding environment, staff composition and contracts continue to change.**

CORE VALUE

SOLIDARITY

CULTURES

COHESIVE

OPEN

PIONEERING



OUR TEAM

REFLECTING ON KEY MOMENTS AND SUCCESSES IN 2017



CELIA PAGE - CHAIR OF TRUSTEES (UK)

"In December 2017 I was lucky enough to be able to attend the Xavier Project Christmas party at the office in Nairobi. I was delighted to meet the trustees on the Kenya board, the entire XP Kenya team and many of the hub volunteers. It was a very joyous occasion. Before the party began I had an opportunity to see around the office and I was able to speak with some of the senior management team. I was thrilled to see how cohesive the team are and it was evident that they work together with an overall feeling of solidarity and generosity of spirit. It was a lovely evening and I felt blessed to have had this chance to meet everyone."

DONALD ANDUVATEH - PROGRAMME OFFICER (KENYA)

"Engaging with teachers and management committees across Kenya to really tackle the issue that schools are facing when it comes to delivering quality education to their students has been challenging but exceptionally rewarding. I learn something new in every meeting and so enjoy working with so many passionate individuals who want to work hard to improve the system."



CHRISTINE AWORI - LIBRARY ASSISTANT (UGANDA)

"A highlight of my year were the school camps in August. We ran a packed fortnight of activities for our sponsored students in Kampala around the topic of health. The children loved the variety of activities that we put on, including art classes, going to a local hospital, careers conversations. It was a special time for the Ugandan team and for our students."



OUR TEAM

REFLECTING ON KEY MOMENTS AND SUCCESSES IN 2017



DEXTER FINDLEY - PROGRAMME DIRECTOR (KENYA)

“It was a great year for our work in Kakuma overall. We expanded our Tamuka work by beginning to work with two more additional refugee community based organisations. Expanding our work in Kakuma, we now support URISE Initiative for Africa in Kakuma 1, and Solidarity Initiative for Refugees in Kakuma 3.”

GRACE OKIA - PROGRAMME DIRECTOR (UGANDA)

“We redesigned our strategy for improving literacy amongst refugee children to be more sustainable by delivering tailored teacher training that enables teachers to teach literacy skills more effectively to their students and also to other teachers. Well prepared teachers are central to the learning process and play a critical role in improving learning outcomes. It has been fantastic to see this growth in 2017.”



BUILDING ORGANISATIONAL CAPACITY

The leadership team introduced various initiatives in 2017 to build our organisational capacity. These include new horizontal activity authorisation procedures, biannual peer reviews, a staff satisfaction survey, and a new finance system designed to increase efficiency. We also introduced and refined new workplace and procedural policies and introduced a quarterly organisational risk register. In March 2017 we moved the offices of our Kenya headquarters to Wamagata Court in Woodley, Nairobi from Olympic. The site has about four times more square footage than our previous office and much better facilities. This means we have a better reception centre for visitors, better security and space to park five cars, and generally a more conducive working environment for all staff. The timing was good as Olympic would have been regularly inaccessible to many staff and visitors between August and December 2017 due to political tension following the August 8th general election in Kenya. In Kampala, we swapped the office and the children's library spaces in November 2017. This was done to ensure the library was more compliant with child protection standards and to create a better working environment in the office.





CONSOLIDATING OUR PRESENCE IN SETTLEMENTS

Although we were working in **KAKUMA** refugee camp in Kenya in 2016, this year we consolidated our presence there and officially opened our office. By the end of 2017 we had three full-time staff members working in Kakuma on various projects for both departments as described below.

We cemented our presence in **RWAMWANJA** settlement in Uganda with the completion of the Tomorrow Youth Tamuka hub, and started working in **KIRYANDONGO** settlement through the weekly Peace Camp. We do not have any full-time staff based in either location, although our on-site visits increased considerably throughout the year.





EDUCATION - KENYA

In the education department in Kenya we have increased our focus on the quality and safety of the learning received by refugees while continuing to focus on increasing access to education for refugees. Against a target of 850, **1040** refugee students have been directly supported by Xavier Project to attend school. Under our partnership with UNICEF, an additional **3332** students have enrolled in primary school. This has been achieved through multi-faceted campaigns in Nairobi and Mombasa, working with community leaders, schools and local authorities to identify out of school children and facilitate their enrolment in local schools. This has been Xavier Project's contribution towards a country wide project co-ordinated by UNICEF, which hopes to see 400,000 out-of-school children enrol in school within two years.

In addition, **Xavier Project has supported 4050 students with Eneza Education mobile learning.** Through analysis in early 2017 we found that this SMS based revision tool has improved the primary school leaving exam results of the participants by 14%. In Kakuma Camp, 11 out of the top 20 students in the camp had been using Eneza, and five of them scored marks high enough to qualify them for national scholarship programmes. Thanks to partnerships with USAID, UNHCR, UNICEF and Windle Trust we have enrolled students on the Eneza revision tool in Kakuma, Kalobeyei Settlement, Turkana County and Nairobi.



EDUCATION - KENYA

In 2017 we started tracking the performance of our students supported at primary school – a group we have had a more distant supervisory role in the past. We found that on average, there was improvement among primary school children. Using first term results as baseline and a sample of 300 children, **children in primary school improved on their average grades by 3.3%**. Children in classes 1-3 improved their performance by 4.9% while those in classes 4-8 by 1.3%. 10% maintained their performance and showed no improvement, 32.6% decreased in their performance while **57.4% improved on their performance**. Two of our supported students were also selected for a scholarship to secondary school under the Mpesa Foundation. We have ensured that the learning environment for refugees in urban areas has improved.

Out of our **124 partner schools we identified three that did not meet safety standards** to the extent that transfers were recommended. In other schools we completed renovations of water and sanitation facilities. **35% of schools we work with, against a target of 30%, now have a refugee parent as a member of the Parent- Teacher Association**. We conducted training with the Boards of Management in **52 schools** in Nairobi on refugee issues, which were well received and had a tangible positive impact on the enrollment of refugees in those schools as well as the quality of the education received. We also **provided quality learning materials to 33 schools**.



iGCSE INITIATIVE - NAIROBI, KENYA

In 2017 we launched an initiative that is enabling refugees in Nairobi to study for iGCSE's using the internet as their main resource. To do this we have partnered with Cambridge International Assessment, the company behind iGCSE. So far **15 refugees** have enrolled on the programme and are set to sit their first exams in June 2018 at a cost less than **20% of formal secondary school in Kenya**. We see this initiative scaling after the pilot phase. iGCSE's are also certificates that are recognised internationally and have widely praised curricula.



AMANI LEARNING CENTRE - KITENGELA, KENYA

We also launched an example of a new model for community learning for refugee children. The **AMANI LEARNING CENTRE** in Kitengela town was opened in partnership with UNHCR. It serves over 200 children who are either not in school or have limited access to learning facilities. The centre is run largely by the community and leverages technology initiatives to achieve quality learning outcomes for all the children who attend, particularly in early stage literacy and numeracy acquisition. Following a donation from St Richard's School in Herefordshire, all the children attending the Amani Learning Centre are able to wear nice blue and yellow uniform. In 2018 we intend to roll out this model in Uganda and Kakuma as well as one more location in Nairobi. The model is based on learning we have gained by running libraries and mobile libraries for refugee children, particularly in Kampala.



AMANI LEARNING CENTRE

 250 children attending lesson each week

Started hosting workshops to build the capacity of schools in the district to improve the quality of education



COMMUNITY LEARNING PARTNERS

One of the partnerships that will enable this quality learning is our partnership with **Enuma who have designed the Kitkit App**. Kitkit School combines international best practices in literacy and maths education with Universal Design for Learning (UDL) principles to help every child succeed as an independent learner. The app is designed for tablets and is aimed at children at Early Childhood Development schools and in their first few years of primary education. Kitkit School is an official competitor for the Global Learning XPRIZE competition, which challenges teams from around the world to develop open-source and scalable software that will enable children in developing countries to teach themselves basic reading, writing and arithmetic. **In 2017 we ran a pilot of the Kitkit app in Kakuma where 240 students are using the app for 2.5 hours per week.** In Kakuma we also signed an MoU with the University of Utrecht to help them in a programme to train secondary school teachers. The learning content has been developed in Utrecht and is delivered in person by staff from Utrecht, Xavier Project staff, and over the internet using social media.

THE ATHLETES PROGRAMME - NGONG, KENYA

The Athletes Programme continued to go from strength to strength in 2017. This year a total of 30 students attended the athletes programme at Tegla Loupe Peace Camp in Ngong. Through the programme, the students-athletes attended a total of 24 exposure events which is an increase by over 60% compared to the previous year. Exposure events are events that are meant to help athletes to measure their performance against renowned world athletes. Among the events attended by the athletes include the IAAF London event, Rwanda Peace Race, IAAF Relay in the Bahamas, Athletics Kenya Premium in Kiambu among others. These events also served as a motivation for the athletes to go professional. Out of the 30 athletes, 12 of them were supported to access education. One was supported to access university education, 7 secondary education and 4 primary school education. Their performance in education is still low compared to that of their peers of the same level. In 2018, Xavier Project will focus on helping them improve their performance in schools as well as selecting refugees who have the potential to perform well in both athletics and education.





EDUCATION - UGANDA

In Uganda, many 2016 activities continued into 2017. We continued to support 147 students through formal education, as well as providing holistic opportunities to learn outside the classroom such as during holiday camps and activities held in our library. 250 Children regularly used the library in Nsambya, where 74% of regular participants demonstrated significant improvements in their literacy levels during the year. 18 students also conducted GL-Assessment and had improved their reading ages by 6 months between June and November.

This year in Kampala we focused our mobile library solely on one school, St Paul's Primary in Nsambya. This was in a move to ensure that the 80 children regularly taking part in the one-on-one reading tuition would really benefit and show a marked improvement in their literacy levels. Consequently, a random sample of 15 of these participants showed an average improvement of 13 months in their reading age on GL assessment tests.

PEACE CAMP- KIRYANDONGO, UGANDA

In 2017 we launched the Peace Camp in Kiryandongo Settlement under the education department in Uganda. The Peace Camp ran every Saturday in Bidongo Primary School between June and December. It was conceived as a way to reconcile refugees in Kiryandongo who have been the victims of resentment and violence that has spread from the conflict states to refugee hosting locations. During the Peace Camp **97 primary school aged children engaged in activities that promoted peace and reconciliation**, largely through the medium of games and play. Throughout the curriculum were themes of language and literacy acquisition, identifying hidden talents, and learning new extra-curricular skills. **79 pupils out of the 97 peace camp students in primary six scored above the pass mark (50%) in English subject, interpersonal relationship and togetherness at Bidongo Primary School.**



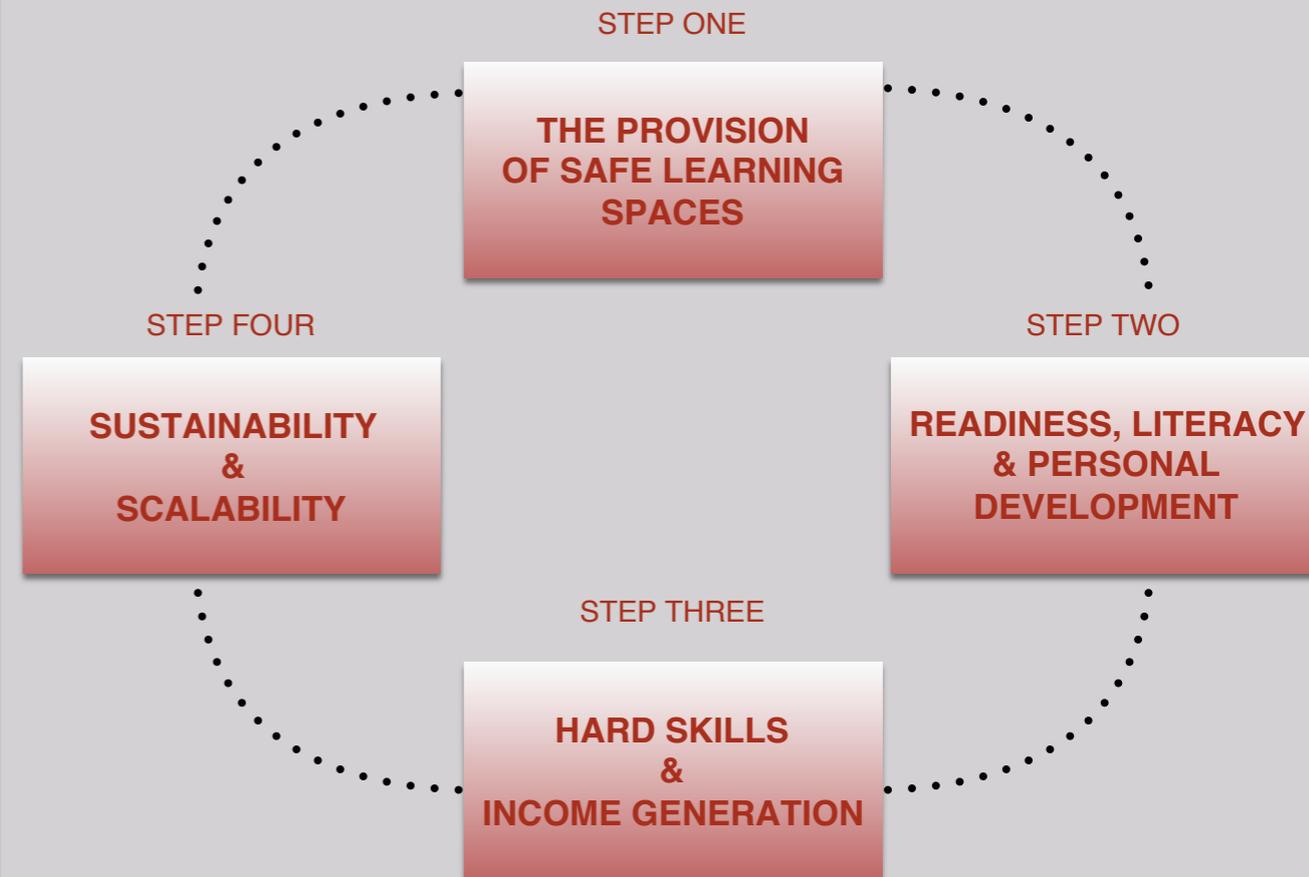


TAMUKA

2017 for Tamuka was all about the Community Enterprise Cycle (CEC). This model for community engagement and social enterprise was introduced in last year's annual report. **We now have eight hubs running across East Africa, with three in Nairobi, two in Kakuma, three in Kampala and one in Rwamwanja settlement.** This year there was even more of a shift towards community ownership of the hubs. Xavier Project's role has been to provide guidance and material support to the management committees as they navigate the CEC and get closer to full sustainability.



COMMUNITY ENTERPRISE CYCLE





TAMUKA - KENYA & UGANDA

Xavier Project is partnering with Tunapanda to enable learners to access their learning content remotely and outside of class time. This gives users a progressive learning structure within each module, formative assessments as they learn, and credits when they complete modules or sub-modules. These credits will then make up a digital ID that refugees can take with them wherever they go, like a CV. This platform will also enable all data and assessments on the CEC to be centralised.

To promote step three of the CEC, the step covering income generation, Xavier Project has partnered with groups such as E-Mobilis, the official Google training partner in Kenya, in order to give Tamuka beneficiaries a free training program called Digital Skills for Africa. With Kuza Biashara we are offering a platform for various outsourcing jobs, and along with the Refugee Code Academy we are developing specific curriculums to refugees in Kakuma Camp to enable them to access remote freelance jobs.





TAMUKA - KENYA & UGANDA

In Nairobi we continued to work in three hubs, in Kawangware, Umoja and Kasarani. In these three hubs we handed over more responsibility of the day to day running to management committees made up of refugees and community based organisations such as L’Africana. Beyond a target of 720 students completing Readiness courses, **802 participants graduated from such courses in 2017**. We also continued the same approach in Kampala, partnering with Bondeko, [YSE] and Youth Co-operation for Ideas and between 245 learners completed courses.

The significant growth areas for Tamuka were in Kakuma and Rwamwanja Settlement where 109 and 146 students respectively completed Readiness courses. In Kakuma we began implementing a project for GIZ, the German Development Agency. This will see **3500 refugees, predominantly women, accessing modules covered by Step Two of the CEC over two years**. Modules will include literacy, language, cultural orientation, maternal health, sexual and reproductive health, consumer literacy, basic computer skills, marketplace literacy and entrepreneurship. Through this project we have continued our partnerships with Kakuma based organisations SAVIC, U-Rise and Solidarity Initiative for Refugees. They are covering Step One – the provision of a safe learning space, as well as helping with the training delivery of the modules.



COMMUNITY HUB - RWAMWANJA, UGANDA

In Rwamwanja, the refugee group Tomorrow Vijana completed the construction of their hub. This was a community run initiative supported with funding from SPICMA. The hub is now in full use, with all steps of the CEC being implemented. In Rwamwanja we also started a side project with a group of 70 refugee families living with albinism, supporting them with livelihood initiatives. We hope to expand this partnership into a full manifestation of the CEC in 2018.



TAMUKA - ENGAGEMENT SURVEY

We have created the Tamuka Engagement survey based on discussions (group and individual) about issues important to refugees - including housing, safety, medical access, livelihoods and education. For 75.2% of respondents, the local Tamuka Hubs are the only accessible learning centres in their area - and 39.5% say the best kind of education is learning at centre like Tamuka. 65.3% say their biggest barrier to learning is finance. We are also using the tracking system to monitor the progress of our beneficiaries after they complete courses. Out of all participants who completed our engagement survey in 2017, **41% said what they learned at Tamuka helped them access more income**. Furthermore, **20% said learning at Tamuka helped them access employment**, for **11% it helped them start a business**, **31% to access higher education or further training**. In total 71% of the sample group were immediately helped by their experience learning at Tamuka.



PARTNERS & SUPPORTERS

In 2017, as ever, we have been grateful for the support of the donor organisations and partners who have made our work possible. In Kenya we have appreciated direct support from **UNHCR**, **UNICEF**, **USAID (the Taft Foundation)**, **GIZ**, **Enuma – Kitkit**, **Windle Trust**, **LWF** and **Eneza Education** as well as other private donors. We are very grateful of strategic partnerships with **Tunapanda**, **Nairobi Play Project**, **Tegla Loroupe Peace Foundation**, **Carolina for Kibera**, **SAVIC**, **U- Rise**, **Jadie McDonnell Consultancy**, **Textbook Centre**, **Jamii Tours**, **Refugee Coding Academy**, **University of Utrecht**, **Kuza Biashara**, **E-Mobillis** and **L’Africana**. In Uganda we had support from the International Office of Migration, Finnish Refugee Council, the Marketplace Literacy Project, GL Assessment and GCSEpod and we appreciate our partnerships with the Office of the Prime Minister, Youth Co-operation for Ideas, Bondeko and Tomorrow Youth.

In the UK, we were supported by **MSF**, **Charles Russell Speechlys**, **Deloitte**, **Beyond Me**, and **Accountants for International Development**, **Avonbrook Projects Abroad**, **St James’s Place Foundation**, the **R.U.B White Charitable Trust** and many companies who sponsored our fundraising events. Schools in the UK continued to support us, such as **Saint Mary’s Hall**, **Stonyhurst College**, the **Harrodian**, **St Andrews University** and students at the **University of East Anglia**.





FUNDRAISING & EVENTS

Many events throughout the year also contributed to our work, especially our projects in Uganda that rely heavily on funding from overseas. We had the fifth successful **London Xavier Ball**, and the second **Nairobi Xavier Ball** in Kenya. We had a record turn-out at the **Fairford Air Tattoo Car Park**, and the huge achievement of Francie Page completing a half “Iron Man” in December in Kenya, while raising over £5000 for Xavier Project. We had the first installment of the **Xavier Project Iron Savannah** the next day that saw 50 competitors running either 10km or 21km in aid of Xavier Project. **We will always appreciate donations given by individuals**; whether small or large a sacrifice is made and we are only able to function due to the collective support we receive from all over the world. In particular we are **spurred on by the generosity of the 45 people who give regularly to Xavier Project via standing orders or direct debits. Over 50 people from various walks of life dedicated their time to volunteering for Xavier Project** in one way or another in 2017.

We thank them, and all of you reading this, for sharing in our vision and supporting our work throughout the year.

Edmund Page, CEO & Founder



Consolidated Income statement (GBP)								
	2017				2016			
	Total	XP UK	XP Kenya	XP Uganda	Total	XP UK	XP Kenya	XP Uganda
Income								
Restricted								
Donations and Legacies	618,529	643	605,059	12,827	-	-	-	-
Income from Charitable Activities	0	0	(0)	-	295,789	-	295,134	655
Income from Other Activities	2,034	-	2,034	-	-	-	-	-
Intercompany transfers	0	(72,399)	(39,476)	111,875	-	-	-	-
Total Restricted Income	620,564	(71,756)	567,617	124,702	295,789	-	295,134	655
Unrestricted								
Donations and Legacies	78,690	71,955	6,735	-	218,772	146,770	68,608	3,395
Income from Charitable Activities	44,255	43,979	276	-	-	-	-	-
Income from Other Activities	1,745	-	-	1,745	-	-	-	-
Intercompany transfers	-	-	-	-	(748)	(146,000)	59,101	86,151
Total Unrestricted Income	124,690	115,934	7,011	1,745	218,025	770	127,709	89,546
Total Income	745,254	44,179	574,628	126,448	513,814	770	422,842	90,202
Expenses								
Tamuka	128,311	2,440	77,924	47,947	74,166	910	56,569	16,686
Education	522,178	2,440	462,624	57,115	373,578	-	327,153	46,424
Fundraising	19,800	19,501	299	-	22,763	13,585	8,119	1,059
Public Relations	2,237	743	1,494	-	8,030	760	4,381	2,890
Office	50,027	3,231	30,356	16,440	33,605	2,244	17,257	14,104
Total Expenses	722,553	28,355	572,697	121,501	512,142	17,499	413,479	81,164
Total Comprehensive Profit (Loss)	22,702	15,824	1,931	4,947	1,671	(16,729)	9,363	9,038
Other comprehensive income:								
FX Impact on B/S Net Assets	(2,576)	-	(1,713)	(863)	1,358	-	1,319	40
FX Impact on P&L	326	(0)	488	(162)	406	-	201	205
Total FX Impact:	(2,250)	(0)	(1,225)	(1,025)	1,764	-	1,520	245
Total profit & loss incl other comprehensive income	20,452	15,824	706	3,922	3,436	(16,729)	10,882	9,282



CONSOLIDATED BALANCE SHEETS

XAVIER PROJECT - ACCOUNTS 2017

Consolidated Balance Sheet (GBP)								
	2017				2016			
	Total	XP UK	XP Kenya	XP Uganda	Total	XP UK	XP Kenya	XP Uganda
Fixed Assets								
PPE- Furniture								
Cost	1,601	18	1,583	-				
Accumulated Dep	(384)	-	(384)	-				
PPE- Furniture Total	1,217	18	1,199	-				
PPE-Computer								
Cost	7,904	271	1,830	5,802				
Accumulated Dep	(3,922)	-	(441)	(3,481)				
PPE-Computer Total	3,981	271	1,389	2,321				
PPE-Motor Vehicle								
Cost	16,198	-	5,684	10,513				
Accumulated Dep	(3,286)	-	(3,286)	-				
PPE-Motor Vehicle Total	12,911	-	2,398	10,513				
Fixed Assets Total:	18,110	289	4,986	12,834	12,048	289	5,388	6,371
Current Assets								
Cash and Cash Equivalents	105,285	44,822	59,709	754	60,941	28,998	28,647	3,296
Receivables	1,814	-	1,814	-	14,222	-	14,222	-
Other Current Assets	4,254	-	4,254	-	2,978	-	2,978	-
Current Assets Total:	111,353	44,822	65,777	754	78,142	28,998	45,848	3,296
Current Liabilities								
Payables	1,874	-	1,874	-	29,953	-	29,953	-
Deferred Income	43,342	-	43,342	-	-	-	-	-
Intercompany	-	-	-	-	-	-	-	-
Staff Loans	-	-	-	-	-	-	-	-
Other Current Liability	3,741	-	3,741	-	183	-	183	-
Current Liabilities total:	48,958	-	48,958	-	30,136	-	30,136	-
Total Net Assets	80,505	45,111	21,806	13,589	60,054	29,287	21,100	9,667
Equity								
Opening Retained Earnings	60,054	29,287	21,100	9,667	56,618	46,016	10,218	384
Total profit & loss incl other comprehensive income current year:	20,452	15,824	706	3,922	3,436	(16,729)	10,882	9,282
Total Equity	80,505	45,111	21,806	13,589	60,054	29,287	21,100	9,667



Our Finances Notes to the Accounts

Accounting basis

These financial statements have been prepared on an accruals basis.

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP March 2005).

Incoming resources

All incoming resources are included in the Consolidated Income Statement when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT which is reported as part of the expenditure to which it relates.

Corporation Tax

The charity is exempt from taxation in respect of Income and Capital Gains under section 505 of the Taxes Act 1988 and Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied exclusively to charitable purposes.

Trustee remuneration

Trustees received no remuneration.

Fund accounting

Restricted funds are subject to specific conditions by donors as to how they may be used.



Trust constitution

The Governing Document is the Articles of Association made on 17th May 2013. New Trustees are appointed by the existing Trustees.

Policy on reserves

The charity aims to have unrestricted funds of between £20,000 and £50,000 on deposit at all times to meet unforeseen expenses that may occur in meeting its aims, and to bridge any temporary gaps in income.

Depreciation

Due to an omission error the depreciation expense in 2016 was not recognised. This amount is now recognised in the 2017 Financial Statements under retained earnings

Financial Audit

For the financial year ended 31st December 2017, there has been 2 separate audits carried out of the financial statements for Xavier Project Kenya.

Income and Expenses related to projects sponsored by UNICEF examined by PWC who have issued an unqualified audit opinion.

The Xavier Project Financial statements have been audited by Geoffe & Associates, who have issued an unqualified audit opinion.

Trustee Declaration

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

Signed on behalf of the charity's trustees

Signature

Full name: CELIA PAGE

Position: CHAIR OF THE BOARD OF TRUSTEES

Date: 25/06/2018



Independent Examiner's Report.

I report on the accounts of Xavier Project for the year ended 31 December 2017.

Respective Responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the charities act 2011 (the charities 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 procedures laid down in the general directions given by the charity Commission (under section 145(5) (b) of the charities Act, and
- State whether particular matters have come to my attention

Basis of the Independent Examiner's Statement

My examination was carried out in accordance with general directions given by the charity commission. An examination includes 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 explanation from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required for an audit, 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 Examiners Statements

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that, in any material respect, the requirements (i) to keep accounting records in accordance with section 130 of the Charities act; and (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the charities act have not been met; or
2. To which, in my opinion, attention should be drawn in order to enable to proper understanding of the accounts to be reached.

John Thuillier, ACCA
10th April 2018

Report of the Management Committee for the Period Ended 31 December 2017

The Management Committee presents its directors' report and audited financial statements for the period ended 31 December 2017

Reference and Administrative Information

Charity Name: Xavier Project

Charity registration number: 1153638

Company registration number: 08534364

Registered Office: Furzey Hill, Meysey Hampton, Cirencester, GLOS, GL7 5LD, UK

Operational address: PO Box 61716, 00200 Nairobi

Trustees

Celia Page (secretary)

Hamish Reid

Clive Hopewell

Kate Muhwezi

Greg Watson

Director

Edmund Page

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 17 May 2013 and registered as a charity on 3 September 2013. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

All member of the Management Committee give their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out in note 7 to the accounts.

Responsibilities of the Management Committee

Company law requires the Management Committee to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the management committee should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is not appropriate to assume that the company will continue on that basis.

The Management Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The Management Committee is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Risk Management

Risk assessment is used to drive the activities of Xavier Project and focus its resources. The Trustees have assessed the major risks that the charity faces, in particular in relation to its operations and finances, and are satisfied that the charity is taking the action necessary to mitigate its exposure to these risks.

The Trustees are satisfied that systems are in place to monitor and manage exposure to major risk, however due to the financial and political instability of some countries where Xavier Project works, the organisation requires active acceptance and management of some risks when undertaking activities in order to achieve the objectives of the charity.

Xavier Project operates planning and budgeting systems with an annual budget reviewed by the executive committee and approved by the Trustees. Any significant changes to these plans are subject to Trustees' approval. Revised forecasts are undertaken quarterly during the course of the year, and reviewed by the executive committee and the Trustee Board. Xavier Project's financial reporting system compares actual performance to approved budgets on a monthly basis.

Objects

The Trustees confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission in determining the activities undertaken by the Charity.

The charity's objects are specifically restricted to the following:

- A. The advancement of education and training of persons (particularly but not exclusively young people) living in East Africa and the Great Lakes Region of Africa (particularly but not exclusively those who have been displaced from their homes by conflict) to enable them to acquire and develop those practical and academic skills which may assist them to improve their conditions of life;
- B. The relief of poverty of persons (particularly but not exclusively those who have been displaced from their homes by conflict) in East Africa and the Great Lakes Region of Africa;
- C. The promotion of human rights of persons (particularly but not exclusively those who have been displaced from their homes by conflict) in East Africa and the Great Lakes Region of Africa.

Xavier Project is an international NGO working in Kenya and Uganda. We aim to provide opportunities to refugees living in urban areas in Kenya and Uganda who are otherwise excluded from the means to live a fulfilled and dignified existence so that they will be able to take back control of their lives and make a positive change whether to their new communities or to their country of origin.

Xavier Project is registered as a local NGO in Uganda, an international NGO in Kenya and a company and charity in UK. All operations are in Kenya and Uganda, but a majority of funds are raised in the UK. We have a three way partnership agreement between the branches of Xavier Project and one executive team primarily based in the Xavier Project headquarters in Nairobi.