

*Tools*

**FOR SELF  
RELIANCE**  
practical help for  
practical people

# **Report of the Directors and Financial Statements**

**For the year ended 31 December 2010**

**TOOLS FOR SELF RELIANCE**  
**COMPANY LIMITED BY GUARANTEE**

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**For The Year Ended 31 December 2010**

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**COMPANY INFORMATION**  
**For The Year Ended 31 December 2010**

PATRONS: Archbishop Desmond Tutu  
Dr Susan George  
Archbishop of York, John Sentamu

DIRECTORS: Mr I Care  
Ms A Fender-Brown  
Mr B Miller  
Mr J Schumacher – resigned July 2010  
Dr A Tyrrell  
Mr R Vann  
Mr G Williams

SECRETARY: Dr E Grimble

REGISTERED OFFICE: Netley Marsh Workshop  
Netley Marsh  
Southampton  
Hampshire  
SO40 7GY

REGISTERED NUMBER: 1487630 (England and Wales)

CHARITY NO: 280437

SENIOR STATUTORY AUDITOR: C D Osmond

AUDITORS: Stone Osmond Limited  
Statutory Auditors  
75 Bournemouth Road  
Chandlers Ford  
Eastleigh  
Hampshire  
SO53 3AP

SOLICITORS: Eric Robinson & Co  
Hythe

PRINCIPAL BANKERS: HSBC – Totton, Hampshire  
COIF – London  
CAF – West Malling, Kent

**TOOLS FOR SELF RELIANCE**  
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**REPORT OF THE DIRECTORS**  
**For the Year Ended 31 December 2010**

The directors present their report with the financial statements of the company for the year ended 31 December 2010.

**GOVERNANCE**

Tools for Self Reliance is a company limited by its Memorandum and Articles of Association dated 26 March 1980. It is registered as a charity with the Charity Commission. Anyone can become a member of the company and there were 196 Members at the year end. Member's liability is limited to £1. Tools for Self Reliance is an independent charity and not affiliated to any other organisation.

**OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT**

The charity is established to relieve poverty amongst the people of the under-developed areas in the world by the provision of hand and other tools and equipment. The principal activities undertaken to further this object form the basis of this report.

The directors confirm they have complied with the duty in Section 4 of the 2006 Charities Act having due regard to the guidance published by the Charity Commission, including public benefit guidance.

**DIRECTORS AND TRUSTEES**

The directors of the charitable company are its trustees for the purposes of Charity Law and throughout this report are collectively referred to as the directors.

The directors who have held office during the year of review and to the date of this report were:

Mr I Care	Dr A Tyrrell
Ms A Fender-Brown	Mr R Vann
Mr B Miller	Mr G Williams
Mr J Schumacher – resigned July 2010	

The company does not provide Directors Indemnity Insurance.

The directors are elected from and by the members at the Annual General Meeting. There is a policy for induction of new directors.

**DIRECTORS REVIEW**

**Structure**

The company has a structure based on three tiers. The first tier is the Board of Directors, who have overall control of the charity and meet at regular intervals to discuss the performance to date and future plans.

The second tier is the day to day operations. The operational responsibility is delegated to the Chief Executive Office – Janice Kidd. The Chief Executive Officer is assisted by the Administration staff based at Netley Marsh.

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The third tier is the volunteers and groups around the country who are involved in the collection, refurbishment of tools, etc., and our partner organisations abroad.

**Objectives**

Tools for Self Reliance works with African organisations to help people gain a sustainable income through productive activities. Our projects involve the provision of high-quality tools and equipment, alongside bespoke training. In this way we contribute to the Millennium Development Goal of eradicating extreme poverty and hunger. Increased income allows parents to send children to school, to pay for health care, to provide healthy diets for themselves and their children. Our focus on disadvantaged people helps, amongst others, those living with disabilities and/or HIV and AIDS live fuller, productive lives.

This report is structured by the objectives of our *Organisational Strategy 2007–2011* and demonstrates how Tools for Self Reliance directors and staff use the Strategy to measure the organisation's performance.

**Mission Statement**

Tools for Self Reliance aims to empower artisans working in developing countries so that they can better participate in the development of themselves and their communities. To achieve this we work with partner organisations to provide tools and training, and we raise awareness of the causes of poverty.

**Strategic Objectives**

**Objective One**

*We will continue to work in Africa, delivering a high-quality programme to facilitate the development of the artisan sector and its communities, according to local needs and priorities.*

We do not have staff in Africa but work in partnerships with African non-governmental organisations serving people who can benefit from our projects. The local knowledge of these partners enables Tools for Self Reliance to provide the assistance that meets the needs of the participants and their communities, and to ensure that we are working in line with national poverty reduction strategies.

In 2010, 2,477 people, of whom 42% were female, undertook training in vocational and/or business skills delivered by our partner organisations in Ghana, Sierra Leone, Tanzania, Uganda, Zambia and Malawi. In livelihoods projects each trainee disseminates their learning to the other members of their trade group. (Typically these groups have between five and ten members.) As such, the number of people benefiting from the projects is considerably higher than the actual number of those undertaking the training.

In total we work with 61 partner organisations and, despite the increased difficulty in finding funds, in 2010 we worked with 43 of these partners on 44 separate projects.

**Ghana**

In Ghana, we continue to focus on the poorer northern areas on livelihoods and vocational training projects. We continued the vocational training projects with Girls Growth and

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Development, Ghana Young Artisans Movement, Ghanaian Danish Community Programme, Simli Aid and Northern Sector Action on Awareness Centre (NORSAAC). In addition we started new training projects with NORSAAC, Association For Women's Empowerment, Youth Alive and Nfasimdi Development Association. These projects train young adults in vocational and business skills such that they are able to take up employment or set up their own small enterprises. Most of the participants will not have had much schooling and may be street children, vulnerable young women or school dropouts. Depending on individual circumstances the participants either attend training institutions or are assigned to master craftsmen, who have themselves been taught to train, as apprentices. Wherever possible the trainees are encouraged to take national vocational exams, and in cases where literacy is a problem, competency based tests. Tools are sent to equip the training centres and master tradespeople, and also as start-up kits for graduating trainees. During 2010, 583 young Ghanaians benefited from these courses.

Livelihoods projects were completed with 50 groups from TRAX, and Basic Needs, whilst another project is continuing with TRAX. These projects enable existing artisans to upgrade their vocational skills, learn business skills and receive toolkits to help them carry out their trade. In some instances the artisans are then required to take on apprentices.

**Malawi**

We completed five projects in Malawi, focusing on vocational training for young adults, with Samaritans Trust, Project Malawi, Development Aid from People to People, Foundation for Education and Social Development, and Malawi against Physical Disabilities. At least 341 people benefited. We began three projects with Foundation for Education and Social Development, Foundation for Community and Capacity Development, and St John of God.

Tools for Self Reliance groups in Scotland continued their collaboration with the Global Concerns project supporting vocational training for people with disabilities. In addition we provided tools to Neno Macadamia Trust and Butterfly Space to complement the training they carried out in Malawi.

**Sierra Leone**

Our projects in Sierra Leone focus on at risk young people outside the capital city. We have completed and evaluated projects with Youth in Action Sierra Leone (YASAL), Council of Churches (CCSL), Craftshare, Coordination for Active Peace and Empowerment (CAPE), and Baptist Women's Union (BWU). YASAL has been working in Kono in the east of the country, an area devastated by the war. Youth in this area have limited opportunities but the training and tools received should help them find employment. Projects involved both institutional and apprenticeship training for young people who had missed out on an education owing to the civil war and other factors. Reports indicate that these projects will have successfully trained and equipped 410 young people.

We will begin new projects with YASAL, CCSL, Craftshare, CAPE, BWU and a new partner, the Disabled Rights Movement, in 2011.

**Tanzania**

Our strategy in Tanzania is to work with rural people to increase production of goods for local markets.

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We continue to work with our first partner, the Small Industries Development Organisation (SIDO). 464 individuals took part in tools and skills training projects in 11 regions: Kigoma, Rukwa, Tabora, Arusha, Manyara, Kilimanjaro, Iringa, Ruvuma, Pwani, Morogoro and Dar es Salaam. These projects train key members of small entrepreneurial groups with top-up vocational and business skills, and provide tools for the trades the groups engage in. Reports from these projects indicate success in increasing incomes. Participants report that business training is especially useful.

After completing the project, groups cite examples of paying for education for their children, building homes and recruiting more trainees as ways of using their new found wealth. We will begin similar projects in Mtwara, Lindi and Dodoma in the first quarter of 2011. We have also been working with Rukwa region to set up a local hand tool refurbishing workshop where Tanzanians will refurbish tools collected in the UK as well as those being used by local artisans.

**Uganda**

In northern Uganda, we have collaborated with the International Christian Gospel Ministries (ICGM) on vocational training projects to assist internally displaced unemployed youth affected by the recent conflict. We also supported Apoolo Na Angor ('Development of Women') in the east and Single Parenthood Association (SPAU) near Kampala on training projects supporting women, young mothers and other vulnerable groups, and Rural People in Action for Development (RUPAD) in the west.

We continue to monitor the Kilembe training centre, and its 'incubator' units set up as a joint initiative with the South Rwenzori Diocese in Uganda and the Romsey Deanery. Despite initial successes we have been disappointed with the lack of progress.

We have a new initiative with the Bee Village project to supply bicycle repair kits to enable the participants to maintain their bicycles used to attend the widely distributed bee hives. We have new projects with ICGM, SPAU, ANA, RUPAD and new partner Hope for the Upcoming Generation (HUPGEN).

**Zambia**

In Zambia we are focusing on working with vulnerable people, such as those living with HIV/AIDS, street children and people with disabilities.

After the success of the Kara Counselling project in 2009, which trains people diagnosed with HIV/AIDS, we continued our support into 2010. Testimony from graduates indicated that living standards, self esteem and community standing all improved.

We also started vocational training projects with Mtendere Churches Response Alliance, Jesus Cares Ministries, Community Youth Mobilisation, Mapalo Support Group, Integrated Health Programme, and Kabushi Entrepreneurship and Vocational Training Centre. In all, 343 young people of whom 178 were male and 165 female, benefited from these projects. These projects will be evaluated in early 2011.

**Visits**

Tools for Self Reliance staff visited Malawi, Tanzania, Ghana, and Zambia in 2010 to work with partners on planning and evaluation.

Reports indicate that project participants enjoyed improved livelihoods. Artisans said they are more able to feed themselves and their families, pay health bills, send children to school, build homes and purchase goods. For existing artisan groups access to training is

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playing a key role in developing more sustainable business enterprises, and through the vocational training projects people are being provided with the skills and tools needed to move into employment or self-employment. However we need to look more strategically at how we work with vocational training centres to ensure sustainability of the programmes.

**Networks**

In Ghana, the network of partners continues to flourish and meets on a regular basis. Partners are collaborating on projects and assisting each other with ideas and capacity building. In Zambia and Malawi, networks of partners were established and initial meetings were held during Tools for Self Reliance evaluation visits. Partners met informally in Sierra Leone.

**Tool Sending**

As part of our artisan support programme we sent 6 shipments of high-quality refurbished tools, with 712 kits containing 31,329 tools. This is a decrease of 53 kits on 2009. In addition we provided 10 kits, totalling 3,394 tools, to small non-partner organisations for their projects in the developing world. The replacement value (i.e. the cost if bought new in the UK) of all tools sent in 2010 is £503,287. (For accounting purposes we state that the value of tools sent is 50% of their replacement value as we feel this reflects a truer value considering the tools have been used.)

Country	Number of tools	Number of kits
Ghana x 2	6,252	265
Tanzania x 2	14,643	232
Zambia	3,922	130
Malawi	6,512	85
Other	3,394	10

Total number of tools	34,723
Total number of kits	722

While we have the capacity to send more toolkits, we are constrained by a shortage of funding for training. It is clear from discussions with partners and participants that training is as important as tools in achieving better livelihoods. We are continuing to seek additional funding from many sources. We are also continuing efforts to collaborate with UK organisations delivering training in Africa in order to include an input of tools.

**Objective Two**

*We will continue to work with a diverse group of people within the UK who support us in our work by collecting and refurbishing tools, and who help us in promoting and raising funds for the organisation.*

Our records show we have 775 volunteers throughout the country, 193 based at the Tools for Self Reliance headquarters at Netley Marsh in Hampshire, with many more who help out on an ad hoc basis.

**Groups**

We currently have 58 volunteer refurbishing groups excluding Netley Marsh groups. Four new groups formed in 2010: DASH (Swindon), HMP Bullwood Hall (Essex), Ladyloan New Tools (Arbroath) and Civray (in France), plus one potential new group in Wragby in

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Lincolnshire. Of the 413 group volunteers 350 are male and 63 female, with 119 having support needs.

**Collectors**

We introduced our new Collectors Agreement during 2010 and at the year end 169 collectors were signed up as registered collectors.

**Netley Marsh Volunteers**

At the year end there were 193 people, of whom 42 have support needs, on the volunteer register at Netley Marsh. There was a total increase of 15 on 2009. The number of female volunteers continues to grow, and although there is a significant number over 55 years old they are no longer the majority.

**Volunteer Certificates**

Volunteer certificates were awarded to 37 people for 10 years service, 13 people for 15 years service, 10 people for 20 years service and 17 people for 25 years service. We are very proud of the number of volunteers who stay committed to Tools for Self Reliance. Our records show overall there are 95 volunteers with more than 10 years service, 69 with more than 15 years service, 36 with more than 20 years service, 30 with more than 25 years service and 2 with more than 30 years service, totalling at least 232 people who have volunteered for 10 years or more.

**Workcamps**

We hosted two workcamps involving young people from Refugee Youth in London and students from Madrid. We also had day-long working visits by students and pupils from Taunton's College, Netley Marsh Infant School and Gregg School, as well as staff from London based company VITOL.

**Training and Networking for Volunteers**

We ran network days for a total of 122 volunteers at Netley Marsh, Bristol, Chorley, Wakefield, Coventry and Edinburgh. Volunteers and staff discussed the forthcoming Tools for Self Reliance Organisational Strategy, as well as learning of current African projects and the latest tool news. We continued with the one-off training sessions for our Netley Marsh volunteers. In addition we produced our *Groups Bulletin* and sent out monthly email bulletins containing news and information about our work.

During 2010 we kept in regular contact by telephone and visited 47 of our 58 groups. During these visits we gave advice on tool quality, running an efficient workshop, disposing of excess tools and fundraising.

Whilst most Tools for Self Reliance volunteers refurbish and pack tools, volunteers also work in fundraising, administration, research, database development, event organising and publicity. The Netley Marsh Training Workshop for people with special needs is operated with the Southampton support agency City Limits. This facility at the Netley Marsh site allows for one-on-one training for people with special needs as well as the social interaction of volunteers of all abilities.

**Profile Raising**

2010 was the 30th anniversary of Tools for Self Reliance. The highlight of the year was a documentary film of the journey of a sewing machine to Malawi which was screened on BBC's *South Today* over two consecutive nights in March. Our youth project resulted in an exhibition of photographs at Southampton's John Hansard Gallery, as well as an Africa

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Day of dancing, food and fashion. We also held an Auction of Promises at Kuti's Royal Thai Pier restaurant in Southampton. The newly formed Craft 2 Craft group attended numerous small events and raised £4,000 by the year end. The number of talks given, and events supported, by volunteers increased. Events included the Netley Marsh Steam Rally, New Forest Show and our Open Day.

We continue to benefit from the support of Rotary Clubs locally and nationally. We attended two Rotary District conferences. We are making efforts to encourage Rotary Clubs to source tools from us for their Survival Boxes.

**Objective Three**

*Working primarily with our existing supporter base we will continue to raise awareness in the UK of the causes of poverty in developing countries, and to lobby appropriately to support our partners and the artisans they work with.*

This year we focused on improving our presence on the internet. We regularly updated our website with video clips and stories from Africa, and set up a Facebook and Twitter account. We hope to improve on this over the coming year, in particular to develop a new website.

Publications included 2 *Forging Links* newsletters, the *Annual Review*, 3 *Group Bulletins* and 13 email bulletins.

We continued to support Fairtrade by using and promoting the use of Fairtrade goods.

**Carbon Footprint**

During 2010, local engineering firm Gifford produced a carbon account for Tools for Self Reliance. It is interesting to note that during 2009 the approximate overall carbon footprint of Tools for Self Reliance was about 90 tonnes of carbon dioxide and by reusing/recycling the tools/materials approximately 110 tonnes of carbon dioxide were saved. Therefore, it can be said that during 2009 about 20 tonnes of carbon were saved as a result of the Tools for Self Reliance activities. The report also highlighted ways in which we might reduce our carbon spending and we have been making efforts to implement the recommendations.

**Administration**

We appointed Alan Large as project officer to replace Luke Caley who left to travel throughout South America. We were without an administration officer for the last six months of the year. Once again we hosted six long-term volunteers (gap-year students from Europe).

Tools for Self Reliance owns the Netley Marsh site and generates income by renting out to small businesses those premises on the site that it doesn't use. Occupancy remained at 100%, including the new craftshop. The annual repayment on the loan made by supporters to build the new craftshop was paid for using this rental income.

We were also successful in obtaining recycling credits from Hampshire County Council.

These self generated funds cover all our UK costs, apart from staff costs, so that all funding from donations may be spent on furthering our main objective.

**Finances**

At the end of the financial year we had net current assets of £268,176 (2009 – £381,967) including £96,291 (2009 – £95,681) of restricted project funding and £2,423 (2009 – £2,511) of

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craftshop deposits. This is just within the reserves policy of maintaining free reserves at the level of between four and six months direct running costs.

Despite increasing our fundraising efforts our income fell to £541,976 (2009 – £720,504), although we still supported more projects than previously. The majority of funds are from donations and grants from businesses, the public and other charitable bodies, and this area of funding decreased significantly. Funds from craftshop rents, sales and events was higher than in previous years.

Expenditure was held to £654,753 (2009 – £682,184). This reflects the continued expenditure in furtherance of the charity's objectives, in particular the amount spent on projects in Africa.

The value of tools shipped (donations in kind) was £251,644 (2009 – £252,730). The valuation policy has been changed to 50% of market price to give a fairer reflection of their value.

Total reserves amount of £678,430, including fixed assets of £462,254. The fixed assets of Tools for Self Reliance are the Netley Marsh workshop site, including that used as investment property (craftshop rentals) and the value of workshop, warehouse and office equipment.

**The Future**

The immediate task for 2011 will be to try to improve on our current funding base. At present we are facing delays in raising the funds needed to start our African projects. We have several excellent projects that we would like to carry out but are thwarted through lack of funding to do so. We would like to increase our core funds in order to try out more innovative approaches that donors are reluctant to fund and also to undertake a comprehensive evaluation of the impact of our work over a period of time. Our evaluations are usually project based and usually occur immediately at the end of a project.

We hope to improve our partner base in Malawi, and to consolidate the programmes in the other countries in which we work. We also need to address the sustainability of working with vocational training institutions.

We will be finalising our next Organisational Strategy that will define how we operate from 2012 to 2016.

We hope to continue attracting a diverse range of volunteers, by engaging younger people and those from ethnic backgrounds in fixed time blocks, and diversifying the tasks available.

We will also be undertaking a comprehensive redesign and relaunch of our web pages.

The *Annual Review 2010*, *Organisational Strategy 2007–2011* and this Annual Report for 2010 are available free from Tools for Self Reliance.

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**REPORT OF THE DIRECTORS**  
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**RISK MANAGEMENT**

The directors have examined the potential risks which the charitable company faces. They have reviewed the risks on a rolling basis and have revised the risk register. They confirm that measures to minimise these risks have been put in place.

**RESERVES POLICY**

It is Tools for Self Reliance policy to manage the organisation such that free reserves are held at the level of between four and six months direct running costs.

**STATEMENT OF DIRECTORS' RESPONSIBILITIES**

The directors are responsible for preparing the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS**

So far as the directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware, and each director has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

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**AUDITORS**

The auditors, Stone Osmond Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Signed

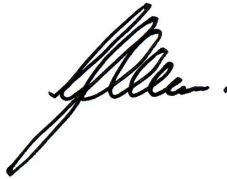
Dated: 26 March 2011



A TYRRELL

Signed

Dated: 26 March 2011



G WILLIAMS

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**INDEPENDENT AUDITORS REPORT TO THE DIRECTORS OF TOOLS FOR SELF RELIANCE**  
**For the Year Ended 31 December 2010**

This report is issued in respect of an audit carried out under Section 43 of the Charities Act 1993 as amended.

We have audited the financial statements of Tools for Self Reliance for the year ended 31 December 2010 which comprises the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective April 2008).

This report is made solely to the charity's directors, as a body, in accordance with Section 43 of the Charities Act 1993. Our audit work has been undertaken so that we might state to the charity's directors those matters we are required to state to them in an auditors report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's directors as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors and auditors**

As described in the Statement of Directors Responsibilities, the directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the charity's financial statements give a true and fair view.

The directors have elected for the financial statements to be audited in accordance with the Charities Act 1993 instead of the Companies Act 2006. Accordingly we have been appointed as auditors under Section 43 of the Charities Act, and report in accordance with regulations made under Section 44 of that Act.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 2006. We also report to you if, in our opinion, the information given in the Directors Annual Report is not consistent with those financial statements, the charity has not kept sufficient accounting records, if the charity's financial statements are not in agreement with the accounting records, or if we have not received all the information and explanations we require for our audit.

We read the Directors Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

**Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give

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reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion the financial statements:

- give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice (applicable to Smaller Entities) of the charity's affairs as at 31 December 2010 and of its incoming resources and application of resources in the year then ended; and
- have been prepared in accordance with the Companies Act 2006.



Christopher David Osmond (Senior Statutory Auditor)  
For and on behalf of Stone Osmond Ltd  
Statutory Auditor  
75 Bournemouth Road  
Chandlers Ford  
Eastleigh  
Hants  
SO53 3AP

Date: 18 April 2011

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**STATEMENT OF FINANCIAL ACTIVITIES**  
**For The Year ended 31 December 2010**

	<u>Note</u>	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u>	<u>2009</u> <u>Total</u> <u>Funds</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b>INCOME AND EXPENDITURE</b>					
Incoming resources	1				
Donations and grants	10	199,873	258,760	458,633	652,817
Donations in kind		251,644	-	251,644	252,730
Rents receivable		52,499	-	52,499	42,558
Investment income		638	-	638	1,706
Other income	11	30,206	-	30,206	23,423
<b>TOTAL INCOMING RESOURCES</b>		<u>534,860</u>	<u>258,760</u>	<u>793,620</u>	<u>973,234</u>
Resources expended					
Direct charitable expenditure	12	388,462	221,188	609,650	636,969
Direct charitable expenditure in kind	12	251,644	-	251,644	252,730
Fundraising and publicity		39,496	-	39,496	40,456
Governance	13	5,607	-	5,607	4,759
<b>TOTAL RESOURCES EXPENDED</b>		<u>685,209</u>	<u>221,188</u>	<u>906,397</u>	<u>934,914</u>
Net incoming/(outgoing) resources before transfers		(150,349)	37,572	(112,777)	38,320
Transfers between funds		37,050	(37,050)	-	-
Net incoming/(outgoing) resources for the year		(113,299)	522	(112,777)	38,320
Gains/(losses) on investment		-	-	-	-
<b>BALANCES BROUGHT FORWARD AS AT</b> <b>1 JANUARY 2010</b>		<u>693,015</u>	<u>98,192</u>	<u>791,207</u>	<u>752,887</u>
<b>BALANCES CARRIED FORWARD AS AT</b> <b>31 DECEMBER 2010</b>		<u>579,716</u>	<u>98,714</u>	<u>678,430</u>	<u>791,207</u>

The notes form part of these financial statements.

**TOOLS FOR SELF RELIANCE**  
**COMPANY LIMITED BY GUARANTEE**

**INCOME AND EXPENDITURE ACCOUNT**  
**For The Year ended 31 December 2010**

	<u>Notes</u>	<u>2010</u> <u>£</u>	<u>2009</u> <u>£</u>
<b>TURNOVER</b>	1	792,982	971,528
Administrative expenses		<u>906,018</u>	<u>934,914</u>
<b>OPERATING SURPLUS</b>	2	(113,036)	36,614
Interest receivable and similar income		<u>638</u>	<u>1,706</u>
		(112,398)	38,320
Interest payable and similar charges		<u>379</u>	<u>-</u>
<b>SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		(112,777)	38,320
Tax on surplus on ordinary activities	3	<u>-</u>	<u>-</u>
<b>SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR AFTER TAXATION</b>		<u>(112,777)</u>	<u>38,320</u>

The notes form part of these financial statements.

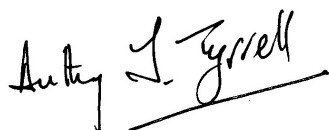
**TOOLS FOR SELF RELIANCE**  
**COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET**  
**31 December 2010**

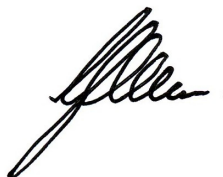
	<u>Notes</u>	£	<u>2010</u> £	£	<u>2009</u> £
<b>FIXED ASSETS</b>					
Tangible assets	4		192,823		202,809
Investments	5		<u>269,431</u>		<u>269,431</u>
			462,254		472,240
<b>CURRENT ASSETS</b>					
Stocks		2,183		2,420	
Debtors	6		4,712		6,099
Bank balances and funds in hand		<u>285,967</u>		<u>401,184</u>	
			292,862		409,703
<b>CREDITORS</b>					
Amounts falling due within one year	7		<u>24,686</u>		<u>27,736</u>
<b>NET CURRENT ASSETS/(LIABILITIES)</b>			<u>268,176</u>		<u>381,967</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			730,430		854,207
<b>CREDITORS</b>					
Amounts falling due after more than one year	8		<u>52,000</u>		<u>63,000</u>
<b>NET ASSETS</b>			<u>678,430</u>		<u>791,207</u>
<b>RESERVES</b>					
Unrestricted reserves	9		365,602		478,901
Restricted reserves			98,714		98,192
Revaluation reserve			<u>214,114</u>		<u>214,114</u>
			<u>678,430</u>		<u>791,207</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to Small Companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**ON BEHALF OF THE BOARD**



Director – A Tyrrell



Director – G Williams

Approved by the Board on 26 March 2011.

The notes form part of these financial statements.

**TOOLS FOR SELF RELIANCE**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**  
**For The Year Ended 31 December 2010**

1. **ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention as modified by the revaluation of investment properties and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and in accordance with the Companies Act 2006 and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005 and applicable UK Accounting Standards.

**Turnover**

Turnover represents refurbishment of tools, donations, grants and other income excluding value added tax.

**Donations in kind**

Donations in kind are valued at current market retail price less 50%. In previous years donations in kind have been valued at current market price. The trustees have revised the accounting policy to a reduced value of 50% of market price as they are of the opinion that this gives a more accurate value. The comparative figures for 2009 have been restated under the new policy.

**INCOMING RESOURCES**

**Grants and donations**

Income from grants and donations is included in the Statement of Financial Activities when these are receivable except as follows:

- When donors specify that grants and donations given to the charity must be used in future accounting periods, the income is deferred until these periods.
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

When donors specify that donations and grants, including capital grants, are for particular purposes which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

**Other income**

Other income is included in the Statement of Financial Activities on an accruals basis.

**RESOURCES EXPENDED**

Resources expended are included in the Statement of Financial Activities on an accruals basis.

Certain expenditure is directly attributable to specific activities and has been included in these cost categories. Certain other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff upon those activities.

These notes form part of these financial statements.

**TOOLS FOR SELF RELIANCE**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**  
**For The Year Ended 31 December 2010**

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life or if held under a finance lease, over the lease term, whichever is the shorter.

Land and buildings	-2% straight line
Plant and machinery	-25% reducing balance
Computer equipment	-33% on cost

**Pensions**

The company operates a defined contribution pension scheme. Contributions payable for the year are charged in the income and expenditure account.

The assets of the scheme are held separately from those of the Charity by the Pensions Trust. The employer's contributions made to the scheme during the year were £26,006 (2009 – £27,326).

**Investment properties**

In accordance with Statement of Standard Accounting Practice No. 19, some of the charitable company's property is held for long-term investment and is included in the balance sheet at its open market value. The surplus on revaluation is transferred to the investment property revaluation reserve. Depreciation is not provided in respect of freehold investment property. This represents a departure from statutory accounting principles, which require depreciation to be provided on all fixed assets. The directors consider that this policy is necessary in order that the financial statements may have a true and fair view because current values and changes in these are of a prime importance rather than the calculation of systematic annual depreciation.

The craftshops were valued at open market value, by the directors, on 31 December 2006 at £250,000. It is the policy of the charity to revalue the asset every five years.

**Foreign currencies**

Assets and liabilities in foreign currencies are translated into sterling at the rate of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

**2. OPERATING SURPLUS**

The operating surplus is stated after charging:

	<u>2010</u>	<u>2009</u>
	<u>£</u>	<u>£</u>
Depreciation – owned assets	10,320	11,109
Audit fee	3,063	3,317
Non audit fee	600	560
Pension costs	26,006	27,326
	<hr/>	<hr/>
Directors emoluments and other benefits, etc. (see note 15)	387	863
	<hr/>	<hr/>

These notes form part of the financial statements.

**TOOLS FOR SELF RELIANCE**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**  
**For The Year Ended 31 December 2010**

3. **TAXATION**

No liability to UK corporation tax arose on ordinary activities for the year ended 31 December 2010 or for the year to 31 December 2009 due to its charitable status.

4. **TANGIBLE FIXED ASSETS**

	<u>Freehold Property</u>	<u>Improvements To Property</u>	<u>Plant and Machinery</u>	<u>Computer Equipment</u>	<u>Total</u>
	£	£	£	£	£
<b>COST:</b>					
At 1 January 2010	106,091	130,813	51,071	22,750	310,725
Additions	-	-	-	334	334
Disposals	-	-	-	-	-
At 31 December 2010	<u>106,091</u>	<u>130,813</u>	<u>51,071</u>	<u>23,084</u>	<u>311,059</u>
<b>DEPRECIATION:</b>					
At 1 January 2010	24,039	23,450	43,214	17,213	107,916
Charge for year	2,121	2,616	1,964	3,619	10,320
Eliminated on disposals	-	-	-	-	-
At 31 December 2010	<u>26,160</u>	<u>26,066</u>	<u>45,178</u>	<u>20,832</u>	<u>118,236</u>
<b>NET BOOK VALUE:</b>					
At 31 December 2010	<u>79,931</u>	<u>104,747</u>	<u>5,893</u>	<u>2,252</u>	<u>192,823</u>
At 31 December 2009	<u>82,052</u>	<u>107,363</u>	<u>7,857</u>	<u>5,537</u>	<u>202,809</u>

5. **FIXED ASSET INVESTMENTS**

	<u>2010</u>	<u>2009</u>
	£	£
Netley Marsh craftshops	<u>269,431</u>	<u>269,431</u>

The craftshops were valued at open market value, by the directors, on 31 December 2006 at £250,000. It is the policy of the charity to revalue the asset every five years. Since then the cost of work on new building to be used for investment purposes has been added, together with a proportion of volunteer time, and will be subject to revaluation at the appropriate time.

6. **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<u>2010</u>	<u>2009</u>
	£	£
Other debtors – VAT	<u>4,712</u>	<u>6,099</u>
	<u>4,712</u>	<u>6,099</u>

These notes form part of the financial statements.

**TOOLS FOR SELF RELIANCE**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**  
**For The Year Ended 31 December 2010**

7. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<u>2010</u>	<u>2009</u>
	£	£
Trade creditors	4,170	7,755
Taxation and social security	7,258	6,389
Pension contributions	3,108	2,992
Accruals	3,650	3,600
Loans – new workshop	<u>6,500</u>	<u>7,000</u>
	<u>24,686</u>	<u>27,736</u>

8. **CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	<u>2010</u>	<u>2009</u>
	£	£
Loans repayable by instalments:		
Loans – one to two years	6,500	7,000
Loans – two to five years	19,500	21,000
Loans – over five years	<u>26,000</u>	<u>35,000</u>
	<u>52,000</u>	<u>63,000</u>

9. **RESERVES**

	<u>2010</u>	<u>2009</u>
	£	£
<b>Restricted Funds:</b>		
At 1 January 2010	98,192	108,322
Net incoming/outgoing resources for the year	<u>522</u>	<u>(10,130)</u>
At 31 December 2010	<u>98,714</u>	<u>98,192</u>
<b>Unrestricted Funds:</b>		
At 1 January 2010	478,901	430,451
Net incoming/outgoing resources for the year	<u>(113,299)</u>	<u>48,450</u>
At 31 December 2010	<u>365,602</u>	<u>478,901</u>
<b>Revaluation Reserve</b>		
At 1 January 2010	214,114	214,114
Gain/loss for year	<u>-</u>	<u>-</u>
At 31 December 2010	<u>214,114</u>	<u>214,114</u>

These notes form part of the financial statements.

**TOOLS FOR SELF RELIANCE**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**  
**For The Year Ended 31 December 2010**

Analysis of Total Net Asset by Fund

	<u>Unrestricted</u> <u>Capital</u> £	<u>Restricted</u> <u>Income</u> £	<u>Total</u> <u>Funds</u> £
Fixed assets	462,254	-	462,254
Cash at bank and in hand	187,253	98,714	285,967
Other net current assets/liabilities	(17,791)	-	(17,791)
Other long-term liabilities	(52,000)	-	(52,000)
	<u>579,716</u>	<u>98,714</u>	<u>678,430</u>

10. **DONATIONS AND GRANTS**

Donations and grants of tools, time and money have been gratefully received from numerous sources. A list of the major contributors is annexed.

11. **OTHER INCOME**

Other income includes the sale of tools not used in Africa £17,541 (2009 – £18,140), sale of scrap £2,331 (2009 – £1,436), and eBay and other income £10,334 (2009 – £3,847).

12. **DIRECT CHARITABLE EXPENDITURE AND DONATIONS IN KIND**

	<u>2010</u> £	<u>2009</u> £
Artisan support	389,700	423,528
Awareness support	49,335	52,287
Group support	72,686	73,591
Administration	60,527	53,014
Rates, insurance, site, etc.	27,082	23,440
Depreciation	10,320	11,109
	<u>609,650</u>	<u>636,969</u>

All direct charitable costs are allocated to the relevant areas and the support costs are allocated on the basis of an estimate of time spent by staff upon those activities.

The charity makes donations in kind of refurbished tools, etc., the donations being valued at the average of new purchase price of tools less 50%: £251,644 (2009 – £252,730).

13. **GOVERNANCE**

	<u>2010</u> £	<u>2009</u> £
Audit and accountancy	3,663	3,877
Directors benefits/reimbursements	387	863
Director development	1,015	-
AGM	542	19
	<u>5,607</u>	<u>4,759</u>

These notes form part of the financial statements.

**TOOLS FOR SELF RELIANCE**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**  
**For The Year Ended 31 December 2010**

14. **EMPLOYEES**

The average number of full-time equivalent employees (including part-time staff) during the year was as follows.

Direct charitable activities	<u>2010</u> 12	<u>2009</u> 12
<b>Employee costs</b>		
	<u>2010</u> £	<u>2009</u> £
Salaries	284,257	288,138
Social security costs	27,821	28,525
Pension contributions	<u>26,006</u>	<u>27,326</u>
	<u>338,084</u>	<u>343,989</u>

There are no employees earning at a rate over £60,000.

15. **DIRECTORS BENEFIT/REMUNERATION**

The company does not provide directors indemnity insurance. The company also reimbursed expenses and travel costs of £387 (2009 – £863). The number of directors at the year end is six. The Memorandum and Articles preclude the payment of any remuneration.

16. **AUDITOR LIABILITY LIMITATION AGREEMENT**

The liability of the auditor is limited to ten times the fee, per agreement dated 10 December 2007.

These notes form part of the financial statements.

**TOOLS FOR SELF RELIANCE**  
**COMPANY LIMITED BY GUARANTEE**

**ANNEX 1 Current Partners**

**Sierra Leone**

Youth in Action Sierra Leone (YASAL), Independent Youth Forum (IYF), Disabled Rights Movement (DRIM), Coordination for Active Peace and Empowerment (CAPE), Baptist Women's Union (BWU), Council of Churches (CCSL) and Craftshare (7).

**Tanzania**

Small Industries Development Organisation (SIDO) – 14 regions divided into 5 zones – **Zone 1:** Kigoma, Dodoma, Tabora, **Zone 2:** Kilimanjaro, Arusha, Manyara, **Zone 3:** Iringa, Rukwa, **Zone 4:** Dar es Salaam, Morogoro and Pwani, and **Zone 5:** Lindi, Mtwara, Ruvuma (14).

**Zambia**

Kara Counselling, Umoyo, Friends of the Street Children, Kabushi Entrepreneurship and Vocational Training Centre (KEVTC), Integrated Health Programme (IHP), Good Samaritans Centre, Jesus Cares Ministries, Mapolo Support Group, Mtendere Church Alliance and Community Youth Mobilisation (CYM) (10).

**Ghana**

Girls Growth and Development (GIGDEV), Ghanaian Danish Community Programme (GDGP), Simli Aid, TRAX, Ghana Young Artisan Movement (GYAM), Northern Sector Action on Awareness Centre (NORSAAC), Basic Needs, Nfasimdi Development Association (NDA), Association For Women's Empowerment (AFWE) and Youth Alive (10).

**Uganda**

Rural People in Action for Development (RUPAD), International Christian Gospel Ministries (ICGM), Uganda Rural Development Training Centre (URDT), Apoolo Na Angor (ANA), Single Parenthood Association (SPAU), Foundation for the Development of Needy Communities (FDNC), Bee Village, Hope for the Upcoming Generation (HUPGEN) and Mityana Open Troop Foundation (MOTF) (9).

**Malawi**

Foundation for Education and Social Development (FESODEV), Malawi against Physical Disabilities (MAP), Global Concerns, St John of God, Neno Macadamia Trust, and Foundation for Community and Capacity Development (FOCCAD) (6).

**TOOLS FOR SELF RELIANCE**  
**COMPANY LIMITED BY GUARANTEE**

**ANNEX 2**

We would like to say a huge ‘thank you’ to all our volunteers and supporters throughout the UK for their generous donations of time, money and tools. Here are a few of those who helped:

Albion Trust	Miss W Fitzsimons
All Saints Church Education & Outreach Committee	Morrisons (Totton)
Allan and Nesta Ferguson Charitable Settlement	Mr & Mrs Ian Watson
Alpha Data	Mr & Mrs John & Pippa Thorneycroft
Asda (Totton)	Mr & Mrs Nicholas & Brigid Crace
Aylesford Family Charitable Trust	Mr & Mrs P. Codling
Baildon Churches One World Group	Mr & Mrs T J & G Beach
Bauer Trust	Mr Charles Woodin
Beatrice Laing Trust	Mr Hugh Baker
Big Lottery Fund’s Awards for All	Mr Jim Wood
Bisgood Charitable Trust	Mr John F Barnard
Braishfield United Reform Church	Mr John R Johnson
Build It International	Mr Mark Henshaw
CB & HH Taylor 1984 Trust	Mr Mike Durham
Calleva Foundation	Mr Peter Rooke
Caterham Overseas Aid Trust	Mr Roger Finn
Charter Trust Company Limited	Mr Ron O’Connor
Christadelphian Meal A Day Fund	Mrs Betty Nias
Cotton Trust	Mrs Eileen Blythe
Coutts Charitable Trust	Mrs Katherine M Gogarty
Crag House Charitable Trust	Ms I Cutforth
Dr Garry Jenkins	N Smith Charitable Settlement
Dr REB Solomons Charitable Trust	Open Gate
E Alec Colman Charitable Fund	P&G Bird Charitable Trust
EIL	P&W Webster Trust
Edith M Ellis 1985 Charitable Trust	Patrick Frost Foundation
Edward Cadbury Charitable Trust (Incorporated)	Paul Foundation
Elmham Charitable Trust	Penwith One Precenters
Enid Slater Charitable Trust	Peter Barker-Mill Memorial Charity
Ericson Trust	Peter Stebbings Memorial Charity
Evan Cornish Foundation	PJK Charitable Trust
FW Carter Trust	Purley Overseas Aid Trust
Fair Trade Shop	Rainford Trust
Frances Crabtree Charitable Trust	Richard Kirkman Trust
Frays Charitable Trust	Robert Kiln Charitable Trust
Fulmer Charitable Trust	Roger Vere Foundation
Gifford	Rowan Charitable Trust
Goldsmiths Company	Rufford Maurice Laing Foundation
Good Gifts Catalogue	SLG Charitable Trust
Gordian Strapping Ltd	St Johns Wood Church
Grace Community Church	St Marys Charity
Guernsey Overseas Aid Commission	Seahorse Fund
Henhurst Charitable Trust	Segalula
Hinton Trust	Sir Halley Stewart Trust
HT & LB Cadbury Charitable Trust	Sir James Roll Charitable Trust
Jane Hodge Foundation	Sorbusaria Consulting Limited
Jersey Overseas Aid Commission	Southampton City Council
John and Susan Bowers Fund	Stephen Clarke Charitable Settlement 1965
Kenneth John Lee Trust	Tanzania Development Trust
Knight Charitable Trust	Thomas J Horne Memorial Trust
Leonard Laity Stoate Charitable Trust	Three Oaks Trust
Mageni Trust	Tibden Trust
Marr-Munning Trust	Tikvah Trust
Marsh-Christian Trust	Tresillian Trust
Mary Anderson	Trust 2000
Meetings Industry Meeting Needs	Vitol Charitable Foundation
Mercury Phoenix Trust	Waterloo Foundation
Miller Beckett & Jackson Solicitors	William A Cadbury Charitable Trust
Miss K M Harbinson’s Charitable Trust	Worshipful Company of Engineers
Miss Mary Chart	Zephyr Charitable Trust
Miss Mary Millyard Charitable Trust	Zurich Community Trust

Finally, thank you to the numerous Rotary and Inner Wheel Clubs who supported us during the year.



