

THE EMPOWER PROJECT

Annual Report & Financial Statements

For the year ended

28 February 2023



supporting communities to
end gender based violence



ANNUAL REPORT & FINANCIAL STATEMENTS

FOR THE YEAR ENDED 28 FEBRUARY 2023

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TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 28 FEBRUARY 2023

The trustees are pleased to present their report and financial statements together with the independent examiner's report for the year ended 28 February 2023.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name The Empower Project

Charity Number SC047389

Principal Address 1b Lochside Mews
Linlithgow
EH49 7EE

Website Address www.theempowerproject.co.uk

Current Trustees	Jane Miller	Chairperson
	Ansley Clark	Secretary
	Emma Dickinson	Treasurer
	Wacera Kamonji	Trustee

Bankers Lloyds Bank
Ariel House
2138 Coventry Road
Sheldon
B26 3JW

Independent Examiner Gillian Cameron, ACIE
14 Auchendarroch Street
Greenock
PA15 2TX

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 28 FEBRUARY 2023

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

The Empower Project is a Scottish Charitable Incorporated Organisation (SCIO) and received charitable status on the 9 May 2017 with the charity number SC047389. The charity is governed by a Constitution.

Appointment of Trustees

The Charity Trustees who are the members of the charity, make up the Board of Trustees.

The Charity Trustees are recruited by the members of the organisation at the Annual General Meeting (AGM) and any other vacancies can be filled by appointment as required.

Under the Constitution, there must be a minimum of 4 trustees and a maximum of 10. At each AGM, all the Charity Trustees must retire from office, but may be re-elected. There is no limitation on the number of terms served.

Employees of the organisation cannot be nominated as or become a Charity Trustee.

Organisational Structure

The organisation is comprised of Members and Charity Trustees.

The Members of the organisation have the powers to appoint people to serve on the board and take decisions on changes to the constitution itself.

The Charity Trustees are responsible for the direction and the governance of the charity and meet regularly to discuss the business of the charity.

OBJECTS & ACTIVITIES

Charitable Purposes:

The Empower Project was established with the following charitable purposes:

- The promotion of equality and diversity.

Activities:

The Empower Project is an intersectional, feminist, membership organisation supporting communities to lead change to end violence against women and girls in Scotland with a focus on online and tech abuse. They intend to do this within three strategic strands of engaging with their community, furthering learning and taking time to celebrate.

Hello and welcome to The Empower Project's fourth annual report! As with many other organisations we have faced an uncertain year trying to mitigate the impacts of the pandemic. Although things have been challenging it's important to pause, reflect and celebrate what we have been able to achieve during such unprecedented times and acknowledge our collective strength and resilience.

2020 shone a light on our ever-growing reliance on digital communication and highlighted the need to combat new forms of tech-facilitated abuse perpetrated against women and the need to support and how to practise digital self-care. During this time like many organisations, we had to pivot and adapt the way we work and

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 28 FEBRUARY 2023

refocus our overall offer to funders, partners, and stakeholders. This time provided opportunities as well as challenges and gave us the chance to reflect and shape the overall direction of our organisation.

ACHIEVEMENTS & PERFORMANCE

Hello and welcome to The Empower Project's sixth annual report! The Empower Project is an intersectional, feminist, membership organisation supporting communities to lead change to end violence against women and girls in Scotland.

Community

Building on the success of the Empower Trustees Programme, we received a grant from Rosa through the Voices from the Front Line fund to continue the programme for a further two years. The Empower Trustees aims to change the demographics of boards by increasing the representation of women.

The second year of Empower Trustees kicked off in January 2022. The programme supports young women to participate in a 6-month training programme to enable them to learn about feminist governance, develop confidence and key trustee skills. Recruitment for the programme took place in November 2021 and 14 young women aged between 16 and 25 from across Scotland were selected to take part. Participants have already received training from expert facilitators such as the chair of YWCA Scotland and the treasurer of the Scottish Women's Budget Group on governance and financial literacy. Future training will focus on feminist leadership, communications, and crisis management. Training will support the group to gain new skills which will help them on their path towards becoming trustees.

Celebrate

AGM 5.0: AGM

We held our 5th AGM in November 2022 where we discussed the ongoing issues surrounding the future of the Empower Project. Unfortunately, due to the challenges of the past few years, we shared that we no longer have the people or finances in place to continue operating The Empower Project. We took an initial vote from members who unanimously agreed to proceed with our plans to close the organisation by the end of May 2023, and who voted to donate all remaining assets to Rape Crisis Scotland.

FINANCIAL REVIEW

Overview

Income of £6,640 (2022: £9,950) was received and the source of income was funding from grants.

Expenditure totalling £11,617 (2022: £6,769) was spent carrying out the charitable activities. At the end of financial period, the charity had a deficit of £4,977.

Donated Facilities & Services

The Charity Trustees would like to thank the service provided by all the charity's volunteers, who have helped contribute towards the success and achievements made within this past year.

Reserves Policy

The charity's reserves at the end of the financial year were £939. There is currently no reserves policy in place.

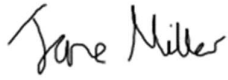
FUTURE PLANS

The Charity Trustees have made the decision to dissolve the charity and will contact the Scottish Charity Regulator, OSCR for consent. Once this has been received, they will then begin the process of winding up the charity and donating their remaining assets to charities of a similar purpose.

TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 28 FEBRUARY 2023

APPROVAL

This report was approved by the trustees on 24 April 2023 and signed on their behalf by:

A handwritten signature in black ink that reads "Jane Miller". The signature is written in a cursive style with a large initial 'J'.

Jane Miller
Chairwoman

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 28 FEBRUARY 2023

Independent Examiner's Report to the Trustees of The Empower Project

I report on the accounts of the charity for the year ended 28 February 2023, which are set out on pages 8 to 12.

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 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The trustees consider that the audit requirement of Regulation (10)(1)(d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts under section (44)(1)(c) of the 2005 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 2006 Regulations. 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 connection with my examination, no matter came 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 Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulationshave 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.

Gillian Cameron, ACIE

14 Auchendarroch Street

Greenock

PA15 2TX

26 April 2023

STATEMENT OF RECEIPTS & PAYMENTS

FOR THE YEAR ENDED 28 FEBRUARY 2023

		Unrestricted	Restricted	Total	Total
	Note	Funds	Funds	2023	2022
Receipts		£	£	£	£
Grants	5	-	6,640	6,640	9,250
Other Charitable Activities		-	-	-	700
		-	6,640	6,640	9,950
Payments					
Charitable Activities	6	308	10,498	10,806	6,419
Governance Costs		-	-	-	-
Independent Examination		800	-	800	350
Trustee Expenses		11	-	11	-
		1,119	10,498	11,617	6,769
Net movement in funds		(1,119)	(3,858)	(4,977)	3,181
Transfers between funds		(304)	304	-	-
Surplus/(Deficit) for year		(1,423)	(3,554)	(4,977)	3,181

The Notes on pages 10 to 12 form an integral part of these accounts.

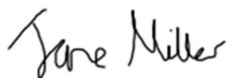
STATEMENT OF BALANCES

AS AT 28 FEBRUARY 2023


	Unrestricted	Restricted	Total	Total
Note	Funds	Funds	2023	2022
Funds Reconciliation	£	£	£	£
Balance as at 01 March 2022	2,457	3,554	6,011	2,830
Surplus/(Deficit) for year	(1,423)	(3,554)	(4,977)	3,181
Balance as at 28 February 2023	<u>1,034</u>	<u>-</u>	<u>1,034</u>	<u>6,011</u>
Bank & Cash Balances				
Cash at Bank	1,034	-	1,034	6,011
	<u>1,034</u>	<u>-</u>	<u>1,034</u>	<u>6,011</u>
Liabilities				
Independent Examination	-	-	-	300
	<u>-</u>	<u>-</u>	<u>-</u>	<u>300</u>

The Notes on pages 10 to 12 form an integral part of these accounts.

These accounts were approved by the trustees on 24 April 2023 and signed on their behalf by:



Jane Miller
Chairwoman



Emma Dickinson
Treasurer

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 28 FEBRUARY 2023

1. Basis of Preparation

These accounts have been prepared on the receipts & payments basis in accordance with:

- (a) The Charities and Trustee Investment (Scotland) Act 2005
- (b) The Charities Accounts (Scotland) Regulations 2006 (as amended)

There have been no changes to the basis of preparation or to the previous year's accounts.

2. Fund Accounting

- (a) Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity.
- (b) Restricted funds are those that may only be used for specific purposes. Restrictions arise when specified by the donor, or when funds are raised for specific purposes.
- (c) The purposes of the funds are shown in Note 8.

3. Taxation

- (a) The charity is not liable to income tax or capital gains tax on its charitable activities.
- (b) The charity is not registered for VAT, thus all costs are shown inclusive of VAT charged.

4. Transactions with trustees and related parties

- (a) No remuneration was paid to trustees or any persons connected with them during the year (2022: £Nil).
- (b) No expenses were reimbursed to the trustees during the year (2022: £Nil).

5. Grant Funding Received

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Rosa Fund - Core	-	4,640	4,640	4,640
Rosa Capacity Fund	-	2,000	2,000	2,000
People Postcode Lottery	-	-	-	2,610
	-	6,640	6,640	9,250

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 28 FEBRUARY 2023

6. Payments relating to Charitable Activities

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Workshop Delivery	-	3,626	3,626	500
Marketing	150	-	150	3
Administration	-	5,292	5,292	552
Website & IT	-	662	662	647
Venue Hire & Catering	158	77	235	245
Training	-	825	825	326
Travel	-	16	16	-
Freelance	-	-	-	3,975
Gifts	-	-	-	100
Volunteer Expenses	-	-	-	71
	308	10,498	10,806	6,419

7. Movements in Funds

	As at 28/02/2022	Receipts	Payments	Transfers	As at 28/02/2023
	£	£	£	£	£
<u>Unrestricted Funds</u>					
General Fund	2,457	-	(1,119)	(304)	1,034
<u>Restricted Funds</u>					
Rosa Capacity Fund	992	2,000	(2,853)	(139)	-
Rosa Fund	2,562	4,640	(7,645)	443	-
	3,554	6,640	(10,498)	304	-
Total Funds	6,011	6,640	(11,617)	-	1,034

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 28 FEBRUARY 2023

8. Purpose of Funds

Rosa Fund

Funding received to run a programme called “Empower Trustees” for members of The Empower Project to mentor young women into becoming board members.

Rosa Capacity Fund

Additional funding received to run “Empower Trustees” for the purpose of expanding the capacity of the organisation through training and development opportunities.