

REGISTERED COMPANY NUMBER: SC432921 (Scotland)
REGISTERED CHARITY NUMBER: SC027690

**Report of the Trustees and
Financial Statements For The Year Ended 31 March 2019
for**

Amina - The Muslim Women's Resource Centre

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Amina - The Muslim Women's Resource Centre

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For The Year Ended 31 March 2019

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Report of the Trustees
For The Year Ended 31 March 2019

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2019. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of Amina - the Muslim Women's Resource Centre are met through the range of services and activities offered.

These can be divided into 3 strands:

- 1) Provision of direct helping support services for Muslim women via our telephone helpline, which also provides telephone befriending (with an Islamic context, if requested); employability, ending VAW workshops; and mental health workshops
- 2) Development activities designed to build the confidence and capacity of Muslim women and promote wider community inclusion.
- 3) Strategic work with policy makers, mainstream and other relevant organisations to ensure that the needs of Muslim women are taken into account in the mainstreaming agenda.

The work of Amina - the Muslim Women's Resource Centre (MWRC) is regularly reviewed, with quarterly statistical monitoring of a range of variables relating to service user profile information and need, and an annual review of targets and effectiveness. This process is used to identify unmet needs and monitor continued requirements for existing services. We also have close contact with the funders e.g. via their agents (e.g. Impact Funding Partners).

New and expanded projects stem from this analysis of service user need, and successful funding applications to meet this need.

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STRATEGIC REPORT

Achievement and performance

Charitable activities

Building on the previous year's commitment for a robust organisational infrastructure, this year both Board and staff committed to working on the strategic direction of the organisation, thus exploring what Amina MWRC should look like in 5 years, 10 years and 15 years. The strategic planning days were provided by highly skilled people free of charge - one facilitator who had experience of heading up international organisations, came from London to work with us and offer us three days of her time.

As part of our commitment to improving the Governance, some Board members underwent training on Feminist Governance. In addition to this, we have continued with our recruitment drive to diversify Board members and we now have an accountant who acts as the Treasurer, as well as a male Board member who can offer perspective on the men's work to end violence against women and girls.

Marketing/Rebranding was also identified as a priority in the last financial year, and we have worked closely this year with a graphics designer who has supported us to explore our image, our brand and how we want to present ourselves.

Amina MWRC received the following awards:

" Empowering Women Award (As part of the ethnic minority IMPACT AWARDS, 2018)

" Volunteer Friendly Award (Achieved for the period September 2018 - September 2021)

" Good Governance Award (for the period April 2018 - April 2021)

Some of our highlights

This year, some of our highlights have included our collaboration with Zero Tolerance on our joint campaign #AnyWomanAnyWhere, which was launched on International Women's Day and included a large projection of an animation in the Grassmarket area of Edinburgh. The purpose of this street campaign was to raise awareness of violence against women (VAW) and engage as many people as possible to actively challenge VAW in whichever way they could.

Being involved with the South Asian U.K. Film Festival enabled us to promote our services to a wider audience, as well as use film as a medium to encourage discussions and conversations around intersectionality and overcoming barriers for Muslim women so they could participate fully in society.

With funding from the Lotteries' 'Awards for All', we were able to set up an innovative and creative project to explore mental health/illness and how this is experienced by Muslim women.

For the first time, the Church of Scotland Convenor invited Amina to partner with them in involving mainstream women's organisations across Scotland to enter into a dialogue on issues relating to tackling VAW amongst faith communities, including raising awareness of spiritual abuse as a form of gender based violence. This partnership approach enables us to pull our resources together and have a united voice in putting faith communities on the metaphorical map regarding tackling gender based violence.

We have also been at the forefront of raising awareness of Islamophobia by setting up our own survey to establish the extent to which it impacts on Muslim women. This received a lot of media coverage across Scotland, and enabled us to highlight a very important issue. We also presented our survey findings at the Cross Party Working Group on Islamophobia meetings at Scottish Parliament.

More than 4000 Muslim and Minority Ethnic women and their families have benefited from the work the organisation does and we have recruited around 45 volunteers from diverse backgrounds and locations. We have also demonstrated that our volunteers 'grow' from volunteering and successfully move onto future employment.

The proficiency of around ten different spoken languages by staff and volunteers has helped to meet the needs of a diverse Muslim population. The monetary time devoted by volunteers would be estimated at around £70,000.

Our presence in media was regular throughout the year with staff and Board responding to issues on islamophobia, hijab, forced marriage, gender inequality and more. Our social media following continued to grow on our various platforms:

Facebook - increased from 4203 to 4487

Instagram - increased from 363 to over 1000

Twitter - increased from 2200 to 2500

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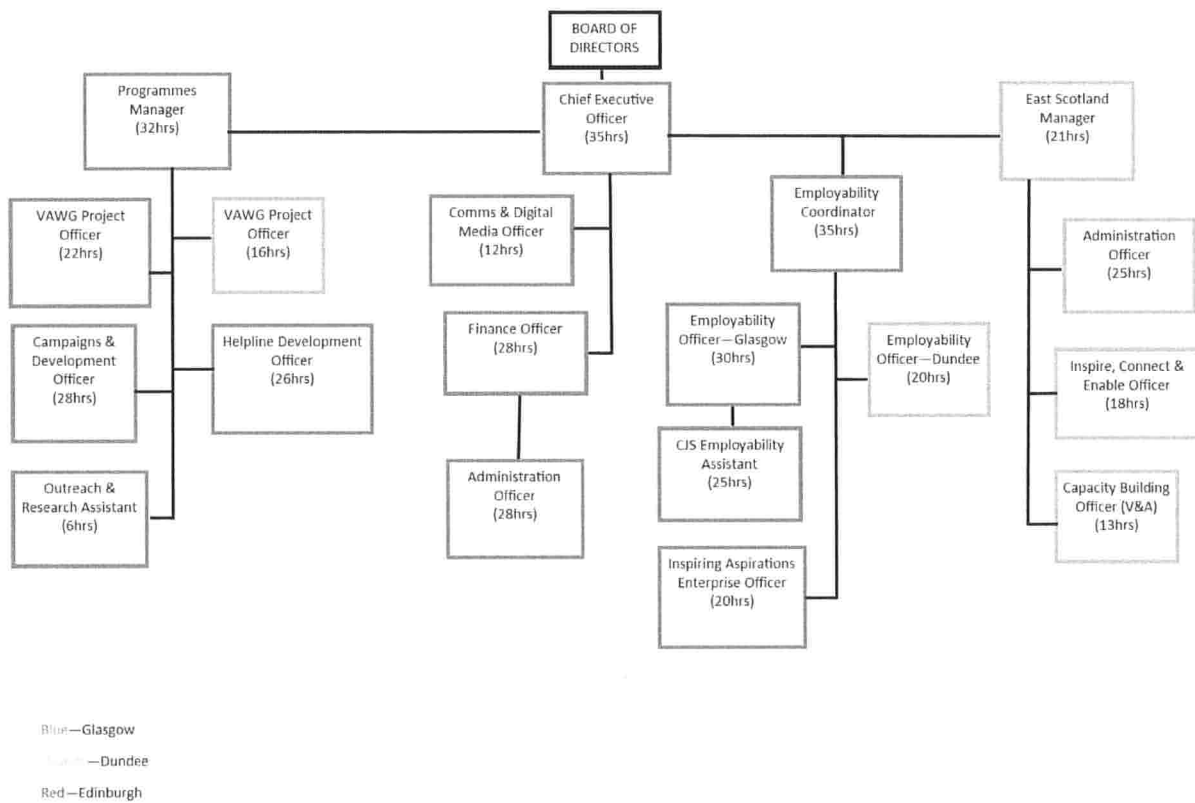
Achievement and performance

Charitable activities

We were fortunate enough to have a Masters student interning with us from Germany. She interviewed, researched and compiled a series of case studies for us which incorporated the views of volunteers and service users from all the projects. This data serves as evidence for all the great work we have been involved in over the years. It also gave us an opportunity to pick up on any weaknesses and not so positive experiences of our volunteers and service users and in turn rectify them.

As a growing organisation and staff team across three sites, this year we procured the HR services of Law at Work, allowing efficient access to HR advice to the Board and Senior Management Team.

Staffing Structure



Helpline & Development Project

The Amina Muslim Women's Helpline has continued to provide a free phone listening ear and support service for Muslim women. Calls are answered by staff and trained volunteers between the hours of 10am - 4pm on weekdays. The Helpline received over 1000 calls and in keeping with previous call patterns, callers presented with a diverse set of issues and needs, including family and marriage issues, family breakdown, mental health and wellbeing, loneliness & isolation, domestic abuse, welfare, debt and housing issues, and experiences of hate crime and discrimination. This year, we also saw more challenging calls which have required police intervention and also longer calls.

We have had an Islamic scholar (male) who staffs the helpline once a month and this service was well utilised throughout the year. Divorce and women's rights continue to be the most common issues women present with. Additionally, we asked the Islamic scholar to focus on specific topics such as addiction, philanthropy and inheritance. We have now identified a suitable Alima (female scholar), who will be starting on the helpline soon.

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We also extended our helpline service (to 6pm-9pm, every Wednesday) to better meet the needs of young women (16-25 years old). The timing of this service was based on what young women articulated to us in a survey they completed, prior to the setting up of this service. Whilst this service has been used by this age group, there are not a large number of calls, but the calls seem to be longer in duration. Our statistics also show that more young women are calling between 10am to 4pm every day.

Our telephone befriending service continues to build clients and volunteer telephone befrienders alike, with referrals coming from GPs, Housing Associations and even Job Centres. This year we did a mail out to a wide pool of G.P.s and this has resulted in an increased number of referrals. As part of the development of befriendees, we set up a drop-in service which enables them to come into Amina and meet other befriendees. Some of these befriendees, who were extremely isolated and withdrawn, are now volunteering for us.

This year, we have increased our efforts to draw out relevant data from the callers. Some comments are:

"Everything was a muddle in my head, but after speaking to you, things feel so much clearer" (Helpline caller)

"I think this call has been great! I now have an action plan... I know what I'm going to do next" (Helpline caller)

"Thank you so much. It has been really good speaking to you" (Helpline caller)

"I went to that event you told me about, I'm so glad you told me about it because it was really good. Thank you" (Young woman with learning disabilities, Helpline caller)

This year, with permission from our funders, we changed our delivery from 'roadshows' to events which enabled us to support communities to partner with local organisations. We facilitated the process of bringing together Muslim women with their local organisations in various geographical areas e.g. Aberdeen, Falkirk, Edinburgh, North Lanarkshire. The outcome of this method of working has meant that Muslim women are connected with local organisations. We also explored locally within each area; how Muslim women can play a role in the governance of these organisations. This has proved to be an effective model of working, as it enables local connections to be built, thus supporting the development of Muslim women on a longer-term basis.

We continued to raise awareness of hate crime and how to tackle it. We produced a film which sets out the process of reporting hate crime very clearly. In partnership with Amal Women's Group in Dublin, we also developed a training for trainers' course on tackling Islamophobia. We have delivered this course twice so far in Glasgow and Edinburgh and have created 'champions' who are Muslim women, now delivering this course to others in the community. This year also saw a new partnership emerge with Stellar Quines (an organisation that works across Scotland with women to support and encourage them to write), and this led to the creation of Muslim/BME women writing 'letters to perpetrators', which were filmed. These appear on our YouTube channel and we have used these to raise awareness of Islamophobia, racism and sexism at events and training courses - Police Scotland use these films to train their officers on dealing with hate crime.

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Schools

The School's Project involves presenting workshops to predominantly Secondary Schools. The aim of the project is tackle negative stereotypes and misconceptions whilst promoting open dialogue and understanding of issues around race and religion. Presentations are delivered by trained and supervised volunteers. Our partnership with Al Waleed Centre, University of Edinburgh, has led to new opportunities opening up to deliver workshops in Edinburgh. Our toolkit, aimed at Religious and Moral Education teachers, youth workers and others working with young people, has been distributed to many schools across Scotland and 'Action on Prejudice' has promoted it on their website as a resource to tackle prejudice and discrimination against Muslims.

Ending Violence Against Women

The Ending Violence against Women and Girls (VAWG) project aims to increase awareness and understanding of issues and relevant services surrounding VAWG affecting Muslim/Black & Minority Ethnic (BME) women in Scotland, with the hope of making them feel less isolated and more confident of raising VAWG issues in their communities. Essentially this project is the only BME/Muslim led VAWG project in Scotland which addresses prevention of VAWG as opposed to intervention.

As per the agreed outcomes with Scottish Government, the project had another busy year delivering self-care workshops and continuing the men's work. In addition to this we were involved in creating Amina's first animated film to address the root causes of VAWG. This resource has been launched and used in Glasgow, Edinburgh and Dundee.

As mentioned above, the partnership with Zero Tolerance to undertake the #AnyWomanAnyWhere campaign was a ground-breaking piece of work. Similarly partnering with Church of Scotland and working together on issues which are common to us i.e. spiritual abuse, has enabled us to have a stronger voice. We have been running workshops with women from multi-faith backgrounds to ascertain what spiritual abuse looks like for these women. Our staff and volunteers continue to undergo training on VAWG so that when they are working on the helpline or any other areas of work, they are familiar with how to deal with women who are experiencing VAWG. In addition to this, we delivered a two day training course on VAWG to staff at Glasgow Association for Mental Health as well as other organisations.

Amina spoke at the 'Reclaim the Night' marches in Glasgow and Dundee. We also responded to various consultations including the one on Female Genital Mutilation (FGM). Dundee City Council also approached us to update their Harmful Traditional Practices (HTP) handbook.

The #YouCanChangeThis campaign remained as an ongoing activity that included blogging, tweeting, posting on Facebook and other actions on social media, attracting new bloggers that contributed, and new 'followers'. We also re-interviewed our previous 'Changemakers' or champions as an attempt to find out what they have done to challenge/tackle VAWG.

Some comments from our service users:

"I loved the short animation. It showed male privilege, patriarchy, racism in a very simple way. It would be great if we could show more diverse women and girls in the future video, not only wearing hijab."

"It was really good to know how to get help for domestic abuse and what you can do about it"

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Employability

The Inspiring Aspirations' project has to continue to engage, upskill, support and empower Muslim/BME women across Glasgow, Dundee and Edinburgh. This year we have seen many of our beneficiaries' progress into employment, volunteering and other opportunities such as shadowing and work placements.

The women we work with have multifaceted and complex barriers and needs, many are overqualified with overseas qualifications that have proved to be challenging in terms of finding their space and progression route that reflects their skill level. Many are looking to join the labour market for the first time and others after a break from caring and or family responsibilities. We have also worked with a younger audience through our events and online content advisory group - which saw a host of young people producing creative and engaging content via blogging and other creative workshops. We have delivered 174 resource intensive 1-2-1 appointments, which have continued to grow in demand. The project has continued to deliver English Conversation classes, ESOL classes, Employability workshops, personal development workshops, digital literacy classes, employer engagement sessions and skills training.

In addition to the above, this year we have piloted a new simplified employability programme for New Scots and have hosted and facilitated 3 annual events across all three cities. 70 women attended the events and took part in various personal development workshops including drama-based techniques for confidence building, storytelling for self-expression.

Comments from service users and stakeholders include:

"Thank you for making my CV. I didn't know where to start and how to properly write all my skills."

"... Women are put in a low place and should fight to bring themselves higher. I feel more conscious of the world we live in and to always stand up for everyone. Thank you." [Event Feedback]

"I came here last year a wreck; my life was terrible. I've got through it all with the help of people in here (Amina Employability project) ... I come here because I like it and feel that I am getting real help'. [1-2-1 and Employability Programme participant].

Enterprise

Our Empowerment via Enterprise (EvE) project, offered innovative and interactive enterprise support to Muslim/BME women across Dundee. We aim to help women utilise their skills, experience and ideas to explore and ultimately start their own business. Empowering participants and increasing their self-esteem, we provide a range of accessible workshops covering topics such as idea generation, product development, budgets, marketing and writing a formal business plan.

The project has helped new participants develop business opportunities. We had a variety of activities offered during this project, ranging from informative (how to run a workshop, English and presentation skills for workshops, how to use design publicity, budgets for enterprise, marketing and social media, how to bargain and deal with family, information sessions about benefits and how they might be affected) to practical/skill building (weaving, bookbinding, candle making, how to take pictures of products for social media, screen printing, sewing skills, and cooking skills shares). We also had one participant host a henna workshop for the wider Dundee community that had 9 attendees. In addition, we also offered 1-1 support to participants which included face to face, via email or via phone to allow women to have as much access as needed to the project officer.

We had 32 Muslim and BME women directly benefitting from this project, and an additional 9 people who were from the wider Dundee community who attended our participant led henna workshop. 19 of these women were already accessing other Amina services and then began using the Enterprise services and we had 15 people who had never engaged with Amina before this Enterprise project began. This exceeded our target outcomes.

- We created nine businesses (target was five)
- We created 18 jobs (target was five)
- 25 women reported increased financial capability (target was 24)
- Ten women achieved qualifications (target was eight)
- 94% of women reported increased confidence after attending the enterprise sessions
- 100% of women attending finance/ budget sessions reported increased financial capability

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- 87.5% of women reported increased enterprise skills.

We also had 3 workshops delivered, one was delivered to the wider public and 2 were delivered to Amina's Inspire, Connect & Enable Project participants, via peer-led sessions.

Women, Faith and Mental Health

This one-year project which started in October 2018, employs an Outreach and Research Assistant, along with freelance consultants to work with Muslim women across Glasgow. The project fundamentally explores women's beliefs in Jinn and black magic through workshops, and how this impact on support seeking behaviour e.g. do women go to faith healers and/or mental health care professionals. This project will conclude with an art exhibition/soundscape in Glasgow, Dundee and Edinburgh. Muslim/BME women have contributed to the artwork and stories of this exhibition.

Befriending

The befriending service aims to reduce social and emotional isolation of Muslim/BME women, aged 50 years and over in Dundee. Through our work at Amina MWRC, it is recognised many women in this age range often face complex and multiple barriers to full and active participation in society. The project provided reliable information, which allowed women to make informed choices in relation to their health and well-being, and furthermore increase their networks. The project finished on 29th July 2018.

Inspire, Connect & Enable (ICE)

The Inspire, Connect and Enable (ICE) project officially launched in Dundee in September 2018 and runs as a social and wellbeing group for women experiencing loneliness and isolation. Whilst the group has 65+ women attending activities and trips, the skills sharing element is novel and has been met with much enthusiasm, both from the group and other organisations who have been invited along.

It provides women with the opportunity to practice English, increase confidence, and to learn from and encourage one another, with skills such as beading, origami making and cooking showcased. Whilst initially the idea of leading a session was daunting to some of the women, seeing the first few get fully immersed and grow in confidence has inspired others to also take the lead and deliver a session. The group has hosted many sessions to date on origami flower making, cup cake decorating and Arab cuisine cooking. Another 20 sessions have been scheduled for 2019. The following quote is from a woman who initially attended the sessions/activities and then ended up volunteering for Amina: -

'Thank you so much for all of your support and friendship. Amina made a big difference to me when I needed it the most. The work you do is so invaluable and appreciated. Thanks again'

Amina and Victoria & Albert (V&A) Dundee - trainee tour guide programme

The new V&A Dundee opened in September 2018 and we're delighted to say that in partnership with them, in October 2018, Amina launched our trainee tour guide programme, funded by the Rank Foundation. Working together to increase the number of opportunities available for Muslim/BME women in Dundee, we are aiming over the course of two years to develop and deliver BME community language tours of V&A Dundee for participants to earn the living wage as freelance tour guides. This will widen access for visitors speaking other languages such as Urdu, Punjabi, Bengali, Nepalese, Mandarin, Arabic and more.

So far, the programme has run two cohorts and participants have had training in English, confidence building workshops as well as curatorial training with some of V&A Dundee's exhibitions team. The participants have also been supported with an Introduction to Scottish Design classes, a class on Flower arranging, which was a practical example of form, function, design layout and colour composition. For the tours, they have been shown examples of other tour styles, such as the Frigate Unicorn.

Two participants also took part in V&A Dundee's official opening with Prince William and Duchess Kate on Tuesday 29th January. One of our participants gave a short tour of one of her objects to the Duchess!

The feedback from the programme so far has been very positive, with the women showing an increase in confidence and an eagerness to gain more information so they can start to deliver tours. More recruitment will take place over the summer this year, with the third and final cohort of around five women starting in late October.

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Refugee Support Project

This project ended in September 2018, and Amina took the decision not to tender for it again due to the fact that this project was very different from the kind of work Amina historically undertook, therefore there would be 'mission drift'. Up until the project ended, we continued to welcome the arrival of new families from Syria and Iraq to Scotland via the Vulnerable Person's Relocation Scheme. In addition to this, we supported the integration of families, specifically women. The Support Officers, due to their language skills and cultural knowledge, were able to act as a bridge between Syrian refugees and mainstream services such as the NHS and City Council. Ultimately the Officers worked towards the inclusion of the 'New Scot' in Dundee communities. Some quotes include:

"They showed us the road and helped us find our way in a new country step by step."

"I am a student and they helped me to apply for university, which is the most difficult thing, even in your native language. I am so grateful I now have a place at university in Scotland!"

Women's Friendship Group Glasgow & Edinburgh

The Women's Friendship Group (WFG) is a social network where Muslim/BME women exchange ideas, have discussions and join in social events with their group. The group provides women with an opportunity to make new friends, improve their spoken English, increase their knowledge and confidence and build peer support.

With a register of over 60 women, we have between 15-20 women attending sessions we organise - from self-care sessions, confidence building, dental hygiene, eye care, and many other workshops. The following are quotes from attendees: -

"We enjoy meeting and greeting people, the chit chat and it's nice to have some new information as well. These things are a way to release depression and anxiety."

"The depression and anxiety we all had inside us, it was good to share it with everyone and everyone else share it too."

"I have learnt lot of things, confidence, self-defence and much more. In my opinion, Amina MWRC is doing a very good job for us ladies. I am happy & thankful to Amine centre who organise these useful sessions."

Partnership Working

A wide range of organisations have worked collaboratively with us this year, some have donated their resources and shown their approved support towards Amina. These organisations include:

Aberdeen City Council	Macmillan Cancer
Abertay Universities;	Maggie's Centre Dundee;
Action Group Edinburgh;	Maryhill Integration Network;
Al-Maktoum Institute;	Midlothian Council;
Al-Waleed Centre;	Mindfulness
Alzheimer Scotland	Mitchell Street Adult Learning Centre;
Angus Council	NHS Scotland;
Annandale Mosque;	NHS Tayside;
BBC Scotland;	North Lanarkshire Council
Befriending Network;	North Lanarkshire Rape Crisis Centre
BEMIS;	One World Centre
Black Hall Mosque	Oxfam Future Skills Project
Borders Islamic Society	Platform - The Bridge
Breast cancer awareness	Penny Appeal
Bright Choices	Penumbra
Bright Horizons	Perth and Kinross Association of Voluntary Service (PKAVS);
British Red Cross;	Perth Council;
Burrell Collection	Police Scotland;
CEMVO Scotland;	Positive Action in Housing;
Church of Scotland	Poverty Alliance;

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Achievement and performance

Civic Participation	Princes Trust
COMAS	Project Scotland;
Common Purpose	Radiant and Brighter
CRER	Radio Ramadhan Glasgow;
Debenhams	Rainbow Women's Group Falkirk;
Dens Road Primary School	Reach Community Health Project
The Department for Work and Pensions	Royal Bank of Scotland;
Dudhope Multicultural Centre	RUZBOWL
Dumfries & Galloway Multicultural Association;	SACRO
Dundee and Angus Chamber of Commerce	Saheliya;
Dundee and Angus College;	Scottish Mental Health
Dundee Carers Centre;	Scottish Refugee Council;
Dundee Central Library;	Scottish Women Convention
Dundee Citizens Advice Bureaus;	Scottish Women in Business;
Dundee Citizens Advice Direct;	Scottish Women's Aid
Dundee Contemporary Arts;	Scottish Women's Convention;
Dundee Creative Comic Space;	Shakti Women's Aid
Dundee Fire Service;	Shelter Scotland Dundee;
Dundee Healthy Living Initiative;	Sisters Uncut;
Dundee International Women's Centre;	Skills Development Scotland;
Dundee Rep Theatre;	SNBTS
Dundee University Islamic Society	Social Work Department
Dundee University International Families' Group;	Social Security Scotland
Dundee University;	South Bank Centre
Dundee Voluntary Action;	South East Integration Network;
Dundee Women's Aid	Spiers Centre
Dundee Women's Festival	St Andrews University;
DVA	Stellar Quines
East Dunbartonshire Council	Summerhall (Edinburgh)
East Renfrewshire Council	Tayside Contracts;
Edinburgh and Lothians Regional Equality Council	The Great Big Trust (Heather)
Edinburgh Central Mosque;	The Hidden Gardens
Edinburgh City Council,	The Hub Community Centre
Edinburgh Rape Crisis Centre;	The Steeple Church Dundee;
Edinburgh Women's Aid	The Well Multi Cultural Centre.
Edinburgh University's Islamic Society	The Wise Group
Empower Women for Change	Third Sector Equality Forum
Engender;	Tongues on Fire, U.K. Asian Film Festival
Equalities Leads	Towards Employment Team Angus;
Equality Transport Action Group Edinburgh;	University of Edinburgh
ESOL Forum;	University of Highlands and Islands Perth College
EUSA digital ambassadors program	University of West of Scotland;
Faith in Community Scotland Dundee;	V&A Museum of Design Dundee;
Fairer Together	Violence Against Women Partnerships;
Falkirk Islamic Centre;	Volunteer Centre Dundee,
Forrester High School	Volunteer Centre Edinburgh;
GCVS	Volunteer Centre Glasgow,
Gilded Lily;	WEA;
Glasgow Citizens Advice Bureaus;	Wellbeing NHS
Glasgow Citizens Advice Direct;	West Lothian Councils

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Glasgow City Council,
Glasgow Clyde College
Glasgow Life
Glasgow Museum Resource Centre
Glasgow Transport Police;
Glasgow University Muslim Association
Glasgow Women's Library;
Homestart;
Hutcheson Grammar School
Interfaith Glasgow;
Interfaith Scotland;
International Women's Group;
Inverness Masjid
Iqra Women's Group Ayrshire;
Janice Aitken: Artist
Job Centre Dundee;
Job Centre Edinburgh;
Job Centre Glasgow;
Job Centre Plus;
Jobs and Business Glasgow;
Keep Well Team
Libraries in Edinburgh & Aberdeen

White Ribbon campaign;
Wise Women
Women 50:50;
Women's Equality Steering Group;
Women's Enterprise Scotland;
Woodfarm Educational Trust;
Workers Education Association (WEA)
Wrasac Dundee
WSREC
Youth Community Support Agency;
Yusuf Youth Initiative;
Zero Tolerance

The Board would like to take this opportunity to thank all the funders, volunteers, individual donors and corporate bodies for their significant and valued contributions and support to the charity.

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Financial review

The net incoming resources, after operational expenses of £471,288, for the period were £24,009.

At the end of the financial period reserves were £93,519.

The principal funding sources for the charity are currently by way of grant income from the Scottish Government and other charitable Trusts. The charity also relies on voluntary donations and community fundraising to meet their day to day financial commitments. These funds have been utilised to meet the operational expenses of the charity.

The Board recognises that the Centre is a "not for profit" organisation and are cognisant of the position to ensure that the organisation is managed in a manner, which acknowledges the inherent responsibilities, demands and structures, which form the reality of operating in the Scottish economy.

Amina - the Muslim Women's Resource Centre is working towards a reserves policy that allows current work to continue post the funding date for projects where funders may not notify of decision to continue funding until after the end of the financial year. To this end, the intention is to develop reserves for 3 months budgeted expenditure of all potential ongoing costs to the organisation. The reserves will be generated from unrestricted revenue as all restricted funds require to be spent within that funding year, unless particular permission has been given to extend the period of grant.

Future plans

As highlighted last year, the financial context in which our organisation operates is becoming more challenging. Continued growth can no longer be safely assumed. Amina MWRC is conscious of the need to diversify its funding sources and of using its existing resources in the most effective manner possible. We have been exploring the idea of a social enterprise as a source of income generation.

Reliance on public funding is still a dominating factor and will continue to remain a significant feature of the organisation's overall income base but we will continue to diversify our streams of funding to maintain control of our organisational development and our overall mission. Our resources will not just take the form of monetary income; volunteers are vital in sustaining some of our core services and delivering our wider mission, we therefore need to invest more time and resources in developing our volunteers.

We will also explore partnerships as a way of offering more to the communities we work with, by sharing resources. For example, we have been in discussions with North Lanarkshire Council and the Rape Crisis Centre in that location about setting up a satellite helpline service which they would resource. Our role would be to train local Muslim women and support them in running the service there one day a week.

We have been focusing more on the evaluation of services and encouraging staff to think about what long-term and short-term 'difference' their activities make to the women we work with and to the wider communities. This has resulted in more useful information emerging regarding evaluation. We will continue to focus on this, as well as quality assurance.

Our service provision will at all times endeavour to be flexible enough to meet the needs of Muslim women, taking into account the wider social, economic and political changes. We will also continue to evolve and adapt our policies and procedures in line with these changes.

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The charity is regulated by its Memorandum and Articles of Association, as adopted in 2012 and amended in 2013, 2015 and 2016.

The purpose of the charity is:

To promote any charitable purpose for the benefit of Muslim women and their family members where relevant, in particular the advancement of citizenship and community development, the promotion of religious and racial harmony, the promotion of equality and diversity, the advancement of education, the relief of poverty and distress, the furtherance of health and the provision or assistance in the provision of facilities of recreation or other leisure-time occupation in the interests of social welfare with the object of improving the conditions of life of the aforementioned persons.

In furtherance thereof, but not otherwise, Amina will seek: -

- to enable Muslim women of all ethnic minorities to access sensitive counselling, support and advice which meets their needs, both through provision of service and supported referral mechanisms.

- to establish a helpline to reach Muslim women across Scotland including isolated women from rural communities, to access facilities and services to help meet their needs and provide confidential advice, support and counselling.

- to enable and empower Muslim women to develop self-confidence.

- to develop training and volunteering skills to increase self-confidence, enhance employment opportunities and create further resources for community development.

- to initiate outreach work in order to encourage "housebound" women to participate in local/community-based activities.

- to create links, supported referral mechanisms, and network effectively with voluntary organisations, statutory agencies and local authorities in furtherance of the objectives detailed above.

- to undertake community development work within the Muslim community and to support community integration and community cohesion.

Recruitment and appointment of new trustees

The Board consists of up to 12 elected members plus up to 3 additional persons appointed by the Board. Board members are elected at the AGM and entitled to serve for 3 years. Retiring Board members are entitled to stand for election.

A person shall not be eligible for election as a director unless she is a member of the company. An appointed Director need not be a member of the company but must agree to adhere to the Memorandum and Articles and promote the interests of the company.

The quorum for Board meetings shall be four members, at least two of whom shall be elected.

Amina - The Muslim Women's Resource Centre

Report of the Trustees
For The Year Ended 31 March 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

Organisational structure

Amina - the Muslim Women's Resource Centre has changed its legal form from an unincorporated charity to an incorporated charity effective from 1 October 2012. OSCR consent was received regarding the change of legal form. The company limited by guarantee was incorporated on the 19 September 2012 and undertook the charity's aims from 1 October 2012. All the assets and liabilities of the unincorporated charity as at 30 September 2012 were transferred to the incorporated charity on 1 October 2012.

Governance and Management

The overall control of the Centre lies with the Board who have the power to decide on all matters concerning Amina - the Muslim Women's Resource Centre, subject to the memorandum and articles, and policy made at the AGM. The Chief Executive Officer (CEO) has overall responsibility for the operational management of the organisation. The CEO line manages Senior Management Staff employed by the Centre, who in turn manage project coordinators and or officers, sessional staff and volunteers.

The Chairperson is responsible for the management of the Board. Both the Chairperson and the CEO report directly to the Board, with the CEO being line managed by the Chairperson.

Volunteers form a major asset of Amina - the Muslim Women's Resource Centre. Once trained for the role, they are involved in all aspects of service user support, assist with administration, and have become involved in development work. Amina - the Muslim Women's Resource Centre has a fully developed volunteer policy which identifies recruitment, and support and supervision arrangements for volunteers. As highlighted above, Amina were awarded the 'Volunteer Friendly' Award in September 2018 which is valid until September 2021.

Amina - The Muslim Women's Resource Centre

Report of the Trustees For The Year Ended 31 March 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Board have examined the major strategic and operational risks, which the organisation faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

As with all voluntary sector organisations, Amina - the Muslim Women's Resource Centre is vulnerable to changes in public policy affecting statutory funding.

Amina - the Muslim Women's Resource Centre has developed a fundraising strategy designed to diversify the sources of funding, and increase sustainable fundraising streams, for the period beyond 2018. In addition to applications to a range of statutory and charitable trust funds, the plans for community-based fundraising and individual donations will bring in increased levels of funding from this stream during the forthcoming financial years. In furtherance of this Amina - the Muslim Women's Resource Centre continues to invest in fundraising training for staff and volunteers.

Amina - the Muslim Women's Resource Centre is aware of the potential risks attached to the provision of advice, counselling and befriending. To counter this, the organisation invests in training for staff and volunteers, has robust supervision and risk management procedures, and in case of a claim, professional indemnity insurance to cover such eventualities.

Amina - the Muslim Women's Resource Centre will carry out effective risk assessment and management in order to identify, evaluate and attempt to control all potential risks. Although it is not possible for us to eliminate risk factors entirely, we will endeavour to reduce these risks to a level that the organisation is comfortable with, be it governance, external, regulatory and compliance, operational or financial factors. We will continue our analysis of all risk factors and will aim to prioritise them, reduce and control them, monitor them and have assurance that the controls put in place are working as planned.

The trustees recognised the sustainability challenge that Amina MWRC is facing, not dissimilar to challenges faced by any voluntary organisation. In response to this challenge, the Trustees have been working closely with the CEO to ensure that sustainability is a priority.

To protect against financial fraud, Amina - the Muslim Women's Resource Centre has financial policies that require two authorised signatures on all accounts, identifies levels of financial liability that can be entered into by staff members, and ensures checks on cash handling.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

SC432921 (Scotland)

Registered Charity number

SC027690

Registered office

Citywall House
32 Eastwood Avenue
Glasgow
G41 3NS

Amina - The Muslim Women's Resource Centre

Report of the Trustees
For The Year Ended 31 March 2019

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

A Khand	Vice Chair	
F Thomas		
J A Hassan		
A Abdalla		
R Khan		- resigned 5.9.18
S Rashid		
R Ahmed	Chair	
A Voulgari	Secretary	- appointed 20.7.18
N Zafar	Treasurer	- appointed 20.7.18
H Khan		- appointed 20.7.18
S A Todd		- appointed 1.12.18
H Ashraf		- appointed 1.12.18

Company Secretary

A Voulgari

Auditors

Robb Ferguson
Chartered Accountants & Statutory Auditors
Regent Court
70 West Regent Street
Glasgow
G2 2QZ

Banker

The Co-operative Bank
P.O. Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

AUDITORS

The auditors, Robb Ferguson, will be proposed for re-appointment at the forthcoming Annual General Meeting. .

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on6.8.19..... and signed on the board's behalf by:



N Zafar - Trustee

Amina - The Muslim Women's Resource Centre

Statement of Trustees Responsibilities For The Year Ended 31 March 2019

The trustees (who are also the directors of Amina - The Muslim Women's Resource Centre for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- 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 charitable company will continue in business.

The trustees are responsible for keeping 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 2006. They are 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Report of the Independent Auditors to the Trustees and Members of
Amina - The Muslim Women's Resource Centre

Opinion

We have audited the financial statements of Amina - The Muslim Women's Resource Centre (the 'charitable company') for the year ended 31 March 2019 which comprise the Statement of Financial Activities, the Statement of Financial Position, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2019 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

**Report of the Independent Auditors to the Trustees and Members of
Amina - The Muslim Women's Resource Centre**

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the charitable company has not kept proper and adequate accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, in accordance with Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members and trustees 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 charitable company and the charitable company's members and trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Janice Alexander

Janice Alexander (Senior Statutory Auditor)
for and on behalf of Robb Ferguson
Chartered Accountants & Statutory Auditors
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Regent Court
70 West Regent Street
Glasgow
G2 2QZ

Date: 6.8.19

Amina - The Muslim Women's Resource Centre

Statement of Financial Activities
For The Year Ended 31 March 2019

		Unrestricted funds	Restricted funds	2019 Total funds	2018 Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	12,620	-	12,620	3,856
Charitable activities	4				
Salaries and running costs		-	471,258	471,258	526,318
Other trading activities	3	<u>11,419</u>	-	<u>11,419</u>	<u>19,009</u>
Total		24,039	471,258	495,297	549,183
 EXPENDITURE ON					
Charitable activities	5				
Salaries and running costs		<u>30</u>	<u>471,258</u>	<u>471,288</u>	<u>527,529</u>
NET INCOME		24,009	-	24,009	21,654
 RECONCILIATION OF FUNDS					
Total funds brought forward		<u>69,510</u>	-	<u>69,510</u>	47,856
 TOTAL FUNDS CARRIED FORWARD		<u><u>93,519</u></u>	<u><u>-</u></u>	<u><u>93,519</u></u>	<u><u>69,510</u></u>

The notes form part of these financial statements

Amina - The Muslim Women's Resource Centre

Statement of Financial Position
At 31 March 2019

	Notes	Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
CURRENT ASSETS					
Debtors	12	-	-	-	235
Cash at bank and in hand		<u>107,115</u>	<u>55,160</u>	<u>162,275</u>	<u>152,437</u>
		107,115	55,160	162,275	152,672
CREDITORS					
Amounts falling due within one year	13	<u>(13,596)</u>	<u>(55,160)</u>	<u>(68,756)</u>	<u>(83,162)</u>
NET CURRENT ASSETS		<u>93,519</u>	<u>-</u>	<u>93,519</u>	<u>69,510</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>93,519</u>	<u>-</u>	<u>93,519</u>	<u>69,510</u>
NET ASSETS		<u>93,519</u>	<u>-</u>	<u>93,519</u>	<u>69,510</u>
FUNDS					
Unrestricted funds	15			93,519	69,510
Restricted funds				<u>-</u>	<u>-</u>
TOTAL FUNDS				<u>93,519</u>	<u>69,510</u>

The financial statements were approved by the Board of Trustees on 6-8-19..... and were signed on its behalf by:

.....
N Zafar -Trustee

Amina - The Muslim Women's Resource Centre

Notes to the Financial Statements For The Year Ended 31 March 2019

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

The charity receives grants in respect of various projects. Income from grants is recognised at fair value when the charity has entitlement after any performance and time related conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. DONATIONS AND LEGACIES

	2019	2018
	£	£
Donations	<u>12,620</u>	<u>3,856</u>

3. OTHER TRADING ACTIVITIES

	2019	2018
	£	£
Fundraising events	2,748	10,766
Social lotteries	4,896	-
General fee income	<u>3,775</u>	<u>8,243</u>
	<u>11,419</u>	<u>19,009</u>

Amina - The Muslim Women's Resource Centre

Notes to the Financial Statements - continued
For The Year Ended 31 March 2019

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2019	2018
		£	£
Grants	Salaries and running costs	<u>471,258</u>	<u>526,318</u>

Grants received, included in the above, are as follows:

	2019	2018
	£	£
Scottish Government – PECF Fund – Helpline	109,091	120,161
Scottish Government VAWG Fund	68,381	67,079
Scottish Government ALEC Fund	70,000	70,000
Edinburgh City Council Helpline	1,530	4,220
NHS Tayside Community Innovation Fund	-	8,992
Spirit of Women	-	11,524
Women's Fund for Scotland	-	5,000
Dundee City Council	32,703	64,760
People's & Communities Fund	82,150	84,000
Community Jobs Scotland Helpline	6,314	5,000
Rank Foundation – Time to Shine	7,203	3,698
DVA Small Grants	3,358	3,982
Royal Bank of Scotland	10,500	20,300
Rank Foundation	14,854	24,171
Stafford Trust Grant	2,500	-
People's Health Trust	-	14,847
Santander	-	3,800
Community Jobs Scotland – Edinburgh Hub	5,207	6,107
Community Jobs Scotland – Employability & Enterprise Project	12,058	7,677
Over to you – Helpline	-	1,000
Rank SE	6,000	-
Big Lottery	24,477	-
Awards for All	3,642	-
Dundee Trust	1,495	-
Voice your choice Edinburgh	995	-
Hope and Pilkinton for Employability	1,000	-
Foundation Scotland	7,800	-
	<u>471,258</u>	<u>526,318</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs	Totals
	(See note 6)	(See note 7)	
	£	£	£
Salaries and running costs	<u>469,290</u>	<u>1,998</u>	<u>471,288</u>

Amina - The Muslim Women's Resource Centre

Notes to the Financial Statements - continued
For The Year Ended 31 March 2019

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2019	2018
	£	£
Staff costs	346,847	392,632
Property expenses	27,277	24,469
Insurance	1,293	1,122
Telephone and IT	11,368	11,570
Stationery and equipment	5,996	4,995
Promotion and advertising	9,997	11,519
Sundries	648	648
Volunteer expenses	3,968	4,164
Training and consultancy	15,207	23,869
Staff travelling expenses	8,643	9,806
Affiliation fees	757	200
Recruitment	1,258	250
Events and service user costs	<u>36,031</u>	<u>40,329</u>
	<u>469,290</u>	<u>525,573</u>

7. SUPPORT COSTS

	Governance costs
	£
Salaries and running costs	<u>1,998</u>

Support costs, included in the above, are as follows:

	2019	2018
	Salaries and running costs	Total activities
	£	£
Auditors' remuneration	<u>1,998</u>	<u>1,956</u>

Amina - The Muslim Women's Resource Centre

Notes to the Financial Statements - continued
For The Year Ended 31 March 2019

9. TRUSTEES' REMUNERATION AND BENEFITS

There were 12 trustees' present during the year.

No trustees' received remuneration in the year ending 31 March 2019 (2018: £nil).

Trustees' expenses

Trustees' expenses paid during the year

	2019	2018
	£	£
Total	<u>853</u>	<u>694</u>

10. STAFF COSTS

	2019	2018
	£	£
Wages and salaries	<u>346,847</u>	<u>392,632</u>

Amounts payable to key management personnel in the year was £65,730 (2018: £63,482).

The average monthly number of employees during the year was as follows:

2019	2018
<u>27</u>	<u>26</u>

No employees received emoluments in excess of £60,000.

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3,856	-	3,856
Charitable activities			
Salaries and running costs	-	526,318	526,318
Other trading activities	<u>19,009</u>	<u>-</u>	<u>19,009</u>
Total	22,865	526,318	549,183

Amina - The Muslim Women's Resource Centre

**Notes to the Financial Statements - continued
For The Year Ended 31 March 2019**

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted funds £	Restricted funds £	Total funds £
EXPENDITURE ON			
Charitable activities			
Salaries and running costs	<u>1,211</u>	<u>526,318</u>	<u>527,529</u>
Total	<u>1,211</u>	<u>526,318</u>	<u>527,529</u>
NET INCOME	21,654	-	21,654
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>47,856</u>	-	<u>47,856</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>69,510</u></u>	<u><u>-</u></u>	<u><u>69,510</u></u>
12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2019 £	2018 £
Trade debtors		<u>-</u>	<u>235</u>
13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2019 £	2018 £
Trade creditors		10,726	11,635
Social security and other taxes		31	8,236
Accrued expenses		2,839	6,797
Deferred grants		<u>55,160</u>	<u>56,494</u>
		<u>68,756</u>	<u>83,162</u>
14. LEASING AGREEMENTS			
Minimum lease payments under non-cancellable operating leases fall due as follows:			
		2019 £	2018 £
Within one year		<u>1,747</u>	<u>2,600</u>

Amina - The Muslim Women's Resource Centre

Notes to the Financial Statements - continued
For The Year Ended 31 March 2019

15. MOVEMENT IN FUNDS

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
Unrestricted funds				
General fund	31,510	24,009	(4,896)	50,623
Designated - Earmarked Funds	<u>38,000</u>	<u>-</u>	<u>4,896</u>	<u>42,896</u>
	<u>69,510</u>	<u>24,009</u>	<u>-</u>	<u>93,519</u>
TOTAL FUNDS	<u><u>69,510</u></u>	<u><u>24,009</u></u>	<u><u>-</u></u>	<u><u>93,519</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	24,039	(30)	24,009
Restricted funds			
Violence Against Women Project	68,381	(68,381)	-
Helpline & Development Project	116,935	(116,935)	-
Capacity Building Project	118,499	(118,499)	-
Refugee Support Project - Dundee	36,062	(36,062)	-
Edinburgh Hub	75,207	(75,207)	-
Rank Foundation	28,059	(28,059)	-
Inspire Connect & enable project	24,473	(24,473)	-
Mental Health	<u>3,642</u>	<u>(3,642)</u>	<u>-</u>
	<u>471,258</u>	<u>(471,258)</u>	<u>-</u>
TOTAL FUNDS	<u><u>495,297</u></u>	<u><u>(471,288)</u></u>	<u><u>24,009</u></u>

Amina - The Muslim Women's Resource Centre

Notes to the Financial Statements - continued
For The Year Ended 31 March 2019

15. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.17 £	Net movement in funds £	Transfers between funds £	At 31.3.18 £
Unrestricted Funds				
General fund	47,856	21,654	(38,000)	31,510
Designated - Earmarked Funds	<u>-</u>	<u>-</u>	<u>38,000</u>	<u>38,000</u>
	47,856	21,654	-	69,510
	<u>47,856</u>	<u>21,654</u>	<u>-</u>	<u>69,510</u>
TOTAL FUNDS	<u>47,856</u>	<u>21,654</u>	<u>-</u>	<u>69,510</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	22,865	(1,211)	21,654
Restricted funds			
Violence Against Women Project	83,601	(83,601)	-
Helpline & Development Project	130,383	(130,383)	-
Capacity Building Project	124,771	(124,771)	-
Befriending Project	24,171	(24,171)	-
Building Bridges Project - Dundee	14,847	(14,847)	-
Refugee Support Project - Dundee	68,741	(68,741)	-
Edinburgh Hub	76,106	(76,106)	-
Rank Foundation	<u>3,698</u>	<u>(3,698)</u>	<u>-</u>
	526,318	(526,318)	-
	<u>549,183</u>	<u>(527,529)</u>	<u>21,654</u>
TOTAL FUNDS	<u>549,183</u>	<u>(527,529)</u>	<u>21,654</u>

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2019.

Amina - The Muslim Women's Resource Centre

Detailed Statement of Financial Activities
For The Year Ended 31 March 2019

	2019 £	2018 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	12,620	3,856
Other trading activities		
Fundraising events	2,748	10,766
Social lotteries	4,896	-
General fee income	<u>3,775</u>	<u>8,243</u>
	11,419	19,009
Charitable activities		
Grants	<u>471,258</u>	<u>526,318</u>
Total incoming resources	495,297	549,183
EXPENDITURE		
Charitable activities		
Wages	346,847	392,632
Property expenses	27,277	24,469
Insurance	1,293	1,122
Telephone and IT	11,368	11,570
Stationery and equipment	5,996	4,995
Promotion and advertising	9,997	11,519
Sundries	648	648
Volunteer expenses	3,968	4,164
Training and consultancy	15,207	23,869
Staff travelling expenses	8,643	9,806
Affiliation fees	757	200
Recruitment	1,258	250
Events and service user costs	<u>36,031</u>	<u>40,329</u>
	469,290	525,573
Support costs		
Governance costs		
Auditors' remuneration	<u>1,998</u>	<u>1,956</u>
Total resources expended	471,288	527,529
Net income	<u><u>24,009</u></u>	<u><u>21,654</u></u>

This page does not form part of the statutory financial statements

Amina - The Muslim Women's Resource Centre

Detailed Statement of Financial Activities
For The Period Ended 31 March 2019

	2019		2018	
	£	£	£	£
Helpline and Development Project				
Grant Received – PECF Fund		109,090		120,161
Grant Received – Community Jobs Scotland		6,314		5,000
Grant Received – Edinburgh City Council		1,530		4,220
		<hr/>		<hr/>
		116,934		130,381
Attributable expenditure:				
Wages	87,244		100,271	
Property Expenses	5,275		5,400	
Telephone, Internet & IT	3,497		3,106	
Stationery & Equipment	1,472		856	
Printing & Promotion	4,503		6,164	
Sundries	50		-	
Volunteer expenses	1,877		1,408	
Training and consultancy	5,347		3,532	
Staff travelling expenses	1,750		2,356	
Recruitment	250		250	
Affiliation fees	567		100	
Events & service user costs	4,258		5,538	
Insurance & legal	144		600	
Auditors' remuneration	700		800	
		<hr/>		<hr/>
		(116,934)		(130,381)
(Deficit)/Surplus		<hr/> <hr/>		<hr/> <hr/>
		-		-

Amina - The Muslim Women's Resource Centre

Detailed Statement of Financial Activities
For The Period Ended 31 March 2019

	2019		2018	
	£	£	£	£
Ending Violence Against Women & Girls Project				
Grant Received – VAWG Fund		68,381		67,079
Grant Received – Spirit of Women		-		11,524
Grant Received – Women’s Fund for Scotland		-		5,000
		<u>68,381</u>		<u>83,603</u>
 Attributable expenditure:				
Wages	52,958		54,768	
Property Expenses	3,200		3,800	
Telephone, Internet & IT	1,000		1,598	
Stationery & Equipment	800		738	
Printing & Promotion	880		1,665	
Sundries	300		-	
Volunteer expenses	325		462	
Training and consultancy	3,460		10,183	
Staff travelling expenses	1,464		1,693	
Affiliation fees	100		100	
Events & service user costs	2,994		8,074	
Insurance & legal	400		222	
Auditor remuneration	<u>500</u>		<u>300</u>	
		<u>(68,381)</u>		<u>(83,603)</u>
 Surplus/(Deficit)		<u>-</u>		<u>-</u>

Amina - The Muslim Women's Resource Centre

Detailed Statement of Financial Activities
For The Period Ended 31 March 2019

	2019		2018	
	£	£	£	£
Edinburgh Hub				
Grant Received – ALEC Fund		70,000		70,000
Grant Received – Community Jobs Scotland		<u>5,207</u>		<u>6,107</u>
		75,207		76,107
Attributable expenditure:				
Wages	49,604		53,526	
Property Expenses	9,510		6,700	
Telephone, Internet & IT	2,344		1,415	
Stationery & Equipment	467		684	
Printing & Promotion	717		1,024	
Sundries	-		448	
Volunteer expenses	531		247	
Training and consultancy	3,356		4,080	
Staff travelling expenses	1,407		2,296	
Recruitment	378		-	
Events & service user costs	6,558		1,587	
Insurance & legal	135		-	
Audit	200		100	
		<u>(75,207)</u>		<u>(76,107)</u>
Surplus/(Deficit)		<u>-</u>		<u>-</u>

Amina - The Muslim Women's Resource Centre

Detailed Statement of Financial Activities
For The Period Ended 31 March 2019

	2019		2018	
	£	£	£	£
Employability & Enterprise Project				
Grant Received – People’s & Communities Fund		82,150		84,000
Grant Received – Royal Bank of Scotland		10,500		20,300
Grant Received – NHS Tayside		-		8,992
Grant Received – Community Jobs Scotland		12,058		7,677
Grant Received – Santander		-		3,800
Grant Received – Stafford Trust		2,500		
Grant Received – George & Grace		7,800		
Grant Received – Voice Your Choice		995		
Grant Received – Dundee Trust		1,495		
Grant Received – Hope & Pilkinton Trust		1,000		
		<u>118,498</u>		<u>124,769</u>
 Attributable expenditure:				
Wages	88,727		91,338	
Property Expenses	4,850		5,876	
Telephone, Internet & IT	1,820		3,000	
Stationery & Equipment	1,756		1,967	
Printing & Promotion	2,295		1,929	
Sundries	150		200	
Volunteer expenses	473		1,052	
Training and consultancy	1,287		3,839	
Staff travelling expenses	2,177		2,191	
Recruitment	400		-	
Affiliation	90		-	
Events & service user costs	14,052		12,977	
Insurance & legal	221		200	
Auditor remuneration	200		200	
		<u>(118,498)</u>		<u>(124,769)</u>
 Surplus/(Deficit)		<u>-</u>		<u>-</u>

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Amina - The Muslim Women's Resource Centre

Detailed Statement of Financial Activities
For The Period Ended 31 March 2019

	2019		2018	
	£	£	£	£
Rank Foundation				
Grant Received – Befriending Project		12,500		24,171
Grant Received – Taste of ...		6,000		
Grant Received – Fundraising Officer		6,170		3,698
Grant Received – Trainee Tour Guide with V&A		3,387		-
		<u>28,057</u>		<u>27,869</u>
Attributable expenditure:				
Wages	19,833		23,060	
Property Expenses	1,667		500	
Telephone, Internet & IT	1,389		500	
Stationery & Equipment	500		100	
Printing & Promotion	487		150	
Volunteer expenses	146		232	
Training and consultancy	170		457	
Staff travelling expenses	761		192	
Sundries	48		-	
Events & service user costs	2,815		2,428	
Insurance & legal	91		50	
Auditor remuneration	<u>150</u>		<u>200</u>	
		(28,057)		(27,869)
Surplus/(Deficit)		<u><u>-</u></u>		<u><u>-</u></u>

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Amina - The Muslim Women's Resource Centre

Detailed Statement of Financial Activities
For The Period Ended 31 March 2019

	2019		2018	
	£	£	£	£
Building Bridges Project				
Grant Received – People’s Health Trust		-		14,848
		-		14,848
Attributable expenditure:				
Wages	-		8,898	
Property Expenses	-		1,000	
Telephone, Internet & IT	-		400	
Stationery & Equipment	-		100	
Volunteer expenses	-		208	
Training and consultancy	-		600	
Staff Travelling expenses	-		7	
Events & service user costs	-		3,635	
		-		(14,848)
Surplus/(Deficit)		-		-

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Amina - The Muslim Women's Resource Centre

Detailed Statement of Financial Activities
For The Period Ended 31 March 2019

	2019		2018	
	£	£	£	£
Refugee Support Project				
Grant Received – Dundee City Council		32,704		64,760
Grant Received – Integrated Care Small Grants		3,358		3,982
		<u>36,062</u>		<u>68,742</u>
Attributable expenditure:				
Wages	31,248		59,562	
Property Expenses	800		1,192	
Telephone, Internet & IT	518		1,551	
Stationery & Equipment	212		550	
Printing & Promotion	200		589	
Volunteer expenses	198		554	
Training and consultancy	77		1,318	
Staff travelling expenses	604		930	
Events & service user costs	2,005		2,090	
Insurance & Legal	102		50	
Auditor remuneration	<u>98</u>		<u>356</u>	
		(36,062)		(68,742)
Surplus/(Deficit)		<u><u>-</u></u>		<u><u>-</u></u>

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Amina - The Muslim Women's Resource Centre

Detailed Statement of Financial Activities
For The Period Ended 31 March 2019

	2019		2018	
	£	£	£	£
Inspire, Connect & Enable Project				
Grant Received – Big Lottery Fund		24,473		
		<u>24,473</u>		<u> </u>
Attributable expenditure:				
Wages	15,495			
Property Expenses	1,875			
Telephone, Internet & IT	600			
Stationery & Equipment	589			
Printing & Promotion	665			
Sundries	100			
Volunteer expenses	417			
Training and consultancy	790			
Staff travelling expenses	479			
Recruitment	230			
Events & service user costs	2,883			
Insurance & Legal	200			
Auditor remuneration	<u>150</u>			<u> </u>
		(24,473)		
Surplus/(Deficit)		<u> </u> <u> </u> -		<u> </u> <u> </u> -

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Amina - The Muslim Women's Resource Centre

Detailed Statement of Financial Activities
For The Period Ended 31 March 2019

	2019		2018	
	£	£	£	£
Women, Faith & Mental Health Project				
Grant Received – Awards for All		3,642		
		<hr/>		<hr/>
		3,642		
Attributable expenditure:				
Wages	1,736			
Property Expenses	100			
Telephone, Internet & IT	200			
Stationery & Equipment	200			
Printing & Promotion	250			
Training and consultancy	720			
Events & service user costs	436			
	<hr/>		<hr/>	
		(3,642)		
Surplus/(Deficit)		<hr/>		<hr/>
		-		-
		<hr/>		<hr/>