

Rwandan Youth information community
Organisation

**Trustees' Annual Report
2008**

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CHARITY OVERVIEW

This is the Annual Report for the period 1 January 2008 to 31 December 2008.

Charity name

Rwandan Youth Information Community Organisation (rYico)

Registered charity number

1104274

Principal address

rYico, Community Base, 113 Queens Road, Brighton, BN1 3XG, UK.

Trustees

Chris Gaine (Chair)	May - Sep
Natalie Black (Chair)	May – Dec
Anna Chippendale (Treasurer)	Whole Year
Shae Pepper (Secretary)	June – Dec
Mike Holdgate	June – Dec
Neil Ansell	May – Dec
Nyawa Bottomley	May – Dec

Senior staff members

Vivenie Niragira

Nicola Palmer

EXECUTIVE SUMMARY

2008 was another year of successes and challenges as the youth centre in Kigali, Centre Marembo, became more established. The centre played an increasingly key role in enabling marginalised young people in Kigali to prosper and it is becoming more recognized for its work both nationally and internationally. Alongside the work at Centre Marembo, rYico's team of trustees and volunteers in the UK continued its activities to support the centre and to raise awareness about Rwanda within the community here. The UK team also continued to develop and promote its online store selling the crafts made by young people at Centre Marembo (www.shop4rwanda.com).

rYico and Centre Marembo are proud of its achievements during 2008, but are aware that the services that at the centre are meeting only a small proportion of the demand for youth services in Kigali. Despite this, with our limited resources, we maintain that the services at the centre are driven by the immediate needs of the young people that it serves. The sense of democracy and empowerment that Centre Marembo encourages is demonstrated in the ownership of the projects that the young people are now showing. During 2008 young people at the centre formed committees to drive forward the activities they felt were most valuable. By involving the young people in the decision-making and leadership process, we are ensuring that the resources that we do have are being properly allocated.

A demonstrable success of a new project in 2008 is the discussion groups that meet twice a week at Centre Marembo to discuss a variety of pertinent issues for young people. The organisation is committed to creating channels for young people to influence social and economic change in Rwanda. The popularity of the groups has been quite overwhelming, as young people have embraced the fact that democracy in Rwanda is not just having a right to vote but is also about empowerment through having the right to debate openly without fear or stigma. Much of the discourse of the groups is reported and collectively processed through Centre Marembo's youth journal which is widely distributed and very well received amongst young people in Kigali.

We would also like to mention the personal achievements of the young people in the Umugongo House. The 32 boys involved in the project, who were previously living and working on the streets, are now all attending school. It has been a pleasure to see them develop both in their education and their sense of self worth and confidence. Centre Marembo is committed to seeing the boys through their education through providing them with the stability and encouragement in their lives to enable them to reach their goals.

rYico's income is largely based on regular and single donations so it was not a surprise to see a fall in donations during 2008 on the previous year given the global economic downturn. Within the downturn rYico experienced a fall in all in donations, inflation in Rwanda and exchange rate fluctuations. As a result of this fundraising has become an even higher priority. rYico has reviewed its fundraising strategy placing a particular focus on maintaining and developing sustainable and income generating programmes bringing long-lasting changes to the lives of the young people and children with whom we work.

In the long term, another way to ensure the financial stability of Centre Marembo is to move away from our current renting arrangement and construct our own building in Kigali. Not only will this enable us to create the space and facilities needed by our users, it will also put us in a favourable and more sustainable position to attract Rwandan government and institutional support. During 2009-2010 our strategy will focus

on leveraging funding to support this development.

Over the coming year we will continue strengthen our projects and ensure that the programmes are meeting the needs of the young people. We cannot thank enough rYico's regular supporters and donors for their continued support during 2008. Thank you for your commitment to the young people that rYico supports. We wish you well in the year ahead.

Nicola Hatagekimana, Viv Niragira and Anna Chippendale

TRUSTEES ANNUAL REPORT

1. Governance

rYico is governed by a Model Constitution for a Charitable Unincorporated Association. New trustees are appointed by the Management Committee. rYico went through the process of identifying several new trustees at the beginning of 2008 and recruited these in the second quarter of the year.

As required by Rwandan law, rYico is registered in Rwanda as a Non-Governmental Organisation (NGO) which has its own Board of Trustees comprising of three local trustees who act as advisors for the charity's Rwanda operations.

2. Charitable objectives

To raise awareness of Rwandan culture, primarily in the Sussex community, and advance education among young people in Rwanda through a resource centre providing advice on, but not by way of limitation, welfare rights and benefits, health matters, and training to provide skills to improve life and employment opportunities.

3. Activities in 2008

3.1 Activities in Rwanda

Centre Marembo, rYico's youth resource centre in Kigali, offers access to training, information and advice in an environment that is safe, welcoming and inclusive. The beneficiaries are street children, orphans, prostitutes, children from child headed families and houseboys and girls who have limited access to healthcare, education and training in employable skills. Centre Marembo addresses some of their immediate welfare needs while looking for longer-term solutions such as vocational and life-skills training.

Centre Marembo was founded in 2005 so has just completed its third operational year. Much of the work at the centre over the first years was geared towards defining the need of the young people and identifying the niche of the centre within the NGO sector in Kigali. 2008 saw a clear shift in the management of the centre from being a proactive, as opposed to reactive, service provider. This shift was seen in stronger and more selective project planning and implementation. There was also a marked improvement in the systems to monitor, evaluate and document the projects. In strategic terms the centre began to develop its own vision for the future of the project with less oversight from UK staff. This represents a particularly positive shift as the centre is developing more ownership of the projects and is therefore in a more capable position to advocate for support within Rwanda.

The centre is run by a Centre Manager and an Administration and Finance Coordinator. They are supported by a staff of part time teachers, some local volunteers and a small number of short-term international volunteers.

During the year the project began to develop its own small income stream by attracting donations from visitors and through trading the crafts made at Centre Marembo. However, it has yet to identify long term in-country donors to sponsor the project. This will remain a priority for the organisation in the coming years. Part of the achievement of this aim will be to purchase land and construct a purpose built centre. Not only will this

enable the centre to deliver better services, it will also allow the centre to apply for government funding in-country, something which has been unsuccessful to date because the authorities in Rwanda do not see the project as sustainable while the organisation is renting a building.

Outlined below are the core projects that Centre Marembo provides:

1. Drop-in project

The drop-in project, which takes place each Tuesday, aims to address the immediate needs of Kigali's most vulnerable young people. This is a group of children that have been forgotten by society and often face much stigma and discrimination, being seen as 'a nuisance' or 'trouble makers'. However, evidence shows that children that are able to access their basic needs are better positioned to become aware of further opportunities that are available to them.

The service provides street children with access to the facilities at the centre to clean themselves, clean their clothes, have food and drink, usually a breakfast of fortified porridge and mandazi (locally made sweet bread), participate in group games and activities and access medical and health care. They also have access to training opportunities, can make contact with other services in the city and can take advantage of the emotional support offered by a team of staff available to mentor and listen to them. The young people are also able to obtain information on issues directly affecting them including HIV/AIDS awareness, sexual health, drug awareness and general guidance and support on how to keep themselves safe.

This service is vital in ensuring that the basic needs of the young people continue to be met. It provides them with the first steps towards self-respect and confidence enabling them to leave the street habits behind and pursue either formal education or seek employable skills.

Sadly this project struggled through 2008. Although there was some funding provided by a private donor, the centre was not able to provide the continuity of service that it hoped to due to a lack of funds. It remains a priority to attract funding for the weekly drop-in project as this service acts as the gateway to rYico's other projects.

2. Umugongo House

Umugongo House, a residential and formal education project, was established by Centre Marembo in 2005 to provide much needed accommodation and support for ex-street children. The residential building is located close to Centre Marembo. To date the project has accommodated up to 30 boys aged between 7 and 18. These boys were previously living and working on the streets in Kigali. On the streets they were extremely vulnerable and in an attempt to get money for food many were forced into prostitution, drug trafficking, substance misuse and other illegal activities that resulted in them getting into constant trouble with the police. They were isolated and frightened as well as suffering from malnutrition, illness and HIV. Their outlook for the future was very bleak.

Umugongo house provides not only a roof over their heads and a safe haven for the boys but also clothing, food, medical support including regular hospital visits (if needed) and education. All residents are helped on an individual basis depending on their needs; some may receive drug rehabilitation advice and support, some HIV medical and informational counselling, and some anger management. They are provided with fees for school and uniforms and equipment. The government provides each Rwandan child with

7000 francs each term (out of the 39,200 needed) for their school fees. Centre Marembo currently funds the remainder.

The boys for the house were chosen from the street boys that attended the Tuesday drop-in service at the centre (above) and were identified as the most vulnerable and most in need. The boys stay at the house until they go to college, university or gain secure employment.

The house is managed by a member of staff who is on site 24 hours a day. There is a sense of huge reward for the staff as they witness the changes in the boys as they live in the Umugongo house. The boys grow in self-confidence, self-esteem and have a lot more pride in themselves. They have also shown great developments in their education and many have excelled in school exams.

Due to funding restraints – this is the most costly of Centre Marembo's projects – the boys have had to move house three times over the past three years. Although this can be disruptive, the boys know that they are surrounded by people who they can trust and rely on as well as get the care and support they so desperately need.

3. Training courses

Centre Marembo provides a number of courses for young people, some of which are based around skills development and others that are specifically focussed on income generation.

Each of the training courses outlined below aim to equip the young people with basic skills to further their career prospects:

SKILLS DEVELOPMENT TRAINING

Filming, media and editing: Young people learn skills in filming and editing and take a film-making exam. They can then use this qualification if they would like to pursue a career in film-making. *Sponsored by Purple Field Productions.*

Computer and IT: A basic introduction to IT providing an opportunity to learn keyboard skills, IT programs, file management and create Word documents.

English lessons: Basic level English courses are provided by international volunteers. The students learn grammar and language in an interactive way. This is a very popular activity as English is seen as a vehicle to the young people's future.

Mechanics: This is both a practical and theory taught course so that the young people can pass a mechanics course and go on to work as apprentices in local garages.

Driving Theory: The course in driving theory is the first step towards learning to drive, a useful skill when looking for work.

All of these skills development activities continued to be popular and well accessed in 2008. The activities are reviewed regularly to assess their popularity and purpose to ensure that Centre Marembo continues to meet the needs of the young people.

Other training courses focus specifically on income generation. These training courses build skills in a craft and teach the students business skills.

INCOME GENERATING TRAINING

Jewellery and beading: Young people develop the skills to make necklaces and jewellery from recycled materials such as used calendars and flyers.

Card making: This group is very well established. The group buy card and use banana tree bark to make cards for all different occasions including religious festivals, birthdays and celebrations.

The students are taught basic business and marketing skills and sell their products at a local tourist hotel and to visitors at the centre. They and their families receive the majority of the profits and some go on to develop their own small businesses.

There are plans to develop further groups to make baskets and weave fabric.

The products that they make are also sold through rYico's website, www.Shop4Rwanda.com.

Successes from these training courses include:

- 200 young people now work as mechanics
- 20 can drive after passing their test
- 1 has passed the film making exam
- 5 have become tailors
- 2 are actively making and selling jewellery
- 6 are designing, making and selling cards

4. Clubs and groups

As part of the inclusive and safe environment that Centre Marembo bases itself on, the centre runs several clubs and groups that are open to all young people. The groups come together on Tuesdays and Thursdays to discuss issues with peers and contribute to other services that the centre provides. These clubs act as a stepping-stone to the other training courses at the centre, acting as a means of inducting the young people into the centre before embarking on a training course.

There are currently around 400 young people attending the clubs each week. There are several groups that mobilise themselves to discuss issues such as HIV/AIDS, gender, anti-genocide, child rights, sports, music, and the environmental protection. Each club plays a part in contributing content to the Marembo Journal, a bi-monthly magazine written by young people at Centre Marembo for young people in Kigali (see below).

5. Marembo Journal

The Marembo Journal is a magazine written by young people at Centre Marembo for young people in Kigali. Its core focus is on young people's sexual health and general

wellbeing. The project continues to be funded by a UK based charity, Bottletop. The journal is published once every two months.

The mode in which the journal is written is quite unique. Content comes directly from the clubs and groups that meet at the centre twice a week ensuring that the issues included reflects those that are pertinent amongst young people. During the sessions young people have discussions and debates on particular issues. These debates then form the basis of the articles that are used for the journal.

The magazine always contains information about sexual health and HIV/AIDS, aiming to tackle stigma, answer questions and de-mystify understandings. It also provides information about the centre and the other services available.

The journal is a fantastic vehicle of information and is raising awareness around many issues and on many levels. The young people currently distribute 500 copies of each issue but would welcome the opportunity to produce and distribute more.

A volunteer that visited the centre provided feedback on her experience with one of the groups:

"I was very impressed with the openness of the group and how they spoke about the different issues and were clearly very passionate about how they felt. I know from the groups I have run that you need to have built up a lot of trust within a group to achieve this, and clearly Centre Marembo have achieved this."

3.2 Activities in the UK

rYico's operations in the UK include community-based activities which commemorate the genocide and also raise awareness and celebrate Rwandan culture. These activities generally take place between April and June as it marks the period that the genocide in Rwanda took place and coincides with the United Nations International Day of Reflection on the Genocide in Rwanda, April 7th. Activities during the rest of the year are largely focused on fundraising, organisational development and supporting the team in Rwanda.

rYico events in 2008

2008 saw a range of commemorative and fundraising events. To mark the 14th anniversary of the genocide in Rwanda, rYico organised a commemoration event, 'Twibuke' / 'Let us Remember', which included an exhibition of photography of rYico's work at Centre Marembo and crafts from a Rwandan women's cooperative Gahaya Links. The evening provided an opportunity to learn more about the events leading up to the genocide, a tribute to those who lost their lives, and support those who are still dealing with the legacy of the genocide.

Later in the year rYico organised a fundraising concert with musicians from across Brighton and special guest, Neneh Cherry. The event was organised by a friend of rYico, Daisy Brown, and colleagues. The event was a sell out success and raised around £3,000 for rYico.

Other activities

rYico maintains its profile in the UK by giving talks to church groups, schools and other community groups. It also sells crafts through www.shop4rwanda.com, local fair trade shops and attends local/ regional markets. Selling the crafts at markets both raises the profile of the on-line shop and of the other work of the organisation.

4. Finance

Income is generated primarily through public donations, through match funding and through fundraising events. Maintaining the 2007 income stream in 2008 was a major challenge in light of the economic downturn. Both the one-off public donations and fundraising events arranged by individuals declined in 2008 which led to a fall in income on the previous year. The situation was also exacerbated by the political unrest in Kenya leading to above average inflation in the region. The implications of this were that rYico were forced to reduce the budget for the operations in Rwanda towards the end of the year. This put a lot of pressure on the team in Rwanda who were already working on a limited budget.

With regards to receipts and expenditure on crafts, the financial report shows a decline in income on the previous year and a deficit in 2008. This is due to the fact that crafts procured in 2007 were not paid for until 2008 and the business is still in its early stages. There is marketing strategy in place to increase sales.

The core focus for rYico UK in 2009 and onwards is to focus its attention on generating more funds from the UK and international institutional, public and private donors whilst also seeking in-country donations and sponsorship in Rwanda.

4.1 Reserves policy

rYico's reserves policy states that the charity will endeavour to build reserves of at least four months operating expenditure. As of 31 December 2008 reserves equated to approximately two month's operating expenditure. The organisation will aim to build the reserves to meet this target.

5. Acknowledgments

rYico would like to thank all staff and volunteers for their support during 2008 and, as well as the following people and organisations that have made special efforts to support rYico's work:

- All individual donors and regular supporters
- All volunteers supporting rYico's work in the UK
- Mark Williams, for design and publicity material
- Beatriz Fernandez
- Shae and Stephen Pepper
- Sati Nagra and colleagues
- Daisy Brown and friends
- Concorde2 and Blanche House
- Maxine and the Upbeat Rock School
- Paul and Sarah Stenning
- Mark Allison
- Nell Power

- Natalie Black
- Alan Chippendale, for financial advice and auditing
- All international volunteers and visitors to the centre who have donated their time and energy.

With special thanks to:

- St Sampson's Church, Wiltshire
- Wootton Bassett Methodist Church, Wiltshire
- Anja Fischer and family

Approval

This report was approved by the trustees of r120

On (date)..... 19th October 2009

Signature.....

MIKE HOLYAR



Return from information Community Organisation		100224	
Receipts and payments accounts			
For the period from	2008-09	To	2009-10
			CC16a

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
UK events - ticket sales & donations	-	-	-	-	-
UK events - grants	-	-	-	-	5,015
Single donations	12,674	11,676	-	24,350	33,001
Regular donations	7,487	-	-	7,487	4,347
Consultancy fees received	-	-	-	-	726
Gift Aid Tax Reclaim	3,128	-	-	3,128	1,781
Sale of crafts	1,608	-	-	1,608	3,772
Bank interest	21	-	-	21	-
Sub total	24,917	11,676	-	36,593	48,642
A2 Asset and investment sales, etc.	-	-	-	-	-
Total receipts	24,917	11,676	-	36,593	48,642
A3 Payments					
UK Events - Artists fees	-	-	-	0	1,149
UK Events - Artists travel	-	-	-	0	760
UK Events - Marketing, admin, comms, venue hire	386	-	-	386	3,072
UK Office - Travel	876	-	-	876	497
UK Office - Admin, bank charges, subscriptions, insurance	1,880	-	-	1,880	464
UK Office - Marketing	310	-	-	310	961
UK Office - Communications	824	-	-	824	787
UK Office - Consultancy fees paid	438	-	-	438	1,475
UK Office - Rent	1,958	-	-	1,958	1,750
UK Office - Craft purchases and handling costs	2,786	-	-	2,786	819
Grant to Centre Marengo	31,565	8,850	-	40,415	18,649
Sub total	41,023	8,850	-	49,873	30,382
A4 Asset and investment purchases, etc.	-	-	-	-	-
Total payments	41,023	8,850	-	49,873	30,382
Net of receipts/(payments)	16,106	2,826	-	13,280	18,260
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	26,999	2,800	-	29,799	11,539
Cash funds this year end	10,893	5,626	-	16,519	29,799

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	UK current account	6,512	5,626	-
	Paypal account - crafts	360		
	Reserves account	4,021		-
	Total cash funds	10,893	5,626	-
	(agree balances with receipts and payments account(s))			

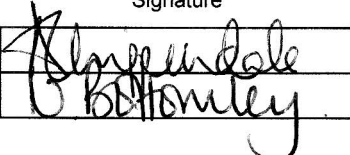
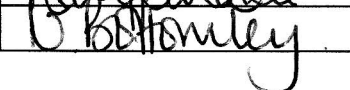
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Gift Aid Reclaim (2008 - Apr - Dec)	2,212	-	-
	Crafts - stock at cost (31/12/08)	1,783	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	ANNA CHIPPENDALE	3.6.2009
	NYAWA BOTTOMLEY	19.10.09



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Forwarder (Full Name) Community Organisation

On accounts for the year
ended

31/12/2008

Charity no
(if any)

1104274

Set out on pages

1 & 2 (DATED 3/6/2009)

Indicate the page numbers of additional sheets

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 seeking 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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent
examiner's statement

In connection with my examination, no matter has come to my attention ~~(other than that disclosed below*)~~

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met ; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Alan P. Chippendale

Date:

8/6/2009

Name:

ALAN PAUL CHIPPENDALE

Relevant professional
qualification(s) or body
(if any):

-

Address:

9 WHARF ROAD (continued)

WROUGHTON

SWINDON , SN4 9LE .

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of
any items that the
examiner wishes to
disclose.