



# ryico

Dedicated to the Youth of Rwanda

Trustees'  
Annual  
Report  
2009

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# Charity overview

This is the Annual Report for the period 1<sup>st</sup> January 2009 to 31<sup>st</sup> December 2009.

Charity name

**Rwandan Youth Information Community Organisation [rYico]**

Registered charity number

**1104274**

Principal address

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

Contact details

**Tel: +44 [0]1273 234836**

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## Trustees

**Natalie Black [Chair]**

**Nyawa Bottomley [Chair]**

**Anna Chippendale [Treasurer]**

**Mike Holdgate**

**Neil Ansell**



## Executive summary

This annual report presents rYico's achievements and challenges in 2009. It is also an opportunity to thank our supporters and donors for their contributions to the organisation..

rYico's work is based on trust, commitment and dedication. Our core aim is to increase opportunities for disadvantaged young people in Rwanda whilst also raising awareness about Rwanda in the UK. Overall, rYico succeeded in meeting its aims in 2009, and much of the success came from the excellent achievements of the young people in Rwanda where the charity's core project 'Centre Marembo' is based.

We have seen positive developments in all of our core projects despite financial hardships. In May we received a grant from the Aall Foundation which not only provided funds to help sustain the current services but also put us in a more stable position to start longer term planning.

Despite our successes, there is still a growing need to build on the skills of our workforce, strengthen our fundraising capacity and continually review the services to ensure that they are meeting the needs of our beneficiaries.

Our events in the UK and quarterly newsletter help to attract new supporters and volunteers. In June 2009, we held a series of events to commemorate the 15<sup>th</sup> anniversary of the 1994 Rwanda Genocide. Not only did this enable British people to learn about what happened in Rwanda 1994, it also created the space for debates and valuable cultural exchange between UK and Rwanda.

We cannot thank rYico's friends and donors enough for their continued support during 2009. Your contribution has helped to develop a strong foundation for the organisation and has allowed us to reach out to hundreds of young people in need of support.



# TRUSTEES ANNUAL REPORT

## 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.

## Governance structure

rYico is governed by a Model Constitution for a Charitable Unincorporated Association. New trustees are appointed by the Management Committee. rYico's chair stepped down in June 2009 and was replaced by a serving member of the management committee.

As required by Rwandan law, rYico is registered in Rwanda as a local 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.

rYico employs 13 paid staff in Rwanda and no paid staff in the UK. UK operations are coordinated by the board and a small team of volunteers.

This Annual Report was approved by the UK board of trustees on 5<sup>th</sup> October 2010.



# 1. Our work in Rwanda – Centre Marembo

## 1.1 Background

Based on field research completed in 2004, rYico identified the following challenges for young people:

- Access to information and support both for youth and for youth organisations
- Access to information around sexual and reproductive health
- Access to employable skills

Despite the overwhelming number of young people in Rwanda, rYico found a scarcity of youth-friendly services available that encourage and support their attendance and involvement. Through Centre Marembo, rYico endeavours to raise young peoples' awareness of, and access to, the services and benefits available to them.

Centre Marembo's services aim to benefit the youth of Rwanda in the long term by developing their capacity to actively change their environment and, in turn, improve their quality of life.

## 1.2 Definitions of Centre Marembo's target population

### Youth

13–25 years.

### Vulnerable youth

- Those who cannot achieve their full potential as a result of current livelihood conditions
- Youth who live hand-to-mouth
- Youth who are living in poor conditions because they have little knowledge about their rights and welfare entitlements
- Youth at risk of falling into prostitution, drugs or crime, which may lead to exploitation, poor health, and HIV/AIDS



Categories of vulnerable youth include:

- Street children
- Children in foster families
- Children in centres
- Children in child-headed households
- Children with parents in prison
- Children in exile
- Traumatized and handicapped children
- Children whose mothers have remarried
- Children with parents who are incapacitated due to HIV/AIDS, trauma or absolute poverty

### 1.3 Objectives and measurable indicators of success

Objectives	Indicators of success
Provide information to vulnerable youth in order to make youth less prone to exploitation	<ul style="list-style-type: none"><li>• Informal educational clubs and Tuesday drop-ins provide the youth with a wide range of relevant information</li><li>• Young people are assisted in accessing existing youth services and benefits</li></ul>
Provide training opportunities to help develop the employable skills of the youth	<ul style="list-style-type: none"><li>• Vocational training includes mechanical and driving theory, craft techniques, film/editing and English lessons</li></ul>
Supporting and developing the work of existing youth organisations through training and networking activities to provide a more effective service for the youth	<ul style="list-style-type: none"><li>• A forum of several youth centres meets regularly and undertakes activities and delivers community outreach services</li></ul>
To monitor and evaluate the centre's activities	<ul style="list-style-type: none"><li>• All vocational training courses, clubs and journal are regularly monitored</li></ul>

## 1.4 Activities and services

Overview of services provided to the youth:

### **[1] Counselling service**

Every Tuesday, a 'drop in' service is available to young people particularly those living and working on the streets, which provides advice and support on a range of issues that concern them.

### **[2] Vocational skills training**

Various training courses are provided to the youth throughout the year, providing them with employable skills. Courses include mechanical theory, driving theory, craft training (beading, weaving, sewing and card-making) and English lessons.

### **[3] Youth clubs**

The youth clubs are a forum for informal education and personal sharing. Clubs include HIV/AIDS, gender, human rights, environment protection, anti-genocide and sport.

### **[4] Youth journal**

A magazine which is written, edited and produced by the youth that attend the clubs is distributed to young people in Kigali three times a year. The focus of the journal is to increase knowledge around sexual and reproductive health and general well-being.

### **[5] Umugongo house**

This residential programme for 30 former street children allows former street children to reintegrate back into society, attend school and live with peers that have experienced similar hardships. The young people are identified through their attendance at other services at the centre.

### **[6] Forum with other organisations and outreach services**

This initiative was started in 2003 and includes eight youth centres. It is an opportunity for youth organisations to meet, share information and advice. They meet once a month and also to plan events. The forum forms part of the 'working together project' where events and workshops are provided for the young people.



## 1.5 2009 partnerships and grant donors

rYico is able to undertake these activities and achieve its results with the help of many partnerships and donors. Current partnerships include:

### Grant donors

#### [1] The Aall Foundation

#### [2] Bottletop

youth journal

#### [3] Charlotte Wilson Memorial Fund

Umugongo house

#### [4] Purple Field Productions

Covering the salary of the filming and editing group trainer

rYico would also like to acknowledge the significant contribution made by members of the following churches in the UK:

#### [5] Wootten Bassett Methodist Church

#### [6] St. Sampson's Church, Cricklade

### Rwandan partnerships

#### [1] FORUM

Eight youth centres for street children in Kigali.

#### [2] Group Scolaire Saint Joseph

An educational partnership with a secondary school in Cyangungu.

#### [3] Gasabo District

The district monitors and supports the centre's activities.

#### [4] Remera Sector

Like a local council, the sector assists by specifying clinics and hospitals that the centre can use when they have sick children.

#### [5] The British Embassy

Support the Centre's Christmas fundraising activities.

#### [6] Rugando School

The boys from the Umugongo House boys attend this school.

## 1.6 Project strengths

- Every service provided to the youth at the centre is free. This is unique to youth centres in Kigali
- Centre Marembo has no religious or cultural boundaries which allows it to welcome and support people from a broad range of religions and backgrounds
- The centre helps to empower young people to make informed decisions about their lives and about their community.

## 1.7 Project challenges

The biggest challenge faced by Centre Marembo is the lack of sufficient funding which results in a lack of important resources. These shortages include a lack of learning materials, up-to-date computers and manpower for training in areas such as business skills.

The centre is currently rented and there is not sufficient space, inside or out, to be able to carry out all of the desired activities. The long term aim is to procure land to build a centre that is fit for purpose.

## 1.8 Monitoring and evaluation

The Centre Manager oversees the project execution which includes ensuring that the Instructors are qualified to teach and the project is on-track to reach its objectives. This is achieved through the use of a consistent and thorough monitoring and evaluation system.



## Voices of the young people at Centre Marembo

*“I heard about Centre Marembo from my neighbour, he learns Mechanics and he told me about the English lessons. It was the first time that I had visited and now I am really glad I decided to come.*

*At the centre I learn English and I meet and talk to other young people. Since I have started coming to the centre I have made a lot of friends who are really similar to me.*

*I love the English lessons, we have a lot of fun and I am really improving. We learn grammar but we also talk about issues in Rwanda and we do acting. I think that after 3 months I will be able to speak English very well.*

*Centre Marembo is like a new school. I had to leave my school last year because my family cannot afford to send me. I really liked learning and being with the other children and I was very sad that I couldn't go back.*

*However Centre Marembo is great. I come four days a week; I see my friends, do homework and study my favourite subject. I hope one day I will go back to school, but I don't know, it will be the day we get money.*

*When I am older I want to be an English teacher as I really want to help other children learn.”*

– Rukumbuzie Etienne





## Voices of the young people at Centre Marembo

*“My name is Mugabo Gilbert and I was born on the April 15<sup>th</sup> 1994. I lived on the street for one year before joining Centre Marembo. In 2003 my mother got very ill and one day she sat with my two sisters and me and told us that she was dying from AIDS. My heart sank that day and since then I have lived in fear that I was also infected because I was the last-born.*

*When I joined CM I was offered a test for HIV as part of the centre program around World AIDS Day. I panicked and refused to be tested. The staff there tried to counsel me, explaining that it was better to know my health condition. I agreed in the end. When the result came, and I was told that I am HIV negative, I never felt so happy in my life. Since that day I value my life every day.*

*My favourite hobby is playing football with other boys from our house. I got to Rugando primary school and my favourite subject is English and my least is French. When I get older I would like to be a journalist or TV sports presenter, as I love football. In Rwanda I support APL and outside I support Manchester United. My dream birthday present is a chocolate cake with my birthday date on it.”*

– Mugabo Gilbert



## Centre Marembo volunteers

rYico and Centre Marembo would like to thank the volunteers that have spent time supporting Centre Marembo during 2009, with particular thanks to Debbie Goetz and Yair Schkolne, Kate Jones and Philip Rushworth.

### A volunteer's perspective

*“Centre Marembo is a home, a place for work and a meeting place; it is everything it is supposed to be. The Centre is a refuge, which from what I have seen, gives young people a base to discuss issues relevant to them, learn skills, make friends and provide a connection for their ambitions and future. I was first struck by the activity, the busy card-makers, tailors and rooms filled with attentive students.*

*My work at Centre Marembo is based around teaching English, an opportunity many in modern Rwanda need but simply don't have access to. After doing our first 'theatre', amongst the smiles and laughter I realised it would be a lot of fun. The students are hard-working (always arriving at the Centre before I do!) and inquisitive, not always on the subject of English!*

*Lunch time at the centre is a chance to talk to the staff, learn new Kinyarwanda words and make plans. I have just started working with the boys at Umogongo house; on my first visit after shy silences we were soon reciting the one song that everyone in Rwanda knows “Buri muntu akeneye umufasha ...mu buzima”. The Centre genuinely works for the young people; its role and benefits were clear as soon as I arrived and working with the organisation and being in Rwanda provides a great opportunity for volunteers.”*

– Philip Rushworth





## A volunteer's perspective

*“From the minute we touched down in Kigali, Nicolette, Manager of Centre Marembo, took us under her wing. She welcomed us to the team, helped us navigate Kigali’s disorienting sprawl of hills, and led us to Centre Marembo: an unassuming yellow building and meeting place for an inspiring community of disenfranchised youth.*

*Our primary work was to evaluate the Centre’s projects and set up monitoring systems. We conducted interviews with many of the participants and staff at the Centre, and in so doing, gained an insight into the harsh realities they face. Most walk at least one hour each way to get the Centre; few have money for food; and none have textbooks. Despite these constraints and the horrific backgrounds many have endured they remain remarkably upbeat and take their education very seriously.*

*Centre Marembo achieves an incredible amount with limited resources. One need only visit the Centre to see what an impact it is making! The challenge now is for the Centre to become more sustainable, by increasing its income-generating projects and by establishing meaningful partnerships.*

*The founding of one such partnership led us to Cyangugu, a small village nestled on the southern tip of Lake Kivu. The trip marked the partnering between Centre Marembo and a local school, Group Scolaire Saint Joseph.*

*We’d love to hear from prospective volunteers to share stories and advice! We wish everyone involved in this project the best of luck, and would like to thank rYico and Centre Marembo for this opportunity”*

– Debbie and Yair, South Africa.





## 2. Our work in the UK

rYico's operations in the UK are primarily based around fundraising, preparing volunteers that plan to work at Centre Marembo, and providing support to the team in Rwanda. The small team in the UK are made up of part time volunteers and trustees. An objective for the coming year is to apply for a grant to develop the capacity of the organisation in the UK to enable more volunteers and possibly paid staff to carry out fundraising, awareness raising and development education activities.

rYico also maintains its profile in the UK by giving talks to church groups, schools and other community groups. It sells crafts made at Centre Marembo through Shop4Rwanda and at craft fairs. The crafts both raise the profile of the organisation and contribute to income generation. Any surplus from Shop4Rwanda is fed back into the project.



Each year rYico carries out activities to commemorate the genocide in Rwanda and also raises awareness and celebrates Rwandan culture. 2009 was an important year for Rwandans in that it marked the 15<sup>th</sup> anniversary of the 1994 genocide. As a mark of respect for those affected by the genocide, rYico organised two public events.

The first event, held at the Friends Meeting House in Brighton, was an evening of commemoration. The programme included some reflections from rYico and a talk from Chris Levick, who represented the All Party Parliamentary Group on the Great Lakes Region and Genocide Prevention. A local choir was invited to sing and guests were invited to light a candle in remembrance of those killed during, and affected by, the genocide.

In May rYico also organized an event at the London School of Economics where Linda Melvern, investigative journalist, author and honorary professor gave a talk about the findings of her most recent work. Based on the new edition of her book **A People Betrayed: the Role of the West in Rwanda's Genocide**, Linda addressed the ongoing impact of the 1948 Genocide Convention and the shock waves Rwanda caused around the world. The book presented new evidence into the way Rwanda was ignored by the international community and how the perpetrators are still to be brought the justice.

Click [here](#) to download the podcast

## 3. Finance

### 3.1 Finance report

We were fortunate enough in 2009 to receive a significant grant from the Aall Foundation which has helped to maintain our projects during the year and allow us to build our reserves. Other income was generated primarily through public donations, grant funding and craft sales.

One-off donations in 2009 fell again on the previous year's figures but regular donations increased slightly which is an encouraging sign from rYico's long term regular donors.

The production of crafts at Centre Marembo has increased and more products are being sold through Shop4Rwanda.com. We are working to establish a range of ways to market the products.

Administrative expenditure in the UK was kept to a minimum during 2009. Expenditure in Rwanda fell slightly on the 2008 figures. This is largely due to more favourable exchange rates during 2009 compared to 2008. A main objective 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 to identify donors in Rwanda.

### 3.2 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<sup>st</sup> December 2009 reserves equated to approximately four month's operating expenditure. The organisation will aim to maintain this target.



### 3.3 Financial Analysis

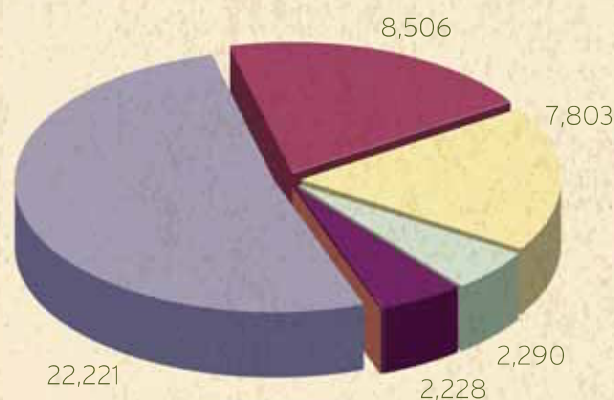
#### Income

	2009	2008
Grant funding	22221	6050
Single donations	8506	18300
Regular donations	7803	7487
Sale of crafts	2290	1608
Gift aid reclaim	2228	3128
Interest	5	21
	<b>43053</b>	<b>36594</b>

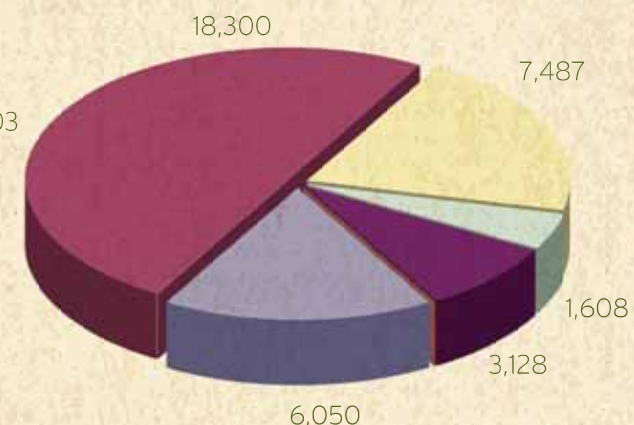
#### Expenditure

Grants to Centre Marembo	34223	40415
UK Office Rent	2268	1958
UK Administration, subscriptions and training	1414	1880
UK Communications	264	824
UK Travel	238	876
UK Craft purchases and handling	175	2786
UK Marketing	15	310
UK Professional Fees		438
UK events		386
	<b>38597</b>	<b>49873</b>

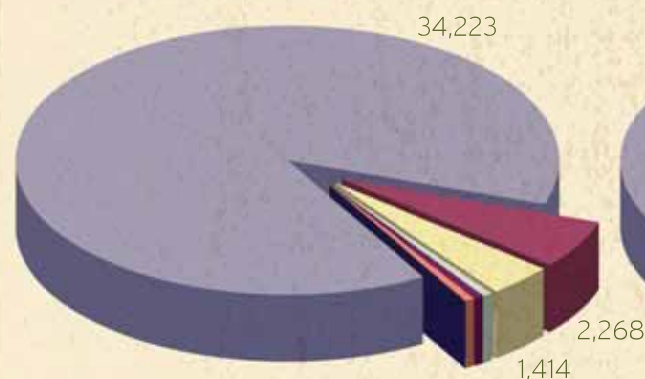
Income 2009



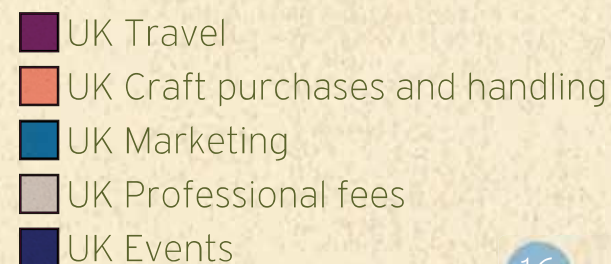
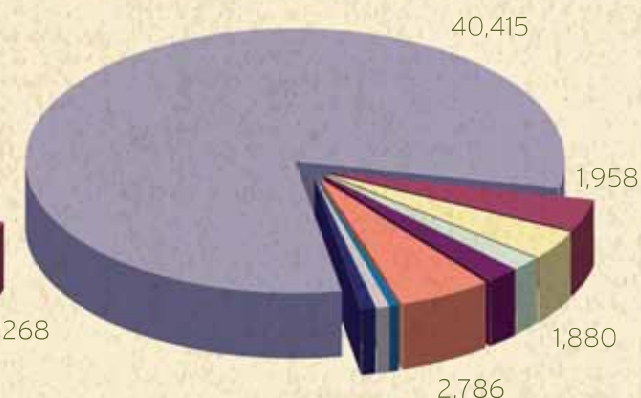
Income 2008



Expenditure 2009



Expenditure 2008





## 4. Acknowledgments

rYico would like to thank all staff and volunteers for their support during 2009 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
- The Aall Foundation
- Bottletop
- Charlotte Wilson Memorial Fund
- Purple Field Productions
- Mark Williams for design
- Linda Melvern
- Paul and Sarah Stenning
- Mark Allison
- Alan Chippendale for financial auditing
- All international volunteers and visitors to the centre who have donated their time and energy, particularly:
  - Debbie Goetz & Yair Schkolne
  - Kate Jones
  - Philip Rushworth
  - St Sampson's Church, Wiltshire
  - Wootton Bassett Methodist Church, Wiltshire
  - Anja Fischer and family





# Independent Examiner's Report on the Accounts

## Section A

## Independent Examiner's Report

Report to the trustees/members of

Charity Name  
RWANDAN YOUTH INFORMATION  
COMMUNITY ORGANISATION (R.Y.I.C.O.)

On accounts for the year ended

311209

Charity no (if any)

1104274

Set out on pages

1 - 2

(remember to include 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

14<sup>th</sup> Feb. 2010

Name

ALAN PAUL CHIPPENDALE

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

—

Address

THE BRAMBLES  
9 WHARF ROAD  
WROUGHTON  
SWINDON SN4 9LE U.K.

**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

NONEAlan P. Chippendale





Receipts and payments accounts		CC16a
For the period from	To	

### 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 £
<b>A1 Receipts</b>					
Grant funding	18,091	4,130	-	22,221	6,050
Single donations	8,506	-	-	8,506	18,300
Regular donations	7,803	-	-	7,803	7,487
Gift Aid Tax Reclaim	2,228	-	-	2,228	3,128
Sale of crafts	2,290	-	-	2,290	1,608
Bank interest	3	2	-	5	21
<b>Sub total</b>	<b>38,921</b>	<b>4,132</b>	<b>-</b>	<b>43,053</b>	<b>36,594</b>
<b>A2 Asset and investment sales, etc.</b>					
<b>Total receipts</b>	<b>38,921</b>	<b>4,132</b>	<b>-</b>	<b>43,053</b>	<b>36,594</b>
<b>A3 Payments</b>					
UK Events - Marketing, admin, comms, venue hire	-	-	-	-	386
UK Office - Travel	238	-	-	238	876
UK Office - Admin, bank charges, subscriptions, insurance, training	1,414	-	-	1,414	1,880
UK Office - Marketing	15	-	-	15	310
UK Office - Communications	264	-	-	264	824
UK Office - Consultancy fees paid	-	-	-	-	438
UK Office - Rent	2,268	-	-	2,268	1,958
UK Office - Craft purchases and handling costs	175	-	-	175	2,786
Grant to Centre Marengo	30,373	3,850	-	34,223	40,415
<b>Sub total</b>	<b>34,748</b>	<b>3,850</b>	<b>-</b>	<b>38,598</b>	<b>49,873</b>
<b>A4 Asset and investment purchases, etc.</b>					
<b>Total payments</b>	<b>34,748</b>	<b>3,850</b>	<b>-</b>	<b>38,598</b>	<b>49,873</b>
<b>Net of receipts/(payments)</b>	<b>4,174</b>	<b>282</b>	<b>-</b>	<b>4,456</b>	<b>- 13,279</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>10,893</b>	<b>5,626</b>	<b>-</b>	<b>16,519</b>	<b>29,799</b>
<b>Cash funds this year end</b>	<b>15,067</b>	<b>5,908</b>	<b>-</b>	<b>20,975</b>	<b>16,520</b>

## 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 £
<b>B1 Cash funds</b>	UK current account	3,789		-
	Paypal account - crafts	275		
	Appeals account		5,908	
	Reserves account	11,003		-
	<b>Total cash funds</b>	<b>15,067</b>	<b>5,908</b>	<b>-</b>

(agree balances with receipts and payments  
account(s))

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>			
Details			
Gift Aid Reclaim (2009)	2,347	-	-
Crafts - stock at cost (31/12/09)	1,631	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

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

	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)
<b>B5 Liabilities</b>				

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

**Signature**

Print Name

Date of approval

~~1768 Bomby~~

N. BOTTOMLEY  
MIKE HORTON

05/05/10
05/05/10