

Annual Review
2020/2021



play it 
forward

play-itforward.org

Introduction from the Chairman

In the last twelve months, we have benefitted from the restructuring of the organisation in 2019/20. **Play it Forward** and **UK Play it Forward Zambia** are now two charities with separate boards of local trustees. Our education, health, nutrition, gender equality and water projects are now predominantly operated from Zambia where there are thirteen local employees. We have transformed from an organisation that provided grants to one that can also now receive grants and we are very proud to have recently partnered with Comic Relief on a girls' health and football project in Zambia.

Despite the operational and financial challenges that Covid-19 has created, our work in Southern Zambia (of building schools, drilling boreholes, installing latrines and using football to change lives) continues.

The need in Zambia has only been heightened by Covid-19. Millions of young people struggle to get enough food and access clean water, to obtain an education and to fulfil their potential. By helping children and their families meet these basic needs, **Play it Forward** and our partners are also helping break the cycle of poverty.

In the following pages, I am proud to be able to share an account of some of the work that we and our partners have undertaken in the last year to improve the livelihoods, education, health and prospects of children and families in Southern Zambia. The global pandemic has slowed down some of the projects, but it has not dented our commitment and enthusiasm for the goals and objectives outlined in this report. Having visited many of the projects personally and spent many days with our partners in Zambia, I am inspired by their commitment to the people and their passion for the work. I have witnessed its results: the remarkable difference in children's energy levels that a borehole makes at a rural school; the more regular school attendance of teenage girls after female latrines with WASH facilities have been installed; the joy of watching young people play football.

Due to funding restrictions caused by the pandemic, **Play it Forward** disbursed less money than in previous years. Just over £70,000 was spent with the majority going to **Play it Forward Zambia** to operate education, nutrition and health projects in Southern Zambia including the **Play it Forward** football academy. Many of the players in the academy are now trained and accredited community sexual health educators who regularly visit schools to improve the health of local young people. Covid-19 restrictions meant it was more difficult to undertake water and infrastructure projects in more rural areas but this work will restart once conditions allow. This annual review provides an insight into some of these projects.

Play it Forward (in the UK and Zambia) keeps bureaucracy to a minimum. The trustees cover all of the running costs and are committed to doing so in the future. But we are rigorous in selecting and auditing our partners. We inspect the quality and sustainability of every project and we use local experts to assist where necessary.

None of the work described in this document would be possible without the commitment of our partners and the dedication of those who work on the projects and for **Play it Forward**.

To everyone involved, I offer my heartfelt thanks.



Oliver Brendon
Chairman, **Play it Forward**



Our Story

It started with a promise...

When Oliver Brendon first visited Zambia in 2009, he was staggered by the number of orphans living in abject poverty without basic needs such as access to clean water, toilets or an education. He made a promise to Presley, the volunteer headteacher at Mikuni village, that he would come back to help them build a school.

On returning to the UK, he became involved in raising money for these children and approached Just A Drop, a charity providing water and sanitation facilities across Africa. Initially, his company, Attraction Tickets Direct (ATD), donated enough to fund the first large-scale school project which involved digging a borehole and building teacher houses. That one promise has since supported 21 Zambian schools, helping more than 7,000 children get access to clean water, adequate sanitation and a quality education.

Over the last decade, Oliver has taken out a team of his staff to Zambia to see the progress of the projects, raise awareness and to decide on which new projects to fund. It was on a trip in 2017, while playing football with children at very remote schools, that he decided to establish the ATD Foundation.



Since the inception of the ATD Foundation, we have collaborated with six local charity partners, who have enabled us to reach and help thousands of the most vulnerable young people in Southern Zambia. The water, sanitation, school and football projects that we have funded have improved the livelihoods, education, health and prospects of children and families living incredibly tough lives. Our close partnership with the Livingstone Youth Football Academy has shown us the enormous positive impact that organised and inclusive football can have on young people's lives and on their communities.

Play it Forward was born...

The ATD Foundation and the Livingstone Youth Football Academy have united to form a new body: **Play it Forward**.

Play it Forward was developed from a vision that people's love for football can be used to build opportunities. This new partnership is the foundation of a fresh and exciting strategy, built on the experience we have accumulated, the local insight we have gained, and the passion that continues to inspire us. We are continuing to work with our existing partners and projects to reach the most vulnerable young people in Southern Zambia, using football to change lives. As before, the trustees will cover all of the running costs so that every penny that we raise goes directly towards projects we support.



About Us

VISION

Our vision is a world in which every young Zambian has the opportunity to reach their full potential and thrive.

MISSION

Our mission is to empower young Zambians to develop sustainable livelihoods through quality education and health activities.

WHAT WE DO

Play it Forward inspires and empowers a whole new generation of young people to take control of their lives. Our support, on and off the football pitch, ensures that young people emerge from our programmes with new skills to succeed in school, the workforce and in life.

WHERE WE WORK

Most of our work is in remote, rural regions in the Southern Province of Zambia. These are areas that suffer from especially high levels of poverty and low levels of educational achievement. Isolated from governmental services, they can often be overlooked.

OUR PARTNERS

Our projects take a holistic approach to meeting these challenges using the extensive experience of our partner organisations. Motivated by passion and local knowledge, these organisations are well-equipped to produce powerful results in a cost-effective way.

Our Goals



IMPROVE SCHOOL INFRASTRUCTURE,
ATTENDANCE & ATTAINMENT



IMPROVE HEALTH AND WELLBEING



IMPROVE EMPLOYMENT OPPORTUNITIES

Sustainable Development Goals*

Play it Forward is committed to supporting the following 6 Sustainable Development Goals (SDGs)



* The 17 Sustainable Development Goals (SDGs) of the 2030 Agenda for United Nations Sustainable Development mobilise efforts to end all forms of poverty, fight inequalities and tackle climate change, whilst ensuring that no one is left behind.

Our Commitment

Our generous trustees cover the core running costs of the UK charity; everything from salaries to project monitoring visits to our partners in Zambia. Thanks to this generous support, 100% of every penny raised by Play it Forward will go to the projects we support - so you can rest assured that your donation will be making a positive impact where it's needed most.



IN FOCUS

Project Cost

£5,621

Location

Southern Province,
Zambia

No. of Beneficiaries

3,000+

Details:

-  Distribution of Covid supplies
-  Community education
-  Provision of handwashing stations in schools

Related SDGs



Putting Children First During Covid-19

Like most places in the world, the Covid-19 pandemic and resulting lockdowns were hard on children in Zambia. Schools closed in March 2020 and remained closed for most of the year. Being away from school isolated children from their peers and support networks, put their health and safety at risk and interrupted their education.

Our response in Zambia has been driven by our WASH programme which had a positive impact in many local schools and communities. We provided vital hand-washing stations, soap and masks, which enabled children to finally return to school in a cleaner and safer environment.

Across Livingstone District, we used our bus to take groups of community health workers to rural villages to educate people on the spread of the coronavirus and how to protect family and friends. We also educated thousands of people through our radio broadcasts, promoting good health and hygiene behaviours.



Every month throughout the year, we distributed over 120 health packs containing hand-sanitiser, a block of soap and a mask to young football players and their families.

We worked tirelessly to ensure children had the knowledge and supplies they needed to protect themselves and their families from the disease, to provide sanitation infrastructure in rural community schools and to continue delivering outdoor physical activity sessions in line with government advice.



IN FOCUS

Project Cost

£8,104

Location


Kalomo District,
Zambia


No. of Beneficiaries

250 parent farmers
250 parent households

Details

 5 school demonstration farms

 Establish Village Savings Groups

 Continuous agricultural training

Related SDGs



Rural School Farms

Zambia has been experiencing adverse impacts of climate change - including an increase in frequency and severity of seasonal droughts, occasional dry spells, increased temperatures in valleys, flash floods and changes in the growing season. Farmers are not equipped to deal with this uncertainty and are struggling to make a living.

We are working with African Revival on this project to establish School Demonstration Farms at 5 rural primary schools in Zambia, supporting food security for better educational outcomes.

School Demonstration Farms teach parents to choose the right drought resistant crops and sustainable farming methods. Alongside the farms, Village Saving Groups are set up, giving parents financial training and access to emergency funds to help start small businesses and reduce financial vulnerability to shocks. Income from the farms is split between the parents, the schools, and sustaining the farming groups for the following year - with provision of seeds and farming tools.

A mixture of tomatoes, aubergines, cabbage, okra and maize have been grown initially, with more varieties being added for the next harvest. In the second year the parents will plant an orchard, which will provide fruit to sell for income. This will also complement the school feeding programme made possible through this project. Parents also received drought resistant seeds to use in their own land, helping improve food security for the community.

"The consequences of malnutrition are a significant concern for Zambians and partners, where 35 percent of children under five years are stunted (have low height for age)"¹

¹Zambia Demographic Health Survey, 2018



IN FOCUS

Project Cost

£26,400




Location

Livingstone

No. of Beneficiaries

120 players

Details

-  Kits and boots provided
-  Daily nutrition
-  Community football tournaments

Related SDGs



Play it Forward Football Academy

Play it Forward Zambia continues to work with many young people who have been marginalised, left with little opportunity of a good education or employment prospects. Our model provides transformative experiences and transferable skills to young people through sport. Critical life skills developed on the pitch, such as communication, leadership, self-confidence and teamwork help prepare young people in Zambia for a better future.

The Play it Forward football academy is our core programme, providing vulnerable girls and boys ages 8-18 with intensive academic support, football coaching and daily nutrition. All children are also provided with kits and boots, many of which are collected from players in the UK who want to give their old boots a second chance. Our committed investment in girls' football over the years has contributed to the formation of the new Southern Province Women's Division One League. Our girls' team now has the opportunity to play weekly competitive football in a safe and regulated environment, contributing to gender equality in Zambia.

We continue to search for a permanent home for Play it Forward Zambia, with the goal of developing a grass 11-aside football pitch with other facilities such as changing rooms and toilets, an office, a kitchen and a classroom block. The facility will be a community hub where people can come together to enjoy participating and watching sport, whilst providing essential employment opportunities for the community in running the facility for young people.

FROM GROUP DISCUSSIONS, GIRLS REPORTED AN INCREASE IN CONFIDENCE AND HAPPINESS AS A DIRECT RESULT OF PLAYING FOOTBALL REGULARLY.



What is Sport for Good?

Sport for Good or Sport for Development, is a theory and practice for youth engagement that harnesses the passion and character-building attributes inherent in sport to create positive outcomes in the lives of participants far beyond the pitch.

When used effectively sport can contribute to improving health and education, creating employment, stimulating economic development and realising human rights and gender equality.

Projects

PARTNER	LOCATION	FOCUS	AMOUNT (£)
Play it Forward Zambia	Livingstone District	Covers core costs including staff and coaching, daily nutrition, education support, kits and equipment, and other community projects	53,534
The Butterfly Tree	Kazangula District	Improve education facilities, safe water & sanitation infrastructure in community schools	3,583
Tackle Africa	Livingstone District	Improve young people's HIV knowledge and sexual and reproductive health and rights (SRHR)	11,957
African Revival	Kalomo District	Improve education facilities, safe water & sanitation infrastructure in community schools	2,000

Trustees and Staff Profiles

Oliver Brendon Chairman

Oliver is a co-founder of Play it Forward and has been the vision and energy behind its mission. He is also founder and CEO of the successful e-commerce company Attraction Tickets Direct. Oliver has been progressively more involved in the support of charity projects across Zambia.

Joe Thompson Treasurer

Joe qualified as a chartered accountant with KPMG before a 20+ year corporate finance career with a number of leading investment banks and UK PLC's. He is now an independent consultant advising companies on capital raising and strategy.

Sasha Brendon Trustee

Sasha has over 20 years' experience in the travel industry as a product manager. Since having children, Sasha has become more concerned with children's welfare and education and is involved with school PTA's and fundraising for children's charities.

Chibwe Henry Trustee

Chibwe is an experienced and innovative NGO and international development management professional with a strong track record of working for and building local, national and international charities and grantmakers. She is partnership manager for DFID at Comic Relief.

Kanya Manoj Trustee

Kanya has worked extensively in international development and healthcare sectors and now as a program manager for Clinton Health Access Initiative. She is passionate about supporting vulnerable populations through meaningful and sustained social change.

Pete Edwards Trustee

Pete has worked in the media and marketing industry for more than 25 years. Currently Pete is a non-exec director for B2B business services group Crimtan and a consultant at the French advertising and media network, Publicis.

Jane Caujolle Trustee

Jane founded Townhouse Concierge, where she now heads up a team of 13 handpicked experts, offering the very best in private client services to an international ultra-high net worth clientele. She has experience advising and guiding her clients in a range of not-for-profit projects.

Jake Criswick CEO

Jake brings experience in project management and logistics having previously worked for COOPI in Nigeria and Malawi and Raleigh Tanzania. He is currently studying for his MSc NGO and Development Management, University of East London.

Fundraising

2020/21 has been a challenging year for our fundraising programmes. More than ever, we are so grateful to all of our supporters, trustees and corporate partners for their dedication and commitment to supporting children in Zambia. With many of our usual fundraising events cancelled, leading to a loss of income for the charity, we have had to use our resources sparingly.

Meet Your Stars

In December 2020, Play it Forward Zambia held the 'Meet Your Stars Fundraising Dinner' at the Zambezi Junction Lodge in Livingstone.

Highlights from the evening included speeches from Zambian football legend Chris Katongo, entertainment and traditional Zambian music from the band 'The Limpos', a raffle prize draw and a 3-course dinner.



This was the first time we have hosted an event like this in Zambia, which was hugely successful with over 100 guests in attendance!



Get Involved

Your continued support helps us to deliver long-term sustainable solutions to the challenges faced by young people in Zambia.

Donate

As a registered charity, we rely on the generosity of our many supporters. We particularly encourage people in joining us as a regular giver by donating monthly (full details on website). Don't forget to Gift Aid your donation to allow us to claim an additional 25p for every pound you donate, at no extra cost to you.

Acknowledgements

We would like to give a special mention to some of our most committed volunteers who have been involved in organising a number of fundraising events: Abby Leon, Dave Courtley, Caroline Leon, Rosa Asghari, Alex Telfer, Milenna Pessoa and Sasha Brendon.

Volunteer

If you want to get involved in some of the great work we are doing then we would love to hear from you!

Just get in touch via: info@play-itforward.org

Payroll Giving

This scheme allows anyone who pays UK income tax to give regularly and on a tax-free basis. If your workplace has payroll giving set up, you can now donate to Play it Forward.

Keep in Touch

Sign up online to receive our newsletters and occasional email updates from Play it Forward, where we report on our partners' progress and tell stories of people whose lives are transformed by your support.

Online Shopping!

Fundraising has never been easier than with the introduction of Give as you Live Donate, which raises money when you shop online. Each purchase made with a registered retailer will donate 1-2.5% of the purchase value to Play it Forward. Again, a really easy way of giving, costing you absolutely nothing. For full details visit: www.giveasyoulive.com.



PLAY IT FORWARD INDEPENDENT EXAMINER'S REPORT

Independent Examiner's Report to the Board of Trustees of PLAY IT FORWARD

I report on the accounts of the charity for the period ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiners' 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:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

M S Caldicott

Mr M S Caldicott ACA FCCA CTA

for and on behalf of White Hart Associates (London) Limited
Chartered Accountants & Statutory Auditors

2nd Floor, Nucleus House

2 Lower Mortlake Road

Richmond

TW9 2JA

DATE: 22.11.2021

Our Partners & Supporters



Statement of Financial Activities for the 12 months ended 31 March 2021

	Notes	Unrestricted Funds £	Restricted Funds ¹ £	Total funds 2021 £
Income & endowments from:				
Donations and fundraising activities	3	30,621	7,683	38,304
Investment income		-	-	-
Total income		30,621	7,683	38,304
Expenditure on:				
Charitable grants	4	(70,891)	(183)	(71,074)
Support costs	5	-	(17,610)	(17,610)
Total expenditure		(70,891)	(17,793)	(88,684)
Net income/(expenditure) before transfers		(40,270)	(10,110)	(50,380)
Gross transfers between funds		-	-	-
Net movement in funds		(40,270)	(10,110)	(50,380)
Reconciliation of fund:				
Total funds brought forward		72,827	20,617	93,444
Total funds carried forward	11	32,557	10,507	43,064

Statement of Financial Activities for the 12 months ended 31 March 2020

	Notes	Unrestricted Funds £	Restricted Funds ¹ £	Total funds 2020 £
Income & endowments from:				
Donations and fundraising activities	3	152,363	51,116	203,479
Investment income		-	-	-
Total income		152,363	51,116	203,479
Expenditure on:				
Charitable grants	4	(148,535)	(1,116)	(149,651)
Support costs	5	-	(47,716)	(47,716)
Total expenditure		(148,535)	(48,832)	(197,367)
Net income/(expenditure) before transfers		3,828	2,284	6,112
Gross transfers between funds		-	-	-
Net movement in funds		3,828	2,284	6,112
Reconciliation of fund:				
Total funds brought forward		68,999	18,333	87,332
Total funds carried forward	11	72,827	20,617	93,444

¹Restricted Funds relate to donations made in response to specific projects. This includes the Operational Costs fund which is fully funded each year by the Trustees to cover the operating costs of the Charity, thus ensuring that all other income raised can be used on charitable grants.

Balance Sheet as at 31 March 2021

	Notes	2021 £	2020 £
Fixed assets:			
Tangible assets	9	-	320
Current assets:			
Other debtors		17,155	-
Cash at bank and in hand	10	35,785	98,600
Creditors: amounts falling due within one year		(9,876)	(5,476)
Net current assets/(liabilities)		43,064	93,124
Net assets		43,064	93,444
Funds of the Charity:			
Unrestricted funds	11	32,557	72,827
Restricted income funds	11	10,507	20,617
Total funds		43,064	93,444

The financial statements on pages 22 to 31 were approved by the Trustees, authorised for release on:

22 / 11 / 21

and signed on their behalf by:



Oliver Brendon
Chairman

Financial Statements

Notes to the financial statements for the year ended 31 March 2021

1. Basis of preparation

The financial statements of the charity have been prepared on the basis of historic cost in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- Accounting Standards; and
- The Charities Act.

There have been no changes to accounting policies, nor changes to the accounts of prior years.

2. Accounting policies

Recognition of Income and endowments

Donations and legacies

These are included in the Statement of Financial Activities (SoFA) when: the charity becomes unconditionally entitled to the income; and the monetary amount can be measured with sufficient reliability.

Investment income

Investment income is recognised on a receivable basis.

Gifts in kind

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.

Tax reclaims on donations and gifts

Gift Aid receivable is included in income, based on the amount recovered at the balance sheet date.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Expenditure and liabilities

Liability recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category.

Charitable grants

Grants payable are payments made to third parties in the furtherance of the charitable objectives of the charity. Single or multi-year grants are accounted for when the recipient has a reasonable expectation that they will receive the grant and the Trustees have agreed to pay the grant without condition and any condition attaching to the grant is outside the control of the charity.

Support costs

Support costs relate to all the costs and expenditure of the charity other than its charitable grants and are recognised as incurred. All Support costs are met out of the Operating Costs Fund, which is fully funded each year by the Trustees to cover the operating costs of the Charity, thus ensuring that all other income raised can be used on charitable grants. Support costs are further analysed in the following categories, with staff costs allocated by time spent:

Grant management costs

Grant management costs are all costs associated with the origination, appraisal and inspection of the charity's grant giving activities.

Fundraising and publicity

Fundraising and publicity costs are all costs associated with the charity's fundraising activities and events and related promotional activity.

Finance and governance

Finance and governance costs include costs of the preparation and independent review of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Office overheads

Office overheads are the charity's remaining central and support costs.

Taxation

The charity is a registered charity and is therefore exempt from taxation.

Tangible fixed assets

Individual fixed assets are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office equipment	33% straight line on cost

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Financial Statements

Notes to the financial statements for the year ended 31 March 2021

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired or incurred in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Foreign Exchange

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

Fund structure

Unrestricted income funds are general funds that are available for use in the provision of charitable grants at the trustees' discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose. The Operating Costs Fund is fully funded each year by the Trustees to cover the support costs of the Charity, thus ensuring that all other income raised can be used on charitable grants.

3. Analysis of income & endowments

	Unrestricted Funds £	Restricted Funds ¹ £	2021 £	2020 £
Personal donations	6,294	7,683	13,977	156,213
Gift Aid reclaimed	18,614		18,614	22,857
Fundraising events	5,713		5,713	24,409
Total income	30,621	7,683	38,304	203,479

¹ Restricted Funds relate to donations made in response to specific projects such as our online Covid Relief campaign which raised £183 during the year, which was put exclusively towards purchasing and distributing PPE in Southern Zambia. In addition, Restricted Funds also includes the Operational Costs Fund which is fully funded each year by the Trustees to cover the operating costs of the Charity, thus ensuring that all other income raised can be used on charitable grants.

Financial Statements

Notes to the financial statements for the year ended 31 March 2021

4. Grantmaking

Below are details of material grants provided during the period

Name of partner	Description	Purpose for which grants are made	2021 £	2020 £
Play it Forward Zambia ¹	Engages young people in education and health activities	Cover operational and administration costs of the organisation to enable them to deliver their education, nutrition and health support to children and young people.	53,534	59,015
The Butterfly Tree	Supports vulnerable children decimated by the HIV and AIDS pandemic	Improve education facilities, safe water & sanitation infrastructure in community schools	3,583	25,120
African Revival	Provides access to education for young people in rural villages	Improve education facilities, safe water & sanitation infrastructure in community schools	2,000	56,444
Kick4Life	A football club dedicated to social change and sustainable development	Consultancy work with 'K4L Assist' to define new strategy of our organisation in Zambia and the UK	-	3000
Tackle Africa	Uses the power of football to deliver HIV and sexual health education to young people	Improve young people's HIV knowledge and sexual reproductive health and rights (SRHR)	11,957	6,072
Total grants			71,074	149,651

4.1 Grant management costs

Support costs associated with grantmaking	4,977	21,631
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¹In June 2020, the Livingstone Youth Football Academy (as seen in the year ending 31 March 2020 accounts) changed its name to Play it Forward Zambia.

Financial Statements

Notes to the financial statements for the year ended 31 March 2021

5. Analysis of support costs

	2021 £	2020 £
Grant management	4,977	21,631
Fundraising and publicity	7,661	14,098
Finance and governance	2,093	6,083
Office overheads	2,879	5,904
Total support costs	17,610	47,716

6. Trustee and auditor remuneration and expenses

During the year ended 31 March 2021, no Trustees received any remuneration or other benefits in respect of their position as Trustee of the charity.

6.1 Net income for the period is after charging:

	2021 £	2020 £
Independent examiner fees and expenses	600	600

Financial Statements

Notes to the financial statements for the year ended 31 March 2021

7. Paid employees

7.1 Staff costs

	2021 £	2020 £
Gross wages, salaries and benefits in kind	6,750	30,000
Employer's National Insurance Costs	2,187	2,903
Pension costs	920	1,200
Medical insurance	98	57
Total staff costs	9,955	34,160

7.2 Average number of full-time equivalent employees in the last year

	2021 FTE	2020 FTE
Total	1	1

7.3 Defined contribution pension scheme

The charity provides its full-time employees with access to a defined-contribution pension scheme, the costs of which in the current period are detailed in 7.1 above.

8. Taxation

The charity is a registered charity and is therefore exempt from taxation.

¹Due to the ongoing Covid-19 pandemic, ATD Travel Services Ltd reduced the amounts recharged to Play it Forward in respect of staff salary costs to financially support the charity during a period of reduced income.

Financial Statements

Notes to the financial statements for the year ended 31 March 2021

9. Tangible fixed assets

	Computer and IT equipment £	Total £
Cost		
As at 1 April 2020	1,134	1,134
As at 31 March 2021	1,134	1,134
Accumulated depreciation		
As at 1 April 2020	814	814
Charge for the period	320	320
As at 31 March 2021	1,134	1,134
Netbook value		
As at 1 April 2020	320	320
As at 31 March 2021	-	-

10. Creditors and accruals

	Amounts falling due within one year	
	2021 £	2020 £
Other accruals	9,876	5,476
Total	9,876	5,476

Financial Statements

Notes to the financial statements for the year ended 31 March 2021

11. Funds

11.1 Funds held

Fund name	Type	Purpose and restriction
General Fund	Unrestricted	Unrestricted income funds are general funds that are available for use in the provision of charitable grants at the trustees' discretion in furtherance of the objectives of the charity.
Operating Costs Fund	Restricted	The Operating Costs Fund, which is fully funded each year by the Trustees, covers the operating costs of the Charity, thus ensuring that all other income raised can be used on charitable grants.
Covid Relief	Restricted	This fund was a small online emergency campaign during the year specifically to raise money to respond to the Covid-19 pandemic in Southern Zambia [£183 was raised, which was combined with a further £5,583 from unrestricted funds to buy PPE materials and equipment to distribute to children at the schools with which we work].

11.2 Movements of major funds in 12 months to 31 March 2021

	Balance at 1 April 2020 £	Incoming resources £	Outgoing resources £	Balance at 31 March 2021 £
Unrestricted funds:				
General Fund	72,827	30,621	(70,891)	32,557
Restricted funds:				
Operating Costs Funds	20,617	7,500	(17,610)	10,507
Covid Relief	-	183	(183)	-
Total Funds	93,444	38,304	(88,684)	43,064

11.2 Movements of major funds in 12 months to 31 March 2020

	Balance at 1 April 2019 £	Incoming resources £	Outgoing resources £	Balance at 31 March 2020 £
Unrestricted funds:				
General Fund	68,999	152,363	(148,535)	72,827
Restricted funds:				
Operating Costs Funds	18,333	50,000	(47,716)	20,617
Hunger Relief	-	1,116	(1,116)	-
Total Funds	87,332	203,479	(197,367)	93,444

Financial Statements

Notes to the financial statements for the year ended 31 March 2021

12. Transactions with related parties

12.1 Operating expenses and loan amounts

Certain operating and support costs of the charity (including all employee costs) are initially met by ATD Travel Services Limited a company majority owned and controlled by Oliver Brendon, Chairman and Trustee of Play it Forward. Such expenses incurred are fully re-charged to the charity at cost and any amounts owing between the two entities settled periodically at arm's length. At the year-end no amounts were owed between the parties (March 2020: £Nil).

During the year the charity entered into the following transactions with a related party:

Play it Forward Zambia

In June 2020 The Livingstone Youth Football Club changed its name to Play it Forward Zambia. The charity has a close working relationship with Play it Forward Zambia which is a registered NGO based in Zambia. Under an agreement with the two entities Play it Forward in the UK is obliged to provide support to Play it Forward Zambia in the development of strategies, projects, targets and budgets, to raise funds and raise the international profile of Play it Forward Zambia, to assist with monitoring and evaluation, and to provide technical support. Under the agreement, Play it Forward Zambia is obliged to work closely with Play it Forward on strategies, projects, targets and budgets, to assist with fundraising applications, to use funds raised by Play it Forward as agreed, and to provide financial and operational reports.

In the year ending 31 March 2021, grant funding of £53,534 was transferred to Play it Forward Zambia (March 2020: £59,015 as the Livingstone Youth Football Academy).



Play it Forward

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play it 
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