

Trustees' Report and Financial Statements

Year ended 31 December 2007

Charity Number: 1085096 Company Number: 03914873

Annual Report and Accounts for the Year ended 31 December 2007

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Legal and administrative details

Women and Children First (UK) was incorporated on 7 January 2000 and was registered as a company limited by guarantee (number 03914873) and was registered as a charity (number 1085096) on 21 February 2001. The governing instrument is the Memorandum and Articles of Association. All the members of the charitable company are Trustees and undertake to contribute to its assets in the event of it being wound up while still a member, such amount as may be required not exceeding £10.

Board of Trustees (Directors)

The following were Trustees during the year:
Peter Clokey
Anthony Costello
Ronald Finlay
Jenny Goodwin
Claudia McConnell
Imogen Sharp - resigned 31 July 2007
Kerry Swanton - resigned 24 January 2008
Anthony Williams

Changes subsequent to the 31 December 2007 in addition to those noted above: Patricia Hindmarsh, Vice Chair appointed 24 January 2008 Hazel Slavin, Chair from 24 January 2008, appointed 24 January 2008

Company Secretary

Anthony Costello

Treasurer

Peter Clokey

Patrons

David Latchman Baroness Massey of Darwen

Chief Executive

Ros Davies

Registered office and operational address

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Auditors

H W Fisher & Co.

Acre House, 11/15 William Road, London NW1 3ER

Bankers

National Westminster Bank

Willesden Green Branch, Station Parade, Willesden Green, London, NW2 4NN

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Report of the Board of Trustees

The Trustees, who are also Directors of the charitable company for the purposes of the Companies Act, present their annual report and the audited financial statements of Women and Children First for the year ended 31 December 2007. The Trustees confirm that the annual report and financial statements of the Charitable Company comply with the current statutory requirements, the requirements of the Charitable Company's governing document and the provisions of the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005.

Objectives, Aims and Approach

Charitable Objectives

The company is a charity whose principal objects are to improve the health, nutrition and welfare of women and children in poor communities.

Mission

Women and Children First's Mission is to improve the health and welfare of women and children in poor communities particularly in developing countries.

Our particular focus is on pregnancy and the first 28 days of life.

Approach

We work in partnership with governments, health service providers and local communities to find out what works best to reduce maternal and infant deaths. We aim to assist in finding, and put into practice, local solutions that genuinely meet the needs of women and children.

We improve the health of mothers and their newborns by:

- Supporting communities
- Strengthening health services
- Advocating for improved policies, practices and funding for maternal and newborn health.

Working in close collaboration with staff in the University College London Centre for International Health and Development (CIHD) in London, we are at the hub of innovation.

Goals

Our key goals are:

- Promoting safe motherhood and newborn care
- Developing effective and sustainable solutions to maternal and newborn health problems
- Enabling communities to use and seek appropriate care
- Strengthening accessible and appropriate health services
- Advocating best practice locally, nationally and internationally.

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Achievement and Performance

Women and Children First's strategy

The five year strategic plan, launched in 2006, focuses on scaling up programme activities, consolidating existing work and developing the capacity and resources of Women and Children First to manage and implement this work.

By 2010 Women and Children First aims to be active in between 3 and 5 programme countries, employ 5 staff in the UK and 600 through its programmes in the field, secure an annual turnover of £1.5m and have a Board comprising 10 Trustees.

Programme themes

Women and Children First's programmes are based on these main themes:

Community mobilisation

Women and Children First's programmes achieve community mobilisation primarily through women's groups which have been shown to make a significant contribution to improving the health and wellbeing of communities; this works by empowering communities to identify and address important needs themselves. Women and Children First will build on current programme work to evaluate women's groups and the solutions they have identified to improve health. We will work to ensure successful interventions can be sustained, scaled up and supported by policy makers.

Health service strengthening

This component aims to develop the capacity of low-income countries to plan, manage and deliver high-quality healthcare equally within communities. The World Health Organisation (WHO) states that effective healthcare systems need access to qualified staff, funds, information, supplies, transport, communications and overall guidance and direction, and have to provide services that are responsive and equitable. Women and Children First will continue to run training courses, developing and revising materials as necessary.

Cross cutting themes

In all the countries in which Women and Children First is providing programme support, women and girls are significantly disadvantaged by poor levels of education. Our focus is on working with women in communities and, where there is scope to expand this work, to reach larger numbers including younger and the most marginalised women. HIV/AIDS is an increasing burden in the poorest countries and we will address this issue in our training programmes and in community mobilisation activities where appropriate.

Achievements during 2007

Specific objectives for 2007 were:

- To continue to implement the first phase of the strategic plan, particularly strengthening leadership and increasing managerial capacity
- To respond to requests for assistance in improving maternal and newborn health in poor communities and secure funding to implement new work, particularly to seek further funding for new programmes of work in India and Nepal
- To consolidate plans to scale up current work in Bandladesh and Malawi
- To participate in UK, regional and global advocacy activities.

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implementing the strategic plan

Women and Children First's staffing was considerably strengthened in the second half of the year through the appointment of a Chief Executive Officer from July 2007, who has a brief to undertake organisational development as a prelude to planned organisational growth. The full time Programme Officer, funded by the Big Lottery Fund continued in her role.

Plans to secure funding for a scale-up programme in Bangladesh and India were further developed with CIHD and partner NGOs in Bangladesh and India following a request from the Big Lottery Fund to develop a second stage proposal for presentation to the Lottery's International Strategic Grant Committee for consideration at its meeting in February 2008. This proposal was successful and will enable Women and Children First and its partners to work, over a five year period, towards coverage of effective maternal and newborn interventions across Bangladesh and seven states in India.

Work with partners

During the year Women and Children First continued to work with existing partners in Bangladesh and Malawi and continued to seek funding for its partner in Nepal and began developing working relations with a new partner in India.

Bangladesh

Collaboration with the Diabetic Association of Bangladesh (DAB) continued in three districts covering a total population of 500,000 mobilising communities through women's groups with a focus on maternal and newborn health. The second phase of the programme, funded with a new grant from the Big Lottery, started in October 2006 and will run until September 2008 with a focus on scaling up activities to reach larger numbers of women and their families. Over 2,000 women meet every month in the women's groups and these women have themselves reached thousands of others who are not group members. Over 4,000 men and other family members were involved in women's groups activities during 2007.

Malawi

A three and a half year Big Lottery grant is funding a programme in the Ntcheu district until September 2008. The programme is being implemented in partnership with the Ministry of Health, with significant technical inputs from the CIHD. The programme covers half of the district (200,000 population) focusing on improving maternal and newborn health to align with the Malawi government's Road Map for Accelerating the reduction of Maternal and Neonatal Morbidity and Morbidity. A key goal is to work with communities to improve links between pregnant women and healthcare providers. Programme staff work closely with district health staff and communities to achieve this goal. A mid-term survey was conducted in June 2007 that showed improvements in the uptake of antenatal care, patient satisfaction at facilities and knowledge of good maternal and newborn care. Following this survey a follow on project was designed and a proposal for the second phase was submitted to Comic Relief. The new project will scale up the number of women's groups and also establish girl's groups to provide effective information and a continuum of care for both adolescents and pregnant women.

A second programme in Malawi, The Health Foundation Consortium, achieved notable results in 2007 with the establishment of over 700 women's groups reaching out to 10,000 women in the districts of Salima, Kasungu and Lilongwe. This programme represents the

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largest women's groups intervention for maternal and newborn health worldwide. Plans are underway for a second phase of the programme which will run until 2012.

Nepal

A proposal was submitted to the Department for International Development's Civil Society Challenge Fund in July 2007 for further work with Mother and Infant Research Activities (MIRA) in Nepal and a request for funding was also posted on *The Big Give* website. The outcome of these proposals was not known by the end of 2007.

Participation in UK, regional and global advocacy activities

Women and Children First is a member of the global Partnership for Maternal, Newborn and Child Health launched in September 2005, to focus global efforts to scale up resources, strategies and political commitments to achieve Millennium Development Goals (MDG) 4 and 5¹. The vision of the Partnership is to reduce maternal, newborn and child mortality and morbidity through universal coverage of essential care.

During 2007 discussions were held with various donors and policy-makers through which Women and Children First identified two gaps in UK based advocacy on maternal and child health: firstly there is no specific forum around maternal, newborn and child health for UK-based actors to share experiences, learn lessons and co-ordinate advocacy initiatives and messaging; and secondly there is no focal point for donors and policy makers to consult with. Women and Children First therefore designed a workshop as a starting point from which to address these gaps and stimulate UK collaboration in this area. Funding for this initiative was secured from UNFPA and DFID (the latter in early 2008); the workshop took place in March 2008 and will be followed up with activity informed by the workshop outcomes.

Relationships with other organisations

Women and Children First continued to work with the Centre for International Health and Development, providing evidence based research and technical support, which is being applied in the international programmes.

In addition to being a member of the Partnership for Maternal, Newborn and Child Health, Women and Children First is a member of the White Ribbon Alliance and is represented on the steering committee and maternal health working group of the UK Network for Sexual & Reproductive Health and Rights.

Future Plans

In 2008 and 2009 Women and Children First intends to continue implementing its existing strategic plan. This will include:

- Building on achievements to date to scale up work in Bangladesh and Malawi and establish a scale-up programme in India
- Strengthening communications and advocacy work in the UK
- Securing additional high profile supporters to assist in raising the organisation's profile

¹ MDG 4 – reduce by two thirds, between 1990 and 2015, the under five mortality rate MDG 5 – reduce by three quarters, between 1990 and 2015, the maternal mortality ratio

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 Increasing and diversifying its income sources particularly through voluntary fundraising to fund core costs.

Principal Funding Sources

Women and Children First receives funding from a number of sources and is grateful to the following donors for their support and collaboration in 2007:

- The Big Lottery Fund
- The Health Foundation
- The UN Population Fund (UNFPA)
- Peter Clokev
- Various individual donors
- The Centre for International Health and Development (CIHD), London, for their technical advice and for hosting Women and Children First at the Institute of Child Health.

Financial Review

Total income for 2007 was £186,909 (2006 £178,608) of which the majority was from donor grants. This year was the first time that Women and Children First received funding from UNFPA. Donations increased slightly but the vast proportion was from one individual.

Total expenditure was £242,255 (2006 £157,935).

All expenditure during the year was in support of the organisation's specific objectives.

Structure, Governance and Management

Organisational Structure

The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles, one third of the Trustees retire by rotation each year, but may seek re-election at the AGM. There is no maximum to the number of Trustees. There are currently eight Trustees.

Following a transparent recruitment process two new Trustees were recruited and appointed in January 2008. One of these, Hazel Slavin, was elected as Chair and the other, Patricia Hindmarsh, was elected as Vice-Chair. Women and Children First extends a warm welcome to the new Trustees who bring valuable additional knowledge, skills and experience to the Board of Trustees.

The Board of Trustees meets four times during the year and is responsible for policy decisions which are then implemented by the staff.

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In 2008 the Board will also establish a Finance Committee which will meet prior to each Board meeting and a Fundraising Committee which will focus on securing voluntary income.

Responsibilities of the Trustees (Directors)

Company law requires the Trustees to prepare financial statements that give a true and fair view of the state of affairs of the company/charity and of the profit and loss of the company/charity at the end of the financial year. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make sound judgments and estimates that are reasonable and prudent
- Prepare the financial statements on the going concern basis unless it is appropriate to presume that the company will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enables them to ensure that the financial statements comply with the Companies Act 1985. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees

The Trustees, who are Directors for the purpose of company law and Trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out on page 3.

Trustees have skills and knowledge in international development, maternal and newborn health, paediatrics, primary healthcare programme management, nutrition, public health, reproductive health, health promotion and communications, finance, communications, public relations, fundraising, policy and advocacy, working with the media, research and evaluation.

Following Imogen Sharp's resignation on 1 August 2007, Claudia McConnell served as Chair of Women and Children First until a new Chair was recruited. Claudia stepped down from this role in January 2008. The Board thanks both Imogen and Claudia for serving as Chair during 2007.

Methods for recruitment and appointment of Trustees

Trustees are recruited through open advertising and through professional networks and are appointed by existing Trustees who are the members of Women and Children First.

Trustee induction and training

New Trustees are given an introduction to the organisation by the Chair and Chief Executive and a Trustee Induction Pack.

All Trustees are encouraged to attend relevant, affordable external Trustee training courses.

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Management

The Trustees delegate day to day management of the charity to the Chief Executive, Ros Davies, who joined as Women and Children First's first Chief Executive in July 2007.

Organisational Policies

Risk management

The Trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Risks to external funding have led to the development of a strategic plan, which will allow for the continuation of funding in the medium term through programme grants. Internal risks are minimised by the implementation of good management systems and procedures within the Women and Children First office, ensuring consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Investment policy

The Trustees have considered the most appropriate policy for investing funds. Reserve funds are placed on deposit with a leading financial institution.

Reserves Policy

The Trustees have formulated a policy whereby the free reserves held by Women and Children First should equate to approximately three months of unrestricted expenditure which for 2008 would require approximately £12,000. This should enable current activities to continue in the short term should funding drop significantly.

As at 31 December 2007 the unrestricted reserves amounted to £14,179 (2006 £734) which did meet policy requirements

Both the policy and its implementation are under regular scrutiny.

Auditors

Disclosure of information to auditors

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

HW Fisher was appointed as the charitable company's auditors at the Annual General Meeting held on 17 October 2007 and has expressed willingness to continue in that capacity.

oproved by the Trustees on 15 May 2008 and signed on their behalf by:

Peter Clokey, Treasurer

Annual Report and Accounts for the Year ended 31 December 2007

Independents Auditors' Report

To the Members of Women and Children First (UK)

We have audited the accounts of Women and Children First (UK) for the year ended 31 December 2007 set out on pages 13 to 17. These accounts have been prepared under the accounting policies set out on page 15.

This report is made solely to the company's members, as a body, in accordance with section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Trustees and auditors

As described on pages 9, the Trustees, who also act as Trustees for the charitable activities of Capital Community Foundation, are responsible for the preparation of accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards (UK and Ireland).

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion the information shown in The Trustees' Report is consistent with the accounts, if the charity has not kept proper accounting records, or if we have not received all the information and explanations we require for our audit, or if information specified by law regarding Trustees members' remuneration and transactions with the charitable company is not disclosed.

We read other information contained in the Trustees' Report, and consider whether it is consistent with the audited accounts. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the accounts. Our responsibilities do not extend to any other information.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the Trustees in the preparation of the accounts, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the accounts are free from material misstatement, whether

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caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the accounts.

Opinion

In our opinion:

- the accounts give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice of the state of the charity's affairs as at 31 December 2007 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended;
- the accounts have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Trustees' Report is consistent with the accounts.

H. W. Fisher & Company

Chartered Accountants & Registered Auditor

IN Filowa

Acre House

11-15 William Road

London

NW1 3ER

United Kingdom

Dated: 28 100 8

Women and Children First (UK)

Statement of financial activities (incorporating an income and expenditure account)

Year ended 31 December 2007

Year ended 31 December 2007				2007	2006
		Restricted U	nrestricted	Total	Total
	Note	£	£	£	£
Activities in furtherance of the C	harity's objects				
Grants received	2	170,585		170,585	163,961
Donations		-	12,845	12,845	. 11,861
Investment income		-	2,968	2,968	2,786
Sundry income			511	511	-
Total incoming resources		170,585	16,324	186,909	178,608
•		_	-	-	
Resources expended					
Costs of generating funds:			4 404	4 40 4	4.075
Fundraising and publicity	/	-	1,434	1,434	1,875
Charitable expenditure					
Project costs - overseas	and UK	239,356	279	239,635	154,434
Governance costs			1,186	1,186	1,625
Coromanos coste					
Total charitable expenditure		239,356	1,465	240,821	156,059
- 4.1		220.256	2,899	242,255	157,934
Total resources expended	3	239,356	2,099	242,299	137,834
Net (outging)/incoming	4	(68,771)	13,425	(55,346)	20,674
itot (oatging)/mooning	•	(,)	,	,, <i>-</i> ,	•
Funds at 1 January		98,139	754	98,893	78,219
Funds at 31 December		29,368	14,179	43,547	98,893
rulus at 31 December			17,170		

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 9 to the financial statements.

Balance sheet

31	Decem	her	2007
J	Decem	IDCI	LUUI

31 December 2007					
	Note	£	2007 £	2006 £	
Fixed assets	_		_	4	
Tangible fixed assets	7		1	1	
Current assets					
Debtors		698		-	
Cash at bank and in hand		49,254		104,595	
· .		49,952		104,595	
Creditors: amounts due within one year	•				
Other creditors and accruals		6,406		3,407	
Taxes and social security				2,296	
		6,406		5,703	
Net current assets			43,546	98,892	
Net assets			43,547	98,893	
Funds	8				
Restricted funds	9		29,368	98,139	÷
Unrestricted funds - general	9		14,179	754	
Total funds			43,547	98,893	

Approved by the Trustees on 15 May 2008 and signed on their behalf by:

Treasurer

Notes to the financial statements

Year ended 31 December 2007

1. Accounting policies

- a) The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Companies Act 1985. They follow the recommendations in the Statement of Recommended Practice, Accounting and Reporting by Charities (issued in February 2005).
- b) Voluntary income is received by way of donations and gifts and is included in full in the statement of financial activities when receivable. Volunteer time is not included in the financial statements.
- c) Grants are recognised in full in the statement of financial activities in the year in which they are receivable, unless they relate to a specific future period, in which case they are deferred.
- d) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.
- e) Governance costs include the management of the charitable company's assets, organisational management and compliance with constitutional and statutory requirements.
- f) Depreciation is provided at rates calculated to write down the cost of each asset on a straight line basis to its estimated residual value over its expected useful life, which in all cases is estimated at three years. Items of equipment are capitalised when the purchase price exceeds £500.
- g) Restricted funds are to be used for specific purposes as laid down by the donor. Costs which meets these criteria are charged to the funds.
- h) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity.
- i) The costs of generating funds relate to the costs incurred by the charitable company in raising funds for the charitable work.
- j) The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable under the scheme by the charity to the funds. The charity has no liability under the scheme other than for the payment of those contributions.

2.	Grants received	2007	2006
		£	£
	Big Lottery Fund - Malawi	60,805	104,263
	The Health Foundation - Malawi	18,709	42,036
	Big Lottery Fund - Bangladesh	78,476	17,662
	UNFPA - UK Advocacy for MDGs 4 & 5	12,595	-
		170,585	163,961

Women and Children First (UK)

Notes to the financial statements

Year ended 31 December 2007

3. Total resources expended

2006 Total	costs	сų	1,875	63 150	6, 50	1	78,245	1,696	5,029		1,457	6,482	157,934	
2007 Total	costs	ч	1,434	127 000	000,17	5,250	93,608	994	9,401		3,382	1,186	242,255	
Governance		ભ	i	1	•		t	•	ı		•	1,186	1,186	
Projects Fundraising	& publicity	СH	1,434	;	1		•	ı	1		•	1	1,434	
Projects	costs		•	127 000	000,721	5,250	93,608	994	9,401		3,382		239.635	
		Note		: 000	See I. Delow		S.				•			
			Fundraising	Grants paid to overseas	organisations	Consultants	Staff costs	Communications	Travel	Insurance, recruitment and	office expenses	Professional and legal		

i. Grants to overseas organisations are monitored by the charity on a quarterly basis and reports made to the initial funders.

ii. Project costs include support costs in accordance with agreements with the funders. iii. Free office accommodation has been provided by The Centre for International Health and Development.

Notes to the financial statements

For the	vear	ended	31	December	2007
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4. Net incoming resources for the year This is stated after charging: 2007	2006
£	£
Depreciation -	
Auditors' remuneration: audit 1,100	1,125
Auditors' remuneration: other services -	-
Trustees' remuneration -	-
Trustees' expenses 516	548
being the reimbursement of travel costs to 2 trustees (2 - 2006)	
5. Staff costs	0.000
2,007	2,006
£	£
Salaries 76,241	63,409
Social security costs 8,023	6,940
Pension contributions 9,345	7,896
93,609	78,245

No employee earned emoluments of more than £60,000 (similarly - 2006). Pension contributions outstanding at the end of the year amounted to £nil (£1,919 - 2006). The average weekly number of employees (full-time equivalent) during the year was 2.0 (1.7 - 2006).

6. Taxation

Cost

The company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

£

7. Tangible fixed assets

	At 1 January and 31 December 2007			2,158
	Depreciation At 1 January and 31 December 2007			2,157
	Net book value At 1 January and 31 December 2007			1
	There were no movements in fixed assets in the year.			
8.	Analysis of net assets between funds	Restricted	Unrestricted	·
		funds	funds	Total funds
		£	£	£
	Tangible fixed assets	-	1	1
	Net current assets	29,368	14,178	43,546
	Net assets at 31 December 2007	29,368	14,179	43,547

Notes to the financial statements

9.

For the year ended 31 December 2007

١.	Movements in funds				
		At 1			At 31
		January	Incoming	Outgoing	December
		2007	resources	resources	2007
		£	£	£	£
	Restricted funds:			•	
	Big Lottery Fund - Malawi	55,393	60,805	(112,676)	3,522
	Big Lottery Fund -Bangladesh	11,128	78,476	(85,485)	4,119
	The Health Foundation - Malawi	31,618	18,709	(31,950)	18,377
	UNFPA - UK Advocacy for MDGs 4 & 5		12,595	(9,245)	3,350
	Total restricted funds	98,139	170,585	(239,356)	29,368
	Unrestricted funds:				
	General funds	754	16,324	(2,899)	14,179
	Total funds	98,893	186,909	(242,255)	43,547
				· · · · · · · · · · · · · · · · · · ·	

The purpose of all restricted funds is to improve the health and welfare of women and children in poor communities in the countries specifed