

The Foundation for the Advancement of Assistive Technology

The Trustees Report

Working name: FAST

Charity Number: 1061636

Company Number: 3331184

Principal Address: Mary Marlborough Centre
Windmill Road
Headington
Oxford OX3 7LD

Governing Document: Private limited company governed by Memorandum
and Articles of Association registered with Companies
House

Patron and President: His Grace the Duke of Marlborough

Vice-President: Bert Massie CBE

Board of Trustees: Peter Field MBE (Chairman)
Martin Ferguson-Pell Ph.D.
Ann Stead OBE
Prue Fuller MBE
Andy Chase
Julian Le Good Bsc Dipl. Arch (Ox) RIBA



The Foundation for the Advancement of Assistive Technology

The Trustees Report Contd

Solicitors:

Morgan Cole
Buxton Court
West Way
Oxford
OX2 0SZ

Accountants:

Critchleys
1-5 Broad Street
Oxford
OX1 3AW

Insurance brokers:

Spink Insurance Consultants Ltd
2 Cherwell Drive
Headington
Oxford
OX3 0LY

Mission Statement:

The Foundation for the Advancement of Assistive Technology, FAST, exists to raise awareness of, stimulate debate about, and develop new approaches to the relationship between disability, aging and emerging technologies. Our mission is to maximise personal autonomy by promoting collaboration between users of assistive technology, service providers, product manufacturers and those involved in research and development.

N.B. *Assistive Technology* is an umbrella term for any device or system that allows an individual to perform a task they would otherwise be unable to do or increases the ease and safety with which the task can be performed.

FAST's objectives are:

1. Raise awareness of emerging technologies
2. Promote and facilitate collaboration
3. Enable professionals to be more effective

The Foundation for the Advancement of Assistive Technology

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Activities in the year

Staff recruitment

A full-time Information Officer/Database Administrator has been recruited, with 80% funding from Section 22 contract to work on the database and website

A part-time assistive technology researcher has been recruited who is currently responsible for establishing FAST's User Forum (see below)

A contractor has been employed to carry out the web scripting element of the on-line database

User Forum

A User Forum has been established and users of assistive technology are being recruited via disability organisations and publications. The membership is currently in the region of approx 100 and a working target of approx 600 has been set. The forum has been broken down into categories of impairment, with target numbers for each impairment category. The forum is currently being consulted on elements of the website design (in particular the "I Wish" page) and in future will be involved in relevant projects. Proposals have been submitted to charitable funding bodies for support for this work.

Development of database and website

Due to the receipt of a grant from the DoH, the structure of the database (see previous documentation relating to grant) is now complete and the beta website is on-line and being tested. The process of information gathering which is FAST's core and essential activity is constant and the database continues to grow, standing currently at over 500 organisations. The website includes links to all other relevant information providers. The website was launched at the House of Commons on January 18th 2001.

Section 22 Report

FAST has secured the DoH contract to produce the Section 22 parliamentary report on disability equipment research and development. As the contract requires this information to also be available on-line this work dovetails with FAST's comprehensive database and website and the Section 22 related information will form an integral part of the on-line database.

"Researching Needs-Led Development"

FAST gave a presentation at a DoH conference on user involvement in NHS research, "Research Who's Learning?"

Churchill Fellowship

Moir Mitchell has been awarded a Churchill Fellowship to travel to the USA to investigate how equipment development is funded, carried out and disseminated there. She has a tight schedule, visiting approx 20 organisations in October 2000. The information gathered from this research will inform FAST's work for the future.

The Foundation for the Advancement of Assistive Technology

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Financial Review of the year

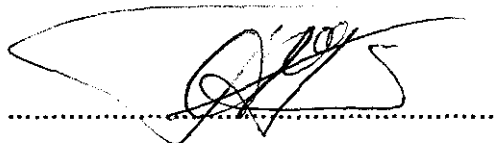
Total incoming resources for the year increased from £27,545 in 1999 to £68,801 in 2000. Expenditure increased in line with additional income, the deficit for 1999 of £770 compares with a surplus of £10,626 in 2000.

The charity received £8,077 of restricted funds for the RICAbility Telephone Trial project, which was fully spent in the year.


In addition to the existing Project Grant from the Department of Health, the charity received £18,000 of restricted funds towards the development of our on-line assistive technology research and development information resource. As at the 31st March 2000 £8,233 is unspent.

Section 64 grant monies increased from £27,143 in 1999 to £40,000 in 2000.

Signed on behalf of the trustees

A handwritten signature in black ink, appearing to read 'Peter Field', written over a horizontal dotted line.

Peter Field OBE

A handwritten signature in black ink, appearing to read 'Ann E. Stead', written over a horizontal dotted line.

Ann Stead OBE

26th January 2001

The Foundation for the Advancement of Assistive Technology

Accounts for the year ended 31st March 2000

Independent Examiners Report to the trustees

I report on the accounts of the charity for the year ended 31st March 2000, which are set out on pages 6-11.

Respective Responsibilities of trustees and the examiner

As the charities trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43 (2) of the charities act 1993 (the act) does not apply. It is my responsibility to state, on the basis of procedures specified in the general directions given by the charity commissioners under section 43 (7) (b) of the act, whether particular matters have come to my attention.

Basis of independent examiners report

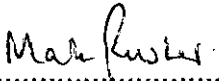
My examination was carried out in accordance with the general directions given by the charity commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent Examiners 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
 - a) to keep accounting records in accordance with section 41 of the act; and
 - b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the act.have not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Date: 26th January 2001


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Mark Rusher ACCA
Partner in Critchleys Chartered Accountants

The Foundation for the Advancement of Assistive Technology

Statement of Financial Activities for year ended 31st March 2000

	Note	Unrestricted 2000 £	Restricted 2000 £	Total 2000 £	Total Unrestricted 1999 £
Incoming resources					
Grants	1	40,000	27,299	67,299	27,143
Donations			1,125	1,125	-
Interest receivable	1	377	-	377	402
Other		-	-	-	-
Total incoming resources		40,377	28,424	68,801	27,545
Resources expended					
Direct charitable expenditure	2	36,644	20,191	56,835	27,565
Fundraising and publicity		120	-	120	-
Administration	3	1,220	-	1,220	750
Total resources expended	4	37,984	20,191	58,175	28,315
Net incoming resources		2,393	8,233	10,626	(770)
Total funds brought forward		13,346	-	13,346	14,116
Total funds carried forward		15,739	8,233	23,972	13,346

All activities are continuing, except in relation to restricted funds which were fully spent in the year. There are no gains or losses other than those recognised above.

The notes on pages 8-11 form part of these accounts.

The Foundation for the Advancement of Assistive Technology

Balance Sheet as at 31st March 2000

	Note	2000 £	1999 £
Fixed Assets			
Tangible Assets	6	4,375	3,210
Current Assets			
Cash at bank and in hand		23,370	10,137
Debtors	7	-	-
Total current assets		<u>23,370</u>	<u>10,137</u>
Current liabilities			
Creditors	8	<u>(3,773)</u>	-
Total current liabilities		<u>(3,773)</u>	-
Net current assets		19,597	10,137
Net assets		<u>23,972</u>	<u>13,347</u>
Funds			
Unrestricted funds	9	15,739	13,347
Restricted funds	10	<u>8,233</u>	-
Total funds		<u>23,972</u>	<u>13,347</u>

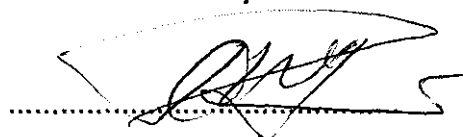
The notes on pages 8-11 form part of these accounts.

The trustees consider that for the year ended 31st March 2000 the company was entitled to exemption under sub-section (1) of section 249A of the Companies Act 1985. No notice from members requiring an audit, has been deposited under section 249B(2) of the Companies Act.

The trustees acknowledge their responsibility for ensuring the company keeps accounting records which comply with section 221 of the Companies Act 1985 and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and for its profit or loss for the financial year, and in accordance with the requirements of section 226 and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

The accounts are prepared in accordance with the special provisions in part VII of the companies Act 1985 relating to small companies.

The accounts on pages 6-11 were approved by the trustees on 26th January 2001 and signed on their behalf by:



Peter Field OBE
The Chairman



Ann Stead OBE
Trustee

The Foundation for the Advancement of Assistive Technology

Notes to the Accounts for the year ended 31st March 2000

1 Accounting Policies

The accounts have been prepared in accordance with the SORP "Accounting by Charities".

The following is a summary of the more important accounting policies;

- a. Grants
Grants are accounted for on a received basis
- b. Interest
Interest is accounted for on a received basis
- c. Fixed Assets
Fixed Assets are depreciated on a straight line basis over four years.

2 Direct Charitable Expenditure

	2000	1999
	£	£
Computer Supplies and Software	727	1,106
Travel expenses	2,285	288
Insurance	269	-
Salaries (note 5)	41,198	15,740
Wheelchair project	384	8,650
Miscellaneous	1,572	1,392
Depreciation	1,795	1,012
RICAbility Telephone Project direct costs	5,598	-
Database direct costs	2,188	-
Membership	43	-
Office costs	849	127
Conference costs	386	-
Publication external	291	-
Overhead reallocation	(750)	(750)
Total	<u>56,835</u>	<u>27,565</u>

The charity currently benefits from free accommodation from the Nuffield Orthopaedic Centre NHS Trust. This arrangement will cease in 2001.

The Foundation for the Advancement of Assistive Technology

Notes to the Accounts for the year ended 31st March 2000 Contd

3 Administration

	2000 £	1999 £
Overhead reallocation	750	750
Independent examiners fees	470	-
Total	1,220	750

4 Trustees remuneration and expenses

The trustees received no remuneration or expenses in the year, likewise in 1999. The charity intends to pay travel expenses in the future.

5 Salaries

	2000 £	1999 £
Salary cost	37,553	14,000
Employers national insurance	3,645	1,740
Total	41,198	15,740

The charity employed two full-time members of staff and reimbursed travel costs for a volunteer, included within travel costs.

6 Tangible Fixed Assets

	Total £
Cost	
As at 1 st April 1999	4,222
Additions	2,960
Disposals	-
As at 31 st March 2000	7,182
Depreciation	
As at 1 st April 1999	1,012
Charge for year	1,795
Disposals	-
As at 31 st March 2000	2,807
Net book value at 31 st March 2000	4,375
Net book value at 1 st April 1999	3,210

The Foundation for the Advancement of Assistive Technology

Notes to the Accounts for the year ended 31st March 2000 Contd

7 Debtors

	2000	1999
	£	£
Prepayments	-	-
Other	-	-
Total	-	-

8 Creditors

	2000	1999
	£	£
Accruals	3,773	-
Other	-	-
Total	3,773	-

9 Analysis of Assets between funds

	Unrestricted	Restricted	Total
	2000	2000	2000
	£	£	£
Fixed assets	3,697	-	3,697
Net current assets	12,042	8,233	20,275
Total	15,739	8,233	23,972

10 Restricted Funds

	RICAbility	Database	Other	Total
	Telephone Project	development grant		
	2000	2000	2000	2000
	£	£	£	£
Incoming resources	8,077	18,000	2,347	28,424
Resources expended	(8,077)	(9,767)	(2,347)	(20,191)
Net incoming resources	-	8,233	-	8,233
Funds brought forward	-	-	-	-
Funds carried forward	-	8,233	-	8,233

Details of the application of the restricted funds can be found in the Trustees Report.

The Foundation for the Advancement of Assistive Technology

Notes to the Accounts for the year ended 31st March 2000 Contd

11 Related Parties

There were no related party transactions in the year.

12 Trustees liability

As per the Memorandum and Articles, every member (trustee) undertakes to contribute such amount as may be required (not exceeding £1) to the charities assets if it should be wound up while he/she is a member or within one year after he/she ceases to be a member, for payment of the charities debts and liabilities contracted before he/she ceases to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves.

13 Capital Commitments

There were no capital commitments at 31st March 2000.

14 Post Balance Sheet Events

There were no post balance sheet events.