

Registered Charity Number  
1119977

Registered Company Number  
5567478

Muslim Research and Development Foundation Ltd  
Report and Accounts  
For The Year Ended  
31 December 2013



**Muslim Research and Development Foundation Ltd**  
**Report and accounts**  
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**Muslim Research and Development Foundation Ltd**  
**Company Information**

**Directors**

Y Patel  
J Rashid  
F Haibatan  
M Khalid (appointed 1 May 2014)

**Secretary**

J Rashid

**Auditors**

JA Associates (UK) Ltd  
Chartered Certified Accountants & Registered Auditors  
2 Suffolk Road  
Ilford, Essex  
IG3 8JF

**Solicitors**

Saracens  
16 Harcourt Street  
London  
W1H 4AD

**Registered office**

56 Greenfield Road  
London  
E1 1EJ

**Registered number**

1119977

## **Muslim Research and Development Foundation Ltd**

### **The report of the Trustees for the year ended 31 December 2013**

#### **Introduction**

The Trustees present their annual report and accounts for the year ended 31st December 2013.

The board of Trustees are satisfied with the performance of the charity during the year and the

#### **Name, registered office and constitution of the charity**

The full name of the charity is Muslim Research and Development Foundation. The charity is also known by the name MRDF.

The legal registration details are :-

<i>Date of incorporation</i>	19.9.2005
<i>Company Registration Number</i>	5567478
<i>The Registered Office is</i>	56 Greenfield Road London E1 1EJ
<i>Charity Registration Number</i>	1119977
<i>The telephone number is</i>	0203 246 0072

#### **Objectives and Activities of the Charity**

##### ***A summary of the objects of the charity as set out in its governing document.***

The charity's objects and principal activities as set out in the memorandum and articles of association continue to be that of :

- 1) To facilitate the development of leadership skills within the Muslim community.
- 2) The advancement of research into Islamic solutions to challenges faced by Muslim communities, as well as the general population, in the UK.
- 3) To Facilitate Muslims in furthering their knowledge.
- 4) To produce Islamic Media.
- 5) To undertake any charitable activity (in the pursuit of the above objectives).

##### ***Public benefit that is provided by the charity***

The Muslim Research & Development Foundation (MRDF) Public Benefit Report

Under guidance set out by the Charity Commission and legislation through the Charities Act 2011, MRDF regularly checks its activities, beneficiaries and outcomes so that they comply fully with the aims of the charity, which in itself must be for the public benefit.

#### **Benefits related to MRDF's charitable aims**

The trustees regularly monitor all ongoing and new activities undertaken by the charity in order to ensure that all the benefits found are related directly to the aims of the charity. Trustees carry out regular reviews and use the administration and the project delivery teams to adapt any activity or service so as to align it with the charity's aims.

#### **Benefits MRDF provides to the general public or to a specific section to the public**

Throughout its activities MRDF aims to provide identifiable public benefit. These benefits are detailed below along with the activity they derive from.

1. Sabeel Seminar & Residential Retreat Programme: better understanding of the faith in general, skills of Islamic deduction and interpretation of the sacred texts, the provision of solutions to challenges faced by Muslims residing in the West, giving young Muslims a clear workable identity and sense of belonging throughout their interaction with wider society, giving a clear understanding to the permissibility in many acts of citizenship in the UK (such as electoral voting).

2. Family Retreat: providing a holistic approach to living Islam in the West, providing areas of growth for youth and young adults of all ages in their interaction with their faith and the wider society, educating families on how to protect values and morals which are common within all societies, providing educational resources for families to experience the real benefit of Islam in modern society, undertaking training workshops to build stronger ties between family members and spouses, providing sporting activities for all sexes in a safe and friendly environment, building closer ties within the Muslim community and with all its tertiary members.

3. Eid FunFair, celebrating 'Eid al-Fitr': providing a fun and safe environment for Muslims & non-Muslims to experience and celebrate the end of the month of Ramadan. Encouraging all society to come together and celebrate the month of fasting; the month of Ramadan. Building closer ties between all members of society, promoting a more open community based on the traditions of the Last Prophet to Mankind, Muhammed (May God's Peace & Blessings Be Upon Him).

4. Eid Funday, celebrating 'Eid al-Adha': providing a fun and safe environment for Muslims & non-Muslims to experience and celebrate the marking of the great Pilgrimage. Encouraging all members of British society to come together and celebrate the end to a truly spiritual journey; which all Muslims should make once in their lifetime, if financially able. Educating Muslims as to the importance of this blessed occasion and the stature it holds in their faith. Again, building a stronger more open community based on the traditions of the Last Prophet to Mankind, Muhammed (May God's Peace & Blessings Be Upon Him).

5. Islam21c.com: providing guidance for Muslims living in the West in all areas of their faith. Providing the wider society with an insight to the issues revolving around the Muslim minority communities in the West. Providing clear direction and guidance from an Islamic perspective to attacks against normative Islam throughout the West and the modern world. Educating all members of society as to the key principles of normative Islam.

6. PropheticTimeLine.com: providing a highly interactive online resource on the life of the Prophet Muhammed (May God's Peace & Blessings Be Upon Him) to the whole of society. Giving a clear picture of the final Messenger to mankind, Muhammed (May God's Peace & Blessings Be Upon Him) while showing clarity to the misconceptions about the Messenger and his companions. Providing resources for primary schools and colleges on the life of Prophet Muhammed (May God's Peace & Blessings Be Upon Him).

7. iMedia: Capturing all the activities of the charity on recorded media, with the aim of providing resources for satellite & terrestrial stations in the production of suitable Islamic content programming. Also aiming to presenting the activities of the charity via online media distribution portals, such as YouTube & Vimeo & Halaltube.

8. 'Fatwa line' – support telephone line: providing answers to questions from Muslims and non-Muslims alike about aspects of Islam that affect their daily lives.

#### **Benefits are always balanced between detriment and harm**

The charity regularly conducts risk assessments to make sure benefits created by an activity or service are not undermined due to any harm caused to the activity, the beneficiaries or the charity itself. If it is found greater harm or detriment is caused over the benefit of a particular activity or service, the trustees will seek guidance from professionals on how to protect both the activity and the charity.

**Benefits for the general public as a whole and a specific section of the general public**

All of MRDF's activities are open to the general public to attend and benefit, some are more beneficial to the Muslim community as they aim to strengthen the faith of the community and give guidance to challenges it faces. There are no restrictions placed in the attendance or participation of any activity or service offered by the charity. The only exceptions are to those activities which refer to a practice of faith upheld by the Muslim community, such as leading prayers or other related acts of the Islamic faith.

The activities of the charity are offered throughout the country. Those activities such as the 'Family Retreat' and Eid Funday' which are based in one specific geographical location, are on a country wide yearly rotation plan aiming to benefit a wider portion of the public. Unfortunately some activity locations cannot be changed regularly due to the unavailability of suitable locations in other parts of the country. Suitable locations refer to both capacity and service cost. Online services such as Islam21c.com and Prophetictimeline.com are available to anyone who has an internet connection. In 2013, the office for national statistics showed 83% of UK households having access to the internet.

Regarding restricting those unable to afford the fees to some of the charity's activities and services, the charity has setup clear guidelines preventing any such individual from not-benefiting from its services. The charity aims to provide benefit in a material way that is related to the charity's aims for those who cannot afford its activity/service fees, including those in poverty.

MRDF believes there should be no barriers between a member of the community wanting to benefit from the charity's services/activities and their personal financial situation. To further this belief the MRDF has put into place the following:

1. Fees for any service/activity must follow the MRDF fees policy. The policy has at its centre the aim of charging an appropriate entry level cost for all the services offered. The charity aims to provide these services at a minimum cost, even though some services generate profit, they do so following a policy of proportional discounts. Fees are always approved by the trustees in line with the policy.
2. The policy provides students and those on low income\* with set discounts within each service/activity. Multiple participants from one family also have set discounts as do those attending services/activities from charities or community groups. \*Details as to what is 'low income' is provided in the policy document.
3. The policy also includes provisions for instalments for those unable to meet the fees of an activity/service. This provision is there for any participant who is unable to attend an activity/service due to being unable to afford the fee, the participant will be allowed to pay in instalments in a jointly agreed payment plan. This payment plan is setup by the administration department and will have further provisions for non-payment of fees if the hardship of returning the fees is overburdening on the participant. This further provision needs a direct approval from the trustees and the finance manager.

The MRDF will not prevent those unable to pay due to poverty from having the opportunity in benefitting from its activities/services.

MRDF carries out regular checks to make sure there are no private benefits that are especially given to members of the charity or its trustees. All such benefits (whether material or not) are the same as provided to the general public and in those cases where benefits are gained these are incidental.

***An explanation of the charity's main objectives for the year.***

The main objectives that the charity aimed to meet were

- a. To be financially sound and not in debt .
- b. To offer Sabeel educational seminars in another major city
- c. To provide Eid Funday activities for both Eid Al-Fitr & Al-Adha.
- d. To be able to provide an extensive children's & young adults programme at the Family Retreat. To additionally cater for over 1700 participants.
- e. To have available over 400 articles on Islam21c.com, within all the main sections of Islamic jurisprudence, as well making available 500 articles on current guidance topics.
- f. To provide the Fatwa Line for 250 days of the calendar year.

***An explanation of the charity's strategies for achieving its stated objectives.***

- a. To make sure all services/activities break even.
- b. To offer several free one day courses given by Sabeel teachers in Birmingham, enabling the Sabeel educational programme Birmingham setup as per objectives.
- c. To make links with all major theme parks and activity centres, exploring the permissibility of setting strategic partnerships to provide services for Muslims & non-Muslims on both the Eid day celebrations.
- d. To work with leading community groups, educational centres and sports clubs in providing suitable activities for the Family Retreat weekend.
- e. To recruit several new writers in the production of relevant content needed to bring Islam21c.com towards being the leading Islamic resource in the UK in areas of contemporary fiqh (Islamic Jurisprudence) and Muslim minority discussions.
- f. To integrate a new 'online' contact system as well as increasing qualified scholars to provide guidance.

***Details of significant activities (including its main programmes, projects, or services provided) that contribute to the achievement of the stated objectives.***

- a. Operating our first Eid Funday with over 9000 participants from across the UK from a wide variety of backgrounds and ages.
- b. Carrying out a specific fundraising plan for our Family Retreat, raising funds towards the charity's projects & operational costs.
- c. Setting up and running the 'Sabeel' educational seminar programme in Birmingham after successful trials the previous year.
- d. Running our first 'Eid Funfair' for the 'Eid Al-Fitr' celebration.
- e. Teaming up with '313 Fitness' in providing professional fitness training programmes for the young and old at our Family Retreat.
- f. The introduction of a new Editor in Chief for Islam21c.com. Delivering an improvement on the quality and variety of articles on the website following the new editor's introduction.
- g. Implementation of the new online telephone contact system for the Fatwa Line, our enquiry and booking lines.

### ***The contribution of volunteers***

Volunteers are the major backbone of the Muslim Research & Development Foundation. They are the real providers of the charities objectives and without them the charity would and could not deliver the activities and services it does. The charity has 20 registered volunteers and over 100 event-based non-permanent volunteers. Registered volunteers work throughout the year in carrying out and managing our projects.

MRDF has many event based volunteers who contribute to the main activities it carries out yearly. This year it had over 100 event based volunteers (non-permanent), these volunteers were the heart and soul of our Family Retreat, Eid Funday and Eid Funfair activities. They not only helped serve the public through long days and nights but also showed incredible zeal and enthusiasm for the work the charity was providing. We thank them whole heartedly for their efforts and look forward to them being permanent volunteers for the coming years.

### ***Summary of main activities of the charity in relation to its objects***

We held the following events in 2013

- 1) Sabeel weekend seminars in London, five seminars attended by over 1000 students.
- 2) Sabeel weekend seminars in Birmingham, three seminars with a total attendance of 250 students.
- 3) Sabeel residential retreats, three retreats with a total of 300 students.
- 4) Family Retreat, residential weekend retreat for the whole family in Nottingham University with an excess of 1800 attendees.
- 5) Eid FunFair, celebrating 'Eid al-Fitr' in London, attended by over 3000 people.
- 6) Eid Funday, celebrating 'Eid al-Adha' at Chessington World of Adventures, first ever Eid celebration in a UK theme park, totally over 9500 people.
- 7) [www.Islam21c.com](http://www.Islam21c.com), over 500,000 unique visits to the website in 2013.
- 8) iMedia, recording more than 150 hours of MRDF activity and producing over 30 hours of high quality programming.
- 9) Fatwa line, answering questions from Muslims and non-Muslims alike about aspects of Islam that affect their daily lives. Helping over 1000 people in 2013.
- 10) [ThePropheticTimeline.com](http://ThePropheticTimeline.com), launching of the new android application and updating the existing IOS iPhone application. Downloads over 200,000 and unique website visits for 2013 above 200,000.

### **Achievements and Performance of the Charity**

#### ***Factors relevant to the achievement of the charity's objectives***

The importance of the charity's objectives constantly motivates the charity's trustees, staff and volunteers to endeavour in their pursuit of providing quality activities & services. These activities & services are always aligned with the charity's aim to further the charity's purpose, that which is in its best interests.

In this financial year the charity was concerned specifically with promoting the main objective of providing education to beneficiaries of all ages. Even though the objectives were many for this year the focus was on education.

Throughout the year the charity felt the constant media attacks on certain aspects of the faith affected the achievements of its objectives. These attacks culminated in right wing online blog accusations against the Family Retreat a flagship service by the charity.



### ***Summary of the main achievements of the charity during the year***

Sabeel weekend seminars in London, five seminars attended by over 1000 students.

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### **Structure, Governance and Management**

#### ***Nature of the Governing Document and constitution of the charity***

The Muslim Research and Development Foundation is a company Limited by Guarantee and is governed by its Memorandum and Articles of Association dated 19 September 2005. It is a registered charity with the Charity Commission.

#### ***The methods adopted for the recruitment and appointment of new Trustees***

New Trustees are appointed based on experience in the areas pertinent to the Charities objectives and selected by the Board of Trustees. Each new Trustee undergoes an orientation day to brief them of their legal obligations under the Charity and company law. They are provided with the Charity commission guidance and a copy of the Memorandum and Articles of Association.

#### ***The policies and procedures adopted for the induction and training of Trustees.***

- a. Trustees Recruitment Policy (TRP01)
- b. Induction & Training Policy (ITP01).

#### ***The organisational structure of the charity and how decisions are made.***

The charity is run by the general manager and the management team upon direct supervision from the Trustees. Yearly project plans are used to direct the activities and projects of the charity which are ratified by the Trustees several months before the start of the coming year. The Trustees follow a 10 year strategy plan which commenced in 2008 and which was subsequently updated in 2011. The 10 year strategy plan is the key document used by the general manager and the departmental managers in drawing up yearly project plans. Trustees work directly with the general manager, administration & finance manager in overseeing the charities operations. The Trustees have monthly meetings with the general manager and management team to make sure all the projects are running according to the yearly plan and upon the authorised budgets.

Decisions are made by the Trustees with guidance from the general manager and the executive (advisory) committee made up of a select number of professionals and departmental managers. All decisions are made by the Trustees upon the voting criteria as set out in the incorporation documents for the charity.

***The major risks to which the charity is exposed and reviews and systems to mitigate risks***

The major risks the charity faced were predominantly in the operational area of the charity.

In the operations of the charity, project managers have deputies and assistants to both shadow and help manage the running of the projects. Several key departments had an inadequate levels of secondary management, this was identified as a high risk for the operation of the project in question and the charity as a whole. The charity took steps to mitigate this risk by reviewing all human resource levels within all the charity's departments. A new scheme of 'lead shadowing' was implemented inline with progress plans for all projects & departments. This scheme reduced the risk of a project failing in its objectives if the project manager was away from his post for illness or any other related matter. This scheme gave the management enough time to fill gaps in human resources to an adequate level in order to protect the projects from harm. In some cases the lack of human resources wasn't the problem but non-utilisation of volunteers & staff in the correct areas was identified as a failure.

We also found risks in competition from organisations who were providing similar activities & services. These risks affected our overall trading profitability and our fundraising potential. We started to address these risks by monitoring the quality of activities & services we were providing our beneficiaries. We aimed to provide better services, linked closer to the aims of what both we were providing and those the beneficiaries needed. We started to mitigate these risks by implementing closer assessment of performance and service quality of all our activities & services. We started to provide more detailed information of the service we were providing, we ensured we had much more regular contact with our beneficiaries and we started looking into better management of our public profile as a charity. We additionally provided information on the uniqueness of our activities & services both online and in our fundraising presentations.

Towards the end of the year we saw increased risks in the fundraising we were carrying out in the charity. We knew our services and products were good in quality, aligned with our objectives and were being provided to our target audiences in the numbers we were forecasting but the level of return in funds from donors was low. We started to mitigate this risk by implementing appraisals of the whole fundraising structure and operation. We managed to identify areas that needed to be realigned with our initial fundraising strategy and procedure. These areas needed clearer fundraising guidelines, marketing strategy, better tools for fundraising and increased beneficiary contact. By implementing the needed changes we saw an increased income from fundraising towards the end of the year.

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As previously discussed, we also identified a risk during the early part of the year in the public profile of the charity. This risk revolved around inaccurate portrayals of one of the charities main activities, the Family Retreat. This was a grave concern to the charity and thus the trustees started a process of mitigating the risks involved through online guidance from charity commission and risk management professionals. This led to better communication with the venue management, with beneficiaries who raised concerns and with key stakeholders in the Muslim community in the United Kingdom.

The first area to mitigate was the false reporting by right wing online blogs about the speakers at the event. We revisited the procedures for verifying speakers and concluded that all the allegations made were unsubstantiated. We then published a public statement clarifying the statements on both our main website (mrdf.co.uk) and Islam21c.com. We followed the public statement by sending out emails to all attendees with an update to the charities action and to confirm that the event was taking place. Following the emails we started dealing with the actions of those who were writing the spurious allegations, we contacted the websites and formally requested the removal of these statements and penalty of litigation if they persisted. Furthermore we produced articles clarifying the charities activities at the Family Retreat, these were published on Islam21c.com and cross-posted on popular websites which we believed our beneficiaries and the general public would visit.

We completed our risk mitigation plan by amending procedures on marketing strategies for all speakers lead activities. These procedures increased the process of speaker verification and checking.

Towards the end of the year we identified a lack of first line I.T. service support for our main offices in London. This lack of technical support affected both the main database management and our cloud backup service. To mitigate this risk the charity put a plan of additional remote backups of the databases and to increase the cloud backup service. The charity additionally created a renewed data recovery plan in situations such as loss of service and server downtime.

#### **Financial Review**

##### ***Policies on reserves***

The Trustees having reviewed the required in the light of the main risks faced by the charity and established a reserve policy. It has established a policy that reserves should cover 3 months running costs of fixed costs. This target reserve level is £30,000. This will enable it to meet its fixed and unavoidable costs.

##### ***Principal funding sources and how expenditure in the year under review has supported***

The charity's principal funding comes from public donations as well as the income from holding the charitable events. This is shown and disclosed in the notes to the financial accounts.

**Transactions and Financial position**

The financial statements are set out on pages 15 to 26. The financial statements have been prepared implementing the 2005 Revision of the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales (revised in June 2008) and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). As stated in the introduction to this report, the Trustees consider the financial performance by the charity during the year to have been satisfactory.

The Statement of Financial Activities show net incoming resources for the year of a revenue nature of £55,535 (prior year £1,952).

Free unrestricted liquid reserves amounted to £ 61,210, (prior year £11,294).

**Specific changes in fixed assets**

Changes in fixed assets are shown in detail in the notes to the accounts.

Except for the acquisition of office furniture and equipment in the sum of £1,673 there have been no movements in fixed assets.

**Share Capital**

The company is limited by guarantee and therefore has no share capital

**Plans for Future Periods**

The charity plans for the coming year and the future are to consolidate on the activities described above.

**The name of the Chief Executive Officer and other senior staff member(s) to whom day**

- a. Yunus Patel (CEO & Trustee)
- b. Jamil Rashid (Administration Manager & Trustee)
- c. Farid Haibatan (Islamic Guidance Manager & Trustee)
- d. Shahnawaz Ismail (Acting Sabeel Manager)
- e. Amanpaul Dhaliwal (Islam21c Manager)
- f. Yaseen Patel (Social Activities Manager)
- g. Alomgir Ali (Publications Manager)
- h. Mahmud Syed (Marketing Manager)

**The members of the Board of Trustees of the Charity during the year ended 31st December 2013 were :-**

H al-Haddad (Resigned 15 March 2014)

Y Patel

F Haibatan

J Rashid

All the directors of the company are also Trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of Trustees under the Charities Acts.

**The members of the Board of Trustees of the Charity at the date the report and accounts were approved were:-**

Y Patel  
F Haibatan  
J Rashid  
M Khalid (Appointed 1 May 2014)

**Statement as to disclosure of information to auditors**

The Trustees, in their capacity as directors, state that so far as each of the directors at the time this report was approved are aware:-

- a) There is no relevant audit information of which the auditors are unaware, and
- b) The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and establish that the auditors are aware of that information.

**Auditors**

JA Associates (UK) Ltd  
Chartered Certified Accountants & Registered Auditors  
2 Suffolk Road  
Ilford, Essex  
IG3 8JF

### **Statement of Directors' and Trustees' Responsibilities**

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed , subject to any material departures disclosed and explained in the financial statements;

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They 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.


The Trustees are also responsible for the contents of the Trustees' report, and the responsibility of the auditor in relation to the Trustees' report is limited to examining the report and ensuring that , on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

### **Method of preparation of accounts**

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

**This report was approved by the board of Trustees on 23 September 2014.  
and signed on it behalf by Directors and Trustees**

Directors and Trustees



Y Patel



J Rashid

**Muslim Research and Development Foundation Ltd**  
**Independent Auditors' Report**  
**Report of the Independent Auditors to the trustees of**  
**Muslim Research and Development Foundation Ltd**  
**for the year ended 31 December 2013**

We have audited the financial statements of Muslim Research and Development Foundation Limited for the year ended 31 December 2013 which comprise the Statement of Financial Activities, the Profit and Loss Account, the Balance Sheet and the related notes, as set out on pages 15 to 26. The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities, effective April 2008, and in accordance with the requirements of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, revised June 2008 (The SORP), under the historical cost convention and in accordance with the accounting policies set out in the notes to the financial statements.

This report is made solely to the trustees of the charitable company, as a body, in accordance with the chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable 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 liability to anyone other than the charitable company and the charitable company members as a body, for our audit work, for this report or for the opinions we have formed.

**Respective responsibilities of trustees as directors and of the auditors**

As described in the Statement of Trustees' Responsibilities, the charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that the financial statements give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and international standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practice Board's (APB) Ethical standards for Auditors.

**Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

**Muslim Research and Development Foundation Ltd**  
**Independent Auditors' Report**  
**Report of the Independent Auditors to the trustees of**

**Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2013, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice (applicable to smaller entities); and
- have been prepared in accordance with the requirements of the Companies Act 2006

**Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns.
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

**Eligibility of auditor and status of audit**

We confirm that we are eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.



Signed by Jamal Arshad, as senior statutory auditor  
on behalf of  
JA Associates (UK) Ltd  
Chartered Certified Accountants & Registered Auditors  
2 Suffolk Road  
Ilford, Essex  
IG3 8JF

The date upon which our opinion is expressed is :-  
23 September 2014



**Muslim Research and Development Foundation Ltd**  
**Statement of Financial Activities**  
**for the year ended 31 December 2013**

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
	2013 £	2013 £	2013 £	2012 £
<b>Incoming resources</b>				
<i>Incoming resources from generated funds</i>				
Voluntary Income	147,687	20,344	168,031	76,712
Investment Income	20	-	20	1
<i>Incoming resources from charitable activities</i>	402,852	(800)	402,052	183,852
<b>Total incoming resources</b>	<b>550,559</b>	<b>19,544</b>	<b>570,103</b>	<b>260,565</b>
 <i>Costs of charitable activities</i>	 490,904	 20,664	 511,568	 258,113
<i>Governance costs</i>	3,000	-	3,000	1,000
<b>Total resources expended</b>	<b>493,904</b>	<b>20,664</b>	<b>514,568</b>	<b>259,113</b>
 <b>Net incoming resources before transfers between funds</b>	 56,655	 (1,120)	 55,535	 1,452
 <b>Gross transfers between funds</b>	 (6,739)	 6,739	 -	 -
 <b>Net incoming resources before Other recognised gains and losses</b>	 49,916	 5,619	 55,535	 1,452
 <b>Other recognised gains and losses</b>				
<b>Net movement in funds</b>	<b>49,916</b>	<b>5,619</b>	<b>55,535</b>	<b>1,452</b>
 <b>Reconciliation of funds</b>				
 <i>Total funds brought forward</i>	 11,294	 -	 11,294	 9,342
<b>Total Funds carried forward</b>	<b>61,210</b>	<b>5,619</b>	<b>66,829</b>	<b>10,794</b>

The net movement in funds referred to above is the net incoming resources as defined in the SORP and is reconciled to the total funds as shown in the Balance Sheet on page 18 as required by the SORP.

**All activities derive from continuing operations**

**The notes on pages 19 to 26 form an integral part of these accounts.**

**Muslim Research and Development Foundation Ltd**  
**Statement of Financial Activities**  
**for the year ended 31 December 2013**

**Income and Expenditure Account as required by the Companies Act**  
**for the year ended 31 December 2013**

	2013 £	2012 £
<b>Turnover</b>	570,083	260,564
Direct costs of turnover	511,568	258,113
<b>Gross surplus</b>	<u>58,515</u>	<u>2,451</u>
Governance costs	3,000	1,000
<b>Operating surplus</b>	<u>55,515</u>	<u>1,451</u>
Interest receivable	20	1
<b>Surplus on ordinary activities before tax</b>	<u>55,535</u>	<u>1,452</u>
 <b>Surplus for the financial year</b>	 <u>55,535</u>	 <u>1,452</u>
<b>Retained surplus for the financial year</b>	<u>55,535</u>	<u>1,452</u>
<b>All activities derive from continuing operations</b>		

The notes on pages 19 to 26 form an integral part of these accounts.

**Statement of Total Recognised Gains and Losses**  
**for the year ended 31 December 2013**

	2013	2012
Excess of Income over Expenditure before realisation of assets	<u>55,535</u>	<u>1,452</u>
Profit per Profit and Loss account	<u>55,535</u>	<u>1,452</u>
<b>Net Movement in funds before taxation</b>	<u>55,535</u>	<u>1,452</u>

**Muslim Research and Development Foundation Ltd**  
**Statement of Financial Activities**  
**for the year ended 31 December 2013**

**Movements in revenue and capital funds**  
**for the year ended 31 December 2013**

<b>Revenue accumulated funds</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	<b>Last year Total Funds</b>
	<b>2013</b>	<b>2013</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Accumulated funds brought forward	11,294	-	11,294	9,342
Recognised gains and losses before transfers	56,655	(1,120)	55,535	1,452
Transfers between restricted and unrestricted funds	(6,739)	6,739	-	-
<b>Closing revenue accumulated funds</b>	<b>61,210</b>	<b>5,619</b>	<b>66,829</b>	<b>10,794</b>

**Summary of funds**

	<b>Designated Funds</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	<b>Last Year Total Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	<b>2013</b>	<b>2013</b>	<b>2013</b>	<b>2013</b>	<b>2012</b>
Revenue accumulated funds	-	61,210	5,619	66,829	10,794
<b>Total funds</b>	<b>-</b>	<b>61,210</b>	<b>5,619</b>	<b>66,829</b>	<b>10,794</b>

**Muslim Research and Development Foundation Ltd**  
**Company Number** 5567478  
**Balance Sheet**  
**as at 31 December 2013**

	Notes	2013 £	2012 £
<b>The assets and liabilities of the charity :</b>			
<b>Fixed assets</b>			
Tangible assets	9	2,077	1,419
<b>Total fixed assets</b>		2,077	1,419
<b>Current assets</b>			
Debtors	10	14,525	3,248
Cash at bank and in hand		130,668	28,445
<b>Total current assets</b>		145,193	31,693
<b>Creditors:-</b>			
Amounts due within one year	11	(80,441)	(21,818)
<b>Net current assets</b>		64,752	9,875
<b>Total assets less current liabilities</b>		66,829	11,294
<b>Net assets excluding pension asset / liability</b>		66,829	11,294
<b>Net assets including pension asset / liability</b>		66,829	11,294
<b>The funds of the charity :</b>			
<b>Unrestricted income funds</b>			
Unrestricted revenue accumulated funds	61,209		11,294
Designated revenue funds	-		-
<b>Total unrestricted funds</b>		61,209	11,294
<b>Restricted income funds</b>			
Restricted revenue accumulated funds	5,620		-
<b>Total restricted funds</b>		5,620	-
<b>Total charity funds</b>		66,829	11,294

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The Accounts on pages 15 to 26 were approved by the trustees on 23 September 2014 and signed on its behalf by



Y Patel  
Director and Trustee

**Muslim Research and Development Foundation Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2013**

**1 Accounting policies**

***Basis of preparation of the accounts***

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), effective April 2008, and all other applicable accounting standards, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, (revised June 2008) (The SORP). The accounts have been drawn up in accordance with the provisions of the Charities (Accounts and Reports) Regulations 2008 and the Companies Act 2006, and include the results of the charity's operations which are described in the Trustees' Report, all of which are continuing.

Insofar as the SORP requires compliance with specific Financial Reporting Standards other than the FRSSE then the specific Financial Reporting Standards have been followed where their requirements differ from those of the FRSSE.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

The charity has taken advantage of the exemption in the FRSSE from the requirement to produce a cash flow statement.

***Accounting convention***

The financial statements are prepared on a going concern basis, under the historical cost convention.

***Incoming Resources***

Incoming resources are accounted for on a receivable basis and once the charity has entitlement to the income, and it is certain that the income will be received and the monetary value can be measured with sufficient reliability.

Voluntary income represents income received by way of donations. These include regular as well as one off donations. Donated services and facilities are included only when the charity can quantify the services and ascertain a monetary value for the service.

***Investment Income***

Bank interest is included in income and expenditure on a receivable basis.

***Recognition of liabilities***

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the SORP.

**Muslim Research and Development Foundation Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2013**

***Resources Expended***

The policy for including items within the relevant activity categories of resources expended is

**Costs of generating funds**

These represent the costs related to attracting voluntary income as well as any associated activities taken to raise funds.

**Charitable activities**

These are costs of holding events, seminars and generating material that further the objectives of the charity.

**Governance costs**

These are costs associated with meeting the statutory obligations of the Charity and any cost linked with the Strategic management of the charity.

**Allocation of costs within types of resources expended**

The method and principle for the allocation and apportionment of all costs between the different activity categories set out above is based on the test of whether a cost directly contributes to the particular related source of income. Such identifiable costs are allocated to the specific activity, whereas all other costs are allocated to support costs of the charitable activities.

Resources expended include attributable VAT.

***Fixed assets and depreciation***

All tangible fixed assets, except freehold land and buildings, are stated at cost less depreciation.

Items of less than £50 are not capitalised.

Depreciation has been provided at the following rates in order to write off the assets) over their estimated useful economic lives.

Plant and Machinery 33% straight line

Fixtures and Fittings 20% straight line

***Taxation***

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company, and is therefore included in the relevant costs in the Statement of Financial Activities

***Finance and operating leases***

Rentals payable in respect of operating leases where substantially all the benefits and risks of ownership remain with the lessor are charged to the Statement of Financial Activities as incurred.

**Muslim Research and Development Foundation Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2013**

***Funds structure policy***

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds are funds provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

A fixed asset fund is maintained which represents the written down value of tangible fixed assets, is in a designated fund representing the written down value of those assets free of restrictions.

There is no formal policy of transfer between funds or on the allocation of funds to designated funds, other than that described above.

Any other proposed transfer between funds would be considered on the particular circumstances.

**2 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity

<b>Revenue Turnover from ordinary activities</b>	<b>570,083</b>	<b>260,564</b>
<b>and after charging:-</b>		
Depreciation of owned fixed assets	1,015	1,404
Rentals under operating leases	12,000	11,400
Independent Examiner's Fees	-	1,000
Auditors' Remuneration	3,000	-

Funds belonging to the charity have not been used for the purchase of insurance to protect the charity from loss arising from the neglect or defaults of its trustees, employees or agents, or to indemnify its trustees, employees or agents, against the consequences of any neglect or default on their part.

**3 Statement that no expenses were paid to trustees or connected persons**

No expenses were paid to trustees or persons connected with them.

**Muslim Research and Development Foundation Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2013**

**4 Detailed analysis of certain transactions required by the 2005 revision to the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales (effective April 2005)**

Various items of support costs and charitable expenditure which are required by the SORP to be disclosed in the notes to the accounts are set out in the detailed schedules to the Statement of Financial Activities and appear on pages 19-24 and should be read together with these notes.

<b>5 Investment Income</b>	<b>2013</b>	<b>2012</b>
	£	£
Bank deposit interest received	20	1

<b>6 Deferred Incoming Resources &amp; Reserves- Restricted funds</b>	<b>Opening Deferrals</b>	<b>Released from prior years</b>	<b>Received less released in year</b>	<b>Deferred at year end</b>
	£	£	£	£
Sundry items under £1000	19,699	-	53,928	73,627
<b>Total</b>	<b>19,699</b>	<b>-</b>	<b>53,928</b>	<b>73,627</b>
			<b>2013</b>	<b>2012</b>
			£	£
<b>These deferrals are included in creditors</b>			<b>73,627</b>	<b>19,699</b>

<b>7 Staff Costs and Emoluments</b>	<b>2013</b>	<b>2012</b>
	£	£
Gross Salaries	20,620	12,999
Employer's National Insurance	998	850
	<b>21,618</b>	<b>13,849</b>

<b>Numbers of full time employees or full time equivalents</b>	<b>2013</b>	<b>2012</b>
Engaged on charitable activities	8	5
Engaged on management and administration	1	-
	<b>9</b>	<b>5</b>

There were no fees or other remuneration paid to the trustees as a Trustees.  
There were no employees with emoluments in excess of £60,000 per annum

The provision in the governing document of the charity and the Charity Commission permit the charity to pay Mr H Al-Haddad for his services as the managing director of the Charity. He does not receive any remuneration for his services as a Trustee of the Charity.

During the year Mr J Rashid was employed as the office manager and received payments for that services, as permitted by the governing document. He did not receive any remuneration as a Trustee of the charity.



**Muslim Research and Development Foundation Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2013**

**8 Trustees' Remuneration**

Neither the trustees nor any persons connected with them have received any remuneration for the services as Trustees, either in the current year or the prior year.

**9 Tangible functional fixed assets**

	<b>Fixtures and fittings £</b>	<b>Plant and equipment £</b>	<b>Total £</b>	<b>Total £</b>
<b>Asset cost, valuation or revalued amount</b>				
At 1 January 2013	1,528	8,595	10,123	10,123
Additions	-	1,673	1,673	1,673
Disposals	-	(2,001)	(2,001)	
At 31 December 2013	<u>1,528</u>	<u>8,267</u>	<u>9,795</u>	<u>9,795</u>
<b>Accumulated depreciation and impairment provisions</b>				
At 1 January 2013	1,433	7,271	8,704	8,704
Eliminated on disposals	-	(2,001)	(2,001)	
Depreciation on revaluation	-	-	-	-
Charge for the year	-	1,015	1,015	1,015
At 31 December 2013	<u>1,433</u>	<u>6,285</u>	<u>7,718</u>	<u>7,718</u>
<b>Net book value</b>				
At 31 December 2013	<u>95</u>	<u>1,982</u>	<u>2,077</u>	<u>2,077</u>
At 31 December 2012	<u>95</u>	<u>1,324</u>	<u>1,419</u>	<u>1,419</u>

All assets are used for direct charitable purposes and there are no inalienable or heritage assets

**Muslim Research and Development Foundation Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2013**

<b>10 Debtors</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Trade debtors	202	202
Other Debtors	1,210	1,324
Prepaid expenses	13,113	122
Taxation Recoverable	-	1,600
	<u>14,525</u>	<u>3,248</u>
<b>11 Creditors: amounts falling due within one year</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Trade creditors	3,683	1,127
Accrued expenses	3,000	500
PAYE and NI	147	378
Other creditors	(16)	114
Deferred income (see note 8)	73,627	19,699
	<u>80,441</u>	<u>21,818</u>
<b>12 Analysis of the Net Movement in Funds</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Net movement in funds from Statement of Financial Activities	55,535	1,452
Net resources applied on functional fixed assets	(1,673)	(843)
<b>Net movement in funds available for future activities</b>	<u>53,862</u>	<u>609</u>

The net resources applied on functional fixed assets and the net investment in programme related investments represents the cost of additions less proceeds of any disposals.

**Muslim Research and Development Foundation Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2013**

**13 Particulars of Individual Funds and analysis of assets and liabilities representing funds At 31 December 2013**

	Unrestricted funds	Designated funds	Restricted funds	Total Funds
	£	£	£	£
Tangible Fixed Assets	2,077	-	-	2,077
Current Assets	139,574	-	5,619	145,193
Current Liabilities	(80,441)	-	-	(80,441)
	<u>61,210</u>	<u>-</u>	<u>5,619</u>	<u>66,829</u>

At 1 January 2013	Unrestricted funds	Designated funds	Restricted funds	Total Funds
Tangible Fixed Assets	1,419	-	-	1,419
Current Assets	31,693	-	-	31,693
Current Liabilities	(21,818)	-	-	(21,818)
	<u>11,294</u>	<u>-</u>	<u>-</u>	<u>11,294</u>

The individual funds included above are :-

	Funds at 2012	Movements in Funds as below	Transfers Between funds	Funds at 2013
	£	£	£	£
General fund	11,294	56,655	(6,739)	61,210
Seerah Timeline	-	4,906	-	4,906
Islam21c	-	(6,739)	6,739	-
Dua book	-	713	-	713
	<u>11,294</u>	<u>56,035</u>	<u>-</u>	<u>66,829</u>

Analysis of movements in funds as shown in the table above

	Incoming Resources	Outgoing Resources	Gains & Losses	Movement in funds
	£	£	£	£
General fund	549,760	499,844	-	49,916
Seerah Timeline	4,966	60	-	4,906
Islam21c	14,664	14,664	-	-
Dua book	713	-	-	713
	<u>570,103</u>	<u>514,568</u>	<u>-</u>	<u>56,035</u>

**Muslim Research and Development Foundation Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2013**

**14 Endowment Funds**

The charity has no endowment funds.

**15 Share Capital**

The charity is incorporated under the Companies Acts and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter.

There are 17 members of the company ( 2012 - 3 members)

**Muslim Research and Development Foundation Ltd**  
**Schedule to the Statement of Financial Activities**  
**for the year ended 31 December 2013**

Status of this schedule to the Statement of Financial Activities

This schedule is an intrinsic part of the accounts required to comply with the 2008 Revision of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2008. However, it is not a part of the statutory accounts required under the provisions of the Companies Act 2006 in relation to incorporated charities

	Unrestricted Funds 2013 £	Restricted Funds 2013 £	Total Funds 2013 £	Prior Period Total Funds 2012 £
<b>Incoming Resources</b>				
<b>Incoming resources of a revenue nature</b>				
Donations	147,687	20,344	168,031	76,712
<b>Total</b>	<b>147,687</b>	<b>20,344</b>	<b>168,031</b>	<b>76,712</b>
<b>Total Grants, Legacies &amp; Donations Received</b>	<b>147,687</b>	<b>20,344</b>	<b>168,031</b>	<b>76,712</b>
<b>Total Voluntary Income</b>	<b>147,687</b>	<b>20,344</b>	<b>168,031</b>	<b>76,712</b>
<b>Investment Income</b>				
Bank deposit interest received	20	-	20	1
<b>Total Investment Income</b>	<b>20</b>	<b>-</b>	<b>20</b>	<b>1</b>
<b>Incoming resources from charitable activities</b>				
Other charitable activities	402,852	(800)	402,052	183,852
<b>Total Incoming resources from charitable activities</b>	<b>402,852</b>	<b>(800)</b>	<b>402,052</b>	<b>183,852</b>
<b>Total Incoming Resources</b>	<b>550,559</b>	<b>19,544</b>	<b>570,103</b>	<b>260,565</b>
<b>Charitable expenditure</b>				
<b>Costs of activities in furtherance of the charity's objectives</b>				
Cost of goods for primary purpose trading	398,509	19,041	417,550	205,658
	<b>398,509</b>	<b>19,041</b>	<b>417,550</b>	<b>205,658</b>
<b>Support costs of charitable activities</b>				
<b>Direct support costs</b>				
Marketing of services	36,557	858	37,415	18,739
	<b>36,557</b>	<b>858</b>	<b>37,415</b>	<b>18,739</b>
<b>Management and administration costs in support of charitable activities</b>				
<b>Staff costs in support of charitable activities</b>				
Salaries - Administrative staff	20,620	-	20,620	12,999
Employers' NI - Administrative staff	998	-	998	850
	<b>21,618</b>	<b>-</b>	<b>21,618</b>	<b>13,849</b>
<b>Premises Costs</b>				
Rent payable	12,000	-	12,000	11,400
Rates, water and service charges	(545)	-	(545)	713
Room Hire	3,527	-	3,527	-
Light and heat	888	-	888	886
Office insurance	431	-	431	300
Office consumables	261	149	410	-
	<b>16,562</b>	<b>149</b>	<b>16,711</b>	<b>13,299</b>

**Muslim Research and Development Foundation Ltd**  
**Schedule to the Statement of Financial Activities**  
**for the year ended 31 December 2013**

Status of this schedule to the Statement of Financial Activities

This schedule is an intrinsic part of the accounts required to comply with the 2008 Revision of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2008. However, it is not a part of the statutory accounts required under the provisions of the Companies Act 2006 in relation to incorporated charities

	Unrestricted Funds 2013 £	Restricted Funds 2013 £	Total Funds 2013 £	Prior Period Total Funds 2012 £
<b>General administrative expenses:</b>				
Telephone and fax	873	-	873	409
Postage	-	-	-	7
Stationery and printing	67	-	67	69
Software	234	-	234	223
Office canteen	-	-	-	518
subsistence	755	-	755	-
Bank charges	-	-	-	64
Sundry expenses	1,029	100	1,129	14
	<b>2,958</b>	<b>100</b>	<b>3,058</b>	<b>1,304</b>
<b>Professional fees in support of charitable activities</b>				
Professional fees	39	-	39	(325)
Other legal fees	2,425	-	2,425	375
Legal and professional	500	-	500	-
	<b>2,964</b>	<b>-</b>	<b>2,964</b>	<b>50</b>
<b>Other support costs</b>				
Depreciation of assets used for charitable purposes	1,015	-	1,015	1,404
Internet	7,365	516	7,881	3,810
Training and welfare	2,516	-	2,516	-
Storage	840	-	840	-
	<b>11,736</b>	<b>516</b>	<b>12,252</b>	<b>5,214</b>
<b>Total Support costs</b>	<b>92,395</b>	<b>1,623</b>	<b>94,018</b>	<b>52,455</b>
<b>Support costs for grants paid</b>				
<b>Total Expended on Charitable Activities</b>	<b>490,904</b>	<b>20,664</b>	<b>511,568</b>	<b>258,113</b>

**Muslim Research and Development Foundation Ltd**  
**Schedule to the Statement of Financial Activities**  
**for the year ended 31 December 2013**

Status of this schedule to the Statement of Financial Activities

This schedule is an intrinsic part of the accounts required to comply with the 2008 Revision of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2008. However, it is not a part of the statutory accounts required under the provisions of the Companies Act 2006 in relation to incorporated charities

Unrestricted Funds 2013 £	Restricted Funds 2013 £	Total Funds 2013 £	Prior Period Total Funds 2012 £
------------------------------------	----------------------------------	-----------------------------	--

***Governance costs that are not direct management functions inherent in  
generating funds, service delivery and programme or project work  
(including management and administration costs)***

***Specific governance costs***

	Unrestricted Funds 2013 £	Restricted Funds 2013 £	Total Funds 2013 £	Prior Period Total Funds 2012 £
Auditors' remuneration	3,000	-	3,000	-
Independent Examiner's Fees	-	-	-	1,000
<b>Total governance costs</b>	<b>3,000</b>	<b>-</b>	<b>3,000</b>	<b>1,000</b>

***Analysis of transfers between funds***

Transfer to/(from) unrestricted to be analysed further	(6,739)	-	(6,739)	(34)
Transfer to/(from) restricted to be analysed further	-	6,739	6,739	34
	<b>(6,739)</b>	<b>6,739</b>	<b>-</b>	<b>-</b>

**Muslim Research and Development Foundation Ltd**

**Appendix 1**

**Analysis of Total Incoming & Outgoing Resources by Activity  
for the year ended 31 December 2013**

							2013	2012
	Fundraising	Seminars and Educational Activities	Seerah Timeline	Community Activities	Research & Publicaitons	Administrati on	Total	Total
	£	£	£	£	£	£	£	£
<b>Incoming resources from generated funds</b>								
Voluntary Income	147,687	14,665	4,966	-	713	-	168,031	76,712
Activities for generating funds	-	-	-	-	-	-	-	-
Investment Income	-	-	-	-	-	-	20	1
<b>Incoming resources from charitable activities</b>	8,160	204,854	-	189,037	-	-	402,052	183,852
<b>Other Incoming Resources</b>	-	-	-	-	-	-	-	-
<b>Total Incoming Resources</b>	<b>155,847</b>	<b>219,519</b>	<b>4,966</b>	<b>189,037</b>	<b>713</b>	<b>-</b>	<b>570,103</b>	<b>260,565</b>
<b>Costs of generating funds</b>								
Costs of generating voluntary income	-	-	-	-	-	-	-	-
Fundraising trading	-	-	-	-	-	-	-	-
Investment management costs	3,160	-	-	-	-	-	-	-
<b>Costs of charitable activities</b>	-	294,663	60	151,149	612	61,403	511,568	258,113
<b>Governance costs</b>	-	-	-	-	-	3,500	3,000	1,000
<b>Total resources expended</b>	<b>3,160</b>	<b>294,663</b>	<b>60</b>	<b>151,149</b>	<b>612</b>	<b>64,903</b>	<b>514,568</b>	<b>259,113</b>
<b>Net Incoming Resources by activity</b>	<b>152,687</b>	<b>(75,144)</b>	<b>4,906</b>	<b>37,888</b>	<b>101</b>	<b>(64,903)</b>	<b>55,535</b>	<b>1,452</b>



**Muslim Research and Development Foundation Ltd**

**Appendix 2**

**Analysis of Total Support Costs by Activity  
for the year ended 31 December 2013**

							2013	2012
	Fundraising	Seminars and Educational Activities	Seerah Timeline	Community Activities	Research & Publications	Administrati on	Total	Total
Nature of support costs	£	£	£	£	£	£	£	£
Management	-	-	-	-	-	48,723	48,723	48,645
Finance	-	-	-	-	-	-	-	-
Information Technology	-	7,881	-	-	-	-	7,881	3,810
Marketing	3,160	9,749	-	10,484	-	14,021	37,414	-
<b>Total support costs analysed by activity</b>	<b>3,160</b>	<b>17,630</b>	<b>-</b>	<b>10,484</b>	<b>-</b>	<b>62,744</b>	<b>94,018</b>	<b>52,455</b>

	2013	2012
	£	£
The above amounts are shown in the accounts as		
Support costs for generating voluntary income	-	-
Support costs for fundraising trading	-	-
Support costs for charitable activities	94,018	52,455
Support costs for grants paid	-	-
	<b>94,018</b>	<b>52,455</b>

The basis of allocation of costs and the methods used are described in note 1 to the accounts

**Muslim Research and Development Foundation Ltd**

**Appendix 3**

**Analysis of charitable expenditure by activity  
for the year ended 31 December 2013**

							2013	2012
	Fundraising	Seminars and Educational Activities	Seerah Timeline	Community Activities	Research & Publicaitions	Administrati on	Total	Total
<b>Nature of charitable expenditure</b>	£	£	£	£	£	£	£	£
Activities undertaken directly	-	276,213	60	140,665	612	-	417,550	205,701
Support costs of charitable activities	3,160	17,630	-	10,484	-	62,744	94,018	52,412
<b>Total charitable expenditure analysed by activity</b>	<b>3,160</b>	<b>293,843</b>	<b>60</b>	<b>151,149</b>	<b>612</b>	<b>62,744</b>	<b>511,568</b>	<b>258,113</b>

An explanation of the main features of charitable expenditure is given in note 1 to the accounts