

Company Registration No. 07503230 (England and Wales)
Registered Charity No. 1169190 (England and Wales)

The Queen Rania Foundation
(A company limited by guarantee)

Trustees' Report and Financial Statements

31 December 2020



THE QUEEN RANIA FOUNDATION

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THE QUEEN RANIA FOUNDATION

LEGAL AND ADMINISTRATIVE DETAILS

Trustees	D Freeman F Jallad S Darwazah W Ammari B Saad
Key Staff	Chief Executive – Nafez Dakkak
Company registration number	07503230
Charity registration number	1169190
Registered office	96 Kensington High Street London England W8 4SG
Bankers	Europe Arab Bank plc 35 Park Lane Mayfair London W1K 1RB
Independent Examiner	Cara Turtington FCA DChA Saffery Champness LLP 71 Queen Victoria Street London EC4V 4BE

THE QUEEN RANIA FOUNDATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

The directors (who are also the trustees for the purposes of charity law) present their report and financial statements for the year ended 31 December 2020. The Board of Trustees are satisfied with the performance of the Charity during the year and the position at 31 December 2020 and consider that the Charity is in a strong position to continue its activities during the coming year, and that the Charity's assets are adequate to fulfil its obligations.

Structure, governance and management

The charity was incorporated as a company on 24 January 2011 and is governed by its Memorandum and Articles of Association. It is registered with the Charity Commission in England and Wales with charity number 1169190. The charity is a company limited by guarantee.

Objects

The objects of the Foundation are "The advancement, support, promotion and development of education for all in Jordan and other parts of the world and the advancement, support, provision of health, sustenance and social well-being for children in need in Jordan and other parts of the world."

Trustees

The Trustees, who are also the directors of Queen Rania Foundation, for the purposes of company law, who have been in office during the year and to the date of this report are detailed on page 1.

Trustees are appointed by the existing Trustees for the specific skills and knowledge they can bring to the board. There is no formal training programme for trustees but they are encouraged to attend courses as and when appropriate.

Principal Activities & Review of Charitable Activities

Throughout 2020 QRF continued to promote the advancement of education in Jordan and other parts of the world. Like many other Charities and businesses in the UK and around the world, QRF was impacted by the COVID-19 pandemic in 2020. As response to the pandemic, the Foundation reviewed its budget to bring down costs, transitioned to working remotely, and attempted to prioritize the mental health and well-being of its staff through the pandemic.

In July 2020, QRF welcomed two new senior staff to its fundraising team as a result of the recruitment efforts highlighted in the previous report. Both fundraisers were on-boarded successfully and it was agreed that they would focus most of their efforts in 2020 on internal capacity building and stewardship of existing donors in light of the pandemic and the uncertainty surrounding the economic situation. These efforts included the development of new and improved processes including the migration to Salesforce. The Fundraising team had intended to run an income generating dinner in the autumn of 2020 in London. Early commitments were secured and one donation of funds was made directly to QRF Jordan. The dinner is currently on hold until regular international travel is allowed in the UK and around the world.

In 2020, QRF was successful in facilitating an application for funding from the Education Endowment Foundation (EEF) for QRF Jordan which will be launching a new program called "Let's Read Fluently" in 2021. The support from the EEF has also extended to include allowing QRF to hire two research fellows that will help in gathering evidence and research on Arabic literacy that will support Jordan and the larger region.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

In June 2020, QRF was approached by the Charities Commission to inquire about QRF's process for handling international donations and overall independence – given its active partnership with QRF Jordan which is a major donor. Trustees and staff met with Commission multiple times, provided all the required and requested information from the Commission, and received a confirmatory note from the Commission indicating its satisfaction with the Foundation's internal processes.

The pandemic has required QRF to explore bringing down its overall costs – especially in the light of the delay in generating income. This includes shifting some of the fundraising staff to our partner in Jordan, closing impact evaluation functions, and potentially moving to less expensive offices.

Financial review

The charity had net income of £156,639 in the year (2018: deficit of £123,848), reflecting funding from The Queen Rania Foundation in Jordan less operating expenditure in the UK during the year.

Reserves policy

At the year end the charity had reserves of £108,400 (2018: deficit reserves of £46,239). At the end of December 2020 the charity had relatively few long term commitments and believed that a reserve equivalent to 2 months of expected salary costs would be sufficient. At the current time this equates to approximately £70,000 and the reserves are therefore providing a stable base on which the charity can build.

Fundraising policy

The Trustees take their responsibility under the Charities (Protection and Social Investment) Act 2016 seriously and have considered the implications on their fundraising activities.

The Charity does not petition any donations from members of the general public, and does not work with any third party commercial fundraiser. Any donations given to the Charity will only be accepted and used if they are within its aims. The trustees are not aware of any fundraising complaints made in respect of the financial year.

Risk management

The Trustees have considered the risks currently facing the charity and confirm that they are in the process of ensuring that systems are in place to mitigate those risks.

Public benefit

The Trustees have given due consideration to the Charity Commission's published guidance on the Public Benefit requirement under the Charities Act 2011 when reviewing the aims and objectives and in planning the future activities.

Plans for future periods

2021 will be a pivotal year for QRF. Once restrictions are lifted later in 2021, and with a better developed fundraising process, the foundation should be able to see some results from its investments.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

QRF plans to deepen its partnership with key research and academic entities like the EEF to provide better evidence to support decision making in Jordan and across the region. These efforts might include bringing in short-term contractors to provide more value while keeping costs low.

Some of QRF's plans might change in response to COVID19. QRF has only delayed efforts and initiatives as a response to the pandemic and has not had to cancel any specific programs as of yet. Furthermore, it is important to note that most of the work QRF supports around online learning and education technology has actually experienced an increase in the number of users as a response to school lockdowns and closures across the Arab world.

Statement of Trustees' responsibilities

The trustees (who are also directors of The Queen Rania Foundation for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 applicable to smaller companies.

Approved by the Trustees on 6 May 2021 and signed on their behalf by:


David Freeman
Trustee

THE QUEEN RANIA FOUNDATION

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE QUEEN RANIA FOUNDATION FOR THE YEAR ENDED 31 DECEMBER 2020

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

Respective responsibilities of trustees and examiner

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies. I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

THE QUEEN RANIA FOUNDATION

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE QUEEN RANIA FOUNDATION
FOR THE YEAR ENDED 31 DECEMBER 2020**



Cara Turlington FCA DchA

Saffery Champness LLP
71 Queen Victoria Street
London
EC4V 4BE

12 May 2021

THE QUEEN RANIA FOUNDATION

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2020**

		Unrestricted funds	Restricted funds	Year ended 31 December 2020 Total £	Year ended 31 December 2019 Total £
	Notes	£	£		
Income from:					
Donations and legacies		351,511	92,940	444,451	720,272
Total income		351,511	92,940	444,451	720,272
Total expenditure on:					
Charitable activities	2	421,152	92,940	514,092	565,633
Total expenditure		421,152	92,940	514,092	565,633
Net income/(expenditure)		(69,641)	-	(69,641)	156,639
Transfers between funds		-	-	-	-
Net movement in funds		(69,641)	-	(69,641)	156,639
Total funds brought forward at 1 January 2020		108,400	-	108,400	(46,239)
Total funds carried forward at 31 December 2020		38,759	-	38,759	108,400

All incoming resources and resources expended derive from continuing activities.

There were no other recognised gains or losses in the year.

The notes on pages 9 to 15 form part of these financial statements.

THE QUEEN RANIA FOUNDATION


**BALANCE SHEET
AS AT 31 DECEMBER 2020**

	Notes	2020 £	2019 £
Fixed assets			
Tangible fixed assets	4	-	537
		-	537
Current assets			
Debtors	5	8,580	11,177
Cash at bank and in hand		54,301	126,365
		62,881	137,542
Current liabilities			
Creditors: amounts falling due within one year	6	(24,122)	(29,679)
		38,759	107,863
Net current assets		38,759	107,863
Total net assets		38,759	108,400
Represented by			
Unrestricted funds		38,759	108,400

For the year ended 31 December 2020 the charitable company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

- The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the board on 6 May 2021 and signed on its behalf by

David Freeman 
Trustee
Company registration number 07503230 (England and Wales)

The notes on pages 9 to 15 form part of these financial statements.

THE QUEEN RANIA FOUNDATION

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	2020 £	2019 £
Cash flows from operating activities:			
Net cash provided from operating activities	A	(72,064)	66,935
Change in cash in the year		<u>(72,064)</u>	<u>66,935</u>
Cash at the beginning of the year	B	126,365	59,430
Cash at the end of the year	B	<u>54,301</u>	<u>126,365</u>

Note A

Reconciliation of net income to net cash flow from operating activities

		2020 £	2019 £
Net income for the year as per Statement of Financial Activities		(69,641)	156,639
Depreciation	4	537	990
Decrease/(increase) in debtors	5	2,597	13
Increase in creditors	6	<u>(5,557)</u>	<u>(88,707)</u>
Net cash flow from operating activities		<u>(72,064)</u>	<u>66,935</u>

Note B

Analysis of changes in net debt	1 January 2020 £	Movement in the year £	At 31 December 2020 £
Cash at bank	<u>126,365</u>	<u>(72,064)</u>	<u>54,301</u>

All cash flows are derived from continuing operations during the above two periods.

The notes on pages 9 to 15 form part of these financial statements.

THE QUEEN RANIA FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

1.1 Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with the Second Edition of the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The particular accounting policies are described below.

The Foundation constitutes a public benefit entity as defined by FRS 102.

1.2 Company status

The Queen Rania Foundation is a company limited by guarantee. The members undertake to contribute such amount as may be required (not exceeding £1 each) to the charity's assets in the event it should be wound up.

1.3 Going concern

After reviewing the charity's forecasts and projections, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future and that there are no material uncertainties about the Foundation's ability to continue as a going concern.

In the first few years of the charity's operation the initial costs have been funded through a grant from The Queen Rania Foundation in Jordan, which continues to support the charity with ongoing funding. The Trustees intend that income will begin to be generated in the UK during 2021 and 2022.

1.4 Funds structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Currently all funds are unrestricted.

1.5 Tangible fixed assets

Expenditure on the acquisition of individual fixed assets are capitalised at cost.

Depreciation is provided to write off the cost of the asset less estimated residual value in equal instalments over their expected useful economic lives as follows:

Plant & machinery	3 years
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

1.6 Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

1.7 Allocation of support and governance costs

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to bookkeeping and legal fees together with an apportionment of overhead and support costs.

1.8 Financial instruments

The Foundation only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.9 Fund accounting

The charity held the following funds during the year:

1.9.1 Unrestricted general funds

These are funds which can be used in accordance with the charitable objects at the discretion of the Trustees

1.9.2 Restricted funds

These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

1.10 Key judgements and assumptions

No key judgements or assumptions have been made by the Trustees in the preparation of the financial statements.

THE QUEEN RANIA FOUNDATION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

2 Charitable activities

	2020 £	2019 £
General operating costs	<u>514,092</u>	<u>565,633</u>
	2020 £	2019 £
Staff costs (note 3)	391,056	413,325
Rent and services	91,707	102,912
Legal & professional fees	440	1,617
Accountancy	15,890	15,035
Recruitment fees	-	-
Depreciation	537	990
Other costs	14,462	31,856
	<u>514,092</u>	<u>565,635</u>

3 Staff costs

	2020 £	2019 £
Staff costs	332,996	349,223
Social security costs	38,710	41,904
Pension costs	19,350	22,098
	<u>391,056</u>	<u>413,325</u>

During the year the average number of employees was 3 (2019: 3). Three employees received emoluments above £60,000 (2019: 2) as shown below:

	2020	2019
£80,001 – £90,000	2	-
£90,001 – £100,000	-	1
£130,001 – £140,000	2	-
£160,001 – £170,000	-	1
	<u>4</u>	<u>2</u>

The charity considers its key management personnel to be trustees and the Chief Executive. Total remuneration of key management personnel in the period was £137,466 (2019 –£166,383) .

During the period no trustee received any remuneration nor reimbursement of expenses.

THE QUEEN RANIA FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

4 Tangible fixed assets

	Plant & machinery £
Cost	
At 1 January 2020	2,970
Additions	-
At 31 December 2020	<u>2,970</u>
Depreciation	
At 1 January 2020	2,433
Depreciation charge for the year	537
At 31 December 2020	<u>2,970</u>
Net book value	
At 1 January 2020	537
At 31 December 2020	<u>-</u>

5 Debtors

	2020 £	2019 £
Other debtors	-	-
Prepayments	7,680	10,277
Rent deposit	900	900
	<u>8,580</u>	<u>11,177</u>

6 Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	9,655	1,848
Other taxes and social security	7,471	20,668
Accruals and deferred income	6,996	7,163
	<u>24,122</u>	<u>29,679</u>

THE QUEEN RANIA FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

7 Funds

	Balance at 1 January 2020 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 December 2020 £
Unrestricted funds					
General fund	108,400	351,511	(421,152)	-	38,759
Total	108,400	351,511	(421,152)	-	38,759
Restricted funds					
Rent fund	-	92,940	(92,940)	-	-
Total	-	92,940	(92,940)	-	-
Total funds	108,400	444,451	514,092	-	38,759

	Balance at 1 January 2019 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 December 2019 £
Unrestricted funds					
General fund	(46,239)	627,097	(472,458)	-	108,400
Total	(46,239)	627,097	(472,458)	-	108,400
Restricted funds					
Rent fund	-	93,175	(93,175)	-	-
Total	-	93,175	(93,175)	-	-
Total funds	(46,239)	720,272	556,346	-	108,400

The Rent Fund represents donations which can only be used in for payments of the charity's property rent expense.

THE QUEEN RANIA FOUNDATION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

8 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 December 2020 represented by:-			
Tangible fixed assets	-	-	-
Debtors	8,580	-	8,580
Cash at bank	54,301	-	54,301
Creditors	(24,122)	-	(24,122)
	<u>38,759</u>	<u>-</u>	<u>38,759</u>
	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 December 2019 represented by:-			
Tangible fixed assets	537	-	537
Debtors	11,177	-	11,177
Cash at bank	126,365	-	126,365
Creditors	(29,679)	-	(29,679)
	<u>108,400</u>	<u>-</u>	<u>108,400</u>

9 Company status

In the case of a winding up each member has guaranteed to contribute an amount not exceeding £1. At 31 December 2020 the total of such guarantees was £2 (2019: £2).

10 Related parties

Trustee donations of £92,940 were received in the year ended 31 December 2020 (2019: £93,175).

During the year The Queen Rania Foundation, a connected charity based in Jordan, donated £307,938 to the charity (2019: £624,382).

THE QUEEN RANIA FOUNDATION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

11 Comparative information

2019 Statement of financial activities (Incorporating an Income and expenditure account)

	Unrestricted funds	Restricted funds	Year ended 31 December 2019 Total
	£	£	£
Income from:			
Grants and donations	627,097	93,175	720,272
Total income	627,097	93,175	720,272
Total expenditure on:			
Charitable activities	472,458	93,175	565,633
Total expenditure	472,458	93,175	565,633
Net income/(expenditure)	156,639	-	156,639
Transfers between funds	-	-	-
Net movement in funds	156,639	-	156,639
Total funds brought forward at 1 January 2019	(46,239)	-	(46,239)
Total funds carried forward at 31 December 2019	108,400	-	108,400