

CHARITY REGISTRATION NUMBER: 1166017
CIO NUMBER: CE006901

**The Mainstay Foundation
Trustees Report and Financial Statements
For the Year Ended 31 December 2018**

The Mainstay Foundation

Financial Statements

Year ended 31 December 2018

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The Mainstay Foundation

Reference and Administrative Details

Year ended 31 December 2018

Reference and administrative details

Registered charity name The Mainstay Foundation

Charity registration number 1166017

CIO Number: CE006901

Principal office and registered office Office 11, Abji Bapashree House
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The trustees

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Mr H Al-Hakeem
Mr M Marashi (Chair)

Auditor MHA Macintyre Hudson
Chartered accountant & statutory auditor
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The Mainstay Foundation

Trustees' Annual Report

Year ended 31 December 2018

The Trustees present their report and the financial statements of the charity for the year ended 31 December 2018.

Structure, governance and management

The Mainstay Foundation is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission for England and Wales on 11 March 2016 with the registered charity number 1166017.

Governing Document

The governing document of The Mainstay Foundation is its Charitable Incorporated Constitution (CIO), adopted on 11 March 2016, which contains the Charity's charitable objectives (to which it must adhere) and sets out various rules and procedures for the running of the Charity.

Organisation Structure

As a charitable incorporated organisation, the board of Trustees are responsible for the oversight and strategic direction, which includes management and control of the annual work plan, annual budget and the establishment and review of policies and procedures of the Charity. More specifically, the board of Trustees are responsible for:

- I. Ensuring that the Charity has a clear vision, mission and strategic direction and is focused on achieving these (Strategic Responsibility).
- II. To control delegated authority to Committees and staff (Control Responsibility).
- III. To be responsible for the performance of the Charity (Performance Responsibility).
- IV. To ensure that the Charity complies with all legal and regulatory requirements (Compliance Responsibility).
- V. To act as guardians of the Charity's assets, both tangible and intangible, taking all due care over their security, deployment and proper application (Responsibility to Safeguard the Assets).
- VI. To ensure that the Charity's governance is of the highest possible standard. (Governance Responsibility).

As part of its general control and management of the charity, the board of Trustees delegate day to day management to an Executive Trustee, Mr H Alhakeem, who in turn reports back to the board, and presents the affairs of the charity within regular board of trustee meetings and the Charity's annual strategic review meeting. The Executive Trustee is responsible for managing the staff of the Charity, overseeing the operational activities of the charity, meeting with donors and beneficiaries, overseeing the necessary due diligence checks and procedures and managing the grant making activities and monitoring procedures.

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Trustees' Annual Report *(continued)*

Year ended 31 December 2018

Trustee Selection Methods

Aside from the first charity trustees, trustees are appointed for three-year terms by resolution passed at a properly convened meeting of the Trustees.

In selecting individuals for appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. In particular, the board will apply the following criteria to the recruitment process:

- I. Trustees should be familiar with overseas relief work and understand the practical manner in which the charity carries out its objectives;
- II. Trustees should possess appropriate, adequate administrative and related experience to enable them to add value to the overall effective administration of the charity on a strategic level;
- III. Trustees should possess experience of the not for profit sector, charity operations and the skills required by staff working within this area; whilst
- IV. Trustees should also, if possible, possess adequate professional or commercial experience (e.g. accounting, banking, legal, fundraising etc.) to enable them to contribute to the overall effective administration of the Charity.

In considering these criteria the trustees have regard to the fact that the Charity has access to appropriate professional advice when necessary. It is therefore not essential for each trustee to have a professional qualification such as that of an accountant or lawyer. However, it is considered advantageous for new Trustees to have experiences in these areas.

Trustee Induction

As part of the recruitment process the charity recognises the importance of induction. In order to understand the workings of the charity and their role within it, new trustees will be given the following documentation on taking up office:

- I. An up-to-date copy of the Constitution;
- I. Copies of the minutes of the last three Trustee meetings
- II. A copy of the most recent report/accounts of the Charity
- III. The business plan (including fundraising projections and strategy) for the current year
- IV. Copies of this Governance Manual and any other relevant policies
- V. A copy of the Charity Commission publication "The Essential Trustee: what you need to know, what you need to do".

This preliminary information should enable new Trustees to understand the overall administration and governance structure and help them to play an active role in its administration.

In addition, new Trustees will be invited to attend a Board meeting (whether in person or by telephone) prior to accepting the role and will have an opportunity to meet their fellow trustees and staff as appropriate.

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Trustees' Annual Report *(continued)*

Year ended 31 December 2018

Objectives and activities

Charitable objectives

The objects for which The Mainstay Foundation has been established (as set out in its constitution) are as follows:

- The advancement of the religion of Islam in accordance with the principles and tenets of the Shia Ithna Ashari (Twelver Shia) Muslim faith;
- The advancement of education, primarily amongst adherents of the Shia Ithna Ashari Muslim faith, by providing support to institutions and scholarships to individuals; and
- The advancement of community development, primarily for the benefit of adherents of the Shia Ithna Ashari Muslim faith, by means including:
 - The relief of poverty and the improvement of the conditions of life within socially and economically disadvantaged communities and vulnerable groups;
 - The relief of financial need and suffering amongst victims of natural and or other kinds of disasters;
 - The promotion of national and international conflict resolution and reconciliation and
 - The relief of financial need and suffering among victims of natural or other kinds of disaster.

The primary mission of the charity is to assist in the advancement of Shia Muslim communities globally in the areas of Religion, Education and Development.

Main activities undertaken in pursuance of its charitable objectives

The Mainstay Foundation carried out the following activities in pursuance of its charitable objectives:

- The advancement of the Religion of Islam: In light of The Mainstay Foundation's focus upon the advancement of the religion of Islam in accordance with the principles and tenets of the Shia Ithna Ashari (Twelver Shia) Muslim faith, the following activities were carried out:
 - I. Grant Making: As part of its ongoing commitment to the advancement of religion globally, the Charity in line with increased donations increased its level of funding so that grants were now awarded within four continents and 9 countries. These countries are listed as follows:
 - United Kingdom
 - Sweden
 - Denmark
 - Germany
 - Canada
 - USA
 - Kenya
 - Tanzania
 - India

These grants ranged from single project basis grant awards awarded as a one-off payment to successful applicants as part of a live, advertised and project specific grant award to partnership-based grant awards which involves the provision of grants to NGOs and Charities for one or more ongoing projects and which involves ongoing funding as part of a partnership agreement. Grants awarded to recipients were generally although not exclusively limited to; supporting the implementation of religious and spiritual programmes, the development of mosques and Islamic centres, supporting the development of seminaries, scholars and religious institutions focused upon academia and the preservation of Islamic knowledge.

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Trustees' Annual Report *(continued)*

Year ended 31 December 2018

- II. The Muslim Convention: The Mainstay Foundation in collaboration with various partners, oversaw and managed the implementation of the first of a planned yearly initiative entitled The Muslim Convention, whose aim is to provide a networking platform for Shia Muslims in order to promote their spiritual, educational, social and economic well-being.
- III. Najaf Retreat: As part of the yearly Najaf Retreat initiative organised and run by The Mainstay Foundation, UK and US citizens, aged between 18-25 were taken to Najaf, Iraq and other holy and culturally significant cities within Iraq to share and benefit from a cultural, religious and educational exchange.
- IV. Summer Camp Retreat: In collaboration with a partner Organisation, The Mainstay Foundation maintained its previous yearly activity of partnering and providing financial and logistical support to a local charity that runs a summer camp within the UK aimed at providing fun, creative and spiritual experiences to children and their families.
- V. Muharram programme: The Mainstay Foundation supported a ten-day Muharram programme during Muharram 2018, which focusing on the tragedy of the Prophet Muhammad's grandson- Hussain Ibn Ali, catered to the spiritual, religious and educational needs of community members within London, United Kingdom.
- VI. Imam Ali birth celebration: Maintaining the yearly initiative of celebrating the birth of Ali Ibn Abi Talib, the first Imam in the Shia faith, The Mainstay Foundation in collaboration with its local faith organisations helped organise and run a celebratory daylong event in English and Arabic in London.
- VII. Imam Kadhim demise commemoration: Commemorating the devise of the seventh Imam of the Shia Ithna Ashari Faith- Imam Musa al-Kadhim, The Mainstay Foundation organised and ran an afternoon lecture programme in English in London.

- The advancement of education: In light of The Mainstay Foundation's objective of the advancement of education, primarily amongst adherents of the Shia Ithna Ashari Muslim faith, the following activities were carried out:
 - I. Grant Making: The Mainstay Foundation increased grant making activity to new and existing partners within the following countries:
 - Tanzania
 - Kenya
 - India
 - Iraq

These grants helped support various projects aimed at supporting education amongst children within disadvantaged and impoverished communities, who otherwise face significant difficulties in acquiring an education. These projects involve sponsoring the costs of students within Tanzania, Kenya, India and Iraq, which involved covering their tuition, uniform, reading material, transport, food and stationary costs so that students can attend schools run or reviewed by our local partners. These students are also provided with other forms of support and are monitored and encouraged to seek further education. The Mainstay Foundation also provided grants to a local partner charity within Iraq who run a higher educational institute that provides postgraduate academic education.

- The advancement of community development: Community development in this case refers to The Mainstay Foundation's constitutional objective of promoting sustainable development with special regards to the relief of poverty, the relief of financial need and the promotion of religious and racial harmony, exclusively but not limited to adherents of the Shia Ithna Ashari Muslim faith. The main activity falling under this category is as follows:

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Trustees' Annual Report *(continued)*

Year ended 31 December 2018

- I. Grant Making: The Mainstay Foundation awarded partner-based grant awards to local partners within the following countries:

- Iraq
- Tanzania
- Kenya
- India

Grants were awarded to local partners with the objective of supporting primarily poverty relief efforts. These efforts run and managed by our partners included: providing financial support to orphans and their guardians; providing medical treatments and consultation; providing housing to impoverished communities and providing clothing and providing food, in the form of food baskets, which include base ingredients to support families and providing courses aimed at teaching basic trades. During the reporting period the Charity also supported water aid efforts and provided grants and logistical support to a local partner for the construction of solar panelled water wells within Kigoma, Tanzania.

- II. Tanzania Retreat: The Charity organised and ran a retreat where scholars, professionals, undergraduate and postgraduate students from various parts of the world were and with help by our local partner on the ground taken to Tanzania, Africa for the primary purpose of visiting, participating and helping raise awareness for charitable activities being carried out within Tanzania.

Grant Making Policy

In conjunction with supporting other Organisations, logically or otherwise, and organising and running's the Charity's own activities, grant awards form the backbone of achieving the Charity's, above mentioned charitable objectives and aims. The board of Trustees govern the Charity's grant making policy by setting and managing the grant making principles, the grant making criteria and the grant making process. The board of Trustees apply the funds of the Charity at their own discretion and in accordance with the Charitable purposes and objectives of the Charity. The board of Trustees are also responsible for the overall award of any grant and their decision is final.

The grant making process surmised is as follows: Recipients are of two types; partner basis recipients or single project basis grant recipients.

Partner recipients are Charitable Institutions who receive funding, usually in the form of but not limited to monthly, quarterly or yearly grants for single and or multiple projects that fulfil one or more charitable objectives of the charity. Funding for these projects can involve the implementation of newly designed project/s and or the support, maintenance and expansion of existing project/s initiated by partner-based recipient. Decisions with regards to partnerships are decided by the board of Trustees, and initiation of partnerships are subject to what the board of Trustees and senior management decide is in the best interest of the Charity in view of achievement of the charitable objectives of the Charity, in the short and long term and in line with the grant making policy of the Charity.

Single project basis grant recipients are those who receive funding as part of an advertised grant award for a project set out by the Foundation. These projects are typically although not always limited to the achievement of a single objective, usually the Advancement of Religion, and recipients apply and are awarded as part of a set out application process. In contrast to partner recipients, a strict application process and deadline is in place of project basis grant awards and funding is awarded in usually although not always limited to single grant awards, i.e. non-continuous funding for implementation of the advertised project set out by The Mainstay Foundation.

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Trustees' Annual Report *(continued)*

Year ended 31 December 2018

The Charity's grant provision process entails rigorous checks to which both types of recipients have to undergo. As such, the Charity applies due diligence procedures (enhanced where necessary), in addition to account and relevant document examinations (in person and otherwise) and site visits. The charity adopts a risk-based approach to its grant making activities, which entails but is not limited to the size of the grant/s, the geographical location (high risk jurisdiction etc) in which the grant will be applied, the size of the beneficiary, where the beneficiary is based, Politically Exposed status, amongst other factors.

As part of the grant provision process, quarterly reports for partner-based recipients and final progress reports for single project-based recipients are to be carried out and sent to us, where we principally review how grants were spent and whether and how the goals/objectives were met. Final progress reports are sent from within three months of the date of the grant award.

Contribution made by Volunteers

As part of its emphasis upon community involvement and capacity building, The Mainstay Foundation benefits from the work of volunteers who play a pivotal role in ensuring that many of our activities, with the exception of grant making activities are carried out effectively and achieve maximum impact. Volunteers typically, although are not always limited to aiding the Charity in activities relating to the advancement of religion. Their contribution during the 2018 reporting year as follows:

- The Muslim Convention: During the 2018 Muslim Convention, the Charity utilised the services of over 40 volunteers, who in their various capacities and roles helped set up the convention, acquire and manage speakers, manage workshops, move equipment and set up and distribute food as part of managing the logistics and operations involved with the Convention.
- Muharram Commemoration Programme: Several volunteers helped manage the audio and video recording of the ten-day long Muharram commemoration programme. In addition, several volunteers managed the food and drinks hand out aspect of the programme.
- Najaf retreat: Several volunteers helped manage the audio and video recording throughout the course of the retreat and several others helped

As per the Charity's Managing Volunteers Policy and its Staff and Remuneration Policy, volunteers were not paid any salaries. However, volunteers were reimbursed for any travel and subsistence costs.

Public Benefit

The charitable objects and activities which The Mainstay Foundation undertakes for the public benefit and achievement in delivering these are set out in the relevant sections of this Trustees annual report. The board of Trustees of The Mainstay Foundation ensure that the activities undertaken by The Mainstay Foundation are relevant and beneficial to the needs of our beneficiaries and more broadly promote the betterment of UK society and other societies with which The Mainstay Foundation operates.

Further, the board of Trustees of this Charity declare and confirm that they have had regard to and have complied with the guidance issued by the Charity Commission on Public benefit.

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Trustees' Annual Report *(continued)*

Year ended 31 December 2018

Achievements and performance

2018 was a very busy year for the Charity as we expanded upon our previous activities in pursuance of strengthening faith, fostering education and developing communities around the world. During this reporting year, we are proud to say that the charity worked tirelessly to seek new donors, visit new regions where our work can have an impact, develop and strengthen new and existing partnerships and increase our grant making and non-grant making activities to an expanded beneficiary base across new regions. These achievements and the important progress it has made to the circumstances of beneficiaries and the wider societies in which they live within around the world can be seen below. For practical and reporting purposes, this has been categorised regionally and on a project basis as follows:

- India

- I. Advancement of Religion:

- Faith Oriented Programmes: We partnered with and provided ongoing grants of £ 65,000 to 2 local partners on the ground within India for the purposes of several ongoing faith-based projects. As a result of our funding, several thousand beneficiaries covering 30 mosques within Mumbai and Lucknow, amongst other cities have benefitted from attending spiritual and religious programmes that cater to the needs of the Muslim community. These programmes include those of the holy months of Ramadhan and that of the tragic month of Muharram.
 - Supporting Mosques and Islamic Centres: Faith based initiatives could not occur without support and development of places of worship. For this reason, we provided monthly grant of £4000 to a local partner for the purposes of the construction of several mosques within India, in addition to supporting the maintenance of these mosques through use of repairs.
 - Supporting Scholars and Seminary Education: At The Mainstay Foundation we strongly believe in the need for support of scholars learned in the Shi'i faith. For this reason, we provided a monthly grant of £8000 to our local partner who run and manage seminary education and support 1085 scholars who serve their communities in their capacity as representatives of faith.

- II. Advancement of Education:

- Supporting Primary, Secondary and Higher Education: As part of our visits to our local partners on the ground within India, The Mainstay Foundation noticed many financial constraints owing to poverty facing children within several cities in India which severely impacted their ability to acquire an education. In trying to address this educational inequality, we provided 3 partners with ongoing grants of £319000 annually so that 1471 students principally within although not exclusively limited to Mumbai (including the Mumbai metropolitan region), Juanpur, Barabanki and Moradabad are able to maintain their education and or be enrolled into new schools. These grants helped support the ongoing yearly costs of more than 1471 disadvantaged students, which included covering their school fees and textbooks, uniforms, stationary, transport and food costs. Having enrolled students into schools and colleges, our partners on the ground monitor each students progress and ensure they have the support needed to achieve their potential.

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Year ended 31 December 2018

III. Community Development:

- Supporting Orphanages: In our bid to provide a caring and nourishing environment for orphans without care in India, we provided monthly grants of £2300/- to a local partner for the purposes of maintenance and development of 3 orphanages within: Muhuva; Bhavnagar; Gujarat; Mumbra; Thane; Maharashtra; and Kargil.
- Housing: As part of its efforts to alleviate the suffering facing disadvantaged communities, we provided several grants to a local charity, who focus upon housing homeless, or other families and individuals suffering from natural disasters, impoverishment and other causes within impoverished neighbourhoods in India.
- Home ownership Scheme: As part of our efforts to bridge the income inequality facing communities within India, we provided a grant of £150,000 to our local partner who manage a home ownership scheme. This scheme involved the construction of a super structure of 21 flats which are offered to poor families at a subsidised rate, so as to encourage home ownership and or rent at a lower cost.
- Monthly wage giving: In trying to address the dire conditions facing widows, single parent families and impoverished individuals, we provided monthly grants of £6400 to a local partner who provide monthly wages to those in need, so as to alleviate and better manage the immediate destitution facing these families.
- Provision of Food: during the holy month of Ramadhan, the Charity awarded 2 local partners with a grant of £170,000 for the purposes of providing food baskets to beneficiaries within several cities in India. These food baskets included ingredients to allow for the sustenance of impoverished families for an amount of time so as to alleviate the financial burdens of having to purchase food. 9411 beneficiaries received these food baskets within Mumbai and 495 beneficiaries received these food baskets within Kanpur, Lucknow and Unnao.

- Iraq

- I. Advancement of Education:

- Supporting Primary and Secondary School Education: The Mainstay Foundation partnered with and provided monthly grants of \$20,000 to a charity within Iraq, who manage and run a school for impoverished orphans and disadvantaged students. The grants provided sponsored the costs of 180 student's education, which covered their school fees and their clothing, textbook, stationary, food and transport costs. As is the case with all grants we send for the purposes of education, students' progress was monitored and students were provided with additional care and support so as to open as many opportunities as possible for them.
 - Supporting Higher Education: The Mainstay Foundation also strongly believes in the need for supporting higher education for the development of the broader community where the support is in question. In this regard, the Charity supported an Institute for Higher Education within Najaf through the provision of monthly grant of £8000/- This Institute in question offers various postgraduate courses to students with a special focus upon law and politics

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Trustees' Annual Report *(continued)*

Year ended 31 December 2018

and our funding helped support the maintenance costs of the institute and the costs associated with postgraduate education for 100 enrolled students.

II. Community Development:

- Provision of Food: During the holy month of Ramadhan, the Charity provided a grant of £73,600 to a local partner based in Najaf, for the purposes of providing 4120 beneficiaries facing financial difficulties with food baskets, that contain within it provisions to last several weeks.

• Africa

I. Advancement of Religion:

- Supporting Mosques and Islamic Centres: Our support in the form of monthly grants of £4400/- to our local partners within Tanzania and Kenya, led to the construction and maintenance of over 100 mosques and Islamic Centres across both countries, in turn offering a place of worship and spiritual support for several thousand beneficiaries within these countries.
- Supporting Scholars and Seminary Education: As part of our ongoing efforts in developing seminary institutions and supporting scholars who share our faith and vision, we provided monthly grants of £2200/- to our local partners within Tanzania and Kenya for the maintenance and training of several seminary establishments, in addition to the support of over 500 students of religion and scholars.

II. Advancement of Education:

- Supporting Primary and Secondary School education: As part of its ongoing focus upon the advancement of education around the world, the Charity provided ongoing support to our local partner within Tanzania and Kenya for the purposes of enrolling over 1500 impoverished students to primary and secondary schools so that they could acquire and maintain an education which is critical to their and their family's futures.

III. Community Development:

- Water Wells: The Mainstay Foundation organised a fund-raising effort aimed at improving the dire conditions facing villages within Tanzania who suffer from a lack of clean water. The Foundation managed to raise £41,378 and participated through its use of volunteers in the construction of 4 solar powered water wells within Kigoma, Tanzania as part of a project managed by our local partner on the ground.
- Eye Camps: As part of our ongoing efforts in the areas of development within Tanzania and Kenya, the Charity provided monthly grants of £3750/- to our local partner based in Tanzania for supporting much needed free eye care treatment, in which over 10,000 individuals received free consultations and treatments.
- Economic Upliftment Programmes: As part of our emphasis upon community development, we awarded our local partner within Tanzania and Kenya monthly grants of £1500/- for the purposes of economic upliftment programmes aimed at teaching individuals (in particular women) a key trade or skills for employment purposes. In one of our courses focused on trade and skills education that was campaigned across Kenya, we had over 700+

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Trustees' Annual Report *(continued)*

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women participate and takeaway vital lessons in applying a particular trade that would help them support their families.

- Monthly wage giving: As part of our commitment around the world to alleviate the suffering facing impoverished families, we provide our local partner on the ground with a monthly grant of £1500 so as to support their ongoing efforts within Tanzania and Kenya to provide monthly wages to those in need.
- Month of Ramadhan Food distribution: In line with our month of Ramadhan food distribution programmes within India and Iraq, the Charity awarded a grant of £100,000 to our local partner operating within Tanzania and Kenya for the purposes of distributing over 3000 food baskets in centres in the following regions of Tanzania and Kenya: Arusha, Coastal Regions, Bukoba, Moshi, Kigoma and Tanga.

- North America
 - I. Advancement of Religion:
 - DRIVE Retreat: As part of our commitment to strengthening faith across the world, we provided grants of \$16000/- to our local partner based in Michigan, to support their four-day retreat programme. This programme catered for 40 high school and university level students inspired and supported participants personal, leadership and religious development, for their own individual and for the publics' benefit through use of counselling sessions, activities and various workshops.
 - Faith oriented programmes: During the reporting year we provided grants of \$74,000/- to our partner based in Michigan for the purposes of supporting various mosques and Islamic centres based in the US with financial support in the form of grant awards in their holy month of Ramadhan and Muharram programmes. Grants awarded by our local partners were used to subsidise the project costs for 18 mosques, and specifically restricted to being used to cover programme expenses such as speaker and venue expenses. Further, we also awarded a single project bases grant award to a charity based and operating within Canada, for the purposes of supporting their holy month of Ramadhan project. This grant award was restricted for the use of programme expenses, such as that of venue and speakers' costs.
 - Leadership Retreat: Grants of \$10,000 were also sent to support a three-day retreat that provided capacity building, in the form of personal, professional and leadership development at a high level for university students and young professionals who were nominated by their local centres/organisations and communities to attend this retreat.

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- UK and Europe:
 - I. Advancement of Religion:
 - Holy Month of Ramadhan Grant Awards: As part of our commitment to supporting faith-based events domestically and internationally, we awarded a single project basis grant of £20,000 to 8 successful applicants based in the UK, Sweden and Denmark for the purposes of supporting holy month of Ramadhan projects, aimed at catering to the religious and spiritual need of local constituents. These projects proved highly successful, with each awardee having more than 100 people on average attend its holy month of Ramadhan programmes during each day of the project's implementation.
 - Month of Muharram Grant Awards: Similarly, to our holy month of Ramadhan grant awards, we advertised and awarded single project basis grant of £28,956 to 14 successful applicants, who used their grant awards to cover the costs of their Muharram programme expenses. These programmes proved a huge success, and offered to their attendee's invaluable lecture series, eulogies and question and answer sessions that catered to the religious, spiritual and educational needs of community members within the UK, Sweden and Germany.
 - The Muslim Convention: The Mainstay Foundation is proud to have held the Muslim Convention during November 2018 in Manchester. The event aimed at broadening participants educational, professional and religious horizons proved a huge success as over 500 participants benefitted from various workshops, lectures and question and answer sessions lead by scholars of faith, academics and professionals in various industries.
 - Faith based programmes: The Mainstay Foundation directly organised and implemented several faith programmes held in North West London. The first of these, our yearly Imam Ali Birth Celebratory event, attracted over 400 attendees for the celebration of the first Imam of the Shi'i faith- Ali Ibn Abi Talib. Attendees benefited from world renowned speakers and reciters. We also supported various other Imam Ali celebratory events across the UK, in which we sponsored the costs of speakers and reciters at these events. Our second faith-based programme directly implemented by us was that of the remembrance of the demise of the seventh Shi'i Imam- Musa Al Kadhim, in which over 100 attendees participated in the commemorative event. Our final faith based programme was that of the tragic month of Muharram, where we organised a ten day lecture series aimed at enlightening attendees religious and educational horizons through an examination of our holy personalities with a special emphasis upon the tragedy of Ashura, which marked the tragic demise of the third Imam of the Shi'i faith- Husayn Ibn Ali.
 - Najaf Retreat: The Mainstay Foundation spearheaded a yearly project that connected Muslim professionals and students living in the United Kingdom, the United States and Canada to the Holy City of Najaf – home to the Imam Ali (as) Shrine and the centre of Islamic learning. Through 10-day seminar-styled retreats, participants engaged directly with the senior-most ranking scholars of the seminary. While participants greatly benefitted from their experience, so do the scholars themselves. During these retreats, they deepened their understanding of the challenges facing communities in the West and appreciated the group's openness and interest.

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Year ended 31 December 2018

Measuring Achievements and Impact

The Mainstay Foundation maintains strict and thorough performance reviews which are overseen by the board of Trustees. In this regard, all activities undertaken by the Charity were regularly reviewed and monitored by the Charity, ensuring our activities achieve maximum impact.

With regards to Grant Awards, the grant provision process designed and implemented by the Charity ensures that regular reporting for partner-based grant awards is received and reviewed by the Charity. This occurs in the form of site visitations and various monitoring tools, such as quarterly progress reports and achievements are monitored in line with project milestones/objectives set out prior to the initiation of funding. Similarly, our single project basis grant awards are monitored in line with milestones/objectives set out prior to the awarding of a grant, and projects are reviewed through on-site visitations and through final progress reports which are sent to us by grant awardees within three months of the date the grant was awarded.

For activities that were not based upon grant awards, numerous evaluative tools were put in place to review performances for the various activities supported by and organised directly by Charity. These include figures and feedback surveys carried out by participants immediately after and following the respective activities.

Financial review

The total income of the Charity for the reporting period was £2,704,139 (2017; £1,021,890) and the total expenditure amounted to £2,433,244 (2017; £737,763). This left a surplus of £268,500/- (2017; £284,127). Our donors were satisfied with the outcomes that the charity's work achieved and decided to increase their support and this was the main reason for the increase in income of the charity. The charity also on the other hand expanded its work with its partners to serve more beneficiaries in line with the charity's objectives.

Including support costs which amounted to £72,141 the charities expenditure was £958,868 on the advancement of Community Development, £691,919 on the advancement of Education and £623,807 on the advancement of Religion.

The charity carried forward General funds to the amount of £573,764 and had Restricted funds to the amount of -£335/- at the end of the year. The Trustees have decided to write off the shortfall in the restricted funds by making good from the General fund and thereafter carrying General fund to the amount of £573,429/-.

The Charity acquires its principal source of funding through donations by donors which are used to achieve the Charity's objectives and cover its operational costs. The Charity does not engage in income related services, nor in any investments whose purpose is to increase funding for the Charity.

Reserves Policy

The board of Trustees have decided that the Charity's policy on reserves is to maintain sufficient unrestricted funds to cover up to 6 months of operating and payroll costs should a short fall in income occur. Potential risks facing the Charity and contingency funds that may be needed as a result, have also been considered through means of risk assessments and consultations in determining this policy.

The amount that is considered required to cover the unrestricted expenditure for the reserve target is £30,000. The actual unrestricted reserve funds at the end of the year was £573,764 and the restricted fund for the same period was -£335/- The Trustees believe that in the coming financial year 2019-2020 the amount of aid work done will be more than the donations amount received which justifies the

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high amount of reserve held at the end of the year. As such, the Charity considers its current reserve fund sufficiently placed to cover its reserve policy.

Fundraising

The charity does not actively fundraise as part of its activities. During the year the charity did not appoint any professional fundraiser or commercial participator for fundraising.

Risk Management

Effective risk management is essential to ensure that Trustees can take appropriate and timely action where risks are identified and are better placed to achieve the Charity's mission. To this effect the charity's regularly reviewed and updated policy ensures a proactive stance towards risk management, where Trustees are able to take a planned course of action upon identification of risks, either to:

- Minimise the impact of risk for example with contingency planning;
- Accept the risk;
- Transfer the risk (insurance);
- Reduce the risk (if complete avoidance is impossible or disproportionately expensive in time or money); or
- Monitor the risk.

The charity utilises a regularly reviewed and updated central risk assessment of the charity which categorises risk to: operational; financial; governance and management; compliance and environmental/external factors. The charity also uses risk assessments for specialist risk categories as part of some of its policies, such as its anti-money laundering and counter terrorist financing policy. Within each category risk is identified and assessed in relation to its likelihood and impact, alongside the steps required to mitigate each risk, in addition to any further actions needed.

Principal risks facing the Charity

Following careful deliberation and consultation, the board of Trustees have considered several principle risks and uncertainties facing the charity. These are as follows:

- Partnerships with and or Grant making to NGOs in High risk jurisdiction countries
- Reliance upon a limited number of donors
- Banking activities that relate to the expending of funds
- New Partnerships with Charities

These risks are proactively identified and appropriate actions are implemented in line with the above-mentioned policy, which includes the identification, assessment (likelihood of impact and severity), and required actions needed for each principle risk. These types of risks are subject to further monitoring and actions which are mentioned within the risk assessment by the board of Trustees. Principle risks are regularly updated in line with the risk management policy of the charity and are subject to variations depending upon the board of Trustees considerations.

The Mainstay Foundation

Trustees' Annual Report *(continued)*

Year ended 31 December 2018

Policy for the remuneration of key management personal

Trustees of The Mainstay Foundation are not paid. Should they meet the criteria of the Charity Commission's guidance for 'Payments to Charity Trustees', Trustees can seek reimbursement for out of pocket expenses in consideration of the reasonability of the request. Similarly, they may also be paid for extra ordinary work for the Charity, if it is agreed upon by the board of Trustees and if there are no alternative staff members who can supply the work in question.

Further, the Mainstay Foundation does not pay its Executive Trustee, given they are considered a Trustee and as such policy regarding their remuneration extends to that of a Trustee.

Plans for future periods

The board of Trustees of The Mainstay Foundation have decided that the short term (one year long) strategic activities of the charity is to include:

- Improved financial and logistical support to charities based within the UK whose charitable objectives are shared by the charitable objectives of The Mainstay Foundation's.
- Expanding the type of activities/projects we support through grant making to new and existing grant recipients.
- Designing new activities/projects and allocating more funds for these for the purposes of awarding grants to beneficiaries who seek to implement such activities/projects in question.

The charities focus will continue to be how it can maximise its performances from its activities in pursuit of its charitable objectives, and the benefits this will bring to people's lives, and to the collective wider society in which they live.

Trustees' responsibilities statement

The trustees, 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 charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, 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 applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK 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 adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the

The Mainstay Foundation

Trustees' Annual Report *(continued)*

Year ended 31 December 2018

Companies Act 2006. 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.

Auditor

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The trustees' annual report was approved on 22 October 2019 and signed on behalf of the board of trustees by:



Mr M Marashi
Chair

INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF THE MAINSTAY FOUNDATION

FOR THE YEAR ENDED 31 DECEMBER 2018

We have audited the financial statements of The Mainstay Foundation (the 'charity') for the year ended 31 December 2018 which comprise the Statement of Financial Activities, Balance Sheet and Statement of Cashflows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2018, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and;
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information; we are required to report that fact. We have nothing to report in this regard.

INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF THE MAINSTAY FOUNDATION

FOR THE YEAR ENDED 31 DECEMBER 2018

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of the trustee

As explained more fully in the trustees' responsibilities statement set out on page 15 the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustee as a body, for our audit work, for this report, or for the opinions we have formed.

MHA MacIntyre Hudson

MHA MacIntyre Hudson

Chartered Accountants and Statutory Auditor
New Bridge Street House
30-34 New Bridge Street
London
EC4V 6BJ

Date: *30/10/19*

MHA MacIntyre Hudson is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006 and consequently to act as the auditor of a registered charity.

The Mainstay Foundation

Statement of Financial Activities (including income and expenditure account)

Year ended 31 December 2018

	Note	Unrestricted funds £	2018 Restricted funds £	Total funds £	2017 Total funds £
Income and endowments					
Donations and legacies	5	2,662,760	41,379	2,704,139	1,021,890
Total income		<u>2,662,760</u>	<u>41,379</u>	<u>2,704,139</u>	<u>1,021,890</u>
Expenditure					
Expenditure on charitable activities	6	2,393,925	41,714	2,435,639	737,763
Total expenditure		<u>2,393,925</u>	<u>41,714</u>	<u>2,435,639</u>	<u>737,763</u>
Net movement in funds		<u>268,835</u>	<u>(335)</u>	<u>268,500</u>	<u>284,127</u>
Reconciliation of funds					
Total funds brought forward		304,929	—	304,929	20,802
Total funds carried forward	16	<u>573,764</u>	<u>(335)</u>	<u>573,429</u>	<u>304,929</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 22 to 30 form part of these financial statements.

The Mainstay Foundation
Statement of Financial Position
31 December 2018

	Note	2018 £	2017 £
Fixed assets			
Tangible fixed assets	13	1,671	1,517
Current assets			
Debtors	14	3	40,000
Cash at bank and in hand		580,755	272,409
		580,758	312,409
Creditors: amounts falling due within one year	15	9,000	8,997
Net current assets		571,758	303,412
Total assets less current liabilities		573,429	304,929
Net assets		573,429	304,929
Funds of the charity			
Restricted funds		(335)	—
Unrestricted funds		573,764	304,929
Total charity funds	16	573,429	304,929

These financial statements were approved by the board of trustees and authorised for issue on 22 October 2019, and are signed on behalf of the board by:



Mr M Marashi
Trustee

The notes on pages 22 to 30 form part of these financial statements.

The Mainstay Foundation

Statement of Cash Flows

Year ended 31 December 2018

	2018 £	2017 £
Cash flows from operating activities		
Net income	268,500	284,127
Depreciation of tangible fixed assets	490	279
Movement in Accrued expenses	—	9,000
Movement in Trade and other debtors	39,997	(40,000)
Movement in Trade and other creditors	3	(3)
Cash generated from operations	<u>308,990</u>	<u>253,403</u>
Net cash from operating activities	<u>308,990</u>	<u>253,403</u>
Cash flows from investing activities		
Purchase of tangible assets	(644)	(1,796)
Net cash used in investing activities	<u>(644)</u>	<u>(1,796)</u>
Net increase in cash and cash equivalents	308,346	251,607
Cash and cash equivalents at beginning of year	272,409	20,802
Cash and cash equivalents at end of year	<u>580,755</u>	<u>272,409</u>

The notes on pages 22 to 30 form part of these financial statements.

The Mainstay Foundation

Notes to the Financial Statements

Year ended 31 December 2018

1. General information

The charity is a public benefit entity and a Charitable Incorporated Organisation limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Office 11, Abji Bapashree House, 211 Kingsbury Road, London, NW9 8AQ.

The Mainstay Foundation meets the definition of public benefit entity under FRS 102.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the accrual basis for the year and are in sterling which is the functional currency of the entity.

Going concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the Charity to be able to continue as a going concern.

Critical accounting estimates and areas of judgement

The following judgements (apart from those involving estimates) have been made in the process of applying the above accounting policies that have had the most significant effect on the amounts recognised in the financial statements:

- Depreciation rates for tangible assets
- Support cost allocation

Foreign currencies

Foreign currency transactions are initially recorded in the functional currency, by applying the spot exchange rate as at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the exchange rate ruling at the reporting date, with any gains or losses being taken to the statement of financial activities.

The Mainstay Foundation

Notes to the Financial Statements *(continued)*

Year ended 31 December 2018

3. Accounting policies *(continued)*

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Incoming resources

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

The Mainstay Foundation

Notes to the Financial Statements *(continued)*

Year ended 31 December 2018

3. Accounting policies *(continued)*

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The trustees note that the capitalisation threshold for the reporting period 2018 is £500 (2017- £100).

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment - 25% straight line

Financial instruments

The Charity does not have a material holding in complex financial instruments. The Charity only holds basic Financial Instruments. The financial assets and financial liabilities of the Charity are as follows:

Debtors - trade and other debtors (including accrued income) are basic financial instruments and are debt instruments measured at amortised cost as detailed in Note X. Prepayments are not financial instruments.

Cash at bank - is classified as a basic financial instrument and is measured at face value.

Liabilities - trade creditors, accruals and other creditors will be classified as financial instruments, and are measured at amortised cost as detailed in Note X. Taxation and social security are not included in the financial instruments disclosure. Deferred income is not deemed to be a financial liability, as in the cash settlement has already taken place and there is simply an obligation to deliver charitable services rather than cash or another financial instrument.

4. Limited by guarantee

The liability of Members is limited. Every Member promises, if the Charity is dissolved while he/she remains a Member or within one year after he/she ceases to be a member, to pay up to £1 towards:

- payment of those debts and liabilities of the Charity incurred before he/she ceased to be a Member; - payment of the costs, charges and expenses of winding up; and- the adjustment of rights of contributors among themselves.

The Mainstay Foundation

Notes to the Financial Statements (continued)

Year ended 31 December 2018

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Donations			
Donations	<u>2,662,760</u>	<u>41,379</u>	<u>2,704,139</u>

Included within the above are donated services of £10,000 travel costs born by Trustees.

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Donations			
Donations	<u>1,021,890</u>	<u>—</u>	<u>1,021,890</u>

6. Analysis of expenditure on charitable activities

	Activities undertaken directly £	Grant Funding £	Support Costs £	Total Funds 2018 £
Current year:				
Advancement of Education	-	691,919	21,138	713,057
Advancement of Religion	85,206	623,807	21,587	730,600
Community Development	3698	958,868	29,416	991,982
Total	<u>88,904</u>	<u>2,274,594</u>	<u>72,141</u>	<u>2,435,639</u>

	Activities undertaken directly £	Grant Funding £	Support Costs £	Total Funds 2017 £
Prior year:				
Advancement of Education	-	89,333	5,830	95,163
Advancement of Religion	52,177	127,723	11,740	191,640
Community Development	-	423,333	27,627	450,960
Total	<u>52,177</u>	<u>640,389</u>	<u>45,197</u>	<u>737,763</u>

The Mainstay Foundation

Notes to the Financial Statements *(continued)*

Year ended 31 December 2018

7. Support costs

	2018	2017
	£	£
Wages/salaries	25,532	8,895
Rent	16,050	13,000
Insurance	—	185
Legal and other professional fees	2,168	516
Telephone	110	80
Other office costs	916	9
Depreciation	489	279
Bank Charges	1,383	526
IT and Digital	731	235
Advertising & Marketing	5,515	—
Travel costs	11,155	10,000
Foreign exchange gain/loss	(907)	—
Governance Costs	9,000	11,472
 Total	 72,141	 45,197
	<hr/>	<hr/>

8. Governance costs

	2018	2017
	£	£
Accountancy fees	1,800	4,272
Audit fees	7,200	7,200
 Total	 9,000	 11,472
	<hr/>	<hr/>

The Mainstay Foundation

Notes to the Financial Statements *(continued)*

Year ended 31 December 2018

9. Analysis of grants

	2018 £	2017 £
The Federation of Khoja Shia Ithna Asheri Jamaats of Africa	366,833	100,000
Al-Alamayn Institute for Higher Education	95,226	56,000
Al-Ayn Social Care Foundation	—	25,000
The Mainstay Foundation (US)	103,068	53,246
Orphans Charity Foundation	—	365,000
Alfurqans Social Forening	—	9,641
Ahlulbayt Foundation (Ahlulbayt TV)	—	6,000
Al-Akbar Foundation	—	3,000
Mohebban Al Mahdi Youth Foundation	—	3,000
Shia Muslim Community of British Colombia	—	3,000
The Islamic Unity Society	—	3,000
Madina Tul Ilm Education Centre	—	9,000
Wabil	—	1,500
The Zahra Trust	—	3,000
Alimaan Charitable Trust	706,000	—
Dar Al-Zahra School	143,793	—
Husaini Education	150,000	—
The Federation of Khoja Shia Ithna Asheri Jamaats of India	75,000	—
KSI Medical Aid	50,000	—
Lady Fatima Well	41,714	—
Ramadhan	20,054	—
Ramadhan Relief	331,600	—
Tauheedul Muslimeen Trust	120,000	—
General One off	10,500	—
Camps	10,000	—
Media Grants	24,505	—
Muharram-Safar	26,300	—
 Total	 2,274,593	 640,389

Ramadhan Relief

	2018 £	2017 £
Alimaan Charitable Trust	150,000	—
Tauheedul Muslimeen Trust	8,000	—
The Federation of Khoja Shia Ithna Asheri Jamaats of Africa	100,000	—
Anwar Al-Najafia	73,600	—
 Total	 331,600	 —

The Mainstay Foundation

Notes to the Financial Statements *(continued)*

Year ended 31 December 2018

Grants Breakdown

	Grants to Organisations £	Grants to Individuals £
Iraq	312,619	—
Africa	141,714	—
USA	103,068	—
Ramadhan Grant	20,054	—
General One off	10,500	—
Camps	10,000	—
Media Grant	23,505	1,000
Muharram-Safar	26,300	—
India	1,625,833	—
 Total	 2,273,593	 1,000
	—	—

10. Net income/(expenditure)

	2018 £	2017 £
Depreciation of tangible fixed assets	490	279
Auditors Remuneration	7,200	7,200

11. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2018 £	2017 £
Wages and salaries	25,532	8,895
Social Security costs	—	—
Pension costs	—	—
 Total	 —	 —

The average head count of employees during the year was Nil (2017: 1). The average number of employees during the year is analysed as follows:

	2018 No.	2017 No.
Number of staff	1	1

No employee received employee benefits of more than £60,000 during the year (2017: Nil).

12. Trustee remuneration and expenses

During the year, no Trustees received any remuneration (2017: £Nil)

During the year, no Trustees received any benefits in kind (2017: £Nil)

During the year, no Trustees received any reimbursement of expenses (2017: £Nil)

During the year, a Trustee kindly donated services, as shown in Note 18 (2017: £10,000).

The Mainstay Foundation

Notes to the Financial Statements *(continued)*

Year ended 31 December 2018

13. Tangible fixed assets

	Equipment £
Cost	
At 1 January 2018	1,796
Additions	644
At 31 December 2018	<u>2,440</u>
Depreciation	
At 1 January 2018	279
Charge for the year	490
At 31 December 2018	<u>769</u>
Carrying amount	
At 31 December 2018	<u>1,671</u>
At 31 December 2017	<u>1,517</u>

14. Debtors

	2018 £	2017 £
Other debtors	3	<u>40,000</u>

15. Creditors: amounts falling due within one year

	2018 £	2017 £
Trade creditors	—	(3)
Accruals and deferred income	9,000	9,000
	<u>9,000</u>	<u>8,997</u>

The Mainstay Foundation

Notes to the Financial Statements *(continued)*

Year ended 31 December 2018

16. Analysis of charitable funds

Unrestricted funds

	At 1 January 20 18 £	Income £	Expenditure £	At 31 Decembe r 2018 £
General funds	<u>304,929</u>	<u>2,662,760</u>	<u>(2,393,925)</u>	<u>573,764</u>

Restricted funds

	At 1 January 20 18 £	Income £	Expenditure £	At 31 Decembe r 2018 £
Lady Fatima Well	<u>—</u>	<u>41,379</u>	<u>(41,714)</u>	<u>(335)</u>

Unrestricted funds

	At 1 January 2017 £	Income £	Expenditure £	At 31 December 2017 £
General funds	<u>20,802</u>	<u>1,021,890</u>	<u>(737,763)</u>	<u>304,929</u>

Restricted funds

	At 1 January 2017 £	Income £	Expenditure £	At 31 December 2017 £
General funds	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>

The Lady Fatima Water well fund was restricted for building water wells in remote areas in Africa. A total of 4 water wells were built. The donation raised were restricted for the building of water wells and the amount expended on the water wells was in excess of the amount raised. The excess amount of £335 was made good from the General fund.

17. Net Assets between Funds

	Unrestricted funds 2018	Restricted funds 2018
Tangible fixed assets	£1671	NIL
Debtors	£3	NIL
Cash at bank and in hand	£580,755	NIL
Creditors	£9000	NIL
Total	£573,429	NIL

18. Related party transactions

During the year the charity benefited from donated services totalling £10,000. These services were provided by Mr Hassan Al-Hakeem a Trustee of the charity. The donation has been valued in accordance with the charity's accounting policies.