



BRISTOL VOLUNTEERS FOR DEVELOPMENT ABROAD

Registered Charity no. 1173282

**Impact report for the year
ended 30th September 2019**



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A NOTE FROM OUR CHAIR OF TRUSTEES

2019 was a fantastic year for BVDA. With an experienced and dedicated committee leading the way, the charity was able to refocus on a number of its strategic objectives.

A new project was trialled in Ghana with brand new partner, the Alliance for African Women Initiative (AFAWI), where volunteers were able to support the charity to organise business skills and sexual health workshops for women living near Accra, promoting increased independence. This specifically contributed to BVDA's objective to expand the variety of projects offered through trialling new partnerships. We also continued supporting our long-standing partners in Nepal (Partnership for Sustainable Development) with volunteer groups supporting sanitation and the maintenance of a road to ensure access to a school, and Uganda (Little Big Africa) where volunteers contributed to the building of a water tank and taught the WASH curriculum.

Following a successful campaign of volunteer recruitment, BVDA was able to send an additional volunteer abroad this year, granting a portion of the charity reserves to fund the project costs for an experienced committee member to support the other students in Ghana and to evaluate this new project. This was a positive contribution towards BVDA's mission, supporting our project partner and commencing agreed spending of our excess reserves over the coming years to comply with charity regulations and further support the charity's objectives.

This year BVDA also had the capacity to begin a campaign of long-term engagement with the charity's alumni, which has been a strategic objective for several years. In the run-up to the introduction of GDPR, BVDA ran a campaign to invite interested alumni to opt-in to receiving regular e-newsletters. The first quarterly newsletter was sent in the summer of 2019 and regular communications are providing insights from this new community of supporters, while bolstering BVDA's networks.

The introduction of a programme of local volunteering was also a very worthwhile initiative driven forward by our committee. During 2019 our students got involved with Feed the Homeless, building relationships with a deserving local cause and providing opportunities for volunteering during the university term, to complement international placements over the summer.

All the trustees would like to express their sincere thanks to our incredible committee, volunteers and supporters without whom BVDA projects would not be possible.

Sarah Malina
Chair of Trustees



Our vision is of a global community working together to deliver sustainable positive change.

Our mission is to inspire and enable students to actively engage in sustainable international development.

Our aim is the advancement of education and the relief of poverty, sickness and distress in developing countries.

OUR STRATEGIC WORK AREAS

BVDA's latest strategy runs from 2019-2021 with the following areas identified as our strategic work areas. During 2019 BVDA succeeded in furthering our work relating to a number of these key objectives.

BVDA ran a trial project with new partner AFAWI in Ghana, supporting aims to increase the range of projects on offer. Project choice allows us to maintain high standards for our projects and best meet BVDA's international development objectives, as well as helping with student recruitment.

We have a comprehensive program of M&E to ensure that BVDA is always working to improve projects, training, events and student support. In 2019 we worked to consolidate our M&E data into a more user-friendly centralised database.

Although BVDA has a dedicated network of alumni, they have not been regularly engaged with up until now. In 2019 we commenced a regular quarterly e-newsletter to strengthen our communications with BVDA's alumni community.



In 2019, we focused on updating BVDA's volunteer recruitment techniques, placing greater emphasis on social media engagement, attending face-to-face events and working to create a more relaxed environment at information talks.

BVDA built committee fundraising into its strategy this year to begin working towards a long-term sustainable financial model that ensures charity overheads are covered. The trustees also developed a plan for spending reserves and funded the project costs of an experienced volunteer to support a trial project.

Although BVDA forum events were not a big focus for 2019 some cross-society events were held, growing networks. BVDA plans to host the Student International Development Network (SIDN) in 2020, providing a platform for international development discussion amongst student charity groups.

SPOTLIGHT ON: PROJECTS

Summer projects are central to what BVDA does as a charity. BVDA ran three projects this year, working closely with our partners to devise meaningful and sustainable activities that would continue benefitting communities well into the future.

We work hard to ensure that the projects our volunteers undertake make use of students' skills and knowledge, so that they can make a genuine and valuable contribution to their host communities.

Over the summer of 2019, BVDA was able to send 15 volunteers abroad to Ghana, Nepal and Uganda, contributing to wide-ranging work that supports education, capacity-building, access to water, sanitation and health initiatives.



3 PROJECTS
15 VOLUNTEERS
OVER £12,000 RAISED

SPOTLIGHT ON: GHANA

We partnered with the Alliance for African Women Initiative (AFAWI) in Ghana to take part in two distinct projects.

Livelihood Project

The first project focused on supporting the development of women's livelihoods. With AFAWI aiding women through access to micro-loans to start their own businesses, our volunteers contributed to workshops focused on providing skills such as book keeping to promote women's financial independence. Through collaboration with the Taifa Presby Credit Union, AFAWI are able to run a money saving scheme, whereby women can deposit a portion of their income into their savings account. Our volunteers were able to support access to this scheme, removing barriers such as transport costs, which can be an issue to financial independence.



The group also supported women in the loan application process, evaluating progress and the potential impact of the loan on their business.

BVDA volunteers delivered HIV and malaria prevention sessions utilising the WASH (Water and Sanitation Hygiene) methodology and family planning workshops, debunking sexual health myths and providing a safe space for discussion,

"Not only were the workshops beneficial to our own personal development as volunteers, the women demonstrated the benefits through the growth of their businesses and the development of their financial independence"

- Olivia, BVDA volunteer

helping to de-stigmatize birth control. Being able to plan pregnancies is significant in giving women greater autonomy over their own livelihoods, as unexpected pregnancies can impact women's ability to focus on their business.

Ecce Child Project

Our volunteers registered a group of children in the Ghanaian National Health Insurance Scheme (NHIS), which ensures healthcare in hospitals at the point of need.

AFAWI focuses on ensuring children are registered at a young age, providing them with the security of having access to healthcare treatment throughout their childhoods, should they need it.

Volunteer grant

One of the charity's current strategic objectives is to deploy our excess reserves and the trustees agreed a grant of £800 to cover the project costs for one of our experienced committee members to support the volunteers on this new project. This volunteer contributed to project resilience and provided a detailed report to the trustees with recommendations going forward.

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VOLUNTEERS



BUSINESS SKILLS

HIV & MALARIA PREVENTION

SEXUAL HEALTH WORKSHOPS

HEALTH CARDS FOR CHILDREN

SPOTLIGHT ON: NEPAL

We worked with Partnership for Sustainable Development (PSD) in the village of Sima in Nepal.

Our volunteers worked on a construction project to build three brand new community public bathrooms between villages, where the development of health and sanitation has been identified as a priority.

With the community previously relying on local water taps, which can become overcrowded and unhygienic, the successful construction of these new bathrooms including toilet and shower facilities is directly benefitting the community. The volunteers were particularly helpful in providing support to construction workers by carrying out activities such as moving materials and mixing cement.

Delivering Water and Sanitation Hygiene (WASH) workshops to local women's groups was also a key component of this project, ensuring that hygiene skills are rolled-out amongst the community to improve health.

Our volunteers also taught WASH and other subjects within a local primary school, utilising fun and hands-on teaching methods and working with teachers to develop engaging learning sessions.



The volunteers also supported the upkeep of a road, which is very unstable during monsoon season. This road is a key route to the local school with maintenance needed to ensure children can walk to school safely. Keeping the route well maintained is also critical to ensure access to the nearest hospital in emergencies.

“Nepali lessons helped me build good relations with all of the villagers I met, and the mutual learning of English/Nepali by the community and volunteers was a wonderful thing to be a part of”

- Louie, BVDA volunteer



**6
VOLUNTEERS**

'WASH' WORKSHOPS

TEACHING SCHOOL PUPILS

3 NEW COMMUNITY BATHROOMS

ROAD MAINTENANCE

“My experience in Nepal was incredible. The team got on really well, we worked hard together but also had a great laugh”

- Leah, BVDA volunteer



SPOTLIGHT ON: UGANDA

Working with our partners Little Big Africa (LBA), our volunteer group were based in the Kayunga District.

Students worked to build a brand new water tank for Nsiima Primary School, providing a water source for cooking, drinking and cleaning at the school. This meant that pupils had nearby access to essential drinking water so more time could be spent focused on their learning.

A hand washing station was connected to this new water source. As soap is an expensive luxury, our volunteers ran liquid soap-making workshops for the school and members of the local community. They also ran WASH (Water and Sanitation Hygiene) workshops to help raise awareness of the importance of hand washing for health. This helped to roll-out vital sanitation practices to school children and community members, which can be life saving.

With community members having gained new skills to hand-make liquid soap, they were empowered with a means to start their own business. In particular this was of benefit to women and the elderly within the community, giving them a way to support their own independent livelihoods.

5
VOLUNTEERS



"By the end of the project we had covered various WASH topics, including hand washing, tippy taps and cleaning jerrycans in good detail"

- Lewis, BVDA volunteer

BVDA's volunteers worked within the local primary school, delivering two sessions to each class every week, using a combination of fun, hands-on demonstrations and then a recap of the session through games and songs. The group also reached out to several other schools and nearby communities, ensuring knowledge could be disseminated throughout the local area.

The group also helped to instruct the local community on how to make their own briquettes, an inexpensive waste-based alternative to charcoal that can be used for cooking. The cost savings through creating these new fuel-efficient stoves can then free up funds for households, providing greater financial security or a means for purchasing other essentials.

"This project has shown me first hand the importance of grassroots organisations like LBA and has given me skills I will use for the rest of my adult life"

- Isobel, BVDA volunteer



'WASH' SESSIONS FOR SCHOOLS
CONSTRUCTING A WATER TANK
SOAP-MAKING SESSIONS
BRIQUETTE WORKSHOPS



SPOTLIGHT ON: VOLUNTEER RECRUITMENT

In 2019, social media and events were key elements of BVDA's volunteer recruitment strategy.

With a greater focus on digital, BVDA introduced new 'Meet the Committee Monday' posts and trialled paid social media promotion to reach a broader Bristol University student audience.

Face-to-face events have always been one of BVDA's most successful recruitment methods and this year was no exception. Spreading awareness of these events is key and our evaluation this year has shown that a combination freshers fair, word of mouth and social media initially highlighted BVDA to students, with information evenings consolidating their longer term interest.

Our M&E this year showed that students responded particularly well to video-based online content and we hope to make greater use of this going forward, both for recruitment and to raise awareness of BVDA's work.



At BVDA we're continually monitoring the success of our publicity channels. Using quantitative data and qualitative surveys, we can adapt our approach based on evidence showing us what works best.



SPOTLIGHT ON: FUNDRAISING

Fundraising is central to BVDA, with 100% of fundraised income supporting the running of our partners' projects this year.

As always, our students covered their own costs, such as flights and vaccinations to ensure that BVDA charitable income can be directed where it is most needed.

BVDA volunteers never fail to impress with their diverse, creative fundraising efforts to support our international development projects.



From ceilidhs to club nights and the ever popular bake sale, our volunteers threw themselves into raising awareness and funds to support 2019's projects. Our 3 volunteer groups raised over £12,000 to fund our projects in Ghana, Nepal and Uganda.

We would also like to recognise the support of Bristol University. Both the International Office (through its Global Opportunities fund) and the Bristol Alumni Foundation awarded grants to help our volunteers with their personal travel costs, supporting students to undertake their BVDA project placement over the summer break.

SPOTLIGHT ON: TRAINING

BVDA prides itself on the comprehensive training programme delivered to prepare students for their summer projects.

Weekly sessions were run from February to May. In addition to fundraising support, first aid training and WASH teaching methods, topics such as cultural awareness, safeguarding and personal safety were covered through engaging activities, breakout sessions and team-building exercises.

Each year, supported by BVDA's trustees, the committee work to devise an in-depth training schedule to prepare students for their projects and facilitate an environment where they can bond with their volunteer group.



9 TRAINING DAYS



Our training is monitored through anonymous student surveys. Average score out of 5:

ENJOYMENT = 4.78
INFORMATIVE = 4.76
USEFULNESS = 4.87

SPOTLIGHT ON: LOCAL VOLUNTEERING

While international development volunteering is our focus at BVDA, we also want to support students to take an active role in local volunteering, supporting the wider community and their own development as responsible citizens.

This year our committee partnered with Feed the Homeless, organising walks to help deliver food to the homeless living in Bristol. Local volunteering is a fantastic way for our volunteers to support extremely worthwhile causes, gain valuable life skills and bond with their project groups prior to undertaking their summer placement abroad.

This great initiative was organised by our 2019 committee and BVDA hopes to continue local volunteering well into the future.



BVDA's committee also celebrated at Bristol University's Volunteering Awards. The society was nominated for 'Project of the Year' and BVDA's President was nominated for 'Outstanding Contribution from an Individual'.

GOVERNANCE

The trustee board works to ensure that all activities are in line with the charitable aims and objectives of BVDA. A 3-year strategy was developed at the start of 2019, providing focus for the areas of work to be prioritised for the upcoming year and beyond.

At the start of the 2019 period, BVDA was governed by five registered trustees. Emma Bruce stepped down as Chair in March, following many years working with BVDA as both a student and trustee. Sarah Malina was appointed Chair, supporting the charity as a trustee alongside Ben Perry, Celestine Weegenaar and Shindy Lall.

Trustees are appointed by a resolution of existing trustees, of which there must be a minimum of three. All trustees serve for a term of two years and may be re-appointed for a further term at each Annual General Meeting.

The Trustee Board seeks to ensure the sustainability and effectiveness of the charity through diversity of skills and experience on the Trustee body. Trustees are given BVDA's governing document upon joining the board and are subject to a 6-month trial period, throughout which they are supported through an induction process with an existing Trustee.

In 2019, BVDA recruited two new trial trustees to support the long-term development of the charity in the areas of student recruitment and risk management.

The trustees undertake a full risk review each year, with each trustee holding responsibility for the area of risk relevant to their role. A comprehensive risk register is maintained, following Charity Commission guidance.

TRUSTEE BOARD

Sarah Malina (Chair from March '19)

Emma Bruce (Chair until March '19)

Shindy Lall (Vice-Chair, Committee Contact)

Ben Perry (Finance)

Celestine Weegenaar (Projects)



COMMITTEE

BVDA is also supported by a dedicated student committee, the majority of whom have taken part in a BVDA project in a previous year. With guidance from the trustees, the committee lead on day-to-day activities, including volunteer recruitment and publicity, fundraising, project development and training.

BVDA became a registered charity in 2001 and ever since BVDA's dedicated student committees have driven forward beneficial international development projects, opening up opportunities for like-minded students to make a difference.

2019 has been another great year, with the committee facilitating 3 international projects and all the recruitment, fundraising, training and ongoing engagement that ensures this meaningful work progresses.



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COMMITTEE
MEMBERS**



BVDA ACCOUNTS

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that neither an independent review nor an audit is required for this year under sections 144(2) and 145(1) of the Charities Act 2011 (the 2011 Act).

Receipts and Payments

	FY 2019			FY 2018
	Restricted Funds	Unrestricted Funds	Total	Total
Receipts				
Voluntary income	-	11,762	11,762	15,990
Fundraising sales	-	322	322	-
Deposits and grant income	2,680	-	2,680	3,865
Total Receipts	2,680	12,084	14,764	20,292
Payments				
Fundraising costs	-	(268)	(268)	(661)
Project expenditure	-	(12,969)	(12,969)	(13,603)
Administrative costs	-	(989)	(989)	(987)
Insurance	-	(548)	(548)	(2,033)
Deposits and grant payments	(3,094)	-	(3,094)	(4,270)
Total payments	(3,094)	(14,773)	(17,867)	(21,553)
Net of receipts/(payments)	(414)	(2,690)	(3,104)	(1,261)
Transfers between funds	(31)	31	-	-
Cash funds from last year end	445	17,611	18,056	19,317
Cash funds this year end	=	14,953	14,953	18,056

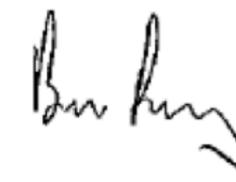
Statement of Assets and Liabilities

Cash funds

Net assets and liabilities

	FY 2019			FY 2018
	Restricted Funds	Unrestricted Funds	Total	Total
Cash funds	-	14,953	14,953	18,056
Net assets and liabilities	-	14,953	14,953	18,056

The accounts on pages 17-18, together with the related notes on pages 19-20 were approved by the trustees on 20th June 2020 and were signed on their behalf by:



Ben Perry
Finance Trustee



Sarah Malina
Chair

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 30th September 2019

Basis of accounting

The financial statements are prepared on a 'receipts and payments' basis.

Receipts

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Fundraising sales represent the income made from sales of charity goods.

Payments

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Fundraising costs represent the costs associated with the income from fundraising sales.

Project expenditure represents payments made to overseas partners to fund volunteering projects. Volunteers do not receive payments for their services.

Administrative costs include the costs associated with meetings of the Trustees. Neither the trustees, nor any members of the committee, receive any payment for their involvement with the charity.

During the year, travel and expense costs were reimbursed to trustees and committee members totalling £851 (2018: £410). Of this figure, £500 was reimbursed to the committee to support their attendance at the annual SIDN conference in Scotland.

Restricted funds

The charity's policy on restricted funds is to separately record donations, grants and other sources of fundraising where restrictions are imposed that are narrower than the charity's overall objectives.

In addition, volunteers provide deposits to BVDA prior to fundraising. These deposits are recorded as restricted income when received and restricted payments when returned to the volunteer.

Volunteers who do not reach their fundraising target waive their right to the deposit, so a transfer is made at year-end from restricted funds to unrestricted funds where required. Deposits still owed to volunteers at year-end but not yet repaid remain within restricted funds for one year.

Taxation

BVDA is a registered charity, and as such is entitled to certain tax exemptions including Gift Aid. At 30 September 2019 BVDA was in the process of reclaiming Gift Aid receipts relating to recent fundraising from the fundraising platforms used by our volunteers.

BVDA is not registered for VAT and accordingly, all expenditure is recorded inclusive of any VAT incurred.

Foreign currencies

Transactions in foreign currencies are recorded at the rate incurred as part of the transaction. Bank fees incurred are recorded as direct project expenditure.

All bank accounts are held in pounds sterling.

Reserves (cash funds)

The trustees have determined that BVDA needs to retain £7,500 (2018: £11,000 - £13,000) in reserves to cover operational costs for one year, should we face a loss of income. Hence, BVDA continues to hold a level of reserves in excess of those likely to be required. Restricted funds are excluded from charity reserves.

One of BVDA's current strategic objectives is to deploy our excess reserves to line with our charitable purpose.

The trustees remain satisfied that the charity's expenses in excess of income during the year are reasonable and in line with this objective.



GOING FORWARD

In 2020 BVDA will continue to follow through its 3-year strategy.

Researching new projects and building partnerships

Our new project researcher on the committee will continue to explore opportunities to develop meaningful projects and lasting relationships with partner charities.

Engaging our alumni

BVDA will continue to foster strong relationships with our alumni through regular updates and opportunities to get involved.



Engagement and outreach

In 2020, BVDA hosts the Student International Development Network (SIDN) conference, providing opportunities to engage with like-minded student organisations and promote meaningful international development discussion.

Sharing our stories

BVDA volunteers have fantastic experiences to share, which we hope to share through an increased focus on social media engagement and events for successful volunteer recruitment.

WITH THANKS

For a wholly successful year of international development projects and student engagement, BVDA would like to thank everyone who made 2019 a great year.

With thanks to our project partners:

- Alliance for African Women Initiative (AFAWI)
- Little Big Africa (LBA)
- Partnership for Sustainable Development (PSD)

With thanks to our individual supporters and donors who supported students in their fundraising efforts, enabling this year's projects to go ahead.

BVDA would also like to acknowledge the fantastic contribution made by our student committee, volunteers and trustees.

Everyone involved with the charity shares their time, skills and enthusiasm to ensure that BVDA projects are a success and that the charity continues to thrive into the future.



"I am so glad that I chose to volunteer with BVDA in Uganda this summer. Going on project was a thoroughly rewarding and worthwhile experience, and made my summer holiday one to remember and be proud of."
- Julius, BVDA volunteer

BRISTOL VOLUNTEERS FOR DEVELOPMENT ABROAD (BVDA)

Registered charity no. 1173282
trustees@bvda.org.uk

bvda.org.uk
@bristolvols