

**FOUNDATION FOR ACTIVE CIVIC EDUCATION
(FACE)**

FINANCIAL STATEMENTS
For the year ended

31 December 2022

Table of Contents

	Page
1. Introduction	1
1.1 Background information	1
1.2 Operational activities and objectives	1
1.3 Funding	1
1.4 Strategic objective	1
2. Statement of Management's Responsibilities	2
3. Auditor's Objectives	3-4
3. Independent Auditor's Report	5-7
4. Financial Report	8-9
4.1 Financial Statements	8
4.2 Statement of Financial Position	9
5. Notes to the Financial Statements	10-13
5.1 Significant accounting policies	10
5.2 Donations	11
5.3 Bank balance	11
5.4 Accounts payable	11
5.5 Program costs	12-13
5.6 Personnel costs	13
5.7 Administration costs	13
6. Fixed Asset Register	14

1. Introduction

1.1 Background information

Foundation for Active Civic Education is a locally development agency registered with the NGO Board and Council for Non-Governmental Organisation in Malawi (CONGOMA). Its registered address is:
P.O. Box 27,
Chiromo
Nsanje.

1.2 Operational activities and objectives

The program focuses on an integrated approach to support vulnerable communities through a participatory and empowering process to access improved livelihood and health services to insure improved food and health security in Nsanje district. The principal components of the program in the following areas: -

- Community Health
- HIV and AIDS prevention and support
- Nutritional behaviour
- Wash and sanitation health
- Health and systems strengthening
- Livelihoods support through sustainable intensification of farming practices and off farm income diversification support
- Strengthening farmer networks and groups for inclusion into the value chain
- Disaster risk reduction and climate change adaptation to build resilient communities

1.3 Funding

Foundation for Active Civic Education is financed by All We Can Methodist Relief and Development, an international Christian faith organization that works through partnership alongside global neighbors most impacted by disasters, poverty and injustice to enable flourishing and resilient communities.

1.4 The strategic objectives of the funding were: -

- Improved income and food security at household level of communities especially the rural poor households in Lower Shire.
- Increased community resilience in managing disasters.

2. Statement of Management's Responsibilities


Management is responsible for preparing the financial statements that reflects true and fair view of the organization's receipts and payments. It is also responsible for the maintenance of adequate accounting records and internal controls, the selection and application of suitable accounting policies, and safeguarding the assets of the organization and projects.

Management accepts responsibility for the financial statements presented in Section 5 of this report, which has been prepared using appropriate accounting policies supported by reasonable and prudent judgments and estimates, in conformity with the requirements of the donors.

Management further accepts responsibility for the maintenance of the accounting records, which may be relied upon in the preparation of the Financial Statements, as well as adequate systems of internal financial control.



Chairman



Trustee

21 February 2023

AUDIT OBJECTIVES

For the year ended 31 December 2022.

The financial audit was carried out in accordance with international Auditing Standards and terms of reference for the assignment, issued by Foundation for Active Civic Education.

Our specific objectives were to:

- Express an opinion on whether the statement of income and expenditure for the projects presents fairly, in all material respect project revenues and costs incurred for the year ended 31 December 2022, in accordance with generally accepted accounting principles.
- Evaluate and obtain sufficient understanding of internal control structure of the organisation, assess control risk and identify reportable conditions including material control weakness.
- Perform tests to determine whether the organisation complied in all material respects, with the agreement terms and express positive assurance on those items tested and negative assurance on those terms not tested in identifying all material instances of non-compliance.

Audit scope

Income and Expenditure statement

- Examination of the statement of income and expenditure amounts by category.
- Reconciliation of revenue received less expenses incurred to the bank.
- Examination of expenditure to source documents, verification of adequate authorisation and verification that expenditure was allowable under the relevant agreement terms.
- Review of accounting records.
- Determination that available funds were used to further organisation's objectives.
- Review procurement procedures to ensure sound commercial practices were used.

Internal Control structure

- Obtaining a sufficient understanding of the internal control structure to plan the audit and determine the nature, timing and extent of tests to be performed
- Documentation and evaluation of the control environment
- Identification of agreement terms and determination of those which if not observed could have a material effect on the income and expenditure statement.
- Designing of audit steps and procedures to test for errors, irregularities and illegal acts that provide reasonable assurance of detecting instances of non-compliance
- Verifying that expenditure have been made in accordance with agreement terms and applicable regulations.
- Verifying that expenditure by category was within the budgeted amount as allowed by the project agreement.
- Determining that the income and expenditure statement was supported by books and records from which the statement is prepared

Foundation for Active Civic Education did not prevent us from examining any documents and conducting any tests and procedures deemed necessary to form a reasonable basis for our opinion.

Audit report

Our audit opinion on the statement of income and expenditure was reached after being satisfied with the results of our audit. We have drawn your attention to comments made on the project's implementation in compliance with above requirements, which have been commented separately.

**REPORT
ON THE FINANCIAL STATEMENTS FOR THE YEAR 2022**

We have audited the financial statements of the Foundation for Active Civic Education (FACE) for the year ended 31 December 2022, which comprise the Statement of Income and Expenditure, the Statement of Financial Position, the Statement of Changes in Equity, the Statement of Cash Flows and the Statement of Financial Position as at 31 December 2021, and the related disclosures.

The financial statements have been prepared in accordance with the accounting policies adopted by the entity, which are consistent with those used in the previous year.

The financial statements have been prepared on a going concern basis. The directors have assessed the entity's ability to continue as a going concern and have concluded that it is appropriate to prepare the financial statements on this basis.

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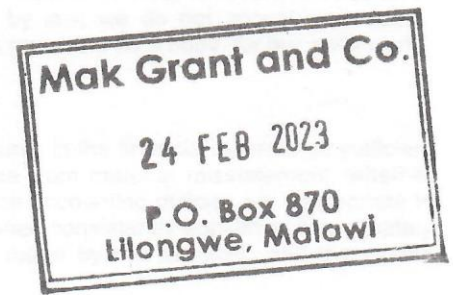
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**INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF FACE ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 DECEMBER 2022.**

Opinion

In our opinion:

- the financial statements give a true and fair view of the state of the company's affairs as at 31 December 2022 and the results for the year then ended;
- the company's financial statements have been properly prepared in accordance with International Financial Reporting Standards ("IFRSs") as adopted; and
- the financial statements have been prepared in accordance with the requirements of the Companies Act, 2013.

The financial statements comprise the statement of financial position, the consolidated income statement, the statement of comprehensive income, the statement of changes in equity, the statement of cash flows, and the related notes 1 to 21. The financial reporting framework that has been applied in the preparation of the financial statements is applicable to Malawi law and IFRSs.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement. We are independent of the company in accordance with the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants (IESBA Code) together with the requirements that are relevant to our audit of the financial statements in Malawi and we have fulfilled our other 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 audit opinion.

Going concern

As required by International Standards on Auditing (ISAs) we have reviewed the management's assessment of FACE's going concern. We confirm that we:

- have concluded that the directors' use of the going concerns basis of accounting in the preparation of the financial statements is appropriate; and
- have not identified any material uncertainties that may cast significant doubt on the company's ability to continue as a going concern.

However, because not all future events or conditions can be predicted, this statement is not a guarantee as to the company's ability to continue as a going concern.

Respective responsibilities of directors and auditors

As explained more fully in the Directors' Responsibilities Statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing. Our audit methodology and tools aim to ensure that our quality control procedures are effective, understood and applied. Our quality controls and systems include our dedicated

Professional standards review team, strategically focused second partner reviews and independent partner reviews.

This report is made solely to the company's members, as a body. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's members as a body, for our audit work, for their report, or for the opinions we have formed.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the company's and the parent company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements.

Mak Grant and Co.
24 FEB 2023
P.O. Box 870
Lilongwe, Malawi

The engagement partner on the audit resulting in this independent auditor's report is Mr. Shaffiluna Mboma.

Signature in the name of Audit Firm: MAK GRANT & CO.



Signature of engagement partner : _____



Plot 49, Sector 2/51,
P.O. Box 870
Lilongwe, Malawi
24 February 2023



4 FINANCIAL REPORTS

4.1 STATEMENT OF INCOME AND EXPENDITURE

	<i>Notes</i>	<u>2022</u> K
Income	5.2	<u>55,363,400</u>
Donation		
Expenditure	5.5	34,756,316
Program costs	5.6	11,998,000
Personnel costs	5.7	<u>6,803,766</u>
Administration costs		<u>53,558,082</u>
Surplus for the year		1,505,318
Opening balance		<u>1,475,170</u>
Closing balance		<u>2,980,488</u>
<i>The amount is represented as follows:</i>		(2,998,500)
Account's payables	5.4	<u>5,978,988</u>
Bank balance	5.3	<u>2,980,488</u>

4.2 STATEMENT OF FINANCIAL POSITION

	Notes	<u>2022</u> K
Assets		
Current assets		
Cash and cash equivalents	5.4	<u>5,978,988</u>
Fund balances and liabilities		
Funds		
Accumulated project fund		<u>2,980,488</u>
Current liabilities		
Accounts payable	5.5	<u>2,998,500</u>
Total fund and liabilities		<u>5,978,988</u>

NOTES TO THE FINANCIAL STATEMENTS

Significant accounting policies

The significant accounting policies adopted in the preparation of the financial statements are set out below: -

(i) Basis of preparation

The financial statements are presented in Malawi Kwacha and are, prepared on a cash basis.

(ii) Incoming resources

Revenue grants are credited to the financial statements when received or receivable whichever is earlier, unless they relate to a specific future period, in which case they are deferred.

(iii) Resources expended

Resources expended are recognized in the period in which they are incurred. They include Value Added Tax, which cannot be recovered.

(iv) Furniture and equipment

Items of furniture and equipment procured under projects' funding are expensed in the financial statements in the year of purchase.

5 NOTES TO THE FINANCIAL STATEMENTS (Continued)

	<u>2022</u>
	K
5.2 Donation	
All We Can Methodist Relief and Development	<u>55,363,400</u>
<u>Date of receipt</u>	
04-02-2022	21,400,000
29-07-2022	21,400,000
11-08-2022	<u>12,563,400</u>
	<u>55,363,400</u>
5.3 Bank balance	
All We Can Methodist Relief and Development	<u>5,978,988</u>
5.4 Account's payables	
Audit fee accrual	<u>2,998,500</u>

5 NOTES TO THE FINANCIAL STATEMENTS (Continued)

5.5	PROGRAM COSTS			
		Budget	Actual	Variance
		K	K	%
	1.1.1-Promote small scale businesses among 20 targeted communities.	60,000	60,000	-
	1.1.2-Conduct 2 days entrepreneurship training for 40 poor women and Marginalized group of people from 20 targeted Villages.	859,500	857,750	(0.23)
	1.2.1-Facilite formation of VSL in the 20 communities.	90,000	89,250	(0.83)
	1.3.1-Facilite Registration process of Thenthe Fund with appropriate Financial Institution.	537,800	115,500	(78.52)
	1.4.1-Conduct non residential training for 40 lead farmers (15 Females 15 males 5 Boys and 5 Girls) from the 8 new communities on Climate SMART Agriculture for 2 days at Magoto TDC.	865,500	1,039,750	20.13
	1.4.2-Conduct seed multiplication in sorghum and Millet in partnership with Bvumbwe research station for 5 cluster farmers.	1,460,000	1,674,380	14.68
	1.4.3-Facilitate winter production among 20 communities by conducting 20 community awareness meetings and 5 radio drama sessions on Gaka Radio Station.	690,000	689,450	(0.08)
	1.5.1-Facilitate the purchase of solar irrigation equipment.	5,115,000	2,480,000	(51.52)
	1.5.2-Facilitate the development of solar irrigation site (land clearing, construction of main and feeder canals).	405,000	405,000	-
	1.5.3-Train 20 irrigation committee on leadership and group dynamics for 2 days.	488,500	488,500	-
	1.6.1-Facilitate chicken and goats pass on program in the 12 communities.	90,000	90,000	-
	1.6.2- Ppromote quill production in the targeted communities	90,000	89,700	(0.33)
	1.6.3-Procure 500 quills for 100 female farmers in the targeted communities.	650,000	648,100	(0.29)
	2.1.1-Conduct 2 days non-residential training for 40 VCPC members on Participatory Vulnerability and Capacity Assessment (PVCA).	862,500	862,500	-
	2.1.2-Train 40 VCPC members for 2 days on Disaster Risk Management and Climate Change at Magoti TDC.	876,500	1,050,500	19.85
	2.1.3-Conduct disaster simulation drills in 20 communities to prepare for projected disasters.	60,000	60,000	-
	2.1.4-Train first aid providers, search and rescue and communication teams for 2 days on community based and people cantered EWS (40 people 15 women 15 men 4 boys and 6 girls) to ensure fast emergency response.	886,500	886,300	(0.02)

5 NOTES TO THE FINANCIAL STATEMENTS (Continued)

5.5	PROGRAM COSTS	Budget	Actual	Variance
		K	K	%
	2.1.5-Train 40 VCPC members on development of contingency plans at household level.	440,392	440,117	(0.06)
	2.1.6-Conduct quarterly awareness campaigns on disaster mitigation on Gaka Radio.	510,000	508,000	(0.39)
	2.1.7-Conduct monthly participatory Monitoring visits for the implemented activities.	900,000	889,500	(1.17)
	2.1.8-Conduct 1 DEC meeting.	350,500	350,000	(0.14)
	2.1.9-Conduct bi-annual review meetings with 40 cluster leaders and Area Stakeholder Panel Committees.	943,000	942,250	(0.08)
	2.2.1-Conduct 2 days creative session on mosquito repellent candle making and floor polish using honey wax for 40 people at Magoti TDC.	880,000	879,880	(0.01)
	2.2.2-Procure honey testers and a processor for quality assurance.	655,000	654,250	(0.11)
	3.1.1-Conduct 2 days social accountability training and score card for Government and NGOs working in the area for 40 ADC members and local leaders.	927,700	926,000	(0.18)
	3.1.2-Conduct 10 investigations on corrupt practices.	500,000	499,400	(0.12)
	3.2.2 – Conduct midterm strategic plan review meeting.	1,286,030	1,176,949	(8.48)
	4.1.2-Conduct board of trustee's capacity strengthening on finance and governance for 2 days.	818,000	817,280	(0.09)
	4.1.3-Pay Tuition fees for Finance Manager to ensure there is enhanced financial management skills.	750,000	747,500	(0.33)
	4.1.4-Write and submit 2 development proposals to different donors.	396,800	396,000	(0.20)
	Annual Reflection & Planning Workshop	472,000	470,800	(0.25)
	Partner 2 Partner learning exchange	1,184,000	960,210	(18.90)
	Disaster Response	12,563,400	12,511,500	(0.41)
	Total Program costs	37,663,622	34,756,316	(7.72)

6 NOTES TO THE FINANCIAL STATEMENTS (Continued)

5.6	PERSONNEL COSTS			
		Budget	Actual	Variance
		K	K	%
	Executive Director	3,090,000	3,090,000	-
	Project Coordinator	2,574,000	2,574,000	-
	Project Officer	3,324,480	3,324,400	-
	Finance Officer	2,277,600	2,277,600	-
	Guard	732,000	732,000	-
	Total Personnel Costs	11,998,080	11,998,000	-
5.7	ADMINISTRATION COSTS			
	Stationery	840,000	839,500	(0.06)
	Office Internet	480,000	480,000	-
	Office Communication Costs	600,000	600,000	-
	Motor bikes services and maintenance	210,000	210,000	-
	Motor bikes insurance	57,748	48,000	(16.88)
	Office Utilities	480,000	480,000	-
	Bank Charges	600,000	427,786	(28.70)
	Tevet levy	119,981	119,980	-
	Fuel	600,000	600,000	-
	Audit fee	3,000,000	2,998,500	(0.05)
	Total Administration Costs	6,987,729	6,803,766	(2.63)
	TOTAL PROJECT EXPENDITURE	56,540,270	53,558,083	(5.27)

N.B:

Funds for activity 3.2.2 Conduct midterm strategic plan review meeting which were planned and budgeted for in 2021 financial period were reserved with approval by the donor, so that the funds could be used in 2022 financial period as a contribution towards activity- **Development of a successor strategic plan**. The reserved funds for this activity are included in the opening balance for the 2022 financial period.

8 FIXED ASSET REGISTER

	Item	Date of Purchase	Serial No.	Cost
Land and buildings				
1	Land	2004	FC2004	5,500,000
1	Building	2004	FC2004	3,500,000
	Sub-Total			9,000,000
Furniture and equipment's				
8	Office Desk	2010	F0001-F0008	1,500,000
1	office desk Donation by Médecins sans frontiers	2020	F0009	230,000
1	Office Table	2010	F00010	30,000
20	Office Chairs	2016	F0011 -F0031	400,000
2	Office chairs donated by Médecins	2020	F0032- F0034	100,000
5	Cushioned chairs	2015	F0035-F0040	300,000
1	Refrigerator	2015	F0041	200,000
1	Punch	2015	F0042	10,000
3	Laptop	2015	F0043-F0045	2,170,000
1	HP desktop Sets Pro 3300	2013	F0046	590,000
3	Wooden Office filing shelves	2015	F0047-F0049	180,000
1	wooden Office filing Cabinet	2015	F0050	40,000
2	Office Telephone Handset	2016	F0051-F0052	72,000
1	Motor bike (BQ8203)	2013	F0053	1,500,000
1	Motor bike (BS 6204)	2013	F0054	1,500,000
1	Motor bike (Bs 1052)	2013	F0055	1,500,000
1	Motor bike (BN 9804)	2013	F0056	1,200,000
1	Cash safe	2013	F0057	200,000
2	Office clock	2013	F0058 -F0059	50,000
1	Flip chart stand	2013	F00060	30,000
1	Notice Board	2015	F0061	300,000
3	Office Tray	2014	F0062 -F0064	30,000
1	Calculator	2016	F0065	25,000
1	HP ProBook 450 Laptop		F0066	640,750
1	HP Laser jet Printer		F0067	516,000
	Sub-Total			13,313,750
	GRAND TOTAL VALUE			22,313,750