

Hillcrest Advice Bureau and Bursary Fund

A Better South Africa, One Degree At A Time...

Summary Report Of Activities During 2014

2014 has proven to be a turning point in the fortunes of the Fund both in terms of human and financial resources.

We welcomed two new Trustees - Mrs. Thule Gumbi and Mr. Mark Essey - and said a fond farewell to one of our Founder Members, Mary Grice, and to Peter Evennett, long term Trustee and Legal Representative for the Fund. Thule has invaluable experience with and understanding of the issues affecting school children and their families in the rural areas. Mark runs his own business and had previously overseen Roseway Waldorf school governance, helping the school to achieve the successful and sustainable position it is now in. Legal input is now provided by two co-opted Members - Philippa Hurley and Kevin Turner - who joined us as a result of the Kearsney College network.

Sadly we have to report the untimely passing of Rodney Midgely in November. Rodney's wise and succinct contributions to the running of the Tertiary Fund were not only effective and valuable, but have provided long term improvements in our systems. Despite his short time as a Member (just over 1 year) he is much missed.

With new Members has come a welcome increase in scrutiny. New Trustees have reviewed our criteria, methodology and systems with resulting significant improvements to the service delivered through the Advice Bureau, a general endorsement of services delivered through the Tertiary and School Funds and a desperately needed expansion of our network of Donors.

The dire financial situation of 2013 was resolved over the course of 2014 with three new Corporate Donors (SE Steel, Key Delta Pinetown and OnLine Print) joining us, many of our long term donors increasing their support and our appeal being accepted by two new Trusts/Foundations. We now have a contingency fund which will see us through 2 months for those times when donations do not arrive as hoped for. The excellent results of our work demonstrate the value extracted from each Rand donated:

- 96% of our 49 Tertiary Students passed. 2 failed one module each and will retake it in 2015 to complete their diplomas. This is compared to the national average where approximately 20% of students who start tertiary education actually complete their qualification.
- 80% of Tertiary Students achieved at least one distinction
- 110 Community Members assisted in obtaining their grants. This means 110 families, most of whom have a disabled family member, now have a regular, albeit small, income and can feed themselves, no longer starving or relying on food parcels.
- Over 100 of the poorest rural area school children provided with uniforms

Tanya Harvey C. Eng. (Gas), B. Mech Eng., MBA
Chairperson, Hillcrest Advice Bureau and Bursary Fund

2014 REPORT - HILLCREST ADVICE BUREAU & BURSARY FUND - SCHOOL PROGRAMME

When the HAB&BF opened in the second week in January we received several requests for school uniforms. Detailed below are typical cases:

1. Siyanda Msomi is 15 and lives with his granny as his mother has passed away. His father is diabetic, has fits, is HIV positive and on ARV treatment and is trying to renew his disability grant. Siyanda attends ukuKhanya KweAfrika School in Molweni – a school which until now has been unknown to us.
2. Juliette Simbine – a 62 year old Gran has had a stroke and the left side of her body has been affected and disabled. She used to sell vegetables but is unable to do so now with her disability. She has 4 children in her care and visited us with her youngest granddaughter, Zanda who is 2 years old, spoke beautiful English and was a delightful captivating little girl. Her Mother gets drunk and has run away. We were able to help Juliette with uniforms for the other 3 children, 2 of whom attend Umzamo Primary School. We were warmly received by Mrs Sewpersadh who asked kindly about all at the Solon Foundation.

Lungisile Khwela, the Social Development Services worker requested uniforms for some of the very poor children in her Ward, which we supplied. During the year we fitted uniforms on learners in the following schools: Siyajabula, Umzamo, Khabazela, Khanyakhwezi, Hlahlindlela, Gwadu Zenex, Kwabazothini, Laboure, Vusumuzi, Inkazimulo, Mathebethu, Inhlengano and ukuKhanya KweAfrika. Pam Tyler joined Rosemary on some of the visits which made the task much easier and so enjoyable and we look forward to working with her in the future.

One of the problems which we face is in the sizing and in future, especially in the High Schools, we are going to request measurements ie across the shoulders and perhaps a foot outline. The other problem is that we get requests then when we deliver we find that some of the uniform being worn is perfectly good. Obviously we then find other needy recipients to replace them. Fitting the shoes is a little like Cinderella and finding the right foot for the particular shoe!

Pinetown Bargain Bazaar have given us good prices and have been friendly and accommodating with all the returns.

We have paid transport costs for Thandeka Ngema at Zimela Centre for the Mentally and Physically Challenged and were thrilled to get a big smile and a hug from Thandeka when we visited the school.

Request for Food Parcels are never ending and we helped one of the tertiary students and a couple of children at Vusumuzi School.

Once again we are indebted to the Solon Foundation for their continued support and thank them for their donation of R26 000.00 - thus making this service possible. The Principal from Khanyakhwezi Primary School, Mrs Pam Sithole, said 'Having a new uniform gives a child self worth and often improves their school work and behaviour'. We like to believe that we are making a difference, no matter how small.

Rosemary Dickinson School Administrator
Hillcrest Advice Bureau and Bursary Fund

Report of the Advice Bureau For 2014

Thanks to our Advice Bureau Trustee, Thule Gumbi, we have seen wonderful development within the Advice Bureau in 2014. Clients seen are up from 32 to 110 - indicating that locating the Bureau within the Community is the best way to access those in most need of assistance. The Bureau now operates from the African Gospel Church in Qadi, within KwaNyuswa, and is open 3 or 4 Wednesday mornings a month. We would like to thank the Reverend Ngcobo for allowing us the use of the church.

Collaboration with the Valley Trust Care Givers in the locality has led to us reaching more of those eligible for grants and pensions. Valley Trust also provides a monthly Health Clinic at the Advice Bureau. At the Health Clinic general health checks are carried out and Care Givers teach exercises and how to make healthy soup. People enjoy these activities as it is not easy to go to the clinic because of the queues. Photos can be seen on our Website www.HABandBF.co.za.

A surprise donation from the Greenacres Foundation has secured funding the increased service provision and enabled us to provide a Telkom (non wired) line which has significantly improved the efficiency and effectiveness of the service. We can now 'chase' SASSA and other providers from the Advice Bureau whilst it is in progress with the client present, rather than, as previously, having to travel separately to Holy Trinity Church to use the telephone line there. We are very grateful for the phone, it makes the work much easier.

Food parcels are provided to those clients in dire need while their case is being assessed by the relevant authority. Additionally, since the arrival of the Advice Bureau, the Community has drawn together to create a monthly Soup Kitchen specifically for those community members with HIV or other illnesses who are starving. Sister Lane provides the soup ingredients and bread.

Problems resolved include the following:-

Problem	2014	R	2013	2012	2011	
Civil Pensions	0		0	3	4	
Child Support Grants	3		2	2	4	
Motor Vehicle Accident	0		0	1	4	
Foster Care Grants	3	2700	1	1	3	
Death Benefits	2		0	3	6	
Disability Grant	99	18900	24	4	7	
Old Age Pension	0		0	0	5	
Provident Fund	0		0	0	4	
Workmen's Compensation	0		0	4	1	
Identity Book	2		3	0	1	
Dependent Benefits	0		0	5	0	
Transfer of File	0		0	1	0	new area
Share Entitlement	0		0	4	0	
Issupol Insurance	0		0	1	0	
Maintenance	1	48000				
Total	110	R69600	32	29	46	

Report dated _____ March 2015 By Mrs. W. Mtakwende

2014 Report Of The Tertiary Education Fund Activities

Students

96% of the 49 students supported in 2014 passed. 2 students are retaking one module each. The majority of students achieved at least one distinction, with Bonga Bhengu (Final Year B.Ed. UNISA) achieving incredible results of 100%, 100%, 99% and 96% and being recognised in the local paper for his impressive achievements.

14 students completed their qualification. Two are continuing to study: 1 for B. Tech and 1 for her degree. Six students are already employed. The remaining 8 are being assisted in C.V. writing, interview skills and transport money to distribute C.V.s.

Thanks to Manzini Zungu and Thule Gumbe (Trustees) who separately spent a morning with us and met many of our students. Happily they were both able to endorse our selection criteria and understand the very pressing need for transport payments to enable students to access lectures and tutorials.

Finance

Income to the Tertiary Fund was ±R694 000 during the year and expenditure was ±R535 115 equating to average cost per student of R10 921 (2013 R7269). 58% expenditure was in Fees, 24% in Transport, 7% in Residence, 8% in books and 1.6% in Miscellaneous (i.e. stationery, student library and tutorial cards, memory sticks, internet usage time, phone-calls to academic mentor and cleaning/refurbishing donated second hand computers). Bank Charges accounted for 1.4% of costs. The balance of ±R160 000 enabled a good start to 2015 with registration fees and book purchases being able to be paid on time.

Non-Financial Support

We are grateful to Community members who have donated goods such as interview clothing, desktops, laptops and mobile 'phones to distribute amongst our students. The issue of laptops has become pressing as many Institutions deliver modules and teaching support via the internet. Tutors expect students to be able to research using the internet. Our students do not have the financial resource for wifi or internet cafes. Institutions provide free wifi on campus therefore the laptops provide students with a cost free unlimited access to the internet.

We could not operate without the kind donation of premises, telephone and photocopying services provided by the Holy Trinity Anglican Church.

Human Resources

We are very sad at the passing of Rodney Midgely in November 2014. Rodney joined our team in January 2014 and brought succinct wisdom to our interactions with students at the twice monthly Drop In Centres. Condolences to Rodney's widow, Myra.

Tanya Harvey C. Eng. (Gas), B. Mech Eng., MBA
Chairperson, Hillcrest Advice Bureau and Bursary Fund

Signed and Dated: _____

Hillcrest Advice Bureau & Bursary Fund

2014 STUDENTS, RECORD OF STUDIES

QUALIFICATIONS STUDYING FOR:

28 DEGREES IN:

B Com	3	B Soc Wk	2
B. Tech	1	B Environmental Management	1
B Law	3	BSc Computer Science	1
B Ed	10	BA Office Management	1
PGCE	2	BA Public Relations Management	1
BSc Civil Engineering	1	BSc Microbiology	1
		BA Youth Development	1

20 DIPLOMAS IN:

Pub Rel Man	1	Nature Conservation	1
Nursing	4	Financial Management	2
Chem Eng	1	Information Technology	1
Operations Management	1	Human Resources	1
Elec Eng	3	Translation and Interpretation	1
Library Info	1	Journalism	1
Politics, Philosophy and Law	2		

1 CERTIFICATE IN:

Mechanical Boiler Making	1
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INSTITUTIONS WHERE 49 STUDENTS ARE STUDYING:

<u>Universities</u>		<u>FETs</u>	
UKZN	7	Ethekewini	2
UNISA	21	Swinton	1
Univ of Zul	2	St. Marys' Inst of Nursing	1
DUT	10	Mpumulanga Inst of Nursing	2
MUT	2	Nursing & Primary Health Care Institute	1

14 STUDENTS QUALIFIED AT END OF 2014:

<u>DEGREES</u>		<u>DIPLOMAS</u>	
B. Ed.	2	Dip. Nature Conservation	1
B. Com	2	Dip. Elec Engineering	2
PGCE	1	Dip. Translation & Interpretation	1
BSc Microbiology	1	Dip. Information Technology	1
B .Tech Retail Bus Ma	1	Dip. Journalism	1
		Dip. Financial Management	1

	<u>Donations For 2014</u>		<u>Non Financial Donations</u>	
January	Coker Family Trust		Holy Trinity Anglican Church	Venue, Support, Telephone, Printing
	Fulton Trust		C&S Accountants	Auditing
	DebtIn		Peter Stone	Ties
	Aaron Beare Trust		Gonnie Poeller	Sewing Machine
February	St Agnes Church		Kearsney College	Desktops, Meeting venues
	DebtIn		Constance Johnson	Laptop
	Pinetown Rotary Trust		Caroline Moyle	3 cellphones
	Solon		DebtIn	Desktops, laptops
	Anonymous		Kloof Round Table	Desktops
	Rodney Midgley		Lynette Reynolds	Laptop, Interview Clothes
	R Paget Will Trust		Rodney Midgley	Laptop
	St Agnes Church		Sue Keal	Laptops
March	Edna Burford Trust		Martyn Harvey	Laptop
	Beryl Saxby		African Gospel Church	Advice Bureau Venue
	AWF			
	Stanley Raaf Trust			
	Environment Group			
April	Waterfall Methodist			
May	31 Club			
June	Gordon Allen			
	Rodney Midgley			
	Maureen Stone			
	Clem & Nancy Ramsden Trust			
	SPAR			
	Greenacre Foundation			
	Holy Trinity EWG			
July	Solon 2nd Installment			
	R. Paget Will Trust			
August	On Line Print			
	Paddy Shuker			
September	Redcap now MPG Foundation			
	Corrielyn Trust			
October	Fulton Trust			
	Robin Hamilton Trust			
	SE Steel			
November	Molly Reynolds Trust			
	Key Delta			
	C & N Ramsden Trust			
December	Diaplante UK c/o David Short			
	Holy Trinity			
Monthly	P Amm*12			

HILLCREST ADVICE BUREAU & BURSARY FUND - CONSOLIDATED
(Registration number NPO 017-129)
ANNUAL FINANCIAL STATEMENTS
for the period ended 31 December 2014

**HILLCREST ADVICE BUREAU & BURSARY FUND - CONSOLIDATED
ANNUAL FINANCIAL STATEMENTS
for the period ended 31 December 2014**

The reports and statements set out below comprise the annual financial statements presented to the committee:

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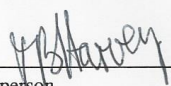
Approval

The financial statements which appear on pages 3 to 7 were approved by the committee on 20 February 2015 and signed on their behalf.

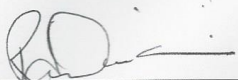
The committee members are responsible for the maintenance of adequate accounting records and the preparation and integrity of the financial statements and related information. The auditors are responsible to report on the fair presentation of the financial statements. The financial statements have been prepared in accordance with generally accepted accounting practice.

The committee members are also responsible for the organisation system of internal financial control. These are designed to provide reasonable, but not absolute, assurance as to the reliability of the financial statements, and to adequately safeguard, verify and maintain accountability of assets, and to prevent and detect misstatement and loss. Nothing has come to the attention of the committee members to indicate that any material breakdown in the functioning of these controls, procedures and systems has occurred during the period under review.

The financial statements have been prepared on the basis that funding will continue for the foreseeable future.



Chairperson



Treasurer

CHARTERED ACCOUNTANTS INC

REG. NO. 2013/122925/21
Registered Auditors

Bringing you peace of mind

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**REPORT OF THE INDEPENDENT AUDITORS TO THE COMMITTEE MEMBERS OF
HILLCREST ADVICE BUREAU & BURSARY FUND - CONSOLIDATED**

We have audited the annual financial statements of HILLCREST ADVICE BUREAU & BURSARY FUND - CONSOLIDATED set out on pages 3 to 7 for the period ended 31 December 2014. These financial statements are the responsibility of the committee members. Our responsibility is to express an opinion on these financial statements based on our audit.

Scope

We conducted our audit in accordance with statements of South African Auditing Standards. Those standards require that we plan and perform the audit to obtain reasonable assurance that the financial statements are free of material misstatement. An audit includes:

- examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements,
- assessing the accounting principles used and significant estimates made by management, and
- evaluating the overall financial statement presentation.

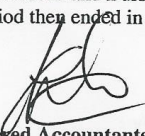
We believe that our audit provides a reasonable basis for our opinion

Qualification

In common with similar organisations, it is not feasible for the organisation to institute accounting controls over cash collected from donations prior to the initial entry of collections in the accounting records. Accordingly, it was impracticable for us to extend our examination beyond the receipts actually recorded.

Qualified audit opinion

In our opinion, except for the effect on the financial statements of the matter referred to in the preceding paragraph, the financial statements fairly present, in all material respects, the financial position of the Hillcrest Advice Bureau and Bursary Fund at 31 December 2014, and the results of its operations and cash flows for the period then ended in accordance with generally accepted accounting practice for non profit organisations.


C & S
Chartered Accountants (S.A.)
Registered Auditors

Per: D C Saville
Pinetown
20 February 2015



**HILLCREST ADVICE BUREAU & BURSARY FUND - CONSOLIDATED
BALANCE SHEET
as at 31 December 2014**

	2014 R	2013 R
Assets		
Current assets		
ABSA - Cheque Account	204 135	62 982
ABSA Savings Account	18 046	685
ABSA 32 Day Notice Account	31 524	11 138
Combined Petty Cash	573	132
Total assets	<u>254 278</u>	<u>74 937</u>
and liabilities		
Capital and reserves	254 278	74 043
Balance begining of year	74 042	66 215
Surplus/(Deficit) for the year	180 236	7 828
Current liabilities		
Accounts payable	-	894
Total equity and liabilities	<u>254 278</u>	<u>74 937</u>

M. Harvey

**HILLCREST ADVICE BUREAU & BURSARY FUND - CONSOLIDATED
INCOME STATEMENT
for the period ended 31 December 2014**

	2014 R	2013 R
Gross revenue	751 745	413 284
Donations Received	750 271	404 234
Other Income	1 474	9 050
Other income		
Interest received	398	164
Total income	752 143	413 448
Expenditure	571 907	405 621
Bank Charges	7 609	4 541
Book Purchases	43 007	42 899
Busfares & Transport	128 132	109 471
Student Computer Expenses	684	2 806
Postage	928	-
Tertiary Students Other Expenses	-	5 860
Gifts	458	280
Food Parcels	1 063	1 067
Student Printing and Stationery	6 921	214
Residence Fees	37 960	20 980
Advice Bureau Telephones	1 501	743
Tertiary Education Fees	311 174	190 622
School Uniforms	25 000	23 933
Wages - Full time staff	7 470	2 205
Surplus	180 236	7 827
Accumulated funds at beginning of period	74 042	66 215
Accumulated funds/(loss) at end of period	254 278	74 042

Harvey

**HILLCREST ADVICE BUREAU & BURSARY FUND - CONSOLIDATED
STATEMENT OF CHANGES IN EQUITY
for the period ended 31 December 2014**

	Distributable reserve R
Balance at 01 January 2013	66 215
Net surplus for the year	<u>7 827</u>
Balance at 01 January 2014	74 042
Net surplus for the year	<u>180 236</u>
Balance at 31 December 2014	<u><u>254 278</u></u>

Handwritten signature: M. Marey

**HILLCREST ADVICE BUREAU & BURSARY FUND - CONSOLIDATED
CASH FLOW STATEMENT
for the period ended 31 December 2014**

	Notes	2014 R	2013 R
Cash flows from operating activities			
Cash receipts		751 745	413 284
Cash payments		(572 801)	(404 727)
Cash generated by operating activities	2.1	178 944	8 557
Interest received		398	164
Net cash from operating activities		179 342	8 721
Increase in cash and cash equivalents		179 342	8 721
Cash and cash equivalents at beginning of the year	2.2	74 936	66 215
Cash and cash equivalents at end of the year	2.2	254 278	74 936

SB Harvey

**HILLCREST ADVICE BUREAU & BURSARY FUND - CONSOLIDATED
CASH FLOW STATEMENT
for the period ended 31 December 2014**

	Notes	2014 R	2013 R
Cash flows from operating activities			
Cash receipts		751 745	413 284
Cash payments		(572 801)	(404 727)
Cash generated by operating activities	2.1	178 944	8 557
Interest received		398	164
Net cash from operating activities		179 342	8 721
Increase in cash and cash equivalents		179 342	8 721
Cash and cash equivalents at beginning of the year	2.2	74 936	66 215
Cash and cash equivalents at end of the year	2.2	254 278	74 936

JB Harvey

**HILLCREST ADVICE BUREAU & BURSARY FUND - CONSOLIDATED
NOTES TO THE FINANCIAL STATEMENTS
at 31 December 2014**

1. Basis of preparation

The financial statements are prepared on the historical cost basis. The following are the principal accounting policies used by the centre which are consistent with those of the previous period.

These statements comply with statements of generally accepted accounting practice for non profit organisations.

2. Notes to the cash flow statement

	2014 R	2013 R
2.1 Cash generated by operating activities		
Net profit	180 236	7 827
Adjustments for:		
Interest received	(398)	(164)
	<u>179 838</u>	<u>7 663</u>
Movements in working capital		
(Decrease)/increase in accounts payable	(894)	894
	<u>178 944</u>	<u>8 557</u>
2.2 Cash and cash equivalents		
Cash and cash equivalents consist of cash on hand and balances with banks. Cash and cash equivalents included in the cash flow statement comprise the following balance sheet amounts:		
Combined Petty Cash	573	132
Bank balances	253 705	74 804
	<u>254 278</u>	<u>74 936</u>

V. Harvey