



Annual Report and Financial Statements for the year ended 31st December 2018.



"Inspired by the spirit of St. Francis of Assisi, we at the Capuchin Day Centre welcome people in need of food aid who have no home or are socially excluded, and respecting their dignity, provide a caring pastoral, holistic and non-judgmental service responsive to their needs"

(Mission Statement)

Capuchin Day Centre for Homeless People

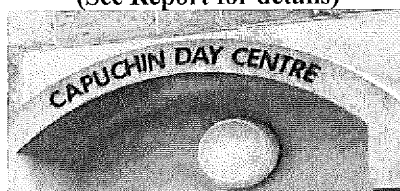
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DIRECTORS AND OTHER INFORMATION

Trustees	Provincial Council of the Irish Capuchin Franciscan Order
Board of Directors	Fr. Peter Rodgers ofm cap - (Chairperson) Brother Kevin Crowley ofm cap - (Co.Director/CEO) Fr. Sean Donohoe ofm cap Mr. Patrick W. McGonagle Sr Regina Campbell
Management Committee	Fr. Peter Rodgers ofm cap (Chairperson) Brother Kevin Crowley ofm cap (Co-Director/CEO) Fr. Sean Donohoe ofm cap Mr. Patrick W. McGonagle Sr Regina Campbell Ms. Theresa Dolan (Finance Officer/Administrator) Mr. John Bailey (HR Manager/Project Manager) Ms. Monica Dolan CPA (Accountant/Internal Controls/Data Protection)
Registered Charity Number	CHY 3765
Company Registration Number	615117
Charities Regulatory Authority:	No. 20166120 (The Capuchin Day Centre is registered with CRA and is compliant with all its statutory filing obligations).
Compliance with Code of Governance	The Capuchin Day Centre confirms that our organisation considers itself compliant with all its statutory filing obligations
Business Address	29 Bow Street Dublin 7
Auditor	Nexia Smith & Williamson Chartered Accountants and Statutory Audit Firm Paramount Court Corrig Road Sandyford Business Park Dublin 18
Bankers	Bank of Ireland Smithfield Dublin 7 Permanent TSB 56-59 St. Stephen's Green Dublin 2
Solicitors	Gaffney Halligan & Co. Artane Roundabout Malahide Road Dublin 5 Mason Hayes & Curran South Bank House, Barrow St Grand Canal Dock Dublin 4

SUMMARY - IMPROVEMENTS AND ACHIEVEMENTS 2018
(See Report for details)



Welcome to those in need.

New Legal Status – Incorporated as a new Company Limited by Guarantee and transfer of assets as at the 1st January 2018.

Regulatory Compliance – Up to date with statutory filing of audited accounts etc.

TUSLA Appointment - Establishment of TUSLA Child Welfare Clinic.

Rental of premises in Bow Street/North King Street – Great addition of storage space, particularly at Christmas.

Expansion of Family Area – Design Team in place and Planning Permission applied for.

Additional Medical Services – Cervical Smear Screening, COPD and Diabetic Clinic also TB Screening.

Child Poverty – Establishment of “Nappy” day – provision of supplies each Monday.

Kilkenny Food Project – The Friary Food Project continues to provide 350 food parcels to people each week.

Housing Initiative in collaboration with the Peter McVerry Trust – See Financial Summary for details.

Visit of Pope Francis – Day of great joy and blessings.

No Interruption of Service during Storms and Bad weather etc. - Big Thanks to Staff and Volunteers.

SERVICE ACTIVITY 2018

Service Activity	2018	2017
Total Food Service (Meals & Food Parcels)	381,294	377,671
Family Services (Baby Food Supplies etc.)	27,586	15,840
Showers/Personal Hygiene Products.	10,400	10,400
Haircuts 4 the Homeless	360	(Not recorded)
Clinics		
Doctor/Nurse	4,108	5,287
Dental Clinic	619	1,000
Cervical Screening	(Confidential Service)	
Optical Screening	320	300
Chiropodist	1,150	1,100
Facilitation of COPD/Diabetic/Clinics (Run by Mater Hospital)	Confidential Statistics	
Facilitation of 3 AA Meeting per week	Confidential Statistics.	
Total Units of Service	425,837	411,598

Note: Child Attendance for Food Service Increase on last year + 13.25%	11,311	9,987
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Additional Services - Distribution of:-

- New Socks, Underwear, T. Shirts etc. Hospital Packs, New Shoes

- Ponchos and Rainwear, Tents/Sleeping Bags/Emergency Supplies
- Baby/children's clothing and other essentials, Donated Clothing and supplies.



Heartfelt Thanks For Another Year Of Your Fantastic Support
“It is our donors that make the difference every day.”
“Because of your goodness, we supplied
over 425,000 units of service during 2018”

A word from our Chairperson,

2018 was another year of great support for the Capuchin Day Centre which is a vital part of our commitment to accompanying the marginalised on a daily basis. Without the help of **YOU** - our valued benefactors - we could not offer this vital service. The Day Centre is one of our most important apostolates (charitable works) being the practical fulfilment of our mission to help people who call to our door seeking help. It is testament of the Order's commitment to the work, that apart from the personnel who are charged with governance of the apostolate, we have allocated two full time friars, Bro. Kevin Crowley who founded the Centre and Fr. Sean Donohoe who shares the enormous workload. These friars devote their lives to carrying out the challenging day to day front line service that is so vital for the wellbeing of the people we are privileged to serve.

Capuchin Commitment to the ideals of St. Francis of Assisi and his ministry to the poor.

The Order greatly appreciates the dedicated work carried out by Kevin and Sean and the entire team of the Day Centre. This includes our hardworking volunteers and staff and most importantly our benefactors. While our mission focus found its inspiration from the “Poor Man of Assisi” who lived over eight centuries ago, Capuchins today endeavour to respond to the challenge of serving people with the same dedication as that laid down in the guiding principles set out in our Constitution. *“We should spend ourselves in the service of all, particularly those who suffer hardship and distress. Helping them in their material needs, let us, by our life, work and words, devote ourselves to their human development”* Const.12:2-5 Rule and Testament of the Seraphic Father Saint Francis and Constitutions of the Capuchin Friars Minor 1990”

Accountability to our supporters and the people who avail of the service - It is only with the help of our generous volunteers and supporters that we are able to keep going. We Capuchins are conscious we are merely the custodians of **YOUR KINDNESS** and it is our duty to guard safely the resources we have been given. I would like to reassure our benefactors that in conjunction with our compliance to the Companies Registration Office, the Charity Regulator and other governance structures, we have put in place robust internal controls including financial and service risk management and prudent financial decision making, to ensure your money is spent in accordance with your wishes. Because of your steadfast loyalty to the Centre, we have been able to build up a “Rainy Day” fund that ensures we have sufficient reserves in place to be able to withstand any unforeseen challenges and are in a position to maximise the quality of care we give to the people.

Challenges/What more can we do? – The greatest challenge facing not only the Capuchin Day Centre but the entire country is the unprecedented housing/homeless crisis. For us in the Day Centre trying to keep up with demand and changing demographics of the people we are mandated to help is enormous. The Trustees work with the Management Committee and our external advisors, to explore what ways we can respond to crisis situations and if we can expand the service or collaborate with other agencies to alleviate the social need, particularly families with young children, While we have a track record of consistently upgrading the service, we will continue to review our resources to see if we can help people further. By keeping close to the “front line” we constantly review the service and stick to our simple strategic plan – **“Start with what is necessary and do what is possible (St. Francis of Assisi)”** always bearing in mind that our priority is to cater for **those most in need**. To this end, because of the increase in children attending for meals, we are seeking planning permission to extend the Family Area in the Dining Hall so that we can provide a better service.

Future - Every day is a challenge but it is only with your support that we will be able to continue.

Peter Rodgers ofm cap – Chairperson



Strategic Plan

“Start by doing what is necessary – do what is possible,
and then you will achieve the impossible”

(St. Francis of Assisi)

A word from Bro. Kevin and Br. Sean

People who attend the Centre: - It is our belief that every person needs to belong and have a place where they are respected and have their most basic needs met in a caring and non-judgemental way. For most people this is where they call home and in an ideal world, families can share the normal ups and downs of life in privacy behind their own hall door. Unfortunately for some people, for various reasons, they do not have a place to call home and must spend their days trying to access shelter from the weather, a place to rest and prepare before going out to face the day. They need access to toilet facilities, somewhere to wash and change their clothes, decent hot meals, someone to interact with. Sadly many people lack the basic necessities most of us take for granted and have no security as to where they will lay their head that night. While this is tragic for adults, it is simply heart breaking for families with children who are forced to move from place to place with no stability as to their living conditions.

Typical Day – Our day starts around 6 am and when the staff on the early shift arrive, the queue is already forming. People are often in a distressed state and we respond as best we can to each individual with respect and kindness. Breakfast is served between 7am and 11.30am and we normally have between 250/300 people. It is easy to spot the “rough sleepers”, those who have spent the night on the streets or slept in cardboard boxes. In an effort to regain their dignity they are usually the first to put their names down for the showers/fresh clothing while others are so dispirited and exhausted they just need a safe place to get in out of the weather and rest before they face another day. Our busiest morning is Wednesday and the staff/volunteers arrive at around 6 am to make up food parcels for about 1,400 people who need help with their grocery supplies. (We also provide 350 parcels each week from the friary in Kilkenny). At about 11.30 we close for a short time to prepare for the busiest part of our day and get ready to provide a full dinner for 5/600 people.

Additional Services - While the main purpose of the Centre is food maintenance, we have constantly endeavoured to improve our response and help people who have difficulty in accessing mainstream services. In a simple way, we try to provide a welcoming atmosphere where people have a sense of belonging and a kindly listening ear when they are in trouble. We have a fulltime nurse, a dedicated family social worker (TUSLA) and in conjunction with the Safetynet Primary Care Service who provide 4 GP Medical Clinics each week, we have other Professionals who offer their services on a “Pro Bono” basis. These include two Dental and two Chiropody clinics each week, an Optical Screening Clinic and Haircuts (Haircuts 4 the Homeless). Our latest additions include a Cervical Smear Screening service and a COPD and Diabetic Clinic (Mater Hospital). A sizable portion of our expenditure is on footwear, socks, underwear, t-shirts, emergency rainwear, tents and sleeping bags, personal hygiene products, hospital packs, hats, scarves, emergency transport costs, assistance for bereaved families etc. Monday is “Nappy” Day and with the growth in family homelessness we now provide Baby Food, Nappies, children’s footwear, clothing and other basic essentials for about 250 families each week.. During school term we supply copies, pens and basic school essentials.

Child Poverty – For Capuchins the welfare of families is a priority and since 2005 we have a designated “Family Area” where families can enjoy a nutritious meal in safety. Since the housing crisis of 2013, we had to upgrade the service by providing day to day essentials for children and babies. Housing scarcity and high rents means that people are living in hotels and B & B’s totally unsuited to family needs. The harshness of life for families in emergency accommodation who are deprived of all the normal social educational and economic amenities are unimaginable. Our fear is that as a society we will pay a heavy price for this neglect for generations to come. Apart from the devastating “human cost” think of the economic and infrastructure costs when the impact of this neglect of children’s social, physical and psychological wellbeing comes to fruition. The detrimental effect the lived reality of not having a “normal” home life like their peers is already evident and taking its toll on the mental health of both children and their distressed parents. Every day here in the Centre we meet the tragic human casualties of failed government policies and Action Plans charged with the onerous duty of ‘cherishing all the children of the state equally’.

Guiding Principles and challenge of Open Door Policy - While our main concern is that no one should go hungry our overarching principle is that each person who comes to our door is treated with the utmost respect and dignity. We operate an “open door” policy and with the exception of child protection or medical issues, do not ask questions as we feel it is difficult enough for people to come in and bring their children to be fed and nourished. In keeping with the guidelines of St. Francis of Assisi, there is no charge for any of our services and in our own simple way, we try to provide a welcoming atmosphere where people have a sense of belonging and a kindly listening ear when they are in trouble. In attempting to “walk in the footsteps” of St. Francis, the team in the Day Centre try their best to treat the people with respect and dignity. However it can be difficult at times to live up to these high ideals. Very often the day to day reality of living up to this all embracing “open door policy” can be a huge challenge as some of the people who come to the Day Centre besides being vulnerable and in need, have many problems and require all our Christian/Franciscan tolerance to cope with the social fallout of accepting them as they are and to try and see past the challenging behaviour, to the vulnerable person inside.

Still waiting for the State to live up to their responsibility - Back in the late 1960’s having identified the difficulties of daily living for people caught in the poverty trap, we embarked on a Capuchin Franciscan response with no lofty ambitious other than try to relieve the practical and most urgent needs of the people who came to our door or gathered in the back of the church seeking help. At the outset we provided warm shelter and very basic hot food for about fifty people. From these humble beginnings the Centre grew with each new social force that nurtured and created homelessness, and you will see from our statistics the level of service we provided in 2018. When we started it was our plan to provide emergency respite for the people who called to the friary door who were living in hostels or on the streets with nowhere to go during the day. We thought that the state would eventually provide a service for them and that people would be able to live with dignity and respect as God intended.

Conclusion - Our original plan was to provide a “stop gap” service until the state got around to living up to its obligations but sadly fifty years later there are more people at risk of dying on the side of the road today than when we first started. Also at that time there were no children accessing homeless services. Jesus said “**I came that they may have life and have it abundantly**” so each morning when we come over to the Centre we keep hoping that there will be nobody there. This is not because we do not wish to see the people, but in the vain hope that people will not need the service because they have enough resources to live their lives in dignity and respect as God intended.

People have suffered too much and we plead with the government to change their housing policies and return to building houses through the local authorities Our main concerns are as follows:.

Families in Emergency Accommodation - It is a **National Disgrace** we have little children and their parents being evicted, sleeping in cars and parks or living in unsafe and extremely unsuitable accommodation. Families have been made homeless either by not having enough money for rent or who have fallen into mortgage arrears. The conditions for these families although well documented, does not give a realistic picture of the hardship being endured.

Rough Sleepers –Despite all the action plans, they continue to be at the mercy of the “Free Phone” which may or may not give Hostel accommodation. We have been to too many funerals of people who died long before their time due to the hardship of living rough with no one to care for them. It is hard to think that there are more people at risk of dying on the side of the road tonight than when we first opened the Centre 50 years ago.

Kevin Crowley ofm cap – Founder/CEO and Co. Director.
Sean Donohoe ofm cap – Co. Director.

Directors Report and Financial Statements 2018

The Directors/Trustees of the Capuchin Day Centre for Homeless People (CLG) submit their report and financial statements for the year ended 31st December 2018. The Directors have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting for Charities" revised in 2008, in preparing the annual report and financial statements of the company.

Principal Activities – Since 1969 the Capuchin Day Centre, (*run by the Irish Capuchin Franciscan Order*) has been providing hot meals, food parcels, clothing and day care facilities for people who are homeless or in need, six days a week, completely free of charge. The Centre operates from the back of the Capuchin Friary in Church Street, Dublin 7.

Food Service	- Monday to Saturday inclusive
Morning	- Hot Breakfast, Soup, Bread, etc.
Afternoon	- Full Dinner including desert.
Food Parcels	- Wednesday morning (Distribution of basic food supplies) - Distribution of children's food parcels each day - Distribution of Food Parcels one day a week from our Friary in Kilkenny.
Baby Supplies	- Provision of Nappies, Baby Food and Clothing etc.
Sleeping Bags	- Distribution of sleeping bags/emergency tents etc. - Distribution of Hospital Packs as required.
Clothing	- Distribution of new and donated clothing as available.
Showers	- Shower Facilities, provision of personal hygiene products, new underwear, socks etc.
Clinics etc	- Facilitating 4 GP/Nursing plus 3 GP Training Clinics each week (In partnership with Safetynet) - Nursing Clinic six days a week. - Facilitation of Cervical Screening, COPD and Diabetic clinics - Dental Clinics twice weekly. - Chiropody twice weekly. - Optical Screening every second Saturday. - Family Welfare Officer (TUSLA) twice weekly - Haircuts once a month (Service provided by "Haircuts for the Homeless")
Advocacy	- Friendship, Advocacy and general social supports are provided as far as possible.
Counselling	- Facilitation of clinic by Chrysilis. (Awaiting replacement)
AA Meetings	- Facilitation of 3 AA meetings per week.
Art Classes	- Therapeutic Art Classes and also pilot children's art activities
Local Activity	- Hosting of several local parties through the year in conjunction with Local Network and Bridewell Garda Social activities.

Free Service/Open Door Policy: In keeping with the spirit of St. Francis (*known as the Father of the Poor*) there is no charge for any of the above services. We operate an 'Open Door' policy and ask no questions. Other than for child protection and medical purposes, we keep no personal data and protect the privacy and anonymity of the people who attend the centre.

New Legal Status – Up to the 31st December 2017 the legal status of the Capuchin Day Centre was that of an unincorporated informal Trust established by the Irish Capuchin Franciscan Order (with its own Governing Document) in order to fulfil its social mandate to the homeless. In recent times there has been considerable regulation in the charity sector and in keeping with best practice, the Irish Capuchin Franciscan Order decided to incorporate the Capuchin Day Centre on the firmer footing of a company structure, into which all assets, liabilities and business of the Capuchin Day Centre were transferred as at the 1st January 2018, The new company operates in exactly the same way as heretofore with no change in the delivery of the service or utilisation of resources in accordance with donor's wishes. There is no change in our Charitable Status and the Centre is regarded by the Revenue Commissioners "as established for charitable purposes only, within the meaning of Section 207TCA.1997 under charity reference number CHY3765"

Governance and Management/CRA Registration/Adoption of the Code of Good Governance

The business of the Centre is managed by an eight member management committee (Five Trustee/Directors who have reserved voting rights and three senior management staff) appointed by the Capuchin Franciscan Order. The Centre is run in accordance with the structures and guidelines set out in the governing document (Memorandum & Articles of Association) as and from the 1st January 2018. In keeping with best practice and the appointment of the Charities Regulator, the Centre (with expert help from our Auditors) has established formal documentary evidence of internal controls and considers itself compliant with the Code of Governance. The Centre is up to date with its statutory filing and the Annual Report and Financial Statements for 2014/2015/2016/2017 have been filed with the Charity Regulatory Authority (under the unincorporated legal entity) The Annual Report and Financial Statements for 2018 will be filed with the CRO shortly. (First filing under the CLG status)

Organogram of Governance Structures (Verified by the Irish Capuchin Franciscan Order following its Chapter in June 2016). The current organisational structure of the Capuchin Day Centre can be summarised as follows.

- 1) The Irish Capuchin Franciscans hold a “Chapter” every three years at which they elect a five member Provincial Council who in turn allocate the various roles and responsibilities of the personnel within the Order for the following three years.
- 2) Following each Chapter the Provincial and his team allocate members and other relevant personnel to act as trustees/Directors of the Capuchin Day Centre. Apart from their role as Trustees, the Provincial Council also mandates a Management team to assist the Directors with running the apostolate and the day to day activities of the Centre in order to fulfil the mission objective of providing a practical Capuchin response to people in need.
- 3) Note – The Capuchin Day Centre for homeless people changed its legal status as at the 31st December 2017 and is now incorporated as a Company Limited by Guarantee (CLG). Any major decisions regarding the allocation of Assets, extraordinary financial commitments or property issues, changes in mission focus or how the service is delivered, must have the approval of the five members of Provincial Council who are the legal members (owners) of the new company.

ORGANOGRAM
GOVERNANCE AND ALLOCATION OF RESPONSIBILITY FOR OPERATION OF THE SERVICE
Membership of the Irish Capuchin Franciscan Order
Elected Provincial + 4 Members who make up the Irish Capuchin Provincial Council
Appointed Board of Directors to the Capuchin Day Centre for Homeless People Three Capuchin Trustees + two independent Trustees.
Appointed Management Committee 5 Directors/Trustees + 3 Senior Staff Members Assisted by External Advisers. Note - Voting Rights Reserved for Appointed Directors/Trustees only
Paid Staff & Volunteers

Vision - Founded in the late 1960's as a Capuchin response to the problem of homelessness, the founding principle is '**to relieve the hardship endured by homeless people**'. The methodology of service delivery is based on the guidelines laid down by St. Francis of Assisi, but adapted to today's needs and delivered in keeping with the Capuchin ethos of caring for those most in need.

The main objectives for which the Day Centre is established are - To provide quality, nourishing and survival food maintenance for people who are homeless or at risk of becoming homeless, or those who fall within the definition of homeless as outlined in the governing document, with priority given to those most vulnerable or at risk. To provide as much holistic and pastoral individual support as possible, particularly for families with children who are in crisis. It is also an aim to be a place of advocacy, friendship and hospitality, for those who fall through the social/family support networks and do not have easy access to services. The fulfilment of this basic mission objective can be seen by calling any day to the Day Centre.

Health & Safety – The Centre prioritises the health & safety of every individual associated with the Day Centre and provides every means possible of ensuring that appropriate skills training of personnel and physical infrastructure is maintained to the highest quality standards. In relation to staff, the Centre's policy is to provide a safe place and system of work for its employees. This policy is in accordance with legislation including the Safety, Health and Welfare at Work Act, 1989.

Food Safety/Food Waste Management - The Centre prioritises Food Safety/Hygiene and fully implements the EU legislative programme "**Hazard Analysis Critical Control Points**" (**HACCP**) as monitored by the Environmental Health Office of the Health Service Executive. The Centre also complies with "**Fats, Oil & Grease**" (**FOG**) legislation in relation to its waste management procedures (Monitored and verified by Dublin City Council)

Child Protection – In keeping with the mandate laid down by the Irish Capuchin Franciscan Order, we prioritise the health, safety, a wellbeing and best interest of the Children who visit the Capuchin Day Centre and are committed to ensuring as far as is humanly possible, no harm will come to any child, young person or vulnerable adult while on the premises. We also aim to promote child protection issues by providing practical support to parents regarding the health and wellbeing of their children. The child safeguarding policy and procedures drawn up by the board of the centre has been approved by the HSE/TUSLA/CFA child safeguarding authorities. In a recent Child Protection audit by the National Board for Safeguarding Children in the Catholic Church in Ireland, representatives of these authorities have inspected the centre, noted the supervision of the children's and their carers' dining area and obtained a copy of the centre's child safeguarding policy and procedures document, which received their approval.

Facilitation of Child Welfare Clinic (TUSLA) – Following many years of pleading with the government for support for the families who attend the Centre to ensure they have access to and are linked to mainstream services, the Centre is very grateful that TUSLA have seconded a Family Welfare Officer for that purpose and a Pilot Scheme is now in place. This has been a tremendous asset, particularly in the area of child protection. It is invaluable to have a source to feedback to TUSLA the day to day difficulties being faced by families in the current climate. We are also happy to have immediate access in case of emergency for the safety of at risk children. The placement officer will deliver Child Protection Training specific to our needs with the staff and volunteers.

Bankers - The Centre bankers are Bank of Ireland, Smithfield, Dublin 7 and Permanent TSB.

Auditors - The auditors, Nexia Smith & Williamson, have indicated their willingness to continue in office in accordance with the provisions of Section 160(2) of the Companies Act, 1963.

Responsibility for the Financial Statements - The Directors/Trustees of the Capuchin Day Centre for Homeless People CLG are responsible for preparing the financial statements for each financial year which give a true and fair view of the state of affairs of the Centre and of the income and expenditure of the Centre for that year. In preparing these financial statements the Centre is required to:

- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Centre will continue in business.

The Directors/Trustees of the Capuchin Day Centre for Homeless People CLG are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Centre, for safeguarding the assets of the Centre and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Books of Account – It is the responsibility of the Directors/Trustees of the Capuchin Day Centre for Homeless People CLG to ensure that proper books and accounting records are kept in accordance with Section 202 Companies Act 1990 and that the directors have established appropriate books to adequately record the transactions of the Centre. The directors must also ensure that the Centre retains the source documentation for these transactions. The books of account are maintained at the registered office of the Capuchin Day Centre, 29, Bow Street, Dublin 7

Financial Notes to Accounts for yearend 31st December 2018

Statutory Income:

- **HSE Funding** of €97,030 in line with prior years.
- **DCC Funding through Dublin Regional Homeless Executive** of €348,656 in line with prior years.
- **Revenue Tax Rebate on Donations** amounted to €66,387 and showed a small increase in the previous year.
- **Donations from the Court Poor Box** amounted to €42,512 down from €58,535 in the previous year.

Self Generated Income:

General Donations, NGO Grants & Special Gifts – Through the years the Centre has been fortunate in attracting funding from non-governmental sources. This money comes from ordinary people who wish to support us (many of whom have been donating since the centre first started). There were several generous once off donations from individual and corporate donations including individual donations from people who wish to remain anonymous.

Fundraising - As in previous years and evidenced by the figures, people undertook remarkable voluntary fundraising activities on our behalf which yielded great returns. We are most grateful for the very productive events such as the Belmullet Cycle, Golf Days, Bridge Nights, Annual Walks, the Women's Marathon in June and the Dublin City Marathon in October, Sponsored Fasts, various school events, Margaret Wogan's Sale of Work and Christmas Concert and the very successful Carol Singing Street Collection. People undertook individual efforts to organise table quiz' Schools, Clubs and Church groups organising raffles Cake Sales and food drives and special charity collections. All money raised through fundraising goes direct to frontline services. Sincere thanks and prayers for God's Blessings to all.

Exceptional Expenditure on Charitable Activities – Social Housing Initiative

Social Housing Initiative in collaboration with the Peter McVerry Trust - The escalation of the housing/homeless crisis is a major concern for Capuchins. While we have a track record of providing shelter during the day where people receive food, clothing, showers, medical care and other necessities for daily living, it troubles us that parents and children have nowhere to call home and rough sleepers are at risk of dying on the side of the road because they cannot access accommodation. While the Day Centre is a vital service for people in need, it is the generosity of our Donors who through their financial support make the difference in people's lives every day. We cannot emphasise enough that it is the donors that make the Centre "special" and we are grateful to every person who helps. Despite how much we do for people during the day, it is hard for us to know that when people leave the premises they are unsure of where they will lay their head that night and we are constantly asking ourselves **"Is there more we can do?"** To further this aim, given the generosity of our donors and prudent management of our finances which resulted in the healthy state of our reserves, the Board (in conjunction with our financial advisers) explored how best we could respond to the housing crisis. Following a "future proofed" review of our finances, the directors recognised that after allocating reserves for the "Rainy Day" (in accordance with SORP) we had funds that could be put to better use than "sitting safely in the bank" and made practical plans for making a financial contribution towards much needed social housing provision.

Social housing/accommodation is a specialised function and the Directors recognised that because we are not a housing body, the Day Centre did not have the expertise to embark on such an initiative. After careful consideration and much legal "Due Diligence" the Board of Directors identified a suitable Housing Body and decided to share €5 million euro of our reserves and deploy it towards a housing initiative via the Peter McVerry Trust in order to secure a minimum of 25 housing units. Before deciding to share these resources, the directors obtained the advice of the Charities Regulator to ensure that all the details of the donation were organised in line with best practice. Prior to the transfer of funds, the Capuchin Day Centre, through our legal advisers Mason Hayes Curran and our auditors Nexia Smith and Williamson, carried out rigorous due diligence and governance requirements before entering into the legal agreement.

Although this initiative is modest in light of the enormity of the problem (ten thousand people living in emergency accommodation) the contribution of the Capuchin Day Centre could have a real impact in alleviating housing distress for some people trapped in emergency accommodation with no prospect of having their own home. This decision reflects our Capuchin ethos (helping those most in need) and the Peter McVerry Trust's core competency. We have been assured that the people who are housed in these properties will have secure tenancies and have full social supports from the Peter McVerry Trust.

Expenditure on Charitable Activities

- **Food Costs** – Showed an increase of 3% on the previous year
- **Medical Supplies/Clothing** – Increase on last year is due to a higher degree of general care and includes Dental/Personal Hygiene products, higher costs for socks, underwear, hospital packs etc. Again the main increase in costs is due to greater consumption particularly the need to supply children's clothing, footwear etc
- **Water Rates** – Like waste charges it is only very recently that the Centre has been charged for water.
- **Rent/Rates** - Increased charges represent a full year charge for rent the property (warehouse) entered into by the CDC regarding No. 147-149 North King Street, Dublin 7.
- **Wage Costs** - Increase in wage costs reflects extra security costs following change from external security provision. Other increase reflects need for longer opening hours, additional working days to facilitate extra services, and overtime in order to keep up with demand.
- **Security Costs** – The charge showed a major decrease on 2017 due to the cessation of contracted security services (now covered by Staff and charged as wages). There was also one off CCTV costs in 2017.
- **Cleaning and HACCP** – Increased charge is in respect of compliance with HACCP quality standards i.e. frequency of "Deep Cleans" and frequency of waste disposal management for FOG compliance.

Financial Summary

Treatment of reserves - While demand for the service has resulted in increased expenditure our income has not only matched but surpassed our costs as in previous years. It should be noted that our healthy financial state is due entirely to the goodness of our benefactors who continue to support the Day Centre. Given the current volatile economic climate and ever increasing homeless/housing crisis, any surplus funds are carefully invested in Deposit Accounts with no risk to the capital. Through prudent financial management we have maintained a healthy reserve in line with SORP guidelines and in the event of even a devastating decline in our income, could continue to provide the service for a few years based on current level of demand.

Summary of Reserves Policy:-

- 1) Reserves to be maintained at a level which ensures that the Capuchin Day Centre for Homeless People would be able to continue its core activity during a period of unforeseen difficulty. A proportion of reserves must be maintained in readily realisable form with minimal risk to the capital investment.
- 2) The calculation of the required level of reserves is an integral part of the organisation's planning, budget and forecast cycle and takes into account, risks associated with each stream of income (statutory support and donated income) and expenditure (including new demands to meet changing demographics) being different from that budgeted.
- 3) Planned service user activity level taking account of current housing/homeless crisis and based on experience of ever increasing demand year on year since the economic collapse in 2008.
- 4) Capuchin commitment to the people who avail of the service and our steadfast financial supporters to continue the service for as long as it is necessary.

The following headings were used in the development of the policy:

- a) Current Reserves Policy statement: (as outlined above).
- b) Risk assessment: against each category of income and expenditure.
- c) Future activity level - likely requirements on reserves.
- d) Organisational commitment
- e) Statement of the desired reserves level for Business Continuity to meet the challenge in the event of any of the above or as yet unforeseen factors becoming a reality.

Cost Efficiencies - It is worth noting that with only €450,000 statutory funding, the centre provided approximately 425,000 units of service during the year. This included meals, food parcels, family supplies, showers, medical service, counselling, advice & advocacy, clothing provision and the many other hospitality and befriending services that we provide. Without doubt the main cost efficiencies have been achieved by maximising use of voluntary resources.

Voluntary Workers - We estimate approximately 15,000 voluntary hours per annum which supplements the paid staff in the physical operation of the service. It should be noted that despite more than doubling of demand since the collapse of the Banks in 2008, there has been only small increase in paid staff.

Maximum use of voluntary suppliers – Many thanks to those who donate supplies, particularly for the Food Parcels which helps to reduce the cost. Also many thanks to the schools, church groups, corporate bodies, and individuals who organised food collections which offset our food costs. This is particularly evident at Christmas when the walls are simply bulging with supplies. This was particularly when we put out a request for baby supplies and were almost swamped with supplies. Also the various suppliers who give us free food which we distribute within HACCP compliant regulations.

Saving on Fundraising Costs – Despite the increased yield from fundraising, all activities are initiated and carried out by volunteers. Except for the relatively small costs of advertising and the purchase of campaign t-shirts and collection boxes etc. there was no other charge to the organisation.

Benefit from Capuchin Order - Apart from their function as Trustees on the Board of Management and several capuchins who fund-raise for the organisation, the Centre benefits from the fulltime work of two Capuchin friars. Apart from their shared role as Co-Directors/ CEO etc. Bro. Kevin and Fr. Sean are front-line workers in the physical implementation of the service and the savings on salaries at this level are considerable. For fifty years the Capuchin Order has allocated part of its friary property in Church Street to accommodate the Capuchin Day Centre, without any charge whatsoever. The market rent on such a prime site in the heart of the city centre would be considerable. It should also be noted that the goodwill towards the Capuchin Order is an important factor in counteracting local opposition to such a sensitive project. The Irish Capuchin Franciscan Order operate a 'Blanket Insurance Policy' for all its employee, premises and public liability. The cost would be much greater if we had to cover the Day Centre costs independently

Relatively low wage costs - Because of the large number of volunteers, one FAS participant and the Chief Executive/Director and Co-Director functions being carried out by members of the Capuchin Order, our wage costs are relatively modest if bench-marked across the sector and when assessing overall 'value for money' given the level of service provision.

Tight managerial structures & multitask staff functions – Managerial and staff functions of the day centre are flexible and critically frontline focused with 'back room' services taking a secondary role. Most of the energy and emphasis is targeted towards the wellbeing of the people, particularly rough sleepers, vulnerable families and those most at risk.

Sincere Thanks and Prayers for God's Blessings

We Capuchins are astounded at the level of **KINDNESS OF OUR SUPPORTERS**, those who help us keep this lifeline for people in need going. We are simply overwhelmed by the goodness of people who despite the years of austerity, have continued to support us financially. Apart from the financial contributions, particularly at Christmas, the walls are 'Bulging' with the generosity of people providing practical gifts of food, clothing and toys for the children. Our voluntary fundraisers come from all walks of life and all age groups. It is so heartening when we think of the future that so many people including children make sacrifices of birthday gifts etc. to help the people who attend the Centre. Following an appeal for baby supplies last Christmas we were simply swamped with gifts. May God reward you all for your kindness.

We also thank the personnel of Dublin City Council, the Health Service Executive, and the Dublin Regional Housing Agency who allocate our state funding, the GP and medical personnel, the Dentists and other professionals who operate the clinics, not forgetting our hardworking staff and volunteers. We also thank the Board of the Centre for their expertise in guiding us along the right path, particularly in light of the current emphasis on Corporate Governance. On behalf of the countless people who have availed of the service and the Irish Capuchin Franciscan Order, our sincere thanks to all. Our prayer is that God and St. Francis will reward you all with many blessings.

Signed on behalf of the Board of Management.

Fr. Peter Rodgers ofm cap. - Chairperson

Br. Kevin Crowley ofm cap. - Director.

Capuchin Day Centre for Homeless People

STATEMENT OF DIRECTORS' RESPONSIBILITIES

for the period ended 31 December 2018

The directors are responsible for preparing the financial statements in accordance with applicable Irish law and Generally Accepted Accounting Practice in Ireland including the accounting standards issued by the Accounting Standards Board and published by the Institute of Chartered Accountants in Ireland.

Company law requires the directors to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements the directors are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors confirm that they have complied with the above requirements in preparing the financial statements.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements are prepared in accordance with accounting standards generally accepted in Ireland and with Irish Statute comprising the Companies Acts 1963 to 2012, and all Regulations to be construed as one with those Acts. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Board

Brother Kevin Crowley ofm

Fr. Peter Rodgers ofm

Date: 24 June 2019

INDEPENDENT AUDITOR'S REPORT

to the Members of Capuchin Day Centre for Homeless People

Report on the audit of the financial statements

Opinion on the financial statements

We have audited the financial statements of Capuchin Day Centre for Homeless People for the period ended 31 December 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement, the accounting policies and the related notes. The financial reporting framework that has been applied in their preparation is Irish law and FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland.

This report is made solely to the Directors, as a body. Our audit work has been undertaken so that we might state to the Directors those matters we are required to state to them in an auditors' 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 Directors as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements :

- give a true and fair view of the assets, liabilities and financial position 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 Generally Accepted Accounting Practice in Ireland.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs (Ireland)) and applicable law. Our responsibilities under those standards are further described in the Auditors' 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 financial statements in Ireland, including the Ethical Standard issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), 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 (Ireland) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the trust'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 Directors are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditors' 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 AUDITOR'S REPORT

to the Members of Capuchin Day Centre for Homeless People

Opinion on other matters prescribed by the Generally Accepted Accounting Practices

Based solely on the work undertaken in the course of the audit, we report that:

- in our opinion, the information given in the Directors' Report is consistent with the financial statements; and
- in our opinion, the Directors' Report has been prepared in accordance with applicable legal requirements.

We have obtained all the information and explanations which we consider necessary for the purposes of our audit.

In our opinion the accounting records of the trust were sufficient to permit the financial statements to be readily and properly audited, and the financial statements are in agreement with the accounting records.

Matters on which we are required to report by exception

Based on the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report.

Respective responsibilities

Responsibilities of directors for the financial statements

As explained more fully in the Directors' Report set out on page 3, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors 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 directors 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 directors either intend to end the charity or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

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 Auditors' 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 (Ireland) 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 IAASA's website at: [https://www.iaasa.ie/Publications/ISA-700-\(Ireland\)](https://www.iaasa.ie/Publications/ISA-700-(Ireland)). This description forms part of our Auditors' report.

AINE REIDY

For and on behalf of

NEXIA SMITH & WILLIAMSON

Chartered Accountants and Statutory Audit Firm

Paramount Court

Corrig Road

Sandyford Business Park

Dublin 18

Date : 25 June 2019

Capuchin Day Centre for Homeless People

STATEMENT OF FINANCIAL ACTIVITIES

for the period ended 31 December 2018

	Note	Restricted Funds	Designated Funds	Unrestricted Funds	Total Funds 2018
		€	€	€	€
Income from:					
Donations and legacies					
- transfer from unincorporated charity	2	457,147	11,416,808	6,183,208	18,057,163
- other	3	1,110,080	683,000	4,317,985	6,111,065
Investments					
- Deposit Interest	4	-	-	30,039	30,039
Total		1,567,227	12,099,808	10,531,232	24,198,267
Expenditure on:					
Charitable activities					
- Supporting the homeless	5	(1,110,080)	(150,000)	(3,050,962)	(4,311,042)
- Donation for the provision of accommodation	6	-	(5,000,000)	-	(5,000,000)
Total		(1,110,080)	(5,150,000)	(3,050,962)	(9,311,042)
Net income		457,147	6,949,808	7,480,270	14,887,225
Transfer between funds		(457,147)	4,259,192	(3,802,045)	-
Net Movement in Funds					
- transfer from unincorporated charity		457,147	11,416,808	6,183,208	18,057,163
- on activities in the period		(457,147)	(207,808)	(2,504,983)	(3,169,938)
- total movement in funds for the year		-	11,209,000	3,678,225	14,887,225
Fund Balances at 31 December 2018	15	-	11,209,000	3,678,225	14,887,225

Approved by the board on 24 June 2019 and signed on its behalf by

Brother Kevin Crowley ofm

Fr. Peter Rodgers ofm cap

Capuchin Day Centre for Homeless People

A Company Limited by Guarantee not having a Share Capital

BALANCE SHEET

as at 31 December 2018

	Notes	2018 €
Fixed Assets		
Tangible assets	10	<u>1,990,412</u>
Current Assets		
Debtors	11	195,754
Deposit Accounts	12	9,973,168
Cash at bank and in hand	12	3,016,225
		<u>13,185,147</u>
Creditors: Amounts falling due within one year	13	<u>(288,334)</u>
Net Current Assets		<u>12,896,813</u>
Total Assets less Current Liabilities		<u>14,887,225</u>
Net Assets		<u>14,887,225</u>
Capital and Reserves		
Restricted funds	15	-
Unrestricted funds		
- designated	15	11,209,000
- undesignated	15	3,678,225
Total Funds		<u>14,887,225</u>

Approved by the board on 24 June 2019 and signed on its behalf by

Brother Kevin Crowley ofm

Fr. Peter Rodgers ofm cap

Capuchin Day Centre for Homeless People

CASH FLOW STATEMENT

for the period ended 31 December 2018

	Notes	2018 €
Net movement in funds		14,887,225
Transfer from undertaking	2	(18,057,163)
Investment income		(30,039)
Depreciation	10	93,574
Movement in debtors		(62,428)
Movement in creditors		8,631
Net cash flow from operating activities		(3,160,200)
Cash flows from investing activities		
Cash and cash equivalent received on transfer of undertaking		12,472,442
Interest		30,039
Withdrawal from investments		735,310
Purchase of fixed assets		(136,071)
		<u>13,101,720</u>
Change in cash and cash equivalent in the period and cash and cash equivalent as at 31 December 2018		<u>9,941,520</u>

RECONCILIATION OF NET NET FUNDS

	Cash flow for the period	Arising on transfer of undertaking	As at 31 December 2018
Cash at bank and in hand	3,016,225	-	3,016,225
Bank deposits classed as cash equivalents	12 6,925,295	-	6,925,295
	<u>9,941,520</u>	-	<u>9,941,520</u>
Other bank deposits	(735,310)	3,783,183	3,047,873
Total net funds as at 31 December 2018	<u>9,206,210</u>	<u>3,783,183</u>	<u>12,989,393</u>

Capuchin Day Centre for Homeless People

ACCOUNTING POLICIES

for the period ended 31 December 2018

Basis of Preparation

The financial statements have been prepared in accordance with generally accepted accounting principles under the historical cost convention at cost or valuation and comply with financial reporting standards of the Accounting Standards Board, as promulgated by the Institute of Chartered Accountants in Ireland. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2009. The amendments of the December 2017 triennial review of FRS 102 have been adopted in these financial statements.

The charitable company is a public benefit entity, as defined by FRS 102.

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the centre's financial statements.

Transfer of undertaking

As described in Note 2, the trading activities, staff, assets and liabilities of the unincorporated charity Capuchin Day Centre were transferred to this charitable company on 1 January 2018. This transfer was accounted for as a group re-organisation and therefore the assets and liabilities were recognised at their book value as recorded in the accounting records of the Capuchin Day Centre.

Income

Income from donations and legacies comprises donations from individual and corporate donors, trusts and foundations. This income is recognised in the period in which the centre is entitled to the resource, when receipt is probable, and when the amount can be measured with sufficient reliability.

In the case of monetary donations from the public this income is recognised when the donations are received, with legacies it is when confirmation of unconditional entitlement to the bequest is received, whereas with tax refunds it is when all legislative requirements have been met and the amounts can be measured with reasonable certainty.

Investment income is recognised on a receivable basis.

Government grants

Grants are credited to the Statement of Financial Activities when the centre is entitled to the resource, when receipt is probable, and when the amount can be measured with sufficient reliability.

Expenditure

Resources expended are recognised in the period in which they are incurred. Resources expended included attributable VAT which cannot be recovered.

Grants are recognised when a constructive obligation is created.

Pensions

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Annual contributions payable to the charities pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Support costs

The charitable company undertakes one charitable activity and makes grants on an ad hoc basis. The making of grants and the subsequent monitoring is undertaken by the directors, who are unpaid. As such, there are no significant costs associated with grant making and therefore all support costs are allocated to the main charitable activity.

Capuchin Day Centre for Homeless People

ACCOUNTING POLICIES

for the period ended 31 December 2018

Restricted funds

Restricted funds represent income received that can only be used for particular purposes specified by the donors. Such purposes are within the overall aims of the organisation.

Expenditure which meets this criteria is charged to the fund, together with a fair allocation of management and support costs.

Unrestricted funds

Unrestricted funds consist of Undesignated funds and Designated funds.

(i) Undesignated funds represent amounts which are expendable at the discretion of the centre in furtherance of the objectives of the charity.

(ii) Designated funds represent amounts that the Charity has, at its discretion, set aside for specific purposes, which would otherwise form part of the undesignated reserves of the organisation. Transfers to and from the fund are reflected in the financial statements as they are authorised by the directors.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost, less accumulated depreciation. The charge to depreciation is calculated to write off the original cost or valuation of tangible fixed assets, less their estimated residual value, over their expected useful lives as follows:

Leasehold improvements	-	2% Straight line over the life of the lease
Fixtures, fittings and equipment	-	20% Straight line
Motor vehicles	-	20% Reducing balance

Where there are indications that the residual value or useful life of an asset has changed, the residual value, useful life or depreciation rate are amended prospectively to reflect the new circumstances. The assets are reviewed for impairment if these factors indicate that the carrying amount may be impaired. Impairment losses are recognised in the Statement of Comprehensive Income.

Cash and cash equivalents

Cash and cash equivalents comprise cash in hand, deposits held at call with banks and the investment managers, and other short-term highly liquid investments with a maturity of 3 months or less.

Financial statements

The charitable company has chosen to adopt Section 11 and 12 of FRS 102 in respect of financial instruments.

Basic financial assets, including investments, trade and other receivables and cash and bank balances are initially recognised at transaction price. Investments are subsequently measured at fair value and other financial instruments are subsequently measured at amortised cost.

Basic financial liabilities, including trade and other payables, are initially recognised at transaction price and subsequently at amortised cost.

Financial assets are derecognised when the contractual rights to the associated cash flows are settled or expire or when the risks and rewards of ownership are transferred to a third party. Financial liabilities are derecognised when the liability is discharged, cancelled or expired.

Capuchin Day Centre for Homeless People

NOTES TO THE FINANCIAL STATEMENTS

for the period ended 31 December 2018

1. GENERAL INFORMATION

Capuchin Day Centre for Homeless People is a registered charity (registered number - 20166120) and a company limited by guarantee ("CLG") (registered number - 615117). The charitable company has a dispensation which permits it to omit "CLG" from its name. Its registered office is 29 Bow Street, Dublin 7.

2. TRANSFER OF UNDERTAKING

On 1 January 2018, the Capuchin Day Centre, an unincorporated charity (with registered number 20004835), transferred all its trading activities, staff, assets and liabilities to this charitable company.

Following the transfer there was no change in the operations of the charitable activities.

The net assets transferred were as follows:

	Restricted Funds	Designated Funds	Unrestricted Funds	Total Funds
	€	€	€	€
Fixed Assets	-	1,460,011	487,904	1,947,915
Debtors	-	-	133,326	133,326
Cash and cash equivalents	457,147	9,956,797	5,841,681	16,255,625
Creditors	-	-	(279,703)	(279,703)
	457,147	11,416,808	6,183,208	18,057,163

Capuchin Day Centre for Homeless People

NOTES TO THE FINANCIAL STATEMENTS

for the period ended 31 December 2018

3. INCOME FROM DONATIONS - OTHER

	Restricted Funds €	Designated Funds €	Unrestricted Funds €	Total Funds €
Donations and legacies	-	290,000	2,187,066	2,477,066
Fundraising and bequests	618,600	153,000	1,290,401	2,062,001
Donations for Children Area	75,000	-	-	75,000
Non-Government Grants	416,480	-	328,446	744,926
Donations Trusts	-	240,000	-	240,000
Statutory Funding				
Tax rebate on Donations	-	-	66,387	66,387
Dublin City Council	-	-	348,656	348,656
HSE	-	-	97,029	97,029
	<u>1,110,080</u>	<u>683,000</u>	<u>4,317,985</u>	<u>6,111,065</u>

The grants from Dublin City Council and the Health Service Executive relate to the provision of the services to the homeless for the year. There are no unfulfilled conditions relating to the grants.

The charitable company does not receive any further support from the Government.

4. INTEREST RECEIVABLE AND SIMILAR INCOME

2018

€

Bank interest	<u>30,039</u>
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5. EXPENDITURE SUPPORTING THE HOMELESS

	Restricted Funds €	Designated Funds €	Unrestricted Funds €	Total Funds €
Food	1,035,080	150,000	725,385	1,910,465
Charitable outgoings	-	-	47,075	47,075
Other expenditure	75,000	-	850,850	925,850
Staff costs	-	-	1,334,080	1,334,080
Depreciation	-	-	93,572	93,572
	<u>1,110,080</u>	<u>150,000</u>	<u>3,050,962</u>	<u>4,311,042</u>

Other expenditure relates to premises, the provision of care, medical care clothing, and support costs.

Capuchin Day Centre for Homeless People

NOTES TO THE FINANCIAL STATEMENTS

for the period ended 31 December 2018

6. DONATION FOR THE PROVISION OF ACCOMMODATION

During the period, a donation of €5,000,000 was paid to Peter McVerry Trust, a charity which supports the homeless, assisting them to access affordable accommodation. The donation has been provided to assist the trust in the provision of new social housing units.

7. EMPLOYEES AND REMUNERATION

Number of employees

The average number of persons employed during the period was as follow:

	2018 Number
Management	3
Chef	2
Catering/Careworkers	17
Kitchen Porter (part time)	1
JI Placements (Pen) - not paid	1
Security/ Floor Careworkers	5
	<u>29</u>

The staff costs are comprised of:

	2018 €
Wages and salaries	1,221,646
Social welfare costs	112,434
	<u>1,334,080</u>

CEO - Bro Kevin Crowley	-
Management	202,384
All other staff	1,019,262
	<u>1,221,646</u>

The directors are not remunerated and do not claim any expenses.

Management staff are not paid overtime or receive any other benefits. Other staff are paid overtime in respect of unsocial hours in line with their contracts of employment.

8. GOVERNANCE COSTS

Governance costs total €24,600 being fees charged by the auditor, comprising the statutory audit fee of €12,300 and €12,300 for accountancy services.

Capuchin Day Centre for Homeless People

NOTES TO THE FINANCIAL STATEMENTS

for the period ended 31 December 2018

9. TAX ON PROFIT ON ORDINARY ACTIVITIES

No charge to tax arises due to charitable status.

10. TANGIBLE FIXED ASSETS

	Leasehold improvements	Fixtures, fittings and equipment	Motor vehicles	Total
	€	€	€	€
Cost				
Transfer of undertaking	1,894,535	37,362	16,018	1,947,915
Additions	-	126,371	9,700	136,071
At 31 December 2018	<u>1,894,535</u>	<u>163,733</u>	<u>25,718</u>	<u>2,083,986</u>
Depreciation				
Charge for the period	<u>50,188</u>	<u>37,884</u>	<u>5,502</u>	<u>93,574</u>
At 31 December 2018	<u>50,188</u>	<u>37,884</u>	<u>5,502</u>	<u>93,574</u>
Net book value				
At 31 December 2018	<u><u>1,844,347</u></u>	<u><u>125,849</u></u>	<u><u>20,216</u></u>	<u><u>1,990,412</u></u>

11. DEBTORS

	2018 €
Other debtors	182,428
Prepayments	13,326
	<u>195,754</u>

12. CASH AND CASH EQUIVALENTS

	2018 €
Deposit accounts with a maturity of less than 3 months	6,925,295
Cash at bank and in hand	3,016,225
	<u>9,941,520</u>
Deposit accounts with a maturity of less than 3 months	6,925,295
Deposit accounts with a maturity of more than 3 months	3,047,873
	<u>9,973,168</u>

Capuchin Day Centre for Homeless People

NOTES TO THE FINANCIAL STATEMENTS

for the period ended 31 December 2018

13. CREDITORS	2018
Amounts falling due within one year	€
Trade creditors	206,657
Taxation and social welfare (Note 14)	40,186
Accruals and deferred income	41,491
	<u>288,334</u>

14. TAXATION AND SOCIAL WELFARE	2018
	€
Creditors:	
PAYE	<u>40,186</u>

15. RESERVES				
	Unrestricted	Restricted	Designated	Total
	funds	funds	funds	
	€	€	€	€
On incorporation	-	-	-	-
Transfer of undertaking	6,183,208	457,147	11,416,808	18,057,163
Arising in the year	1,297,062	-	(4,467,000)	(3,169,938)
	<u>7,480,270</u>	<u>457,147</u>	<u>6,949,808</u>	<u>14,887,225</u>
Net movement in funds	7,480,270	457,147	6,949,808	14,887,225
Transfer between reserves	(3,802,045)	(457,147)	4,259,192	-
At 31 December 2018	<u>3,678,225</u>	<u>-</u>	<u>11,209,000</u>	<u>14,887,225</u>

16. RESERVES				
	Restricted	Designated	Unrestricted	Total
	Funds	Funds	Funds	Funds
	€	€	€	€
Fixed assets	-	1,431,984	558,428	1,990,412
Debtors	-	-	195,754	195,754
Cash and cash equivalents	-	9,777,016	3,212,377	12,989,393
Creditors: Amounts falling due within one year	-	-	(288,334)	(288,334)
	<u>-</u>	<u>11,209,000</u>	<u>3,678,225</u>	<u>14,887,225</u>

Capuchin Day Centre for Homeless People

NOTES TO THE FINANCIAL STATEMENTS

for the period ended 31 December 2018

17. COMMITMENTS UNDER OPERATING LEASE

At 31 December 2018 the company had annual commitments under non-cancellable operating leases as follows:

	Land and buildings 2018 €
Expiry date:	
Within one year	65,000
Between one and five years	260,000
In over five years	260,000
	<u>585,000</u>

18. APPROVAL OF FINANCIAL STATEMENTS

The financial statements were approved by the Board of Trustees on 24 June 2019.