

A Company Limited By Guarantee and Not Having A Share Capital

Company Number: 615117

Charity Number: 3765

Charities Regulatory Authority Number: 20166120



Welcome to those in need.

Thanks to the kindness of our steadfast supporters we are surviving the pandemic and looking forward with confidence to caring for those who come to our door seeking help.

Annual Report and Financial Statements for the year ended 31 December 2021.



"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
(A company limited by guarantee, not having a share capital)

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

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DIRECTORS AND OTHER INFORMATION

Directors Fr. Peter Rodgers ofm cap (Chairperson)
Bro. Kevin Crowley ofm cap (Founder/Co-Director/CEO)
Fr. Richard Hendrick ofm cap (Director)
Mr. Patrick W. McGonagle (Vice Chairperson/Director)
Sr. Regina Campbell (Director)
Ms. Áine Reidy (Director).

CRO NO: 615117

Registered Charity N0. CHY3765

Charities Regulatory Authority N0. 20166120
(The Capuchin Day Centre for Homeless People is registered with the CRA and is compliant with all its statutory filing obligations).

Compliance with Code of Governance

The Capuchin Day Centre for Homeless People confirms it is actively updating its governance structures and policies in compliance with the CRA Governance Code and that it declared full compliance with the Code on 15 October 2021.

Business Address (Reg. Office) 29, Bow Street, Dublin 7.

Auditors Mazars
Chartered Accountants and Statutory Audit Firm
Block 3, Harcourt Centre,
Harcourt Road,
Dublin 2.

Bankers Bank of Ireland
Smithfield,
Dublin 7.

Permanent TSB,
56-59, St. Stephen's Green
Dublin 2.

Solicitors Mason Hayes & Curran,
South Bank House
Barrow Street, Dublin 4.

Gaffney Halligan & Co.,
Artane Roundabout,
Malahide Road
Dublin 5.

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SUMMARY - IMPROVEMENTS AND ACHIEVEMENTS 2021



Welcome to those in need.

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

Expansion of Family Area – Work commenced in February 2020 during Covid-19 restrictions. The project was successfully completed by December 2021. As of mid-February 2022, the **Family Area** is up and running and children and parents/guardians are enjoying these enhanced surroundings.

Capuchin Day Centre

Service Activity	2021	2020
Food Service Meals and Parcels	344,758	352,542
Family Services Baby Food and Supplies	1,200	725
Showers/Personal Hygiene Products	1,650	967
Haircuts 4 the Homeless	0	0
Clinics:		
Doctor/Nurse	3,650	2,508
Dental Clinic	412	380
Optical Screening	47	0
Chiropodist	140	0
Total Units of Service	351,857	357,122

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.

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A word from our Chairperson,

2021 marked yet another milestone for the Day Centre and it is amazing to realise how what started for the Order as an emergency response has grown to be the practical fulfilment of our mission to help people who call to our door seeking help. Thanks to our benefactors, over the years literally thousands of people have found both tangible and intangible assistance by availing of this vital service. During the years, like the people it is our privilege to serve, the Centre faced many challenges, but we overcome obstacles because the one constant has always been, **we could rely on the support of our amazing supporters.**

Capuchin Commitment and appreciation of those who help us. The Order greatly appreciates the dedicated work carried out by Kevin (who founded the Centre) and his team of front line workers, who devote their lives to carrying out the challenging day to day activities that is so vital for the wellbeing of the people we are privileged to serve. The Order also acknowledges our hardworking volunteers and staff not to talk of the various professionals who offer their time and skills on a “pro bono” basis. We also acknowledge the work of the personnel who are charged with governance of the apostolate and keep us abreast of the ever-increasing regulatory compliance. While our mission focus found its inspiration from the “Poor Man of Assisi” who lived over eight centuries ago, through the work of the Day Centre, 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 - 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.**

Peter Rodgers ofm cap – Chairperson

Celebrating over 50 Years of God's Goodness



*Improve the world by "Breaking Bread with the hungry,
working for justice, lifting up the poor and restoring their dignity"*

(Pope Francis "Day of the Poor 14th November 2021)



Welcome to those in need.

Surviving The Pandemic!

A word from Kevin,

While Covid had a big impact on our work in the Centre, because of our steadfast donors and supporters, we are not only surviving the pandemic but despite the gloomy economic forecast, looking forward with confidence to continue caring (as we have always done) for those who come to our door seeking help. The last two years has seen many challenges, but due to the commitment of our volunteers, staff and other professionals we did not have to close during lockdown and continued the service uninterrupted albeit with certain restrictions. While we were able to continue the medical clinics, food parcel distribution and most of our family supplies we were unable to invite people to eat on the premises and adjusted to operate a "Take Away" meal service. While this was okay for the people who had some kind of accommodation it was a real challenge for the rough sleepers who had no alternative but to eat their food on the street. As always, the Church Street community were moved by this situation and thanks to Terence (guardian) offered use of the Church as a facility where those most at risk could eat their meal with dignity and safety.

Hope for the future – While our "Take Away" service during lockdown "**kept the wolf from the door**" the people really missed the normal facilities, particularly showers, access to toilets and most important for mental health, one to one interaction with staff and volunteers as they came for their meals. The good news is that rather than providing Take Aways, in the past couple of months we are again able to invite people to eat on the premises as before. Another piece of good news is that we managed to complete the building work on the extension to the Family Area which provides much-needed space and comfort for the families with children.

I take this opportunity to thank most sincerely Glenbeigh Construction who carried out the building works completely free of charge.

Looking to the future we know that many people have lost their jobs and homes during the pandemic and are facing real hardship and will need our help. Despite this we Capuchins know that because of the goodness of our steadfast supporters like Denise Harris of the Harris Group, we can face the future with confidence and meet the challenge of helping those who come to our door.

Bro. Kevin Crowley ofm. cap - CEO

Directors' Report and Financial Statements 2021

The Directors/Trustees of the Capuchin Day Centre for Homeless People (CLG) submit their report and financial statements for the year ended 31 December 2021. The Directors have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting for Charities" revised in 2019, in preparing the annual report and financial statements of the company.

PRINCIPAL ACTIVITIES

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 (some Covid restrictions)
- Distribution of Food Parcels one day a week from our Friary in Kilkenny.
During Covid 19 this service was operated through local communities supported by the Friary in Kilkenny. |
| Baby Supplies | - Provision of Nappies, Baby Food and Clothing etc. |
| Sleeping Bags | - Distribution of sleeping bags/emergency tents etc. (note the CDC is no longer permitted to distribute tents).
- 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.
- Dental Clinics twice weekly.
- Chiropody one day a week.
- Optical Screening every second Saturday.
- Haircuts once a month (Service provided by "Haircuts for the Homeless") |
| Advocacy | - Friendship, Advocacy and general social supports are provided as far as possible. |
| 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.

FUTURE PLANS

Overview - The Day Centre has always been demand driven and because members of the Board are also frontline workers, plans are based on the requests of the people who attend the Centre and the observations of those providing the service of the practical day to day needs of the people it is our privilege to serve. Once we have identified a need we use our strategic objective "**start with what is necessary and do what is possible**" and in the event we cannot provide the service ourselves, we recruit suitable volunteers or collaborate with other services in order to help the people. Evidence of the efficacy of this strategy can be seen by reviewing the improvements and "add on" services that have emerged over the past 50 years like the medical service which has literally saved lives and the dental clinics which have been of untold benefit to people who have no access to mainstream services to name but a few.

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- **Short-term plans** – To continue with our services with strict adherence to HSE guidelines under post Covid situation. i.e.. Mask wearing, Hand Sanitizing, Ventilation etc. To support people in the ever-increasing cost of living crisis. To support via our services Ukrainian refugees.
- **Mid-term Plans** - We will constantly monitor the provision of our services to maximise and improve their effectiveness in support of our service users. In order to accomplish the foregoing, we will interact with the people who avail of our services so that we might fully appreciate their most urgent needs.
- **Long-term Plans** – The greatest challenge facing not only the Capuchin Day Centre but the entire country is the unprecedented housing/homeless crisis which predates Covid. 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.**

PRINCIPAL RISKS AND UNCERTAINTIES

Risk	Directors’ Actions to Mitigate	Monitored
Increased Demand Post Covid In the past unemployment has been the main factor in increased demand for the service. Current increases in living costs are alarming.	Ensure we have sufficient Financial reserves, Skilled Staff & Volunteers to cope with increased demand.	Monthly Board Meetings and keeping in touch with relevant agencies providing services for people in need.
Housing Crisis For many years prior to Covid the housing shortage has been the greatest challenge. The sheer volume, particularly in families needing to access the service, resulting in great family distress has been of particular concern to the Capuchins.	To provide an enhanced service we have obtained permission from the Order to extend the premises and have obtained donated funding for the building costs. This extra capacity is now available and in operation.	Monthly Board Meetings and keeping up to date with Dublin City Council and other homeless services to see if we can collaborate or offer solutions.
Business Continuity Exposure The premises occupied by the Day Centre is offered free gratis by the Capuchin Order and other than in the case of catastrophe enjoys complete security of tenure.	Maintenance of sufficient financial reserves so that the Centre could continue to provide the service even in the event of unforeseen circumstances.	Monitored at Monthly Board Meetings. Business Continuity Register updated regularly.
Financial Security Through the goodness of our donors and prudent financial management over many years, the Centre has considerable financial reserves.	The Centre is acutely aware that it is almost entirely dependent on voluntary donations and fundraising. For this reason, we ensure that if a donor phones in, calls to the Centre, posts in or donates on line, their contribution whether big or small is acknowledged with appreciation. We adhere diligently to the anonymity and GDPR regulations and never pass	Monthly Board Meetings. Ensure suitably qualified and trustworthy staff deal with all donations. Ensure only ethical and trustworthy fundraising is carried out by our voluntary donors.

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	on donors’ details. We do not “pay for fundraising” or expose our donors to unsolicited “begging” letters.	
<p>Dependence on Key Personnel The Centre provides a very unique service and apart from its benefactors, are aware that its greatest asset is the quality of its Human Resources. These include the Board of Management appointed by the Order and the valued staff and volunteers who physically take on the task of providing this vital service to people in need. The Day Centre is a very unique project with an “open door policy” with a sometimes-difficult methodology of service delivery so it requires skilled personnel with great compassion to deliver the service as per the mandate. It is not for everyone and while many people may possess qualifications and physical skills, it requires great tolerance to be able to deal with people who are very vulnerable and often have challenging behaviour.</p>	<p>The Capuchin Day Centre enjoys a much-admired profile borne out by the respect and admiration people have for Bro. Kevin who not only founded the Centre but continues to this day to be its inspiration and the most hardworking frontline worker. Kevin has also built up the reputation of the Centre by recruiting highly skilled and motivated colleagues who assist him in the running of the organisation.</p> <p>While he, and other members of the management team, cannot continue forever, the Board with the help and expertise of our consultants endeavour to recruit replacement personnel who can learn from the relevant key personnel and harness the experience and methodology of service delivery that has stood the test of time in keeping with the mandate laid down by the Order and to place structures and governance guidelines in place that can be easily followed by new recruits in the future.</p>	<p>Monthly Board Meetings. General HR matters are reviewed at the monthly meetings, but the Board of Management appointees are made following the AGM by the Provincial Council of the Capuchin Order who are the Beneficial Owners. The Board appointments are more specifically made in accordance with the Memorandum & Articles of Association following the Provincial Chapter which takes place every 3 years.</p>

STRUCTURE, GOVERNANCE AND MANAGEMENT

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

The business of the Centre is managed by a nine-member management committee (Six Trustee/Directors who have reserved voting rights and three senior management staff) appointed by the Capuchin Franciscan Order (Beneficial Owners). The Centre is run in accordance with the structures and guidelines set out in the governing document (Memorandum & Articles of Association) 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 Governance Code.

Organogram of Governance Structures (Verified by the Irish Capuchin Franciscan Order following its Chapter in June 2019). 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 31 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.

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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 6 Directors/Trustees + 3 Senior Staff Members Assisted by External Advisers. Note - Voting Rights Reserved for Appointed Directors/Trustees only
Paid Staff & Volunteers

- **Board of Directors** - Major Board Decisions are taken at the designated time at the end of the Monthly Meetings by those Board Members with voting rights delegated by the Provincial Council. Any major decisions i.e. involving large projects such as building, or property acquisition must also receive approval by the Beneficial Owners prior to any implementation. The Board of Directors have the responsibility of appointing additional Directors in accordance with the M & A and also allocating roles within the Board and other appointments to the Management staff. The Board also have the final say on any major collaborative projects with other agencies in order that there is no conflict with our integrity or reputation.
- **General Day to Day Decisions on service provision** – These are made by the CEO (Bro. Kevin), Alan Bailey (Manager) and Theresa Dolan (Finance Officer) and such members of staff that may be necessary to implement particular aspects of the service.
- **Medical Clinics and other services hosted by the Centre** – Decisions of this nature are made with Bro. Kevin and Alan Bailey, in conjunction with Dr. Angie Skuce (Clinical Director) and in accordance with the Memorandum of Understanding that we hold with SafetyNet or the Diabetic Clinic. Similarly, decisions regarding the Dental, Chiropody, Eye Screening, Haircuts for the Homeless clinics etc are made with the professionals who are providing the service on a pro bono basis.

(b) Delegated Personnel.

- **Bro Kevin Crowley** – Apart from his role of Founder and Director for life, Bro Kevin is very active in his role of CEO.
- **Theresa Dolan** – Secretary to the Board of Directors/Finance Officer/Administration.
- **Alan Bailey** – Project Manager, HR Manager/Volunteer co-ordinator/Chief Security Officer.
- **Monica Dolan** – Accountant, Internal Controls Manager, GDPR Officer.

(c) Date Report Signed: December 2021. (All above personnel were in position on date report was signed)

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- (d) **Relationship between the charity and above personnel** – With the exception of Bro. Kevin Crowley who receives no financial or other reward for his work, all above are paid members of staff.
- (e) **Relationship with other charities** – The Day Centre actively co-operates with other charities and on occasion shares resources with other agencies who are actively pursuing making life better for homeless people.

RESEARCH AND DEVELOPMENT

While the Centre does not undertake formal research and assesses its service demand as mentioned heretofore, we have happily allowed other reputable organisations to do such research for the benefit of the people who attend the Centre i.e. TB Screening etc.

POLITICAL DONATIONS

The Capuchin Day Centre has always been extremely careful not to be compromised by any association either financial, political or otherwise with any Political Party.

OBJECTIVES

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, 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. The scheme was interrupted during Covid and the CDC are at present awaiting the return of a Family Welfare Officer.

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

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Auditors - The auditors, Mazars were appointed in August 2020, and have indicated their willingness to continue in office in accordance with the provisions of Section 383(2) of the Companies Act 2014.

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.

Statement on relevant audit information - In accordance with Section 332 of the Companies Act 2014 each of the persons who are directors at the time when this Directors' Report is approved has confirmed that:

- so far as each director is aware, there is no relevant audit information of which the company's auditors are unaware, and
- the directors have taken all the steps that ought to have been taken as a director in order to be aware of any relevant audit information and to establish that the company's auditors are aware of that information.

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 Sections 281 to 285 of the Companies Act 2014 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.

Subsequent events - Post year end the Capuchin Day Centre has made a donation of €4.73 million to the Peter McVerry Trust. The donation has been provided to assist the trust in the provision of new social housing units. This is a non -adjusting post balance sheet event.

There have been no other events since the Balance Sheet date, which necessitate revision of the figures included in the financial statements or require inclusion of a note there to.

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Financial Notes to Accounts for year end 31 December 2021

FINANCIAL REVIEW

Statutory Income:

- **HSE Funding** of €97,020 in line with prior years.
- **DCC Funding through Dublin Regional Homeless Executive** of €360,840 in line with prior years.
- **Revenue Tax Rebate on Donations** amounted to €66,240 showed an increase on the previous year.
- **Donations from the Court Poor Box** amounted to €8,800 down from €11,048 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 etc. People undertook individual efforts to organise table quizzes, Schools, Clubs and Church groups organising raffles, cake sales and food drives and special charity collections. Many people set up Fundraising Pages on line such as Paris 2 Nice event. All money raised through fundraising goes direct to frontline services. Sincere thanks and prayers for God’s Blessings to all.

Expenditure on Charitable Activities

- **Food Costs** – of €1,525,089 showed a small increase, up from €1,503,129 for the previous year.
- **Medical Supplies** – Costs in line with previous year.
- **Clothing and Care Costs** – Charges down on previous year due to full year of Covid restrictions.
- **Water Rates** – Charges in line with previous year.
- **Rent/Rates** - Charges increased on the prior year due to overpayment of vat in the previous year.
- **Wage Costs** - Charges increased on the prior year due to the appointment of 1 additional Accountant.
- **Security Costs** – The charge showed an increase on last year due to new CCTV for the family area.
- **Cleaning and HACCP** – Charges in line with previous year.

BALANCE SHEET

RESERVES 2021	RESTRICTED FUNDS	DESIGNATED FUNDS	UNRESTRICTED FUNDS	TOTAL FUNDS
	€561,112	€15,000,000	€1,777,734	€17,338,846
RESERVES 2020	RESTRICTED FUNDS	DESIGNATED FUNDS	UNRESTRICTED FUNDS	TOTAL FUNDS
	€300,000	€11,570,000	€2,434,771	€14,304,771

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Financial Summary

RESERVES

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 very 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. 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. 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 a readily realisable form with minimal risk to the capital investment.

- 1) 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.
- 2) 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.
- 3) 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 €457,855 statutory funding, the Centre provided over 352,000 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 a 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.

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 a Capuchin friar. Bro. Kevin Crowley is the centre's CEO and receives no salary. For over 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.

Capuchin Day Centre for Homeless People
(A company limited by guarantee, not having a share capital)

Relatively low wage costs - Because of the large number of volunteers, one FAS participant and the CEO function being carried out by a member 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. 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, Chiropodists and other professionals who operate the clinics, not forgetting our hardworking staff. 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 in need 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 with many blessings.

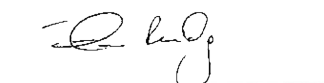
Signed on behalf of the Board of Management.

Fr. Richard Hendrick ofm. cap.– Chairperson



Date: 20 September 2022

Áine Reidy - Director



Date: 20 September 2022

Capuchin Day Centre for Homeless People
(A company limited by guarantee, not having a share capital)

DIRECTORS' RESPONSIBILITIES STATEMENT

The Directors are responsible for preparing the Annual Report and the financial statements in accordance with Irish law and regulations.

Irish company law requires the Directors to prepare financial statements for each financial year. Under the law, the Directors have elected to prepare the financial statements in accordance with the Companies Act 2014, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" issued by the Financial Reporting Council and Statement of Recommended Practice (Charities SORP (FRS 102)), issued by the Charity Commission for England and Wales, the Charity Commission for Northern Ireland and the Office of the Scottish Charity Regulator.

Under company law, the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the assets, liabilities and financial position of the charity as at the financial year end date and of the results of the charity for the financial year and otherwise comply with the Companies Act 2014.

In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with applicable accounting standards, identify those standards, and note the effect and the reasons for any material departure from those standards; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Directors are responsible for ensuring that the charity keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the charity, enable at any time the assets, liabilities, financial position and surplus or deficit of the charity to be determined with reasonable accuracy, enable them to ensure that the financial statements comply with the Companies Act 2014 and enable the financial statements to be audited. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in Ireland governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the board of directors and signed on its behalf by



Fr. Richard Hendrick ofm. cap
Chairperson



Áine Reidy
Director

Date: 20 September 2022

**INDEPENDENT AUDITOR'S REPORT TO THE
MEMBERS OF CAPUCHIN DAY CENTRE FOR HOMELESS PEOPLE**

Report on the audit of the financial statements

Opinion

We have audited the financial statements of Capuchin Day Centre For Homeless People (the “charity”) for the year ended 31 December 2021, which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including the summary of significant accounting policies set out in note 2. The financial reporting framework that has been applied in their preparation is the Companies Act 2014 and Financial Reporting Standard 102 ‘The Financial Reporting Standard applicable in the UK and Republic of Ireland’.

In our opinion, the accompanying financial statements:

- give a true and fair view of the assets, liabilities and financial position of the Company as at 31 December 2021, and of its net income for the year then ended;
- have been properly prepared in accordance with Financial Reporting Standard 102 ‘The Financial Reporting Standard applicable in the UK and Republic of Ireland’; and
- have been properly prepared in accordance with the requirements of the Companies Act 2014.

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 *Auditor’s Responsibilities for the Audit of the Financial Statements* section of our report.

We are independent of the Company in accordance with the ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard for Auditors (Ireland) 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

In auditing the financial statements, we have concluded that the directors’ use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Company’s ability to continue as a going concern for a period of at least twelve months from the date when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

**INDEPENDENT AUDITOR'S REPORT TO THE
MEMBERS OF CAPUCHIN DAY CENTRE FOR HOMELESS PEOPLE**

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 auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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 course of 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.

Opinions on other matters prescribed by the Companies Act 2014

In our opinion, based on the work undertaken in the course of the audit, we report that:

- the information given in the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements;
- the directors' report has been prepared in accordance with applicable legal requirements;
- the accounting records of the Company were sufficient to permit the financial statements to be readily and properly audited; and
- the financial statements are in agreement with the accounting records.

We have obtained all the information and explanations which, to the best of our knowledge and belief, are necessary for the purposes of our audit.

Matters on which we are required to report by exception

Based on the knowledge and understanding of the Company and its environment obtained in the course of the audit, we have not identified any material misstatements in the directors' report.

The Companies Act 2014 requires us to report to you if, in our opinion, the requirements of any of Sections 305 to 312 of the Act, which relate to disclosures of directors' remuneration and transactions are not complied with by the Company. We have nothing to report in this regard.

Respective responsibilities***Responsibilities of directors for the financial statements***

As explained more fully in the directors' responsibilities statement set out on page 15, the directors are responsible for the preparation of the financial statements in accordance with the applicable financial reporting framework that give a true and fair view, and for such internal control as management determines 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 Company'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 management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

**INDEPENDENT AUDITOR'S REPORT TO THE
MEMBERS OF CAPUCHIN DAY CENTRE FOR HOMELESS PEOPLE**

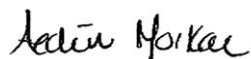
Auditor's responsibilities for the audit of the financial statements

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 auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (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 Irish Auditing and Accounting Supervisory Authority's website at: http://www.iaasa.ie/getmedia/b2389013-1cf6-458b-9b8f-a98202dc9c3a/Description_of_auditors_responsibilities_for_audit.pdf. This description forms part of our auditor's report.

The purpose of our audit work and to whom we owe our responsibilities

Our report is made solely to the Company's members, as a body, in accordance with Section 391 of the Companies Act 2014. 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 this report, or for the opinions we have formed.



Aedín Morkan
for and on behalf of Mazars
Chartered Accountants & Statutory Audit Firm
Harcourt Centre, Block 3
Harcourt Road
Dublin 2
Date: 28 October 2022

Capuchin Day Centre for Homeless People
(A company limited by guarantee, not having a share capital)

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Notes	Restricted Funds €	Designated Funds €	Unrestricted Funds €	Total Funds 2021 €	2020 €
Income from:						
Donations and legacies						
- Donations	4	150,000	-	6,077,080	6,227,080	6,054,818
- Buildings Donated	4	279,845	-	-	279,845	-
Charitable activities						
- Grants	4	-	-	457,856	457,856	457,973
Investments						
- Deposit Interest	5	-	-	704	704	1,748
Total		429,845	-	6,535,640	6,965,485	6,514,539
Expenditure on:						
Charitable activities						
- Supporting the homeless		(168,733)	-	(3,762,677)	(3,931,410)	(3,817,845)
- Donation for the provision of accommodation		-	-	-	-	(5,000,000)
Total	6	(168,733)	-	(3,762,677)	(3,931,410)	(8,817,845)
Net income/ (expenditure)		261,112	-	2,772,963	3,034,075	(2,303,306)
Net movement in funds						
- On activities in the period		261,112	-	2,772,963	3,034,075	(2,303,306)
- Transfer between funds		-	3,430,000	(3,430,000)	-	-
Total	15	261,112	3,430,000	(657,037)	3,034,075	(2,303,306)
Total funds brought forward		300,000	11,570,000	2,434,771	14,304,771	16,608,077
Total funds carried forward	15, 16	561,112	15,000,000	1,777,734	17,338,846	14,304,771

There were no gains or losses in the current or prior year other than as stated above.

All income is in respect of continuing operations.

The accompanying notes on pages 22 to 34 form an integral part of these financial statements.

Capuchin Day Centre for Homeless People
(A company limited by guarantee, not having a share capital)

BALANCE SHEET
AS AT 31 DECEMBER 2021

	Notes	2021 €	2020 €
Fixed assets			
Tangible assets	10	<u>2,292,470</u>	<u>1,901,922</u>
Current assets			
Debtors	11	54,833	77,103
Deposit accounts	12	13,186,451	10,186,451
Cash and cash equivalents	13	<u>1,926,661</u>	<u>2,315,714</u>
		15,167,945	12,579,268
Current liabilities			
Creditors: Amounts falling due within one year		<u>(121,569)</u>	<u>(176,419)</u>
Net current assets		<u>15,046,376</u>	<u>12,402,849</u>
Total assets less current liabilities		<u>17,338,846</u>	<u>14,304,771</u>
Restricted funds	15	561,112	300,000
Designated funds	15	15,000,000	11,570,000
Unrestricted general funds	15	<u>1,777,734</u>	<u>2,434,771</u>
Total funds		<u>17,338,846</u>	<u>14,304,771</u>

The accompanying notes on pages 22 to 34 form an integral part of these financial statements.

The financial statements have been approved by the Board of Directors on 20 September 2022 and signed on its behalf by:



Áine Reidy
Director



Fr. Richard Hendrick ofm cap
Chairperson

Capuchin Day Centre for Homeless People
(A company limited by guarantee, not having a share capital)

STATEMENT OF CASHFLOWS
FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	2021 €	2020 €
Cash flows from operating activities			
Net income/ (expenditure)		3,034,075	(2,303,306)
Adjustments for:			
Investment income	5	(704)	(1,748)
Depreciation	10	102,228	96,548
Decrease / (increase) in debtors		22,270	(60,271)
Decrease in creditors		<u>(54,850)</u>	<u>(78,623)</u>
Net cash provided/ (used in) by operating activities		<u>3,103,019</u>	<u>(2,347,400)</u>
Cash flows from investing activities			
Investment income received	5	704	1,748
Redemption of matured deposit account		-	1,998,252
Lodgment to new deposit account		(3,000,000)	-
Acquisition of tangible fixed assets	10	<u>(492,776)</u>	<u>(76,441)</u>
Net cash (used in)/ provided by investing activities		<u>(3,492,072)</u>	1,923,559
Net decrease in cash and cash equivalents		(389,053)	(423,841)
Cash and cash equivalents at 1 January		<u>2,315,714</u>	<u>2,739,555</u>
Cash and cash equivalents at 31 December	13	<u>1,926,661</u>	<u>2,315,714</u>

The accompanying notes on pages 22 to 34 form an integral part of these financial statements.

Capuchin Day Centre for Homeless People
(A company limited by guarantee, not having a share capital)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2021

1. GENERAL INFORMATION

Capuchin Day Centre for Homeless People (the charity) is a registered charity (registered number 20166120) and a company limited by guarantee ("CLG") (registered number 615117) incorporated in the Republic of Ireland. The charity has a dispensation which permits it to omit "CLG" from its name. Its registered office is 29 Bow Street, Dublin 7. The nature of the charity's operations and its principal activities are set out in the Directors' Report.

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

Statement of compliance

The financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (FRS 102).

2. ACCOUNTING POLICIES

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Basis of preparation

The financial statements have been prepared on the going concern basis and in accordance with the historical cost convention modified to include certain items at fair value. The financial reporting framework that has been applied in their preparation is the Companies Act 2014, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" issued by the Financial Reporting Council and the Statement of Recommended Practice (Charities SORP (FRS102)) as published by the Charity Commission for England and Wales, the Charity Commission of Northern Ireland and the Office of the Scottish Charity Regulator which are recognised by the UK Financial Reporting Council (FRC) as the appropriate bodies to issue SORPs for the charity sector in the UK. Financial reporting in line with Charities SORP is considered best practice for charities in Ireland. As noted above, the directors consider that the adoption of the Charities SORP requirements is the most appropriate accounting to properly reflect and disclose the activities of the organisation.

The financial statements have been presented in Euro (€) which is also the functional currency of the charity.

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 that is related to these particular purposes 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.

Capuchin Day Centre for Homeless People
(A company limited by guarantee, not having a share capital)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2021

2. ACCOUNTING POLICIES (Continued)

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 charity 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.

Income is included in the statement of financial activities only when realised in the form of cash or other assets, the ultimate realisation of which can be assessed as probable. The charity, in common with many similar charitable organisations, derives a proportion of its income from voluntary donations and fundraising activities held by individuals/parties outside the control of the charity. Income from fundraising and donations is necessarily recognised with effect from the time it is received into the charity's bank accounts or entered into the charity's accounting records.

Investment income is recognised on a receivable basis.

The charity makes annual claims under the Charities VAT Compensation Scheme, operated by the Revenue Commissioners. Claims are submitted in the year following the year of expenditure and amounts receivable are dependent on the overall subscription to the Scheme which cannot be determined by the charity. Income from the Scheme is therefore accounted for when received.

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.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

Support costs are incurred on those functions that assist the work of the charity but do not directly undertake charitable activities. Salaries and associated costs which can be attributed to specific projects are charged accordingly.

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 financial activities.

Capuchin Day Centre for Homeless People
(A company limited by guarantee, not having a share capital)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2021

2. ACCOUNTING POLICIES (Continued)

Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

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 charity's pension scheme are charged to the statement of financial activities in the period to which they relate.

Leases

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight-line basis over the term of the relevant lease except where another more systematic basis is more representative of the time pattern in which economic benefits from the lease asset are consumed.

Cash and cash equivalents

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

Deposit accounts

Deposit accounts are short-term highly liquid investments with a maturity of more than 3 months.

Prepayments

Prepayments are expenses paid in advance and recorded as assets before these are utilised. Prepayments are apportioned over the period covered by the payment and charged to profit or loss when incurred. Prepayments that are expected to be realised no more than 12 months after the reporting period are classified as current assets. Otherwise, these are classified as noncurrent assets.

Financial instruments

The charity has chosen to adopt Section 11 of FRS 102 in respect of financial instruments.

Basic financial assets, including debtors, cash and cash equivalents and deposit accounts are initially recognised at transaction price and subsequently measured at amortised cost.

Basic financial liabilities, including trade creditors and accruals, 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.

Taxation

The company has obtained exemption from the Revenue Commissioners in respect of corporation tax, it being a company not carrying on a business for the purposes of making a profit.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2021

3. CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

The charity made judgements, estimates and assumptions about the carrying amounts of assets and liabilities that were not readily apparent from other sources in the application of the accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors that are considered to be reasonable under the circumstances. Actual results may differ from the estimates.

Critical judgements made in applying the charity's accounting policies

Going concern

The charity holds total reserves in the amount of €17,338,846. The directors have continued to monitor costs and the directors are confident that the charity will be able to continue in operation for the foreseeable future.

Based on cash at bank, committed grant income over the next 12 months and donations from the general public, the directors are satisfied that the charity has adequate resources to continue for at least 12 months from the date of approval of these financial statements and it is appropriate to adopt the going concern basis in the preparation of the financial statements.

Key sources of estimation uncertainty

Useful lives of tangible fixed assets

Tangible fixed assets comprising primarily of freehold property, motor vehicles, leasehold improvements, and fixtures, fixtures and equipment represent a significant portion of total assets. The annual depreciation charge depends primarily on the estimated lives of each type of asset and, in certain circumstances, estimates of residual values. The directors regularly review these useful lives and change them if necessary, to reflect current conditions. In determining these useful lives management consider technological change, patterns of consumption, physical condition and expected economic utilisation of the assets. Changes in the useful lives can have a significant impact on the depreciation charge for the financial year. The carrying amount of tangible fixed assets subject to depreciation at the financial year end date was €2,292,470 (2020: €1,901,922) (see Note 10).

Capuchin Day Centre for Homeless People
(A company limited by guarantee, not having a share capital)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2021**

4. INCOME

Current year

	Restricted Funds	Designated Funds	Unrestricted Funds	Total
	€	€	€	€
<i>Donations</i>				
Donations and legacies	150,000	-	4,298,729	4,448,729
Bequests	-	-	910,252	910,252
Tax rebate on donations	-	-	66,241	66,241
Fundraising income	-	-	441,858	441,858
Donations and Trusts	-	-	360,000	360,000
Donations for children's area	279,845	-	-	279,845
	<u>429,845</u>	<u>-</u>	<u>6,077,080</u>	<u>6,506,925</u>
<i>Charitable activities</i>				
Dublin City Council	-	-	360,840	360,840
Health Service Executive (HSE)	-	-	97,016	97,016
	<u>-</u>	<u>-</u>	<u>457,856</u>	<u>457,856</u>

Prior year

	Restricted Funds	Designated Funds	Unrestricted Funds	Total
	€	€	€	€
<i>Donations</i>				
Donations and legacies	-	-	5,162,440	5,162,440
Bequests	-	-	326,568	326,568
Tax rebate on donations	-	-	22,347	22,347
Fundraising income	-	-	306,565	306,565
Donations and Trusts	-	-	236,898	236,898
	<u>-</u>	<u>-</u>	<u>6,054,818</u>	<u>6,054,818</u>
<i>Charitable activities</i>				
Dublin City Council	-	-	360,840	360,840
HSE	-	-	97,133	97,133
	<u>-</u>	<u>-</u>	<u>457,973</u>	<u>457,973</u>

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

Capuchin Day Centre for Homeless People
(A company limited by guarantee, not having a share capital)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2021**

5. INTEREST RECEIVABLE AND SIMILAR INCOME

	2021 €	2020 €
Bank Interest	<u>704</u>	<u>1,748</u>

Income from bank interest is classified as unrestricted funds.

6. EXPENDITURE

Current year

	Restricted Funds €	Designated Funds €	Unrestricted Funds €	Total €
Food	150,000	-	1,375,089	1,525,089
Charitable outgoings	-	-	28,818	28,818
Other expenditure	-	-	956,839	956,839
Staff costs	-	-	1,318,436	1,318,436
Depreciation – children’s area	18,733	-	83,495	102,228
	<u>168,733</u>	<u>-</u>	<u>3,762,677</u>	<u>3,931,410</u>

Prior year

	Restricted Funds €	Designated Funds €	Unrestricted Funds €	Total €
Food	-	-	1,503,129	1,503,129
Charitable outgoings	-	-	33,412	33,412
Other expenditure	-	-	926,734	926,734
Staff costs	-	-	1,258,022	1,258,022
Depreciation	-	-	96,548	96,548
Donation to Peter McVerry Trust (PMVT)	-	-	5,000,000	5,000,000
	<u>-</u>	<u>-</u>	<u>8,817,845</u>	<u>8,817,845</u>

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

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7. EMPLOYEES AND REMUNERATION

The average number of persons employed during the year was as follows:

	2021	2020
Management	3	3
Accountant	1	1
Chef	2	2
Catering/Careworkers	16	16
Kitchen Porter (part time)	1	1
Security/ Floor Careworkers	6	5
Nurse	1	1
Family Services Coordinator	1	1
	<u>31</u>	<u>30</u>

The staff costs comprise

	2021	2020
	€	€
Wages and salaries	1,216,705	1,159,627
Social security costs	101,731	98,395
	<u>1,318,436</u>	<u>1,258,022</u>

The number of employees whose employee benefits fell into the bands below.

	2021	2020
In the band €60,000 - €70,000	6	5
In the band €70,000 - €80,000	-	-
In the band €80,000 - €90,000	-	-

All of the amounts stated above were recognised as an expense of the charity in the financial year. No amount was capitalised into assets.

The members of the Board do not receive remuneration for their services as members of the Board. The Board members were not reimbursed for out-of-pocket expenses in 2021 (2020: €nil).

No directors or any other persons related to the charity had any personal interest in any contracts or transactions entered into by the charity during the year.

	2021	2020
	€	€
CEO - Brother Kevin Crowley	-	-
Key management personnel	202,384	202,384
All other staff	1,014,321	957,243
	<u>1,216,705</u>	<u>1,159,627</u>

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8. NET INCOME/ (EXPENDITURE)

Net income/ (expenditure) is stated after charging:

	2021	2020
	€	€
Auditor's remuneration (inclusive of VAT)	15,990	15,375
Depreciation of tangible assets	102,224	<u>96,548</u>

9. TAX ON PROFIT ON ORDINARY ACTIVITIES

No charge to taxation arises due to charitable status.

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10. TANGIBLE FIXED ASSETS

	Leasehold improvements €	Fixtures, fittings, and equipment €	Motor vehicles €	Construction in progress €	Total €
<i>Cost:</i>					
At 1 January 2021	1,894,535	178,601	25,718	86,764	2,185,618
Additions	-	39,665	-	453,111	492,776
Reclassification	539,875	-	-	(539,875)	-
At 31 December 2021	<u>2,434,410</u>	<u>218,266</u>	<u>25,718</u>	<u>-</u>	<u>2,678,394</u>
<i>Depreciation:</i>					
At 1 January 2021	150,564	116,626	16,506	-	283,696
Charge for the period	60,989	35,713	5,526	-	102,228
At 31 December 2021	<u>211,553</u>	<u>152,339</u>	<u>22,032</u>	<u>-</u>	<u>385,924</u>
<i>Net book value</i>					
At 31 December 2021	<u><u>2,222,857</u></u>	<u><u>65,927</u></u>	<u><u>3,686</u></u>	<u><u>-</u></u>	<u><u>2,292,470</u></u>
At 31 December 2020	<u><u>1,743,971</u></u>	<u><u>61,975</u></u>	<u><u>9,212</u></u>	<u><u>86,764</u></u>	<u><u>1,901,922</u></u>

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11. DEBTORS

	2021 €	2020 €
Other debtors	4,224	58,177
Prepayments	32,528	18,926
Accrued income	18,081	-
	<u>54,833</u>	<u>77,103</u>

12. DEPOSIT ACCOUNTS

	2021 €	2020 €
Deposit accounts with a maturity of more than 3 months	<u>13,186,451</u>	<u>10,186,451</u>

13. CASH AND CASH EQUIVALENTS

	2021 €	2020 €
Deposit accounts with a maturity of less than 3 months	-	-
Cash at bank and in hand	1,926,661	2,315,714
	<u>1,926,661</u>	<u>2,315,714</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 €	2020 €
Trade creditors	72,230	121,840
Taxation and social welfare (i)	32,865	29,839
Accruals	16,474	24,740
	<u>121,569</u>	<u>176,419</u>

(i) *Taxation and social welfare*

	2021 €	2020 €
PAYE	<u>32,865</u>	<u>29,839</u>

Trade creditors and accruals are payable at various dates in the subsequent year in accordance with the suppliers' usual terms and conditions.

Tax and social insurance are repayable at various dates over the coming months in accordance with the applicable statutory provisions.

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**NOTES TO THE FINANCIAL STATEMENTS
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15. FUND MOVEMENTS

Current year

	Unrestricted Funds €	Restricted Funds €	Designated Funds €	Total €
At 1 January 2021	2,434,771	300,000	11,570,000	14,304,771
Net income	2,772,963	261,112	-	3,034,075
Transfer between reserves	<u>(3,430,000)</u>	<u>-</u>	<u>3,430,000</u>	<u>-</u>
At 31 December 2021	<u>1,777,734</u>	<u>561,112</u>	<u>15,000,000</u>	<u>17,338,846</u>

Prior year

	Unrestricted Funds €	Restricted Funds €	Designated Funds €	Total €
At 1 January 2020	4,609,077	300,000	11,699,000	16,608,077
Net expenditure	(2,303,306)	-	-	(2,303,306)
Transfer between reserves	<u>129,000</u>	<u>-</u>	<u>(129,000)</u>	<u>-</u>
At 31 December 2020	<u>2,434,771</u>	<u>300,000</u>	<u>11,570,000</u>	<u>14,303,771</u>

Designated funds mainly pertain to the estimated running cost of the company for the next two years, pandemic support, donation to Peter McVerry Trust and committed rent

Breakdown of restricted funds

	2021 €	2020 €
Donation for children's area	<u>561,112</u>	<u>300,000</u>

The Company is compliant with Circular 44/2006 "Tax Clearance Procedures Grants, Subsidies and Similar Type Payments".

16. FUNDS

Current year

	Unrestricted Funds €	Restricted Funds €	Designated Funds €	Total €
Fixed assets	299,374	561,112	1,431,984	2,292,470
Debtors	54,833	-	-	54,833
Cash and cash equivalents	1,545,096	-	13,568,016	15,113,112
Creditors: within one year	<u>(121,569)</u>	<u>-</u>	<u>-</u>	<u>(121,569)</u>
At 31 December 2021	<u>1,777,734</u>	<u>561,112</u>	<u>15,000,000</u>	<u>- 17,338,846</u>

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16. FUNDS (Continued)

Prior year	Unrestricted Funds €	Restricted Funds €	Designated Funds €	Total €
Fixed assets	383,175	86,763	1,431,984	1,901,922
Debtors	77,103	-	-	77,103
Cash and cash equivalents	2,150,912	213,237	10,138,016	12,502,165
Creditors: within one year	(176,419)	-	-	(176,419)
At 31 December 2020	<u>2,434,771</u>	<u>300,000</u>	<u>11,570,000</u>	<u>14,304,771</u>

17. RELATED PARTY TRANSACTIONS

There were no related party transactions during the financial year (2020: €Nil).

Key management personnel compensation

The total employee benefits received by the key management personnel for the year amounted to €202,384 (2020: €202,384). The key management personnel of the company are the Secretary to the Board of Directors/Finance Officer/Administration, Project Manager/HR Manager/Volunteer co-ordinator/Chief Security Officer and Internal controls manager/GDPR officer/ Accountant. The directors of the charity did not receive any remuneration during the year (2020: €nil).

18. COMMITMENTS UNDER OPERATING LEASE

At 31 December 2021, the charity had annual commitments under non-cancellable operating leases as follows:

	2021 €	2020 €
Within one year	65,000	65,000
Between one and five years	260,000	260,000
In over five years	65,000	130,000
	<u>390,000</u>	<u>455,000</u>

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19. POST BALANCE SHEET EVENT

Post year end the Capuchin Day Centre has made a donation of €4.73 million to the Peter McVerry Trust. The donation has been provided to assist the trust in the provision of new social housing units. This is a non -adjusting post balance sheet event.

There have been no other events since the Balance Sheet date, which necessitate revision of the figures included in the financial statements or require inclusion of a note there to.

20. NON-CASH INVESTING INFORMATION

The Company has a significant noncash investing activity related to additions to tangible equipment in the form of donations in kind amounting to €279,845.

21. APPROVAL OF FINANCIAL STATEMENTS

The board of directors approved these financial statements and authorised them for issue on 20 September 2022.