



Shiselweni Reformed Home-Based Care Financial Statements – 2013/14

**SHISELWENI REFORMED HOME BASED CARE
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2014**

PLEASE NOTE: THE FIGURES BELOW ARE IN SOUTH AFRICAN RAND

CCF & Associates
Chartered Accountant (SA)
Registered Auditor

**ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2014**

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Approval and statement of responsibility

The Company's Directors are responsible for the maintenance of adequate accounting records, and the preparation and integrity of the annual financial statements and related information. The auditors are responsible to report on the fair presentation of the financial statements.

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

The financial statements have been prepared on the going concern basis, since the Members have every reason to believe that the body corporate has adequate resources in place to continue in operation for the foreseeable future.

The annual financial statements set out on pages 6 to 10 are the responsibility of the Members and have been approved by the Directors and are signed on their behalf by:



.....

Chairman



.....

CEO



ccf & associates

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Practice No. 964719**

Report of the Independent Auditors

To the Members of:

SHISELWENI REFORMED HOME-BASED CARE

We have audited the Annual Financial Statements set out on pages 6 - 10. These Financial Statements are the responsibility of the Company's Directors. Our responsibility is to report on these financial statements based on our audit.

Scope

We conducted our audit in accordance with statements of South African Auditing Standards. These standards require that we plan and perform the audit to obtain reasonable assurance that the Financial Statements are free of material misstatement.

An Audit includes:

- a. Examining on a test basis, evidence supporting the amounts and disclosures included in the Financial Statements.
- b. Assessing the accounting principles used and significant estimates used by management.
- c. Evaluating the overall financial presentation.

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

We have received all the information and explanations we required.

Audit opinion

In our opinion, these Financial Statements fairly present, in all material aspects, the financial position of the Institution at 28 February 2014 and the results of its operations and cash flow information for the year then ended in accordance with Generally Accepted Accounting Practice issued by the South African Institute of Chartered Accountants.

CCF & ASSOCIATES

CCF & Associates
Chartered Accountant (SA)
Registered Accountant and Auditor



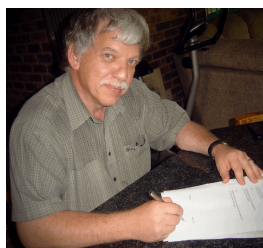
Per: C.C. Fourie

13 June 2014



Shiselweni Reformed Home-Based Care

CEO Report



Once again the past year held many highlights for Shiselweni Reformed Home-Based Care (SHBC). At the beginning of the year the ministry consisted of 33 projects. By the end of the year the group had grown to 38 projects with more than 1 000 volunteers, caring for almost 3 900 clients.

In a ministry such as this, finances will forever be a challenge. God is blessing us with a high number of volunteers stepping forward, wishing to be trained. The cost of training and equipping one caregiver is approximately R450 (\$55). A very basic food parcel costs around R120 (\$15). When multiplied by 1 000, this becomes a huge R120 000 (\$15 000) per month! Even keeping the medical bags filled to meet the most basic needs, such as multi-vitamins, pain tablets, ointment, gloves, etc., adds up to R70 (\$9) per caregiver per month.

Our "Adopt-A-Caregiver" program, through which we endeavor to find one supporter for each of the caregivers who will be willing to contribute R250 (\$40) per month towards the support of the caregiver still needs to expand. With this support we will be able to replenish the medical bags of the caregivers as well as help them with food. Last year we set it as our goal to raise the number of caregivers supported in this way to 15%. Unfortunately we still have only 10% of our caregivers supported through this initiative. On the other hand, even this relatively small number of people involved with Adopt-a-Caregiver still enabled us to give each of our caregivers a small food parcel on four occasions. We would dearly love to see this program expanding. For more information about Adopt-A-Caregiver, please visit our website at: www.shbcare.org and click on Adopt-A-Caregiver.

During the past year a number of scholarly articles about the work of SHBC were published in internationally acclaimed academic journals. These include the CEO's article, "Addressing the Spiritual Needs of People Infected with and Affected by HIV and AIDS in Swaziland" which was published in an American journal as well as an article, "Manifesting the Grace of God to those with HIV/AIDS" which will soon be published in a South African Journal. Our partner in New York, Prof Robin Root, together with one of the most knowledgeable people on HIV/AIDS in South Africa, Prof Alan Whiteside, published an article, "A qualitative study of community home-based care and antiretroviral adherence in Swaziland" and these two, together with the CEO also submitted an article for publication, "The impact of church run home-based care on people living with HIV/AIDS in Swaziland". (All of these and other articles can be accessed via our website: www.shbcare.org and then click on Publications.

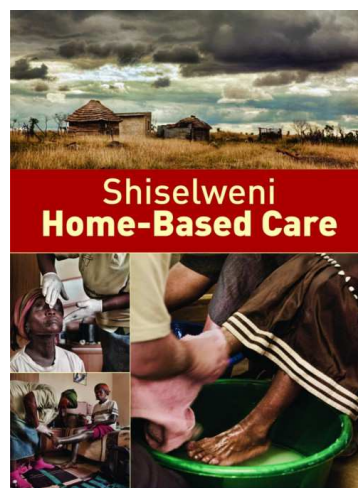
SHBC's public image is extremely important. One of the ways in which we do this, is through the multimedia. A dream which we had for many years came into fulfillment when we had four video clips professionally produced:

- Hands and Feet bringing good news (aimed at corporates)
- Stories of Hope (aimed at churches)
- Stories of Transformation (telling the story of how SHBC changed the lives of many people)
- Heartbeat of SHBC (A day in the life of a Caregiver: Alice Lushaba)

For this work, we want to acknowledge Cherise Vermeulen from Media Creations for the admirable work she did in producing these videos. Then we also received a visit from Jaroslav Jindra, a freelance journalist from the Czech Republic. He had planned to come to Swaziland to produce a documentary on the country for Czech TV. The last five minutes of the documentary was devoted to the work of the SHBC caregivers and was broadcast in Europe.

This year we also took the bold step to change our logo, as can be seen at the top of this page. And then we also had three beautiful roll-up banners made which we proudly display wherever SHBC is officially represented.

SHBC still regularly receive short-term mission teams both from South Africa and abroad. Some of the outreaches are focused on preliminary investigation with the view



Our passion is to be the hands and feet of Christ in communities devastated by poverty, sickness and brokenness - bringing HOPE right to their doorstep



Healing & Hope

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SHBC's focus areas:

- Home-Based Caring
- Feeding Programmes
- Early Childhood Development
- Wheelchair Ministry



Reaching out to those in need by all means available to us: co-sufferers sharing Christ's life-giving love with fellow sufferers



Caring & Sharing

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of establishing long-term partnerships. Others are more specialized, such as medical teams and 4x4 outreaches to assist us in mapping the area where we are working. Members from one congregation assisted us in building a Jungle Gym at our preschool at Dwaleni and plans are already being made for a similar project at Matsanjeni. As CEO of SHBC I am often invited to speak at church and mission conferences and I am also regularly invited to preach in churches in South Africa. Setting up partnerships remains an important part of our work. It is really one of our ultimate goals, that people will not only support the caregivers but build lasting relationships with them.

A few reasons can be identified why people wish to get involved in this ministry:

- The volunteers in this ministry have a heart and a passion for what they are doing, which is contagious
- Money is spent responsibly with an extremely small amount being spent on overheads
- Emphasis is placed on building relationships, both with visitors to the ministry as well as with the clients
- Groups visiting this ministry leave with the impression that both they and the ministry had gained from the visit and that true partnering had taken place.

SHBC consists exclusively of volunteers and each person involved in the organization – from the board members to the caregivers – all sign a contract in which they commit themselves to do the work on a voluntary basis. However, if these volunteers had to be paid for the work they do for SHBC, it would, conservatively, amount to at least E6,8 million per year. Compared to what SHBC has received through donations and grants during the past year (E1,69 million), it is clear that SHBC is still contributing four times the amount of money received from donors. This, for me, is a sign of the commitment, value and health of the organization.

SHBC has four focus areas:

- Home-based caregiving
- Orphan feeding programs
- Early Childhood Development
- Wheelchair ministry

There is a saying: *If it ain't broke, don't fix it.* Although these are indeed wise words, SHBC does constantly ask the question: *What can we do to make things work even better?* SHBC has been described by NERCHA (Swaziland's National Emergency Response Council on HIV and AIDS) as a best practice case study on effective monitoring and evaluation. We are indeed proud of the way in which our caregivers, many of whom are illiterate, have nevertheless been able to give accurate account of the work they do. However, we are now in a process of further improving our reporting system to make it even easier to complete the report forms and at the same getting even more information on the outcomes reached.

I am honored to work with some of the most amazing people imaginable in Swaziland. But I am equally honored to work with amazing partners from all over the world. We have prayer partners. We have individuals and churches contributing towards the work of SHBC on a regular basis. We have larger corporates and organizations assisting us with our preschool and feeding programs. We want to thank you for the way in which you have contributed towards the caring of these people. You, together with our caregivers, are making an incalculable contribution towards the well-being of thousands of people. May God bless you.

In Christ

Dr Arnau van Wyngaard
(CEO: SHBC)



Become part of our Adopt-a-Caregiver

programme where we aim to find a sponsor for every caregiver who has volunteered to make a difference



Christ has no body now on earth but yours, no hands but yours, no feet but yours, yours are the eyes through which Christ's compassion must look out to the earth, yours are the feet by which He is to go about doing good, and yours are the hands by which He is to bless the whole world now.

- With R250 per month we can supply a caregiver with medication and a food parcel to support their clients, and one new caregiver can be trained
- With R120 per month we can supply a caregiver with a basic food parcel to share with their clients
- With R60 per month we can train one new caregiver

Partner with us to support our caregivers



Building & Blessing

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**SHISELWENI REFORMED CHURCH HOME BASED CARE
BALANCE SHEET
AS AT 28 FEBRUARY 2014**

ASSETS	Notes	Feb 28, '14	Feb 28, '13
Fixed Assets	1	1,010,055	926,117
Current Assets			
Bank	2	634,439	379,918
Wheelchairs		-	16,200
TOTAL ASSETS		1,644,494	1,322,235
EQUITY AND FUNDS ON HAND			
Equity			
Capitalized funds		948,097	843,975
Retained Earnings at 1st March		103,207	102,757
Net Income / (Deficit) for the year		1,337	450
		<u>1,052,641</u>	<u>947,183</u>
Trust Funds			
Adopt-A-Caregiver	3	118,347	68,409
Medical Kits	4	34,796	136,307
Mbilaneni Vegetable Garden	5	-	11,400
MTN Swaziland	6	105,302	50,220
TFCF	7	160,180	76,771
Media Creations	8	-	31,945
Safaids	9	173,229	-
Trust Funds		<u>591,853</u>	<u>375,052</u>
TOTAL EQUITY AND FUNDS		1,644,494	1,322,235

**SHISELWENI REFORMED CHURCH HOME BASED CARE
INCOME STATEMENT
FOR THE YEAR ENDED 28 FEBRUARY 2014**

	NOTES	<u>Mar '13 - Feb '14</u>	<u>Mar '12 - Feb '13</u>
Income			
Monetary Income			
Donations Received		1,660,108	1,291,427
Outreach Team Contributions		7,990	4,890
Other Income		1,420	1,175
Interest Received		17,703	18,789
Total Monetary Income		<u>1,687,220</u>	<u>1,316,281</u>
Income through Volunteer Services (calculating monetary value of volunteer services rendered)			
CEO (80 hours x R200 x 12)		192,000	192,000
COO (150 hours x R70 x 12)		126,000	126,000
Coordinators (38 x R1200 x 12)		547,200	547,200
Caregivers (989 x R500 x 12)		5,934,000	5,934,000
Total Income through Volunteer Services		<u>6,799,200</u>	<u>6,799,200</u>
Total Income		<u>8,486,420</u>	<u>8,115,481</u>
Expense			
Stipends for Volunteer Services (assuming that volunteers had to be paid for their services)			
CEO (80 hours x R200 x 12)		192,000	192,000
COO (150 hours x R70 x 12)		126,000	126,000
Coordinators (38 x R1200 x 12)		547,200	547,200
Caregivers (989 x R500 x 12)		5,934,000	5,934,000
Total Stipends for Volunteer Services		<u>6,799,200</u>	<u>6,799,200</u>
Caregivers			
Uniforms		-	34,017
Back Packs		-	47,500
Medicine		138,511	13,908
Bibles		6,000	12,520
Funerals of Caregivers		6,000	5,000
Food Hampers		439,371	405,625
		<u>589,882</u>	<u>518,570</u>
Dwaleni Preschool			
Maintenance		2,439	22,900
Food		3,514	30,833
Educational Aids		9,018	21,827
Salaries		65,890	50,900
Travelling and Lodging		2,800	5,600
Goods and Services		2,812	11,792
Year-end Party		2,000	-
		<u>88,472</u>	<u>143,852</u>
Neighbourhood Care Points			
Mantambe		2,876	-
Manyandeni		2,750	-
Dwaleni NCP		161,130	143,410
Matsanjeni NCP		151,934	154,990
Big Bend		87,428	55,382
		<u>406,118</u>	<u>353,782</u>
Wheelchair Ministry		16,200	148,800
Charity		4,270	4,000

Co-ordinators		
Travelling	76,610	65,290
Food	5,147	6,120
Stationary	2,998	2,451
	<u>84,755</u>	<u>73,861</u>
Training		
Food	8,575	5,000
Travelling Costs	8,350	4,070
Stationary	40	100
Honorarium	1,600	1,200
	<u>18,565</u>	<u>10,370</u>
Administration		
Postage	260	114
Stationary	3,968	510
Photocopies	1,340	-
Bank charges	2,902	557
	<u>8,470</u>	<u>1,181</u>
Advocacy		
SHBC Pens	-	8,379
Sign Board	7,397	-
Calendars and photos	11,830	11,718
Pamphlets	338	320
DVD	31,263	-
Photos	-	300
	<u>50,828</u>	<u>20,717</u>
Vehicle	29,604	24,366
Insurance on Buildings	1,944	708
Board Meetings	375	840
	<u>31,923</u>	<u>25,914</u>
Depreciation	20,183	14,784
Transfer to Trust Funds	366,217	0
Total Expense	<u>8,485,083</u>	<u>8,115,031</u>
Net surplus	<u>1,337</u>	<u>450</u>

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SHISELWENI REFORMED CHURCH HOME-BASED CARE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2014

NOTES TO THE BALANCE SHEET**1 Fixed Assets**

	<u>Feb 28, '14</u>	<u>Feb 28, '13</u>
Dwaleni Kitchen	358,820	358,820
Dwaleni Preschool	218,899	218,899
Matsanjeni Kitchen	374,800	275,679
Total Buildings	<u>952,520</u>	<u>853,399</u>
Dwaleni - Tables	4,800	8,000
Dwaleni - Chairs	2,952	4,920
Dwaleni - Fridge	2,275	2,975
Dwaleni - Gas stove	2,129	2,784
Dwaleni - Gas Geyser	2,150	2,750
Dwaleni - Pressure Pump	2,831	3,621
Total Dwaleni NCP	<u>17,137</u>	<u>25,050</u>
Preschool - Carpets	2,403	3,142
Preschool - Junglegym	4,745	6,205
Preschool - Cabinet	1,852	2,422
Preschool - Fax	673	1,211
Preschool - Lawn Mower	4,347	5,533
Preschool - Steel Cabinets	4,083	-
Total Dwaleni Preschool	<u>18,103</u>	<u>18,513</u>
Matsanjeni - Chairs	11,700	15,300
Matsanjeni - Tables	6,240	8,160
Matsanjeni - Pots	4,355	5,695
Total Matsanjeni NCP	<u>22,295</u>	<u>29,155</u>
	<u>1,010,055</u>	<u>926,117</u>

2 Cash at bank

Absa Savings account	106,740	29,232
First National Bank of Swaziland Limited	14,827	4,129
Investment Advantage	512,873	346,557
Total Cash at bank	634,439	379,918
Less: Total Trust Funds	591,853	375,052
Funds Available	<u>42,586</u>	<u>4,866</u>

3 Adopt-a-Caregiver

**Money donated by donors to assist SHBC
in giving food parcels and other
necessary items to caregivers**

Opening balance	68,409	74,085
Funds Received	489,059	350,442
	557,468	424,527
Less spent on food parcels	(439,371)	(356,118)
Amount not yet spent	<u>118,097</u>	<u>68,409</u>

**SHISELWENI REFORMED CHURCH HOME-BASED CARE
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 28 FEBRUARY 2014**

	<u>Feb 28, '14</u>	<u>Feb 28, '13</u>
4 <u>Medical Kits</u>		
Money collected to supply each of the caregivers with a backpack containing a Bible and basic medical supplies		
Opening balance	136,307	156,079
Funds received	43,000	52,556
	<u>179,307</u>	<u>208,635</u>
Less spent on medical kits	(144,511)	(72,328)
Amount not yet spent	<u><u>34,796</u></u>	<u><u>136,307</u></u>
5 <u>Mbilaneni Vegetable Garden</u>		
Money allocated towards a garden project at Mbilaneni which has to be self-sustaining by the end of 2013		
Opening Balance	11,400	-
Funds transferred from TFCF	-	20,000
Less spent on vegetable garden	-	(8,600)
Funds transferred to TFCF	(11,400)	-
Amount not yet spent	<u><u>-</u></u>	<u><u>11,400</u></u>
6 <u>PreSchool Fund</u>		
Funds provided by MTN (Swaziland) for the Hand-in-Hand Preschool at Dwaleni		
Opening Balance	50,220	-
Funds received from MTN	189,137	349,752
Less spent on pre-school	(134,055)	(299,531)
Amount not yet spent	<u><u>105,302</u></u>	<u><u>50,220</u></u>
7 <u>Neighbourhood Care Point Fund</u>		
Funds provided by TFCF for the NCPs at Dwaleni, Matsanjeni as well as the preschool at Big Bend		
Opening Balance	76,771	-
Funds received from TFCF	617,196	871,052
Less funds spent on Neighbourhood care	(533,787)	(794,281)
Amount not yet spent	<u><u>160,180</u></u>	<u><u>76,771</u></u>
8 <u>Media Creations Fund</u>		
Funds provided by FNB Swaziland and allocated for the development of SHBC promotional video clips		
Opening Balance	31,945	-
Funds received	-	50,000
Funds utilised directly on promotion	(31,945)	(18,055)
Amount not yet spent	<u><u>-</u></u>	<u><u>31,945</u></u>

**SHISELWENI REFORMED CHURCH HOME-BASED CARE
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 28 FEBRUARY 2014**

	Feb 28, '14	Feb 28, '13
9 SAfAIDS		
Funds supplied by SAfAIDS to implement the MaxART programme in Shiselweni		
Opening Balance	-	-
Funds received from SafAids	173,229	69,477
Funds utilised directly		(69,477)
Amount not yet spent	173,229	-

NOTES TO THE INCOME STATEMENT

10 Depreciation

Dwaleni - Tables	3200	3,200
Dwaleni - Chairs	1968	1,968
Preschool - Carpets	739	554
Preschool - Junglegym	1460	1,095
Preschool - Cabinet	570	428
Matsanjani - Chairs	3600	2,700
Dwaleni - Fridge	700	525
Matsanjani - Tables	1920	1,440
Dwaleni - Gas stove	655	491
Preschool - Fax	538	404
Matsanjani - Pots	1340	1,005
Dwaleni - Gas Geysers	600	250
Dwaleni - Pressure Pump	790	329
Preschool - Lawn Mower	1186	395
Preschool - Steel Cabinets	917	-
	20,183	14,784

**SHISELWENI REFORMED CHURCH HOME-BASED CARE
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 28 FEBRUARY 2014**

11 Expenditure as a percentage of total

