

Company registration number: 330650

**National Federation of Voluntary Service Providers
Supporting People with Intellectual Disability CLG
(A Company Limited by Guarantee and not having Share Capital)**

Financial statements

for the financial year ended 31st December 2020

GROGANS

Chartered Accountants
4/5 High Street
Galway

National Federation of Voluntary Service Providers
(A Company Limited by Guarantee and not having Share Capital)

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**National Federation of Voluntary Service Providers
Company limited by guarantee**

Directors and other information

Directors	Mr. Sean Abbott (Chairman) Ms. Audrey Rachel Pidgeon (Appointed March 2021) Mr Vincent O'Flynn Ms. Breda O'Neill Ms. Fiona O'Neill Mr Joe Mason Ms. Clare Dempsey Mr. Michael Hennessy Ms. Natalya Jackson Ms. Marie Linehan Ms. Liz Reynolds Ms. Gere O'Byrne (Resigned March 2020) Mr. Pat Reen (Resigned March 2020)
Secretary	Mr. Michael Hennessy
Company number	330650
Charities Regulatory Authority Number	20045500
Charity Number	CHY14080
Registered office	Unit 4D Oranmore Business Park Oranmore Galway
Business address	Unit 4D Oranmore Business park Oranmore Galway
Auditor	Grogans 4/5 High Street Galway
Bankers	Bank of Ireland Oranmore Co. Galway

**National Federation of Voluntary Service Providers
(A Company Limited by Guarantee and not having Share Capital)**

Directors report

The directors present their annual report and the audited financial statements of the company for the financial year ended 31 December 2020.

The company is a registered charity and the report and the results are presented in a form which complies with the requirements of the Companies Act 2014 and the Statement of Recommended Practice (Charities SORP effective January 2015) has been adopted.

The company is limited by guarantee not having a share capital.

Directors

The names of the persons who at any time during the financial year acted as trustees and directors of the company are as follows:

Mr. Sean Abbott (Chairman)
Ms. Audrey Rachel Pidgeon (Appointed March 2021)
Mr Vincent O'Flynn
Ms. Breda O'Neill
Ms. Fiona O'Neill
Mr Joe Mason
Ms. Clare Dempsey
Mr. Michael Hennessy
Ms. Natalya Jackson
Ms. Marie Linehan
Ms. Liz Reynolds
Ms. Gere O'Byrne (Resigned March 2020)
Mr. Pat Reen (Resigned March 2020)

Principal activities

The company is a national umbrella organisation of voluntary/non-statutory agencies who provide direct services to people with intellectual disability in Ireland on the basis of service arrangements with the HSE. The risk of reduction in funding from the HSE is managed by a close working relationship with this granting body.

**National Federation of Voluntary Service Providers
(A Company Limited by Guarantee and not having Share Capital)**

Directors report (continued)

OBJECTIVES AND ACTIVITIES:

The National Federation of Voluntary Service Providers Supporting People with Intellectual Disability is a national umbrella organisation of voluntary/non-statutory agencies who provide direct services to people with intellectual disability in Ireland on the basis of service arrangements with the HSE. Our almost 60 Member Organisations account for approximately 70% of disability support services in Ireland, supporting more than 26,000 children and adults with intellectual disabilities and their families.

The operational work of the National Federation is carried out through Federation-wide initiatives such as its annual budget campaign and political engagement; through the work of its Board and Committees and by Working and Reference Groups, supported by the National Federation's Secretariat team.

Our Mission

To provide the leadership and support that will enable voluntary organisations to adapt to a radically changing operating environment, with the ultimate aim of ensuring that people with intellectual disability live a life of their choosing.

Guiding Principles

People with an intellectual disability have the right:

- To be supported to live a life of their choosing;
- To be included in all decisions that affect their lives;
- To have meaningful, freely chosen relationships;
- To be included as a contributing member of their own communities;
- To choose their own supports and have access to the resources to do this;
- To have the same rights, responsibilities and opportunities as every other citizen

Our Vision

Above all people have a deep rooted desire to belong, to be in relationship, to live within the intimacy and security of their family and friends, to be included in the greater life around them with all its attendant possibilities for hope and fulfilment and to do so, to the greatest extent possible, on their own terms. The implications of this simple truth will determine our actions on behalf of all citizens with Intellectual Disabilities.

ACHIEVEMENTS & PERFORMANCE

The National Federation engages with a wide range of external stakeholders to represent the views of its members in relation to policy and practice in the intellectual disability sector. A range of Working Groups and Forums on which the National Federation was represented in 2020 is outlined below:

- IRG Dialogue Forum established on foot of the Independent Review on the role of voluntary organisations in the health and social care sector (Catherine Day Report)
- Oireachtas Disability Group - TDs and Senators working on disability related issues and highlighting and advocating the need for multi-annual investment and adequate resourcing of disability services. This group is supported and informed by the national umbrella bodies for disability.
- Housing Sub Group - implementation of National Housing Strategy for People with a Disability.
- Nominated Health Agencies Superannuation Scheme (NHASS) Working Group
- National Safeguarding Committee
- Department of Health Disability Consultative Committee
- National Council for Special Education HIQA Providers Forum

**National Federation of Voluntary Service Providers
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Directors report (continued)

Representation on and contribution to HSE Reference / Working Groups

- Children First
- National Children's Oversight group
- National Child Disability Management Information System Implementation group
- HSE Disability Quality Improvement forum
- HSE National Umbrella Bodies Covid 19 operations group
- Day Services Resumption working group
- New Directions National Steering group
- School Leavers National working group
- Safeguarding Reference group
- European Working Time Directive working group
- On-Call Allowance working group
- National Joint Council
- Joint information and Consultation forum
- HSE Patient Engagement forum
- National Consultative Committee

The National Federation worked closely with its members to represent their views on key policies and work programmes during 2020 - this included the following submissions:

- Submission to the Department of Children, Equality, Disability, Integration and Youth Regarding its Statement of Strategy 2021-2023
- Submission to the Department of Health Regarding its Statement of Strategy 2021-2023
- Submission on Review of the Child Care Act 1991 Consultation Paper
- Joint submission by disability umbrella bodies of Covid-19 issues requiring urgent sectoral responses - to HSE and National Public Health Emergency Team, 13 March 2020
- Submission to HSE on the Reinstatement of Services - Discussion Points and Factors to Consider
- submission to HSE on the Reinstatement of Respite & Residential Services and Supports -Discussion Points and Factors to Consider
- Submission to the Law Reform Commission on 'A Regulatory Framework for Adult Safeguarding'.
- Submission to HSE on National Food Nutrition and Hydration Policy for Adults Accessing Disability Residential Care.
- Submission to Oireachtas Special Committee on Covid 19 - Impact of Covid-19 on people with disabilities and the disability Sector

The Disability Capacity Review has been published in 2021 and its evidence will form the basis of this year's budget campaign by the National Federation, and discussions continue on the need for multi-annual funding.

Support and response to Covid 19 crisis

The National Federation Secretariat worked in close partnership with the disability umbrella bodies and the National Disability Office of the HSE to support the coordination of the response to Covid-19. Throughout 2020 the National Federation engaged collaboratively in many ad-hoc working groups to develop specific pieces of guidance and solutions to difficulties (e.g., PPE guidance, guidance for the re-establishment of children's services, rights-based infection control guidance) and gathered data from across its members to support the resolution of particular issues (e.g., issues being experienced when mass testing was first introduced).

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Directors report (continued)

To support the streamlining of the huge volume of information passing through at the national meetings and via email, the National Federation established and maintained a system to track and update members on the resolution of queries. As the discussions around resumption/reinstatement of services got underway during the summer months of 2020, our National Federation representatives on the New Directions National Steering Group and the Day Services Resumption Group; and our Quality and Standards and HR Sub Committees supported the development draft papers to identify key factors that members considered important in resumption planning. The first of these papers, which were then the subject of consultation with our Board and membership, focused primarily on day supports; and the second on respite and residential services.

FINANCIAL REVIEW

The core income from all sources as shown in the National Federation's Statement of Financial Activities are set out in the attached Accounts. In 2020, income was €518,290 against expenditure of €359,191, over the same period, resulting in a surplus of €159,099 in 2020. The net assets of the company at the year end was €614,733.

The principal funding sources of the company in the reporting period were:

- Health Service Executive
- Dept of Health
- National Lottery
- Membership fees
- National Federation of Voluntary Bodies Pension Scheme
- Seminars

Resources from each of these sources support the key objectives of the National Federation in that they contribute to the funding of staff, project costs, office administration costs in each area of delivery as described in the main activities section.

The reserves policy requires that reserves be maintained at a level which ensures the core activity could continue during a period of unforeseen difficulty and a proportion of reserves be maintained in a readily realisable form. The level of reserves is kept under constant review through on going financial reporting to the Board.

STRUCTURE, GOVERNANCE & MANAGEMENT:

Member Organisations: We have 57 member organisations.

General Assembly: Each member organisation can be represented by 2 people from their organisation at the National Federation General Assembly which meets on a quarterly basis.

There are 5 Area Federation Committees:

- Dublin North-East Area Federation Committee
- Dublin Mid-Leinster Area Federation Committee
- Southern Area Federation Committee
- South-Eastern Area Federation Committee
- Western Area Federation Committee

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Directors report (continued)

Each Area Federation Committee is made up of representatives from member organisations in the area/region in which they provide services.

Board of Directors: In accordance with the Memorandum & Articles of Association, the National Federation of Voluntary Bodies arranges for the election of its Board of Directors as follows:

Each Area Federation Committee has the power to elect two directors to the Board and the directors have the power to nominate up to 5 co-options, however, one must come from each of the following geographical areas: Dublin North East; Dublin Mid Leinster and Western Region.

The Board elects a Chairperson every two years.

REFERENCE AND ADMINISTRATION DETAILS

Reference and administrative information is outlined on page 1.

Accounting records

The measures taken by the directors to secure compliance with the requirements of sections 281 to 285 of the Companies Act 2014 with regard to the keeping of accounting records are the implementation of necessary policies and procedures for recording transactions, the employment of competent accounting personnel with appropriate expertise and the provision of adequate resources to the financial function. The accounting records of the company are located at Unit 4D Oranmore Business Park, Oranmore, Galway..

Auditors

The auditors, Grogans Accountancy Ltd were appointed in the year following a casual vacancy and have indicated their willingness to continue in office in accordance with the provisions of Section 380 of the Companies Act 2014.

This report was approved by the board of directors on and signed on behalf of the board by:

Director

Director

**National Federation of Voluntary Service Providers
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Directors responsibilities statement

The directors are responsible for preparing the directors report and the financial statements in accordance with applicable 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 and FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" issued by the Financial Reporting Council. 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 company as at the financial year end date and of the profit or loss of the company 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 company will continue in business.

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

**Independent auditor's report to the members of
National Federation of Voluntary Service Providers (continued)**

Report on the audit of the financial statements

Opinion

We have audited the financial statements of National Federation of Voluntary Service Providers for the financial year ended 31 December 2020 which comprise the profit and loss account, statement of income and retained earnings, balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies set out in note 3. The financial reporting framework that has been applied in their preparation is Irish law and FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland, applying Section 1A of that standard.

In our opinion, the financial statements:

- give a true and fair view of the assets, liabilities and financial position of the company as at 31 December 2020 and of its profit for the financial year then ended;
- have been properly prepared in accordance with FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland, applying Section 1A of that standard; and
- have been 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 the financial statements in Ireland, including the Ethical Standard issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and the provisions available for small entities, in the circumstances set out in note 23 to the financial statements, 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
National Federation of Voluntary Service Providers (continued)**

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 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.

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.

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

Matters on which we are required to report by exception

Based on the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified 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, 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 they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the 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 the management either intends to liquidate the company or to cease operations, or have no realistic alternative but to do so.

**Independent auditor's report to the members of
National Federation of Voluntary Service Providers (continued)**

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.

As part of an audit in accordance with ISAs (Ireland), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

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.

Grogans Accountancy Ltd

For and on behalf of

Grogans

Chartered Accountants

4/5 High Street

Galway

National Federation of Voluntary Service Providers
(A Company Limited by Guarantee and not having Share Capital)

Statement of Financial Activities
Financial year ended 31 December 2020

	Note	Restricted €	Unrestricted €	2020 Total €	2019 Total €
Incoming Resources					
<u>Generated funds:</u>					
Voluntary Income					
Seminars		-	-	-	2,075
Armidio Training course		3,963	-	3,963	-
Activities Income for generating funds					
Membership Fees		-	167,633	167,633	169,233
NFVB Pension Scheme		100,000	-	100,000	100,000
Investment Income					
<u>Charitable Activities:</u>					
HSE Grants		238,728	-	238,728	238,728
HSE-Next Steps		-	-	-	16,100
National Lottery-Informing Families		7,966	-	7,966	17,615
HSE-Adult Day Services		-	-	-	45,684
Total Income Resources	7	<u>350,657</u>	<u>167,633</u>	<u>518,290</u>	<u>589,435</u>
Administrative expenses		310,857	48,334	(359,191)	638,972
Total Resources Expended	8	<u>(310,857)</u>	<u>(48,334)</u>	<u>(359,191)</u>	<u>(638,972)</u>
Surplus/(deficit) for the year		<u>39,800</u>	<u>119,299</u>	<u>159,099</u>	<u>(49,537)</u>
Net movement in funds for the year		<u>39,800</u>	<u>119,299</u>	<u>159,099</u>	<u>(49,537)</u>
Transfer between funds		-	-	-	
Reconciliation of funds					
Balances brought forward at start of year	20		<u>455,634</u>	<u>455,634</u>	<u>505,171</u>
Balances carried forward at end of year	20	<u><u>39,800</u></u>	<u><u>574,933</u></u>	<u><u>614,733</u></u>	<u><u>455,634</u></u>

The financial statements were approved by the Directors on
by

and signed on its behalf

Director

Director

The notes on pages 14 to 24 form part of these financial statements.

National Federation of Voluntary Service Providers
(A Company Limited by Guarantee and not having Share Capital)

Balance sheet
As at 31 December 2020

		2020		2019	
	Note	€	€	€	€
Fixed assets					
Tangible assets	10	279,372		294,705	
			279,372		294,705
Current assets					
Debtors	11	104,988		14,740	
Cash at bank and in hand		301,792		253,411	
		406,780		268,151	
Creditors: amounts falling due within one year					
	12	(71,419)		(107,222)	
Net current assets			335,361		160,929
Total assets less current liabilities			614,733		455,634
Net assets			614,733		455,634
Capital and reserves					
Restricted funds	19		39,800		-
General fund (unrestricted)	19		574,933		455,634
Members funds			614,733		455,634

These financial statements were approved by the board of directors on and signed on behalf of the board by:

Director

Director

The notes on pages 14 to 24 form part of these financial statements.

National Federation of Voluntary Service Providers
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Statement of cash flows
Financial year ended 31 December 2020

	Note	2020	2019
		€	€
Cash flows from operating activities			
Surplus/(Deficit) for the financial year		159,099	(49,537)
<i>Adjustments for:</i>			
Depreciation of tangible assets		20,286	12,813
Accrued expenses/(income)		(111,069)	23,149
<i>Changes in:</i>			
Trade and other debtors		(4,988)	135
Trade and other creditors		(9,993)	(67,103)
Cash generated from operations		<u>53,335</u>	<u>(80,543)</u>
Net cash from/(used in) operating activities		<u>53,335</u>	<u>(80,543)</u>
Cash flows from investing activities			
Purchase of tangible assets		(4,953)	-
Net cash (used in)/from investing activities		<u>(4,953)</u>	<u>-</u>
Cash flows from financing activities			
Reduction in borrowings		(1)	(13,842)
Net cash used in financing activities		<u>(1)</u>	<u>(13,842)</u>
Net increase/(decrease) in cash and cash equivalents		48,381	(94,385)
Cash and cash equivalents at beginning of financial year	13	<u>253,411</u>	<u>347,796</u>
Cash and cash equivalents at end of financial year	13	<u>301,792</u>	<u>253,411</u>

**National Federation of Voluntary Service Providers
(A Company Limited by Guarantee and not having Share Capital)**

**Notes to the financial statements
Financial year ended 31 December 2020**

1. General information

The company is a company limited by guarantee and is a public benefit entity, registered in Ireland. The address of the registered office is Unit 4D Oranmore Business Park, Oranmore, Galway and its company registration number is 330650.

2. Statement of compliance

The charity has applied the Charities SORP on a Voluntary basis as its application is not a requirement of the current regulations for charities registered in the Republic of Ireland however it is considered best practice. As noted above the directors consider the adoption of the SORP requirements as most appropriate accounting practice and presentation to properly reflect and disclose the activities of the organisation.

3. Accounting policies and measurement bases

Basis of preparation

These financial statements have been prepared in compliance with the Statement of Recommended Practice (Charities SORP in accordance with FRS 102, effective January 2015) and with generally accepted accounting policies in Ireland and Irish statute comprising the Companies Act 2014. They comply with the financial reporting standards of the Financial Reporting Council. The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the charitable company's financial statements.

The financial statements are prepared in Euro, which is the functional currency of the entity.

Judgements and key sources of estimation uncertainty

Estimates and judgements made in the process of preparing the entity financial statements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The directors make estimates and assumptions concerning the future in the process of preparing the financial statements. The resulting accounting estimates will, by definition, seldom equal the related actual results. There are no estimates and assumptions made in preparing these financial statements that have a significant risk of causing material adjustment to the carrying amounts of assets and liabilities within the next financial year.

Establishing useful economic lives for depreciation purposes of buildings

Long lived assets, consisting of the company property comprise a significant portion of the total assets. The annual depreciation charge depends primarily on the estimated useful economic life of the building and estimates of its residual value. The directors regularly review the buildings useful life and change if necessary to reflect current thinking of remaining life in light of prospective economic utilisation and physical condition of the building. Changes in asset useful life can have a significant impact on depreciation. Details of the useful economic life is included in these accounting policies.

**National Federation of Voluntary Service Providers
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**Notes to the financial statements (continued)
Financial year ended 31 December 2020**

Reserves

In accordance with recommended best practice, each charity should have a reserves policy. This policy is concerned with how much "free" (or unallocated) reserves a charity retains. This excludes the following:

Restricted funds

Funds that could only be realised by disposing of fixed assets held for charity use

The Board has the responsibility for establishing an appropriate reserve policy. It is the policy of the Board to retain sufficient reserves to safeguard the continuity of its operations, while committing the maximum possible resources to its current services. The objective is that the organisation would be able to carry on its work, even if faced with a combination of difficult circumstances and have time to adjust its strategy to meet these changing circumstances. It is deemed that a minimum of 4 months working capital should be retained in reserves to meet any unforeseen financial shocks.

The level and adequacy of the reserves are reviewed annually by the Audit & Financial Risk Committee and brought to the Board.

Restricted funds

Restricted funds represent grants, donations and sponsorships received which can only be used for particular purposes specified by the donors or sponsorship programmes binding on the directors. Such purposes are within the overall aims of the charity.

Unrestricted free reserves

Unrestricted funds represent amounts which are expendable at the discretion of the directors in furtherance of the objectives of the charity and which have not been designated for other purposes. Such funds may be held in order to finance working capital or capital expenditure.

Unrestricted designated funds

Designated funds are unrestricted funds earmarked by the directors for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements. The designations have an administrative purpose only and do not legally restrict the Board's discretion in applying the funds.

Incoming Resources

Voluntary Income or capital is included in the Statement of Financial Activities when the company is legally entitled to it, its financial value can be quantified with reasonable certainty and there is reasonable certainty of its ultimate receipt. Entitlement to legacies is considered established when the company has been notified of a distribution to be made by the executors. Income received in advance of due performance under a contract is accounted for as deferred income until earned. Grants for activities are recognised as income when the related conditions for legal entitlement have been met. All other income is accounted for on an accruals basis.

Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered, and is reported as part of the expenditure to which it relates.

Taxation

The company is exempt from corporation tax due to its Charitable Status.

National Federation of Voluntary Service Providers
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Notes to the financial statements (continued)
Financial year ended 31 December 2020

Tangible assets

Tangible assets are initially recorded at cost, and are subsequently stated at cost less any accumulated depreciation and impairment losses.

Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Land and buildings freehold	- 4%	straight line
Computers	- 33.33%	straight line

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of tangible assets, the depreciation is revised prospectively to reflect the new estimates.

Impairment

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

When it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that are largely independent of the cash inflows from other assets or groups of assets.

Government grants

Under the performance model, where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

Grants from governments and institutional donors are recognised as income when the activities which they are intended to fund have been undertaken, the related expenditure incurred, and there is a reasonable certainty of receipt.

Financial instruments

Debtors

Trade debtors and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Creditors

Creditors and provisions are recognised where the entity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discount due.

National Federation of Voluntary Service Providers
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Notes to the financial statements (continued)
Financial year ended 31 December 2020

Defined contribution plans

The company operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the company. Annual contributions payable to the company's pension scheme are charged to the income and expenditure account in the period to which they relate.

4. Net incoming resources

Net incoming resources are stated after charging/(crediting):

	2020	2019
	€	€
Depreciation of tangible assets	20,286	12,813
Fees payable for the audit of the financial statements	3,589	3,444
	23,875	16,257

5. Staff costs

The average number of persons employed by the company during the financial year, including the directors, was as follows:

	2020	2019
	Number	Number
Core Staff	6	7
	6	7
WTE (weekly full-time equivalent)	4	5.05

The aggregate payroll costs incurred during the financial year were:

	2020	2019
	€	€
Wages and salaries	216,486	349,664
Social insurance costs	25,465	36,672
Other retirement benefit costs	15,334	31,687
	257,285	418,023

The acting CEO's salary was €69,367 (2019: €122,800; this includes both the acting and the former CEO's). The employer contributed €4,856 (2019: €11,580; includes acting and former CEO) in pension contributions for the CEO role in 2020.

The number of higher paid employees:	2020	2019
In the band €60,000 to €70,000	1	2
In the band €110,000 to €120,000	0	0
In the band €140,000 to €150,000	0	0

All directors acted on a voluntary basis and received no remuneration. Actual out of pocket expenses are reimbursed if claimed. No other volunteers were used in the year.

National Federation of Voluntary Service Providers
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Notes to the financial statements (continued)
Financial year ended 31 December 2020

6. Employee benefits

The amount recognised in profit or loss in relation to defined contribution plans was €15,334 (2019: €31,687).

7. Income Resources

	Core Services	Pension Administration	Projects	Events/ Seminars	Total 2020	Total 2019
	€	€	€	€	€	€
HSE Grants	238,728	-	-		238,728	238,728
Membership Fees	167,633	-	-		167,633	169,233
NFVB Pension Scheme	-	100,000		-	100,000	100,000
HSE-Next Steps	-	-	-		-	16,100
National Lottery-Informing Families	-	-	7,966		7,966	17,615
HSE-Adult Day Services	-	-	-		-	45,684
Seminars	-	-	-	-	-	2,075
Armidio Training course	-	-	-	3,963	3,963	-
	<u>406,361</u>	<u>100,000</u>	<u>7,966</u>	<u>3,963</u>	<u>518,290</u>	<u>589,435</u>

8. Analysis of expenditure on Charitable Activities & Raising Funds

	Core Services	Pension Administration	Projects	Events/ Seminars	Total
	€	€	€	€	€
Activities undertaken directly	203,946	58,001	7,966	3,963	273,876
Support costs	63,986	21,329	-	-	85,315
Total	<u>267,932</u>	<u>79,330</u>	<u>7,966</u>	<u>3,963</u>	<u>359,191</u>

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Notes to the financial statements (continued)
Financial year ended 31 December 2020

9. Analysis of Support Costs by Activity

	Core Services	Pension Administration	Projects	Events/ Seminars	Total
	€	€	€	€	€
Governance	1,672	-	-	-	1,672
Finance	-	-	-	-	-
Information Technology	12,073	4,023	-	-	16,096
Establishment	50,242	17,305	-	-	67,547
Total support costs	<u>63,987</u>	<u>21,328</u>	<u>-</u>	<u>-</u>	<u>85,315</u>

Support costs are allocated by staff numbers.

10. Tangible assets

	Freehold property	Computer Equipment	Total
	€	€	€
Cost			
At 1 January 2020	488,118	-	488,118
Additions	-	4,953	4,953
At 31 December 2020	<u>488,118</u>	<u>4,953</u>	<u>493,071</u>
Depreciation			
At 1 January 2020	193,413	-	193,413
Charge for the financial year	19,525	761	20,286
At 31 December 2020	<u>212,938</u>	<u>761</u>	<u>213,699</u>
Carrying amount			
At 31 December 2020	<u>275,180</u>	<u>4,192</u>	<u>279,372</u>
At 31 December 2019	<u>294,705</u>	<u>-</u>	<u>294,705</u>

11. Debtors

	2020	2019
	€	€
Prepayments	4,988	-
Accrued income	100,000	14,740
	<u>104,988</u>	<u>14,740</u>

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Notes to the financial statements (continued)
Financial year ended 31 December 2020

12. Creditors: amounts falling due within one year

	2020	2019
	€	€
Amounts owed to credit institutions	-	1
Tax and social insurance:		
PAYE and social welfare	6,757	5,803
Accruals	25,814	51,623
Deferred income (note 14)	38,848	49,795
	<u>71,419</u>	<u>107,222</u>

A €3,000 guarantee is in place for EFT with Bank of Ireland.

13. Cash and cash equivalents

	2020	2019
	€	€
Cash at bank and in hand	301,792	253,411
	<u>301,792</u>	<u>253,411</u>

14. Deferred Income

	Deferred Income 2019	Grant received 2020	Released to Income in 2020	Deferred Income 2020
HSE Next Steps	1,187	-	-	1,187
National Lottery-Informing families	41,735	-	7,966	33,769
HR Masterclass	-	-	-	-
HR GDPR	-	-	-	-
HR Training	6,873	982	3,963	3,892
	<u>49,795</u>	<u>982</u>	<u>11,929</u>	<u>38,848</u>

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Notes to the financial statements (continued)
Financial year ended 31 December 2020

15. Accounting for Funds received as Agent

	2020	2019
	€	€
At 1 January 2020	-	45,684
Expended in year	-	(45,684)
	<hr/>	<hr/>
At 31 December 2020	-	-
	<hr/> <hr/>	<hr/> <hr/>

While the funds are not bound by an agency agreement, the substance of the agreement is that the directors have no discretion about the use to which the funds are put. The organisation acts only in accordance with the instructions or directions of the HSE.

16. Related party transactions

There were no identified related party transactions in the period under review.

17. Financial instruments

The company has chosen to apply the provisions of section 11 and 12 of FRS102 to account for all of its financial instruments.

	2020	2019
	€	€
Financial assets that are debt instruments measured at amortised cost		
Prepayments	104,988	-
Cash at bank and in hand	301,792	253,411
Accrued Income	-	14,740
	<hr/>	<hr/>
	406,780	268,151
	<hr/> <hr/>	<hr/> <hr/>
Financial liabilities measured at amortised cost		
Other creditors	6,757	5,804
Accruals	25,814	51,623
Deferred Income	38,848	49,795
	<hr/>	<hr/>
	71,419	107,222
	<hr/> <hr/>	<hr/> <hr/>

National Federation of Voluntary Service Providers
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Notes to the financial statements (continued)
Financial year ended 31 December 2020

18. Government Grants

Income from government grants comprise of:

Performance related grants made up by various government agencies to fund the provision of specific charity services to the members in the community. The amount of such grants received from the HSE in the year amounted to €246,694 (2019 €318,127).

The Board can confirm that the organisation held an active tax clearance certificate for the duration of the year. The National Federation of Voluntary Service Providers is compliant with relevant circulars, including Circular 44/2006 "Tax Clearance Procedures Grants, Subsidies and Similar type payments".

19. Reserves

	2020	2019
	€	€
At 1 January 2020	455,634	505,171
Surplus/(deficit) for year	159,099	(49,537)
At 31 December 2020	<u>614,733</u>	<u>455,634</u>

National Federation of Voluntary Service Providers
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Notes to the financial statements (continued)
Financial year ended 31 December 2020

20. Funds

Reconciliation of movement in funds

	Unrestricted designated funds €	Restricted funds €	General fund unrestricted €	Profit & loss account €	Total €
At 1 January 2019	16,111	-	489,060		505,171
Surplus/(deficit) for year				(49,537)	(49,537)
Transfer			(49,537)	49,537	-
Movement to general reserves	(16,111)		16,111		-
At 31 December 2019 & 1 January 2020	-	-	455,634	-	455,634
Surplus/(deficit) for year	-	39,800	119,299	-	159,099
Transfer	-	-	-	-	-
At 31 December 2020	-	39,800	574,933	-	614,733

20.1 Analysis of movement in funds

	Balance 1 January 2020 €	Income €	Expenditure €	Transfers between funds €	Balance 31 December 2020 €
Restricted	-	350,657	(310,857)	-	39,800
Unrestricted	455,634	167,633	(48,334)	-	574,933
	455,634	518,290	359,191	-	614,733

20.2 Analysis of net assets by fund

	Fixed Assets €	Current Assets €	Current Liabilities €	Total €
Restricted	-	39,800	-	39,800
Unrestricted	279,372	366,980	(71,419)	574,933
	279,372	406,780	(71,419)	614,733

21. Limited by guarantee

The company is limited by guarantee not having a share capital. The liability of the members is limited.

Every member of the company undertakes to contribute to the assets of the company in the event of its being wound up while they are members, or within one year thereafter, for the payment of debts and liabilities of the company contracted before they ceased to be members, and the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributors among themselves, such amount as may be required, not exceeding €2.

**National Federation of Voluntary Service Providers
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**Notes to the financial statements (continued)
Financial year ended 31 December 2020**

22. Events after the end of the reporting period

Other than the general business disruption that the Covid19 pandemic has had on all companies in Ireland in 2020, there have been no significant events affecting the Charity since the year end.

23. Ethical standards

In common with many other charitable companies of our size and nature, we use our auditors to assist with the preparation of the financial statements or other reports as required.

24. Approval of financial statements

The board of directors approved these financial statements for issue on .

**National Federation of Voluntary Service Providers
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The following pages do not form part of the statutory accounts.

National Federation of Voluntary Service Providers
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Supplementary information relating to the
Financial year ended 31 December 2020

	2020	2019
	€	€
Expenses		
Wages and salaries	(216,486)	(324,692)
Project Salaries	-	(24,972)
Employer's PRSI contributions	(25,465)	(34,432)
Social Security costs Projects	-	(2,240)
Staff pension costs - defined contribution	(15,334)	(30,255)
Staff pension costs-Projects	-	(1,432)
Property management expenses	(2,418)	(4,836)
Insurance	(1,489)	(1,496)
Website costs	(1,107)	(2,140)
Light and heat	(3,558)	(3,345)
Repairs and maintenance	(25,630)	-
Office expenses	(5,946)	(7,665)
Postage	(454)	(402)
Publishing	(1,631)	(2,452)
Telephone	(4,659)	(5,239)
IT support	(10,116)	(8,476)
Travelling and subsistence	(3,699)	(20,413)
Project expenses	(7,966)	(5,071)
Adult Day Services	-	(45,684)
Legal and professional	-	(22,532)
Consultancy fees	(2,229)	(64,956)
Auditors remuneration	(3,589)	(3,444)
Seminars	-	(1,607)
Meetings	(963)	(1,081)
Armidilo training	(3,963)	-
Bank charges	(252)	(339)
General expenses	(835)	(1,920)
Subscriptions	(1,116)	(5,022)
Depreciation of tangible assets	(20,286)	(12,813)
Bank interest paid	-	(16)
	(359,191)	(638,972)