

مؤسسة عبد المحسن القطان  
A. M. Qattan Foundation



(A charitable company limited by guarantee without having a share capital)

**Company Registration Number: 02171893**

**Charity Registration Number: 1029450**

## **REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**31 MARCH 2013**

# The A. M. Qattan Foundation

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**A.M. Qattan Foundation**  
Company Information  
For the year ended 31 March 2013

**Names of Trustees**

Mr Abdel Mohsin Al-Qattan (Chairman)  
Mrs Laila Al-Qattan  
Mr Omar Al-Qattan, (Secretary and Acting Chair)  
Mrs Najwa Al-Qattan  
Mrs Leenah Al-Qattan  
Ms Nadia Hijab (appointed 20 May 2012)

**Executive Director**

Mr. Ziad Khalaf – Ramallah

**Secretary**

Mr Omar Al-Qattan

**Registered Office & Business Address**

Tower House  
226 Cromwell Road  
London SW5 OSW

**Company Registration Number**

02171893

**Charity Registration Number**

1029450

**Auditors**

Kingston Smith LLP  
Devonshire House  
60 Goswell Road  
London EC1 M7AD

**Solicitors**

Thomas Eggar  
75/76 Shoe Lane  
London EC3A 3JB

**Bankers**

EuropeArab Bank  
73 Brook Street  
Mayfair  
London W1K 4HX

NatWest Bank Plc  
South Kensington Station Branch  
PO Box 592  
18 Cromwell Place, London  
SW7 2LB

# A.M. Qattan Foundation

## Trustees' Report

### For the year ended 31 March 2013

#### **Governance**

The object of the Charity is the advancement of the education of Arabs in general and of Palestinians in particular; and the advancement of the education of the public in Arab and Palestinian studies. The Charity is governed by policies and procedures devised originally with support from a professional firm of auditors to cover all operations. A semi-annual and an annual report on all programmes, projects and management issues are submitted to the Board of Trustees (BoT) for discussion, guidance and approval. The BoT meets with the Management Committee (MC) of the Charity at least twice a year. The MC is composed of all members of staff at Director level.

#### **The Constitution of the Charity**

A registered charity - a company limited by guarantee

#### **The Charity's Aims and Beneficiaries**

The A.M. Qattan Foundation was founded and registered as a charity in the UK in 1994. Since 1998, it has worked towards the development of culture and education in Palestine, with a particular focus on children, teachers and young artists through programmes that foster critical thinking, creativity and the production of knowledge. The Foundation also collaborates on and supports a number of regional and international projects, including workshops, artistic and professional exchanges, residencies, academic bursaries and professional networking forums.

The **Qattan Centre for Educational Research and Development** actively participates in raising the standards of education and teaching in Palestine. It engages directly with schoolteachers and administrators in developing their skills and knowledge to improve learning conditions for pupils of all ages. Its quarterly magazine, UK-Palestine exchange teacher exchange programme and regional summer school in drama in education, held in Jordan, have also allowed it to reach a regional and international audience and beneficiary base. The Helen and Walid Science in Education Project, launched in 2011, is one of the Centre's core programmes.

The **Qattan Centre for the Child** in Gaza City holds over 102,381 books and other media and offers a variety of library and information services. Established to compensate for the lack of incentives and opportunities open to children at school and elsewhere, it aims to nurture their curiosity, expand their knowledge and facilitate their access to outside cultures. The Centre provided free in-house services to its 10,298 currently active members and had 62,939 visitors with *external* borrowing reaching 54,672 books and other materials during this period. Thousands more benefited from its increasingly active outreach programme (see full details below). Cumulative membership since opening in September 2005 now stands at 33,083 children!

The **Culture and Arts Programme** supports talented people, particularly the young, in a number of creative fields, offering them incentives to develop their skills and explore new horizons. It also promotes cultural collaboration between Palestine, the Arab region and the rest of the world. Three major projects currently embody the spirit of this work: **The Palestinian Performing Arts Network or PAN**, designed to manage and channel funding to Palestinian organisations working in the performing arts, co-financed with SIDA (Swedish International Development Agency); the **Palestinian Audio-visual Project** (now renamed the **Audio-visual Unit**), which provides support in film production, technical training, DVD publishing and distribution, school film education and film subtitling; and, **SELAT**, its first funding programme focussed on cultural projects in the Palestinian refugee communities of the Lebanon. The latter is in collaboration with the Prince Claus Fund in the Netherlands. Further details can be found below. The Gaza Music School, created and funded by the Foundation from 2008 to 2012, has now been handed to, and is managed by, the Edward Said National Conservatory of Music, as planned at its inception.

**The Mosaic Rooms**, a cultural space for exhibitions, lectures and workshops in West London, opened to the general public in November 2008. In the reporting period, the Rooms have increased their visitor numbers to over 6,500 (including visitors to events organised by them in other venues) and enjoyed a significant quality change in their programming and public profile.

# **A.M. Qattan Foundation**

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The Foundation is also building a permanent office building in Ramallah, combined with a state-of-the-art cultural centre, currently in the pre-bidding phase following an international design competition won by Seville-based architects, DONAIRE ARCHITECTOS (DA). DA are leading the design process with local partners Sakakini & Partners under the supervision of Projacs International as project managers. The ground preparation works are expected to begin in late 2013 with completion of major construction work eighteen months later.

The building will comprise over 6,900m<sup>2</sup> of built up area including office and cultural facilities as well as 1,571m<sup>2</sup> of parking spaces and a further 830m<sup>2</sup> of external parking provisions. It will be built on land generously donated to the Foundation by its chair Abdel Mohsin Al-Qattan. Estimated total cost of the building, including VAT, taxes and furniture, furnishings and electrical appliances is expected to exceed \$10m. The Al-Qattan family has already pledged to cover the full cost of the building.

### **Activities & Performance**

Herewith is a summary of activities of the Foundation's general management and the three main programmes during the period:

#### **General Management**

Executive Director: Ziad Khalaf

During the reporting period, key events and developments included an international design competition for the new office and cultural centre building in Ramallah, managed by Archifolio (Lebanon), which was won by Donaire Architectos in Seville. The winners invited Sakakini & Partners to be their local partners and the BoT appointed Projacs International to supervise and project manage the building operation. Site preparation works are expected to begin in autumn 2013 with delivery expected eighteen months later in Spring 2015.

The policy of the employees' indemnity fund scheme was finalised and will be submitted for approval by the BoT in Autumn 2013. Procedures are in place to obtain tax exemption for this fund from the relevant authorities in Palestine.

We are also delighted to welcome Ms Nadia Hijab as our newest Trustee and hope that her term will be fruitful and interesting.

Nine new employees were appointed to the Foundation's staff during the period, with 23 resigning. This large number is due to the transfer of ownership of the Gaza Music School from the Foundation to the Edward Said National Conservatory of Music, which included the transfer of its 14 employees as well. The current payroll of full time employees is 88, divided between London, Ramallah, the Gaza Strip and Beirut. The major senior appointment was of Ms Nehaia Abu Nahla as director of the Qattan Centre for the Child in Gaza, following the resignation of Ms Reem Abu Jaber, who will now pursue her studies and research in the area of childhood education. Dr Mohammad Abu Mallouh, Manager of QCERD Gaza also retired this year and is currently working as a consultant. The Foundation wishes them both the best of luck and success in their new pursuits.

The Foundation will also benefit from the generous decision to transfer the ownership and donation of the Foundation's current building and the land upon which it stands from Mr Abdel Mohsin Al-Qattan to the Foundation's name. This is expected to be finalized in spring/summer of 2013.

During the period, due partly to the logistical challenges of assembling staff in one place, it was decided that each programme track would also organise its separate retreat with a view to a general Foundation one to take place in late 2013 or 2014. Thus in January 2013, both QCERD and CAP held separate retreats in Jericho. QCC had already held its retreat in 2012 and carried out a review of the retreat in February 2013.

The Foundation was this year the recipient of the prestigious *Takreem* Award for Innovation in Education. Our Board Secretary was also awarded the Arab Cultural Personality of the Year 2013 Award (The Mohammad al-Banki Award).

# A.M. Qattan Foundation

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Major new initiatives launched this year include the finalisation of PAN, the Palestinian Performing Arts Network, funded by the Swedish International Development Agency with a commitment of approximately \$1.8m over two years. The network is managed by the Foundation. Also launched this year was SELAT, a cultural development programme in Lebanon funded in collaboration with Prince Claus Fund in Holland; a new undergraduate scholarship at Jesus College Oxford, co-funded by the students of the college, the Hani Qaddumi Scholarship Foundation and the Hoping Foundation. The first recipient, Rawan Al-Yaghi from Gaza City, will be going up in October 2013 to study Italian and Linguistics.

#### ***Communications and Resource Development***

Director: Nida Tawil

A very active year saw the launch of our completely revamped website (with some lingering bugs!) and the signing of nine new co-funding agreements to the value of \$2,509,890, €112,400 and 12,000 Israeli Shekels, including an in-kind donation of books from the Sabre Foundation through the United Palestinian Appeal in the USA. A major sponsorship agreement is in the pipeline with Bank of Palestine for a new mobile library in Gaza.

Widespread print, online and broadcast coverage of this year's activities was focussed mainly on the international architectural competition for our new building, on YAYA2012 (see below), and on the *Takreem* award (see above). However, our social media presence also took off rather dramatically, with support from our new member of staff Safa'a Halahleh and a number of volunteers. Facebook "likes" rose by 2,368 to a total of 3,277 in the period, and Twitter followers from 78 to 625 and rising. In addition, an institutional profile in Arabic and English was produced this year for the first time, as well as, for the first time, a digital annual report printed on a CD rather than paper.

#### **Core Programmes**

##### **1) Qattan Centre for the Child (QCC) – Gaza City**

Director: Nehaia Abu Nahla

Seven years after its opening, the Qattan Centre for the Child continued to provide its services and develop its experience and expertise with children, parents and child-care professionals whilst offering rich and state-of-the-art facilities for children in an increasingly challenging socio-economic and political environment.

**Active** membership reached **10,298** (with total cumulative membership reaching **33,083** since opening in September 2005) while the annual number of visits reached **62,939**.

The outreach services programme was enhanced by a number of exciting developments: new and continuing external funding opportunities, notably with the Swiss Agency for Development and Cooperation (SDC), American Near East Refugees Aid (ANERA), Save the Children (UK), the Norwegian Refugee Council, Welfare Association - Geneva, Friends of Waldorf Education – Germany, Goethe-Institute Ramallah (French-German Cultural Centre), and the Drosos Foundation in Switzerland.

The Maghazi Community Rehabilitation Society library continued to provide high quality library and cultural services to children since opening in the summer of 2011. QCC staff continued to provide the support and guidance needed. A joint trip to Cairo International Book Fair was conducted to purchase new books to enrich the library at Maghazi. The Foundation is also still conducting discussions with the Drosos Foundation concerning sustainability of the project and emulating it in other locations.

For the second year and in collaboration with Goethe-Institute Ramallah (French-German Cultural Centre), the centre operated and managed a well-equipped mobile library that travelled around the Gaza Strip during the summer, reaching out to a large number of children in marginalised areas.

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A new partnership with the Bank of Palestine (private sector) paved the way for the expansion of the Centre's outreach activities through partner funding to procure and commission a fully equipped mobile library vehicle. This will significantly facilitate our efforts to reach a greater number of children across the Gaza Strip throughout the year.

The co-funded programme with Welfare Association for the development and capacity building of six kindergartens in the Gaza Strip completed its third year and a closing ceremony was organized in September 2012 to celebrate the unique collaboration and achievement.

The regular outreach programme provided lending services and conducted cultural and recreational activities to **66** small libraries, schools and kindergartens during the year. The Family Literacy Programme was successfully implemented through the Outreach Services Unit in collaboration with **six** kindergartens, **six** schools and **two** institutions targeting women and children.

#### ***The Library***

The Library's collection reached **102,381 items** including books, cassettes, CDs and material for special needs. A total of **54,672 items** were lent externally to members.

The team is aware of the need to enrich the current collection with new books and materials. Therefore, the centre purchased **2,757 books** and received a total of **672 books** as donations from individuals, institutions and delegations who visited the centre.

#### ***Library Activities***

To promote the use of the library and encourage reading, QCC librarians held a series of cultural activities targeting children and their families to promote the use of library resources and develop their habit of reading, research and self-learning.

Storytelling has been a major activity targeting children below 6 years old and their parents. Children and their parents read together and actively participate in art workshops and activities.

The "We All Read" programme was designed to target young school children with poor reading and writing competencies to develop their skills. Other programmes encouraged talented children to write, interact, and express themselves during public events.

Activities were organized at the library to celebrate special events such as Libraries Week, Reading Campaign, International Book Day and other such occasions. Children, parents and professionals participated in the activities and workshops held during these events.

#### ***Arts and Culture Programme***

The Centre expanded its arts and culture programme to include animation workshops, cultural heritage and science education programmes in addition to visual arts, drama, cinema, and other recreational activities. During the reporting period, it organized many workshops and events in these fields, as well as film screenings.

This year marked the production of the first short animation films by children who have undergone a multi-layered training programme in animation including script writing and sound. "Our Heritage" was a successful project implemented in partnership with IWAN/ Gaza Islamic University where 25 school children (boys and girls) visited and learned about old cultural heritage sites in Gaza Strip. Children searched and read books on these sites, interviewed elders and documented their experience in writing and through photography. The experience was conveyed from "child to child" at the end of the project during the celebration of "Heritage Day".

The Science Festival which was organized for the third year running proved to be a very interesting and successful event that attracted a large number of children who are eager to discover and learn.

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### **For the year ended 31 March 2013**

#### ***IT Literacy***

The Centre organized a number of specialized IT courses, ranging from introductory to advanced, in subjects such as Visual Basic, video editing, Front Page, Photoshop, Windows, MSWord, website design and other programmes through its Web Designers and Programmers Club. X-Box and Robot are introduced to the list of activities and training courses organized by the Centre. Special Training courses and activities were designed to help students in their technology school curriculum.

#### ***Other Developments***

During 2012/13 a number of projects were completed and closed successfully. These include the Happy Childhood project with The Welfare Association and Child Friendly Space - Samoni project, with Friends of Waldorf Education, and the development of the Community Parents Education (COPE) Manual in collaboration with the Gaza Community Mental Health Programme.

#### **2) The Qattan Centre for Educational Research and Development in Ramallah and Gaza City (QCERD)**

Director: Wasim Kurdi

Palestinian teachers remain the primary focus of the QCERD work and it continues to support them through three major tracks: Arts and Education; Science and Education; and Languages/The Social Sciences and Education.

#### ***Professional Development Programmes***

In the **Art in Education Track**, the Drama Summer School Programme took place for the seventh year running over three weeks with 94 teachers at three different levels. Nine teachers came from Gaza, 18 from the 1948 areas and 67 from the West Bank. The school was supervised by nine instructors, six of them from overseas and three from Palestine.

The Drama in Education Forum met three times during the period. The meetings included a) reflections on Samuel Beckett's *Waiting for Godot*, b) practical applications of *Mantle of the Expert* techniques and c) a production of Ala' Hlehel's play *Diab*, including an exploration of its possible uses in the classroom.

The Linguistics Forum met twice and reflected on Nora Morgan and Juliana Saxtons's essays on the relationship and differences between drama and the theatre, and a further two articles on the pedagogy of asking questions and on classroom evaluation processes.

An extensive project on the use of animation in the classroom was developed in several schools in Jerusalem.

The Film Education Programme also selected 25 films in Arabic about children's adventures in the world of adults, which will be used to train teachers to engage children in discovering and understanding the language of film.

Our early childhood programme continued to focus on the Jerusalem area, with a number of new teachers joining taking 126 hours of training during the year. 38 graduates from this programme celebrated the completion of their course with an exhibition of some the projects they had implemented in their schools, including puppets, drawings and other artistic work made by their students.

As part of the Walid and Helen Kattan Science project, three Jericho schools were chosen to participate in teacher training in science education with three new tracks developed with the chosen schools. The Science Snacks Festival (which took place in early April 2013) in Ramallah was a huge success and attracted a very large number of children, teachers and their families. The festival consisted of numerous hands-on opportunities to make scientific experiments in an entertaining and non-curricular context.



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### **For the year ended 31 March 2013**

We also worked with a number of teachers on the use of storytelling to explore the teaching profession. 14 stories were developed and then published in *Rua'a Tarbawiyya*. A further one-day seminar was organized for teachers in Qalqilya Governorate in Part 3 of the Proactive Teaching project.

A number of schools across the West Bank also took part in a series of events as part of our Project-based initiatives including: a) literary events with writers from Jerusalem; b) "A safe playground for all"; c) The Anthropology of Medicine and Disease; and d) A Clean Deir Qiddis (in Deir Qiddis village).

Finally, in the history track of our professional development work, a number of teachers continue to develop their class-room projects under the supervision or in collaboration with the Centre. In addition, we organized a workshop on Identity and the History Curriculum – Ancient History to the Modern World, a public meeting with the writer and ex-political prisoner Aisha Odeh and another with the African community of Jerusalem.

#### *Research Programme*

Research was conducted on a number of educational issues with various resulting papers produced and published, on:

- The Realities of Schools And Education in Gaza
- Education in Gaza After 2006
- Science Education in Palestine (preparatory workshops with numerous teachers)
- The Rise of Palestinian Women's Engagement with the Sciences
- The Use of Social Media in Science Education
- The Effect of an Explicit-Reflective Instructional Approach on In-service- Science Teachers

We also worked with Ramallah Municipality on its plans to establish an interactive science museum and with Bir Zeit University on its plans to develop a public botanical garden.

Research was also conducted into the proposed new final high school exams (*tawjihi*) with a number of teachers, parents, students and members of the public, as a result of which a position paper was produced and presented to the Ministry for consideration.

#### *Networking Spaces*

The Ni'lin Teachers' Forum continued its very active programme of workshops, cultural events and discussion groups, as did new or existing fora for local teachers in Ithna, Jenin, Halhoul, Bethlehem and Doura, as well as in Gaza. The School Principles and Supervisors Forum in Gaza also continued to meet on a monthly basis with numerous talks, film screenings and lectures organised on Teaching and IT, The Pleasures of Teaching, the rise in cheating at exams and finally the proposed new secondary school final exam system.

The English-language Club in Gaza met in a number of schools and organised several talks and events to encourage the learning of English.

#### ***The Qattan-Qaddumi Scholarship***

As part of teacher empowerment programme, the A.M. Qattan Foundation and Hani Qaddumi Scholarship Fund continued its joint and co-funded scholarship programme for schoolteachers. The scholarship supports in-service Palestinian teachers to continue their Master's degree in the field of education in different foreign countries, especially the United Kingdom, United States, Canada and Australia, and other English-speaking countries. This year, two teachers received the scholarship: Nancy Albhaisi, an English language teacher from Gaza, finished her MA studies in Drama and Teaching at University of Warwick in the UK; and Mariam Hijawi, a social studies teacher from Ramallah, graduated with an MA degree from the Psychology Department at the University of Manchester.

The aim of the scholarship is to empower Palestinian teachers, expand their educational opportunities and mobility within their teaching profession, and engage them in the field of educational research as well as leading professional development programmes with other teachers in their school and in other

# **A.M. Qattan Foundation**

## **Trustees' Report**

### **For the year ended 31 March 2013**

local educational institutions. The scholarship also aims at establishing ties between international universities and scholars working in the field of education and the QCERD, in order to support its in-service teacher education programme.

#### ***Resources, Publications and Documentation***

##### ***The Library***

The number of visitors to both the libraries during the period was approximately 8200. The number of books borrowed to the libraries in Ramallah and Gaza was 2,504. Total membership has now reached 1,203 in Ramallah and 1,069 in Gaza. The number of titles now stands at 25,730.

##### ***Ru'a Tarbawiyyah Journal & Other Publications***

The Centre published two issues (no. 38 & 39) of its quarterly educational periodical, *Ru'a Tarbawiyyah*. The review was distributed free of charge to 2,493 schools in the West Bank and 1,000 schools in Gaza, as well as a number of institutions in the 1948 areas. Three books on drama in education were published.

#### **3) The Culture and Arts Programme**

Director – Mahmoud Abu Hashhash

The Culture and Arts Programme continues to expand its work reaching out to more people in new areas and widening the range of cultural and artistic activities and initiatives that it directly (co-)organises or supports - locally, regionally or internationally.

##### ***The Performing Arts***

Through the Qattan Fund for Performing Arts Project co-funded by the Ford Foundation, 18 new grants for new productions and specialized training projects in the field were approved, eight of which targeted children. Additionally, 17 study scholarships were granted for students studying performing arts in the USA, Canada, Czech Republic, Austria, Belgium, France, Germany, Syria and elsewhere. The Programme also supported organizing 13 different events including 9 festivals and 4 musical concerts in Beit Sahour, Arraba – Jenin, Jerusalem, Ramallah, Tulkarem, Birziet and many events in other Palestinian villages and refugee camps. In addition, the Programme organized and supported different training workshops and international participations including Music Management Webinars in partnership with The British Council, and Choreographing with the Lens Workshop.

Through the Performing Arts Summer School (PASS) in partnership with the Royal Flemish Theatre (KVS) in Brussels, a tour of seven performances for "Keffiyeh: Made in China" was organized in Hebron, Bethlehem, the Golan Heights, Haifa, Ramallah, Tulkarem, and Jerusalem. These were attended by almost 1,100 people. For the next joint production "Badkeh" in partnership with KVS and Les Ballets C de La B, auditions for dancers from Jerusalem, 1948 areas and West Bank were organized. Ten dancers were selected to participate in the 8<sup>th</sup> round of PASS that took place in Beit Jala during August 2012 in preparation for the final rehearsals in 2013 in Brussels.

##### ***Literature***

The 2012 Young Writer of the Year Award (YAWA) was organized in the fields of the short story and poetry. The first prize in poetry went jointly to Samar Abdeljaber, and Tareq Khleify (Nablus) while a joint first prize in the short story category went to Nadim Abdelhady (Amman) and Suheil Matar (Haifa). The Programme also supported the participation of Palestinian writers in international festivals and events including the Literary Salon Program at Columbia University in New York, Hay Festival in Beirut, the launching of the 45th Edition of Banipal Magazine in London, and the Former West Research Congress in Berlin.

##### ***Visual Arts***

The 6th round of the Young Artists of the Year Award for the year 2012 was organized in 5 different locations in Ramallah and Gaza with the participation of 10 shortlisted artists. A selected jury of local and international artists and curators decided to award the first prize to Jumana Manna (Jerusalem) and the second prize to Dirar Kalash (Haifa) while the third prize was given jointly to Inas Halabi

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### **For the year ended 31 March 2013**

(Jerusalem) and Mirna Bamieh (Jerusalem). YAYA 2012 was organized as a part of Qalandia International, a biennial event which is a collaboration between different cultural and arts institutions in Palestine that took place across different Palestinian cities, towns, and villages including Qalandia, Ramallah, Jerusalem, Nazareth, Gaza, Ibwein, Al-Dhahereyyah, Hijjah, Jama'ein and was attended by more than 5,000 people.

Additionally, the Programme organized and supported a number of exhibitions and international participations for Palestinian artists.

#### ***Artistic and Literary Residencies***

The Programme enabled seven artists to join art residencies in the Cité des art in Paris and Cittadellarte in Biella in Italy.

#### ***Publications***

The Programme published the YAYA 2010 catalogue entitled "Brief Encounters".

#### ***Guest House***

The Foundation hosted eight artists and cultural practitioners from Gaza , Ireland, Germany, Slovenia, Belgium, Scotland, and Canada at its guesthouse in Ramallah. The majority of guests were artists undertaking projects with the local community.

#### ***Other Activities***

Activities on other programmes included:

#### **The Audio Visual Unit**

##### **Production Grants**

The Production Support Project (PSP) continued its work with the third phase filmmakers of the films that are still in post-production phase. These films include "Gaza Cut Copy Paste" by Khalil Al Muzayen; "Ismail" by Noura Alsharif, "Maqloubeh" by Nicolas Damuni (this has been delivered and the film was selected to participate in a film festival organized by the Institut du Monde Arabe in Paris and the Doha Tribeca Film Festival in Doha); "Izriqaaq" by Rama Mari, "No Exit" by Mohanad Yaqubi and "Stolen Dawn" by Ramzi Hazboun currently being edited.

##### **Lighting and Grip Unit**

The Foundation acquired additional equipment for the Lighting and Grip Unit as part of the ongoing process of updating the Unit's equipment, storage and maintenance. The equipment was rented out or lent out frequently for different purposes and productions including documentaries, commercial advertisements, short fiction films and video art works. The equipment was also offered to the beneficiaries of the Production Support Programme, as in-kind support for their productions.

##### **Capacity Building**

As part of CAP's work on local capacity building in the audio-visual fields, a master class given by the film director Elia Suleiman to an open meeting with a group of emerging filmmakers, visual arts students and cineastes in Ramallah. A specialized training course in grip and lighting techniques was organized at the Foundation's premises in Ramallah. It was conducted by the Blaise Basdevant from France, with the participation of a number of local emerging and semi-professionals including employees of local media institutions. Another training workshop conducted by the programme's Technical Support Specialist, Dia Jubeh, was organized targeting the students of the Television Studies department at the Dar Al-Kalima College in Bethlehem.

##### **Ramallah Doc 2013**

In 2013 the Foundation partnered up with the Consulate General of France in Jerusalem, the Goethe Institute in Ramallah and ARTE TV (France/Germany) channel in organizing the fifth edition of Ramallah Doc Pitching for Documentary Films 2013, which provides an opportunity for filmmakers with documentary projects to present these projects by pitching them to a group of producers and commissioning editors representing some of most internationally renowned TV channels and

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### For the year ended 31 March 2013

production companies. During the reporting period, a series of training workshops were organised with the participating filmmakers to help them develop and prepare their pitches. Thirteen projects were accepted to take part in the preparation and training workshops. The first workshop was organized and was supervised by the Tunisian French director Kareem Dreidi during which the participants worked on developing and creating trailers for their projects.

#### "Selat: Links Through The Arts" in partnership with the Prince Claus Fund

Aiming at promoting cultural life in the Palestinian refugee camps in Lebanon, and at strengthening the links between practitioners in the cultural field in the camps with their Lebanese peers, the Foundation, in partnership with Prince Claus Fund of the Netherlands, launched "SELAT: Links through the Arts". It offers financial grants through a call addressing a specific set of institutions to submit project proposals that target audiences in the Palestinian camps in Lebanon. "SELAT" also announced an open call targeting emerging young Palestinian artists in Lebanon in the field of visual arts, performing arts and literature.

Based on the recommendations of a specialized jury, "SELAT" approved in its first round nine grants; five to institutions and four to individual artist and writers for a total amount of €70,500. Beneficiaries included Febrik Team, Arab Resource Centre for Popular Arts (Al Jana), Ghassan Kanafani Cultural Foundation, Kamandjati Musical Association and Dar Onboz children's publishers, in addition to the young writers Taghreed Marwan, Abdul Aal and Wedad Mustafa Taha, and young artists Samir Mouwaffaq Abou Qatmeh and Bechara Salim Damouni.

#### Performing Arts Network (PAN)

In line with the Foundation's five-year strategic goals of playing an effective role in the establishment of networks to promote an effective cultural economy through partnerships and cooperation; of lobbying and advocating for legislation in the cultural sector and expanding audiences for culture, the Foundation developed the Performing Arts Network (PAN) proposal in collaboration with eleven major cultural organizations and the Palestinian Ministry of Education. On 21 June 2012, the Foundation and the Swedish International Development Cooperation Agency (Sida) signed an agreement in support of PAN whereby Sida committed SEK13 Million (about \$1.8M) for the period from 1/1/2012 to 31/12/2013 to support the network.

The 11 partner organizations (not including the Ministry of Education) represent the most active performing arts institutions in Palestine. They are: Magnificat Institute, Palestinian Circus School, Freedom Theatre, The Theatre Day Productions, Yes Theatre, Al Harah Theatre, El Funoun Dance Troupe, Al Kamandjati Association, Ashtar Theatre, The Edward Said National Conservatory of Music and the Popular Arts Centre.

With an overall objective to contribute to the development of a democratic and pluralistic society that respects human rights and enhances Palestinian national identity, the network will target Palestinian children and youth by imparting to them a democratic ethos and a conscious awareness of their rights and cultural identity. The establishment of a network of institutions in the performing arts, another main objective of the programme, will lead to a more vibrant civil society and performing arts field through enhanced cooperation and lobbying to affect policy change therefore improving sustainability in the field. Bringing together their missions and mandates into a consolidated programme with a wide range of interventions, including the establishment of a sustainable network, the partners will work to stimulate a constructive dialogue within society at large, and between civil society and the Palestinian National Authority.

This reporting period witnessed an extensive number of activities. The summary below provides a broad overview of the activities implemented during this period:

- The Foundation signed grant implementation agreements with the twelve partners (including the Ministry of Education) in support of their cultural activities for 2012. The total grants amount was SEK6,049,923 (around \$850,000).

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### For the year ended 31 March 2013

- A two-day retreat/meeting was conducted on May 17 and 18 2012 in Bethlehem to introduce the twelve organizations to each other, exchange knowledge and information, and present planned activities to be implemented. A first draft strategic document was concluded. A two day PAN retreat was also organized in Jericho on November 20 to 22 2012 to strengthen bonds between PAN partners, build awareness of the partners' activities and finalize the strategic document.
- A PAN monthly calendar was established and distributed in July, August, September, October, November and December - outlining individual activities of each partner.
- A mapping study entitled, "Tracking Funding to the Visual and Performing Arts in the oPt: A Quantitative and Qualitative Analysis" was concluded on 8 July 2012. The study was shared with PAN partners and a one-day workshop is in the planning to discuss the results of the study.
- The project management team (PMT) organized a meeting with Ministry of Interior on October 4 2012 to introduce PAN network and gather information on registration procedures.
- The PMT submitted a concept note entitled "Supporting Culture as a Vector of Democracy and Economic Growth" for a Europe Aid call for proposals – Europe aid/133529/C/ACT/Multi" on December 18, 2012. A response is expected in April, 2013
- Fourteen performing arts works were produced during the reporting period. Productions were in dance, circus, theatre and music. Approximately 251 children, youth and professionals were involved in the productions.
- Two hundred and twelve (212) performances and concerts were organized throughout Palestine (targeting villages, refugee camps, Area C, and all major cities) during this reporting period. The performances and concerts attracted approximately 29,296 people
- Twelve (12) festivals were organized in Palestine (partially funded by Sida), attracting approximately 37,490 people.
- 1,213 students/trainees (including 185 students from the Gaza Music School) in music, theatre, dance and circus participated in various types of training and workshop sessions, including, individual training, short sessions, long training, group training, and various workshops. In addition 9 summer camps involving 490 students were organized
- 185 students enrolled in the music academic programme in Gaza Music School. A curriculum covering 9 musical instruments was used.. Ages of students ranged from six to 18 years of whom 58% were female and 42% male from different areas in Gaza. All students received full scholarships
- Progress was made in developing the music BA programme at Birzeit University and with Ministry of Higher Education
- 565 scholarships were offered to students from less privileged backgrounds to study music and theatre in areas throughout Palestine. Two students received a scholarship for higher musical education

The second year of the programme (2013) will include significant steps in the institutionalization and registration of the network as well as a wide array of activities to be implemented by the partners. The summary below serves to provide a broad overview of the activities planned for the period between January 1 and December 31 2013:

- Submit the current PAN proposal to potential donors for the purpose of obtaining future funding or match-funding for capacity building - several donor meetings will also be conducted
- Organize two joint activities (1 Gaza, 1 north WB) including workshops and performances to the public and schools in theatre, circus, dance and music
- A by-laws consultant will be selected to draft the network's by-laws and internal by-laws
- A consultant will be selected to develop policies and regulations, including, administrative and financial, organizational structure, a planning monitoring & evaluation system, membership policies (including criteria) and an HR system

# A.M. Qattan Foundation

## Trustees' Report

### For the year ended 31 March 2013

- Develop and finalize a position paper on culture and organize a conference to launch the position paper. The position paper will be used as a lobbying tool with relevant ministries and the donor community
- Organize training workshops for PAN partners in report writing and financial management
- Produce around ten productions/shows involving about 300 to 320 children youth and professionals
- Conduct about 100 to 140 performances attracting about 18,000 to 22,000 persons
- Organize around ten festivals attracting 30,000 to 35,000 persons
- Organize around 140 short and long training sessions/workshops involving around 1,500 trainees/students
- Launch the BA programme for music education for adult graduates of different schools of music at Birzeit University
- Offer 365 scholarships to students coming from less privileged backgrounds to study music and theatre

#### **The Mosaic Rooms**

*(Head of Programming and Operations: Rachael Hornsby; supported by Omar Al-Qattan on a voluntary basis)*

#### **Visual Arts**

The Rooms held the following visual arts exhibitions during the period:

**Hanaa' Malallah & kennardphillipps**, *Iraq-How, Where, For Whom?*: (20 April-8 June 2012) The first collaborative exhibition between Iraqi artist Hanaa' Malallah and UK duo kennardphillipps. This was the initial exhibition covered by our new in-house press and marketing co-ordinator, Danielle Lucas. UK national newspaper coverage was not achieved, though this may have been due the overtly political nature of the show and the aversion of the establishment press to dealing with the Iraq war (or hard politics!). However good coverage in magazines, CNN online, etc. was achieved. For this show we used an outdoor poster marketing campaign for the first time, with posters placed on the underground network. This was considered effective at bringing in new audiences. One artwork by Hanaa' Malallah was sold. We produced a catalogue of the exhibition and sold 49 copies.

**Museum of Architecture**, *Home-Contemporary Architectural interpretations of the home in the Arab World*: (21 June-7 July 2012) Presented by the Museum of Architecture, this exhibition was part of the British Council International Architecture and Design Showcase 2012, the London Cultural Olympiad 2012, and the London Festival of Architecture 2012. It featured 7 different architects/architecture practices from around the MENA region. For a short exhibition good press coverage was achieved with features on BBC Arabic TV, in Brownbook magazine, etc. The exhibition brought in a new architecture and design focused audience.

**Nermine Hammam**, *Cairo Year One*: (20 July-24 August 2012) First exhibition with Rose Issa Projects, and also Hammam's first UK solo show, and our first show by an Egyptian artist. Achieved good press coverage, including one of the works reproduced in the Financial Times Weekend. Audience figures were not as high as anticipated, London cultural spaces as a whole suffered poor attendance due to the Olympics. 16 prints were sold, with income split between MR and RIP. We produced a catalogue of the exhibition and sold 17 copies.

**Abderrahim Yamou**, *Working from Life*: (28 September- 16 November 2012) Our first exhibition by a Moroccan artist, and Yamou's second solo exhibition in London. This exhibition was part of the Royal Borough of Kensington and Chelsea's Nour Festival, and good press mentions were achieved as part of Nour publicity. We once again placed a poster marketing campaign on the underground network. An exhibition catalogue was produced. Art work sales were disappointing with only one work sold.

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**Febrik:** *The Watchtower of Happiness and Other Landscapes of Occupation:* (26 November-15 December 2012) Part of the Nour Festival, this was our first interactive exhibition and pop up shop. The shop featured objects from a range of Middle Eastern designers, including Silsal, Nada Debs, Dia Batal, Mounaya, and Nedda El Asmar. The installation was part of the V&A Friday Late, (as part of their *Light From the Middle East* exhibition). This one night event received over 6,000 visitors. Though sales were not as high as anticipated in the shop, it was a good trial to begin to develop audiences interested in purchasing goods from MR.

**Last of The Dictionary Men:** (1 February-22 March 2013) Multimedia exhibition previously shown at the Baltic, Gateshead, and in Yemen, shown for first time in London. Good press coverage including CNN online and Al Jazeera. It was our most well attended show to date, and included engagement with new audiences from the Yemeni community.

#### **Literary and other cultural events**

To accompany the *Iraq-How, Where, For Whom?* exhibition, we held a programme of accompanying current affairs talks entitled 'What purpose free speech when no one listens?' These included Nadjie al-Ali and Laleh Khalili speaking on *A Continuum of Violence: Resistance and the Targeting of Women in Iraq*; Dr Ziad Bahaa Eldin discussing *Egypt's Difficult Path to Democracy*; and Youssef Courbage on *The Arab World: From the Demographic to the Democratic Revolution*. For the Last of the Dictionary Men exhibition Khaled Fattah discussed Tribal Relations in Yemen, and Noel Brehony gave a talk on his book *Yemen Divided*. Other current affairs talks included the New Statesman panel discussion on *Israel, What Comes Next?*, and Ark, UCL & Alan Ingram presented a day of talks on *Art, War & Peace: Responses to Iraq*.

Literary events included the following: Rasha Al-Ameer launched the English translation of her novel *Judgement Day*; four poets participated in a Persian Poetry evening in collaboration with the Poetry Translation Centre; Stefan Szepesi discussed his travel guide *Walking Palestine*; Bidisha launched her new book on Palestine and held a panel discussion with other journalists on writing and international affairs; Eyal Weizman launched and discussed his latest book *The Least of All Possible Evils*; Fathieh Saudi gave readings from her latest collection of poetry; Richard Seymour discussed his book *The Liberal Defence of Murder*; Pankaj Mishra launched his latest acclaimed book *From the Ruins of Empire: the Revolt Against the West and the Remaking of Asia*, in conversation with acclaimed author Kamila Shamsie; Samar Yazbek discussed her well-publicized book *A Woman in the Crossfire: Diaries of the Syrian Revolution*; a fundraising event was held through the launch of *99 Words for Peace*; a reading of Etel Adnan's play *Crime of Honour* directed by Caitlin McLeod, was performed in the author's presence with four young actors; and Matt Kennard and Daniel Trilling did a joint launch of their individual books *Irregular Army* and *Bloody Nasty People*; Sudanese poet Al-Saddiq Al-Raddi hosted an evening with the Poetry Translation Centre; Guy Mannes-Abbott launched *In Ramallah, Running* with a panel discussion; Ghassan Zaqtan launched the English translation of his latest collection of poetry with his award-winning translator Fadi Joudeh; a panel discussion in collaboration with Brunel Institute for Contemporary Middle Eastern Music discussed the future for composers in the Middle East; Ibrahim Nasrallah launched the English translation of *Time of White Horses*; Norbert Hirschhorn read from his third collection of poetry *Monastery of the Moon*; Hassan Blasim discussed his latest book *The Iraqi Christ*; authors of *The Oil Road* discussed the issues raised in the book; Banipal hosted an evening of poetry and discussion with Asma'a Azaizeh and Marwan Makhoul.

We also hosted the Saif Ghobash Banipal Prize Award Reception; the launch of Anwar Hamad's IPAF nominated *Jaffa Prepares Morning Coffee*; Moroccan poet Abdellatif Laabi attended the launch of the English translation of *The Bottom of the Jar* with translator Andre Naffis-Sahley; and Hana Hibri talked about her book *A Million Steps: Discovering the Lebanon Mountain Trail*.

Music events included the Choir of London's music recital by young Palestinian musicians; the Gaza Music School fundraiser with Youssef Hbeisch & Ahmad Al Khatib in concert with John Williams at Cadogan Hall; Hassan K performed a Live Electronics DJ set; Tara Jaff presented a concert of harp and percussion; Chris Menist played rare Yemeni vinyl singles from the '60s & '70s.

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### For the year ended 31 March 2013

Film Screenings included Part 1 of our Naguib Mahfouz Cinema Season (three screenings); New and Recent short films from Kuwait; *Over the Wall*; Part 2 of our Naguib Mahfouz Cinema Season (three screenings); *A Reluctant Revolutionary*; *A New Day in Old Sanaa*. Film screenings have seen an increase in attendance.

Other events as part of each exhibition an artist talk was held. Hanaa' Malallah and Kennard Phillips were in conversation with Dr Bernadette Buckley, convenor of the Art & Politics MA at Goldsmiths University; Yamou discussed art and botany with Dr Wolfgang Stuppy from the Millennium Seed Bank, Kew Gardens; and Tina Gharavi talked about the *Last of the Dictionary Men* with Dr Venetia Porter, curator of the Middle East department at the British Museum. We also launched a series of Supper Clubs celebrating Arabic cooking and the stories that surround food in Arab culture, including an Iraqi Supper Club with Lamees Ibrahim, and a cardamom and lime themed supper and Arabian High Chai with Sarah Al-Hamad. These have been popular, with a noted demand for more in the future.

*Edward Said Annual Lecture*: 2012's Edward W Said London Lecture was given by Ahdaf Soueif at the British Museum on *Mina's Banner: Edward Said and the Egyptian Revolution*. The British Museum kindly gave the space once again. London Review of Books partnered with tickets sales. In mind of last year the guest list for complimentary tickets was reduced. LRB sold 165 tickets. We felt that the event sadly did not sell out or receive as much press attention as hoped due to the fact that Soueif had been and was to be featured at many events speaking on the Egyptian Revolution/had already written widely on it for mainstream press. Soueif was introduced by Professor Jacqueline Rose and by Omar Al-Qattan. On the other hand, 2013's lecture by Professor Noam Chomsky at Friends House on the 18<sup>th</sup> March was a huge success attracting over 1,100 people. Professor Chomsky spoke on *Violence & Dignity: Reflections on the Middle East*, and was introduced by Omar Al-Qattan and Mariam C Said. The venue was subject to a hire charge. The decision was made for 2013's lecture to use the press & PR services of FMcM (Fiona Macmorrough), which was paid for by the LRB. The Mosaic Rooms managed all online and telephone ticket sales. Press had to be limited at Professor Chomsky's request, but included high profile interviews in the FT and Guardian newspapers, as well as a radio interview on BBC3 *Nightwaves* and a TV interview on BBC Arabic TV. The Guardian also featured a short video of the talk on their website which directed traffic through to the MR website. Both lectures were principally sponsored by the Foundation.

#### **Residencies**

During this reporting period there were the following residencies: Jeremie Bennequin, exhibiting artist at the Selma Feriani gallery; Jonathan Wright, the translator of Rasha al-Ameer's novel; Heidi Paredes, from Beit El Musiq; Shahira Fawmy, one of the exhibiting architects from the architecture showcase; Samar Yazbek during her UK book tour; Lucien Bourjelly, Lebanese theatre producer working with Index on Censorship and the Young Vic theatre; exhibiting artist Abderrahim Yamou; Youssef Hbeish for his concert; Ghassan Zaqtan; young filmmaker Deema Shahin; Asma'a Azaizeh for the Banipal event; Fadia Faqir for her writing workshop; Mr and Mrs Abdelattif Labbi; and Hazem Harb who was participating in new local art fair at Olympia.

#### **Fundraising**

The Mosaic Rooms applied for another grant from the Arts Council in the autumn for a combined arts application. This included a year's worth of cross arts programming, including exhibitions, talks, film screenings, and outreach. This was unfortunately unsuccessful. The application was strong and put forward with a recommendation to fund by ACE but due to competition was not granted this time.

Approximate income during the period from the bookshop, bar, exhibitions and other events was approximately £69,963 (excluding the Al-Qattan Charitable Trust). This excludes income for the Hbeish-Khatib concert which has been assigned to the Ramallah office.

Rentals: Rooms were rented for Deir Yassin memorial evening reception; Women In Leadership reception; film screening by TVF International; the Choir of London; RBKC for Road Safety training days and meetings; WAUB for talks; Thomas Eggar for a presentation; and Friends of the Citizen for a literary evening. The boardroom has also been regularly hired for meetings by Queensway, the tenants on the second floor. Rental income was £10,982 for the period. The rooms continue to be used for free by Welfare Association (UK).



# A.M. Qattan Foundation

## Trustees' Report

### For the year ended 31 March 2013

#### **Education**

Natasha Freedman has been helping us to develop an education and outreach programme based on our annual themes. Inspired by the exhibition programme, this approach enables projects to extend beyond the exhibition timetable and allows sustained relationships to evolve with artists, audiences and partner organisations. 2012/13 takes the notion of home as one of its theme, inspired by the architecture exhibition. The outcomes from this trial year will be showcased in September 2013. The aim then is for 2013/14 to take on the theme of *Disappearing Cities*, reflecting the focus of the year's exhibition programme. Identifying community groups and partners has been challenging. However a project with Chelsea College of Art and their students began in January 2013 looking at objects of domesticity and memory and oral history workshops were delivered with the Yemeni community in London.

In addition, during *Iraq: How, Where for Whom?* the exhibiting artists delivered a workshop to Index on Censorship's Trip Wires youth group. Bidisha also gave a creative writing workshop at The Mosaic Rooms. During the architecture exhibition Dia Batal and Natasha Freedman also hosted a making workshop for families as part of Junior Open House weekend. Peter Kennard gave a talk on *Making Art About the World We Live In* as part of Exhibition Road/V&A's Creative Quarter. Fadia Faqir also delivered a workshop *Fiction From Art*, using art to inspire creative writing.

#### **PR & Marketing**

Marketing campaigns have been trialled with CBS outdoors, Facebook, London Calling and cross marketing campaigns with fellow institutions and events have been strengthened and developed. Our in house press and marketing co-ordinator, Danielle Lucas, began in Spring 2012 but left in Spring 2013 due to pregnancy. Working two days a week she helped begin to establish a database of press contacts and developed a schedule and strategy for promoting the Mosaic Rooms programme. Her replacement, Rosa Attwood, will begin in April 2013, and will work three days a week to ensure there is more time to strengthen strategy and time to deliver campaigns. London based design company Hyperkit have been used since autumn 2012 to help refresh the Mosaic Rooms branding, provide templates for exhibition leaflets, press releases, banners, and invites, as well as a brand font. In early 2013 they also helped refresh the Mosaic Rooms website and colours. For this reporting period we took the decision to publish a catalogue for each major exhibition to use as a marketing tool through mail outs to press and collectors.

#### **SHUBBAK 2013 (June 22- July 6)**

The Foundation continues to host and support Shubbak 2013. Fundraising efforts by the acting director, Sue Davies, continued throughout the period, with support from the Department of Culture Media and Sports and the Department of Trade and Industry. Shubbak was successful in obtaining a grant from ACE and the Mayor's Office, and has secured sponsorship from Barclays Wealth and the Moroccan Embassy. The Foundation remains the festival's principal sponsor.

Eckhard Thiemann was appointed to the post of Artistic Director after extensive interviews in the summer. Eckhard has extensive programming experience at the Liverpool Arab Arts Festival and was a senior curator at the 2012 Cultural Olympiad. The programme and partners are now in place, and PR activities will commence shortly with the assistance of Bolton & Quinn. Full details will be published end of April.

#### **Looking Ahead**

Future Events include a solo show by Dor Guez on Al-Lydd which launches *Disappearing Cities*, a yearlong cultural programme reflecting on the destruction of urban life in the Arab World. This will be followed by the Young Artists 2012 show for Shubbak 2013; we will then have a short exhibition in September 2013 of the works created from the Home education project to coincide with London Design Festival; followed by an exhibition by the young Syrian-Kurdish artist Lawand; then a short exhibition by Iraqi artist Hanoos Hanoos opening 2014; followed by an exhibition on the Somali capital, Mogadishu by architect Rashid Ali. We will continue with the longer exhibition schedule of around 6 weeks per show, and opening hours as Tues-Sat 11am-6pm with one Sunday opening each exhibition. As well as the visual arts programme we will have accompanying film, literature and current events evenings.

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### For the year ended 31 March 2013

Future Directions: as proposed in the previous annual report it has been decided to proceed with trialling the thematic approach over a particular year (for 2013 *Disappearing Cities of the Arab World*, starting with Al-Lydd). Secondly, we are proposing to establish an on going education and outreach programme that is inspired by this annual thematic but that is *independent* of the exhibitions on show. This will not only strengthen our networks, increase our audience engagement, but will also help us to secure future funding. Thirdly, we are working at following up our previous approaches 2012/13 in regards to establishing a national network of partnerships to increase the possibility of touring our exhibitions and visiting writers and artists. Finally, in order to strengthen and raise our profile and secure extra funds, we are exploring the idea of creating a Mosaic Rooms Circle of Friends to include well-known figures from London who can lend credibility and moral support to our work and improve our public profile, and a Friends scheme targeted at our mailing list.

#### **Visitor Numbers**

Visitors for this reporting period our visitor numbers reached 3,880 (excluding events that occurred outside of exhibitions and external events e.g Said Lecture & V&A Friday Late) with roughly a 60:40 Female to Male ratio. Attendance outside exhibition periods was 378, in addition to over 280 at the Ahdaf Soueif 2012 Said lecture, 500 at the V&A Mosaic Rooms/Febrk installation, 380 at the Youssef Hbeish and Ahmad Khatib concert and the 1,100 at the Chomsky 2013 Said lecture. The number of individual attendees to Mosaic Rooms or Foundation-sponsored events during this period was thus **6,518**. We also had over **62,500** visitors to the website.

#### **Future Plans**

- To continue to develop the Board's governance terms of reference in consultation with legal and charity experts in the UK and to submit a draft for discussion at the next semi-annual meeting in Autumn 2013;
- Thereafter to actively pursue the appointment of at least one new trustee during the current financial period.
- To develop a new organizational structure in view of the planned opening of the new office and cultural centre in 2015;
- To develop more actively a systematic training programme for employees and if necessary outside candidates to ensure that the Foundation's human resources needs can be met as efficiently as possible;
- Ensure that the Qattan Centre for the Child undergoes a full professional review during the course of the year;
- Launch the 2014-2018 five-year strategic review process and finalise a new, five-year strategic plan for the Foundation, including for the new building in Ramallah; and
- Develop and approve terms for scholarship scheme aimed at employees' children.
- To maintain high standards of professionalism and achieve our objectives in all the sectors covered by our projects;
- Make further progress on the design of the Foundation's new Palestine cultural centre and office building, with the opening now postponed to 2015. This will offer state of the art facilities for the Foundation's management and programmes, as well as public facilities including a gallery, library and a multi-purpose hall. It is currently in the design phase.
- Expand the network of relations with kindred organisations in the Middle East, specifically to ensure proper sharing of information, research and artistic productions of the Foundation's Programmes to the maximum number of people in the region.
- Expand the distribution network of our published material to cover the whole of the Middle East, particularly through new technology;
- Increase annual spending by attracting further external funding, without decreasing the level of contributions by the Al-Qattan Charitable Trust while focussing on the quality of programmes rather than the quantity.

# A.M. Qattan Foundation

## Trustees' Report

### For the year ended 31 March 2013

#### **Objectives, Achievements and Identification of needs**

These have not changed and remain as follows:

#### **Vision**

A just, free, enlightened and tolerant society with a global presence; one that embraces dialogue and is a producer of knowledge, art and literature.

#### **Mission Statement**

An independent, not-for-profit developmental institution working in the culture and education sectors targeting a variety of social groups, particularly children, teachers and young artists, which

- Aims to empower free-thinking, enlightened individuals to overcome the challenges of war and injustice and to create a flourishing and dynamic society in Palestine and the Arab World;
- Adopts a long-term, participatory developmental ethos through programmes that foster critical thinking, research, creativity and the production of knowledge, while also providing an inspiring model of transparency and excellence;
- Advocates cultural and educational development as an essential tool of resistance for a society faced by conditions of acute political instability and humanitarian catastrophe.

#### **Values**

##### *Defence of the rights and dignity of all*

Inspired by the enduring vision enshrined in the Universal Declaration of Human Rights, which affirms that "All human beings are born free and equal in dignity and rights. They are endowed with reason and conscience and should act towards one another in a spirit of brotherhood," the Foundation supports women and men to combine their self-development with the service of others, specifically through the provision of inclusive public services of a high standard.

##### *Freedom, pluralism, dialogue, the production of knowledge and new thinking*

The Foundation believes in the individual's rights to freedom of thought, creed, and free expression. These rights are key components of its internal policies and its work in the fields of culture and education, where the sharing of ideas and practices is considered essential for the production of knowledge and new thinking.

##### *Working in a collegiate spirit of productivity*

The Foundation is aware that it can only realise its goals if it has the support of its target constituencies and their shared agreement on the value, meaning and potential effectiveness of its work. As such, it always aims to operate in a collegiate spirit of cooperation and partnership with its staff and the groups it serves, whether they are children, artists or teachers.

##### *The courage to be just*

The Foundation realises that long-term peace, equality and prosperity require the courage to be just and defend the oppressed.

The Charity's projects and programmes, which are all based on identified needs in Palestinian society, actively operate within the framework of the values adopted to fulfil the mission and vision of the Charity.

#### **Strategy**

The key elements of our medium to long term strategy are:

- Implementing the five-year strategic plan, including review and development of all policies, new organisational structure, salary scale and matrix of authority. All of these documents have now been completed and approved by the BOT, and have contributed significantly to an improved level of integration between different geographical offices and between the three core programmes, a key element of our strategy. **Status: completed**

# A.M. Qattan Foundation

## Trustees' Report

### For the year ended 31 March 2013

- Expansion of new partnerships with a view to achieving 40% co-funding goal by 2014; **Status: completed**
- Continuous expansion of our user-base among target groups, both in and outside Palestine; **Ongoing**
- Continuous expansion of our networks of international institutions (and individuals) with which we develop common projects in education and/or culture; **Ongoing**
- Growth of our ability to influence educational and cultural policy in Palestine. **Ongoing**

How we measure the success of the strategy?

- Regular assessment of demand on the services provided, especially to teachers, trainers and children;
- Reflections and feedback from beneficiaries and partners;
- Degree of response and attendance by public in our cultural activities;
- The quality and longevity of external funding partnerships;
- Press coverage of our activities;
- Level of networking and collaborative efforts with local organizations working in culture and education;
- Participation (both qualitative and quantitative) in the various activities of the Culture and Arts Programme both inside and outside Palestine;
- The Foundation also carries out independent, periodic evaluations of its projects and programmes using relevant expertise. A full, professional and independent evaluation of the Qattan Centre for the Child in Gaza will be completed in 2013-14.

#### **Method for Recruitment and Appointment of Trustees**

Until 2011-12, the BoT was mainly composed of its founding members. During the course of last year, the Board appointed its first non-founding member, **Ms. Nadia Hijab**, who attended her first BoT meeting in May 2012. Recommendation and selection of new members remains the responsibility of the BoT. No external bodies or individuals are allowed to appoint trustees.

During the reporting period, the Board approved terms of reference for the appointment of new trustees). These are designed to help it to organise its affairs, define its relationship with the Al-Qattan Family, particularly in view of its decision to expand membership beyond the family to include greater professional representation from the sectors in which it works (education, culture, etc.) and also from other sectors which might help support the foundation's work in the countries where it works, in its financial and administrative efficiency and in widening its network of supporters and beneficiaries.

These terms of reference were presented in draft form to our newest trustee, Ms Nadia Hijab, as well as the Foundation's founding documents including copies of its Memorandum and Articles, copies of past annual reports including financial statements for the previous three years, and a copy of its strategic review in 2008 and the resulting strategic plan for 2008-2013. Ms Hijab initially met for face to face discussions with the Chair and Secretary in Summer 2011 and was then invited to attend the May 2012 BoT meeting where she was able to meet all senior staff over two days.

Ms Hijab has also visited the Foundation's offices in Ramallah twice since her appointment, holding two lengthy meetings with senior staff and meeting Ramallah staff informally.

The terms of reference for the appointment of new trustees were approved by BoT members in January 2013.

However, in its meeting in May 2013, the BoT also decided to develop these terms further and to assign this task to an external consultant to ensure relevance, ease of use and legal compliance. The Charities Aid Foundation has been contacted for this purpose and a draft of amended TORs will be presented at the next BoT meeting in Autumn 2013.

# **A.M. Qattan Foundation**

## **Trustees' Report**

### **For the year ended 31 March 2013**

In addition to its annual audit, the Board requires its Secretary or the Executive Director to take legal advice from appropriate experts on a case-by-case basis to ensure compliance with any changes in charitable law, in the UK but also in its countries of operation.

#### **Risk Management**

The Trustees recognise that protecting the Charity from harm is essential to the A.M. Qattan Foundation's ability to implement its programmes. A Risk Management Policy and a Risk Register are in place and are regularly reviewed and then approved by the Board of Trustees. The Register identifies the major risks to which the Charity may be exposed. To minimise these risks, the Trustees have established rigorous financial policies, controls and procedures for the authorisation of projects and transactions. During the year, the financial procedures manual was updated in line with the needs of the Mosaic Rooms, where activities have continued to grow.

All significant activities are subject to a risk review as part of their initial assessment and thereafter during implementation. Major risks are then identified in terms of their likelihood and potential impact. These include risks affecting:

- Operational performance, including risks to our staff, partners, beneficiaries and consultants;
- Achievement of our aims and objectives; and
- The expectations of our beneficiaries and supporters.

#### **Public Benefit**

We have referred to the guidance in Section 17 of the Charities Act 2011 on Public Benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees, as well as all senior members of staff, are asked to carefully consider how planned activities will contribute to the aims and objectives they have set. The Strategic Review process launched in late 2008 culminated in adopting a five-year strategic plan 2010-2013. The plan has as one of its main targets the establishment of a rigorous correlation between the Charity's stated aims, values and objectives and its operational strategies and achievements. The process has also put into place a number of evaluation procedures to allow the Trustees to regularly monitor this correlation to ensure that benefit to the public, and specifically to our target group, is achieved. As we have approached the end of this five-year period, programme review retreats were held during 2012 and 2013 as a first step in launching a strategic review in Autumn 2013 allowing us to finalise and approve a new five-year plan in early 2014 at the end of the coming financial year.

In that regard, the Trustees are satisfied that all activities and the benefits arising from them are strictly in line with the Charity's stated aims; that its activities are solely focussed on children, teachers, artists and creators; that all opportunities and benefits are offered on an open, transparent but competitive basis, while ensuring that activities are distributed across geographical, economic and social areas and strata with a specific focus on marginalised or impoverished communities (for example in rural areas or refugee camps), without compromising the quality of services provided.

#### **Grants Policy**

The majority of the grants provided by the Foundation are from within the Culture and Arts Programme and Performing Arts Network Program (PAN) which is funded by the Swedish International Development Agency (Sida). Otherwise grants are assessed and decided upon by the Board and selected according to their relevance to our overall objectives.

# **A.M. Qattan Foundation**

## **Trustees' Report**

### **For the year ended 31 March 2013**

#### **Financial status**

The Charity is principally funded by the Al-Qattan Charitable Trust. Ever since its establishment, the Trust has been and continues to be committed to the Charity's work and to the success, financial independence and long-term sustainability of its programmes. It also maintains extremely strict parameters for accepting external funding of any sort, which must be totally unconditional. In that spirit, and during the year ended 31 March 2013, the Foundation continued its collaborative projects with the highly prestigious institutions below:

- The Ford Foundation,
- Swedish International Development Agency (SIDA)
- Belgian Technical Cooperation (BTC)
- Government of the Kingdom of the Netherlands
- Norwegian Refugee Council (NRC)
- Swiss Agency for Development and Cooperation (SDC)
- Welfare Association
- Friends of Waldorf Education
- Save the Children-UK
- Drosos Foundation
- ANERA (American Near East Refugee Agency)
- IIE (Institute of International Education)
- Prince Claus Fund

In 2012-2013, the percentage of external funding reached 41% (\$2,458,478 of a total of \$6,021,222) of the overall budget, up from 39%, which in effect means that we have maintained the achievements of last financial period and once again met (and slightly exceeded) the target set in 2008-9 by the BoT to double the Foundation's budget and increase external funding to 40% of total by 2013-14.

Hence the increase in incoming resources from generated funds was due to the rise in the number of co-funded projects and activities. This is also reflected in the significant increase in grant expenditure due to an increase in the number of projects and activities.

Under Charitable Activities, the expansion of activities in The Mosaic Rooms, London, continues. However, this necessitated a significant rise in the cost of this activity.

#### **Reserves Policy**

At 31 March 2013, the Charity held reserves of £3,322,922 of which £3,314,380 were held as restricted funds and £8,542 held as unrestricted funds. Of the latter, £5,255 were tied up in fixed assets and so not freely available to spend.

Therefore the balance of the unrestricted reserves or the Charity's free reserves according to the Charity Commission guidance amounted to £3,287. The fixed asset investments are, however, easily liquidated to cash and so have not been excluded from the free reserve calculation.

The Trustees have reviewed the Charity's needs for the reserves in line with the guidance issued by the Charity Commission and believe that the amount held as the Charity's unrestricted or free reserves should be at least £100,000 to cover the increased operational needs of the Charity. It is therefore intended the sum of approximately £120,000 will be received on a yearly basis from the unrestricted element of the funding from the Al-Qattan Charitable Trust so that the accumulated unrestricted or free reserves could be built up to the desired level through retention over the period of the next two years and be in place by 2014.

The Al-Qattan Charitable Trust in Jersey has been the Foundation's largest donor to date, over a period of more than 13 years. The Al-Qattan Charitable Trust was set up with a mandate to support the Foundation's core programme and running expenses, among other charitable goals. Most of the funding is restricted but as has been noted above, the intention is to receive unrestricted funding to

# **A.M. Qattan Foundation**

## **Trustees' Report**

### **For the year ended 31 March 2013**

allow the increase in the Charity's free reserves. The Foundation's Trustees therefore feel confident of the short and medium term security of this funding source. However, they also regard the emergency provisions outlined above as necessary to cover any suspension of the Al-Qattan Charitable Trust's funding for reasons beyond their control.

This policy will be reviewed by the Trustees on an annual basis as part of the Charity's budgeting processes.

The Foundation also maintains a 100% Cash Reserves policy as far as its employees severance pay (\$729,810 as of 31/3/2013) and employees' Provident Fund are concerned (\$648,478 as of March 31 2013).

#### **Connected Charity**

The Charity continues to provide office, meeting rooms and hospitality to the Welfare Association UK; two of the Charity's Trustees are also members of the Board of Trustees of the Swiss charity. The Swiss-based Welfare Association (Geneva) is one of the largest independent NGOs in Palestine, working in social, economic and cultural development. It is also one of the Foundation's main strategic partners in developing quality teacher-focussed educational projects.

#### **Trustees' Responsibilities in relation to the Financial Statements**

The trustees (who are also directors of the A. M. Qattan Foundation for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice.)

Company law requires trustees to prepare financial statements for each financial year, which give a true and fair view of the state of the affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.
- The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

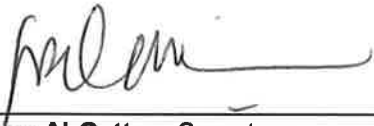
- There is no relevant audit information of which the charitable company's auditor is unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.
- The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**A.M. Qattan Foundation**  
**Trustees' Report**  
**For the year ended 31 March 2013**

**Auditors**

Kingston Smith LLP have indicated their willingness to continue in office and are deemed to be reappointed in accordance with section 487(2) of the Companies Act 2006.

This report was approved by the Board of Trustees on 26/7/.....2013 and signed on their behalf by:



**Omar Al-Qattan, Secretary**  
Signed on behalf of the Board of Trustees



# The A M Qattan Foundation

## Independent Auditors' Report to the Trustees of The A M Qattan Foundation

We have audited the financial statements of the A. M. Qattan Foundation for the year ended 31 March 2013 which comprise the Statement of Financial Activities [the Consolidated Summary Income and Expenditure Account], the Balance Sheet, the Cashflow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken for no purpose other than to draw to the attention of the charitable company's trustees and members those matters which we are required to include in an auditor's report addressed to them. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the charitable company and the charitable company's trustees and members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditor**

As explained more fully in the Trustees' Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition we read all the financial and non-financial information in the Trustees Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on the financial statements**

In our opinion:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.


### **Opinion on other matters prescribed by the Companies Act 2006**

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- the charitable company has not kept proper and adequate accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures or trustees' remunerations specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

  
.....  
**Neil Finlayson**, Senior Statutory Auditor  
for and on behalf of Kingston Smith LLP, Statutory Auditor

Devonshire House  
60 Goswell Road  
London EC1M 7AD

1 / 8 / 2013 23

**The A. M. Qattan Foundation**  
**Statement of Financial Activities (Incorporating the Summary Income**  
**and Expenditure Account)**  
**For the year ended 31 March 2013**

	Notes	Unrestricted £	Restricted £	2013 Total £	2012 Total £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Donations		278,143	3,734,989	4,013,132	3,327,656
Investment income - bank interest		106	-	106	140
<b>Charitable activities</b>					
The Mosaic Rooms		68,522	12,423	80,945	141,089
<b>Other incoming resources</b>		<u>          </u>	<u>55,192</u>	<u>55,192</u>	<u>18,978</u>
<b>Total Incoming Resources</b>		<u>346,771</u>	<u>3,802,604</u>	<u>4,149,375</u>	<u>3,487,863</u>
<b>Resources Expended</b>					
<b>Cost of generating funds</b>					
		8,861	-	8,861	25,455
<b>Charitable activities</b>					
Grant-making:					
Grant expenditure	2	44,002	3,148,947	3,192,949	2,680,765
Grant related administrative costs	3a	-	271,696	271,696	270,127
Total Grant-making expenditure		44,002	3,420,643	3,464,645	2,950,892
The Mosaic Rooms	3b	311,138	12,500	323,638	337,170
<b>Governance costs</b>	4	<u>1,134</u>	<u>18,875</u>	<u>20,009</u>	<u>17,696</u>
<b>Total Resources Expended</b>		<u>365,135</u>	<u>3,452,018</u>	<u>3,817,153</u>	<u>3,331,213</u>
<b>Net Incoming /(Outgoing) Resources before (losses) / gains</b>	5	(18,364)	350,586	332,222	156,650
<b>Other Recognised Gains and Losses</b>					
Unrealised (loss) / gain on foreign currency transactions		-	(115)	(115)	(335)
<b>Net (outgoing) / incoming resources before transfers</b>		(18,364)	350,471	332,107	156,315
Transfer between funds		<u>(7,220)</u>	<u>7,220</u>	<u>-</u>	<u>-</u>
<b>Net Movement in Funds</b>		(25,584)	357,691	332,107	156,315
Fund balances brought forward		<u>34,126</u>	<u>2,956,689</u>	<u>2,990,815</u>	<u>2,834,500</u>
<b>Fund balances carried forward</b>	10	<u>8,542</u>	<u>3,314,380</u>	<u>3,322,922</u>	<u>2,990,815</u>

All recognised gains and losses are included in the Statement of Financial Activities.

The results for the year all relate to continuing operations.

The notes on pages 28 to 33 form part of these financial statements.

# The A. M. Qattan Foundation

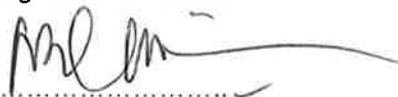
## Balance Sheet as at 31 March 2013

	Notes	2013 £	2013 £	2012 £	2012 £
<b>Fixed Assets</b>					
Tangible fixed assets	6a		2,648,549		2,756,546
Assets under construction	6b		209,548		134,131
Fixed Asset Investment	6c		4,050		
			<u>2,862,146</u>		<u>2,890,676</u>
<b>Current Assets</b>					
Stock		8,390		12,334	
Debtors	7	2,309,369		1,977,647	
Cash at bank		<u>1,996,927</u>		<u>1,754,276</u>	
		<u>4,314,686</u>		<u>3,744,257</u>	
<b>Current Liabilities</b>					
Other creditors		2,937,667		2,770,878	
Accruals		<u>8,817</u>		<u>21,118</u>	
		<u>2,946,484</u>		<u>2,791,996</u>	
<b>Net Current Assets</b>			<u>1,368,202</u>		<u>952,261</u>
<b>Total Assets less Current Liabilities</b>			4,230,347		3,842,936
<b>Liabilities: Amounts falling due after more than one year</b>					
Provision for employees' benefits	8		<u>907,425</u>		<u>852,123</u>
			<u>3,322,922</u>		<u>2,990,814</u>
<b>Funds</b>					
Unrestricted	9		8,542		34,126
Restricted			<u>3,314,380</u>		<u>2,956,688</u>
	10		<u>3,322,922</u>		<u>2,990,814</u>

The notes on pages 28 to 33 form part of these financial statements.

Approved, and authorised for distribution, by the Board of Trustees on .....  
and signed on its behalf:

26/7/2013



**Omar Al-Qattan**  
Acting Chair

**COMPANY NUMBER: 02171893**

**The A. M. Qattan Foundation**  
**Statement of Cashflows**  
**For the year ended 31st March 2013**

	2013 £	2013 £	2012 £	2012 £
<b>Net Cash Inflow from Operating Activities</b>		<u>450,058</u>		<u>1,086,969</u>
<b>Returns on Investments and Servicing of Finance</b>				
Interest received	(106)		(140)	
	<u>          </u>		<u>          </u>	
<b>Net Cash Inflow from Returns on Investments and Servicing of Finance</b>		<u>(106)</u>		<u>(140)</u>
<b>Capital Expenditure and Financial Investment</b>				
Cost of purchasing tangible fixed assets	(207,301)		(215,301)	
	<u>          </u>		<u>          </u>	
<b>Net Cash Outflow from Capital expenditure and Financial Investment</b>		<u>(207,301)</u>		<u>(215,301)</u>
<b>Increase in Cash</b>		<u><u>242,651</u></u>	-	<u><u>871,528</u></u>

The notes on pages 22 to 26 form a part of these financial statements

**The A. M. Qattan Foundation**  
**Statement of Cashflows (continued)**  
**For the year ended 31st March 2013**

<b>Reconciliation of Operating Profit to Net Cash Inflow from Operating Activities</b>	<b>2013</b> £	<b>2012</b> £
Net incoming/(outgoing) resources	332,223	156,650
Depreciation charges	224,143	225,330
Interest received	106	140
Unrealised (loss) / gain on foreign exchange	(115)	(335)
Loss on fixed asset disposals	11,688	48,075
Increase in debtors	(331,722)	(1,087,379)
Increase in creditors	209,790	1,756,822
Increase in stock	3,944	(12,334)
 Net cash inflow from operating activities	 <u>450,058</u>	 <u>1,086,969</u>

<b>Reconciliation of Net Cash Flow to Movements in Net Cash</b>	<b>2013</b> £
Increase in cash in the year representing change in net debt	242,651
Net cash at 1 April 2012	<u>1,754,276</u>
Net cash at 31 March 2013	<u>1,996,927</u>

<b>Analysis of Changes in Net Debt</b>	<b>At</b> <b>1 April</b> <b>2012</b> £	<b>Non-cash</b> <b>Changes</b> £	<b>Cash</b> <b>Flows</b> £	<b>At</b> <b>31 March</b> <b>2013</b> £
Cash at bank and in hand	1,754,276	-	242,651	1,996,927
Total Net Funds	<u>1,754,276</u>	<u>-</u>	<u>242,651</u>	<u>1,996,927</u>

# The A. M. Qattan Foundation

## Notes to the Financial Statements

### For the year ended 31 March 2013

#### 1 Accounting Policies

##### **Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005.

##### **Tangible Fixed Assets**

Tangible fixed assets are depreciated at rates calculated to write off the cost over the term of their useful lives, as follows:

Buildings	over 20 years
Furniture and fittings	over 4 - 7 years
Books	over 10 years
Computer equipment	over 3 years
Motor vehicles	over 5 years
Fixed asset investments	Stated at cost less provision for diminution in value.

The cost of the property, plant and equipment includes all of the expenditures incurred so as to make the assets ready for use. Any subsequent expenditure is capitalised only when they increase the future economic benefits to the related property, plant and equipment.

##### **Assets Under Construction**

Assets under the course of construction comprise the costs incurred on an incomplete project, which include design cost, construction, direct wages and a portion of the indirect costs. After completion, all project costs are capitalised and transferred to property, plant and equipment as appropriate.

##### **Investment Income**

Gross investment income is accounted for on a receivable basis.

##### **Donations and Grants**

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

When donors specify that donations and grants given to charity must be used in future accounting periods, the income is deferred until those periods.

When donors impose conditions, which have to be fulfilled before the charity becomes entitled to recognise such income, the income is deferred until the pre-conditions for use have been met.

##### **Resources Expended**

Expenditure is included on an accruals basis.

Grants payable are charged in the year when the offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions, which have not been met at the year-end, are noted as a commitment, but not accrued as expenditure.

Governance costs are those costs incurred to comply with constitutional and statutory requirements.

Support costs are those costs incurred directly in support of expenditure on the objects of the Charity.

**The A. M. Qattan Foundation**  
**Notes to the Financial Statements**  
**For the year ended 31 March 2013 (Continued)**

**1 Accounting Policies (continued)**

**Fund Accounting**

Details of the nature and purpose of each restricted fund is set out in note 9.

Unrestricted funds are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

**Provisions**

Benefits payable to the Palestine employees at the end of their employment is provided for in accordance with Palestine labour laws. The calculation is based on accruing one month's worth of compensation for each year of service based on the last basic salary paid.

The charity deducts 5% from the employees' monthly basic salaries for the provident fund and contributes a similar amount. Both contributions are deposited in a separate interest-bearing bank account.

**Stock Accounting**

Stock is valued at the lower of cost and net realisable value.

**Foreign Currency Balances**

Transactions in foreign currencies are recorded at the average exchange rate for the period. Foreign currency assets and liabilities have been translated into sterling at the rate of exchange prevailing at the balance sheet date. All differences on translation are taken to the Statement of Financial Activities.

**The A. M. Qattan Foundation**  
**Notes to the Financial Statements**  
**For the year ended 31 March 2013 (Continued)**

<b>2 Charitable Grants Expenditure</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations paid to 28 (2012: 57) individuals	-	80,243	80,243	103,915
Donations paid to 78 (2012: 72) Institutions	44,002	797,075	841,077	507,049
	<u>44,002</u>	<u>877,318</u>	<u>921,320</u>	<u>610,965</u>
The Qattan Centre for Educational Research and Development	-	467,589	467,589	447,236
The Qattan Centre for the Child	-	635,047	635,047	645,347
Read and enjoy together in GAZA	-	10,532	10,532	-
Selat links through the arts	-	11,820	11,820	-
Culture and Arts Programme	-	256,023	256,023	164,515
QCERD Gaza	-	95,354	95,354	90,927
Science Education Project	-	219,109	219,109	79,008
Production Support Project	-	82,419	82,419	67,820
NRC - Our Communities, Our Schools	-	7,064	7,064	22,523
NRC - Parental skills club	-	21,307	21,307	-
Performing arts network (PAN)	-	71,868	71,868	-
Gaza Music School	-	-	-	109,056
Drama in Education	-	93,096	93,096	66,035
SIDA Proposal Development	-	-	-	7,582
Scientific Literacy for Childhood	-	-	-	13,001
Comp. Dev. Of KGs in Jerusalem	-	57,162	57,162	22,837
Quality of Education in Jerusalem	-	5,091	5,091	5,030
Research in Palestinian Schools	-	-	-	1,323
Kan Ya Ma Kan Project	-	64,593	64,593	16,140
Samouni Family Project - Gaza	-	59,463	59,463	50,110
For a Happy Childhood	-	39,882	39,882	77,002
Activities for Orphaned Children	-	-	-	45,958
Partnership for Development	-	45,769	45,769	42,773
Positive Parenting - ANERA	-	1,139	1,139	11,822
Animation in Education	-	6,130	6,130	42,679
World Water Day	-	-	-	6,278
Parental Skills Project	-	-	-	2,420
Create "Ibdaa" GMS	-	-	-	18,793
Create "Ibdaa" QCC	-	21,173	21,173	13,585
	<u>44,002</u>	<u>3,148,947</u>	<u>3,192,949</u>	<u>2,680,765</u>



**The A. M. Qattan Foundation**  
**Notes to the Financial Statements**  
**For the year ended 31 March 2013 (Continued)**

**2 Charitable Grants Expenditure (Continued)**

	<b>2013</b> <b>£</b>
Grants paid to institutions in excess of £10,000 during the year are as follows:	
The Edward Said National Conservatory of Music	221,626
Al Kamandjati Association	27,318
Magnificat Institute	26,543
Ensemble Theatre	26,827
Beit Al-Musiqa	24,910
Al Jaib Theatre	12,775
First Ramallah Group	14,052
Centre for Palestine Studies	17,565
The Jerusalem Ashtar Association	30,050
Palestinian Circus	27,318
El Funoun Popular Dance Troupe	30,050
Popular Art Centre	62,831
Al Harah Centre for Theatre & Arts	30,050
Yes Theatre for Communication Among Youth	19,122
The Freedom Theatre	39,884
The Ministry of Education	46,440
Theatre Day Productions	30,050
	<b>687,411</b>

	<b>2013</b> <b>£</b>	<b>2012</b> <b>£</b>
The direct charitable expenditure of the Palestine branch consisted of:		
Staff costs	964,967	975,314
Depreciation	191,380	204,259
Other costs	2,002,877	1,491,742
	<b>3,159,224</b>	<b>2,671,315</b>

**3a Grant Related Administrative Costs**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2,012</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Salaries	-	200,400	200,400	186,653
Office costs	-	49,646	49,646	64,661
Depreciation	-	21,650	21,650	18,813
	<b>-</b>	<b>271,696</b>	<b>271,696</b>	<b>270,128</b>

**3b The Mosaic Rooms**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Salaries	125,333	-	125,333	94,171
Office costs	183,451	12,500	195,951	146,823
Depreciation	2,354	2,729	5,083	2,655
	<b>311,138</b>	<b>15,229</b>	<b>326,367</b>	<b>243,649</b>

The average number of persons employed by the charity during the year was 89 (2012 - 92).

During the course of both years no payments were received by the trustees in respect of remuneration and expenses. No employee earned over £60,000 in this year or the preceding year.

**The A. M. Qattan Foundation**  
**Notes to the Financial Statements**  
**For the year ended 31 March 2013 (Continued)**

<b>4 Governance</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>	<b>Total</b>	<b>Total</b>
			<b>£</b>	<b>£</b>
Legal and professional fees	-	7,420	7,420	5,274
Auditors' remuneration:				
Audit fee	1,134	11,455	12,589	12,422
	<u>1,134</u>	<u>11,455</u>	<u>12,589</u>	<u>12,422</u>
	<u>1,134</u>	<u>18,875</u>	<u>20,009</u>	<u>17,696</u>

<b>5 Net Incoming / (Outgoing) Resources for the Year</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
This is stated after charging:		
Depreciation of tangible fixed assets	224,143	225,330
Auditors' remuneration:		
Unrestricted	1,134	1,080
Restricted	11,455	11,342
	<u>11,455</u>	<u>11,342</u>

<b>6 Tangible Fixed Assets</b>	<b>Freehold</b>	<b>Furniture</b>	<b>Computer</b>	<b>Motor</b>	<b>Total</b>
	<b>Land and</b>	<b>and Fittings</b>	<b>Equipment</b>	<b>Vehicles</b>	<b></b>
	<b>Buildings</b>	<b>and Books</b>	<b></b>	<b></b>	<b>Total</b>
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 1 April 2012	2,986,710	921,475	234,854	15,996	4,159,034
Additions	-	96,337	31,497	-	127,834
Disposals	(8,295)	(13,712)	(29,862)	-	(51,869)
	<u>96,337</u>	<u>96,337</u>	<u>96,337</u>	<u>96,337</u>	<u>96,337</u>
At 31 March 2013	<u>2,978,415</u>	<u>1,004,100</u>	<u>236,489</u>	<u>15,996</u>	<u>4,234,999</u>
<b>Depreciation</b>					
At 1 April 2012	626,108	598,557	170,714	7,109	1,402,488
Charge for year	99,837	92,059	29,210	3,037	224,143
On disposal	-	(11,215)	(28,966)	-	(40,181)
	<u>99,837</u>	<u>92,059</u>	<u>29,210</u>	<u>3,037</u>	<u>224,143</u>
At 31 March 2013	<u>725,945</u>	<u>679,401</u>	<u>170,958</u>	<u>10,146</u>	<u>1,586,450</u>
<b>Net Book Value</b>					
At 31 March 2013	<u>2,252,470</u>	<u>324,699</u>	<u>65,531</u>	<u>5,850</u>	<u>2,648,549</u>
At 31 March 2012	<u>2,360,602</u>	<u>322,918</u>	<u>64,140</u>	<u>8,887</u>	<u>2,756,546</u>

During 2008, Mr. Abdel-Mohsin Al-Qattan granted the Foundation a piece of land as a donation to be used for establishing new premises for the charity. The land was valued according to prevailing market rates in Palestine.

During the year ended 31 March 2001 the Foundation started to build a cultural centre for children in Gaza. 3,041 square metres of land was allocated to the Foundation by the Municipality of Gaza for this purpose on a long leasehold basis at a peppercorn rent. The Centre, called the Qattan Centre for the Child, opened to the public in September 2005.

**6b Assets Under Construction**

Assets under the course of construction comprise the costs incurred on an incomplete project, which include design cost, construction, direct wages and a portion of the indirect costs. After completion, all project costs are capitalised and transferred to property, plant and equipment as appropriate.

**The A. M. Qattan Foundation**  
**Notes to the Financial Statements**  
**For the year ended 31 March 2013 (Continued)**

<b>6c Fixed Asset Investments</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Cost</b>		
At 1 April 2012	-	-
Additions	4,050	-
	<u>4,050</u>	<u>-</u>
At 31 March 2013	<u>4,050</u>	<u>-</u>

This relates to a painting purchased during the year by A M Quattan Foundation.

<b>7 Debtors</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Other debtors	2,269,584	1,929,771
Prepayments and accrued income	39,785	47,876
	<u>2,309,369</u>	<u>1,977,647</u>

**8 Provision for Employees' Benefits**

The Foundation in Palestine provides for its employees' severance pay according to the prevailing labour law and it contributes to the employees' provident fund.

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Provision brought forward	852,123	710,234
Net movement in the year	55,302	141,889
	<u>907,425</u>	<u>852,123</u>

**9 Restricted Funds**

On 29 April 1998, The A. M. Qattan Foundation - Palestine was established as a branch of the A.M. Qattan Foundation for the specific purposes of managing the Foundation's work in Palestine and the projects being carried on out there.

The funds held by the branch are therefore treated as a separate restricted fund in the accounts of the charity in accordance with the treatment prescribed in the Charities' SORP.

**10 Analysis of Net Assets between Funds**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>	<b>Total</b>	<b>Total</b>
			<b>£</b>	<b>£</b>
Fixed assets	5,255	2,856,891	2,862,146	2,890,676
Net current assets	3,287	1,364,914	1,368,202	952,261
Liabilities: Due after more than one year	-	(907,425)	(907,425)	(852,123)
	<u>8,542</u>	<u>3,314,380</u>	<u>3,322,922</u>	<u>2,990,814</u>

**The A. M. Qattan Foundation**  
**Detailed Income and Expenditure Account**  
**For the year ended 31 March 2012**

**The A. M. Qattan Foundation - UK**

	2013 £	2013 £	2012 £	2012 £
<b>Income</b>				
Donations receivable		270,104		204,896
Grants receivable		8,039		33,854
Investment income		106		140
The Mosaic Rooms				
- Restricted donations to exhibitions	12,423		66,287	
- Exhibition sales	2,499		1,405	
- Book sales (incl. closing stock of books)	10,682		27,450	
- Ticket sales	2,800		833	
- Art sales	41,559		28,555	
- Rental income	10,982		16,560	
		<u>80,945</u>		<u>141,090</u>
		<u>359,194</u>		<u>379,980</u>
<b>Expenditure</b>				
Office staff salary/NIC	125,333		94,171	
Donations	44,002		9,450	
Audit and accountancy	15,518		10,562	
The Mosaic Rooms	135,644	0	161,136	
Rates	8,843		8,381	
Telephone	911		1,467	
General office costs	4,471		6,608	
Repairs and maintenance	383		28	
Bank charges and interest	1,695		1,219	
Stationery	4,259		3,588	
Professional Fees	8,861		25,455	
Premises and general insurance	6,050		2,948	
Couriers	2,858		2,330	
Depreciation:				
Furniture and fittings	489		652	
Office equipment	1,865		1,606	
Travel	996		150	
Subscriptions	1,103		788	
Translation fees	213		132	
IT support	4,529		1,226	
Events catering	3,552		1,865	
Hospitality	26		464	
Advertising	5,564		37,916	
Audio and Visual equip	470		1,013	
		<u>(377,635)</u>		<u>(373,155)</u>
<b>Operating Surplus / (Deficit)</b>		<u><u>(18,441)</u></u>		<u><u>6,825</u></u>

This page does not form part of the financial statements on which the auditors have reported.

**The A. M. Qattan Foundation**  
**Detailed Income and Expenditure Account**  
**For the year ended 31 March 2012**

**The A. M. Qattan Foundation - Palestine**

	Notes	2013 £	2013 £	2012 £	2012 £
<b>Income</b>					
Donations receivable			3,734,989		3,088,905
Investment income			-		-
Other income			<u>55,192</u>		<u>18,978</u>
			3,790,181		3,107,883
<b>Expenditure</b>					
Donations		877,318		601,514	
Project expenses		2,240,821		2,069,799	
Administration salaries		177,236		167,258	
Severance pay		23,164		19,395	
Office expenses		38,552		47,905	
Professional fees		18,875		16,616	
Depreciation		21,650		18,813	
Other		3,632		11,505	
Accommodation and travel		7,462		5,251	
Unrealised gain on transactions of Loss / (Gain) on foreign exchange		<u>(115)</u>		<u>336</u>	
			<u>(3,408,595)</u>		<u>(2,958,393)</u>
<b>Operating Surplus / (Deficit)</b>			<u><u>381,586</u></u>		<u><u>149,490</u></u>

**Note 1**

**Project Expenses**

Employees' benefits	964,967	975,314
Office expenses	464,413	390,765
Workshop and training	22,298	76,772
Professional fees	85,041	39,419
Transportation	-	4,037
Project activity expenditure	187,753	162,238
Project related conferences and seminars	244,171	172,377
Depreciation	200,137	204,257
Accommodation and travel	-	-
Other	<u>72,041</u>	<u>44,621</u>
	<u><u>2,240,821</u></u>	<u><u>2,069,798</u></u>

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