

**AUTISM ASSISTANCE DOGS IRELAND COMPANY LIMITED BY
GUARANTEE
(Not having share capital and limited by guarantee)**

**Directors' Report and Financial Statements
Year Ended 31st August 2019**

**Autism Assistance Dogs Ireland Company Limited by Guarantee
Directors Report and Financial Statements 31st August 2019
(not having share capital and limited by guarantee)**

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DIRECTORS' REPORT

The directors of Autism Assistance Dogs Ireland Company Limited by Guarantee (AADI) present their annual report and audited financial statement for the year ended 31st August 2019. Which are prepared to meet the accounting standards issued by the Financial Reporting Council, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") as modified by the Statement of Recommended Practice "Accounting and Reporting by Charities" effective 1 January 2015. The charity has applied the Charities SORP on a voluntary basis as its application is not a requirement of the current regulations for charities registered in the Republic of Ireland however it is considered best practice.

Reference and Administrative Details

The organisation is a charitable company with a registered office at 3 Shortcastle Street, Mallow, Co Cork. The Charity trades under the name Autism Assistance Dogs Ireland Company Limited by Guarantee (AADI). The companies registered number is 483682.

The charity has been granted charitable tax status under Sections 207 and 208 of the Taxes Consolidation Act 1997, Charity No CHY 19293 and is registered with the Charities Regulatory Authority. The charity has a total of 6 directors.

The CEO is Ms Nuala Geraghty who has led the charity since it's foundation in 2010, having previously worked in the assistance dog sector for 15 years.

Details of the external advisors engaged by the Charity are as follows:

Type	Name	Address
Bankers	Permanent TSB	29 Bank Place, Mallow, Co Cork
Auditors	Quintas	Heron House, Blackpool, Cork

Directors and Secretary

The names of persons who at any time during the financial year and since the year end unless otherwise stated were directors of the charity are as follows:

John Considine, resigned 08/01/2019,
Maggie O'Donovan,
Kieran McGeary,
Michael Palmer,
Tom O'Grady, resigned 10/07/2019,
Andrew Balfe,
Michael Stalley, appointed 12/06/2019,
Michael Palmer, Director held the position of company secretary for the duration of the financial year

Principal Activities and Objectives

The charity has 6 directors who meet on a monthly basis and are responsible for the strategic direction of the charity. The charity is run on a day to day basis by the chief executive officer who is responsible for ensuring that the charity meets its long and short term aims and the day to day operations run smoothly.

DIRECTORS' Report – Continued

The charity's objects and principal activities are:-

To enrich the lives of people with disabilities by (i) the training and placement of highly skilled assistance dogs with children with Autism Spectrum Disorder and adults for their safety, independence and companionship, (ii) providing a personalised service with continuing support for assistance dog teams and (iii) all other related services and aspects. These dogs are provided free of charge to the children & their families.

The short term aim of the charity is to increase the number of dogs supplied annually and the strategy adopted to achieve these aims including the projects undertaken are:

We have continued to grow our own breeding programme and have increased our breeding stock by one female.

We have expanded our puppy foster care programme to facilitate the increased number of puppies being placed.

We have enhanced our fundraising staff to enable us to fund our expansion programme.

While last year we celebrated full accreditation from Assistance Dogs International (ADI), we continue to develop and advance governance. Our Governance Code journey has seen added focus as the voluntary code moves to a fully adopted and regulated standards by the Charities Regulator. This work is complementary to the organisational controls expected by Assistance Dog International (ADI) and strengthens the maintenance of our ADI compliance

The long term aims of the charity and the strategy adopted to achieve these aims including the projects undertaken are:

We continue to grow our capacity to deliver highly trained assistance and companion dogs with a long-term strategic goal of 30 dogs per annum. Currently, there is a waiting list of more than five years and with the increased output, we target reducing this to 2 years.

Our Volunteers

The directors are very grateful to the unpaid volunteers who help by fostering our puppies, doing initial training and socialising. This part of the training programme can take between up to 15 months for each puppy. Our volunteers also partake in fundraising on the charity's behalf. Volunteers also provide assistance with events, giving time and supplies to make them a success. The total number of unpaid volunteers that provide services in the year and additional thousands of hours generously given by the public is impossible to quantify.

Business Review and Financial Results

The management of the charity recruited additional fundraising staff in 2018 which lead to an increase in income during 2018 and continued through 2019. This was mainly due to the existing and new channels of income managed by our Fundraising Manager and the specific revenue contributions which corporate giving partnerships have delivered. The directors do not envisage any material increase in salary or overhead costs in the immediate future. The financial report shows a trading surplus for the financial year amounting to €79,677 (2018: deficit of €39,151).

The principal source of funding for the charity is the generosity of the general public with donations together with generous support from our corporate partners. The company also received a grant of €10,000 for the purchase of 8 week old puppies from The Health Service Executive.

DIRECTORS' Report – Continued

At the end of the year the company had total assets of €81,997 (2018: €11,319) and total liabilities of €14,580 (2018: €28,634). The net funds of the company have increased by €84,732 (2018: decrease of €39,151).

The results of the year take into consideration the requirements of SORP in relation to income recognition. During the year the charity received;

- Donations of €44,000 were fully recognised in advance. The associated expenditure related to these donations will be incurred over a two year period from the date of funds, and
- Grant of €10,000 was fully recognised in advance. The remaining puppies related to the grant will be purchased in late 2019.

Going Concern

The Directors have a reasonable expectation that the company has adequate resources to continue operating for the foreseeable future. For this reason, the going concern basis continues to be adopted in preparing the financial statements.

Achievements and Performance

The main achievements of the charity during the year were:

1. Provision of 5 trained assistance dogs and 4 companion dogs
2. Continued and expanded our own breeding programme.
3. Continued to leverage regional voluntary support groups, which are becoming key assets in building community awareness and in fundraising activity.
4. Continued focus on data protection and GDPR compliance ensures that processes used within the organisation consider data protection by design. Highlights of the last year include the selection of a new IT support services provider to ensure AADI information technology tools are more tightly managed with regard to security and that software and hardware are actively managed, updated, and protected. Additionally, AADI has elected to consolidate its information base in the PAWS customer relationship management system offering improved management processes and control.
5. Maintained accreditation from Assistance Dogs International (ADI) which we highly value as an independent and international standard in assistance dog training and welfare. Membership provides the opportunity for us to belong to a worldwide organisation of assistance dog programmes that share a mission of training and placing the highest quality of trained assistance dogs to individuals with disabilities to improve their quality of life.
6. Volunteer Puppy Fosterers are critical to AADI to ensure our pups receive vital socialisation during their first 15 months. This year we have revised the structure of our puppy programme to enhance foundational obedience and puppy socialising under the supervision of our Puppy Foster Care Supervisor. We will continue to develop the programme, offering our valued fosterers skills development opportunities as dog handlers and improving yield in our production process.
7. Income Stream

This year we have grown our income by 80% over 2018 levels.

Structure, Governance and Management

The organisation is a charitable company limited by guarantee. The company does not have a share capital and consequently the liability of members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up such amounts as may be required not exceeding one Euro (€1).

The charity was established under a Constitution which established the objects and powers of the charitable company and is governed under this Constitution and managed by a Board of Directors.

DIRECTORS' Report – Continued

The charity has 6 directors who meet on a monthly basis and are responsible for the strategic direction of the charity. At these meetings the board of directors are provided with the key performance and risk indicators. The charity is run on a day to day basis by the chief executive officer who is responsible for ensuring that the charity meets its long and short term aims and the day to day operations run smoothly. The CEO has delegated authority, within terms of delegation approved by the directors for operational matters including finance and employment.

There is clear division of responsibility at the charity with the Board retaining control over major decisions. The board of directors retain overall responsibility for the strategic development of the charity in close liaison with the executive officers.

The directors taken as a whole have significant experience in a wide range of areas effecting the charity including but not limited to finance, business, I.T., human resource management and law. Directors are unpaid and there are no material directors expenses.

Directors and Senior Staff

The directors consider the board of directors, who are the Charity's trustees and the senior management team comprise the key management personnel of the charity in charge of directing and controlling the day to day operations.

Future Developments

The directors are not expecting to make any significant changes in the nature of the business in the near future. In line with our 5 year strategic development plan we will continue to grow the charity's income which will enable us to increase production and output of assistance dogs to 30 per year in order to meet the huge demand and enable us to reopen our waiting list.

We continue to grow and develop our breeding programme, looking at new breeding lines in order to supply enough puppies in line with our strategic development plan. We have added one further breeding female and four more potential breeding females to our puppy foster care programme. All breeding stock are health and temperament tested to ensure suitability.

Our litters go through early socialising and early neurological stimulation which is beneficial to their welfare and development and beneficial to their future as a working service dog.

This saw us having two litters of puppies of which nine were placed in our puppy foster care programme. Over the year we have increased the numbers in our Puppy Foster Care Programme to 17 varying in ages from 8 weeks to 15 months. These are a mix of own bred puppies and those sourced from breeders in Ireland and the UK. As a result of this we will be recruiting an additional Assistance Dog Instructor in 2020.

All our puppies and dogs are trained to the standard set out by Assistance Dogs International. Ensuring our dogs reach this standard is very important to AADI. Our waiting list for assistance dogs remains closed and is reviewed regularly. We continue to get enquiries every day from families desperate to join the waiting list.

We are continuing to develop all income streams through fundraising events and donations from the public. Corporate partners are very important to the growth of AADI and we have a number of long-term partners on board. We are also continuing to grow and develop our online and social media profile. Management reporting provides focus on revenue source/channel so that efforts are balanced and support a stronger AADI. Utilising our new PAWS CRM system, our 2019/2020 focus will be on improving donor journeys and communications. This will build support and improve donor retention. We also aim to convert more of our donors onto a regular giving programme, thus resulting in improved sustainability of our income.

DIRECTORS' Report – Continued

Volunteers are invaluable to AADI and we are grateful for the continued support we receive from them and the commitment they show to AADI in all areas of the charity. We are continually recruiting volunteers and proud of the high numbers we retain.

Principal Risks and Uncertainties

AADI takes seriously its responsibility to identify and manage all types of organisational risks including compliance, financial, safety and health, environmental, and operational risks.

The Directors have identified that the key risks and uncertainties the Charity faces relate to the risk of a decrease in the level of donations and the potential increase in compliance requirements in accordance with company health and safety, taxation and other legislation.

- A Risk Management Register will be in place to document the risks identified, the assessment of each risk and AADI's strategies for managing them. The Register will be held by the Secretary.
- The Board will ensure that all necessary insurance policies are in place to protect AADI as an organisation, the Board, the staff, volunteers, client families, contractors and visitors to its offices.
- Reports on action taken to mitigate high risks will form part of the Chairperson's report to the Board routinely, and also inform the Annual SORP Directors Report (Statement of Recommended Practice "Accounting and Reporting by Charities" effective 1 January 2015)
- Changes to Legislation and regulatory compliance will be monitored by the Board via websites, affiliation with support organisations, monitoring of acts, internal audits and funders contractual service standards.

Reputational risk - In common with many charities reputation damage could be caused by an event either within or outside the company's control. In order to mitigate this risk the charity continues to adopt best practices in all areas of operation.

Accounting Records

The Directors acknowledge their responsibilities under Sections 281 to 285 of the Companies Act 2014 to keep adequate accounting records for the company, the employment of appropriately qualified accounting personnel and the maintenance of accounting systems.

In order to comply with the requirements of the act, monthly management accounts are prepared. The accounting records of the company are kept at the registered office and principal place of business at 3 Shortcastle Street, Mallow, Co Cork.

Directors Compliance Statement

The directors confirm they are responsible for securing the company's compliance with its relevant obligations under Section 224 of the Companies Act 2014 and confirm:

- that a company compliance statement has been developed

Statement on Relevant Audit Information

In accordance with Section 330 of the Companies Act 2014, so far as each person who was a director at the date of approving this report is aware, there is no relevant audit information, being information needed by the auditor in connection with preparing its report. of which the auditor is unaware. Having made enquiries of fellow directors and the group's auditor, each director have taken all the steps he/she is obliged to take as a director in order to make himself/herself aware of any relevant audit information and to establish that the auditor is aware of the information.

Statement as to disclosure to our auditors

In so far as the Directors are aware, at the time of approving our Directors' annual report:

- There is no relevant information, being information needed by the auditor in connection with preparing their report, of which the charity's auditor is unaware, and

DIRECTORS' Report – Continued

- The Directors, having made enquiries of fellow Directors and the auditor that they ought to have taken, have each taken all steps that he/she is obliged to take as Director to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Disclosure of individual remuneration of senior staff

The disclosure of remuneration for each staff member in the senior management team is not disclosed individually due to the over-riding requirements of the Data Protection Act. Total remuneration for the team is disclosed in note 11.

Companies Act, 2014

The reporting requirements of the Companies Act, 2014, relating to financial statements do not apply to the company, as it is a company limited by guarantee not having a share capital

Auditors

In accordance with Section 383 (2) of the Companies Act 2014, the auditors, Quintas Certified Public Accountants & Statutory Audit Firm have indicated their willingness to continue in office.

This report was approved by the board of directors on 18/12/2019 and signed on behalf of the board by:

On behalf of the board



**Andrew Balfe
Chairperson**



**Michael Palmer
Director**

Directors' responsibilities statement
Year ended 31st August 2019

The directors are responsible for preparing the directors' report and the financial statements in accordance with applicable Irish company law and regulations.

Irish company law requires the directors to prepare financial statements for each financial year. Under the law, the directors have elected to prepare the financial statements in accordance with applicable Irish accounting standards, including Financial Reporting Standard 102, "The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland" (FRS 102) issued by the Financial Reporting Council, and promulgated by the Institute of Certified Public Accountants in Ireland as modified by the Statement of Recommended Practice "Accounting and Reporting by Charities" effective 1 January 2015. Under company law the directors must not approve financial statements unless they are satisfied that they give a true and fair view of the assets, liabilities and financial position of the company, as at the end of the financial year, and profit or loss, for the financial year and otherwise comply with the Companies Act 2014.

In preparing those financial statements, the directors are required to:

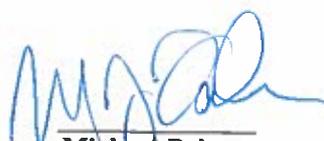
- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether the financial statements have been prepared in accordance with applicable accounting standards, identify those standards, and note the effect and the reason for any material departure from those standards;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website.

On behalf of the board;


Andrew Balfe
Chairperson


Michael Palmer
Director

Independent auditors report to the members of Autism Assistance Dogs Ireland Company Limited by Guarantee

Report on the audit of the financial statements

Opinion

We have audited the financial statements of Autism Assistance Dogs Ireland Company Limited by Guarantee for the financial year ended 31st August 2019 which comprise the Statement of Financial Activities, Balance Sheet, Cashflow Statement and notes to the financial statements, including the summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is the Irish Law and FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland. In applying that framework, the directors have elected to comply with the Statement of Recommended Practice (Charities SORP) applicable to charities preparing their accounts in accordance with FRS102.

In our opinion the financial statements:

- give a true and fair view of the assets, liabilities and financial position of the Company as at 31 August 2019 and of its profit for the year then ended;
- have been properly prepared in accordance with FRS 102 The Financial Reporting Standard applicable *in the* UK and Republic of Ireland; and
- have been properly prepared in accordance with the requirements of the Companies Act 2014.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs (Ireland)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which ISAs (Ireland) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate: or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The directors are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially

Independent Auditors' Report – Continued

misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard

Opinions on other matters prescribed by the Companies Act 2014

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

- we have obtained all the information and explanations which we consider necessary for the purposes of our audit,
- the accounting records of the Company were sufficient to permit the financial statements to be readily and properly audited,
- the financial statements are in agreement with the accounting records,
- in our opinion, the information given in the Directors' Report is consistent with the financial statements; and
- in our opinion, the Directors' Report has been prepared in accordance with the Companies Act 2014.

Matters on which we are required to report by exception

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

The Companies Act 2014 requires us to report to you if, in our opinion, the disclosures of directors' remuneration and transactions required by sections 305 to 312 of the Act are not made. We have nothing to report in this regard.

Respective responsibilities

Responsibilities of directors for the financial statements

As explained more fully in the directors' responsibilities statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (Ireland) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Independent Auditors' Report – Continued

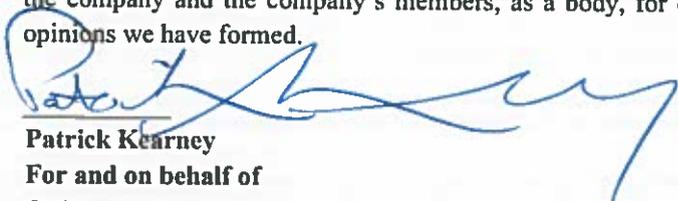
As part of an audit in accordance with ISAs (Ireland), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

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

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

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

Our report is made solely to the company's members, as a body, in accordance with section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members, as a body, for our audit work, for this report, or for the opinions we have formed.



Patrick Kearney

For and on behalf of

Quintas

Certified Public Accountants and Statutory Audit Firm

Heron House

Blackpool Park Blackpool

Cork

Date :

15/12/13

STATEMENT OF FINANCIAL ACTIVITIES
(including the Income & Expenditure Account)
Year Ended 31st August 2019

	Notes	Unrestricted funds 2019 €	Restricted funds 2019 €	Total 2019 €	Total 2018 €
Income from:					
- Donations and legacies	4	44,000	10,000	54,000	24,217
- Charitable activities	5	336,480	-	336,480	192,970
- Other trading activities		-	-	-	-
Total income		380,480	10,000	390,480	217,187
Expenditure on:					
Raising funds	7	72,855	-	72,855	47,773
Charitable activities	8	<u>227,948</u>	<u>4,945</u>	<u>232,893</u>	<u>208,565</u>
Total expenditure		300,803	4,945	305,748	256,338
Net (expenditure)/income		79,677	5,055	84,732	(39,151)
Reconciliation of funds					
Total funds brought forward		(17,315)	-	(17,315)	(17,315)
Total funds carried forward		62,362	5,055	67,417	(17,315)

All income and expenditure arises from continuing operations.

There are no recognised gains or losses other than the surplus / (deficit) for the above two financial years.

On behalf of the Board



Andrew Balfe
Chairperson



Michael Palmer
Director

Date : 15/02/19

Balance Sheet

as at 31st August 2019

	Notes	2019		2018	
		€	€	€	€
Fixed Assets					
Tangible Assets	13		3,700		4,400
Current Assets					
Debtors	14	2,181		4,030	
Cash at bank and in hand		<u>76,116</u>		<u>2,889</u>	
		78,297		6,919	
Creditors: amounts falling due within one year	15	<u>(14,580)</u>		<u>(26,534)</u>	
Net Current assets/(liabilities)			<u>63,717</u>		<u>(19,615)</u>
Total assets less current liabilities			67,417		(15,215)
Creditors: amounts falling due after more than one year					
Accruals and deferred income			<u>-</u>		<u>(2,100)</u>
Net Assets/(liabilities)			<u>67,417</u>		<u>(17,315)</u>
The funds of the charity					
Capital Contribution Reserve	16				
Restricted Funds			5,055		-
Unrestricted Funds			<u>62,362</u>		<u>(17,315)</u>
			<u>67,417</u>		<u>(17,315)</u>

The financial statements were approved by the Board of Directors and authorised for issue on 18/12/2019. They were signed on its behalf by;

Andrew Balfe
Chairperson

Michael Palmer
Director

CASH FLOW STATEMENT
Year Ended 31 August 2019

	2019	2018
	€	€
Reconciliation of operating profit to net cash inflow from operating activities		
Operating profit/(loss)	84,732	(39,151)
Depreciation	700	700
Increase/decrease in debtors	1,849	(1,481)
Increase/decrease in creditors	(11,954)	21,348
Net cash inflow from operating activities	<u>75,327</u>	<u>(18,584)</u>
Cash flow statement		
Net cash inflow from operating activities	75,327	(18,584)
Financing activities	(2,100)	(20,717)
Increase in cash in the year	<u>73,227</u>	<u>(39,301)</u>
Reconciliation of net cash flow to movement in net funds		
Increase in cash in the year	73,227	(39,301)
Net funds at 1st September 2018	2,889	42,190
Net funds at 31st August 2019	<u><u>76,116</u></u>	<u><u>2,889</u></u>

**Notes to the Financial Statements
Year Ended 31 August 2019**

1. GENERAL INFORMATION

Autism Assistance Dogs Ireland Company Limited by Guarantee is constituted under Irish company law as a company limited by guarantee and is a registered charity.

Autism Assistance Dogs Ireland Company Limited by Guarantee reports its performance in accordance with the format provided for in the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" as published by the Charity Commission for England and Wales. In particular, it reports its performance for the financial year in the format of the SORP'S Statement of Financial Activities (SOFA).

2. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared on the going concern basis, under the historical cost convention, and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), issued by the Financial Reporting Council, and promulgated for use in Ireland by the Institute of Certified Public Accountants in Ireland, as modified by the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015) effective 1 January 2015 and the Companies Act 2014.

The financial statements are presented in euro.

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the company's accounting policies. (see note 3)

The following principal accounting policies have been applied:

Going Concern

The directors have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future, for this reason, they continue to adopt the going concern basis in preparing the financial statements.

Recognition of Income

- (i) Grant income from operating activities, in furtherance of the charity's programmes is accounted for on a receivable basis.
- (ii) Public donations and similar income arising from fundraising events and activities are accounted for when received. As with many charitable organisations, independent groups and individuals from time to time organise fundraising activities. However, as amounts collected in this way are outside the control of the company, they are not included in the financial statements until received by the company.
- (iii) Donations in kind such as services rendered to the company are recognised in income with an equal amount being charged against expenditure where valuations can be measured with confidence. Valuations of donations in kind are based on the unit cost to the donor. If such a valuation is not available, reasonable market rates are used.
- (iv) Interest income is recognised in the period in which it is earned.

Notes to the Financial Statements – continued
Year Ended 31 August 2019

Recognition of Expenditure

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

- (i) Costs of raising funds comprise the costs associated with attracting voluntary income, investment management costs and the costs of trading for fundraising purposes.
- (ii) Expenditure is analysed between the activities in furtherance of the charity's objects, cost of generating funds and governance costs between the activities in furtherance of the charity's objects, cost of generating funds and governance costs.
- (iii) The costs of each activity have been separately accumulated and disclosed. Expenditure is recognised in the period to which it relates. Expenditure incurred but unpaid at the balance sheet date is included in accruals and other creditors.
- (iv) Governance costs are the costs associated with the stewardship arrangements of the company. They comprise costs arising from constitutional and statutory obligations, as well as costs associated with the strategic management of the company's activities. Typical costs would be internal and external audit, and legal fees.

Taxation

The company, having charitable status is not subject to corporation tax.

Restricted and Unrestricted Income

Autism Assistance Dogs Ireland Company Limited by Guarantee maintains various types of income as follows:

Restricted Income Fund:

The restricted income represents income, which has been received and recognised in the financial statements, which is subject to specific conditions imposed by the donors or grant making institutions. Donations or grants may become repayable in the event that the conditions of the related agreements are not adhered to.

Unrestricted Income:

The unrestricted Income represents amounts which are expendable at the discretion of the company in furtherance of the objects of the charity. Such funds may be held in order to finance working capital or capital investment.

Autism Assistance Dogs Ireland Company Limited by Guarantee would hold reserves for the following purposes:

- (i) To allow for uncontrollable fluctuations in income and expenditure and for unbudgeted essential expenditure, without disproportionate disruption to operations.
- (ii) To absorb setbacks and the (adverse) effects of large scale external events.
- (iii) To take advantage of unbudgeted opportunities which cannot effectively be planned in future financial periods.

Notes to the Financial Statements – continued
Year Ended 31 August 2019

Tangible Fixed Asset and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses.

Depreciation is calculated to write down the cost less estimated residual value of all tangible fixed assets, other than freehold land, over their expected useful lives, using the straight-line method.

The rates applied in calculating depreciation are:

- Motor Vehicles 8 years

Impairment of assets

At each reporting date, fixed assets are reviewed to determine whether there is any indication that those assets have suffered impairment in the recoverable amount. If there is an indication of possible impairment, the recoverable amount of the asset is estimated and compared with its carrying amount. If estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in profit or loss.

If an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but not in excess of the amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised immediately in profit or loss.

3. Critical accounting judgements and estimates

In the application of the company's accounting policies, which are described in note 2, the directors are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods. Information about critical judgements in applying accounting policies that have the most significant effect on the amounts recognised in the financial statements is included in the accounting policies and notes to the financial statements.

The directors do not consider there are any critical accounting judgements or any key sources of estimation uncertainty requiring disclosure.

Notes to the Financial Statements – continued
Year Ended 31 August 2019

4 Income from Donations

	2019	2018
<u>Unrestricted</u>	€	€
Puppy Sponsorship	44,000	-
Other Grants	<u>-</u>	<u>3,500</u>
	44,000	3,500
<u>Restricted</u>		
Government Grants (Note 6)	10,000	9,475
Other Grants	<u>-</u>	<u>11,242</u>
	10,000	20,717

5 Income from Charitable Activities

	2019	2018
	€	€
Public fundraising	252,040	154,090
Corporate fundraising	<u>84,440</u>	<u>38,880</u>
Total Income from charitable activities	336,480	192,970
Made up as follows		
Unrestricted Income	336,480	192,970
Restricted Income	<u>-</u>	<u>-</u>
	336,480	192,970

6. Government Grants

	2019	2018
	€	€
Income from government grants comprise of;		
-Non-performance related grants to fund the purchase of puppies.		

Name of Grant Agency	Type of Grant		
Health Service Executive	Grant Aid Agreement (2019)	10,000	
Department of Health	National Lottery		9,475

Notes to the Financial Statements – continued
Year Ended 31 August 2019

7. Raising Funds

	2019	2018
	€	€
Direct costs	7,059	9,635
Support costs (Note 9)	<u>65,796</u>	<u>38,138</u>
	72,855	47,843

In 2019 €0 (2018: €2,312) of the costs of raising funds were restricted.

8. Expenditure on Charitable Activities

	2019	2018
	€	€
Marketing & advertising costs	40,536	14,586
Fundraising costs	60,374	36,020
Animal expenses	12,803	12,702
Support costs (Note 9)	<u>119,180</u>	<u>145,256</u>
	232,893	208,565

In 2019 €4,945 (2018: €0) of the costs of charitable activities were restricted.

9. Support costs

Costs	Basis of Allocation	Raising funds	Charitable Activities	2019	2018
		€	€	€	€
Staff remuneration and other staff costs	Staff time	64,639	84,368	149,007	147,777
Depreciation	Usage	-	700	700	700
Insurance	Usage	-	2,233	2,233	1,907
Audit fees	Governance	-	3,414	3,414	1,230
Subscriptions	Usage	-	1,451	1,451	975
Bank charges	Usage	-	11	11	(747)
Office supplies	Staff time	815	7,338	8,153	8,846
Telephone	Staff time	342	3,075	3,417	3,087
Sundry	Usage	-	8,590	8,590	13,619
Professional fees	Governance	-	2,000	2,000	-
Rent	Usage	-	6,000	6,000	6,000
Total		<u>65,796</u>	<u>119,180</u>	<u>184,976</u>	<u>183,394</u>

Notes to the Financial Statements – continued
Year Ended 31 August 2019

10. Operating surplus	2019	2018
	€	€
Net incoming resources are stated after charging/(crediting)		
Auditors remuneration:		
for audit	3,414	1,230
Depreciation	<u>700</u>	<u>700</u>
	4,114	1,930

11. Analysis of staff costs, Directors' remuneration and expenses, and the cost of key personnel

Wages and salaries	134,713	133,629
Social welfare costs	<u>14,294</u>	<u>14,148</u>
	149,007	147,777

Average number of employees	5	5
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Made up as follows:

	2019	2018
	Full Time	Full Time
Fundraising and Marketing		
General staff	4	4
	Part Time	Part Time
Support services		
Office Admin	1	1

No Directors received any remuneration during the year.

Notes to the Financial Statements – continued
Year Ended 31 August 2019

12. Taxation

The association is exempt from taxation due to its charitable status (Revenue Commissioner's registration number CHY 19293).

13. Tangible assets

	<u>Motor Vehicle</u> €	<u>Total</u> €
Cost:		
At 1st September 2018	6,500	6,500
Additions	-	-
Disposals	-	-
At 31st August 2019	<u>6,500</u>	<u>6,500</u>
Depreciation:		
At 1st September 2018	2,100	2,100
Disposals	-	-
Charge for the year	<u>700</u>	<u>700</u>
At 31 st August 2019	<u>2,400</u>	<u>2,400</u>
Carrying amount At 31st August 2019	3,700	3,700
Carrying amount At 31st August 2018	4,400	4,400
14. Debtors		
	2019	2018
	€	€
Prepayments	<u>2,181</u>	<u>4,030</u>
	2,181	4,030

Notes to the Financial Statements – continued
Year Ended 31 August 2019

15. Creditors - Amounts falling due within one year

	2019	2018
	€	€
Trade Creditors	4,192	11,538
Other Creditors	-	6,202
Accruals	4,760	2,940
Taxation Creditor		
PAYE/PRSI	<u>5,628</u>	<u>5,854</u>
	14,580	26,534

16. Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total
	€	€	€
Tangible assets	3,700	-	3,700
Current assets	73,242	5,055	78,297
Current liabilities	<u>(14,580)</u>	<u>-</u>	<u>(14,580)</u>
	62,362	5,055	67,417

17. Post balance sheet events

There were no significant events affecting the organization which have taken place since the end of the financial year.

18. Commitments and contingent liabilities

As at 31st August 2019, there are no commitments or contingent liabilities

19. Financial Instruments

The analysis of the carrying amounts of the financial instruments of the company under section 11 of FRS 102 is as follows:

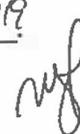
	2019	2018
	€	€
Financial assets that are debt Instruments measured at amortised cost		
Cash at bank and in hand	76,116	2,889
Other Debtors	2,181	4,030
Financial Liabilities measured at amortised cost		
Accruals	4,760	2,940
Trade Creditors	4,192	11,538
Other Creditors	-	6,202
PAYE	5,628	5,854

Notes to the Financial Statements – continued
Year Ended 31 August 2019

20. Related party transactions

There were no related party transactions during the year (2018: €none).

21. Approval of financial statements

The financial statements were approved by the Directors on 18/12/2019 

Autism Assistance Dogs Ireland Company Limited by Guarantee

Report on Expenditure Disclosure within the Audited Financial Statements

For the Year Ended 31 August 2019

To: Board of Directors

Cc: Chief Executive Officer

Auditors

From: Mike Stalley FCA, Member of the Board of Directors

Date: 04 June 2020

Background

The charities financial year end is 31 August. The latest set of financial statements were audited by Quintas with a clean audit opinion. The audited financial statements were subsequently filed with CRO in February 2020.

Since the financial statements were filed, questions have been raised over the allocation of expenditure within the charity relating specifically to Expenditure on Charitable Activities (note 8) within the financial statements.

Work Done

I reviewed the documents which supported the preparation of note 8 (these were provided to me by the auditors) to establish whether there have been any errors in the preparation of this note. My findings are detailed below.

Findings

Based on the work that I have performed, I am of the opinion that the expenditure disclosure contained within note 8 is inaccurate. It is important to stress however that this error does not undermine the integrity of the financial statements as a whole as the correct expenditure figure has been reported. However, a reader of the financial statements may draw incorrect conclusions regarding types of expenditures made for the purposes of charitable activities.

The table below details note 8 to the financial statements but including the restated expenditure allocations for 2019 together with comparative figures for 2018 based on my review.

8. Expenditure on Charitable Activities	per Financial Statements		Restated following review	
	2019	2018	2019	2018
	€	€	€	€
Marketing & advertising costs	40,536	14,586	2,502	-
Fundraising costs	60,374	36,020	30,611	13,803
Animal expenses	12,803	12,702	80,600	49,506
Support costs (Note 9)	119,180	145,256	119,180	145,256
	232,893	208,564	232,893	208,565

In 2019 €4,945 (2018: €0) of the costs of the charitable activities were restricted.

As can be seen, there is a significant understatement of expenditure on Animal expenses in both 2019 and 2018; the main reasons being that the costs of acquiring, maintaining and training dogs and associated motor and travel expenses were incorrectly categorised as Marketing and advertising costs and Fundraising costs. This restatement, in my opinion, gives a more accurate reflection of the expenditure on Charitable Activities for the year ended 31 August 2019.

Proposed Solution

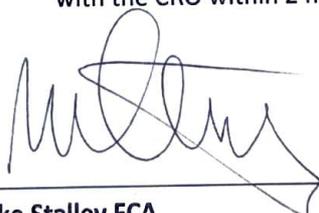
As the financial statements were filed with the CRO in February, I do not propose making a formal request to resubmit financial statements, as although this is a significant error it is not material to the overall financial status of the charity.

However, I would recommend that for any donor who wishes to review our financial statements, that we provide this report by way of explanation to ensure that they draw the appropriate conclusions regarding the expenditure within the charity. Furthermore, I will ask that the auditors formally sign off on this report, to acknowledge their agreement with my findings.

Recommendations

Going forwards, my recommendations are;

- A review of procedures for the allocation of expenditures incurred to expense categories is undertaken to ensure that no further expenses are miscategorised.
- At next year's audit a full and detailed review of disclosure requirements around charity expenditure is carried out to ensure that disclosures are accurate and reflect the actual expenditure incurred by the charity.
- The audited financial statements for the year ended 31 August 2020 are completed and filed with the CRO within 2 months.



Mike Stalley FCA
Director & Trustee

4/6/20

Dated