



## 2020 ANNUAL REPORT

EDUCATE | INSPIRE | EMPOWER



**PROFESSORS  
WITHOUT  
BORDERS**



# Letter from the CEO



In January 2020, Professors Without Borders appeared to be facing an amazing year ahead. We received charity status from the UK Charity Commission. We were set to return to all our previous universities in India, Uganda, Sierra Leone and Thailand. We had been invited to expand our programmes in Nigeria, Laos, Vietnam and India. More schools, more students, more volunteers than ever before. Then Covid-19 hit the world, causing massive suffering globally while disrupting education and hamstringing NGOs in the process.

In the face of these adverse conditions, Prowibo demonstrated its resilience and relevance in the education sector. With five years of experience working remotely, our volunteers were able to continue with business as usual, maintaining existing lines of communication, supporting one another and working together to come up with new solutions for our partners.

This report looks at the impact Prowibo has had influencing and supporting higher education in this most disruptive year ever for the sector. We began by organising a virtual conference on teaching during Covid-19 in June, inviting lecturers and students from Colombia to Philadelphia, Rwanda to India to share their experiences with online learning and offer tips on how to cope and improve teaching practices.

Ideas that emerged from this exchange led to our new platform 'Prowibo Online', where institutions can meet volunteer professors to arrange virtual guest lecturers, thereby supporting academic learning by plugging the knowledge gap. Led by Sam Stortz and Dr George Richards, Prowibo Online has already hosted dozens of guest lectures and events around the world, proving the relevance of this platform for higher education.

**"I am proud that Prowibo has had the creativity and resilience to maintain its relevance in 21 century higher education"**

The surge in the Black Lives Matter movement also offered us an opportunity to address inequality in higher education by creating the Access Initiative, headed by co-founder Majeks Walker and offering a space for support, knowledge exchange and networking for academics from minoritized backgrounds. In August, we organised the virtual conference 'How to Dismantle Barriers Faced by Black Talent in Academia', with guest speakers from Africa, the US and Europe. Our new Thinktank manager Rebekah Sadovnikov continues to build on these successes with reports, papers and events organised for 2021.

While we had to cancel all our in-person projects this year, we have nonetheless continued to have an impact on student learning through bespoke virtual classes. In December, COO Kasia Hanula, Trustee Rachel Warnick and Professor Carola Heiker taught courses in Social Entrepreneurship, Communications, and Leadership for Women, respectively under the umbrella of the UNDP Kosovo and Youth for Kosovo. We also organised an inspiring roundtable of women entrepreneurs led by Prowibo President Tessy de Nassau. Prowibo further supported the academic agenda of the Swiss organisation Centre d'Histoire et de Prospective Militaire with a bilingual panel on security during Covid-19. The list of partnerships, projects and events is set to continue growing in 2021.

We have used this year to build strong and lasting foundations for Prowibo. With the acquisition of charity status, we have established a Board of Trustees with Richard Adams as our chairman. New policies and a financial director, Nataliya Lloyd, quickly followed, enabling us to carry out our new mission, shaped by the shared vision of our many volunteers throughout the years.

Although we are ready and looking forward to returning to in-person teaching as soon as possible, I am proud that Prowibo has had the creativity and resilience to maintain its relevance in 21st century higher education. We were facing a great year and despite global events, our team has ensured that this year we have indeed lived up to expectations.

**Caroline Varin, CEO**

# Letter from the Chairman



2020 has been a remarkably tough year for people, countries, businesses and charities alike. Coronavirus put a stop to our planned summer schools and of course it has had an impact on our income. However, during the last year we have still made a number of major steps forwards.

First, we finally achieved full UK charity status. This was a tremendous achievement and gives us the status we need to be able to grow.

Second, we put in place a body of trustees who each reflect some aspects of what we do. We have education specialists, law specialists, business people, campaigners and more. The new Board Of Trustees will help us step up to the next level.

Third, we have pivoted our business round, building an online platform through which we can offer classes and lectures via distance learning.

All these things, driven by the continued efforts of our amazing CEO, Caroline, and our team of volunteers and interns, have meant that despite being set back by the pandemic, 2020 has not been a year on pause.

Looking ahead, I strongly believe that we can move forward with massive confidence into 2021. As the world begins its slow climb back to a form of normality, we will be there: back on mission, helping to educate, empower and inspire people to even greater heights.

**Richard Adams, Chairman**

**"We will be there: back on mission, helping to educate, empower and inspire."**





# Company Overview



## Vision

Our vision is to build a global community of passionate educators dedicated to ensuring relevant, engaging, and holistic higher education experiences worldwide, thereby equipping students around the world with the skills necessary to be inspiring leaders and have a meaningful impact in their communities.

## Mission

Professors Without Borders connects educators and students worldwide to increase equal access to inspiring learning experiences in higher education.

# Our Values

### INTEGRITY

We believe in pursuing honourable initiatives by operating in a way that is transparent, ethical and culturally responsive.

### EQUALITY

We strive to bring inspiring, innovative and inclusive education experiences to everyone.

### COMMUNITY

We seek to empower people to be change makers in their local communities and build a global network of academics to share their knowledge and passion for education.





# Our Response To Covid

The Covid-19 outbreak meant that in early April we had to make the decision to postpone all our summer classes and cancel the flights for our professors ready to travel to Sierra Leone, Nigeria, Uganda, India, Thailand and Laos. This was clearly disappointing for all our partners and volunteers but necessary to ensure the safety of everyone we work with. As an organisation, we decided to re-orient our priorities so we could continue supporting our academic partners and pursue our goal of improving access to higher education for all.

As education moved online, we invited all our partners, volunteers and students to join us in a global conversation to share lessons learnt and offer tangible solutions to improve the online learning experience for the fall semester. This was a huge success, demonstrating academic collegiality and support across oceans. It was also an excellent opportunity to strengthen our relationships with institutions and understand how we could support them despite the moratorium on travel.

The principal idea that emerged from this meeting of minds was the creation of the Prowibo Online platform, where institutions could find experts to help plug the knowledge gap and share inspiring lectures with their university students. The design of the new platform was swift, thanks to Ena Vukovic, Mehran Karim and Merra Salgado, who realised that the success of this initiative was dependent on a sleek and user-friendly website. The platform will continue to be relevant long after this crisis has passed, connecting experts and universities around the world without requiring physical contact to share critical knowledge.

Access to the internet remains one of the major obstacles to learning worldwide. For the students able to get online, it is imperative that they are supported with relevant information and tools to continue their education – they are, after all, our next decision-makers. Professors Without Borders has focused on supporting this audience by providing bespoke career advice to help students throughout the crisis, enabling access to professors and experts, and creating a space for educators to share experiences and improve their online teaching.

Our ability to adapt to the new operating environment is entirely due to the strengths we developed before the pandemic. Without a doubt, it is the people working for Prowibo, from Colorado to Michigan to London to Thailand, who have maintained the positive and upbeat attitude that has inspired us to keep working and find creative solutions to support higher education. New conferences, online courses, a robust internship program allowing students to keep learning, and the creation of a whole new service with Prowibo Online were all possible thanks to the strong communication lines that were mastered over time and a working culture that fosters collegiality no matter where you are in the world.



## Our Projects at a Glance

- 1 teaching programme
- 1 new initiative
- 1 roundtable
- 2 reports published
- 2 academic papers published
- 3 conferences

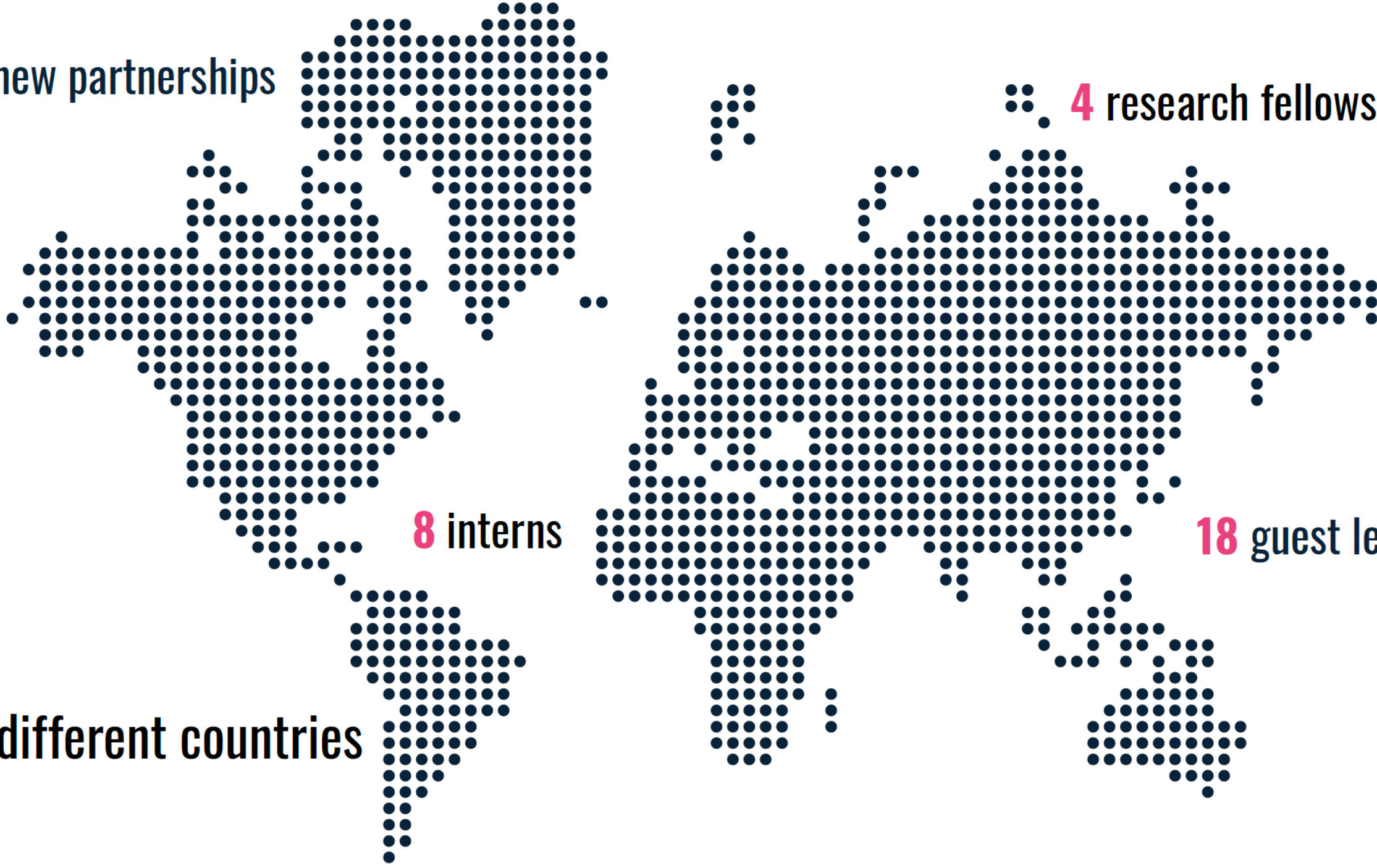
4 new partnerships

4 research fellows

8 interns

18 guest lectures

15 different countries





# The Online Platform

We were delighted to announce the launch of our new Prowibo Online platform for guest lectures in September.

Currently, Prowibo Online has 40 guest professors from 15 different countries with expertise in a range of fields including Business and Entrepreneurship, Engineering & Science, Social Studies & Communication, Medicine, and Law.

Since its inception, Prowibo Online has organised 30 guest lectures in countries including Colombia, India, Switzerland, and Poland and has partnered with the UNDP and Youth for Kosovo to host a lecture series focused on empowering young women in Kosovo.



With the shift to online learning due to the pandemic, Dr. Caroline Varin and Dr. George Richards developed the concept of Prowibo Online to address the gap created by the loss of academic mobility. Dr. George Richards has been teaching in the field of Criminal Justice for 26 years and has given numerous virtual lectures supporting teaching at universities in countries such as the Philippines, India and Nigeria.

After conducting much research, it was apparent that a platform that allows institutions to quickly find experts like George did not exist. With this information and George’s expertise in virtual guest lectures, we developed Prowibo Online. This initiative, led by Sam Stortz, is a free platform dedicated to connecting experts and institutions to give online guest lectures on any subject. The team has worked hard to build a database of academics, professionals, and experts that are available for academic and professional institutions to book. Thanks to the expertise and generosity of SitePress and Mayarie, companies founded by Mehran Karim, the Prowibo Online website was launched in a user-friendly and attractive manner.

We expect Prowibo Online to grow in parallel to our in-person teaching programs, plugging the knowledge gap and assisting with skills-building in remote places and other areas where it is too costly or logistically challenging to send professors on the ground, such as war zones and refugee camps, along with any institution that requires short-term or urgent specialised teaching assistance.







# The Internship Programme

Covid-19 has had a dramatic impact on the lives of university students. The global pandemic shrank opportunities for internships, as well as to learn valuable job skills, gain career experience, and enter a rapidly-shrinking job market.

Recognising the importance of work experience, the Internship Programme has been one of our flagship projects since 2016. Under the leadership of Colin White, our first intern and current Operations Manager, this year we were able to take on eight interns from five different countries and four universities, who helped grow our organisation and received valuable experience and feedback to prepare them for their next job.

Our interns hailed from the United States, the United Kingdom, France, Switzerland, and India. They were students at Rajiv Gandhi National University of Law in Punjab, India; University College London; Regent's University; and Richmond, The American International University in London.

The intern team worked in many areas of the organisation including research and publications for the ThinkTank, Prowibo Online, grant writing, programme development, outreach, our communications strategy, and supporting social media.

Professors Without Borders is proud of our Internship Programme and grateful to all the volunteers who have shared their time and expertise with the organisation and its members.



# Career Development

Alongside the summer schools, we maintain and curate a career development blog to provide targeted advice to students, lecturers, and researchers throughout their academic journey. This helps us maintain relationships with the students and institutions throughout the year.

Our team creates unique material to help students all over the globe in their professional journeys. The Career Development page is freely accessible, put together by experts from around the world. With the assistance of our global partners, we also offer bespoke tools to assist students applying for jobs in Thailand, Sierra Leone, Uganda and other places where we have delivered in-person teaching programmes.

Content includes advice on how to build a great resume; tips for excelling at job interviews; and searching and applying for grants and scholarships specifically for women or students in Africa and Asia. We have articles on giving presentations, public speaking, creative writing, and essay writing.

Working towards our goal of improving access to quality higher education worldwide, we have put together lists of online courses from different fields that help students support their academic experience or take classes that might otherwise be inaccessible.

During the Covid-19 pandemic, we put together material to help people find work, manage the obstacles of online teaching and learning, and access advice on coping with stress.



# ThinkTank Overview

This year posed an interesting new dilemma for the ThinkTank at Professors Without Borders. Our operations, such as our work publishing research, book reviews, and online articles, were unaffected. However, our face-to-face operations were stopped in an instant and had to adapt to the new times.

This gave us time to consider how we learn, and the Prowibo ThinkTank was leading in this initiative. On 26 June, we hosted our first online conference, ‘Higher Education in the Time of COVID-19: Challenges and Opportunities of Online Learning’, to share the challenges and experiences of online learning during the pandemic.

The conference included two panels: ‘Moving Higher Education Online: Pitfalls and Opportunities for Teachers’ and ‘Learning Online: Adaptation Strategies from Students’. The conference was a great success thanks to the contributions of lecturers and students from Asia, the Americas, Europe, and Africa, along with high levels of engagement from a broad virtual audience.

We decided the Thinktank had a responsibility to act as the surge in the Black Lives Matter movement highlighted the need for systemic change. In August, we launched the Access Initiative under the leadership of Majeks Walker to encourage recruitment and retention of marginalized and minoritized staff in academia, highlight existing obstacles to academic access, and share strategies to dismantle barriers.



Our second online conference, ‘Improving Access in Higher Education: How to Dismantle Barriers Faced by Black Talent in Academia’ had two panels: one on ‘Black in the Ivory: Understanding the Black Experience in Higher Education’ and the other on ‘Intersectionality: The Dual Barriers of Racism and Sexism.’ This conference invited Black members of the academic community to share their experience and discuss ways to resolve discrimination within higher education institutions. The ThinkTank published YouTube videos and conference reports to share the experience and lessons learnt with the public.

We continue to publish original research on higher education written by our Research Fellows. Gabriel Inchausti published a new report, ‘Examining Early Predictors of Student Academic Performance,’ in February and a second publication on the National Education Policy in India authored by Kaustubh Dighe was released in December 2020. In addition, the ThinkTank reached a new milestone, with the completion of an edited volume by Chandni Hirani and Caroline Varin on Games-Based Teaching for Higher Education. This book aims to provide a more engaging way for students to interact with concepts. It offers a range of games for different academic disciplines, including entrepreneurship, civil society, design thinking, STEM, law and more, and includes contributions from educators around the world with extensive teaching experience. In the future, we aim to create ‘The Toolkit of Games-Based Teaching’ on the ThinkTank website, to further share the innovative teaching approach with Prowibo’s global network with the spirit of achieving quality education globally.

The ThinkTank also published an array of resources that included free online courses in humanities, computer science, economics, business, and public health and information, including a reading list to better understand pandemics. Our unique position as an online knowledge hub helped us adapt and provide resources to help understand Covid-19, and deliver intellectual stimulation or engage in career development during lockdown.

2020 has provided an eventful and uncertain year; however, at the ThinkTank, we have accomplished much regardless of the changing circumstances. In 2021 we plan to add to our research base and initiatives through a mix of reports by our research fellows and additional online events, such as the ‘Women’s Retention in Higher Education’ Workshop – part of the Women in Higher Education Initiative. This year has proven that the dissemination of information never stops and that the spread of credible, solution-oriented research is more critical than ever in times of uncertainty.





# UNDP Project on Empowering Youth for a Peaceful, Prosperous and Sustainable Future in Kosovo

Professors Without Borders put together a virtual three-week teaching programme for women in the UNDP and Youth 4 Kosovo's 'Empowering Youth in Kosovo' project. Week one consisted of Social Entrepreneurship led by Kasia Hanula, who boasts ten years of experience in running social impact campaigns. Rachel Warnick, a specialist educator and learning designer, facilitated an interactive session on Communications in week two, followed by Carola Hieker, Professor of Organisational Behaviour at Richmond, the American University in London, delivering a lecture on Leadership during week three.

Coordinating the project was prospective Psychology BSc student Zana Blakcori, whose family is originally from Kosovo. The bespoke learning experience was highly interactive, using a blended model combining individual pre-session preparation with lively exercises and discussions on problems within Kosovo today. Participants received real-time feedback on their contributions during each session. Furthermore, the female-only student selection allowed both the participants and lecturers to speak more openly about sexism in the workplace and how to combat it. The participants' feedback was extremely positive, with many feeling more prepared for the workplace environment.

Following the sessions, former peacekeeper Tessy de Nassau led an intriguing online roundtable discussion on 'Women in the Workforce,' speaking to actress and entrepreneur Maude Hirst and entrepreneur Sophie Le Ray. Emerging from a background of acting, Hirst spoke of her battle against the pressure to repress her voice, while Le Ray touched on her journey of sustaining a healthy relationship through the highs and lows of her company. Each offered a different perspective on the situation coming from different generations; however, both agreed on two steps to overcoming obstacles in the working world - finding and creating your support system and finding your voice.

Overall, many of the problems that women face are universal. Working with the UNDP allowed Prowibo to reinforce a global support system for women, which is particularly critical in today's international job market.

## Structure Governance and Management



Professors Without Borders is a company limited by guarantee incorporated under the laws of England and Wales and registered at Companies House in 2016. It is an exempt charity registered with the Charity Commission for England and Wales in 2020. The company was established under a Memorandum and Articles of Association, last amended in 2020, which established the objects and powers of the charitable company and serves as its principal governing document. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

Directors of Professors Without Borders, who also serve as its trustees, may be appointed either by an ordinary resolution of its members or by the existing directors. A director appointed through the latter method must retire at the company's next annual general meeting. The company currently has two members: Caroline Varin (the CEO of Professors Without Borders) and Majeks Walker (a co-founder of Professors Without Borders).

All appointed directors, by way of induction, are provided with a copy of Professors Without Borders' governing documents and policies and are directed to the Charity Commission's guidance on the responsibilities of trustees.

There is a minimum of three directors and no maximum. All directors give their time voluntarily and are not remunerated nor do they receive any benefits from Professors Without Borders. The directors actively seek a diversity of skills and experience, with entrepreneurship, education, and fundraising skillsets well-represented.



# Statement of Trustees' Responsibilities

The trustees (who are also directors of Professors Without Borders for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the trustees to prepare financial statements for each financial year. Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of 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 apply them consistently
- Observe the methods and principles in the Charities SORP (Statement of Recommended Practice)
- Make judgments and estimates that are reasonable and prudent
- State whether applicable UK accounting standards have been followed, subject to any departures disclosed and explained in the financial statements
- Prepare the accounts on a going-concern basis unless it is inappropriate to presume that the charity will continue in business

The trustees are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the accounts 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. The trustees are responsible for the maintenance and integrity of the company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**The Annual report was approved by the Board of Trustees.**

*Board of Trustees*

# Biographies – Governance

## Richard Adams

Richard Adams founded a digital arts department at the London College of Music (TVU), co-founded and was Principal at the School of Communication Arts. He has taught creativity, art and technology at UWL(TVU), Birkbeck College, London College of Fashion, School of Communication Arts, and he held a visiting Professorship at Salford University. He is currently Visiting Senior Fellow at the University of Lincoln.

## Frank Floessel

Frank K. Floessel received his Master's Degree in electrical engineering at the Swiss Federal Institute of Technology (ETH) in Zurich and is an alumnus of the Entrepreneurial Master Programme at the Massachusetts Institute of Technology (MIT). At ETH Zurich he cofounded during his study time his first venture ETH Juniors, a student run Junior Enterprise. After graduating he started his next company, an innovative Swiss-based recruiting company which he exited in 2015. Since then he has been an active investor and entrepreneur in the field of innovative technologies with a focus on Fintech and Crypto.

## Piers Hedley

Piers Hedley has a background in corporate finance and has been working since 1987 as a consultant for International Ultra High Net Worth families. He has a very successful track-record offering strategic advice to entrepreneur-owners and has assisted them through large capital markets transactions. Mr Hedley also acts as a non-executive chairman for a number of private companies owned by clients and in addition provides pro-bono services to a range of charitable organizations, including his family's charitable activities.

## Lorna Mae Johnson

Honourable Lorna Mae Johnson, USA is a native of Jamaica and resides in Beverly Hills California. Lorna holds MS in Nursing/Midwifery and Finance and is the Democratic National Committee (DNC) Assistant Treasurer and Honorary Consul for Jamaica in Los Angeles and the Founder and CFO of the Advanced Family Care Medical Group Inc. A serial entrepreneur and a blockchain enthusiast, Lorna leads Veritaseum's team in political affairs, philanthropy and business development as well as being a real estate investor.

## Gabriel Ng

Gabriel Ng is a Social Impact Manager at Big Society Capital, the UK's impact investing wholesaler. At BSC, he is responsible for impact measurement and management, as well as both investment analysis and ongoing portfolio management. Gabriel moved from Hong Kong to the UK to study law at the University of Cambridge (Trinity Hall). After graduating, he practised as a solicitor, working in London and New York for Shearman & Sterling for five years specialising in UK and cross-border corporate tax.

He holds a MBA/MPA from New York University and has completed fellowships at the Bingham Centre for the Rule of Law and in Microsoft's Human Rights Team, as well as consulting projects for Concern Worldwide US and the UN World Food Programme in Malawi. He has also assisted on and published several research papers with the NYU Stern Center for Business and Human Rights. Finally, he oversaw the inaugural investment of the NYU Impact Investing Fund into Sapient, a Philadelphia-based start-up that reduces greenhouse gas emissions through energy use management.

**Co-founder Tessy de Nassau also sits on the Board of Trustees.**



# Biographies – Governance

## Joe Giordano

Dr Joe Giordano MRICS MCIPR is an entrepreneur who has spent the last fifteen years supporting a number of charities through his philanthropic endeavours. His entrepreneurial reach includes property development, investment, branding/marketing, website design, construction, music, real estate advisory and funding. He is currently Chairman and Trustee of SAVSIM, an ambassador of Great Ormond Street Hospital and the Santa Maria Foundation in Columbia, helping vulnerable girls through education and music by building schools and orphanages. Joe also mentors and supports a number of high-level military personnel and the explorer Rosie Stancer and through the mentoring helped establish and support the mental health initiative in South West London called The Girlness Project. Joe sits on the Royal Institution of Chartered Surveyors' construction board and is a member of the Chartered Institute of Public Relations. He is a past Director of Torquay United Football Club and in 2011 he accepted the Freedom of the City of London. Joe brings a wealth of business knowledge and experience which provides structure and

## Rachel Warnick

Rachel Warnick is a specialist educator and learning designer who travels the world to deliver intensive programmes focused on core skills essential to business and academic success. She has worked with many institutions, private and corporate clients in Europe, Africa, the Middle East and Asia. The privilege of living in fourteen countries on four continents gives a global perspective to her life and work. Rachel holds an MSc in International Management from the School of Oriental and African Studies (SOAS) and spent fifteen years in business, gaining valuable experience in the finance and non-profit sectors, most notably with Goldman Sachs and the UNHCR, before returning to education. With an extensive track record of volunteer work in the UK, Africa and Asia, Rachel is proud to serve as a Trustee of Professors Without Borders, in addition to facilitating summer schools each year. As the President and Co-Founder of Nature Océan Indien, she leads a Mauritian NGO that empowers young people to be active change makers in restoring the environment and combatting the effects of climate change. She is also a member of The Teacher Mastermind.



# Biographies – Founders

## Tessy de Nassau

**President of Professors Without Borders; Co-founder of Professors Without Borders; Director of Logistics**

Tessy is co-founder and Director of Logistics at Professors Without Borders. She has spent five years in the Luxembourgish military, worked for several multinational companies around the world and is the founder of the global consultancy Finding Butterflies. Tessy has received numerous awards for her work in and around education, including an Honorary Doctorate from the Paris College of Arts. She is a fellow at LSE Ideas and a UN Aids Ambassador for Young Women and Adolescent Girls.



## Dr Caroline Varin

**Co-founder of Professors Without Borders; CEO**

Caroline Varin holds a PhD in International Relations and an MSc in Comparative Politics from the London School of Economics, an LLM in International Law from the Universitadi Bologna, Italy, and a BA in Political Science from the University of Pennsylvania. She has worked as a lecturer, a mentor and a tutor in Europe, the UK, the United States and Central America. Caroline is passionate about education and finding new ways to stimulate and encourage students. She has experience managing projects, organizing conferences and developing communication strategies for a variety of clients and sectors in Africa, the Middle East and Europe. She has also written a wide variety of articles on international security issues, has three books in print and regularly consults for governments and academic institutions. Caroline has lectured at Regent's University London, Richmond University, and the London School of Economics among others.



## Majeks Walker

**Co-founder of Professors Without Borders**

Majeks Walker has taught and practiced law since 2004. He has an LLM from UCL (Banking Law, Conflict of Law, Corporate Law and Law of Foreign Investment in Emerging Economies), and a Certificate in Law Teaching. He was called to the Bar in England and Wales in 2006, and is a qualified SPP Mediator. Majeks has taught law at Kaplan, and the University of Greenwich. He has also taught Criminology and Psychology at Royal Holloway University of London. He currently lectures law at undergraduate and postgraduate level at the University of Westminster, and at Regent's University London. He is a seasoned corporate trainer, and provides advice and training to many multinational companies and sovereign states on various legal issues. Majeks also does a range of philanthropic work, including helping to give a voice to those that cannot afford legal representation.





# Reserves Policy

The purpose of the Operating Reserve Policy for Prowibo is to ensure the stability of the mission, programmes, employment and ongoing operations of the organisation. The operating reserve is intended to provide an internal source of funds for situations such as a sudden increase in expenses, one-time unbudgeted expenses, an unanticipated loss in funding, or uninsured losses.

The reserve may also be used for one-time, nonrecurring expenses that will build long-term capacity, such as staff development, research and development, or investment in infrastructure. Operating reserves are not intended to replace a permanent loss of funds or eliminate an ongoing budget gap. It is the intention of Prowibo that operating reserves are to be used and replenished within a reasonably short period of time.

The Operating Reserve Policy will be implemented in concert with the other governance and financial policies of Prowibo and is intended to support the goals and strategies contained in these related policies and in strategic and operational plans. Prowibo aims to retain adequate reserves to maintain ongoing core operations for two months, should this be needed in an emergency situation. This is currently set at £3,000.

The operating reserve fund will be funded with surplus unrestricted operating funds. The Board of Trustees may, from time to time, direct that a specific source of revenue be set aside for operating reserves.

## Use of Reserves Policy:

The use of the operating reserves requires three steps to be taken prior to any funds being released:

### 1. Identification of appropriate use of reserve funds:

The Chief Executive Officer and staff will identify the need for access to reserve funds and confirm that the use is consistent with the purpose of the reserves as described in the Policy. This step requires analysis of the reason for the shortfall, the availability of any other sources of funds before using reserves, and evaluation of the time period that the funds will be required and replenished.

### 2. Authority for use of operating reserves:

This is delegated to the Chief Executive Officer in consultation with the Chair of Trustees. The use of operating reserves will be reported to the board of trustees at their next scheduled meeting, accompanied by a description of the analysis and determination of the use of funds and plans for replenishment to restore the Operating Reserve Fund to the target minimum amount. The Chief Executive Officer must receive prior approval from the Board of Trustees if the operating reserves will take longer than twelve months to replenish.

### 3. Reporting and monitoring:

The Chief Executive Officer is responsible for ensuring that the Operating Reserve Fund is maintained and used only as described in the Policy. Upon approval for the use of operating reserve funds, the Chief Executive Officer will maintain records of the use of funds and plan for replenishment. He/she will provide regular reports to the Board of Trustees of progress to restore the fund to the target minimum amount.

# Risk Management

The charity's Trustees are ultimately responsible for the organisation's activity, including whether or not, as well as exactly how, it goes about achieving its aims and supports its beneficiaries.

The risk management process forms a key component of this overarching function. However, day-to-day authority for risk management has been delegated by the Trustees down to the CEO and her management team, thus ensuring that risk-related decisions are taken by the most appropriately informed and positioned individual or team. Of course, these decisions are made within the context of underlying risk tolerances set by the Trustees.

Supported by a clear reporting and escalation process for those risks that may exceed these tolerance levels, this separation of powers, between authority and responsibility allows Prowibo's Trustees to assume an arms-length position from the execution of the charity's strategy, thereby better facilitating the Trustees' primary oversight role.

Within this context, the key risk types facing Prowibo (governance, operational, external, financial and compliance) have been further delegated amongst the Executive Management team.

Prowibo's CEO has direct authority over the identification, assessment and management of the organisation's governance, external and financial risks with the support of the Finance Director.





# 2021 Annual Report – Financial Review

## a. Origin of income

Funding sources, as would be expected, are entirely derived from donations and the charity is very fortunate to benefit from the generosity of its donors. For the year to 31 March 2020 (the charity’s financial year-end) donations were evenly split between Corporate, specific fundraising events and individuals, with each of these contributing just over £3,000 to the total donation figure of £9,455 over these 12 months. This was down on the previous year’s total of nearly £20,000, with 2018-19 benefitting from a few very significant donations as Professors Without Borders was starting up and it is notable that the absolute number of donations has remained steady in all years.

In the year to 31 March 2021, the impact of Covid can be seen in the drop in overall donations to circa £4,000 – the charity, in common with much of the sector, was unable to hold physical fundraising events and with in-country teaching not possible, project-driven donations obviously did not happen either.

## b. Where the money is spent

During the year to 31 March 2020 programmes of course continued to operate successfully as this was almost entirely pre the onset of Covid. Total expenditure of £11,626 was largely met by donations and the charity will maintain a disciplined approach to its finances to ensure that money is spent for maximum impact in line with its vision and values and that there is a healthy contingency.

To illustrate the scope of the activities financed, the charity paid for 15 lecturers to teach over 500 students and faculty members throughout July and August 2019. Expenditure for the year to the end of March 2020 was dominated by travel expenses (predominantly flights and visas) and accommodation costs, which together made up around 90% of the total, in line with the previous year. This highlights the focus that the charity has on efficiently channelling resources to delivering the programmes.

In terms of geographical distribution of costs, programmes in Sierra Leone and India each made up 45% of the costs; the remainder was spent on Thailand, Uganda and Senegal.

As might be expected, expenses in the Covid affected year to 31 March 2021 were close to zero and hence nearly all the donations made during the year have been banked and are ready to be used once the traditional programmes are up and running again.

## c. Financial position

Funding sources, as would be expected, are entirely derived from donations and the charity is very fortunate to benefit from the generosity of The Charity’s financial position is relatively simple as all assets are made up of cash at bank. As at 31 March 2019 this amounted to £8,473 and at 31 March 2020 this was £8,353; the drop of £1,112 over the year was due to expenditure exceeding income. As at 31 March 2021, the bank balance increased to nearly £12,400, with the movement obviously entirely due to the donations having been received and there being almost no expenses.

## d. Future plans

We continue to be very grateful for the support of our donors, especially after the year that has just been, and we will work to expand the charity’s donation base even further in order to help fund an expanded programme of activities as it becomes possible run in-country programmes again, augmented by what has been the highly successful development of online activities. Leveraging our charity’s talented and resourceful volunteer base, it should be possible to deliver even more value by combining the virtual with face-to-face teaching and other events – in other words, providing even more benefit for every pound spent.

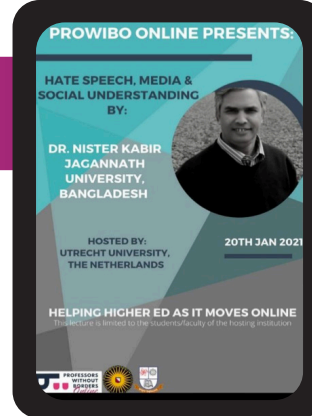




# Calendar Of Events

## January

- **January 20th, 2021**  
Hate Speech, Media & Social Understanding by Dr. Nister Kabir Jagannath



## February

- **February 15th, 2021**  
The Impact of International Trade on Developing States with Dr. Christopher Wylde
- **February 20th, 2021**  
Ambassador Speaker Series with Ambassador James Smith
- **February 25th, 2021**  
The Mental Health Implications of Covid-19 Webinar



## April

- **Ambassador Speaker Series**  
with Ambassador Ahmet Üzümcü



## May

- **May 1st, 2021**  
Ambassador Speaker Series: Ambassador Charles Stith
- **May 31st, 2021**  
Academic Writing Workshop



## July

- **July 10th, 2021**  
Ambassador Speaker Series: Sujan Chinoy
- **Teaching in Challenging Environments Webinar**



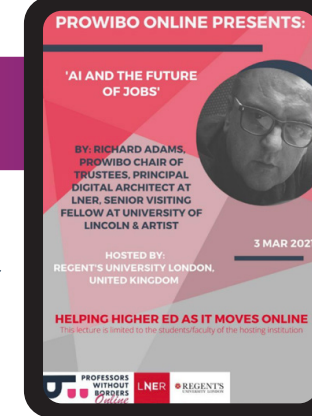
## August

- **Higher Education in the time of Covid-19: One year later**
- **ThinkTank and Online Conference**



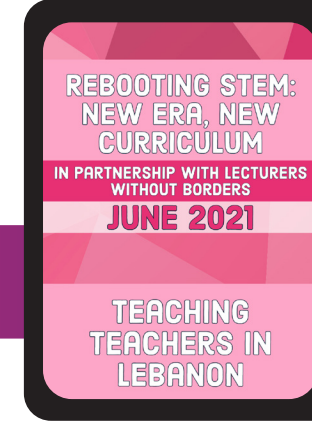
## March

- **March 27th, 2021**  
Improving Women's Retention in Higher Education Online Conference
- **March 27th, 2021**  
Ambassador Speaker Series with Ambassador Sada Cumber



## June

- **June 26th, 2021**  
Ambassador Speaker Series: Ambassador Charles Adams
- **Teaching During Covid-19 Part Two**
- **Rebooting STEM: New Era, New Curriculum**
- **Teaching Teachers in Lebanon**



Registered Charity under the laws of England and Wales: 1189091

Company Number: 10075923

Professors Without Borders.  
C/O Bargate Consulting Ltd,  
28 Charing Cross Road,  
London,  
WC2H 0DB



**LynxOr**  
GLOBAL LIMITED