

# Financial Transparency for

## Trustees

As a charity trustee in Ireland, ensuring financial transparency is crucial. You must manage finances in compliance with the Charities Act 2009 and Charities Governance Code.

### Financial Statement Show this ancily out about and motor mis



### Key figer

\$156,00% \$3,60%

### \$30,5475

\$5.40% \$5.00% \$55,00%



\$15.50%

	55.60%
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## **Annual Financial** Statements

### **Purpose**

Provide a clear picture of the charity's financial health and use of funds.

### Legal Requirement

Charities with income over €250,000 need audited or independently examined statements.

### Standards 3

Should comply with FRS 102 and SORP, though SORP isn't mandatory in Ireland.

## **Annual Report and Return**

### **Annual Report**

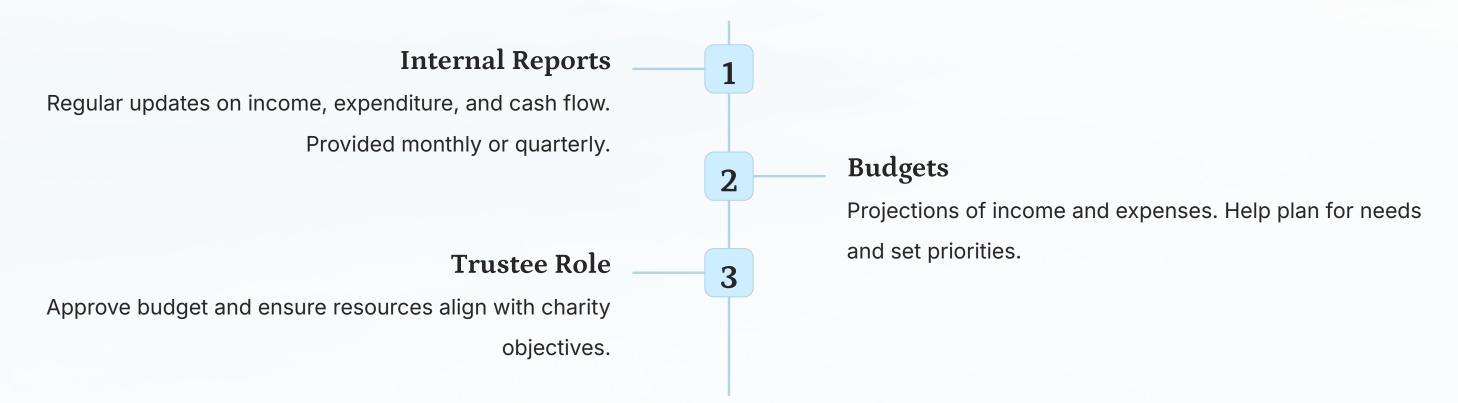
Broader document on charity's activities, governance, and finances. Filed with Charities Regulator within 10 months of year-end.

### **Annual Return**

For charities registered as companies. Filed with CRO within 28 days of AGM.



### Internal Financial Reports and Budgets



## Bank Statements and Donor Reports

### **Bank Statements**

Records of all transactions, reconciled with accounting records.

### **Donor Reports**

Detail funds raised through donations, grants, or fundraising activities.

### **Trustee Role**

Review statements regularly and ensure proper tracking of funds.





## Income and Expenditure Records

Income	Expenditure
Donations	Salaries
Grants	Project costs
Membership fees	Administrative expenses

Detailed records of all financial transactions are essential for preparing annual financial statements.

## Reserves Policy and Payroll Records

1

### **Reserves Policy**

Outlines approach to maintaining funds for future needs or emergencies.

2

3

### **Payroll Records**

Document employee salaries, taxes, and benefits.

### **Trustee Role**

Approve policy and ensure legal obligations are met.





### **Additional Considerations**



### Risk Register

Identifies financial risks and management strategies.



### **Related Party Transactions**

Disclose transactions with trustees or close connections.



### **Key Responsibilities**

Ensure accurate reporting, approve budgets, and monitor activities.