

# ANNUAL REPORT Fiscal Year 2018 April 1, 2018 -March 31, 2019

## ASIAN HEALTH INSTITUTE (AHI)

A Public Interest Incorporated Foundation, Established December 1980



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# **I. Activities**

## **I.A Training Activities**

### **I.A.1 International Course**

Period: 26 Aug. – 8 Oct. 2018

Place: Asian Health Institute (AHI)

Participants: 11 (Bangladesh 1, Cambodia 1, India 2, Kyrgyzstan 1, Nepal 3, Pakistan 1, Philippines 1, Sri Lanka 1)

Under the common theme, “People’s Participation in Local governance in Health,” this course called on participants to share their experiences, challenges and ideas.

While based mainly on group discussion, to understand the Japanese context, the course included exposure visits to Achi village of Nagano prefecture, where people’s organizations and local government are collaborating. The course also included a trip to Hiroshima to meet and exchange with persons involved in promoting peace.

### **I.A.2 Post-Course Follow-up**

#### **1) English Newsletter**

English newsletters are published twice a year aimed at sharing experiences between former participants and collaborators. The July 2018 issue includes the articles by former participants under the theme of “Empowering Youth as Keyplayers in Development”, and the February 2019 issue focuses on “Grassroots Approaches to Sustainable Development”. Each issue was published 1,000 copies.

#### **2) Reunion Seminar**

With the cooperation of National Health Commission Office (NHCO), the government agency in Thailand, Reunion Seminar for AHI alumni living in the area of the Mekong River was held as below:

Period: 10 Dec. – 14 Dec. 2018

Place: Bangkok, Thailand

Theme: Multisectoral Collaboration for Health in All Policies at Local Level – The Case of Thailand

Participants: 11 AHI alumni (Thailand 5, Cambodia 4, Viet Nam 1, Nepal1)

#### **3) International Workshop**

International Workshop was co-hosted by AHI and National Health Commission Office

(NHCO) as below:

Period: 25 Mar. – 29 Mar. 2019

Place: Chachoengsao Province, Thailand

Theme: Learning from Thai's multidiscipline approach towards adopting a perspective of health to public policies.

Participants: 26 people from various organizations (NGO 12, resident organization 5, governmental organization 7, academic field 2), including 13 AHI alumni and their working partners (Bangladesh 2, Mongolia 3, Pakistan 2, Sri Lanka 4, Thailand 2)

#### **4) Next Generation Development Plan**

AHI is trying to grasp the present circumstances and key issues accurately by carrying the stories of former participants' experiences on English Newsletter. Furthermore, in order to plan for the next step, AHI staff had exchange of views with AHI alumni.

### **I.A.3 Collaboration for Community Health Promotion**

#### **1) Philippines: Healthy Lifestyle Promotion Project**

AHI and ANAK-NC (AHI alumni group) supported health promotion in New Corella, Mindanao Island. Health promotion activities including "Healthy Lifestyle Festa" were conducted with the collaboration of local government unit. AHI staff visited the town and supported planning their project for the next three years in the future.

#### **2) Philippines: Health Volunteer Training and Alternative Health Care Promotion**

AHI collaborated with Integrative Medicine for Alternative Health Care Systems (INAM). INAM develops health volunteers in municipalities of Rizal Province and Quezon Province. However, the project has been suspended due to INAM's organizational instability. Future plan is under discussion.

#### **3) Pakistan: Development of Youth Leaders at small NGOs**

AHI collaborated with AIDS Awareness Society (AAS) to develop youth leadership among young staff members of local small NGOs. Training was held as below:

Period: 13 Apr. – 22 Apr. 2018

Place: Lahore, Pakistan

Participants: 20

## **I.B Domestic Activities**

### **I.B.1 Activities to Promote Understanding of Asia and AHI**

#### **1) Open House**

AHI holds its Open House festival annually as an opportunity for supporting members and local residents to drop by and enjoy. The festival is planned and organized by a volunteer organizing committee, staffed by approximately 120 volunteers and 25 external groups/organizations.

Date: October 8, 2018

Place: AHI, Nisshin

Approximate number of visitors: 650

#### **2) Orientation for Newcomers to AHI**

Once in every month AHI offers an orientation for newcomers to AHI and its work, and encourages them to get involved by volunteering or participating in other AHI programs.

Number of participants (for one year): 33

#### **3) AHI Lectures and Workshops**

Lecture, meetings, and workshops were organized with different themes and contents, as below.

a) 21 Apr, 2018 – “Elephant, Potato chips, and Me” (Workshop)

18 participants discussed the connection between Asian countries and daily life in Japan.

b) 30 Jun, 2018 – “Trip to 2030! SDGs Card Game”(Workshop)

36 participants deepened their understandings towards SDGs.

c) 9 Mar, 2019 – “Amaneku Shirabe” (Movie Screening+Lecture)

56 participants gained understanding about the culture/lifestyle in Nagaland State, India by watching the movie and listening to native’s talk.

#### **4) Study Tour**

With the cooperation of former participants and their organizations, AHI organized a study tour to Sri Lanka on March 21-31, 2019. The tour participants learned about the situation of multi-ethnic society as well as development works through visiting rural areas of different socio-economic background and experiencing home stays.

Number of participants: 10 (high school students 3, college students 3, others 4)

## **I.B.2 Information Sharing and Opportunities to Learn by Experience**

### **1) *Ajia no Kenko* (Health of Asia) - Newsletter for AHI Supporting Members**

Covering current situations and activities of NGOs/POs for community development, the newsletter aims to bring Asian grassroots issues closer to AHI supporters and other Japanese people. The editorial committee is comprised of AHI supporting members. This year, five volumes (3,500 copies each) were published.

### **2) *Ajia no Kodomo* (Children of Asia) – Newsletter for Japanese Children**

With the target readership of upper grades in elementary school, this newsletter aims to let Japanese children know about everyday lives of the same generation living in other parts of Asia. This year, two volumes (4,000copies each) were published.

Aug 2018 issue: Lifestyle of the mountain tribe in Vietnam

Feb 2019 issue: Promotion of “Stop-Drinking” in Thailand

### **3) Website Management**

To reach a broad and open range of readers, AHI has developed its website, as well as other SNS media. This year, AHI updated their pages daily and add a link to SNS.

### **4) Internships and Volunteer Receiving**

AHI accepted 5 internships (including one foreign student) and volunteer staffs throughout the year. In addition, AHI provided an opportunity for high school students and first-year teachers to experience the work at NGO.

## **I.B.3 Cooperation with Other Organizations**

### **1) Sending Speakers to Other Organizations**

In responding to requests, AHI provided speakers to schools and other organizations, for a total of 24 times in 2018. Development education sessions at elementary schools were conducted at 12 schools (Nisshin city 7, other cities 5).

### **2) Network Membership**

AHI participates in relevant network organizations and policy advocacy. Membership includes: Nagoya NGO Center, Nagoya Council of Churches, People’s Forum on Cambodia, Japan. Through Nagoya NGO center, AHI is involved in policy recommendations.

## **I.C Organizational Management**

### **I.C.1 Board Meetings**

AHI held 5 meetings of Board of Directors, and 2 of Board of Trustees. Members as of 31 March 2019 are as follows: 10 directors, 3 auditor-secretaries, 11 councilors.

Barrier-free renovation of the AHI building, which had been the long-standing problem, had launched in April 2018, and completed in August 2018.

#### **Board of Directors**

12 June 2018

-Business/budget plan (2017)

7 August 2018

-Selection of the Chief Director

-Plan for the business trip / overseas risk management

7 November 2018

-Plan for preventing missing trainees

21 February 2019

-AHI staffs' terminal allowance

14 March 2019

-Business/budget plan (2019)

#### **Board of Trustees**

29 June 2018

- Business/budget plan (2017)

29 March 2019

- Business/budget plan (2019)

### **I.C.2 Fundraising (Membership and Campaigns)**

As of March 31, 2019

Number of supporting members: 2,595

Among this, Hitotsukami Supporters=Monthly supporters 201

Contributors: 583

#### **◆Appreciation Event for Longtime Supporters**

“Appreciation Event” for longtime supporters was held on 8 October 2018, which is also the day of Open House. 39 supporters and their families, who has been supporting AHI since its pioneer days participated.

**◆Asking for Hitotsukami (“Handful of Rice”) Support**

“Hitotsukami (one handful of rice) is a new type of financial support system using monthly credit card or bank account transfers from supporters (¥1000/month/unit). We sent 520 Hitotsukami campaign letters to the volunteers and participants of different programs organized by AH, having 9 responses out of those.

**◆”Gift Relay” - Donation through Sales of Used Books/Post Cards/Stamps**

With the collaboration of Book Off Corporation, the second-hand book store, AHI asks for used book donation. Moreover, AHI accepts miss-writing postcards/stamps.

**◆Guidance for Writing a Living Will**

A large proportion of AHI supporters are now elderly and thinking seriously about how to communicate their feelings through their wills. A former AHI staff gave two guidance sessions on writing a will, conducted two private consultation. 22 couples participated.

**◆Visualization of Project Outcome**

By using a technique of the Social Return of Investment (SROI), AHI stated to figure out social significances of its international training program. AHI will summarize the results in the year of 2019 and utilize in promotion/fund raising.

## **II. Financial Report**

Please see page, 7.

## II Financial Report Net Assets Variation Statement

	FY2018 Actual	FY2017 Actual	Notes	FY2019 Budget
<b>I. Change in General Net Assets</b>				
<b>A. Change in Ordinary Profit</b>				
<b>(1) Ordinary Profit</b>				
Basic asset interest received	3,908,642	3,728,642	Interest on capital funds	3,730,000
Interest received on specified assets	2,292,414	2,524,849	Interest on specified assets	2,200,000
Membership fees received	13,135,344	13,610,016	19.9% from Hitotsukami(monthly) supporters	14,000,000
Project Income	1,719,685	3,133,948	Sales of handicrafts, program fees, etc.	2,045,000
Grants received	684,370	-	Wesley Foundation, Nisshin City	-
Donation received	23,614,590	23,491,647	¥ 14,636,584 from Christmas & New Year campaign	29,000,000
Donation transferred from designated net asset	5,991,036	7,528,780	transfer from designated net assets	12,000,000
Exchange rate gain	16,445	-	At exchange rate of 109.84 yen/US\$1	-
Miscellaneous income	783,457	1,642,718	Interest received, etc.	180,000
<b>Total ordinary profit (B)</b>	<b>52,145,983</b>	<b>55,473,221</b>		<b>63,155,000</b>
<b>(2) Ordinary Expenses</b>				
<b>1. Operating Expenses</b>				
Wage and allowance	25,950,744	29,538,343	Expenses primarily related to project operation Salaries for project based staff	28,500,000
Retirement benefit expenses	1,804,800	1,748,400	Mutual fund retirement scheme premiums	1,990,000
Welfare expenses	4,927,178	3,693,921	Social insurance for project based staff	5,440,000
Travel and transportation expenses	4,930,659	5,585,910	Travel costs for staff and course participants	6,330,000
Communications	2,937,355	2,493,645	Of this, Japanese newsletter mailing cost ¥1.36million	2,800,000
Depreciation expenses	3,457,169	1,925,288	Depreciation expenses of buildings, structures and fixtures	1,886,000
Consumable equipments and fixtures	584,469	-	Whiteboard, Curtain, Laundry Machine	140,000
Consumables expenses	1,322,710	1,016,608	Stationery, paper, etc.	1,600,000
Upkeep expenses	853,624	1,157,859	Computer maintenance, floor waxing, etc.	1,160,000
Printing and binding expenses	2,463,045	2,515,595	Copy and printing costs of Japanese newsletter, etc.	3,062,000
Utility expenses	926,703	812,721	Gas, water, electricity, heating	900,000
Leasing expenses	352,806	306,458	Accounting software, hall rental etc.	456,000
Property and casualty insurance	358,245	363,540	Insurance for course participants, events, etc.	370,000
Gratuity expenses	529,020	832,903	Honoraria for resource persons for courses, speaking tours	3,083,000
Tax expenses	42,676	42,676	Van tax	50,000
Membership fees	172,528	241,894	Network membership, training participation, etc.	280,000
Donation payment	-	34,020	Payment amount of the deposit donations	-
Course participants' living costs	523,955	507,687	Food and accomodation for ILDC course participants	550,000
Direct remittances for overseas courses	2,195,998	2,895,686	Costs for projects/courses in various Asian countries	1,355,000
Meeting expenses	21,642	5,863	Refreshments at meetings with former participants	38,000
Exchange rate loss	-	325,088	At exchange rate of 109.84 yen/US\$1	-
Miscellaneous expenses	681,116	720,837	Bank transfer fees, etc.	719,000
<b>SUBTOTAL of operating expenses</b>	<b>55,036,442</b>	<b>56,764,942</b>		<b>60,709,000</b>
<b>2. Management Expenses</b>				
Wages and allowances	1,653,358	1,885,424	Expenses related to Board of Directors and Trustees Salaries for staff supporting the Board	1,830,000
Retirement benefit expenses	115,200	111,600	Mutual fund retirement scheme premiums	140,000
Welfare expenses	303,438	234,637	Social insurance for the above staff	320,000
Travel and transportation expenses	61,186	56,341	Commuting costs for the above staff members	100,000
Communications	17,917	15,110	Postage, telephone and fax costs	30,000
Depreciation expenses	220,671	118,891	6% of the total	128,000
Consumable equipment and fixtures	10,620	-		-
Consumables expenses	15,303	21,220	Stationery, paper, etc.	30,000
Upkeep expenses	53,358	69,396	Computer maintenance, floor waxing, etc.	90,000
Printing and binding expenses	26,255	24,003	Copy and printing costs, etc.	25,000
Utility expenses	58,541	51,017	Gas, water, electricity, heating	100,000
Leasing expenses	10,362	10,313	Lease of accounting software	10,000
Insurance	14,067	14,152	Fire insurance, vehicle insurance(6% of the total)	15,000
Gratuity expenses	-	-		35,000
Tax expenses	2,724	2,724	Van tax(6% of the total)	3,000
Meeting expenses	-	-		5,000
Miscellaneous expenses	1,080	17,415	Bank transfer fees, garbage collection cost etc.	10,000
<b>SUBTOTAL of management expenses</b>	<b>2,564,080</b>	<b>2,632,243</b>		<b>2,871,000</b>
<b>Total ordinary expenses</b>	<b>57,600,522</b>	<b>59,397,185</b>		<b>63,580,000</b>
Current change in ordinary profit without appraisal	-5,454,539	-3,736,585		-425,000
Profit and loss on appraisal in designated assets	2,131,931	-2,864,437	At exchange rate of 109.84 yen/US\$1	-
<b>Total of profit and loss on appraisal</b>	<b>2,131,931</b>	<b>-2,864,437</b>		<b>-</b>
<b>Current change in ordinary profit</b>	<b>-3,322,608</b>	<b>-6,601,022</b>		<b>-</b>
<b>B. Change in Extraordinary Profit</b>				
<b>(1) Extraordinary Profit</b>				
Gain on donation of noncurrent assets(land)	-	-		-
<b>Total extraordinary profit</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>(2) Extraordinary Expenses</b>				
<b>Total extraordinary expenses</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>Current change in extraordinary profit</b>	<b>-</b>	<b>-</b>		<b>-</b>
Transfer to designated net assets	-3,322,608	-6,601,022		-
<b>Current change in general net assets</b>	<b>-3,322,608</b>	<b>-6,601,022</b>		<b>-425,000</b>
Balance at beginning of year in general net assets	341,296,066	347,897,088		340,598,066
<b>Balance at end of year in general net assets</b>	<b>337,973,458</b>	<b>341,296,066</b>		<b>340,173,066</b>
<b>II. Change in Designated Net Assets</b>				
Designated assets invest received	586,522	655,320	Interest on training fee	400,000
Subsidy received	-	130,000		-
Donations received	5,624,490	7,886,873	Personnel training	-
Porfit on Appraisal in Basic Assets	-14,760,000	4,770,000	FMV of the stock	-
Loss on Appraisal in Designated Assets	2,392,641	-3,327,451	At exchange rate of 109.84 yen/US\$1	-
Transfer to general net assets	-6,121,036	-8,184,100		12,000,000
<b>Current change in designated net assets</b>	<b>-12,277,383</b>	<b>1,930,642</b>		<b>-11,600,000</b>
Balance at beginning of year in designated net assets	530,202,127	528,271,485		521,952,127
<b>Balance at end of year in designated net assets</b>	<b>517,924,744</b>	<b>530,202,127</b>		<b>510,352,127</b>
<b>III. Year-end Total Net Assets</b>	<b>855,898,202</b>	<b>871,498,193</b>		<b>850,525,193</b>



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