

Annual Report Fiscal Year 2020 (April 1, 2022 -March 31, 2023)

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

The program was organized via online with the theme “Youth Empowerment for Making Change “ in June 1 – July 2, 2022. The total number of participants was 6, who were NGO staff as well as community youth leaders being associated with 4 organizations in India, Indonesia and Pakistan. Each of participants reflected one’s activities, and tried to identify a new direction through various discussions on how NGOs could facilitate youth to become one of major actors of community building. In the participatory training methodology of this course, participants came to agree that psychological safety needs to be the basis of every relationship among stakeholders.

I.A.2 Post-Course Follow-up

1) Information sharing on Website and through Web English Newsletter

AHI promoted information sharing on AHI website, among AHI former participants and associated organizations for mutual learning. “Learning Community News” was released in September 2022, where the report of the various online workshops as well as reflections of the participants are shared.

2) Online Free Talk Program

The free talk program was organized in November 2022, January 2023 and February 2023 to make closer communication among former participants regardless the training batch which they belong to, which would lead to the basis for mutual learning.

3) Preparation for the international course 2023

The international course 2023 was planned as a follow-up training of the online courses 2021 and 2022. AHI informed of this to the concerned organizations and ask them if they would like to send their staff members and youth leaders to the AHI training in 2023. AHI asked the expected participants of 2023 to have clear senses of what the challenges are in their community works as well as organizational management for their preparation for the course in the following year.

I.A.3 Collaboration with former participants for community health promotion

1) Online International Workshop

① “Ongoing crisis situation in Sri Lanka: Explore the roles of civil society in mitigating emerging challenges” on June 16, 2022

Under the economic and political crisis, several former participants took an initiative to organize the online program, sharing their country situation and their views on NGOs' roles to respond to immediate needs of people and further to create solidarity so as to influence the government. 23 participants from 8 countries joined.

② “Youth participation in social change” on October 3, 2022

A group of former participants organized the program to share their experiences of promoting youth participation. It was the venue of sharing not only with AHI related people but also with their local partners and community people. 21 participants from 7 countries joined.

2) Support to community activities organized by former participants

① 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. In 2022, the evaluation using Most Significant Change technique was done by AAS and a group of former participants.

③ Facilitating monitoring and evaluation using Most Significant Change(MSC) technique and experience-sharing

At the end of the fiscal year 2021, AHI organized an online seminar on MSC, in which 4 organizations participated as they liked to adapt participatory approach of evaluation. Three of them conducted the evaluation according to MSC technique, and finished their reports. AHI organized an online session, where the organization in the Philippines, shared their MSC experiences, as they finished all the process prior to the others.

I.B Domestic Activities

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

1) Orientation for Newcomers to AHI

Once in every month AHI offers an orientation for newcomers to AHI and its activities, and encourages them to get involved in AHI activities.

Number of participants (for one year): 37

2) **AHI Lectures and Workshops**

① Workshop on community-based inclusive development(CBID)

In the collaboration with Japanese Society for Rehabilitation of Persons with Disability, the workshop on CBID was held on December 3 and 4, 2022. The purpose of this workshop was to promote multi-sectoral collaboration at community level towards inclusive development. Including social workers and city council members, 37 participants joined in total.

② Short training for Japanese community workers

Based on the experiences of international training for years, AHI organized 2 day workshop for community workers in Japan. The participants were involved in different issues such as nursing care for the elderly or education for children. They tried to identify the common vision of a desired society, and also shared their respective difficulties and challenges among participants for deeper and wider look to their own activities.

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 (2,500 copies each) were published.

In October 2022, AHI conducted a questionnaire to the supporters in order to identify a focal point for AHI for its better communications with its supporters to enhance the relationship.

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, one issue (4,000copies) was published in August 2022, focusing on family relationship in Cambodia 30 years after the civil war.

3) **Website Management**

To reach a broad and open range of readers, AHI has developed its website, as well as other SNS media.

4) Internships and Volunteer Receiving

AHI accepted internships and volunteer staffs throughout the year. In addition, AHI provided an opportunity for junior high school students to experience the work at NGO.

I.B.3 Cooperation with Other Organizations

1) Sending Speakers to Other Organizations

In responding to requests from the outside, AHI provided speakers to schools and other organizations, for a total of 22 times in 2022. Development education sessions at elementary schools were conducted at 6 schools.

2) Network Membership

AHI participates in relevant network organizations and policy advocacy. Membership includes: Nagoya NGO Center, Nagoya Council of Churches, and others. Through Nagoya NGO center, AHI is involved in policy recommendations. The “Equal Health and Medical Access on COVID-19 for All” Japan Network, being organized with other 6 organizations, conducted online seminars and submitted request letters to the Japanese government.

3) Translation of “Helping Health Workers Learn”

With the collaboration of Bridges in Public Health, AHI worked for translation of “Helping Health Workers Learn” written by David Werner and Bill Bower. The digital edition of the Japanese translation (the Japanese title: “To learn is to change”) was published in 2022.

I.C Organizational Management

I.C.1 Board Meetings

AHI held 8 meetings of Board of Directors, and 3 of Board of Trustees. Supporting members as of 31 March 2023 are as follows: 9 directors, 3 auditors, and 10 trustees.

I.C.2 Fundraising (Membership and Campaigns)

As of March 31, 2023

Number of supporting members: 2,153

Among this, Hitotsukami(monthly) supporters 192

Contributors: 532

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

With the collaboration of a second-hand bookstore, AHI asks for used book donation. AHI also accepts post cards and stamps as donation.

◆ **Collaboration with Charity Brand**

With the collaboration with a charity brand shop, an original goods(T-shirts, Bags, etc.) were produced for charity sales.

◆ **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 the guidance session on writing a will and conducted two private consultations in May and November 2022. In total 8 individuals/couples participated.

II Financial Report Net Assets Variation Statement

	FY2019 Actual	FY2018 Actual	Notes	FY2019 Budget
I. Change in General Net Assets				
A. Change in Ordinary Profit				
(1) Ordinary Profit				
Basic asset interest received	3,908,642	3,908,642	Interest on capital funds	3,730,000
Interest received on specified assets	2,583,511	2,292,414	Interest on specified assets	1,900,000
Membership fees received	12,511,819	13,135,344	23.2% from Hitotsukami(monthly) supporters	13,000,000
Project Income	1,771,518	1,719,685	Sales of handicrafts, program fees, etc.	2,430,000
Grants received	550,000	684,370	Wesley Foundation, Nisshin City	-
Donation received	20,709,136	23,614,590	¥ 14,351,275 from Christmas & New Year campaign	28,000,000
Donation transferred from designated net asset	6,315,540	5,991,036	transfer from designated net assets	12,000,000
Exchange rate gain	-	16,445		-
Miscellaneous income	195,004	799,902	Interest received, etc.	170,000
Total ordinary profit (B)	48,545,170	52,145,983		61,230,000
(2) Ordinary Expenses				
1. Operating Expenses				
Wage and allowance	28,887,972	25,950,744	Expenses primarily related to project operation Salaries for project based staff	28,000,000
Retirement benefit expenses	1,759,680	1,804,800	Mutual fund retirement scheme premiums	2,000,000
Welfare expenses	4,805,243	4,927,178	Social insurance for project based staff	5,000,000
Travel and transportation expenses	3,651,450	4,930,659	Travel costs for staff and course participants	7,620,000
Communications	2,775,299	2,937,355	Of this, Japanese newsletter mailing cost ¥1.36million	2,870,000
Depreciation expenses	4,617,440	3,457,169	Depreciation expenses of buildings, structures and fixtures	1,886,000
Consumable equipments and fixtures	80,784	584,469	Whiteboard, Curtain, Laundry Machine	240,000
Consumables expenses	1,864,404	1,322,710	Stationery, paper, etc.	1,699,600
Upkeep expenses	968,192	853,624	Computer maintenance, floor waxing, etc.	1,160,000
Printing and binding expenses	1,885,608	2,463,045	Copy and printing costs of Japanese newsletter, etc.	3,000,000
Utility expenses	905,344	926,703	Gas, water, electricity, heating	900,000
Leasing expenses	390,741	352,806	Accounting software , hall rental etc.	400,000
Property and casualty insurance	375,304	358,245	Insurance for course participants, events, etc.	370,000
Gratuity expenses	423,360	529,020	Honoraria for resource persons for courses, speaking tours	660,000
Tax expenses	346,636	42,676	Van tax	50,000
Membership fees	272,601	172,528	Network membership, training participation, etc.	282,000
Course participants' living costs	714,854	523,955	Food and accomodation for ILDC course participants	550,000
Direct remittances for overseas courses	952,600	2,195,998	Costs for projects/courses in various Asian countries	1,775,000
Meeting expenses	23,438	21,642	Refreshments at meetings with former participants	90,000
Exchange rate loss	686,529	-	At exchange rate of 108.83 yen/US\$1	-
Miscellaneous expenses	762,269	681,116	Bank transfer fees, etc.	725,000
SUBTOTAL of operating expenses	57,149,748	55,036,442		59,277,600
2. Management Expenses				
Wages and allowances	1,805,705	1,653,358	Expenses related to Board of Directors and Trustees Salaries for staff supporting the Board	1,800,000
Retirement benefit expenses	112,320	115,200	Mutual fund retirement scheme premiums	140,000
Welfare expenses	304,945	303,438	Social insurance for the above staff	320,000
Travel and transportation expenses	59,125	61,186	Commuting costs for the above staff members	100,000
Communications	12,937	17,917	Postage, telephone and fax costs	30,000
Depreciation expenses	294,730	220,671	6% of the total	128,000
Consumable equipment and fixtures	-	10,620		-
Consumables expenses	14,348	15,303	Stationery, paper, etc.	30,000
Upkeep expenses	60,660	53,358	Computer maintenance, floor waxing, etc.	90,000
Printing and binding expenses	28,263	26,255	Copy and printing costs, etc.	25,000
Utility expenses	56,776	58,541	Gas, water, electricity, heating	100,000
Leasing expenses	10,386	10,362	Lease of accounting software	10,000
Insurance	11,038	14,067	Fire insurance, vehicle insurance(6% of the total)	15,000
Gratuity expenses	-	-		35,000
Tax expenses	21,264	2,724	Van tax(6% of the total)	3,000
Meeting expenses	-	-		5,000
Miscellaneous expenses	735	1,080	Bank transfer fees, garbage collection cost etc.	10,000
SUBTOTAL of management expenses	2,793,232	2,564,080		2,841,000
Total ordinary expenses	59,942,980	57,600,522		62,118,600
Current change in ordinary profit without appraisal	-11,397,810	-5,454,539		-
Profit and loss on appraisal in designated assets	-	2,131,931		-
Total of profit and loss on appraisal	-	2,131,931		-
Current change in ordinary profit	-11,397,810	-3,322,608		-
B. Change in Extraordinary Profit				
(1) Extraordinary Profit				
Gain on donation of noncurrent assets(land)	-	-		-
Total extraordinary profit	-	-		-
(2) Extraordinary Expenses				
Total extraordinary expenses	-	-		-
Current change in extraordinary profit	-	-		-
Transfer to designated net assets	-11,397,810	-3,322,608		-
Current change in general net assets	-11,397,810	-3,322,608		-888,600
Balance at beginning of year in general net assets	337,973,458	341,296,066		326,575,648
Balance at end of year in general net assets	326,575,648	337,973,458		325,687,048
II. Change in Designated Net Assets				
Designated assets invest received	966,083	586,522	Interest on training fee	400,000
Donations received	9,396,610	5,624,490	Personnel training	10,000,000
Porfit on Appraisal in Basic Assets	-12,570,000	-14,760,000	FMV of the stock	-
Loss on Appraisal in Designated Assets	-767,854	2,392,641	At exchange rate of 108.83 yen/US\$1	-
Transfer to general net assets	-6,315,540	-6,121,036		12,000,000
Current change in designated net assets	-9,290,701	-12,277,383		-1,600,000
Balance at beginning of year in designated net assets	517,924,744	530,202,127		521,952,127
Balance at end of year in designated net assets	508,634,043	517,924,744		505,344,744
III. Year-end Total Net Assets	835,209,691	855,898,202		829,431,792