

**NILAARI AGENCY**  
**FINANCIAL STATEMENTS**

**31 MARCH 2023**

**Charity Number 1080555**  
**Company Number 3785177**

# **NILAARI AGENCY**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2023**

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### **CONTENTS**

### **PAGE**

Legal and administration details of the charity and its advisors

**1**

Trustees annual report

**2 to 4**

Independent Examiner's report to the Trustees

**5**

Statement of financial activities

**6**

Balance sheet

**7**

Notes to the financial statements

**8 to 15**

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# **NILAARI AGENCY**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

**YEAR ENDED 31 MARCH 2023**

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### **Trustees/Directors**

The directors of the charitable company ("the charity") are its trustees for the purposes of the charity law and throughout this report are collectively referred to as the trustees.

The Trustees who served during the year and since the year end were as follows:

G Ramsay (Chair)  
E Wride (Vice Chair)  
B Martin (Treasurer)  
L Gordon (resigned 4 April 2022)  
N Pascal  
R Veira  
V Watkis

### **Registered Office**

184 Stapleton Road  
Easton  
Bristol  
BS5 0NZ

### **Bookkeepers**

Mendip Accounting Solution Ltd  
187 Mendip Road  
Yatton  
Somerset  
BS49 4ET

### **Independent Examiner**

David Baptiste ACPA  
Linden Accountants Limited  
21 Sevier Street  
St Werburghs  
Bristol  
BS2 9LB

### **Bankers**

Unity Trust Bank PLC  
Birmingham  
B1 2HB

**Charity Registration No.** 1080555

**Company Registration No.** 03785177

# **NILAARI AGENCY**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2023**

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### **Structure, Governance and Management**

The company is governed by its memorandum and articles of association, which also dictate the procedures for the appointment of trustees.

### **Objectives and Activities**

Nilaari offers a comprehensive range of services and support to people from Black & Minoritised Communities (BMC). Our unique interventions are culturally responsive, and individually tailored & tackle the entrenched stigma and discrimination experienced by the BMC. Interventions include 1 2 1 Talking Therapies, 1 2 1 Key working, Structured group work programs & Peer support groups

### **Achievements and Performance**

It is a great privilege that I can report, on behalf of the Board, that Nilaari continued to deliver high-quality, needs-led, culturally responsive services throughout the year, and that we have met all our key targets. Although things have been challenging it was important for us to pause, reflect, and celebrate what we have been able to achieve during such unprecedented times and acknowledge our collective strength and resilience.

Our Vision: Black and marginalised people access equitable mental health treatment

During this time like many organisations, we had to pivot and adapt the way we work and refocus our overall offer to funders, partners, and stakeholders. This time provided opportunities as well as challenges and gave us the chance to reflect and shape the overall direction of our organisation. During the past year, we have delivered an increased number of projects and achieved some amazing outcomes that have had a positive impact on the lives of individuals.

Our main focuses are

- the delivery of quality culturally appropriate and safe services,
- to ensure we have adequate resources to operate
- to remain compliant
- to continue collaborating with our key partners in delivering services
- to maintain the effectiveness and efficiency of our organisation
- to support our staff

Our fundraising efforts enabled us to meet the ever-increasing demand for services. For their continued support, we want to thank Lloyds Foundation, Nisbet Trust, Giffgaff, the Integrated Care Board (ICB), Avon & Wiltshire Partnership NHS Trust (AWP), Second Step & the Alliance and Bristol City Council as well as the local firms and individuals for their donations.

Lloyds Foundation once again supplied consultants to support senior management and Board members in reviewing several management organisation policies and procedures.

The charity maintained its reserves within the guidance provided by the Charity Commission and re-engaged the services of Linden Accountants based in St Werburghs Bristol.

# NILAARI AGENCY

## TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2023

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### Funding Policies

#### Restricted funds

This represents resources that have been received and are to be expended solely for particular projects.

#### Unrestricted funds

This represents resources that have been received which can be spent at the discretion of the directors in furtherance of the agency's objectives.

During 2022/23 the unrestricted reserves increased by £34,862 and at 31 March 2023 the reserve stood at £539,962.

#### Reserve policy for the year 2022/23

The board feels that it should hold a prudent hedge against fluctuations in income of the equivalent of six month's salaries and running costs in liquid assets to meet any unforeseen circumstances, this takes account of good practice guidance provided by the Charity Commission. This currently equates to approximately £201,523. The reserves are made up of:

Fixed assets	£388,899
Current assets	£403,958
Total	<u>£792,857</u>

#### Responsibilities of the Trustees

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the financial statements comply with the applicable law, regulations and trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**NILAARI AGENCY**  
**TRUSTEES ANNUAL REPORT**  
**YEAR ENDED 31 MARCH 2023**

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This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 SORP) issued in July 2014.

Approved by the board of Trustees and signed on their behalf by:



.....  
G Ramsay - Chair

Date: 21<sup>st</sup> December 2023



# NILAARI AGENCY

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

YEAR ENDED 31 MARCH 2023

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I report on the unaudited accounts for the year ended 31<sup>st</sup> March 2023 set out on pages 6 to 15.

### Respective responsibilities of trustees and examiner

As the charity's trustees are also its directors for the purposes of company law, you are responsible for the preparation of the accounts in accordance with the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Nilaari Agency are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### Basis of independent examiner's report

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Certified Public Accountants Association, which is a listed body.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. Accounting records were not kept in respect of the Company as required under section 386 of the 2006 Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of my independent examination; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



David Baptiste ACPA  
Linden Accountants, Scrapstore House, 21 Sevier Street, St Werburghs, Bristol, BS2 9LB

Date ..... 21<sup>st</sup> DECEMBER ..... 2023

# NILAARI AGENCY

## STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)

YEAR ENDED 31 MARCH 2023

		Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	Note	£	£	£	£
<b>INCOME FROM:</b>					
Donations and legacies	2	8,332	-	8,332	12,382
Charitable activities					
Grants	3	82,250	54,828	137,078	111,413
Service level agreements	4	-	160,534	160,534	194,847
Earned income	5	126,474	-	126,474	63,126
Other income		-	-	-	-
<b>TOTAL INCOME AND ENDOWMENTS</b>		<b>217,056</b>	<b>215,362</b>	<b>432,418</b>	<b>381,769</b>
<b>EXPENDITURE ON:</b>					
Charitable activities	6	182,194	230,833	413,027	361,993
<b>TOTAL EXPENDITURE</b>		<b>182,194</b>	<b>230,833</b>	<b>413,027</b>	<b>361,993</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>34,862</b>	<b>(15,471)</b>	<b>19,392</b>	<b>19,776</b>
<b>Gains on revaluation of fixed assets</b>	8	<b>260,308</b>	<b>-</b>	<b>260,308</b>	<b>-</b>
<b>Total funds at 1 April</b>		<b>497,687</b>	<b>15,471</b>	<b>513,157</b>	<b>493,382</b>
<b>Total funds at 31 March</b>	12	<b>792,857</b>	<b>-</b>	<b>792,857</b>	<b>513,157</b>

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 8 to 15 form part of these financial statements

# NILAARI AGENCY

## BALANCE SHEET

YEAR ENDED 31 MARCH 2023

	Note	2023 £	2022 £
<b>FIXED ASSETS:</b>			
Tangible assets	8	388,899	135,900
<b>CURRENT ASSETS:</b>			
Debtors	9	33,448	68,115
Cash at bank and in hand		394,453	319,428
		<u>427,901</u>	<u>387,543</u>
<b>CURRENT LIABILITIES:</b>			
Creditors: falling due within one year	10	(23,944)	(10,286)
Deferred income		-	-
		<u>403,958</u>	<u>377,257</u>
<b>NET CURRENT ASSETS:</b>			
		<u>792,857</u>	<u>513,157</u>
<b>NET ASSETS:</b>			
<b>FUNDS</b>			
Unrestricted funds	12	539,962	497,687
Revaluation reserve	12	255,102	-
Restricted funds	12	-	15,471
Building funds	12	(2,207)	-
		<u>792,857</u>	<u>513,157</u>

For the year ending 31st March 2023, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the directors and authorised for issue on 21st December 2023

and are signed on their behalf by:



Company Registration Number: 03785177

The notes on pages 8 to 15 form part of these financial statements

# NILAARI AGENCY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

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### 1 ACCOUNTING POLICIES

#### Accounting convention

The financial statements have been prepared under the historic cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 SORP) issued in July 2014, and applicable UK Accounting Standards and the Charities Act 2011.

#### Funds structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the terms of a specific appeal.

#### Income

All income is recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of income can be measured with sufficient reliability.

Income from donations is included when these are receivable, except as follows:

- i) When the donors specify that the donations given to the charity must be used in future accounting periods;
- ii) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met.

Income from grants, where there are performance or service deliverables required by the terms of the grant, are accounted for as the charity earns the right to payment through its performance.

#### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that agree all costs related to the category. Support costs have been allocated 100% towards the charitable activities of the charity.

#### Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the direct pay and non-pay costs and support costs relating to those activities.

#### Governance costs

Governance cost include those costs associated with meeting the constitutional and statutory requirements of the charity, and include its independent examination fees and costs linked to the strategic management of the charity including trustee expenses.

#### Pensions

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

#### Corporation tax

As the company is a registered charity no provision is considered necessary for taxation on income that is exempt under Corporation Tax legislation and that is applied to the charitable objects.

# NILAARI AGENCY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

### Tangible fixed assets and depreciation

All items are stated in the accounts under the historical cost accounting rules, with the exception of the revaluation of freehold property.

Depreciation is calculated so as to write off the cost or revalued amounts of the following tangible fixed assets by equal annual instalments over their estimated useful lives at the following rates:

Asset category	Annual rate
Freehold Property	2%

Depreciation is also provided on the reducing balance method to write off other fixed assets over their useful lives at the following rates:

Asset category	Annual rate
Furniture & fittings	25%
Office Equipment	25%

## 2 DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Donations - For the benefit of clients	8,332	-	8,332	12,382
	<u>8,332</u>	<u>-</u>	<u>8,332</u>	<u>12,382</u>

## 3 INCOME FROM CHARITABLE ACTIVITIES

### GRANTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Ageing Better Project	-	32,875	32,875	-
Bristol City Council - Advice & Mental Hez	-	21,953	21,953	-
Bluebird Trust	-	-	-	10,000
Bristol City Council - Covid Health & Wellt	-	-	-	49,044
Bristol Impact Fund - Jabari Project	-	-	-	10,034
Bristol Impact Fund - Weaver Bird Project	-	-	-	7,335
ICB Culturally Responsive MH Project	50,000	-	50,000	-
DMCS - Lloyds Foundation (h)	27,250	-	27,250	25,000
Tudor Trust - Yellow Bird	-	-	-	10,000
WECA Community Support Fund	5,000	-	5,000	-
	<u>82,250</u>	<u>54,828</u>	<u>137,078</u>	<u>111,413</u>

**NILAARI AGENCY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2023**

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**4 INCOME FROM CHARITABLE ACTIVITIES**

**SERVICE LEVEL AGREEMENTS**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2023 £</b>	<b>Total Funds 2022 £</b>
AWP - Funded Placements	-	126,654	<b>126,654</b>	160,931
Second Steps	-	33,880	<b>33,880</b>	33,917
	<u>-</u>	<u>160,534</u>	<u><b>160,534</b></u>	<u>194,847</u>

**5 INCOME FROM CHARITABLE ACTIVITIES**

**EARNED INCOME**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2023 £</b>	<b>Total Funds 2022 £</b>
Professional services	116,524	-	<b>116,524</b>	52,474
Provision of training	2,130	-	<b>2,130</b>	10,652
Room hire	7,820	-	<b>7,820</b>	-
	<u>126,474</u>	<u>-</u>	<u><b>126,474</b></u>	<u>63,126</u>

**NILAARI AGENCY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2023**

**6 DIRECT CHARITABLE EXPENDITURE**

**Charitable Activities**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2023</b>	<b>Total Funds 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	
NHS COVID-19 Crisis Response activity	27,529	15,471	<b>43,000</b>	8,000
ICB Culturally Responsive MH Project cos	13,000	-	<b>13,000</b>	-
Salaries and wages	87,300	215,362	<b>302,662</b>	309,053
Pension costs	6,968	-	<b>6,968</b>	6,645
Recruitment costs	-	-	-	35
Staff supervision and training	10,385	-	<b>10,385</b>	11,403
Volunteer expenses	1,114	-	<b>1,114</b>	800
Donations paid to clients	-	-	-	240
<u>Support costs</u>				
Premises, rent and utilities	2,120	-	<b>2,120</b>	2,171
Bookkeeping	2,791	-	<b>2,791</b>	2,509
Repairs & renewals	6,185	-	<b>6,185</b>	544
Stationery, print, post, IT	5,855	-	<b>5,855</b>	7,344
Subscriptions	125	-	<b>125</b>	125
Travel expenses	2,066	-	<b>2,066</b>	1,577
Staff entertainment	507	-	<b>507</b>	772
HR Support	-	-	-	-
Legal & professional fees	1,260	-	<b>1,260</b>	1,205
Bank Charges	141	-	<b>141</b>	161
Bad debt written off	-	-	-	-
Depreciation	9,981	-	<b>9,981</b>	4,798
Sundries	1,060	-	<b>1,060</b>	635
Insurance	2,366	-	<b>2,366</b>	3,181
Governance Costs	1,438	-	<b>1,438</b>	796
	<u>182,194</u>	<u>230,833</u>	<u><b>413,027</b></u>	<u>361,993</u>

**NILAARI AGENCY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2023**

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**7 STAFF COSTS**

	<b>2023</b>	2022
	£	£
The aggregate payroll costs were:		
Wages & salaries	<b>288,909</b>	292,170
Social security costs	<b>13,754</b>	16,883
Pensions	<b>6,968</b>	6,645
	<b><u>309,630</u></b>	<u>315,698</u>

**Particulars of employees:**

The average number of staff employed by the charity during the financial year amounted to:

	<b>2023</b>	2022
	<b>No.</b>	No.
Project Staff	<b>18</b>	16
Support staff	<b>1</b>	1
	<b><u>19</u></b>	<u>17</u>

No employee received emoluments of more than £60,000 (2022: Nil)

The average number of full-time equivalent employees during the year was 16 (2022: 16)

No trustee received remuneration, and no trustees reclaimed expenses (2022: Nil).

The charity operates a defined contribution pension scheme.

14 staff are members of the scheme

# NILAARI AGENCY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

### 8 TANGIBLE FIXED ASSETS

	Freehold Property £	Fixtures & Fittings £	Office Equipment £	Totals £
<b>COST:</b>				
At 1 April 2022	214,692	-	44,710	259,402
Additions	-	-	2,673	2,673
Revaluations	260,308	-	-	260,308
At 31 March 2023	<u>475,000</u>	<u>-</u>	<u>47,383</u>	<u>262,075</u>
<b>DEPRECIATION:</b>				
At 1 April 2022	79,990	-	43,512	123,502
Charge for the year	9,500	-	481	9,981
At 31 March 2023	<u>89,490</u>	<u>-</u>	<u>43,993</u>	<u>133,483</u>
<b>NET BOOK VALUE:</b>				
At 31 March 2023	<u>385,510</u>	<u>-</u>	<u>3,389</u>	<u>388,899</u>
At 31 March 2022	<u>134,702</u>	<u>-</u>	<u>1,198</u>	<u>135,900</u>

All assets are used directly for charitable purposes. Freehold property was revalued in 2022 by Hunters Estate Agents Limited on the basis of present condition and usage. The historical cost of the freehold property included in the valuation of £475,000 was £233,288.

### 9 DEBTORS

	2023 £	2022 £
Debtors	32,156	66,374
Prepayments	1,293	1,741
	<u>33,448</u>	<u>68,115</u>

### 10 CREDITORS: amounts falling due within one year

	2023 £	2022 £
Trade creditors	17,890	1,840
Accruals	1,560	780
Taxation and social security	3,064	6,207
Other creditors	599	628
Bad debt provision	831	831
	<u>23,944</u>	<u>10,286</u>

# NILAARI AGENCY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

### 11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Fixed Assets	388,899	-	388,899
Current Assets	427,901	-	427,901
Current Liabilities	(23,944)	-	(23,944)
	792,857	-	792,857

### 12 TOTAL FUNDS

Analysis of Fund movements	Balance b/fwd £	Income £	Expenditure £	Transfers £	Fund c/fwd £
<b>Unrestricted funds:</b>					
General funds	497,687	217,056	(179,987)	5,206	539,962
Revaluation reserve	-	260,308	-	(5,206)	255,102
Designated funds	-	-	-	-	-
Building funds	-	-	(2,207)	-	(2,207)
	497,687	477,364	(182,194)	-	792,857
<b>Restricted funds:</b>					
	Balance b/fwd £	Income £	Expenditure £	Transfers £	Fund c/fwd £
AWP - Funded Placements (a)	-	126,654	(126,654)	-	-
Second Steps (b)	-	33,880	(33,880)	-	-
Ageing Better Project (e)	-	32,875	(32,875)	-	-
Bristol City Council - Advice And Mental H	-	21,953	(21,953)	-	-
NHS COVID-19 Crisis Response (g)	15,471	-	(15,471)	-	-
	15,471	215,362	(230,833)	-	-
Total	513,157	692,726	(413,027)	-	792,857

(a) **Bristol Mental Health** - Overseen by the Bristol Clinical Commissioning Group and led by Avon & Wiltshire Mental Health Partnership NHS Trust, Nilaari along with several other public and voluntary sectors mental health service providers, employ three Recovery Navigators, in three geographic assessment and recovery teams across the city. These teams provide local psychosocial interventions, focusing on supporting individuals to build resilience and improve wellbeing.

# NILAARI AGENCY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

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### 12 TOTAL FUNDS (Continued)

(b) **Golden Key Program** - In partnership with Second Step, we have been working with the Independent Futures advisory group (IF Group): people with personal experience of prison, homelessness, long-term mental health problems and drug and alcohol dependency. The IF group's vision, ideas and feedback have guided the project from design and delivery to review. We have worked to enable clients who are struggling and feel locked out of services to find new ways to get the help they need to build on their strengths, pursue their hopes and change their lives.

(c) **NHS COVID-19 Crisis Response** - Through BNSSG's COVID-19 Business Case, funding has been identified (£50,000) to increase the provision of culturally informed and BAME-led mental health services for people across BNSSG. Funding is allocated to lead partner Nilaari and the funds then divided equally with partners Bristol Black Carers and the Somali Resource Centre.

(d) **Lloyds Foundation** - Two-year grant of £50,000 from Lloyds Bank Foundation to support the charity to respond to the needs of the most vulnerable and marginalised people affected by the COVID-19 crisis.

(e) **Ageing Better Project** - Through Healthier Together's Ageing Well fund, Age UK Bristol works in partnership with Nilaari, to deliver group well-being sessions to Minoritised community groups in Bristol and South Gloucestershire. The Wazee Wellbeing project, Wazee meaning 'Elders' in Swahili, runs culturally sensitive sessions tailored to meet the needs of individual groups. A variety of topics are covered, including managing anxiety, self-care, sleep hygiene, coping with loss, and advice on how to stay well.

(f) **Bristol City Council - Advice & Mental Health Project** - Advice and Mental Health Project aims to increase community mental health support for Black, Asian, and Minoritised Ethnic people experiencing financial issues and poor mental health