

# **Hope Housing (Bradford) LTD**

Charity number 1132349

A company limited by guarantee number 6911577

## **Annual Report and Financial Statements for the year ended 31 May 2019**



West Yorkshire Community Accounting Service

# **Hope Housing (Bradford) LTD**

## **Annual Report and Financial Statements for the year ended 31 May 2019**

<b>Contents</b>	<b>Page</b>
Trustees' report	2 to 6
Examiner's report	7
Statement of financial activities	8
Balance sheet	9
Notes to the accounts	10 to 15

**Prepared by West Yorkshire Community Accounting Service**

# Hope Housing (Bradford) LTD

## Trustees' report for the year ended 31 May 2019

### Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
James Clayton	Chair	
Hannah Stickland		Resigned February 2019
John Playle		
Lara Oyedele		
Priya Patel		
Helen Hack		Appointed January 2019
<b>Charity number</b>	1132349	Registered in England and Wales
<b>Company number</b>	6911577	Registered in England and Wales
<b>Registered and principal address</b>	<b>Bankers</b>	
Millside House	The Co-operative bank	
131 Grattan Road	6 Tyrrel Street	
Bradford	Bradford	
BD1 2HS	BD1 1RJ	

### Independent examiner

Simon Bostrom FCIE

### West Yorkshire Community Accounting Service

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### Structure, governance and management

The charity is a company limited by guarantee and was formed on 20 May 2009. It is governed by a memorandum and articles of association as amended by special resolution on 18 October 2010. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

### Method of recruitment and appointment of trustees

The members of the charity may by ordinary resolution appoint a person who is willing to act as a trustee. Appointments to the board must always be made such that a majority of members will hold a Christian faith.

### Objectives and activities

#### The charity's objects

To reduce homelessness in such ways as maybe thought fit within the context of Christian values and practice, based on the biblical mandate to love our neighbour as ourselves;  
To support, advise and accommodate the homeless and inadequately housed in partnership with local churches and other organisations and individuals as the trustees from time to time may think fit;  
To fulfil other purposes which are exclusively charitable according to the law of England and Wales that are connected with the charitable work of the charity;

# Hope Housing (Bradford) LTD

## Trustees' report (continued) for the year ended 31 May 2019

### The charity's main activities

Our work with people experiencing homelessness in Bradford has continued to comprise a range of activities as follows:

Providing advice, support and advocacy for people experiencing, or at risk of experiencing, homelessness including those who are destitute (having no recourse to benefits and other public funds) .

Providing supported accommodation for those who are homeless through our supported tenancies in our 8 properties across Bradford and also through our hosting scheme.

Providing recovery focussed support for those clients who are homeless and also experiencing substance misuse and mental and physical health problems.

Developing and working with a wide range of partnerships with statutory and voluntary services and churches to support our clients.

Providing opportunities and training for volunteers to enable them to contribute to support of our clients.

We continue to receive referrals from hostels, police, Bradford day shelter providers, drug and alcohol services, outreach and probation workers. We believe it is a great privilege to help people experiencing homelessness by providing hope where they often feel there is no hope. We are extremely well respected across the Bradford District and have an excellent track record of effective delivery and partnership working.

### Public benefit statement

The trustees confirm that they have complied with their duty in section 4 of the 2006 Charities Act to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.

### Achievements and performance

#### A year of growth

It has been fantastic this year to mark 10 years of Hope Housing's work. In February 2019 over 100 supporters joined us to celebrate the work of housing the homeless in Bradford. We are thankful to have supported over 1,400 people in that time.



This year has been a year of steady growth. We employed a Positive Pathways Worker in Sept 2018 which freed up capacity to focus on growing the number of supported tenancies that we have. This year also saw the start of relationships with two private landlords and Leeds Diocese Church of England. We have also opened two more houses and have commenced our model to acquire more single bed properties.

This last year (June 2018 - May 2019) we have supported 53 people. Of those we've housed 33 people in our supported accommodation. We have been able to provide emergency accommodation to prevent rough sleeping to 5 individuals. 22 homeless people have received outreach support to help them out of homelessness.

We have continued with the main core of our work in housing the homeless, and alongside this we have supported our clients with food parcels, mobile phones - to help them stay connected and access services, recovery support, help to move out of destitution and support to improve client's physical and mental health.

Our destitute project has fully supported 9 people into housing and paid for subsistence, including food and bills. We are especially proud of successfully helping 6 of these clients out of destitution through our intensive specialist support.

## Hope Housing (Bradford) LTD

### Trustees' report (continued) for the year ended 31 May 2019

#### Achievements and performance continued

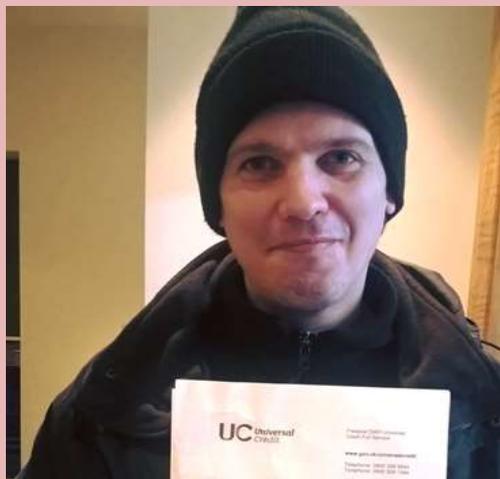


Towards the end of this year we have started to see some political changes for our European Migrants which has resulted in increased support through the Settlement Scheme. This has enabled us to better assist our clients who had been without support for a long time.

Our recovery project has supported 14 people to access housing and recovery support which in turn helps reduce addiction, and increase tenancy sustainability.

We have helped our clients connect with people in the community through our 'one step at a time' trips that aim at building social cohesion, reduce isolation and improve mental wellbeing.

One of our former clients has now set up a social enterprise and delivered 4 cook and eat sessions for our other clients. In this year we have taken our clients out on 3 social trips one of which was in March 2019, to the railway museum in York.



David is holding a letter from Universal Credit which states that he now has a permanent right to reside in the UK. Having been rough sleeping and homeless on and off for the past 2 years, he now has entitlement to benefits and housing support. This will be a big factor in preventing him from rough sleeping. Great News!

Just a few months previously we were so sad, as he left our office and we knew he was going back to sleep in a cold, abandoned warehouse with rats. Now, due to a team effort from Inn Churches, Salvation Army, the Job Centre and Hope Housing he is housed! Thank you God!

#### Supporters

We are particularly grateful to our ongoing individual donors, organisational donors as well as grant funders. We could not support our clients without their support.

Our volunteers have continued to provide essential support to our clients by conducting home visits and providing quality care and kindness to our residents. We are really pleased that this year we have been able to sustain our work, in helping some of the most marginalised people in the UK and we continue to support them through their struggles. We still feel very strongly the effects of austerity with the high numbers of rough sleepers and our lack of emergency accommodation to meet the needs of those around us. As we move into our next financial year we pray that our capacity will grow and we long for a day when no one needs to sleep on the streets.

# Hope Housing (Bradford) LTD

## Trustees' report (continued) for the year ended 31 May 2019

### Achievements and performance continued

#### (June 2018 - May 2019) GRANT FUNDERS

- Acts 435
- Bradford Community Challenge Fund
- Green Pastures
- Lottery Awards for All
- Nationwide Foundation
- Provident Social Impact Fund
- Sovereign Healthcare
- Vicars Relief Fund
- Wellsprings
- West Yorkshire Police Safer Communities Fund
- Wharfedale Foundation



#### Case study - Tama

Tama is in his late 20s and came to the UK as a refugee three years ago. He is from Sudan which is experiencing civil war. He fled to Libya where he was held in a camp under terrible conditions which included a lack of clean drinking water. He managed the dangerous boat journey across the Mediterranean sea. He had his claim for asylum refused in the UK and is now destitute, which means he is not allowed to work in the UK and is not eligible for any benefits. Unfortunately, on top of all of this hardship, earlier this year he was diagnosed with bladder cancer. He had to undergo surgery and now requires follow up treatments.

We were able to move him into one of our supported tenancies where we provide him with food and pay his utility bills. We also provide him with emotional support and care.

His re-visited asylum claim is not yet through meaning he does not qualify for secondary health care and is getting charged for all of his healthcare treatments. We are also assisting with transportation to follow up appointments, and also for him to pursue further studies. Despite his struggles Tama has a spark in his eyes when he smiles. He clearly enjoys being around and laughing with people.

# Hope Housing (Bradford) LTD

## Trustees' report (continued) for the year ended 31 May 2019

### Financial review

The net income for the year was £46,217, including net income of £7,508 on unrestricted funds and net income of £38,709 on restricted funds.

### Reserves policy

The Trustees have established as a matter of policy that the aim of the charity is to have reserves that represent three months operating costs of the charity.

Budgeted expenditure for the year to 31 May 2020 is £223,250 which would require a target reserve of £55,800.

The charity's free reserves, excluding fixed assets, at the year end were £42,742.

### Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which 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 the year. 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;

make judgements and estimates that are reasonable and prudent;

state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping 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 financial accounts comply with the Companies Act 2006. 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees:

Signed..... (Trustee)

Name.....

Date.....

# Hope Housing (Bradford) LTD

## Independent examiner's report to the trustees of Hope Housing (Bradford) LTD

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 May 2019, which are set out on pages 8 to 15.

### Responsibilities and basis of report

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

Having satisfied myself that the accounts of the charitable company 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 ('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.

### Independent examiner's statement

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

- 1 accounting records were not kept in respect of the company as required by 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 of 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 an 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.

Signed: ..... Name: Simon Bostrom

Relevant professional qualification or body: FCIE

Date: .....

### West Yorkshire Community Accounting Service

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Hope Housing (Bradford) LTD**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 May 2019**

	Notes	2019 Unrestricted funds £	2019 Restricted funds £	2019 Total funds £	2018 Total funds £
<b>Income from:</b>					
Grants, contracts and donations	(2)	25,173	76,435	101,608	84,863
Rent and service charges		55,808	-	55,808	43,778
Other income		-	-	-	372
Bank interest		23	-	23	1
<b>Total income</b>		<u>81,004</u>	<u>76,435</u>	<u>157,439</u>	<u>129,014</u>
<b>Expenditure on:</b>					
Salaries NI and pensions	(3)	18,197	26,169	44,366	51,966
Staff travel		-	833	833	704
Volunteer expenses		-	76	76	1,256
Training		-	61	61	452
Beneficiaries housing support costs		45,169	845	46,014	44,444
Beneficiaries subsistence costs		1,539	2,839	4,378	
Office and administration		-	1,682	1,682	1,811
Phone and postage		-	556	556	2,373
Insurance		-	944	944	737
Payroll and HR		-	474	474	794
Legal, professional and consultancy		1,452	432	1,884	2,665
Office rent		1,800	650	2,450	783
Repairs and renewals		2,485	-	2,485	1,570
Independent examination		116	904	1,020	900
Fundraising costs		2,738	60	2,798	4,114
Trips, events and activities		-	1,201	1,201	-
<b>Total expenditure</b>		<u>73,496</u>	<u>37,726</u>	<u>111,222</u>	<u>114,569</u>
<b>Net income / (expenditure)</b>		<u>7,508</u>	<u>38,709</u>	<u>46,217</u>	<u>14,445</u>
<b>Fund balances brought forward</b>		<u>35,234</u>	<u>15,880</u>	<u>51,114</u>	<u>36,669</u>
<b>Fund balances carried forward</b>	(4)	<u>42,742</u>	<u>54,589</u>	<u>97,331</u>	<u>51,114</u>

All incoming resources and resources expended derive from continuing activities.

# Hope Housing (Bradford) LTD

## Balance sheet

as at 31 May 2019

	2019	2019	2019	2018
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Current assets</b>				
Debtors and prepayments	(5) 2,058	-	2,058	14,899
Cash at bank and in hand	(6) 43,120	54,589	97,709	37,449
<b>Total current assets</b>	<u>45,178</u>	<u>54,589</u>	<u>99,767</u>	<u>52,348</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(7) 2,436	-	2,436	1,234
<b>Total current liabilities</b>	<u>2,436</u>	<u>-</u>	<u>2,436</u>	<u>1,234</u>
<b>Net current assets / (liabilities)</b>	<u>42,742</u>	<u>54,589</u>	<u>97,331</u>	<u>51,114</u>
<b>Net assets</b>	<u>42,742</u>	<u>54,589</u>	<u>97,331</u>	<u>51,114</u>
<b>Funds</b>				
Unrestricted funds	42,742	-	42,742	35,234
Restricted funds	-	54,589	54,589	15,880
<b>Total funds</b>	<u>42,742</u>	<u>54,589</u>	<u>97,331</u>	<u>51,114</u>

For the year ending 31 May 2019 the charitable 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 charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) 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 and with FRS 102 (effective January 2015).

The financial statements were approved by the board of trustees on

Date: .....

Signed: ..... (Trustee)

Name .....

# **Hope Housing (Bradford) LTD**

## **Notes to the accounts**

### **for the year ended 31 May 2019**

#### **1 Accounting policies**

##### **Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice:

Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

##### **Going concern**

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

##### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

##### **Grants and donations**

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

##### **Expenditure and liabilities**

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

##### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

##### **Tangible fixed assets**

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives.

##### **Pensions**

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

# **Hope Housing (Bradford) LTD**

## **Notes to the accounts**

### **for the year ended 31 May 2019**

#### **1 Accounting policies continued**

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

##### **Leases**

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

**Hope Housing (Bradford) LTD**  
**Notes to the accounts continued**  
**for the year ended 31 May 2019**

<b>2 Grants and donations</b>	2019	2019	2019	2018
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
ACTS 435	-	1,375	1,375	1,450
Bradford City Community Challenge Fund	-	875	875	-
Green Pastures	-	850	850	500
Nationwide Foundation	-	50,000	50,000	-
Provident Social Impact Fund	-	5,000	5,000	-
Sovereign Healthcare	-	5,000	5,000	-
Vicars Relief Fund (St Martins in the Fields)	-	685	685	892
Wellsprings Together	3,750	11,250	15,000	-
Wharfedale Foundation	-	1,400	1,400	-
DISC Ltd	-	-	-	20,096
Lottery Awards for All	-	-	-	9,999
Safer Communities Fund WYPCC	-	-	-	5,000
Donations	21,423	-	21,423	46,926
	<u>25,173</u>	<u>76,435</u>	<u>101,608</u>	<u>84,863</u>

<b>3 Staff costs and numbers</b>	2019	2018
	£	£
Gross salaries	43,359	50,998
Social security costs	1,840	1,146
Employment allowance	(1,840)	(984)
Pensions	1,007	806
	<u>44,366</u>	<u>51,966</u>

The average number employees during the year was 4.8, being an average of 2.2 full time equivalent (2018: 5, 2.3 FTE). There were no employees with emoluments above £60,000.

<b>Defined contribution pension scheme</b>	2019	2018
	£	£
Costs of the scheme to the charity for the year	1,007	806

<b>4 Restricted funds</b>	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Safer Communities Fund	5,000	-	5,000	-	-
Awards for All	9,999	-	9,999	-	-
ACTS 435	881	1,375	2,256	-	-
BMBC - Community Challenge	-	875	583	-	292
Nationwide	-	50,000	1,158	-	48,842
Provident social impact	-	5,000	833	-	4,167
Wharfedale	-	1,400	701	-	699
Vicars relief fund	-	685	685	-	-
Well springs	-	11,250	11,250	-	-
Sovereign	-	5,000	5,000	-	-
Green pastures	-	850	261	-	589
	<u>15,880</u>	<u>76,435</u>	<u>37,726</u>	<u>-</u>	<u>54,589</u>

# Hope Housing (Bradford) LTD

## Notes to the accounts continued

### for the year ended 31 May 2019

#### 4 Restricted funds continued

Fund name	Purpose of restriction
Safer Communities Fund	Towards staffing and volunteer costs
Awards for All	Towards staffing and volunteer costs
ACTS 435	Towards client support costs
BMBC - Community Challenge	To support Destitute clients costs, food, travel, setting up home etc received 2
Nationwide	For staffing and volunteer costs
Provident social impact	For staffing costs
Wharfedale	Towards the cost of volunteering activities
Vicars relief fund	Towards beneficiary housing costs, emergency accommodation etc.
Well springs	For staffing costs
Sovereign	Towards the charity's running costs
Green pastures	For volunteer and social activities

#### 5 Debtors and prepayments

	2019	2018
	£	£
Debtors	2,058	14,899
Prepayments	-	-
	<u>2,058</u>	<u>14,899</u>

#### 6 Cash at bank and in hand

	2019	2018
	£	£
Cash at bank	97,460	37,218
Cash in hand	249	231
	<u>97,709</u>	<u>37,449</u>

#### 7 Creditors and accruals

	2019	2018
	£	£
Creditors	-	-
Accruals	2,436	1,234
	<u>2,436</u>	<u>1,234</u>

#### 8 Related party transactions

##### Trustee remuneration

No trustee received any remuneration during this year or the previous year.

##### Trustee expenses

No trustee received any expenses during this year or the previous year.

##### Key management personnel

The key management personnel of the charity comprises the Chief Officer only. The total employee benefits of the key management personnel of the charity were £17,909 (2018: £2,784).

**Hope Housing (Bradford) LTD**  
**Notes to the accounts continued**  
**for the year ended 31 May 2019**

**9 Operating leases**

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

Within one year

In the second to fifth years inclusive

Over five years from the balance sheet date

Properties for  
beneficiaries

£

12,609

27,385

-

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39,994

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## Hope Housing (Bradford) LTD

### Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 May 2019

	2019 Unrestricted funds £	2018 Unrestricted funds £	2019 Restricted funds £	2018 Restricted funds £	2019 Total funds £	2018 Total funds £
<b>Income</b>						
Grants, contracts and donations	25,173	68,414	76,435	16,449	101,608	84,863
Rent and service charges	55,808	43,778	-	-	55,808	43,778
Other income	-	372	-	-	-	372
Bank interest	23	1	-	-	23	1
<b>Total income</b>	<b>81,004</b>	<b>112,565</b>	<b>76,435</b>	<b>16,449</b>	<b>157,439</b>	<b>129,014</b>
<b>Expenditure</b>						
Salaries NI and pensions	18,197	49,334	26,169	2,632	44,366	51,966
Staff travel	-	704	833	-	833	704
Volunteer expenses	-	1,256	76	-	76	1,256
Training	-	452	61	-	61	452
Beneficiaries housing support costs	45,169	44,444	845	-	46,014	44,444
Beneficiaries subsistence costs	1,539	-	2,839	-	4,378	-
Office and administration	-	1,811	1,682	-	1,682	1,811
Phone and postage	-	2,373	556	-	556	2,373
Insurance	-	737	944	-	944	737
Payroll and HR	-	794	474	-	474	794
Legal, professional and consultancy	1,452	2,665	432	-	1,884	2,665
Office rent	1,800	783	650	-	2,450	783
Repairs and renewals	2,485	1,570	-	-	2,485	1,570
Independent examination	116	900	904	-	1,020	900
Fundraising costs	2,738	4,114	60	-	2,798	4,114
Trips, events and activities	-	-	1,201	-	1,201	-
<b>Total expenditure</b>	<b>73,496</b>	<b>111,937</b>	<b>37,726</b>	<b>2,632</b>	<b>111,222</b>	<b>114,569</b>
<b>Net income / (expenditure)</b>	<b>7,508</b>	<b>628</b>	<b>38,709</b>	<b>13,817</b>	<b>46,217</b>	<b>14,445</b>
<b>Fund balances brought forward</b>	<b>35,234</b>	<b>34,606</b>	<b>15,880</b>	<b>2,063</b>	<b>51,114</b>	<b>36,669</b>
<b>Fund balances carried forward</b>	<b>42,742</b>	<b>35,234</b>	<b>54,589</b>	<b>15,880</b>	<b>97,331</b>	<b>51,114</b>