



**Helping patients throughout Poland**

(Registered charity number 1137887)

**Financial statements and report  
for the year ended 30 September 2014**



*Thank you for donating specialist medical equipment for patients  
under the care of the Brzozów hospice.*

*We are hugely grateful for this wonderful gesture,  
which has made easier the lives of patients who struggle every day with illness and suffering.*

*We use the cannulas and dressings you provided in caring for our poorest patients,  
who cannot always afford to buy medical supplies themselves.  
- Jolanta Leń, Brzozów*

*A heartfelt thank you for your dedication, material support  
and the efforts put into helping our hospice.  
Tomisław Przystalski, Chojna hospice*

This year the Foundation:

Provided equipment for 10 organisations supporting  
terminally ill patients throughout Poland.

Spent £531 generating donations of £12,598.  
All costs were met by donations from the trustees.

Provided a life support machine pump, 13 mattresses, 12 pulse-oxymeters, 7 oxygen concentrators, 5 blood pressure meters, 150 anti-bedsore dressings, 4500 syringes, 20 packets of sterile gloves, 3 patient transfer devices, 3 stethoscopes, equipment for washing patients' hair in bed, 3 suction pumps, tracheotomy equipment and oxygen therapy equipment.

The Foundation also provided a grant to support the replacement of an ambulance destroyed by flooding.

**Made it possible for hundreds of patients to live their final days in dignity,  
at home with their families**

**Thank you for your support!**

## The Alina Foundation Trustees' report for the year ended 30 September 2014

### Reference and administrative information

<b>Charity name</b>	The Alina Foundation
<b>Registered charity number</b>	1137887
<b>Principal office</b>	65 Ashley Drive, Penn, Bucks, HP10 8AZ, UK
<b>Trustees</b>	Ewa Holender Janusz Holender Sam Pinkstone

### Objects & activities to benefit the public

The Foundation provides vital medical equipment and supplies for organisations that care for terminally ill patients.

The equipment we provide is used in residential hospices and lent free of charge to families so they can care for patients at home. There is a huge shortage of beds in residential units across Poland, so care at home is crucial. The patients and families we speak to also say that being at home makes a huge difference to them.

We work primarily with small, volunteer based organisations, to help build their capacity and maximise our impact. Our main focus is on hospices that struggle to obtain sufficient funding from other sources, are new or are based in poorer, rural areas.

The organisations with which we work look after patients of all ages, including the elderly as well as children with terminal illnesses and disabilities.

### Katowice

The Cordis Hospice Association in Katowice has cared for families touched by cancer as well as childhood terminal illness for over 24 years.

The hospice team includes doctors, nurses, psychologists, physiotherapists and volunteers who do all they can to ensure the best quality of life for their charges, providing holistic and specialist care. Above all, the hospice cares for patients in their own homes, travelling up to 100km to visit children who need their help. All the hospice's services are free of charge.

*"The equipment donated by the Alina Foundation, for which we wholeheartedly thank you, has been entirely used in our daily care for adults and children in our residential hospice."*

- Jolanta Grabowska Markowska, President



## **Our work in 2013/14**

During our fifth year of operation we raised £12,598 through donations, grants and Gift Aid.

We spent £8,131 to provide support and equipment for 10 organisations throughout Poland that care for terminally ill patients. We provided vital equipment, such as beds and mattresses, so that patients can be cared for at home and spend their final months with their families. We also helped buy a replacement ambulance to allow hospice staff to visit patients in remote areas. A full list of support provided is at note 4 to the accounts.

The balance of funds available will be spent in the coming months to help further hospices in the poorest regions of Poland and areas of great need.

Each piece of equipment is used to support many patients during its useful life. For example a single bed has a life of up to 10 years, and can allow up to 40 patients to spend their final days with their families.

We work directly with individual hospices to identify the equipment that they most need at any time.

We always thoroughly research the best equipment and prices offered by many suppliers. We also have an established relationship with a number of suppliers who provide equipment at significant discounts.

### **Grant criteria**

Our grant criteria are designed to identify the hospices where our support will make the biggest impact, and take into account:

- the location of the hospice – with an emphasis on poorer, rural areas or where demand for hospice support is particularly high;
- the availability of other funds – we aim to support hospices that struggle to obtain funding, either because they are newly established or where demand for their services significantly outstrips the funds available; and
- the use of volunteers.

In addition to these criteria we consider input from the national hospice foundation (Fundacja Hospicyjna), our own experience on the ground and the particular circumstances of individual hospices.

During each year's fundraising bike ride participants, including our trustees, visit the majority of the hospices that we support. We see first-hand how the hospices operate and use the equipment we have donated, but more importantly we meet hospice staff and volunteers to discuss how we can most effectively support them going forward.

### **Website and social media**

The Foundation's website, [www.alinafoundation.org](http://www.alinafoundation.org), provides information on the charity's work and its fundraising initiatives, in English and Polish. The website includes an easy to complete form for hospices to apply for medical equipment.

We use Facebook to update supporters on our activities and achievements.

## Wiśniowa



### **Contribution towards the replacement of an ambulance destroyed by flooding**

The Wiśniowa hospice cares for more than 150 adults and 20 children each year in remote areas of the country.

Severe floods in September destroyed the hospice's only ambulance, which staff used to reach patients and also transport patients to hospital and medical appointments.

This sudden loss was a big challenge for a hospice already struggling to buy vital equipment, such as beds, needed by its many patients.

The Alina Foundation contributed 3,000 zł and by the end of the year the hospice had a new ambulance. The four wheel drive is especially useful in the winter for reaching patients in remote and mountainous areas.

*"In the name of our Board, the hospice team and our patients, I thank you sincerely for the understanding and kindness you showed by supporting the purchase of our replacement hospice ambulance following the floods. Thank you that you responded to our plea so quickly and without excessive formalities.*

*This help was very important for us, giving us hope that our appeal would succeed.*

*We are also grateful for your willingness to help in other ways by placing information about our appeal on your social media. Together, we can always achieve more."*

- Ewa Dudzik-Urbaniak, President of the Hospice Association

## Cycle Poland 2014



Our fifth fundraising bike ride across Poland visited 10 hospices, which received vital medical equipment from the Foundation. 25 cyclists from Britain and Poland cycled over 1100 km, met volunteers, staff and patients and saw the impact of the funds they raised. All riders paid the costs of the ride in full, so all funds raised were used directly to purchase medical equipment.

We were honoured that this year our honorary patrons were Maja Włoszczowska, the 2010 World Mountain Bike Champion, and Damian Zieliński, champion of Poland and Europe in track cycling. Damian joined us for the start of the ride at Szczecin children's hospice, and even rode with us for the first section of our journey.

Our team was joined by many riders along the way, including volunteers from local hospices, school children and local cycling clubs. We finished the ride at an event hosted by Alma Spei children's hospice in Kraków with lots of fun games for children and grown ups.

The ride received extensive coverage in the Polish media, raising the profile of the hospice movement, the Foundation and the individual hospices that we visited.



Cycle Poland riders deliver a new oxygen concentrator to the hospice in Chojna



Our riders meet Damian Zieliński, honorary patron of Cycle Poland

## Szczecin



This hospice cares for children with terminal illnesses and their families, and provides a palliative care clinic for adults. A nurse and doctor are available 24 hours a day, to ensure young patients receive the care they need.

Cycle Poland 2014 visited the hospice to hear about its great work first hand and met many of the amazing volunteers who make the work of the hospice possible.

*"The most sincere thanks for the donated oxygen concentrators and anti-bedsore cushions, which will improve the quality of life of our patients."*

Kinga, President



## Partners

In addition to the national hospice foundation, Polish hospice charities, and over 40 voluntary organisations providing palliative care in Poland, the Foundation also partners with a number of companies. We would like to thank the following corporate partners, who provided donations, support and publicity for Cycle Poland 2014.

- ABD-ROB
- APCO
- ATS Transport
- Avis
- Drukarnia Totem
- Faurecia
- Fujitsu
- Karton-Pak
- madbike
- NewsBike
- Przedszkole Językowe Mądra Główka
- Tarzania Park Linowy w Szczecinie
- Vitarade
- [www.drwyszkowski.pl](http://www.drwyszkowski.pl)
- [www.dentistgdansk.com](http://www.dentistgdansk.com)

Media patrons included Kurier Szczeciński, Zdrowy-Rower.pl, wszczecinie.pl.

We also received a generous donation from Polonia North in Canada

Honorary patrons included the cities of Szczecin and Kraków, Olgierd Geblewicz the Mayor of the Zachodniopomorski district.

Thank you to all our partners and supporters, who help us improve the quality of life of hundreds of terminally ill patients and their families each year.





*The equipment you provided improves the lives of our patients and helps us care for them in their homes. The equipment is in constant use.*

- Aleksandra Mazur, Police hospice

*Thank you for supporting the construction of the St. John Paul II residential hospice in Bielsko-Biala. The new hospice will be a living testament to the most beautiful human feelings: love for others, patience and hope.*

- Grażyna, Salwatoriański Stowarzyszenie Hopsicyjne, Bielsko

*The oxygen concentrator and suction pump are already being used in our hospice. This equipment is modern and quiet, which has significantly improved the comfort of our patients.*

*The pump has disposable gel inserts, which prevent the risk of infection. This equipment is significantly more modern than our existing equipment.*

*In the name of our patients and our own, thank you for your kindness and understanding of our needs.*

- Tadeusz Iżykowski, Hospicjum Św Kamila, Gorzów Wielkopolski

*A heartfelt thank you for wanting to help the terminally ill children under our care by providing a specialist bed. Thank you for this gift from the heart!*

*The bed has improved the quality of life of our patient and reduced the likelihood of bedsores.*

- Natasza Godlewska, Pszczyzna hospice



## **The future**

In 2015 we hope to grow Cycle Poland to increase the number of participants as well as corporate support. We will continue to look for opportunities to engage the Polish community in London, and to increase awareness of the work of Polish hospices within local communities.

We will reach out to more hospices, particularly smaller ones that do not have the resources to apply to many other sources of funding. We will do this in part via the simple application form on our website, mailings through Fundacja Hospicyjna, and articles in the press and hospice specific publications. We will continue to support the hospices with which we already work.

We will continue to promote the work of the hospice movement in Poland.

## **The risks we face and our policy on reserves**

As a charity that purchases equipment as funds become available, the trustees consider that the risks are relatively low and do not wish to maintain more than minimal reserves. Funds may be held over to the following financial year for expenditure in that year.

We generally do not transfer cash to hospices, but rather pay equipment suppliers directly to ensure funds are properly used. We use the fundraising bike ride to visit hospices that we support to ensure that funds are used effectively. All hospices that receive equipment are also asked to confirm, in writing, the receipt of equipment and that it will be used to look after patients, in fulfilment of the Foundation's objectives. Donation agreements for more significant purchases require the hospice to provide a brief report on the use of the equipment.

## **Governing document**

The charity is a trust governed by a trust deed dated 12 August 2009. It was registered as a charity on 8 September 2010, having reached the financial threshold for registration with the Charity Commission.

The formal objectives of the Foundation are to:

- relieve those suffering from cancer or any terminal illness, and the suffering of their families, friends and those who care for them, whether in England or anywhere in the world, in any manner that may for the time being be deemed by law to be charitable; and
- advance public education on the subject of cancer and terminal diseases by supporting cancer awareness, education and research.

## **Governance & Management**

Trustees are appointed by the existing trustees and receive a trustee induction pack on appointment. The current trustees include a charity manager, a computer and business consultant and a TV producer with experience of video production and web design. Meetings of the trustees are held regularly, and trustees also communicate regularly by phone and email.

The charity has no staff, with all management and administration carried out by the trustees on a voluntary basis. The trustees pay all overheads and expenses of the trust; all the costs listed at note 2 to the accounts were met in full by donations from the trustees. All donations from the public are used directly for charitable activities.

The Foundation works closely with a number of Polish hospices and 'Fundacja Hospicyjna' (the Polish Hospice Foundation) to identify hospices where our support will have the greatest

impact. The Foundation maintains regular contact with hospices through emails, by telephone and in person as part of Cycle Poland, the charity's fundraising bike ride.

### **Responsibilities of the trustees**

Charity law requires the trustees to keep accounts and prepare financial statements for each financial year. The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity. The trustees are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud or other irregularities.

The trustees have had regard to guidance issued by the Charity Commission on public benefit in exercising their powers and duties.

We hope you find the accounts and this report useful. However, we wish to go beyond our legal obligations, to make the Foundation as transparent as possible. If any of your questions are not answered here, or if you would like to find out more about the Foundation, please contact us:

Post: 65 Ashley Drive, Penn, Bucks, HP10 8AZ

Phone: +44 1494 812342

e-mail: [info@alinafoundation.org](mailto:info@alinafoundation.org)

Approved and authorised for issue by the trustees on 18 May 2015 and signed on their behalf by Ewa Holender:



Signed

Date: 18 May 2015

**The Alina Foundation**  
**Statement of financial activities**  
**(incorporating the income and expenditure account)**  
**for the year ended 30 September 2014**

	Note	Unrestricted Funds 2014 £	Restricted Funds 2014 £	Total Funds 2014 £	Total Funds 2013 £
<b>Incoming Resources</b>					
Vodafone Foundation grant	2	0	0	0	2,750
Donations		12,598	0	12,598	40,956
<b>Total Incoming Resources</b>		<u>12,598</u>	<u>0</u>	<u>12,598</u>	<u>43,706</u>
<b>Resources Expended</b>					
<i>Costs of generating funds</i>					
Contractor	2	0	0	0	2,750
Donations	4	531	0	531	343
		<u>531</u>	<u>0</u>	<u>531</u>	<u>3,093</u>
<i>Costs of Charitable Activities</i>					
Purchases of equipment		0	0	0	1,332
Grants		7,600	0	7,600	39,581
	5	<u>7,600</u>	<u>0</u>	<u>7,600</u>	<u>40,913</u>
<i>Governance and Administration</i>					
Independent examination		0	0	0	275
		<u>0</u>	<u>0</u>	<u>0</u>	<u>275</u>
<b>Total Resources Expended</b>		<u>8,131</u>	<u>0</u>	<u>8,131</u>	<u>44,281</u>
<b>Net Outgoing Resources</b>		<u>4,467</u>	<u>0</u>	<u>4,467</u>	<u>-575</u>
Total Funds Brought Forward		<u>5,918</u>	<u>0</u>	<u>5,918</u>	<u>6,493</u>
<b>Total Funds Carried Forward</b>		<u>10,385</u>	<u>0</u>	<u>10,385</u>	<u>5,918</u>

**The Alina Foundation  
Balance sheet  
at 30 September 2014**

<i>The assets and liabilities of the charity:</i>	Notes	2014		2013	
		£	£	£	£
Current Assets					
Debtors		1,077		711	
Cash at bank and in hand	5	<u>9,307</u>		<u>5,482</u>	
Total Current Assets		<u>10,385</u>		<u>6,193</u>	
Creditors					
amounts due within one year		<u>0</u>		<u>275</u>	
Net Current assets			<u>10,385</u>		<u>5,918</u>
Total assets less current liabilities			10,385		5,918
<b>NET ASSETS</b>			<b><u>10,385</u></b>		<b><u>5,918</u></b>
 <i>The funds of the charity:</i>					
Unrestricted income funds		<u>10,385</u>		<u>5,918</u>	
<b>TOTAL UNRESTRICTED FUNDS</b>			<b><u>10,385</u></b>		<b><u>5,918</u></b>
Restricted income funds		<u>0</u>		<u>0</u>	
<b>TOTAL RESTRICTED FUNDS</b>			<b><u>0</u></b>		<b><u>0</u></b>
<b>TOTAL CHARITY FUNDS</b>			<b><u>10,385</u></b>		<b><u>5,918</u></b>

Approved and authorised for issue by the trustees on 18 May 2015 and signed on their behalf by Ewa Holender:

Signed 

Date: 18 May 2015

The notes on the following pages form part of these accounts.

## 1. Accounting policies

These financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005).

## 2. Grant from Vodafone Foundation under World of Difference Program

In 2013 the Alina Foundation received a restricted grant of £2750 to pay one of its Trustees, Ewa Holender, to work for the Foundation part time for four months. Ewa worked on the organisation of Cycle Poland 2013, including the development of publicity and fundraising materials, website content and ride documentation, which will be used for future bike rides. Payment to Ewa was approved pursuant to the charity's conflict of interests procedures, with Ewa taking no part in the voting.

We are very grateful to the Vodafone Foundation for their support - it has helped a small grass-roots organisation put in place robust materials and procedures for future years.

## 3. Costs of generating donations

	2014	2013
	£	£
Cost of sales of donated goods	0	0
Paypal charges for processing donations	30	26
Mydonate charges (for credit card processing)	32	9
Domain registration and website hosting	76	121
Other fundraising costs (collection boxes, business cards, postage, Christmas cards)	393	186
<b>Total</b>	<b>531</b>	<b>343</b>

All these costs were met directly by corresponding donations from the trustees.

## 4. Charitable activities

The Foundation works with its sister charity, Fundacja Babci Aliny, which was registered in Poland on 11 October 2011. The Foundation makes restricted grants to the Polish charity for purchases of equipment. This helps to reduce costs when purchasing equipment and maximises efficiency in dealing with hospices and suppliers in Poland.

Grants to Fundacja Babci Aliny are restricted and used to purchase equipment, where this is more cost efficient than purchasing items directly through the Alina Foundation.

Restricted grants to Fundacja Babci Aliny £7,600  
equivalent to 38,607 zł

Purchases made through grants to Fundacja Babci Aliny were as follows:

Date	Hospice location	Equipment	Supplier	Cost (zł)
04-Oct-13	Szczecin	Life support machine pump	PGF	1080.00
10-Oct-13	Chojna	5 mattresses and 2 blood pressure meters	promedica	958.00
19-May-14	Katowice	4500 syringes, 20 packets of sterile gloves and 150 packets of dressings	Apteka Władysława IV	1501.50
29-May-14	Cieszyn	3 anti-bedsore mattresses	JaSenior	1379.97
29-May-14	Gorzów	Oxygen concentrator	PPHU Elmar	1999.00
02-Jun-14	Police	3 anti-bedsore mattresses	Real	1716.00
02-Jun-14	Nysa	2 anti-bedsore mattresses with pumps, mattress cover, 3 patient transfer devices	Revita	4922.00
02-Jun-14	Kraków	3 blood pressure meters and 3 stethoscopes	Elmedico	228.00
02-Jun-14	Bielsko	Equipment for washing patients' hair in bed	Aloesbis	171.01
03-Jun-14	Bielsko	12 pulse-oxymeters	Adverti	1379.98
03-Jun-14	Police	Suction pump	Omnibus	495.66
06-Jun-14	Kraków	Tracheotomy equipment (70 vents, 9 face masks, tubes and extenders)	AKME	1311.21
06-Jun-14	Kraków	2 suction pumps and oxygen therapy equipment (filters, tanks and tubes)	Reha Fund	3483.60
06-Jun-14	Szczecin	2 oxygen concentrators	Apteka Władysława IV	5200.00
06-Jun-14	Police	Oxygen concentrator	Apteka Władysława IV	2600.00
06-Jun-14	Chojna	Oxygen concentrator	Apteka Władysława IV	2600.00
06-Jun-14	Cieszyn	Oxygen concentrator	Apteka Władysława IV	2600.00
06-Jun-14	Bielsko	Oxygen concentrator	Apteka Władysława IV	2600.00
15-Sep-14	Wiśniowa	Contribution to replacement of ambulance destroyed by flooding	Badzmy razem	3000.00
			<b>Total:</b>	<b>39,225.93</b>

The balance between the grant total of 38,607 zł and the purchases cost of 39,225 zł was contributed by Fundacja Babci Aliny from its own funds.

## 5. Debtors

£1,077: Gift Aid to be repaid by HMRC (2013: £711).

## 6. Trustees' remuneration, benefits and expenses

Trustees received no expenses, remuneration or benefits in this period.

In 2013 Ewa Holender, a Trustee, received payment of £2,750 for four months part-time work related to the promotion of Cycle Poland 2013 and the administration of the Foundation, pursuant to a restricted grant from the Vodafone Foundation under the World of Difference Program. Trustees received no other expenses, remuneration or benefits in 2013.

## **7. Related party transactions**

Ewa and Janusz Holender are two of the five directors of Fundacja Babci Aliny, and act under the oversight of a four person supervisory board as provided under Polish law. All directors and board members of the Polish charity are unpaid and do not receive expenses. The Polish charity has no staff. All its administrative costs are met by donations from Janusz and Ewa.

In this period the Alina Foundation made grants totalling £7,600 (2013: £39,581) to Fundacja Babci Aliny. These funds were restricted and used to purchase equipment as indicated in note 3, where this was more cost efficient than purchasing items directly through the Alina Foundation.

No other person connected with the trustees has received or is due to receive any remuneration for the year directly or indirectly from the charity's funds.