



**Helping patients and hospices throughout Poland**



Cycle Poland 2017 delivers a new bed to a patient at the Gdańsk hospice

**Financial statements and report  
for the year ended 30 September 2017**

(Registered charity number 1137887)

## Hope Hospice, Toruń



Cycle Poland first visited Hope Hospice in Toruń seven years ago and it was wonderful to see how the hospice has grown and developed. The residential hospice looks after 12 children, with another 50 under the care of the home care hospice.

The representative of the hospice trustees, Ewa, welcomed us with snacks and we had a chance to meet the wonderful children and the staff who look after them with so much heart. Marcin, Małgosia and Caroline presented the hospice with three suction pumps, two pulse-oxymeters, four inhalators and three physiotherapy mats.

We were all hugely impressed by the incredible work of the hospice on behalf of the most needy children in this part of Poland – this is the only hospice of its kind in this area of the country.



## The Alina Foundation Trustees' report for the year ended 30 September 2017

### Our work in 2016/17

During our seventh year of operation we raised £9,048 through donations, grants and Gift Aid.

We spent £8,373 to provide support and equipment for 21 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. A full list of the equipment and medicines we provided is at note 3 to the accounts.

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 need most at any time.

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



Cycle Poland 2017 delivered two oxygen concentrators and two pulse-oxygen meters to the hospice in Tczew.

## Mokotów Hospice for the homeless, Warsaw



The Mokotów hospice cares for homeless men in Warsaw. This amazing organisation runs a specialist shelter, palliative care outreach, a medical clinic, a food and clothing bank, and provides social, mental health and legal support for some of the most vulnerable people in the capital.

The society's president, Magdalena told us about the work of the hospice: from a converted warehouse the team serves warm meals, provides clothing, 40 beds and medical assistance. An outreach team searches out homeless people throughout the city and runs programs with local prisons, giving men arrested for minor misdemeanours another chance at life.

The Alina Foundation visited two shelters run by the hospice and donated a portable blood pressure monitor and blood oxygen meter, which will help the hospice's 80 residents, many of whom have illnesses of the lungs and the heart.



## Cycle Poland 2017

### **1,000km and 13 hospices with new equipment - beds, mattresses, oxygen concentrators and more.**

Our eighth fundraising bike ride visited 8 hospices, which received vital medical equipment from the Foundation. A further 5 hospices received new equipment after the ride.

20 cyclists from Britain, Poland, the USA, Germany and Canada cycled over 1000km from Warsaw to Gdańsk to meet hospice volunteers, staff and patients and see the impact of the funds they raised. All riders paid the costs of the ride in full, so all funds raised were used to buy medical equipment.

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 the Polish Hospice Foundation and the Father Dutkiewicz Hospice in Gdańsk.



**Congratulations to all our cyclists for their amazing achievement, and huge thanks to everyone who supported us - we couldn't have done it without you!**



## Partners

In addition to the national hospice foundation, Polish hospice charities, and more than 50 voluntary organisations providing palliative care in Poland, the Foundation also partners with companies and charitable foundations.

We would like to thank the following partners and supporters, who provided donations, support and publicity for Cycle Poland 2017

### Silver Sponsors



### Bronze Sponsors



[www.drwyszkowski.pl](http://www.drwyszkowski.pl)  
[www.dentistgdansk.com](http://www.dentistgdansk.com)



MIĘDZYNARODOWE  
FORUM KOBIEC



### Media sponsors



### Supporters



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 Olsztyn Hospice sincerely thanks the participants of Cycle Poland for donating medical equipment, namely pulse-oxygen meters, to support the youngest patients of the hospice.*

*We are grateful that there are among us people with open hearts, who care about the fate of others. We hope you find many more ways to do good, remembering the beautiful words of Herman Gmeiner:*

*"Everything that is great in our world happens because someone does more than they have to".*

- Sister Luisa, Director of the Caritas home care hospice in Olsztyn

*A sincere thank you to the Alina Foundation for the gift of beds for seriously ill people under palliative care. Your initiative supporting this care deserves the highest respect.*

*We thank you on behalf of all patients, who will be able to use this gift without charge.*

- Krystyna Szafrńska, President of the Sztum Hospice Association

*At the hospice patients and their families receive support, feel accepted and safe. They don't feel alone, they can openly talk about life and the emotions connected to approaching death. We are always with them, even when they don't have the courage to open up.*

*Patients need so little, but at the same time so much: a quiet voice, a kind whisper, the warm touch of a hand, but above all PRESENCE.*

*When sometimes there aren't words, it is enough just to be there.*

- Teresa Sychmeler, nurse, Tczew hospice



Staff at the Warsaw hospice with blood oxygen and blood pressure meters donated by the Alina Foundation

**Thank you for your support!**

## **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.

## **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.

## **The future**

In 2018 we hope to continue Cycle Poland and look for opportunities to engage the Polish community in the UK, the US and Canada, 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 director and lawyer, and a computer and business consultant. 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.

## 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<br>Janusz Holender            |

## 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 31 October 2017 and signed on their behalf by Ewa Holender:

Signed



Date: 31 October 2017

**The Alina Foundation**  
**Statement of financial activities**  
**(incorporating the income and expenditure account)**  
**for the year ended 30 September 2017**

|                                       | Note | 2017<br>£             | 2016<br>£             |
|---------------------------------------|------|-----------------------|-----------------------|
| <b>Incoming Resources</b>             |      |                       |                       |
| Donations                             |      | 9,048                 | 13,855                |
| <b>Total Incoming Resources</b>       |      | <u><b>9,048</b></u>   | <u><b>13,855</b></u>  |
| <b>Resources Expended</b>             |      |                       |                       |
| <i>Costs of generating funds</i>      |      |                       |                       |
| Donations                             | 2    | (380)                 | (256)                 |
| <i>Costs of Charitable Activities</i> |      |                       |                       |
| Grants                                | 3    | (8,373)               | (7,268)               |
| <b>Total Resources Expended</b>       |      | <u><b>(8,629)</b></u> | <u><b>(7,524)</b></u> |
| Net Movement in Resources             |      | <u><b>294</b></u>     | <u><b>6,331</b></u>   |
| Funds Brought Forward                 |      | <u>9,110</u>          | <u>2,779</u>          |
| <b>Total Funds Carried Forward</b>    |      | <u><b>9,404</b></u>   | <u><b>9,110</b></u>   |

**The Alina Foundation  
Balance sheet  
at 30 September 2017**

| <i>The assets and liabilities of the charity:</i> | Notes | 2017         |                     | 2016         |                     |
|---|-------|--------------|---------------------|--------------|---------------------|
|   |       | £            | £                   | £            | £                   |
| Current Assets                                    |       |              |                     |              |                     |
| Debtors   | 4     | 622          |                     | 615          |                     |
| Cash at bank and in hand                          |       | <u>8,782</u> |                     | <u>8,495</u> |                     |
| Total Current Assets                              |       | <u>9,404</u> |                     | <u>9,110</u> |                     |
| Creditors   |       |              |                     |              |                     |
| amounts due within one year                       |       | <u>0</u>     |                     | <u>0</u>     |                     |
| Net Current assets                                |       |              | <u>9,404</u>        |              | <u>9,110</u>        |
| Total assets less current liabilities             |       |              | 9,404               |              | 9,110               |
| <b>NET ASSETS</b>                                 |       |              | <u><b>9,404</b></u> |              | <u><b>9,110</b></u> |
| <br><i>The funds of the charity:</i>              |       |              |                     |              |                     |
| Unrestricted income funds                         |       | <u>9,404</u> |                     | <u>9,110</u> |                     |
| <b>TOTAL UNRESTRICTED FUNDS</b>                   |       |              | <u><b>9,404</b></u> |              | <u><b>9,110</b></u> |
| Restricted income funds                           |       | <u>0</u>     |                     | <u>0</u>     |                     |
| <b>TOTAL RESTRICTED FUNDS</b>                     |       |              | <u><b>0</b></u>     |              | <u><b>0</b></u>     |
| <b>TOTAL CHARITY FUNDS</b>                        |       |              | <u><b>9,404</b></u> |              | <u><b>9,110</b></u> |

Approved and authorised for issue by the trustees on 31 October 2017 and signed on their behalf by Ewa Holender:



Signed

Date: 31 October 2017

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. Costs of generating donations

|   | 2017       | 2016       |
|---|------------|------------|
|   | £          | £          |
| Paypal charges for processing donations   | 63         | 34         |
| Mydonate charges (for credit card processing)   | 48         | 41         |
| Domain registration and website hosting   | 142        | 88         |
| Other fundraising costs<br>(Facebook advertising, regulatory filings, business cards,<br>postage) | 127        | 93         |
| <b>Total</b>  | <b>380</b> | <b>256</b> |

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

## 3. 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 £8,373  
(equivalent to 40,000 zł)

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

| Date      | Hospice             | Equipment  | £ value |
|-----------|---------------------|--|---------|
| 17-Mar-17 | Będzin              | Equipment for thoracentesis therapy (58 sets)        | 242     |
| 20-Mar-17 | Bielsko - Sw Kamila | Oxygen concentrator                                  | 570     |
| 23-Mar-17 | Toruń               | 3 suction pumps, 2 blood oxygen meters, 4 inhalators | 1008    |
| 24-Mar-17 | Katowice            | 100 anti-bedsore dressings                           | 107     |
| 14-May-17 | Toruń               | 3 exercise mats                                      | 133     |
| 16-May-17 | Brzozów             | ECG machine and accessories                          | 960     |
| 16-May-17 | Gorlice             | Nursing supplies                                     | 100     |
| 23-May-17 | Tczew               | 2 oxygen concentrators                               | 880     |
| 24-May-17 | Gdańsk              | Portable oxygen concentrator                         | 740     |
| 24-May-17 | Gdańsk              | 22 blood pressure meters                             | 453     |
| 24-May-17 | Tczew               | 2 blood oxygen meters                                | 46      |
| 01-Jun-17 | Chojnice            | 2 oxygen concentrators                               | 1042    |

| <b>Date</b> | <b>Hospice</b>        | <b>Equipment</b>                                       | <b>£ value</b> |
|-------------|-----------------------|--|----------------|
| 14-Jun-17   | Elbląg                | 7 anti-bedsore mattresses                              | 496            |
| 14-Jun-17   | Elbląg                | 30 bed sheets  | 169            |
| 21-Jun-17   | Olsztyn               | 6 blood oxygen meters and sensors                      | 1042           |
| 21-Jun-17   | Mokotów               | Portable blood pressure monitor and blood oxygen meter | 1042           |
| 22-Jun-17   | Elbląg                | Equipment for doctor's surgery                         | 333            |
| 25-Jul-17   | Sztum                 | 2 beds   | 1154           |
| 01-Sep-17   | Podlasie              | 2 oxygen concentrators                                 | 1042           |
| 03-Sep-17   | Kraków – Alma Spei    | 40 nebulisers  | 88             |
| 03-Sep-17   | Bielsko - residential | Anti-bedsore dressings                                 | 624            |
| 03-Sep-17   | Bielsko - residential | Specialist dressings                                   | 417            |
| 03-Sep-17   | Wiśniowa              | 2 oxygen concentrators                                 | 2083           |
| 03-Sep-17   | Giżycko               | 2 oxygen concentrators                                 | 2083           |
| 08-Sep-17   | Kraków – Alma Spei    | Disposable tracheotomy equipment and catheters         | 722            |
| 08-Sep-17   | Kraków – Alma Spei    | 10 inhalators  | 243            |
| 08-Sep-17   | Wiśniowa              | 3 blood pressure meters                                | 118            |
| 08-Sep-17   | Szczecin              | 3 suction pumps and 6 filters                          | 821            |
| 08-Sep-17   | Białystok             | 2 suction pumps and a blood oxygen meter               | 464            |
| 08-Sep-17   | Białystok             | 1 oxygen concentrator                                  | 521            |
| 29-Sep-17   | Żywiec                | 2 oxygen concentrators                                 | 1042           |
|             |                       | <b>TOTAL</b>   | <b>20,783</b>  |

The balance between the grant total of £8,373 and the cost of equipment purchased (£20,783) represents funds raised and contributed by Fundacja Babci Aliny.

#### 4. Debtors

£622: Gift Aid to be repaid by HMRC (2016: £615).

#### 5. Trustees' remuneration, benefits and expenses

Trustees received no expenses, remuneration or benefits in this period (2016: nil)

#### 6. Related party transactions

In this period the Alina Foundation made grants totalling £8,373 (2016: £7,268) to its Polish partner charity, Fundacja Babci (**FBA**).

Ewa and Janusz Holender are the trustees of the Alina Foundation and also two of the five directors of FBA, who act under the oversight of a four-person supervisory board as provided under Polish law. All directors and board members of FBA are unpaid and do not receive expenses. FBA has no staff. All its administrative costs are met by donations from Janusz and Ewa.

The funds donated to FBA 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.