Charity no. 1152399

# Action for Pulmonary Fibrosis

# Report and Unaudited Financial Statements

## 30 June 2016

## Action for Pulmonary Fibrosis

## Reference and administrative details

## For the year ended 30 June 2016

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**Charity number** 1152399

**Registered office and operational address**

EBS Ltd
City Wharf
Davidson Road
Lichfield
WS14 9DZ

**Trustees**

The trustees are who served during the year were as follows:

| | |
|---|---|
| Michael Bray | (Chair) |
| Elizabeth Bray | (Secretary) |
| John R Morgan | (Treasurer) |
| Wendy Dickinson | |
| Annette Duck | (resigned 6 April 2016) |
| Dr Simon Hart | (appointed 9 April 2016) |
| Neil Hicks | |
| Karen Hughes | |
| Dr Gisli Jenkins | |
| John F Morgan | |
| Dr Helen Parfrey | |

Changes to the trustee board since the financial year end and up to date of this report were as follows:

| | |
|---|---|
| Michael Bray | (stood down as Chair 8 October 2016, remains a Trustee) |
| Karen Hughes | (appointed Chair 8 October 2016) |
| Neil Hicks | (resigned 15 August 2016) |
| Elizabeth Bray | (stood down at the end of term 30 September 2016) |
| Stephen Jones | (appointed 14 January 2017) |
| Howard Almond | (appointed 14 January 2017) |

**Bankers**

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

| | |
|---|---|
| **Independent examiners** | Godfrey Wilson Limited<br>Chartered accountants and statutory auditors<br>5th Floor Mariner House<br>62 Prince Street<br>Bristol<br>BS1 4QD |

The trustees are pleased to present their report and the accounts for the year to 30 June 2016.

Reference and administrative information set out on pages 1 and 2 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2015).

## Introduction

**Action for Pulmonary Fibrosis (APF)** continues to undertake a range of activities with the aim to improve the experience of patients suffering from idiopathic pulmonary fibrosis (IPF) and other forms of pulmonary fibrosis.

Idiopathic Pulmonary Fibrosis (IPF) is a devastating, terminal lung condition affecting at least 15,000 adults in the UK. However, it is known to be increasing and recent estimates indicate a figure of more than 30,000 patients. There is no cure and it has no known cause. Each year around 5,000 people die from IPF and the average life expectancy from diagnosis is around three years. The disease causes scar tissue to build up in the lungs, ultimately preventing the lungs from transferring oxygen into the body. This leads to breathlessness that worsens as the disease progresses and ultimately ends in respiratory failure. Although the outcomes are worse than for some cancers IPF receives little research funding and much more is needed.

Action for Pulmonary Fibrosis is still a young charity, only three years old, but in that short time it has become well established and recognised by patients and family members as a charity that represents their interests and works on their behalf. It has successfully carried out a range of activities to meet the charity objects as set out in the Constitution.

## Structure, governance and management

Action for Pulmonary Fibrosis was registered with the Charity Commission in England and Wales as a Charitable Incorporated Organisation (CIO) in June 2013. The governing document is a Constitution approved by the trustees on 28 May 2013.

All trustees have direct experience of IPF, either as patients, family members or medical professionals.

The trustees meet formally four times a year to assess the charity's progress, to formulate general policy and strategy, to ensure charity regulations are adhered to and to plan the activities for the coming period. These meetings are supported by regular email contact and telephone conferences. During the period of this report the trustees also undertook responsibility for the day-to-day management of the charity, including the authority for all expenditure.

## Appointment of new trustees

The board of trustees regularly review the skills and experience of members and identify further skills required. They seek to appoint new members to strengthen the board and where necessary to replace any member who leaves the board.

New appointments are considered and agreed by all trustees at a meeting of the board or by electronic communication. A process is in place which includes at least three trustees meeting with a prospective new trustee as well as receipt of a formal application giving personal details and outlining the skills and experience which the applicant can bring to APF. This is reviewed by all trustees. New trustees are invited to attend a trustee meeting prior to confirmation of appointment.

## Objectives and activities

### Charity objectives

The stated objectives of Action for Pulmonary Fibrosis are:

a) Advancing education and raising awareness of Pulmonary Fibrosis, the symptoms associated with it and encouraging earlier diagnosis of the condition;
b) Promoting research into the understanding, diagnosis, causes and treatments of Pulmonary Fibrosis through donations and grants to related research projects in order that the useful results of research are disseminated for public benefit; and
c) Providing support to patients and families suffering from Pulmonary Fibrosis in any other way the trustees see fit.

A key objective of the charity is to support patients and their relatives and we have done this through our work with support groups and directly through online information. This will continue to be a focus for the coming period while also working on activities to improve the quality of life for patients and their families and supporting where possible research into the cause of the disease and effective treatments. We will seek the views of patients to ensure that we accurately reflect their needs. We will also raise awareness via appropriate channels of the issues faced by patients regarding diagnosis and management of care.

### Our values:

- **Integrity** - APF will work with transparency and integrity in all that it does; putting the interests of patients and families first;
- **Collaboration** - the charity will work in a spirit of partnership with other organisations, when it is appropriate and beneficial to do so, so that knowledge and expertise can be shared;
- **Support** - give people living with IPF the best possible quality of life; and
- **Commitment** - bring energy and resourcefulness to all activities.

### Our vision:

*A world in which everyone living with pulmonary fibrosis has a better future.*

### Achievements and performance

During the year the charity continued to undertake activities which addressed all three of its main charity objects. The work which began in the previous year has been continued and consolidated during this year.

### 1. Support for patients

The work with patient support groups across the country and in encouraging and assisting with the development of new groups remains a high priority for APF.

During the year the charity continued its project to develop new support groups which resulted in five new groups being fully established across the UK. A number of others are in the process of being set up. Personal assistance to group leaders and small financial grants were provided to enable the groups to get off to a successful start. The feedback from patients and family members who attend group meetings is always very positive. Patients gain from sharing experience and knowledge as well as learning from medical professionals more about the disease and its management. The isolation that patients and family members feel when diagnosed with this disease can be devastating and, at least to some extent, is alleviated by the contact and companionship that they gain from attendance at support groups. Although the number of groups has increased markedly over the last two years with now over 30 groups, the demand for even more groups continues. It is notable that certain parts of the country still have few if any support groups and these are areas on which APF will focus. To enhance our effectiveness in working with patient support groups the charity has engaged the services of a support group co-ordinator for a few hours per month to assist trustees.

A Voice of the Patient Council was established during the year which invited patients to register via the website. The purpose of the council is to establish a consultative group of patients across the country who share their knowledge and experience to help other patients and families. The group successfully attracted over 20 members in the first few months with new members signing up each month. It represents patients across the country.

Interim evaluation took place of the care rooms at Nottingham hospital, which had received a small grant from APF at the beginning of the financial year. Feedback from patients and families using the rooms has been very positive with comments highlighting the benefit to them of having the facility of a private ensuite room with provision for a family member to stay with the patient overnight. This was especially appreciated when the patient was seriously ill or near end of life. Following feedback some additional items for the rooms were purchased by the charity. A full evaluation of the facility will be reported on in the next financial year.

APF trustees also continued to attend meetings of support groups across the UK to gather information from attendees on how the charity can support patients and to offer encouragement for their local activities. Acting as the *Voice of the Patient*, trustees continue to take every opportunity to highlight the needs of patients and promote improvements in the patient experience.

### 2. Education and Awareness Raising

The charity has continued to explore ways in which it can contribute to improving the understanding of IPF and other forms of pulmonary fibrosis and to ensure that care for patients at least meets national guidelines, wherever they live in the UK. This includes a better understanding of the disease amongst non-specialist healthcare professionals, particularly those working in the community who are often involved in the care of patients. The charity is also working to bring attention of the disease to policy makers and funders as well as raising awareness amongst the general public.

Although the prognosis for patients with IPF is worse than for some cancers the care pathway is not well defined and the experience of patients with regard to standards of care vary across the country. The patient survey ***Working Together: Delivering a Better Future for IPF Patients***, which was conducted by APF in 2015, highlighted that care at its best was excellent, but there were too many reports from patients of a less good experience. Roche Products funded an agency to help with the writing of this report.

Action for Pulmonary Fibrosis trustees have worked closely with the network of specialist ILD nurses for some time and took the opportunity of developing this relationship, by providing sponsorship funding to assist the group in developing a new organisation. This has become the ILD-INN specialist nurse network, which enables ILD specialist nurses across the country to connect with each other to share good practice and to meet for continuous professional training. The group also arranges an annual conference which is open to local and community health professionals.

As a result of this co-operation, plans have been put in place during the year to offer a series of educational workshops for local and community healthcare professionals across the UK to improve their understanding of the disease and the needs of IPF patients.

Trustees made presentations at various patient and professional training events including pharma company staff training. They have made contributions to publications on IPF for the medical profession, giving the patient's perspective, aiming to improve the knowledge and understanding of the disease amongst medical professionals and companies involved in the provision of treatments for patients.

Opportunities have also been taken to highlight the charity's work by attendance at major medical conferences including the Primary Care Respiratory Society and the British Thoracic Society.

Action for Pulmonary Fibrosis has represented the patient perspective at consultations held by the National Institute for Health and Care Excellence (NICE) and the Scottish Medicines Consortium (SMC) relating to decisions on new drug approvals and the development of the IPF Quality Standard by NICE which the charity was pleased to support.

The patient survey report mentioned above was further developed during the year. Additional research was carried out to identify significant issues which needed attention in order to improve the level of implementation of the NICE IPF Quality Standard. A report - ***Fit for the Future: Future-proofing care for patients with IPF*** was completed in June 2016 followed by a launch at Westminster in July. Roche Products funded an agency to help with the writing of this report. The report identified that the actual number of IPF patients was not known resulting in it being impossible to ensure that the necessary medical support was in place. Ongoing discussions are taking place, regarding this issue and other aspects of IPF care with the All Party Parliamentary Group for Respiratory Health.

The charity continued its involvement with international IPF patient groups. The aim is to connect the groups to share the experience of IPF patients and identify areas which could be developed for the benefit of all. Meetings are held once a year at different locations and are externally funded. An APF trustee attended a meeting of patient group representatives in Washington in November 2015 and the charity was also represented at a European meeting in Brussels in the spring of 2016. Whilst it is intended to continue to bring together the wider global representatives, there has been a particular move for more specific contact across European groups as indicated in the previous report by the presentation of an IPF European Charter to the European Parliament. This has led to the establishment of the European IPF Federation (EU-IPFF) of which Action for Pulmonary Fibrosis is a founder member. Its first action was to prepare a declaration to be presented to the European Parliament with the support of more than 50% of MEPs. This was achieved in the summer of 2016 and the Federation will be following this up for action on improvements for IPF patient care across Europe including the UK.

## 3. Research

As reported last year the trustees of Action for Pulmonary Fibrosis set up a research fund in 2015 and further funds have been set aside this year. It currently stands at £256,831. These are designated funds. The trustees have identified a specific focus for these funds which will be awarded to research programmes indicating clear objectives for the development of knowledge leading to a better understanding of the causes of IPF and, ultimately, a cure.

The charity has taken the opportunity to further support young researchers by offering travel fellowships to attend and present their work at major international conferences. Three researchers were supported to attend the American Thoracic Society (ATS) event in spring 2016 and a further three awards were made for the International Colloquium on Airway and Lung Fibrosis (ICLAF) in summer 2016. Funding for these awards has been made from the general fund, not the research fund.

## Fundraising and donations

The activities of Action for Pulmonary Fibrosis are entirely dependent on the funds raised through voluntary donations and the fundraising activities of individual supporters who have been personally affected by the disease.

The charity trustees are extremely grateful for the efforts of all our fundraisers and of our donors in supporting our work. We are inspired by the individuals and teams of fundraisers who undertake a wide variety of challenges including climbing, running, swimming and cycling as well as arranging events, coffee mornings and much more to raise funds. We are also enormously appreciative of the families who arrange funeral donations in memory of their loved ones.

## Volunteers

In addition to the trustee role, and as described above, most trustees carried out operational duties for the charity as volunteers.

An ambassador role was established during the year, initially with one patient (Tony Gowland) who assisted the charity in various ways including making presentations on behalf of the charity. The trustees are very grateful for Tony's assistance including his excellent blogs on the website.

## Plans for the future

The trustees are considering the way in which the expanding operation of the charity is supported. In the first three years there has been little paid support and the trustees have undertaken the charity operations and activities themselves. As the charity grows it becomes necessary to ensure an efficient operation by having sufficient appropriate expertise and resource to carry out all the activities that are ongoing and planned. The trustees are now taking forward a plan to identify specific support required to launch these projects successfully.

These include:

- Patient support groups - the demand for these groups continues and APF will support further new groups in the coming year as well as continuing to liaise with existing groups and provide support where requested;
- A programme of training sessions for healthcare professionals to enhance knowledge about IPF and the care needs of patients, will be implemented during the year;
- Trustees will engage with policy makers and pursue the proposed actions identified in the report *Fit for the Future: Future-proofing care for IPF patients;*
- The Voice of the Patient Council will be developed with a first meeting in autumn 2016;
- The Ambassador role will be developed and more ambassadors recruited; and
- A research project will be identified for support and further research travel fellowships will be offered from the established designated research fund.

### Grants

Action for Pulmonary Fibrosis makes small grants to new patient support groups to help them to become established. This is on the basis that they will become self-sustaining within a year.

During the reporting year a grant was made to assist the establishment of a specialist nurse network which works with APF to inform and educate healthcare professionals about IPF and the needs of patients.

### Public benefit statement

The charity trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

### Financial review

The charity's main source of funds is from individual fundraisers and memorial donations. Two small corporate grants were received during the year to assist with specific activities. Total income for the year was £358,597 and total expenditure was £88,681, details of which are set out in the attached accounts.

The charity has no debt or guarantees. The charity has no employees.

### Risk management

Responsibility for risk management lies with trustees and a risk register has been established which is reviewed annually. Risks identified are minimal and controls are in place to manage them.

### Reserves policy

A reserves policy has been established which requires a minimum of 50% of projected annual core expenditure to be retained separately as reserves. This is reviewed annually and currently stands at £70,019. The charity has set aside a further reserve of £256,831 to award to research programmes, as described earlier in this report. The charity's general funds of £160,044 have been allocated within the current financial year towards the launch of the specific projects detailed earlier in this report.

## Statement of responsibilities of the trustees

The trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material 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 at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011. The trustees 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.

The trustees confirm that to the best of their knowledge there is no information relevant to the independent examination of which the independent examiners are unaware. The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant examination information and that this information has been communicated to the independent examiners.

The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

## Independent examiners

Godfrey Wilson Limited were appointed as independent examiners to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 22 April 2017 and signed on their behalf by

Wendy Dickinson - Trustee

## Independent examiner's report

## To the trustees of

## Action for Pulmonary Fibrosis

I report on the accounts of the charity for the year ended 30 June 2016, which are set out on pages 11 to 20.

### Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the ICAEW.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### Basis of independent examiner’s report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a ‘true and fair view’ and the report is limited to those matters set out in the statement below.

### Independent examiner’s statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act;

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Date:
**Alison Godfrey FCA**
**Member of the ICAEW**
For and on behalf of:
**Godfrey Wilson Limited**
Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

**Action for Pulmonary Fibrosis**

## Statement of financial activities

**For the year ended 30 June 2016**

| | Note | Restricted<br>£ | Unrestricted<br>£ | **2016 Total**<br>**£** | Restated 2015 Total<br>£ |
|---|---|---|---|---|---|
| **Income from:** | | | | | |
| Donations and legacies | 3 | - | 334,376 | **334,376** | 182,086 |
| Charitable activities | 4 | 10,000 | 14,100 | **24,100** | 20,035 |
| Investments | | - | 121 | **121** | - |
| **Total income** | | 10,000 | 348,597 | **358,597** | 202,121 |
| **Expenditure on:** | | | | | |
| Raising funds | | - | 27,707 | **27,707** | 17,855 |
| Charitable activities | | 10,000 | 50,974 | **60,974** | 16,250 |
| **Total expenditure** | 6 | 10,000 | 78,681 | **88,681** | 34,105 |
| **Net income** | | - | 269,916 | **269,916** | 168,016 |
| Transfers between funds | | - | - | **-** | - |
| **Net movement in funds** | 8 | - | 269,916 | **269,916** | 168,016 |
| **Reconciliation of funds:** | | | | | |
| Total funds brought forward | | - | 216,978 | **216,978** | 48,962 |
| **Total funds carried forward** | | - | 486,894 | **486,894** | 216,978 |

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 14 to the accounts.

The 2015 comparatives have been restated in line with the Charities SORP (FRS 102). The restatements are purely reclassifications of income and expenditure and do not affect net income.

**Action for Pulmonary Fibrosis**

## Balance sheet

**As at 30 June 2016**

|  | Note | £ | 2016<br>£ | 2015<br>£ |
|---|---|---|---|---|
| **Current assets** |  |  |  |  |
| Debtors | 11 | **3,090** |  | - |
| Cash at bank and in hand |  | **490,886** |  | 216,978 |
|  |  | **493,976** |  | 216,978 |
| **Liabilities** |  |  |  |  |
| Creditors: amounts falling due within 1 year | 12 | **7,082** |  | - |
| **Net current assets** |  |  | **486,894** | 216,978 |
| **Net assets** | 13 |  | **486,894** | 216,978 |
| **Funds** | 14 |  |  |  |
| Restricted funds |  |  | **-** | - |
| Unrestricted funds |  |  |  |  |
| Designated funds |  |  | **326,850** | - |
| General funds |  |  | **160,044** | 216,978 |
| **Total charity funds** |  |  | **486,894** | 216,978 |

Approved by the trustees on 22 April 2017 and signed on their behalf by

Wendy Dickinson - Trustee

## 1. Accounting policies

### a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Action for Pulmonary Fibrosis meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Action for Pulmonary Fibrosis have chosen to early adopt the Charities SORP (FRS 102) Update Bulletin 1 in preparing these financial statements, and have taken advantage of the exemption from preparing a cash flow statement.

### b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

### c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probably when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

### d) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

e) **Funds accounting**
Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

f) **Expenditure and irrecoverable VAT**
Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

g) **Allocation of support costs**
Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the basis of the time spent on each of these areas as follows:

| | |
|---|---|
| Raising funds | 30% |
| Charitable activities | 70% |

h) **Debtors**
Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

i) **Cash at bank and in hand**
Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

j) **Creditors**
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

k) **Financial instruments**
The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

l) **Transition to FRS 102**
The charity previously adopted receipts and payments accounts. These accounts are the first accounts prepared on an accruals basis, and they have adopted Charities SORP FRS 102. No restatement of the opening fund position was required in making the transition to FRS 102 or adopting accruals accounting. The transition date was 1 July 2014.

## 2. Prior period comparatives

| | Restricted<br>£ | Unrestricted<br>£ | **Restated 2015 Total**<br>**£** |
|---|---|---|---|
| **Income from:** | | | |
| Donations and legacies | - | 182,086 | **182,086** |
| Charitable activities | - | 20,035 | **20,035** |
| **Total income** | - | 202,121 | **202,121** |
| **Expenditure on:** | | | |
| Raising funds | - | 17,855 | **17,855** |
| Charitable activities | - | 16,250 | **16,250** |
| **Total expenditure** | - | 34,105 | **34,105** |
| **Net income / (expenditure)** | - | 168,016 | **168,016** |
| Transfers between funds | - | - | **-** |
| **Net movement in funds** | - | 168,016 | **168,016** |

## 3. Income from donations and legacies

| | Restricted<br>£ | Unrestricted<br>£ | **2016 Total**<br>**£** | 2015 Total<br>£ |
|---|---|---|---|---|
| Legacies | - | 26,540 | **26,540** | - |
| Donations from individuals and fundraising | - | 307,836 | **307,836** | 182,086 |
| **Total income from donations and legacies** | - | 334,376 | **334,376** | 182,086 |

## 4. Income from charitable activities

| | Restricted<br>£ | Unrestricted<br>£ | **2016 Total**<br>**£** | 2015 Total<br>£ |
|---|---|---|---|---|
| Corporate grants | 10,000 | 14,100 | **24,100** | 20,035 |
| **Total income from charitable activities** | 10,000 | 14,100 | **24,100** | 20,035 |

## 5. Government grants

The charitable incorporated organisation received no government grants during the year (2015: £nil).

## 6. Total expenditure

| | Raising funds £ | Charitable activities £ | Support and governance costs £ | **2016 Total £** | 2015 Total £ |
|---|---|---|---|---|---|
| Freelance costs | 8,190 | 10,590 | 4,741 | **23,521** | 14,309 |
| Travel and subsistence | - | - | 6,837 | **6,837** | 2,154 |
| Grants payable (note 7) | - | 29,521 | - | **29,521** | 3,020 |
| Fundraising costs | 7,824 | - | - | **7,824** | 216 |
| Marketing and communications | 5,464 | 1,580 | - | **7,044** | 8,176 |
| Admin costs | - | 4,750 | 4,290 | **9,040** | 5,869 |
| Governance costs | - | - | 4,894 | **4,894** | 361 |
| **Sub-total** | 21,478 | 46,441 | 20,762 | **88,681** | 34,105 |
| Allocation of support costs | 6,229 | 14,533 | (20,762) | - | - |
| Total expenditure | **27,707** | **60,974** | **-** | **88,681** | 34,105 |

## 7. Grants payable

| | Grants to support groups £ | Grants to individuals £ | Medical grants £ | **2016 Total £** | 2015 Total £ |
|---|---|---|---|---|---|
| Travel grants (3 individuals) | - | 2,250 | - | **2,250** | 1,500 |
| Interdisciplinary Nurse Network | - | - | 20,000 | **20,000** | - |
| Nottingham University Hospital | - | - | 5,891 | **5,891** | - |
| Leicester PF Support Group | 530 | - | - | **530** | 354 |
| Leeds PF Support Group | 500 | - | - | **500** | - |
| Great Yarmouth PF Support Group | 350 | - | - | **350** | - |
| Nottingham PF Support Group | - | - | - | **-** | 566 |
| Oxford Radcliffe PF Support Group | - | - | - | **-** | 300 |
| East Lancs PF Support Group | - | - | - | **-** | 300 |
| | 1,380 | 2,250 | 25,891 | **29,521** | 3,020 |

## 8. Net movement in funds

This is stated after charging:

| | 2016<br>£ | 2015<br>£ |
|---|---|---|
| Trustees' remuneration | **Nil** | Nil |
| Trustees' reimbursed expenses (see note 15) | **5,747** | 3,247 |
| Independent examiner's remuneration: | | |
| ▪ Independent examination (including VAT) | **2,400** | 30 |

## 9. Staff costs and numbers

Staff costs were as follows:

| | 2016<br>£ | 2015<br>£ |
|---|---|---|
| Freelance staff | **23,521** | 14,309 |

No freelancers earned more than £60,000 during the year.

The key management personnel of the charity comprise the Trustees, who did not receive any remuneration in the current or prior year.

The charity had no employed staff in the current or prior year.

## 10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

## 11. Debtors

| | **2016**<br>**£** | 2015<br>£ |
|---|---|---|
| Accrued income | **3,070** | - |
| Other debtors | **20** | - |
| | **3,090** | - |

## 12. Creditors : amounts due within 1 year

| | **2016**<br>**£** | 2015<br>£ |
|---|---|---|
| Accruals | **7,082** | - |

## 13. Analysis of net assets between funds

| | Restricted funds<br>£ | Designated funds<br>£ | General funds<br>£ | **Total funds**<br>**£** |
|---|---|---|---|---|
| Current assets | - | 326,850 | 167,126 | **493,976** |
| Current liabilities | - | - | (7,082) | **(7,082)** |
| **Net assets at 30 June 2016** | **-** | **326,850** | **160,044** | **486,894** |

## 14. Movements in funds

| | At 1 July 2015<br>£ | Income<br>£ | Expenditure<br>£ | Transfers between funds<br>£ | **At 30 June 2016**<br>**£** |
|---|---|---|---|---|---|
| **Restricted funds** | | | | | |
| Roche Products Limited | - | 10,000 | (10,000) | - | **-** |
| **Total restricted funds** | - | 10,000 | (10,000) | - | **-** |
| **Unrestricted funds** | | | | | |
| *Designated funds* | | | | | |
| Research fund | - | - | - | 256,831 | **256,831** |
| Core costs reserve | - | - | - | 70,019 | **70,019** |
| **Total designated funds** | - | - | - | 326,850 | **326,850** |
| General funds | 216,978 | 348,597 | (78,681) | (326,850) | **160,044** |
| **Total unrestricted funds** | 216,978 | 348,597 | (78,681) | - | **486,894** |
| **Total funds** | 216,978 | 358,597 | (88,681) | - | **486,894** |

**Purposes of restricted funds**

| | |
|---|---|
| Roche Products Limited | Donation received from Roche Products Limited to consolidate and build on the success of the Action for Pulmonary Fibrosis website to help patients and families affected by the disease, and to develop a package of patient facing leaflets and resource materials for use during IPF week 2015. |

**Purposes of designated funds**

| | |
|---|---|
| Research fund | The trustees have established the research fund to award funds to research programmes indicating clear objectives for the development of knowledge leading to a better understanding of the causes of IPF and, ultimately, a cure. |
| Core costs reserve | The core costs reserve has been established in line with the charity's reserves policy to retain a minimum of 50% of projected annual core expenditure separately as reserves. This is reviewed annually. |

## 15. Related party transactions

Trustees' reimbursed expenses comprised the following payments during the year:

| | **2016** | 2015 |
|---|---|---|
| | **£** | £ |
| Computer equipment | **27** | 708 |
| Hotels | **974** | - |
| Subsistence | **548** | 172 |
| Telephone charges | **83** | 70 |
| Travel expenses | **4,115** | 1,982 |
| Other expenses (gifts, stationery and postage) | **-** | 315 |
| | **5,747** | 3,247 |

All expenses were incurred in the course of the organisation's charitable activities.

The trustees are not aware of any other related party transactions during the period.