



Trustees' Annual Report & Audited Accounts

For the year ending
30 June 2022



Action for
Pulmonary Fibrosis

Charity Commission England & Wales Registered Charity Number: 1152399
Scottish Charity Regulator Number: SC050992

2021
2022

Contents

What is pulmonary fibrosis?	3
Why we are needed	4
Our vision, mission, and values	6
Trustees, staff, and advisors	7
Introduction from Chair and Chief Executive	8
Report of the Board of Trustees:	
– Support and information	9
– Education	14
– Research	15
– Influencing and raising awareness	18
– Fundraising	22
– Plans for the future	24
– Structure, governance, and management	25
– Financial review	27
Independent Auditor's Report	29
Statement of Financial Activities	34
Balance Sheet	35
Statement of Cash Flows	36
Notes to Financial Statements	37



**Action for
Pulmonary Fibrosis**

General enquiries:

01733 475642
info@actionpf.org



**Support line
01223 785725**

www.actionpf.org



What is pulmonary fibrosis?

Pulmonary fibrosis is an umbrella term for a range of progressive lung diseases, which cause stiffening and scarring of the lungs.

The lung scarring eventually prevents the transfer of oxygen into the bloodstream. It affects around 70,000 people in the UK. Idiopathic pulmonary fibrosis (IPF) is the most aggressive and common form and affects around 30,000 people in the UK.

Key symptoms of pulmonary fibrosis include breathlessness and chronic cough. On physical examination, Velcro-like crackles are likely to be heard and sometimes the ends of fingers or toes may appear enlarged or 'clubbed'. Key symptoms can be confused with other respiratory disorders, such as chronic obstructive pulmonary disorder (COPD), asthma and bronchiectasis.

Other forms of pulmonary fibrosis include: familial pulmonary fibrosis; those associated with autoimmune diseases (such as rheumatoid arthritis and systemic sclerosis); toxicity caused by some medications; exposure to inorganic substances (such as asbestos and coal dust); hypersensitivity pneumonitis caused by exposure to organic dusts and fibres (such as bird feathers and mould found on hay, straw and grain), and sarcoidosis.



Why we are needed

Tens of thousands of people are affected by pulmonary fibrosis, yet it remains a mystery to many people.

The debilitating nature of the disease means as people become increasingly breathless, their need for physical and emotional support become greater. Patients and their families can experience a profound sense of loss as the disease progresses. Pulmonary fibrosis affects every area of family life, yet there is very little dedicated support available to patients and their families.

As breathlessness increases, ordinary daily tasks – washing, dressing, walking – can become exhausting, which impacts increasingly on the whole family and especially carers. As an unfamiliar condition, many patients can struggle to find information and support and find themselves repeatedly explaining the diagnosis to healthcare professionals, family and friends, which causes distress. We want everyone affected by the disease to

be understood and to have access to the information and support they need when they need it. Our support community, peer groups, befrienders, and information are vital in helping patients and carers feel more connected, supported and reassured.

Pulmonary fibrosis can be very difficult to detect, with patients frequently waiting over a year for an accurate diagnosis. We need to speed up the process of diagnosis so that patients can start treatment sooner.

Our understanding of the disease has progressed rapidly over the last 10 years but there are too few treatments that slow the progression of the disease.

We need to go further than this. We want to stop the disease in its tracks. That's why we're committed to funding research to find new treatments and a cure.

Together we can make this happen.



“My mum was diagnosed with pulmonary fibrosis in 2019. Not one person told us it was terminal. We struggled as a family on our own supporting her until she passed away in 2020. We had never heard of this terrible disease. If only we had been given your charity details it would have helped my mum and us enormously. You are an amazing charity and deserve as much awareness as all of the other big health charities out there!”


Bereaved family member of a pulmonary fibrosis patient

'Being **involved in research** makes me feel that I am helping, not just myself, but also others in the **fight** against this awful disease'

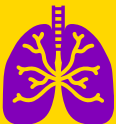


'**Friendship**, trust and a cup of tea can make a **real difference** to how we feel.'





Our vision, mission, and values



Our vision

Action for Pulmonary Fibrosis is a patient-driven charity. Our vision is to find a cure for pulmonary fibrosis so everyone affected has a better future.



Our mission

We provide support to families, raise awareness of the disease, campaign and educate to improve access to the highest standard of care for people living with all forms of pulmonary fibrosis. We are committed to funding research to improve the quality of life for people living with pulmonary fibrosis today and tomorrow.



Our values drive everything we do:

Patient led:

We empower and are led by patients who are at the heart of everything we do.

Caring and compassionate:

We respect and understand the needs of patients and carers and help them to get the support they need.

Striving for excellence:

We work with integrity and professionalism in all that we do.

Open and approachable:

We ensure people affected by pulmonary fibrosis feel able to turn to us for advice and support in their time of need.

Ambitious and bold:

We improve the lives of people affected by pulmonary fibrosis and are bold in the ways we do this.

Trustees, staff, and advisors

Charity President:

Prof Gisli Jenkins

Charity Trustees:

Mr Stephen Jones* (Chair)

Mr Howard Almond*

Mrs Elizabeth Bray**

Mrs Wendy Dickinson**

Dr Simon Hart

Dr Rebecca Lang**

Mr Stephen Morgan-Hyland**

Dr Helen Parfrey

Dr Michael Stubbins** (*Appointed 7 May 2022*)

Mr Matthew Suddart** (*Appointed 7 May 2022*)

Prof Gisli Jenkins (*Resigned 7 May 2022*)

* living with PF

** family member of someone with PF

In keeping with the charity's ethos of being patient led, over 60% of trustees have been personally affected by pulmonary fibrosis either as a patient or family member. Our trustees also include medical professionals, who are leaders in pulmonary fibrosis care and research.

Chief Executive:

Louise Wright

Registered Office and Principal Address:

Stuart House, East Wing
St John's Street
Peterborough
PE1 5DD

Charity Commission Registered Number:

1152399

Scottish Charity Regulator Number:

SC050992



Principal Advisors:

Bankers:

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

Auditors:

Godfrey Wilson Limited
(Chartered Accountants
and statutory auditors)
5th Floor Mariner House
62 Prince Street
Bristol BS1 4QD

Introduction from Chair and Chief Executive

July 2021 – June 2022

At Action for Pulmonary Fibrosis, we believe people affected by pulmonary fibrosis (PF) are worse off than before Covid-19. Even greater delays to diagnosis occur, due to difficulties accessing GPs and diagnostic tests. People with pulmonary fibrosis have told us that having fewer opportunities to meet specialist teams face to face, and get timely access to supportive care, is having a detrimental effect on their physical and mental health. With no cure, getting support to stay active and well for longer or preparing for your own or a loved one's end of life is vitally important. Interstitial lung disease (ILD) clinicians and healthcare professionals lack the support and investment they desperately need to meet the growing demands.

We recognise that progress is not where we want it to be if you have a diagnosis of pulmonary fibrosis, yet there have been many successes over the past twelve months that give us a real sense of optimism.

Our campaign to ensure people get timely access to anti-fibrotic treatments has, in part, been successful. Around 15,000 more people with progressive pulmonary fibrosis from a known cause now have access to the treatments right from diagnosis. We continue to push for people with idiopathic pulmonary fibrosis to get the same access to treatment, and won't stop until this changes.

Over the past year, our work to raise awareness has led to more people finding us than ever before. This has meant that more people have accessed expert information and support which just a few years ago didn't exist.

Curing pulmonary fibrosis is fast becoming a reality for future generations. We've helped more people living with pulmonary fibrosis contribute to a greater number of research projects, ensuring the quality of the work and that it is a success right from the start.

Over 800 people registered for our first virtual patient day, and over 90% of those of you who watched told us you felt more able to manage your pulmonary fibrosis after the event. The power of peer support continues as we increase opportunities for people and families affected by pulmonary fibrosis to access support online, face to face and by phone.

To ensure we are a diverse and inclusive force for change, we have increased the team and welcomed two new trustees to the board as part of our growth.

We have been overwhelmed by the continued support of people living with and affected by pulmonary fibrosis. Every walker, runner, cake baker, donor and volunteer has meant more people than ever before have had better access to information and support, improving wellbeing and hope for a better future.

Together we are stronger.



Steve Jones
(Chair of Trustees)



Louise Wright
(Chief Executive)

Support and information



This year, the world we live in still felt very vulnerable. NHS teams felt exhausted and overwhelmed with workload and worry, as they responded to Covid surges, backlogs, commissioning changes – and, for respiratory teams, fears around greater workloads, as access to antifibrotic medication increases for non IPF patients. Many patients and carers continued to shield, with prolonged periods of isolation threatening their wellbeing. While some connected digitally, including via support groups, many did not or could not, risking further exclusion. Lack of consistency in access to care across the country remained real, affecting patient health and quality of life.



“I’m overwhelmed with the support I’ve received from APF and things are starting to move in the right direction.”

Stephen – PF Patient

Direct national services

Our befriending service, launched in June 2020, provided vital friendship, support and understanding to 89 patients and carers across the UK. Our incredible volunteer befrienders gave their time, energy, compassion and listening ears when they were needed more than ever. We can't thank them enough.

"I felt so low and alone I just seemed to be slipping more and more into depression... I so look forward to calls from my befriender - they provide everything I need really - we laugh about our pets' antics and just chat."

"I'm four years on with pulmonary fibrosis but past few months have started to struggle... this is an amazing service with very special people."

"It's wonderful to have someone to talk to that really understands the condition."

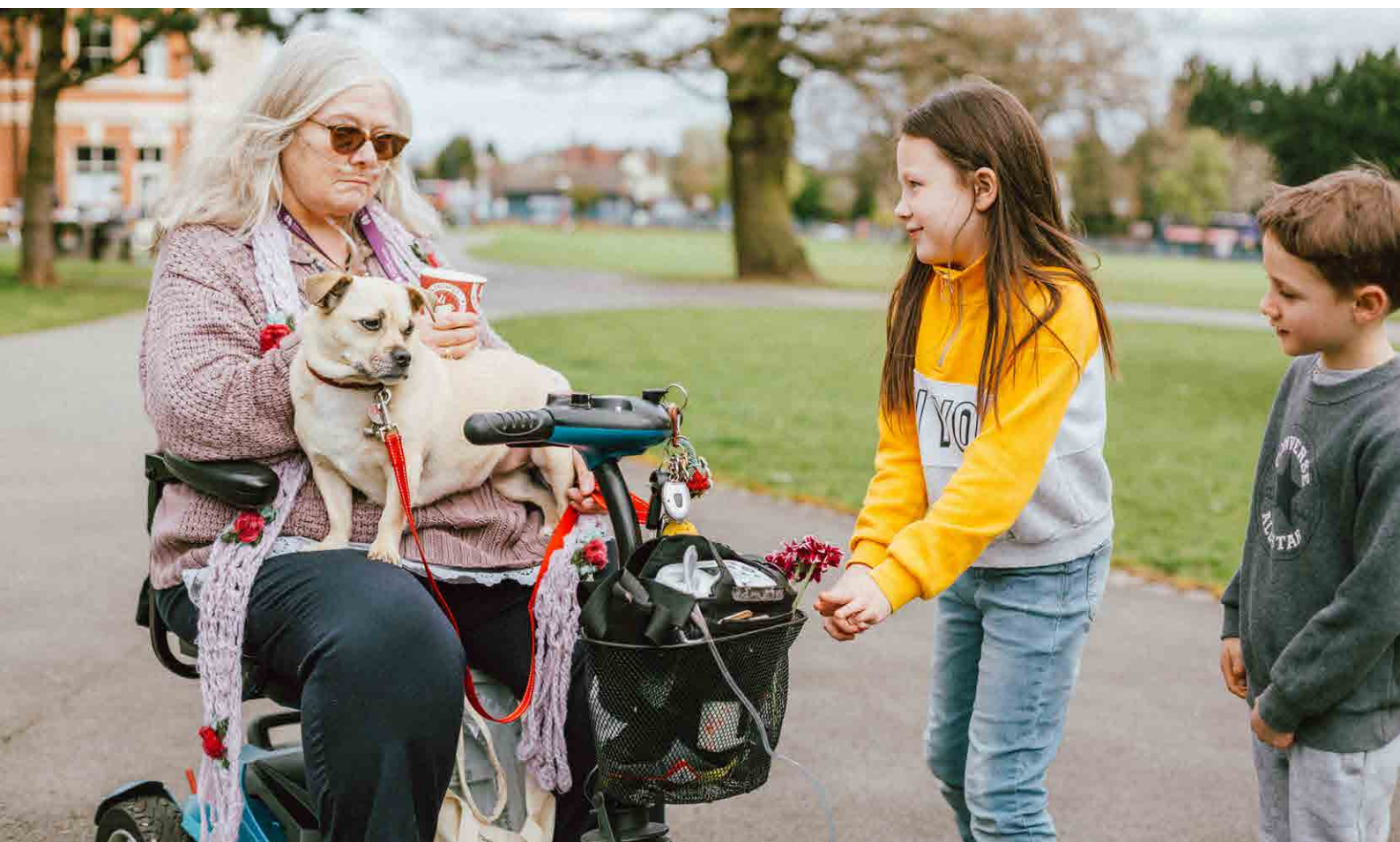
PF Patients

Our support line gave information, advice and emotional support to 343 people, a slight increase on last year. We saw demand growing through the year and expect this to increase next year. We are very proud of the vital work of our support line but we felt the support line was under-resourced this year. We would have liked to have been able to offer a quicker, more accessible service over a greater number of hours, as well as promote it more to reach more people in need.

"You've cheered me up and given me some hope, my wife will have to put up with me for a long time yet."

"You have a kind voice and have given me positivity back and questions to ask the medical team, thank you."

PF Patients





We worked hard to develop and update our information this year on a wide range of topics, including the launch of a brand new guide for carers. Over 150,000 people accessed our website for vital information.



The power of peer support: working in partnership with support groups

Pulmonary fibrosis support groups across the UK faced ongoing challenges this year with continuing uncertainty around Covid, many members still shielding, and continuing massive pressures in the NHS. We supported groups who were starting up, relaunching, wrestling with whether to restart face to face meetings, struggling with bereavements or lack of volunteers, or seeking to grow and develop their work. We provided training, information, advice, practical support and small grants. We supported between 60 and 70 support groups right across the UK, and whilst the number of groups didn't change significantly, some groups combined across regions for online meetings so coverage was improved (though still very patchy since Covid).

“I feel quite emotional hearing people for the first time in a similar situation to me with similar feelings.”

“Sometimes, you really think it's just you and no one really understands. But when you meet family or patients, you feel a little bit happy that someone understands what you're going through. Great work @ actionpulmonaryfibrosis - keep going.”

PF Patients

“I would like to express my thanks to the organisers of the (Support Group Leaders') course for the high standard of content and delivery. I found it to be a very detailed and informative training session and has greatly enhanced my understanding of the subject. Many thanks for giving me the opportunity to take part.”

We want to extend our heartfelt thanks and appreciation to all our support group leads for their tireless efforts through trying times and for the tremendous support they offer people with pulmonary fibrosis (PF) and their families.

Thanks to funding from the National Lottery Community Fund, we were thrilled to grow our team of regional coordinators this year, to offer more help to support groups and be better connected to local and regional issues for people affected by PF.

“It's sometimes hard to think of the upsides of life with PF but one of them has been meeting amazing people, and the friends we have made. We try to remain as positive as we can, even though some days can be very difficult. On those days we cry together, we hug, but most importantly, we talk.”

Person living with PF





Together
we are
stronger.

“If you are not able to talk to a loved one for whatever reason, then find a support group or reach out to Action for Pulmonary Fibrosis. It is a place where people are going through what you are going through, a place where people understand. You don’t have to explain anything, because they already know, and they know how to support and help you.”

Clive, living with PF, and his wife Sue



Education

Print resources

After running a series of focus groups with health care professionals and ILD clinicians, we listened and made changes to our resources and website. We designed and distributed print resources to be given out at diagnosis and ensured that the extensive health information across our website was 'print friendly', enabling health care professionals to print and share tailored information easily, dependent on the stage of the disease.



Virtual Patient Day 2021

A new collaboration with Brompton and Harefield Hospital resulted in a first for the organisation, a fantastic online learning event for people affected by PF. Over 800 registered and 90% of people told us they felt more able to manage their PF after the event.

Participants from our online learning event told us:

“Suddenly someone has turned a light on. After years of no knowledge and fear or Googling I have knowledge and hope”.

“The combination of sessions was well judged and I found each and every one useful. I think it is a must to do again. The empathy and professionalism touched my soul. Thank you for that.”



Research

This year Action for Pulmonary Fibrosis and our community have worked harder than ever before with scientists from around the world. Together, we are changing the future for everyone affected by pulmonary fibrosis.

**“Together we
will find a cure for
pulmonary fibrosis.”**

We have:

- Directly funded research to better understand the causes of pulmonary fibrosis. We now know more about the genetics of the disease and this will help scientists to identify new treatments. We understand more about how different forms of pulmonary fibrosis progress over time, and this vital research has helped us to campaign for antifibrotic medication to be made available to more patients.
- Helped budding scientists to share their findings at global conferences, meaning more people have learnt about the latest research more quickly.
- Worked with over 25 universities, hospitals and drug developers to shape their future research, making sure it is what patients want and need.



Prioritising research for the future

Everyone affected by pulmonary fibrosis knows the urgency of being able to better understand and treat this devastating disease. With so much to do, determining what should be done next is a really tough decision. So we asked patients, carers, clinicians and everyone affected by pulmonary fibrosis what was important to them.

Action for Pulmonary Fibrosis partnered with Imperial College London and the James Lind Alliance to carry out a priority setting partnership with our community. We asked our community what were their priorities for research. Over 1400 people completed two rounds of surveys. We held an event where clinicians and patients, carers and people affected by PF shared why their priorities were important to them and together they decided on a Top 10.

The Top 10 priorities for research can be grouped into three core themes:

- Early and accurate diagnosis.
- Effective treatments that stop, slow or reverse fibrosis and extend patients' lives.
- Interventions that help improve patients' quality of life.



The work we do today, will change tomorrow

We urgently need new treatments, tests and interventions to be developed to improve the lives of people affected by PF. Taking part in research is one way to help to make this happen, but many patients do not know how to, or feel wary about taking part. This year, patients and family members have been working with researchers to help improve the design of their research so more people will want to take part. We have also helped more patients know what is available to them by sharing opportunities to take part in research through our website and social media channels. Our dedicated team of Research Champion volunteers have been working within their communities and forming vital links with their hospitals to raise awareness and opportunities for everyone.



Our Research Fellows

Dr Molyneaux and Dr Allen have continued to be fantastic ambassadors for the APF community, sharing their research in scientific articles, presenting their work at international conferences and adding to the global understanding of pulmonary fibrosis. Their work is advancing what we know about pulmonary fibrosis and expanding opportunities to identify new treatments.

“The support APF has given me over the past three years has been genuinely amazing. The fellowships are a great opportunity to accelerate PF research and develop a career.”

Dr Richard Allen



Dr Phil Molyneaux (Imperial College London) is investigating the role of bacteria, microbes and metabolites in pulmonary fibrosis and the impact of antibiotic treatment on disease progression. He is pioneering techniques for investigating the airways, lungs and guts of patients affected by pulmonary fibrosis. His research is improving our understanding of the fundamental mechanisms of the disease which will lead to more effective treatments being available to patients.



Dr Richard Allen (University of Leicester) is researching the genetics of disease. His ground-breaking research has identified new genes associated with idiopathic pulmonary fibrosis and the progression of the disease. Improving our understanding of genetics will help to identify new drug targets and support the development of personalised medicine, meaning each patient gets the right treatment.

Influencing and raising awareness

Reducing health inequalities in pulmonary fibrosis is a vital part of our work.

Being diagnosed with pulmonary fibrosis is frightening. People tell us they have never heard of the disease before they or a loved one were diagnosed. Many people have difficulty understanding the complex language used to describe the disease and its impact on both physical and mental health. A lack of general awareness means that people affected must explain the disease to others and are left feeling exhausted.

That's why it's vital we ensure more people know and understand what pulmonary fibrosis is and its impact on families.

“When I tell people I have pulmonary fibrosis, they say at least I don't have cancer, or comment on how well I look. I've given up telling friends that it's terminal. No one understands. It makes me so angry and alone.”

Person living with IPF



'I've often felt judged for having a cough'



Robert



Action for
Pulmonary Fibrosis

Awareness raising

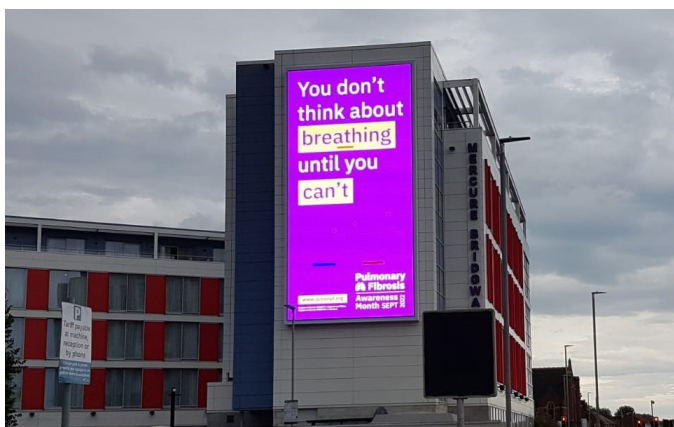
We are now reaching more people than ever before. Month on month we are finding new people with pulmonary fibrosis who desperately need information and to hear from others affected by the disease. Raising awareness of pulmonary fibrosis remains vitally important to our community, so more people can spot the symptoms and get support sooner.

We have worked hard to ensure we are seen by a more diverse audience and to increase the range of people engaging with the brand online and through our services and, crucially, finding us earlier at diagnosis of the disease.



Every September marks global pulmonary fibrosis awareness month. Many continued to shield during September 2021. When surveyed, over 70% of people living with and affected by the disease told us that they worried about being judged for their cough.

We dedicated the month to lifting the stigma and providing support. More people found support and understood the issues through our work on social media, in the press and through our partnerships. We ran social media advertising for the first time during the month which significantly contributed to the number of people finding us.

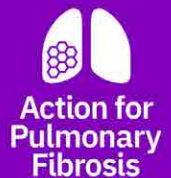


“When my husband was diagnosed in 2019, I remember saying to a friend if he had a diagnosis of cancer or dementia I would have known the direction of travel, what language would be used and what lay ahead. But I didn’t have a clue, because I’d never heard of the disease before, or known anyone with it.”

Carer of someone with PF

Don't face pulmonary fibrosis alone

If you have pulmonary fibrosis (PF) then we are here for you.



www.actionpf.org



Support line
01223 785725

Registered Charity 1152399 in England and Wales. Registered Charity SC050992 in Scotland.

In May 2022 we developed posters and leaflets and advertised in key locations in five ILD specialist centres, raising awareness for pulmonary fibrosis patients in waiting rooms and hospital corridors that there is no need to ‘face it alone’ and that we are here as a charity to help.

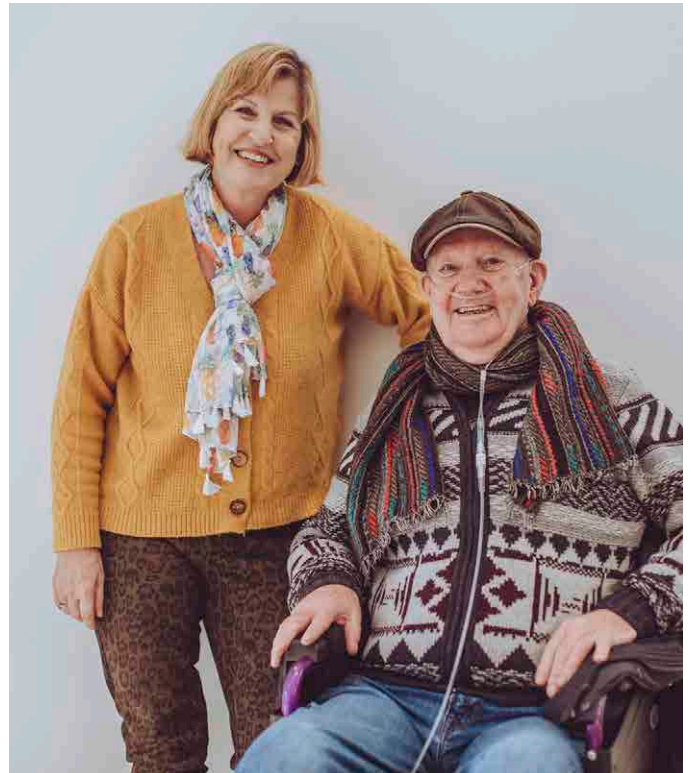
Influencing others to improve services

Following our successful efforts, in June 2021 the Scottish Medicines Consortium increased access to Nintedanib, a treatment that slows the progress of fibrosis, to people with non-IPF. In October 2021 this was rolled out to England. Yet, we have unfinished business. People with IPF still have to wait until their lung function drops before they can access the life-prolonging treatments. We continue to fight this.

In December 2021 we started a series of virtual workshops engaging a broad spectrum of stakeholders, to better understand the issues and opportunities facing people living with and caring for people with pulmonary fibrosis.

Working with stakeholders including people living with PF and decision makers, we are building the case for better care for people with pulmonary fibrosis, who are at high risk of being worse off than before Covid-19.

This work will continue into 2022/23 as we look to better understand the issues, particularly around the costs of care and how smarter investment could improve health outcomes.





“In the beginning it was just like a typical winter cough but it just wouldn’t go away. In fact it got worse. Eventually, I began suffering bouts of coughing that would lead to retching and choking to the extent I was desperately fighting to catch a breath. I pride myself in being a strong character but on more than one occasion I would be on the verge of tears as a result. I now understand my limitations and avoid the known triggers. There is medication out there that can help, along with self learning.”

Robert, living with PF

Fundraising

2021/22 was a financially challenging year across the charity sector, with the ongoing threat of Covid and economic uncertainty impacting all areas of fundraising. However, thanks to the generosity and continued determination of our supporters, we were able to grow our income by 50% compared to the previous year.

Growth in income has been vital to increasing activity across all areas of our work. A generous three year grant from the National Lottery Community Fund, as well as support from other grant making trusts and pharmaceutical companies, enabled us to grow services and increase our reach within the community by 40%. Our supporters donated and fundraised towards our Hope for All Research Appeal, helping us raise £810k towards vital new research. And our fundraisers skydived, ran, walked and cycled to help ensure APF can continue to be here for everyone affected by pulmonary fibrosis.

While we ended the year in a financially stable position, there is still so much more we need to do – and we anticipate another challenging year ahead. With investment in digital fundraising, individual and in-memory giving, and our ongoing Hope for All Research Appeal, we are determined to raise the funds we need to ensure nobody has to face this cruel disease alone.

We are so incredibly thankful to everyone who has supported APF throughout 2021/22. Together we are stronger.



“If you’re going to do it, do it with enthusiasm.”

Clive, person living with PF



“I’m running a half marathon to raise money for APF and support their vision to find a cure for pulmonary fibrosis.”

Kit, APF fundraiser

“Since Dad’s passing, I have found raising money for APF comforting. It keeps a part of Dad alive and means he didn’t lose his fight – he just passed the baton on.”

Ashleigh, APF fundraiser

£900,000+

Raised throughout 2021/22



Plans for the future

Continued political and economic turmoil, the cost of living crisis and global conflicts mean we anticipate the needs of people living with and affected by pulmonary fibrosis to be higher than ever.

Yet we remain resolute in our drive to meet the increasing daily challenges of people affected by pulmonary fibrosis. Next year will be Action for Pulmonary Fibrosis' 10 year anniversary. We shall be celebrating the advances made over the 10 years and looking ahead to what more needs to be achieved. We shall launch a new five year strategy taking APF to 2028 as we strive to meet the needs of more people affected by pulmonary fibrosis.



We hope you'll join us in the fight against pulmonary fibrosis.

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 the Constitution, which was approved by the trustees on 28 May 2013.

On 25 May 2021 Action for Pulmonary Fibrosis was granted registration with the Office of the Scottish Charity Regulator (OSCR).

All trustees have direct experience of PF, either as lived experience or as family members or medical doctors, helping us to maintain our lived experience and healthcare led approach.

The Board of Trustees meets formally four times a year to review the charity's progress, formulate general policy and strategy and ensure adherence to charity regulations. An annual plan and budget for activities for the coming period are approved at the beginning of the financial year. At each meeting reports are received on the charity's work during the quarter. Attention is paid to any significant risks that may arise from time to time and the effectiveness of the system of internal controls is monitored. The quarterly meetings are supported by regular telephone and online communication.

The Board contracts with professional advisers as necessary, for advice and guidance on legal and financial issues.



Appointment of New Trustees

The Board of Trustees regularly reviews the skills and experience of its members and considers if changes are needed to face new and emerging challenges. The Board appoints new members to strengthen the Board and where necessary to replace a member who leaves. It remains an important requirement that all new trustees have a personal connection to pulmonary fibrosis.

An appointment process is in place which includes receipt of a formal application providing personal details and outlining the skills and experience which the applicant can bring to APF. Candidates are then invited to meet with at least three trustees to discuss the application and to receive information about the Board, its work and the responsibilities of a trustee. Prospective trustees are invited to attend a trustee meeting for approval of all trustees prior to confirmation of appointment.

An induction process follows providing the new trustee with comprehensive information on the charity and their responsibilities as a trustee.

To date this has been done by personal contact and through contacts made directly to the charity. In order to ensure diversity and make opportunities more widely available, the process for appointment was reviewed at the year end and it was agreed that trustee vacancies would be advertised.

In May 2022 two new trustees were appointed, Michael Stubbins and Matthew Suddart, both of whom have been personally affected by the disease. Prof Gisli Jenkins resigned as a trustee to become the new Charity President.

Organisational Structure

The Chief Executive Officer leads the charity together with the senior leadership team.

The Finance and Risk Committee is a standing committee which oversees and monitors the finances and budgets of the charity, risks, policies, and remuneration of staff.

The Committee, which includes three trustees and the CEO, meets quarterly prior to the Board meeting. Other sub-committees of the Board of Trustees are established to deal with specific tasks from time to time.

Action for Pulmonary Fibrosis is registered with the Fundraising Register.

Risk Management

Responsibility for risk management lies with trustees and a risk register has been established which is reviewed regularly by the Finance and Risk Committee. The risks identified are minimal and controls are in place to manage them.

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. Charity activities and support provided are available to all those affected by pulmonary fibrosis.



Financial review

The charity is in a strong financial position. Total income for the year was £974,578 and total expenditure was £795,238. Details are set out in the attached accounts.

Our income for the year was higher than budgeted due to an increase in community and individual giving. We had budgeted cautiously in these areas due to Covid but they surpassed expectation.

The Fundraising Team have stayed abreast of trends and trialled new ways of fundraising and stewardship including:

- **Our first fundraising video**
- **In Memory virtual event**
- **Paid-for advertising on social media or community activities.**

Diversifying income has been key, with investment in individual and in-memory giving meaning this area is now our biggest income line. Investment in trusts and grants has also been key, with over 60 applications being submitted during Quarters 3 and 4. This has secured income in the current financial year and will result in further income in 2022/23. Receiving our first National Lottery Community Fund grant has been crucial to sustainability, funding around 60% of support services costs.

We are pleased with end of year income, and the year has provided us with learning that we are carrying forward to 2022/23, as we continue to follow world events and sector trends.

Expenditure was also lower than budgeted due to some planned activities being cancelled, or continuing to be completed virtually, due to the pandemic.

The 2021/22 budget was set with our Senior Leadership Team being optimistic that Covid would not continue to greatly affect our activities and plans for the financial year. This has clearly not been the case with the impact of Covid still being felt nearly two years on.

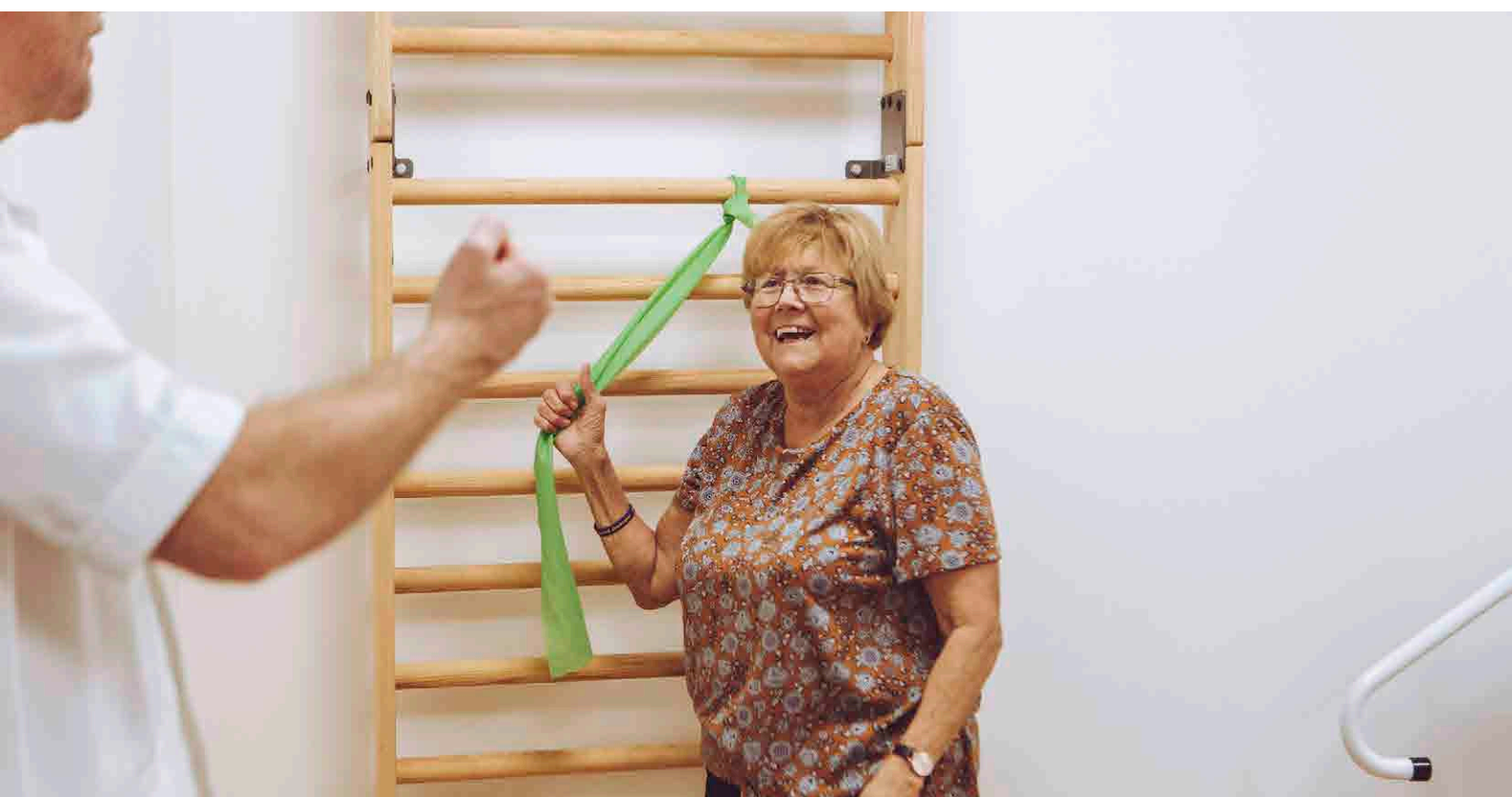


Going Concern

The trustees consider that the charity will continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved. The trustees therefore consider it appropriate to adopt the going concern basis for the preparation of the accounts, as detailed in note 1(b) to the financial statements.

Reserves Policy

Trustees have agreed a reserves policy of holding an amount equivalent to six months of charitable expenditure, as designated reserves. Charitable expenditure includes staff and running costs, fundraising costs, planned activities and the provision of patient and family support activities. This is to ensure that the charity can continue offering services to its patient community during times of reduced income. It is reviewed annually at the July trustee meeting. The projection of increased operational costs for the coming year resulted in agreement to increase the balance on the reserves account to meet the requirements of the policy. This was carried out and the reserves account balance has been increased to £336,000 (£278,725 in 2021/22).



Independent Auditor's Report

Report of the trustees

For the year ended 30 June 2022

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, and in Scotland, requires the trustees 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 accounting 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 Charity (Accounts and Reports) Regulations 2008, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of the constitution. 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 are responsible for the maintenance and the integrity of the corporate and financial information included in the charity's website. Legislation in the United Kingdom governing the preparation of the financial statements may differ from legislation in other jurisdictions.

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

Auditors

Godfrey Wilson Limited were re-appointed as auditors to the charity during the year and have expressed their willingness to continue in their capacity.

Approved by the trustees on 4th February 2023 and signed on their behalf by

Stephen Jones

Stephen Jones - Chair

Independent auditors' report

To the members of

Action for Pulmonary Fibrosis

Opinion

We have audited the financial statements of Action for Pulmonary Fibrosis (the 'charity') for the year ended 30 June 2022 which comprise the statement of financial position, balance sheet and statement of cash flows, and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 30 June 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities and Trustees Investment (Scotland) Act 2005, regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Independent auditors' report

To the members of

Action for Pulmonary Fibrosis

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

Independent auditors' report

To the members of

Action for Pulmonary Fibrosis

(1) We obtained an understanding of the legal and regulatory framework that the charity operates in, and assessed the risk of non-compliance with applicable laws and regulations. Throughout the audit, we remained alert to possible indications of non-compliance.

(2) We reviewed the charity's policies and procedures in relation to:

- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
- Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
- Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.

(3) We inspected the minutes of trustee meetings.

(4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.

(5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.

(6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.

(7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:

- Testing the appropriateness of journal entries;
- Assessing judgements and accounting estimates for potential bias;
- Reviewing related party transactions; and
- Testing transactions that are unusual or outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. Irregularities that arise due to fraud can be even harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Independent auditors' report

To the members of

Action for Pulmonary Fibrosis

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Date: 2 February 2023

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 2022**

	Note	Restricted £	Unrestricted £	2022 Total £	2021 Total £
Income from:					
Donations and legacies	3	22,764	710,987	733,751	518,882
Charitable activities	4	200,692	21,710	222,402	127,832
Investments		-	6,313	6,313	5,095
Other trading income	5	-	12,112	12,112	-
Total income		<u>223,456</u>	<u>751,122</u>	<u>974,578</u>	<u>651,809</u>
Expenditure on:					
Raising funds		-	168,909	168,909	109,856
Charitable activities		<u>225,860</u>	<u>400,469</u>	<u>626,329</u>	<u>491,552</u>
Total expenditure	7	<u>225,860</u>	<u>569,378</u>	<u>795,238</u>	<u>601,408</u>
Net income / (expenditure)		(2,404)	181,744	179,340	50,401
Transfers between funds		<u>1,952</u>	<u>(1,952)</u>	<u>-</u>	<u>-</u>
Net movement in funds	10	(452)	179,792	179,340	50,401
Reconciliation of funds:					
Total funds brought forward		<u>65,200</u>	<u>1,025,209</u>	<u>1,090,409</u>	<u>1,040,008</u>
Total funds carried forward		<u><u>64,748</u></u>	<u><u>1,205,001</u></u>	<u><u>1,269,749</u></u>	<u><u>1,090,409</u></u>

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 17 to the accounts.

Action for Pulmonary Fibrosis**Balance sheet****As at 30 June 2022**

	Note	£	2022 £	2021 £
Current assets				
Debtors	13	22,401		19,502
Current asset investments		1,069,851		1,071,858
Cash at bank and in hand		264,095		156,054
		1,356,347		1,247,414
Liabilities				
Creditors: amounts falling due within 1 year	14	(86,598)		(127,040)
Net current assets			1,269,749	1,120,374
Creditors: amounts falling due after more than 1 year	15		-	(29,965)
Net assets	16		1,269,749	1,090,409
Funds	17			
Restricted funds			64,748	65,200
Unrestricted funds				
Designated funds			1,023,128	962,492
General funds			181,873	62,717
Total charity funds			1,269,749	1,090,409

Approved by the trustees on 1 February 2023 and signed on their behalf by

Stephen Jones - Chair

Action for Pulmonary Fibrosis**Statement of cash flows****As at 30 June 2022**

	2022	2021
	£	£
Cash provided by operating activities:		
Net movement in funds	179,340	50,401
Adjustments for:		
Investment income	(6,313)	(5,095)
Decrease / (increase) in debtors	(2,899)	(5,577)
Increase / (decrease) in creditors	(70,407)	(93,233)
Net cash provided by operating activities	99,721	(53,504)
Cash flows from investing activities:		
Investment income	6,313	5,095
Net cash provided by investing activities	6,313	5,095
Increase in cash and cash equivalents in the year	106,034	(48,409)
Cash and cash equivalents at the beginning of the year	1,227,912	1,276,321
Cash and cash equivalents at the end of the year	1,333,946	1,227,912

Analysis of cash and cash equivalents

Current asset investments	1,069,851	1,071,858
Cash at bank and in hand	264,095	156,054
Cash and cash equivalents at the end of the year	1,333,946	1,227,912

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

Action for Pulmonary Fibrosis

Notes to the financial statements

For the year ended 30 June 2022

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 2019) - (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.

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. The charity holds unrestricted, general reserves of £181,873, designated reserves that can be drawn down if necessary of £1,023,128 and a cash balance of £264,095. The combined value of cash and current asset investments at 30 June 2022 was £1.33m. The trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

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 probable 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.

Action for Pulmonary Fibrosis

Notes to the financial statements

For the year ended 30 June 2022

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) Grants payable

Grants payable are charged in the year in which the offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attached have been fulfilled. Grants offered subject to conditions at the year end are noted as commitment but are not accrued as expenditure.

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the basis of staff time spent on each of these areas. In the prior period an estimate was used, but in the current period a more thorough analysis of staff time by role was possible as there was a more significant number of employees. The percentages used were as follows:

	2022	2021
Raising funds	21%	17%
Charitable activities	79%	83%

i) 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.

j) Current asset investments

Current asset investments consists of short term cash deposits with a maturity date of less than one year from the balance sheet date held for investment purposes rather than to meet short term cash commitments as they fall due.

k) 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.

Action for Pulmonary Fibrosis

Notes to the financial statements

For the year ended 30 June 2022

l) 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.

m) 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 with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

n) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

o) Operating leases

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

p) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There are no key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements.

Action for Pulmonary Fibrosis

Notes to the financial statements

For the year ended 30 June 2022

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2021 Total £
Income from:			
Donations and legacies	-	518,882	518,882
Charitable activities	99,238	28,594	127,832
Investments	-	5,095	5,095
Total income	99,238	552,571	651,809
Expenditure on:			
Raising funds	-	109,856	109,856
Charitable activities	59,545	432,007	491,552
Total expenditure	59,545	541,863	601,408
Net income and net movement in funds	39,693	10,708	50,401

3. Income from donations and legacies

	Restricted £	Unrestricted £	2022 Total £	2021 Total £
Legacies	-	36,200	36,200	5,000
Donations from individuals and fundraising	22,764	674,787	697,551	513,882
Total income from donations and legacies	22,764	710,987	733,751	518,882

All income from donations and legacies in the prior year was unrestricted.

4. Income from charitable activities

	Restricted £	Unrestricted £	2022 Total £
Corporate grants	3,200	-	3,200
Trusts and foundations	197,492	2,675	200,167
Consultancy fees	-	17,039	17,039
Speaker fees	-	1,996	1,996
Total income from charitable activities	200,692	21,710	222,402

Action for Pulmonary Fibrosis**Notes to the financial statements****For the year ended 30 June 2022****4. Income from charitable activities (continued)**

Prior period comparative	Restricted £	Unrestricted £	2021 Total £
Trusts and foundations	99,238	28,594	127,832
Total income from charitable activities	99,238	28,594	127,832

5. Income from other trading activities

	2022 £	2021 £
Conference sponsorship	7,988	-
Merchandise sales	4,124	-
Total income from other trading activities	12,112	-

6. Government grants

The charity received a government grant, defined as funding from the National Lottery Community Fund, to fund support services. The total value of such grants for the year ending 30 June 2022 was £153,492 (2021: £nil). There were no unfulfilled conditions or contingencies attached to these grants in 2021/22.

Notes to the financial statements

For the year ended 30 June 2022

7. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2022 Total £
Staff costs (note 11)	98,646	362,320	45,179	506,145
Freelance costs (note 11)	-	69,915	16,914	86,829
Travel and subsistence	-	-	4,696	4,696
Grants payable (note 8)	-	2,365	-	2,365
Training costs	-	1,725	-	1,725
Patient surveys	-	3,212	-	3,212
Fundraising costs	22,371	-	-	22,371
Marketing and communications	8,681	42,770	-	51,451
Premises costs	-	-	33,384	33,384
Admin costs	-	-	58,355	58,355
Other staffing costs	-	-	18,682	18,682
Governance costs	-	-	6,023	6,023
Sub-total	129,698	482,307	183,233	795,238
Allocation of support and governance costs	39,211	144,022	(183,233)	-
Total expenditure	168,909	626,329	-	795,238
Prior year comparative:				
	Raising funds £	Charitable activities £	Support and governance costs £	2021 Total £
Staff costs (note 11)	53,902	256,691	59,827	370,420
Freelance costs (note 11)	11,023	57,445	-	68,468
Travel and subsistence	-	-	359	359
Grants payable (note 8)	-	1,350	-	1,350
Training costs	-	3,610	-	3,610
Patient surveys	-	2,903	-	2,903
Fundraising costs	16,280	-	-	16,280
Marketing and communications	3,716	50,807	-	54,523
Premises costs	-	-	20,327	20,327
Admin costs	-	-	37,302	37,302
Other staffing costs	-	-	17,046	17,046
Governance costs	-	-	8,820	8,820
Sub-total	84,921	372,806	143,681	601,408
Allocation of support and governance costs	24,935	118,746	(143,681)	-
Total expenditure	109,856	491,552	-	601,408

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. They are distinct from costs incurred to support those affected by Pulmonary Fibrosis, which are included under charitable activities.

Action for Pulmonary Fibrosis**Notes to the financial statements****For the year ended 30 June 2022****8. Grants payable**

	2022 £	2021 £
Support groups:		
North Cumbria Support Group	508	-
Northern Trust Support Group	1,713	-
Brighton Support Group	144	-
Nottingham Support Group	-	850
Windsor Support Group	-	500
	<u>2,365</u>	<u>1,350</u>

9. Grants commitments

	2022 £	2021 £
Grant commitments brought forward	115,753	242,318
Grants committed during the period (note 8)	2,365	1,350
Grants paid during the period	<u>54,566</u>	<u>114,403</u>
Grant commitments carried forward	<u>56,931</u>	<u>115,753</u>

10. Net movement in funds

This is stated after charging:

	2022 £	2021 £
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	67	2,275
Auditors' remuneration:		
▪ Statutory audit (including VAT)	5,220	4,680
▪ Other services (including VAT)	<u>Nil</u>	<u>Nil</u>

During the year, 1 trustee was reimbursed £67 for travel expenses (2021: 9 trustees were reimbursed £2,275 for training and related travel expenses). All expenses incurred were in the course of the organisation's charitable activities.

Action for Pulmonary Fibrosis**Notes to the financial statements****For the year ended 30 June 2022****11. Staff costs and numbers**

Staff costs were as follows:

	2022 £	2021 £
Salaries and wages	453,321	331,691
Social security costs	40,536	29,731
Pension costs	12,288	8,998
Freelance staff	86,829	68,468
	592,974	438,888

One employee earned between £60,000 and £70,000 during the year (2021: one).

The key management personnel of the charity comprise the trustees and Chief Executive. The total employee benefits of the key management personnel were £78,028 (2021: £71,475).

	2022 No.	2021 No.
Average head count	16	11

12. Taxation

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

13. Debtors

	2022 £	2021 £
Trade debtors	4,984	4,822
Accrued income	12,339	11,440
Prepayments	5,078	3,240
	22,401	19,502

14. Creditors: amounts due within 1 year

	2022 £	2021 £
Trade creditors	8,894	33,863
Accruals	20,773	5,480
Other creditors	-	1,909
Grant commitments (note 9)	56,931	85,788
	86,598	127,040

Action for Pulmonary Fibrosis**Notes to the financial statements****For the year ended 30 June 2022****15. Creditors: amounts due after 1 year**

	2022 £	2021 £
Grant commitments (note 9)	<u>-</u>	<u>29,965</u>

16. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Current assets	64,748	1,080,059	211,540	1,356,347
Current liabilities	<u>-</u>	<u>(56,931)</u>	<u>(29,667)</u>	<u>(86,598)</u>
Net assets at 30 June 2022	<u>64,748</u>	<u>1,023,128</u>	<u>181,873</u>	<u>1,269,749</u>
Prior year comparative				
	Restricted funds £	Designated funds £	General funds £	Total funds £
Current assets	65,200	1,078,245	103,969	1,247,414
Current liabilities	-	(85,788)	(41,252)	(127,040)
Long term liabilities	<u>-</u>	<u>(29,965)</u>	<u>-</u>	<u>(29,965)</u>
Net assets at 30 June 2021	<u>65,200</u>	<u>962,492</u>	<u>62,717</u>	<u>1,090,409</u>

Action for Pulmonary Fibrosis**Notes to the financial statements****For the year ended 30 June 2022****17. Movements in funds**

	At 1 July 2021 £	Income £	Expenditure £	Transfers between funds £	At 30 June 2022 £
Restricted funds					
Boehringer Ingelheim	9,545	1,200	(10,759)	14	-
Roche	18,750	-	(18,772)	22	-
Trevi Therapeutics	24,988	-	-	-	24,988
Independent Age	10,000	-	(10,528)	528	-
Shanly Foundation	750	-	(1,230)	480	-
Hospital Saturday Fund	1,167	10,000	(10,007)	-	1,160
National Lottery Community Fund	-	153,492	(142,572)	-	10,920
NeRRe Therapeutics	-	2,000	(2,872)	872	-
D'Oily Carte Charitable Trust	-	3,500	(3,328)	-	172
Edwards Cadbury Charitable Trust	-	5,000	(5,036)	36	-
Garfield Weston	-	25,000	(108)	-	24,892
Ian Askew Charitable Trust	-	500	(500)	-	-
Northern Ireland donations	-	4,329	(1,713)	-	2,616
Research donations	-	18,435	(18,435)	-	-
Total restricted funds	65,200	223,456	(225,860)	1,952	64,748
Unrestricted funds					
<i>Designated funds</i>					
Research fund	683,767	-	(30,518)	33,879	687,128
Reserve fund	278,725	-	-	57,275	336,000
Total designated funds	962,492	-	(30,518)	91,154	1,023,128
General funds	62,717	751,122	(538,860)	(93,106)	181,873
Total unrestricted funds	1,025,209	751,122	(569,378)	(1,952)	1,205,001
Total funds	1,090,409	974,578	(795,238)	-	1,269,749

Purposes of restricted funds

Boehringer Ingelheim	This fund is for support line ambassadors and the newsletter.
Roche	This fund is for general support services to December 2021.
Trevi Therapeutics	This fund is for support services in Scotland (including SG coordinator salary) which is launching in 22/23.
Independent Age	This fund is for resuming face to face services (support groups).
Shanly Foundation	This fund is for support services in the South.

Action for Pulmonary Fibrosis

Notes to the financial statements

For the year ended 30 June 2022

Purposes of restricted funds (continued)

Hospital Saturday	This fund is for support services.
National Lottery Community Fund	This fund is for support services.
NeRRe Therapeutics	This fund is to support PF awareness month.
D'Oyly Carte Charitable Trust	This fund is to enable new and existing APF volunteers to receive training in order to better support patients and carers.
Edwards Cadbury Charitable Trust	The fund is for the continuation and growth of the support services to help provide information for patients and families to enable them to make informed choices about health and wellbeing, as well as raising awareness and understanding of PF.
Garfield Weston	This fund is for support services growing volunteering, and is to be used towards volunteering salary costs, services admin and volunteer recruitment, training, expenses and marketing.
Ian Askew Charitable Trust	This fund is for support services.
Northern Ireland donations	These are donations received specifically for Northern Ireland.
Research donations	These are donations received specifically for research.

Purposes of designated funds

Research fund	A principal objective of Action for Pulmonary Fibrosis is to support and fund Research into the disease. Trustees have agreed to designate £687K for research to fund further research fellowships, expected in 2023-24.
Reserve fund	The Reserve Fund 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.

Transfers between funds

A transfer has been made from general funds to various restricted funds to cover overspends.

Transfers from general funds to designated funds represent additional designated funds, as agreed by the board.

Action for Pulmonary Fibrosis**Notes to the financial statements****For the year ended 30 June 2022****17. Movements in funds**
Prior year comparative

	At 1 July 2020 £	Income £	Expenditure £	Transfers between funds £	At 30 June 2021 £
Restricted funds					
Boehringer Ingelheim	25,507	35,000	(50,962)	-	9,545
Roche	-	25,000	(6,250)	-	18,750
Trevi Therapeutics	-	24,988	-	-	24,988
Independent Age	-	10,000	-	-	10,000
Shanly Foundation	-	2,250	(1,500)	-	750
Hospital Saturday Fund	-	2,000	(833)	-	1,167
Total restricted funds	25,507	99,238	(59,545)	-	65,200
Unrestricted funds					
<i>Designated funds</i>					
Research fund	568,172	-	-	115,595	683,767
Reserve fund	225,023	-	-	53,702	278,725
Total designated funds	793,195	-	-	169,297	962,492
General funds	221,306	552,571	(541,863)	(169,297)	62,717
Total unrestricted funds	1,014,501	552,571	(541,863)	-	1,025,209
Total funds	1,040,008	651,809	(601,408)	-	1,090,409

18. Operating leases

The charity had operating leases at the year end with total future minimum lease payments as follows:

	2022 £	2021 £
Amount falling due:		
Within 1 year	9,360	5,517
Within 2 - 5 years	-	-
	9,360	5,517

19. Related party transactions

Steve Jones, the chair of Action for Pulmonary Fibrosis (APF), is also the chair of European Idiopathic Pulmonary Fibrosis & Related Disorders Federation (EU-IPFF). During the year APF received income of £415 from EU-IPFF for speaker fees (2021: £4,084 for services relating to the Global Patient Partnership Summit). No amounts were outstanding at year end.

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



Action for Pulmonary Fibrosis is a patient-driven charity. Our vision is to find a cure for pulmonary fibrosis so everyone affected has a better future.



**Action for
Pulmonary Fibrosis**

Charity Commission England & Wales Registered Charity Number: 1152399
Scottish Charity Regulator Number: SC050992