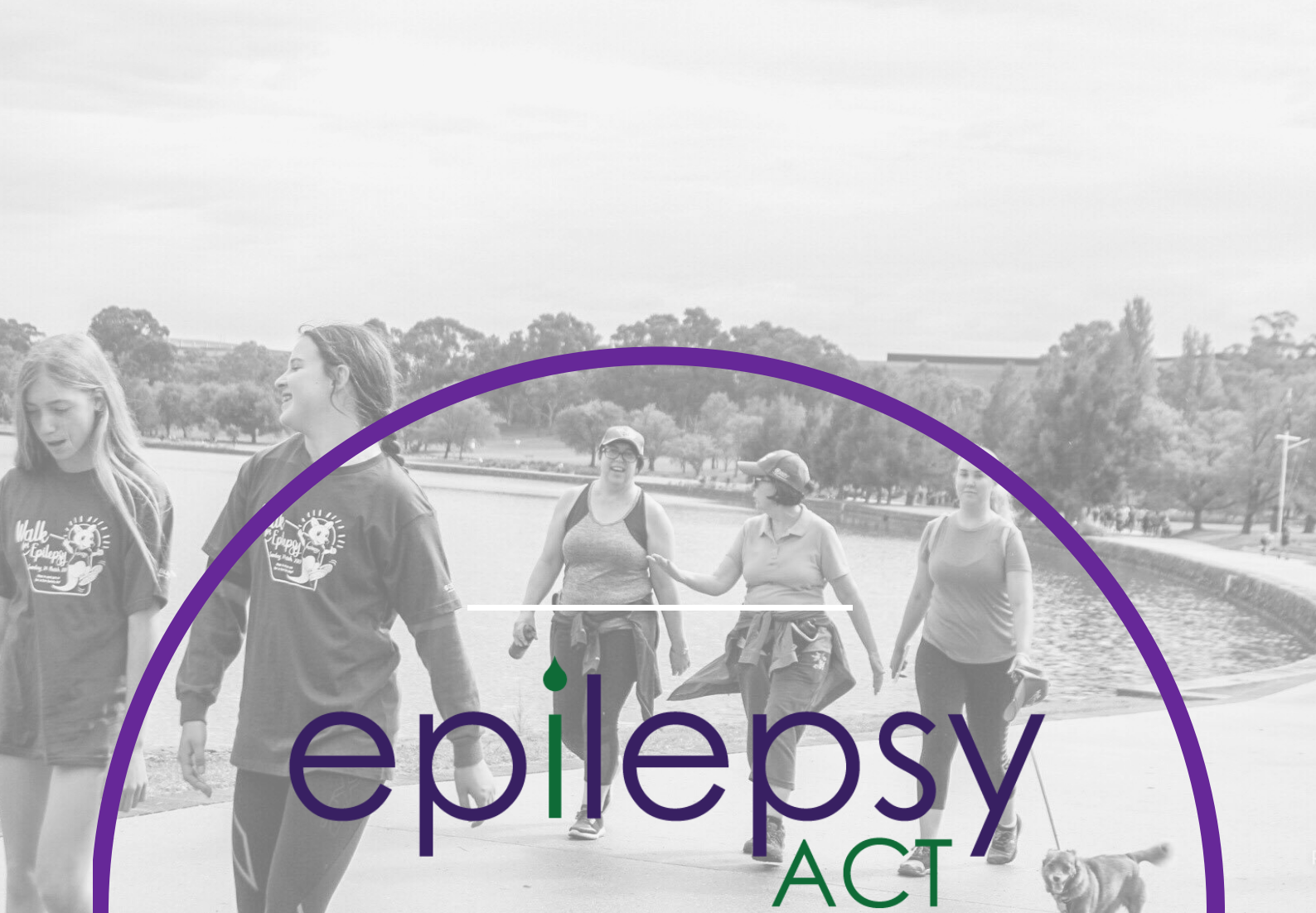




epilepsy
ACT

ANNUAL REPORT

2018/2019

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Organisational Information

Business Name: Epilepsy Association ACT Incorporated

Trading Name: Epilepsy ACT

Business Structure: Not-for-profit incorporated association

Business Location: Grant Cameron Community Center

1b, 27 Mulley Street
Holder ACT 2611

ABN: 11 477 115 050

Chief Executive Officer: Fiona Allardyce

**Epilepsy ACT acknowledges the financial assistance of the
ACT Government**



BOARD OF MANAGEMENT

CHAIR

Louise Gray

DEPUTY CHAIR

Joseph Leahy (part year)

TREASURER

Richard Eccles

SECRETARY/PUBLIC OFFICER

Joseph Leahy (part year)

SECRETARY

Fiona Allardyce

GENERAL MEMBERS

Alison Darcy

Mary Ryan

Mel Chin

Fiona Allardyce



CHAIR REPORT

Louise Gray

I am proud to be part of Epilepsy ACT and it is in the context of that pride that I, on behalf of my colleagues on the Board of Directors, present the Annual Report for 2018-19.

We secured another year's funding from the ACT Health Directorate to support our work - a welcome result of significant work by the CEO to engage the ACT government in our critical work. It is essential however, that we receive ongoing funding to allow the organisation to plan ahead, confident in its sustainability. The community voice can strengthen our claim to this and I encourage our supporters to advocate on our behalf where opportunities present themselves. With an end of year operating result of a profit of \$16,493, we really are operating on a shoestring and are acutely conscious that we could help so much more if only we had greater certainty of funding. With a population of some 8000+ people with epilepsy in the ACT, there is a massive gap between supply and demand. We want to be able to bridge that gap.

One of our strategic priorities in 2018-19 was raising awareness of epilepsy and our approach included seeking to engage in high profile events. As well as active participation in community engagement events, we also held our own dedicated event - the Walk for Epilepsy. The walk was held in March and numbers increased to 360, 200 registered participants over the previous year, a gratifying demonstration of people's support of our cause and commitment to raising awareness of epilepsy and the needs of the people who live with the condition.



Photo by Maddy Murphy Photograpy

We continue as active members of Epilepsy Australia, affording us the opportunity to lend our voice to national work and be part of strategic initiatives such as research to better understand the impact of epilepsy on the Australian population. It is work like this which demonstrates the financial cost of the condition and, as such, the benefit of investment in understanding and managing it.

We are not blind to the challenges we face. As a small organisation, we know we will continue to struggle to ensure epilepsy is recognised as a priority area for government funding. We also know that, without this funding and support, people with epilepsy will continue to struggle to access the services they need to manage their condition.

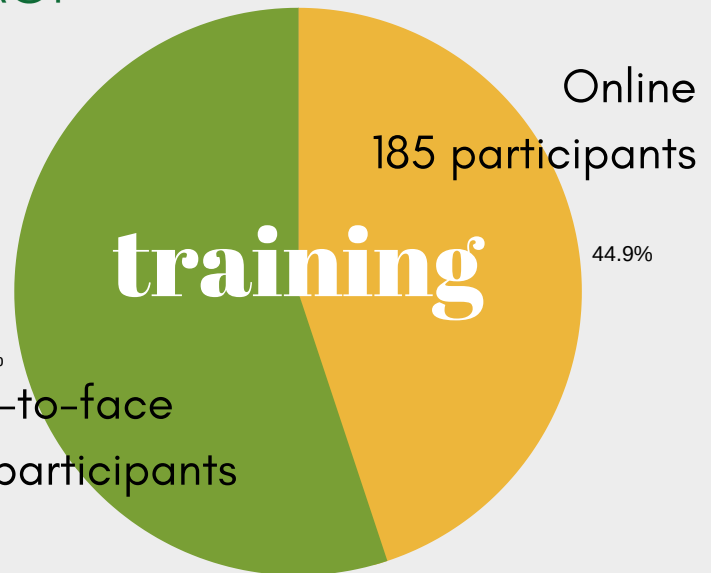
I congratulate the dedicated team at Epilepsy ACT for their tireless work to support people with epilepsy in the ACT. Thank you, Fiona, Ali and Mell, for making Epilepsy ACT the strong, professional and supportive organisation it is.

support & information



150+ phone
contacts

21 in person
meetings



walk attendees 360

125% increase from previous year



mailing list

450 ENGAGED
CONTACTS

30% open rate

10.56% above industry average

53 attendees at
social events



SOCIAL MEDIA

facebook likes increased by 7%
from last year to



2,598

CHIEF EXECUTIVE OFFICER REPORT

Fiona Allardyce

EXHIBITIONS

Epilepsy ACT focused on bringing awareness to the community throughout the year. The team participated in many exhibitions including: The Volunteering Expo in September, Mental Health and Wellbeing Expo in October, and South Fest in November. The team spoke with many people who are affected or touched by epilepsy, listened to their stories and explained how Epilepsy ACT can help.



TRAINING

Epilepsy ACT provided training to health workers, disability support and teachers to assist with their roles working with people with Epilepsy. This year showed a decrease in the number of disability organisations take up the training. Schools and teachers were the largest number trained. Online training was successfully rolled out, we have a good up take especially with schools throughout Canberra. A total of 185 individuals completed the online training and together with 227 participants completing face-to-face training, Epilepsy ACT training a total of 412 people.

GRANTS

The ACT Government offer a number of grants throughout the year, with Epilepsy ACT successful in a number of these.

- Department of Health - for Support for People with Epilepsy in the ACT
- I-Day Grant - bringing Cheeky Neurons to Canberra schools
- Mental Health and Well being – yoga class
- 2017-18 Participation (Digital Communities) Grants – website upgrade

FUNDING

Last financial year Epilepsy ACT applied through the Treasury Budget Consultation progress and were unsuccessful. As a result of this Louise Gray, Epilepsy ACT Chair and Fiona Allardyce, CEO presented in front of a select committee at the Legislative Assembly. This presentation led on to talks with the ACT Department of Health to secure funding in October 2018 for the remainder of the financial year.

WEBSITE & SOCIAL MEDIA

Epilepsy ACT launched the new website in August. Thank you to the ACT Government for their 2017-18 Participation (Digital Communities) Grants. The new website has provide Epilepsy ACT with a fresh new presence online and is now compatible with mobile devices.

The Facebook page has increased by 7% over the year, and now reaches a total of 2,598 likes.



EVENTS

Epilepsy ACT have hosted many events throughout the year. Most of these were focused on children and families, allowing them to meet others in a similar situation and realise they are not alone.

The Kids Cooking class was a great success, with 10 children attending. Epilepsy ACT partnered with Nutrition Australia ACT, where the children were taught to make noodle fritters and a yummy healthy custard dessert.



Several Family Meet Ups were held at various parks across both the north and south areas of Canberra.



The Eyes Wide Open class was held in Hume where the skilled staff at Synergy Self Defense took the children through different self-defense moves with a lot of fun activities. This gave parents the opportunity to chat among themselves and pick up hints and tips while also sharing their own story.

As part of the Mental Health and Wellbeing grant, Epilepsy ACT held a wellbeing yoga class, we filled the room with 12 participants, which was fabulous to see.

Attendees were able to learn relaxing and breathing techniques and some exercise moves as well.

PURPLE DAY - 26 MARCH

Purple Day was founded in 2008, by nine-year-old Cassidy Megan from Canada. Motivated by her own struggles living with epilepsy, Cassidy started Purple Day in an effort to get people talking about the condition and inform those with seizures that they are not alone. She named the day Purple Day after the internationally recognised colour for epilepsy, lavender.

Epilepsy ACT uses this significant day to create awareness throughout the whole month of March, calling it Epilepsy Awareness Month. During this period there are many events and awareness and fundraising campaigns.

Walk for Epilepsy

The walk for Epilepsy is held on the closest Sunday to Purple Day, and this year it was held on 24 March 2019. This year saw increased participation with 360 registered participants, 125% increase from previous year. The participants walked 5km, bridge to bridge around Lake Burley Griffin, to bring much needed awareness to Epilepsy in the ACT. Thank you to everyone who came along and to our sponsors: ICON Water, eWAY, Vikings Group, Club Lime, Ladina Photography, Seg Glide Ride, Birdsnest and Synergy Self Defense.

The walk was a great success, with everyone making the lap around the lake. There was many hungry bellies ready to eat the yummy sausage sandwiches provided by Rotary Sunrise Canberra, who kindly donated all money raised back to Epilepsy ACT.

Bunnings Tuggeranong sent along their very talented Cassy to paint the faces of children and adults alike with many butterflies, unicorns and superheroes. Thank you to Cheeky Neurons and Jo for their support and bringing such a great activity for children to learn about their brains.

The jumping castle has been a stable since our first walk allowing eager children to bounce before and after the walk.



Photos by Maddy Murphy Photography



Morning Tea

Bunnings Belconnen hosted Epilepsy ACT for a Purple Morning Tea. A huge thank you to the team for their hospitality, purple donuts and drinks. We sold some purple merchandise at the front of the store and made some Cheeky Neurons.

PURPLE DAY - 26 MARCH

Merchandise

Throughout the month Epilepsy ACT had tables at various shopping centers to sell purple merchandise. To raise funds for Epilepsy volunteers sold pens, keyrings, pins, bracelets, ribbons and more. This year a new purple toy was brought into the mix A Purple Dinosaur, we ran a competition to give them a name and the winner was "Neuro the Dino". Thank you to the following shopping centers for having us: Kippax Fair, Gungahlin Market Place and Cooleman Court.

Lighting of the landmarks

Each year Epilepsy ACT contacts local and national landmarks located in Canberra and asked them to light up for Purple Day. This year many landmarks went purple in a beautiful show including: The Royal Australian Mint, The National Carillon, National Portrait Gallery and Old Parliament House.



SMART SCHOOLS PROGRAM

The Smart Schools Program is an initiative by Epilepsy Foundation in Victoria. As part of Epilepsy Australia, Epilepsy ACT has been able to be part of this national roll out. The program has been developed to support students, teachers and schools and has three steps to becoming a recognised Epilepsy Smart School.

Step 1 – Ensure students with epilepsy have a current Epilepsy Management Plan or Emergency Medication Management Plan

Step 2 – Complete Epilepsy Smart School training

Step 3 – Raise awareness of epilepsy

ENGAGEMENT

There has been an increase with the numbers of visits and phone calls to the office. This has not been recorded previously but Epilepsy ACT has started keep statistics for future reference. Many stories have been shared, questions asked and information given. There has been discussions around many things from bed and seizure monitors, to medication side effects and first aid to lifestyle changes and driving. The way Epilepsy ACT interacts with its people is still very personal and adaptive to what they need, thriving on beings small enough to be able to help on this level.

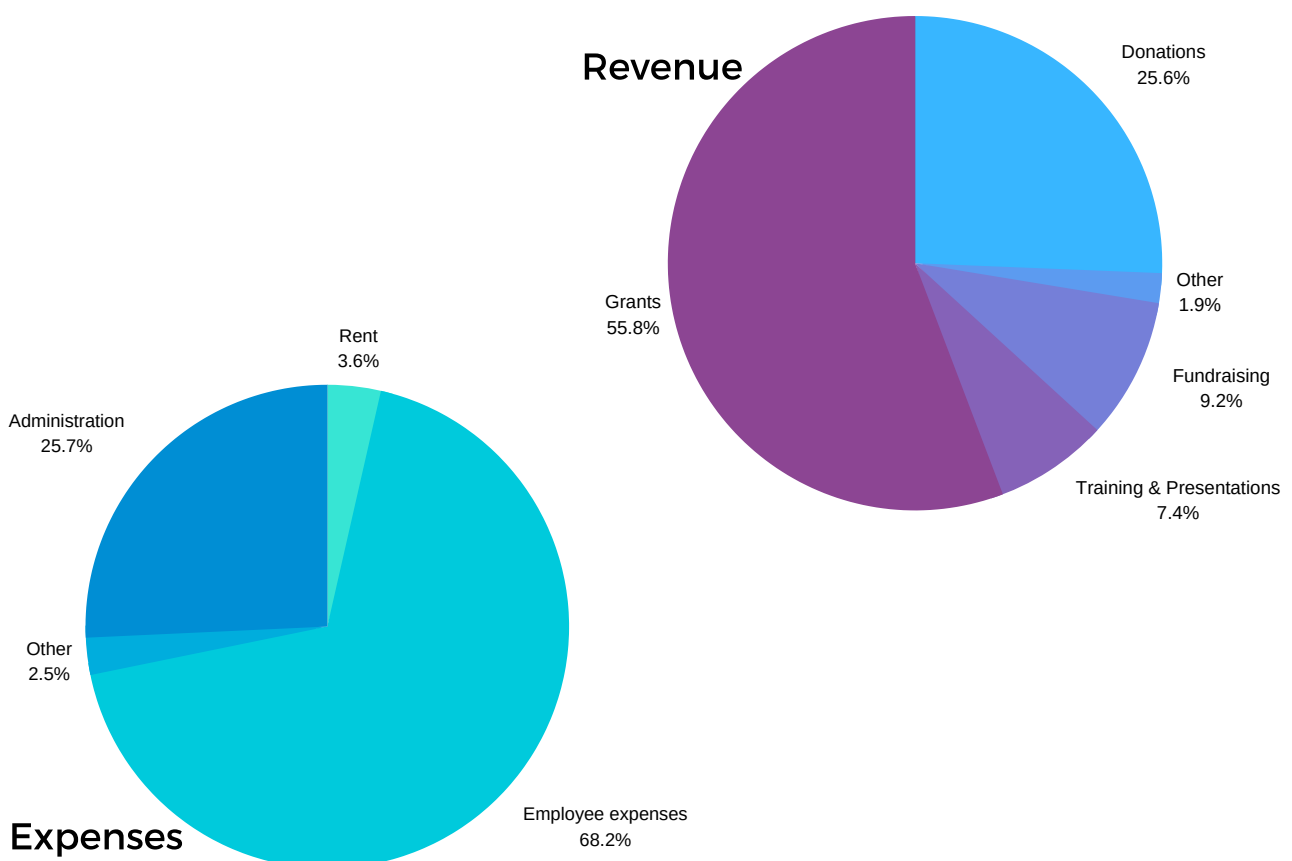
TREASURER REPORT

Richard Eccles

Epilepsy ACT started the financial year with no secured funding. The budget was kept tight during this time with only minimal spending to try to keep reserves. In October Epilepsy ACT secured a Deed of Grant from ACT Health Directorate for the remainder of the year. Due to minimal spending at the beginning of the year Epilepsy ACT was able to achieve a profit of \$16,493.

As expected, revenue was mostly formed by the grant from the Department of Health along with some other smaller grants as mentioned earlier in this Annual Report. Donations were still strong as the trend for online fundraising platform pages like everyday hero are still on the increase.

Expenses were kept to a minimum as funding was not finalised until October and no ongoing funding has been secured. As expected employee expenses including wages were the biggest expense throughout the year.



Mission

To provide accessible support, information, education and connections for people living with epilepsy in the ACT and surrounding region, their families, support network and the community.



Vision

For every person living with epilepsy in our region to feel safe, connected and able to reach their potential.

epilepsy
ACT



Thank you to the board and staff of Epilepsy ACT
for all your hard work and effort

Committee Report

In accordance with the Associations Incorporations Act 1991 the Committee of the Epilepsy Association (ACT) Incorporated state the following in regard to the year ended 30 June 2019:

(a) The names of the Committee Members during the financial year were:

Lousie Gray	Chair
Fiona Allardyce	Secretary
Richard Eccles	Treasurer
Mark Parkinson	Member
Mel Chin	Member
Alison Darcy	Member
Mary Ryan	Member
Adam Shirley	Member

(b) The principal activities of the Association during the financial year were to provide assistance to people with and raise awareness of epilepsy.

(c) No significant changes in the nature of these activities occurred during the year.

(d) The result from ordinary activities of the Association for the year was a surplus of \$16,493 (2018: deficit of (\$2,763)).

Signed in accordance with a Resolution of the Committee.

Signature _____ Signature _____

Name _____ Name _____

Canberra ACT

November 2019

Epilepsy Association (ACT) Incorporated

Statement of Income and Expenditure For the Year Ended 30 June 2019

	Note	2019 \$	2018 \$
Revenue			
Donations		49,805	66,405
Grants		108,360	111,595
Fund raising activities		12,677	5,210
Other	2	23,408	20,288
Total revenue		194,250	203,498
Expenses			
Depreciation and amortisation expenses		4,409	3,899
Rent		6,334	9,225
Employee expenses		121,272	119,741
Administration expenses	3	45,742	73,396
Total expenses		177,757	206,261
Surplus/(Deficit) for the year		16,493	(2,763)

The Statement of Income and Expenditure should be read in conjunction with the accompanying notes to the financial statements.

Epilepsy Association (ACT) Incorporated

Statement of Assets and Liabilities As at 30 June 2019

	<i>Note</i>	<i>2019</i> \$	<i>2018</i> \$
<i>Current Assets</i>			
Cash	4	197,087	175,544
<i>Total Current Assets</i>		197,087	175,544
<i>Non Current Assets</i>			
Office equipment	5	9,361	12,052
<i>Total Non Current Assets</i>		9,361	12,052
<i>Total Assets</i>		206,448	187,596
<i>Current Liabilities</i>			
Trade and other payables	6	10,739	5,421
Employee benefits	7	5,649	8,608
<i>Total Current Liabilities</i>		16,388	14,029
<i>Total Liabilities</i>		16,388	14,029
<i>Net Assets</i>		190,060	173,567
<i>Equity</i>			
Retained surplus		190,060	173,567

The Statement of Assets and Liabilities should be read in conjunction with the notes to the financial statements.

Epilepsy Association (ACT) Incorporated

Cash Flow Statement For the Year Ended 30 June 2019

	Note	2019 \$	2018 \$
<i>Cash Flow From Operating Activities</i>			
Grants received		108,360	54,539
Interest received		2,656	2,887
Other receipts		101,520	89,145
Payments to suppliers and employees		(189,275)	(212,274)
Net cash (used in) provided by operating activities		23,261	(65,703)
<i>Cash Flow From Investing Activities</i>			
Purchase of equipment		(1,718)	(7,457)
Net cash (used in) provided by investing activities		(1,718)	(7,457)
Net (decrease)/increase in cash held		21,543	(73,160)
Cash at the beginning of the year		175,544	248,704
Cash at the end of the year	4	197,087	175,544

The Cash Flow Statement should be read in conjunction with the notes to the financial statements.

Epilepsy Association (ACT) Incorporated

Statement of Changes in Equity For the Year Ended 30 June 2019

	Retained Earnings	Total
Balance as at 1 July 2017	176,330	176,330
Deficit attributable to the members	(2,763)	(2,763)
Balance as at 30 June 2018	173,567	173,567
Surplus attributable to the members	16,493	16,493
Balance as at 30 June 2019	190,060	190,060

The Statement of Changes in Equity should be read in conjunction with the notes to the financial statements.

Notes to and Forming Part of the Financial Statements For the Year Ended 30 June 2018

1. Statement of Significant Accounting

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards - Reduced Disclosure Requirements of the Australian Accounting Standards Board (AASB), the Associations Incorporation Act 1991 of the ACT and the Australian Charities and Not-for-profits Commission Act 2012. The Association is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for the cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

The financial report of the Association was authorised for issue on the date of signing of the attached Committee's Report by the committee members.

(a) Depreciation of Office Equipment

Office equipment is depreciated over their estimated useful lives using the straight line method.

Profits and losses on disposal of plant and equipment are taken into account in determining the surplus for the year.

Minor capital items are written off in the year of acquisition.

(b) Income Tax

The Association is exempt from income tax under Subdivision 50-5 of the Income Tax Assessment Act 1997.

(c) Cashflows

For the purpose of the Statement of Cash Flows, cash includes cash on hand and deposits at call with the bank.

(d) Revenue Recognition

Government funding

Government operational grants and funded projects are brought to account as income in the year received or receivable to the extent of expenditure during the year on the purpose of the grant. Grant monies which have been received or are receivable but have not been expended at balance date, including interest thereon where required under the terms of the grant, are carried forward as unexpended grants (unearned revenue - current liability).

Other income

All other sources of income are brought to account as income when the related goods or services have been provided and the income earned.

All revenue is stated net of the amount of goods and services tax.

**Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2019**

Note 2 Other revenue

	2019	2018
	\$	\$
Membership fees	109	100
Presentations	14,420	12,131
Interest	2,618	2,758
Telemarketing	5,204	0
Other	1,057	5,299
Total	23,408	20,288

Note 3 Administrative expenses

Advertising and promotion	6,450	11,417
Bank charges	342	53
Conference expenses	282	649
Consultants	5,172	34,341
Fund raising expenses	10,759	7,300
Insurance	2,803	4,441
Internet	3,185	194
Maintenance and repairs	1,193	291
Minor assets	0	2,289
Postage and telephone	3,772	4,128
Presentation/seminar	3,700	90
Registration fees	0	2,750
Report	0	71
Stationary and printing	1,887	2,694
Subscription and registration fees	5,952	2,365
Other	2,445	323
Total	45,742	73,396

Note 4 Cash

Cheque account	78,879	49,922
Investment accounts	118,108	125,522
Petty cash	100	100
Total	197,087	175,544

Note 5 Office equipment

Office equipment – at cost	22,766	21,048
Less: accumulated depreciation	(13,405)	(8,996)
Total office equipment	9,361	12,052

Note 6 Payables

PAYG payable	5,726	4,012
Superannuation payable	0	2,391
GST payable/(receivable)	5,013	(982)
Total	10,739	5,421

**Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2019**

Note 7 Employee Benefits

	<i>2019</i>	<i>2018</i>
	\$	\$
Current – annual leave	5,649	8,608
Total	5,649	8,608

Note 8 Related Party Disclosures

There were no transactions with related parties during the year.

Note 9 Association Details

The Association operates solely within the Australian Capital Territory and surrounding areas to provide assistance to people with and raise awareness of epilepsy.

The Association is incorporated in the Australian Capital Territory under the *Associations Incorporation Act 1991* (Association No. A00951).

The registered office and principal place of business of the Association is:

Shop 16, 1st Floor
Grant Cameron Community Centre
1b, 27 Mulley Street
Holder ACT 2611

Note 10 Subsequent Events

The financial report of the Association was authorised for issue on the date of signing of the attached Statement by Committee.

Note 11 Financial Risk Management

The Association's principal financial instruments comprise cash at bank, receivables and accounts payable. These financial instruments arise from the operations of the Association.



epilepsy
ACT

Grant Cameron Community Centre
27 Mulley Street
HOLDER ACT 2611

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