

MDF THE BIPOLAR ORGANISATION

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED**

31 MARCH 2011

**REGISTERED CHARITY NO: 293340
COMPANY NO: 1955570**

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MDF THE BIPOLAR ORGANISATION

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MDF THE BIPOLAR ORGANISATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Clare Ackland Clare Dolman Nigel Griffiths Justin Irwin Tamasin Little (appointed Dec 2010) Jonathan Naess Daniel Ross Dr Nicola Rowe Dr Nicholas Stafford Robert Westhead
Chair	Clare Dolman (appointed Dec 2010) Robert Westhead (resigned Dec 2010)
Vice Chair	Dr Nicholas Stafford
Treasurer	Daniel Ross
Senior Management Team	
Chief Executive	Suzanne Hudson (appointed July 2010)
National Development Manager	Fiona Cooper
Wales Manager	Sue Wigmore
Membership Manager	Jean Wit
Charity Number	293340
Company Number	1955570
Principal address & Registered office	11 Belgrave Road London SW1V 1RB
Accountants	Foot Davson 17 Church Road Tunbridge Wells Kent, TN1 1LG
Bankers	National Westminster Bank plc 5 Market Place Kingston Upon Thames Surrey, KT1 1JX
Solicitors	Carter Bells Kings' Stone House 12 High Street Kingston Upon Thames KT1 1HD

MDF THE BIPOLAR ORGANISATION

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2011

Objectives and activities

MDF The Bipolar Organisation is the only national charity dedicated to supporting individuals with the much misunderstood and devastating condition of bipolar, their carers and families

Although a small national charity our services have enormous reach. We provide a range of services to enable people affected by bipolar to take control of their lives including supporting 4,500 members, hosting over 100 self help groups across the UK, facilitating self management training courses, working directly with psychiatric units in a pioneering project, providing workplace training and a Helpline. In early 2011 we commenced a new project working with and supporting young people 18 to 25 years of age in the London area.

We also seek to combat the stigma and prejudice associated with bipolar disorder. We produce a selection of information and guidance publications, we campaign for research into treatment, lobby for improved services and our vibrant e-community provides members a forum to express and share their views and experiences.

We work to ensure all individuals with bipolar can take control and lead independent lives. With the amazing support of our staff team, members, parents and families, volunteers, friends and supporters we all work to achieve this vision.

Achievements and Performance

The past year has been one of our busiest as we continued to develop our service provision to meet unprecedented demand in the midst of a challenging economic environment. The major achievements and successes are highlighted below.

Member Services

The slow but steady rise in public awareness of bipolar has resulted in a substantial increase in demand for information, guidance and support. During the year we restructured our member services team to ensure we have the resources to meet demand.

Following feedback from our members and a detailed analysis of the demands on the existing service the major area of restructuring was with regard to our support line. In October 2010 this was relaunched to provide a dedicated Helpline to our members operating 12 hours a day, seven days a week. The first six months of this service demonstrates the Helpline team are better able to support individuals with complex and complicated needs.

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In addition to calls to the Helpline, our offices receive in excess of 200 telephone queries a week. Within these around 60% of all calls are with regard to support and information and the remaining 40% are more detailed concerning relationships and families, legal issues, employment law, disability payments and benefits, specific financial issues and problem solving.

The total service package available to members was restructured with the introduction of new service opportunities for members which included free access to the acclaimed Beating Bipolar programme for the first four months of 2011 and a review of our recommended insurance products.

Our quarterly journal Pendulum continues to receive fantastic feedback and its circulation has increased during the year.

Our e community continued to expand providing unique peer-to-peer support in a safe and secure environment.

The Year Ahead

We will continue to evaluate the services we provide to our members and potential service opportunities available to them.

As discussed below the Communications Committee continues to review the leaflets and information sheets of the charity.

Self Help Groups

Our national network of 117 self-help groups from Jersey to Northumberland, across Wales and in Northern Ireland are the heart and soul of everything we do. The groups provide support and assistance to individuals with bipolar, their carers and families at a grass roots level within our local communities. They play a vital role in offering peer support with regard to the significant challenges individuals face. They also provide a unique forum for individuals to openly discuss their concerns and anxieties with regard to the impact on everyday life.

Self help groups assist in reducing individuals' stress levels – a major cause of episodes. The groups also work as a catalyst – signposting individuals to other services run by us, other voluntary organisations and primary care trusts. Self help groups facilitate improved health and wellbeing through a shared understanding of this complicated and devastating illness. During the year we have seen previously committed financial assistance for local groups from local authorities and primary care trusts withdrawn across the country. As a result we proactively developed a programme of enhanced support for our groups in terms of greater support for our volunteer leaders/facilitators and financial support for the groups themselves.

Without the support of the Department of Health Financial Assistance Fund we would not have been able to continue to provide this extensive service.

At the time of writing this report our revised fundraising strategy (see below) alongside the enhanced support for group facilitators means these crucially needed groups are continuing to develop and expand.

Towards the end of the year we developed a partnership with Birmingham University to evaluate our self help groups which will demonstrate the impact of this service.

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The Year Ahead

Facilitator and group support will continue to develop overseen by the National Development Manager

An annual schedule of regional meetings has already been finalised for 2011 and into 2012

It is essential we receive core service funding to ensure we continue to fully support and develop what is the heart and soul of the charity – our self help groups

The evaluation project by Birmingham University will be undertaken and completed

Self Management Training (SMT)

Our SMT courses are core to enabling people with bipolar to regain control of their lives. Each comprehensive three-day course is led by two trained facilitators both of whom have bipolar. By the close of the course participants will have greater confidence and skills to manage their extreme mood swings.

From past courses we know that

- 95% of participants feel they are better able self manage the condition
- 98% of participants fully understand their triggers and warning signs
- 96% of participants developed more effective coping strategies and action plans for preventing future episodes

Participants have told us

- "Very useful course, just as important as medication"
- "Everyone with a mental health diagnosis of bipolar should have opportunity to experience this self-management training course"
- "A fantastic opportunity to learn from others, who have begun to manage effectively"

In the past twelve months the programme has continued to operate across England and Wales. In particular

- Over 180 individuals participated in SMT programmes in England and Wales
- Our courses in Wales were offered through working in partnership with the Mental Health Foundation
- Our facilitators continued to receive training and support
- We also provided support to the Mental Health Foundation and assisted their self-management courses for people with serious mental health conditions other than bipolar

The Year Ahead

Alongside our overall strategic review (see below) we are working on a strategic plan for SMT within the wider psycho education field

We will develop a communications strategy for GP consortia and commissioners for the SMT service

Bipolar Link Wales

This was the second year of this pioneering project working directly with patients and staff in psychiatric units funded by The Big Lottery

We trained 19 new volunteer mentors to participate within the project – ongoing training includes mental health, personal development and supervision

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The project provided one-to-one mentoring for over 57 highly vulnerable individuals with bipolar in both psychiatric units and within the community. Our mentoring ensured they were fully supported through their treatment and then connected with services – including self help groups - within their communities when they left specialist care.

Our Link workers and volunteers raised awareness of available services and support to over 500 individuals with bipolar.

Our Link workers and volunteers hosted over 109 awareness sessions to mental health professionals. These awareness sessions have resulted in more than 1,000 health professionals having a greater understanding of bipolar and its impact on individuals, families and carers.

We completed an independent evaluation of the project to date. The participants indicated an overwhelmingly positive view of the project and reported it was particularly important in providing a “missing link” between being diagnosed and coming to terms with the implications of the diagnosis.

Over 76% of respondents stated the mentoring project has had a positive effect in reducing their suicidal thoughts. Whilst the project does not impact directly on the experience of mood changes, it does impact on their ability to cope with these (and other) symptoms of bipolar evidenced by reduced isolation, increased confidence, reduced self harm and increased engagement with community and social activities.

The project absolutely raises awareness of bipolar and its impact within local communities, including police, community mental health teams, voluntary sector organisations and members of the public.

The Year Ahead

Our focus is on continuing to develop the service working closely with mental health professionals and within local communities to provide the high level of support essential for our clients.

Work has commenced towards developing this project on a sustainable basis taking on board recommendations from the Evaluation Report undertaken in the second year. We now have a footprint for future development of the project in Wales and hopefully the foundations of extending the project to England.

Employment Project & Workplace Training

As explained in last year's report we were not successful in securing funding for a permanent employment service and in September 2010 the service came to a close.

However following an internal review the workplace training aspect was retained. This bespoke service works with employers and employees with bipolar in the workplace. During the course of the year we worked with eight organisations and plan to develop this service further.

The Year Ahead

Ongoing develop of Workplace Training and proactively communicating to employers as to the benefits of this training.

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London Youth

In March 2011 we launched a three-year pilot service working and supporting young people 18 to 25 years of age in the London. In the first few months of operations the service has been developing relationships with further education organisations and other organisations working with young people

The Year Ahead

In the year ahead we will

Engage with 20 London further education organisations

Work with and support 140 young people

Develop a young peoples' web presence

Establish and develop three young peoples self help groups

Communications

The Communications Committee – an operational group comprising trustees and staff members – commenced its review of our external communications. During the year we developed and launched a new introduction booklet “An Introduction to Bipolar and your National Bipolar Charity” and a new information sheet “An Introduction to Medication”

We also raised our external profile through enhanced relationships with media and mental health organisations/professionals. During the year we were involved in over 50 articles/seminars/conferences focusing on bipolar

Our Annual Conference in June 2010 was one of the most successful yet with the introduction of breakout sessions and workshops receiving fantastic feedback

In March 2011 we hosted our first awareness reception at Christie's. Viscount Linley kindly hosted this very special evening with friends – old and new – joining us

The Year Ahead

The Communications Committee will continue to work on reviewing our external communications

At the time of writing we have just completed our 2011 National Conference in London and within the next few months work will commence on the 2012 event

Following the public strategic planning consultation (see below), trustees will discuss and approve a new five-year strategic plan including our charity name in September 2011

Following the decisions made we will review our website and methods of communication

Following the success of our first Bipolar Awareness reception in March 2011 work has already commenced for another in 2012. Work is also underway to join our services and users together to celebrate World Mental Health Day in October 2011

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Fundraising

The appointment of our new CEO in July 2010 coincided with a number of our restricted funds coming to a close. This challenging time gave us the opportunity to look in detail at our approach to fundraising. In the summer months we developed and implemented a revised approach to fundraising with the objective of broadening our funding base, increasing unrestricted income and raising our profile.

As the economic climate continued to bite, a small group of long-term supporters put their trust in our ability to develop and implement a strategy to ensure our continued viability and assisted us through a period of funding challenges.

Towards the close of 2010 the new fundraising strategy began to pay dividends and this positive trend has continued through 2011 to date. Slowly but surely we have welcomed new supporters to the charity, broadened our funding base and raised our profile.

With our near total reliance on voluntary income, we could not continue to provide our first class service provision without the generous support of so many. The notes to the accounts detail a number of supporters who fund particular services or projects. We would, however, like to take this opportunity to thank everyone who supports the charity. Every pound raised makes a difference in terms of enabling us to meet the needs of individuals affected by bipolar.

The Year Ahead

We will continue to develop and build upon the fantastic foundations put in place over the past year. Our operational plan and associated budget for the current financial year although ambitious is, we believe, realistic and will ensure we continue to grow on a sustainable basis.

Key to this is our ability to raise our profile and enhance our communications and core to this is the current public consultation on strategic planning.

Plans for the future

In the past two years we have completed national recruitment campaigns for new trustees and a chief executive. We now have strong leadership to steer the charity on its journey through these challenging economic times. During the next five years everyone involved with mental health service provision will see significant changes and we need to ensure that as the national bipolar charity we not only meet the demands on our services today, but as importantly develop to meet the needs of individuals affected by bipolar tomorrow.

In June 2011 we launched a public consultation with regard to ten major strategic planning issues. The responses will be analysed by trustees during the summer months with a timetable to approve our new five-year strategic plan and a new charity name in September 2011.

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Alongside our developing work for the future, we relocated our London head office in May 2011 to a central London charity centre providing a flexible and cost effective home for the charity

We are an amazing, caring charity that truly makes a difference. The passion, dedication and commitment of our small staff team, volunteers, trustees, members and supporters alongside services that literally change (and indeed save) lives absolutely deserve a sustainable, innovative and effective national bipolar charity

Structure, Governance and Management

The Board of Trustees, which meets four times per year, is supported by the Finance, Audit and Resources Committee chaired by our Treasurer which meets monthly

During the year two other committees convened. The Communications Committee – comprising trustees and officers – leads on the ongoing review of communications. The Strategy Subcommittee – comprising four trustees (including the Chair and Vice Chair) and three staff members including the chief executive - were delegated to lead on the work and public consultation of the charity's strategic review

Recruitment and Appointment of Trustees

Trustees are recruited openly and through recommendation. During the past year we have been delighted to welcome Tamasin Little to the Board

Trustee induction and training

All new trustees receive induction training. Trustees also receive training during the year on the work of the charity and on specific issues. Some of this training is combined with staff training

Public Benefit

The Board of trustees understand the requirements as set out in Section 4 of the Charities Act 2006 and believe MDF The Bipolar Organisation completely satisfies all guidance issued by the charity commission with regard to public benefit

Risk Management

The trustees have a risk management strategy which comprises

An annual review of the risks the charity may face,

The establishment of systems and procedures to mitigate those risks identified in the review, and

The implementation of procedures designed to minimise any potential impact on the charity should those risks materialise, including the annual operational plan and annual budget, regular consideration by the trustees of financial results, variance from budget and non financial performance indicators and an in depth review of financial performance and risk by the Finance Audit and Resources Committee

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Risks are identified and managed using an organisational risk register. A matrix format is used which allows identified risks to be rated according to the likelihood and impact of the risk occurring. All identified risks are reviewed and mitigating strategies are put in place to reduce them as far as practicable. Those activities with higher risk ratings are prioritised.

Financial review

MDF Bipolar recorded a small operating deficit for the year ended March 2011. As explained earlier in this report although we experienced a fall in our restricted grant income explained by a number of restricted grants coming to a close in the opening months of the financial year, our revised fundraising strategy developed and implemented in the summer of 2010 started to positively impact our income towards the end of 2010 with a notable increase in donations in line with our aim to broaden our funding base.

The current economic environment is one of the most difficult for decades. In 2010 we took action to reduce headcount and contain costs. We continue to monitor the financial position of the organisation to ensure that we continue to build on the fundraising progress achieved in the second half of the financial year to support our operational aims for the current year and our strategic aims to support and work with more people affected by bipolar. We continue to focus on securing future income streams, in part by the maintenance of a diverse spread of revenue sources.

Reserves Policy

The trustees recognise the need to build and maintain free reserves equivalent to three months expenditure in order to manage risks relating to fluctuations in income and expenditure. It is acknowledged that rebuilding reserves to these levels will take time particularly given the wider economic environment. Our reserves clearly show our free reserves, restricted reserves and fixed assets.

Statement of Trustees' Responsibility

The trustees, who are also the directors of MDF The Bipolar Organisation for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company of that year.

In preparing these accounts, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles of the Charities SORP,
- make judgements and estimates that are reasonable and prudent, and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They 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.

Disclosure of information to auditors

Each of the directors has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

On behalf of the board of trustees

Clare Dolman
Chair of Trustees
Dated: 3 September 2011

A handwritten signature in black ink, appearing to read 'Clare Dolman', with a stylized, cursive script.

MDF THE BIPOLAR ORGANISATION

Independent Auditors' Report

We have audited the accounts of MDF The Bipolar Organisation Limited for the year ended 31 March 2011 set out on pages 15 to 23. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of MDF The Bipolar Organisation Limited for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited accounts. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on accounts

In our opinion the accounts

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2011 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 Companies Act 2006.

MDF THE BIPOLAR ORGANISATION

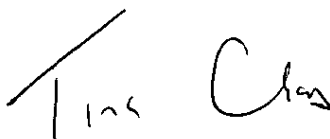
Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the accounts are prepared is consistent with the accounts

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us, or
- the accounts are not in agreement with the accounting records and returns, or
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit



Tina Clay BA FCA (Senior Statutory Auditor)
For and on behalf of Foot Davson

Chartered Accountants
17 Church Road
Tunbridge Wells
Kent
TN1 1LG

Dated 14th September 2011

**MDF THE BIPOLAR ORGANISATION
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

FOR THE YEAR ENDED 31 MARCH 2011

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2011 £	Total 2010 £
Incoming resources from generated funds						
Grants	2	93,000	-	354,635	447,635	615,946
Donations	2	166,398	9,516	16,500	192,414	141,159
Investment Income	3	24	-	-	24	1,040
		259,422	9,516	371,135	640,073	758,145
Incoming resources from charitable activities						
Commissioned services	4	52,626	-	96,883	149,509	175,015
Other incoming resources	5	93,274	-	-	93,274	110,942
Total incoming resources		405,322	9,516	468,018	882,856	1,044,102
<u>Resources expended</u>						
Costs of generating funds	6					
Costs of generating donations		53,275	-	27,338	80,613	67,315
Net Incoming resources available		352,047	9,516	440,680	802,243	976,787
Charitable activities						
Client Services		267,749	1,023	486,526	755,298	850,732
Communications		57,127	-	2,084	59,211	42,771
Total charitable expenditures		324,876	1,023	488,610	814,509	893,503
Governance costs		12,103	-	-	12,103	18,122
Total resources expended		390,254	1,023	515,948	907,225	978,940
Net movement in funds		15,068	8,493	(47,930)	(24,369)	65,162
Fund balance at 1 April 2010		52,809	50,225	122,552	225,586	160,424
Fund balance at 31 March 2011		67,877	58,718	74,622	201,217	225,586

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006

**MDF THE BIPOLAR ORGANISATION
BALANCE SHEET
AS AT 31 MARCH 2011**

	Notes	2011 £	£	2010 £	2010 £
Fixed assets					
Tangible assets	10		4,412		10,750
Current assets					
Stocks		-		4,085	
Debtors	11	55,763		72,253	
Cash at bank in hand		171,101		217,198	
		<u>226,864</u>		<u>293,536</u>	
Creditors amounts falling due within one year	12	<u>(30,059)</u>		<u>(78,700)</u>	
Net current assets			196,805		214,836
Total assets less current liabilities			<u>201,217</u>		<u>225,586</u>
Income funds					
Restricted funds	13		74,622		122,552
Unrestricted funds					
Designated funds					
Self-help groups		58,718		50,225	
			58,718		50,225
Other charitable funds			67,877		52,809
			<u>201,217</u>		<u>225,586</u>

The accounts were approved by the Board on 3 September 2011



Clare Dolman
Chairman of the Board of Trustees
Company Registration No 1955570

MDF THE BIPOLAR ORGANISATION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2011

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006

1.2 Incoming resources

All income is accounted for on a receivable basis. Grant income is recognised in accordance with the terms of the grant and when the conditions of receipt have been complied with.

1.3 Resources expended

All expenses are accounted for on an accruals basis. The majority of costs are directly attributable to specific activities. Certain shared costs including staff and office costs are apportioned to activities in furtherance of the objects of the charity. The apportionment has been calculated by analysing the usage of the building between direct charitable activities and activities relating to the management and administration of the charity. This ratio has then been applied to the overheads to provide an equitable basis for the analysis of expenditure.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Assets under £1,000 are written off to the SoFA. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer & office equipment	straight line basis (over three years)
Website	straight line basis (over three years)

1.5 Stock

In addition to producing our own information, MDF The Bipolar Organisation purchases publications and other materials for resale. Stocks represent the value of such goods held at the year end at the lower cost and net realisable value.

1.6 Pensions

Contributions were paid on behalf of employees into their personal pension schemes and are charged to the Statement of Financial Activities in the year in which they become payable. No further liabilities accrue to the charity other than these payments.

1.7 Accumulated funds

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Designated funds comprise funds which have been set aside at the discretion of the Members of the Board of Trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

MDF THE BIPOLAR ORGANISATION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2011

2 Donations and grants

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2011 £	Total 2010 £
Donations	166,398	9,516	16,500	192,414	141,159
Grants	93,000	-	354,635	447,635	615,946
	259,398	9,516	371,135	640,049	757,105

Restricted grants

	2011 £	2010 £
Albert Hunt Charitable Trust	-	1,000
Big Lottery	150,114	180,588
Charles S French Charitable Trust	-	1,500
City Bridge Trust	17,500	-
Comic Relief	8,000	25,607
Community Development Foundation	-	70,000
Department of Health	35,000	-
Drapers Guild	5,000	-
Eleanor Rathbone Charitable Trust	-	2,000
Ernest Kleinwort Charitable Trust	-	1,000
Eveson Charitable Trust	4,000	-
Garfield Weston	10,000	-
Goldmark Trust	-	1,000
Hull and East Riding Trust	1,000	1,000
Lloyds TSB Foundation	-	22,737
Mary Kinross	23,000	-
Oakdale Trust	-	1,000
Peter Harrison Trust	7,500	-
Rayne Foundation	-	6,000
Rothschild Trust	2,000	-
Sidbury Trust	1,000	1,000
St Katherine and Shadwell Trust	3,000	3,000
Stratford Town Trust	2,000	-
The Yellow Heart Trust	-	8,945
Tudor Trust	50,000	25,000
Valentine Charitable Trust	2,500	2,500
Waterloo Foundation	-	25,000
Self help grants	26,941	33,928
Other Grants	6,080	1,800
	354,635	414,605

MDF THE BIPOLAR ORGANISATION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2011

3 Investment Income

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2011 £	Total 2010 £
Interest receivable	<u>24</u>	<u>-</u>	<u>-</u>	<u>24</u>	<u>1,040</u>

4 Incoming resources from charitable activities - Commissioned services

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2011 £	Total 2010 £
Wales services (WAG)	-	-	96,883	96,883	96,162
Self Management Training	52,626	-	-	52,626	78,853
	<u>52,626</u>	<u>-</u>	<u>96,883</u>	<u>149,509</u>	<u>175,015</u>

5 Incoming resources from charitable activities - Other

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2011 £	Total 2010 £
Subscriptions	50,600	-	-	50,600	49,568
Publications	2,026	-	-	2,026	1,575
Other Income	40,648	-	-	40,648	59,799
	<u>93,274</u>	<u>-</u>	<u>-</u>	<u>93,274</u>	<u>110,942</u>

**MDF THE BIPOLAR ORGANISATION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2011**

6 Total resources expended

	Staff Costs	Depreciation	Other Costs	Total 2011	Total 2010
	£	£	£	£	£
Costs of generating funds					
Costs of generating funds	35,405	-	45,208	80,613	67,315
Charitable Activities					
<u>Client Services</u>					
Activities undertaken directly	359,828	3,619	324,908	688,355	736,732
Support costs	27,521	4,453	34,969	66,943	70,472
Total	<u>387,349</u>	<u>8,072</u>	<u>359,877</u>	<u>755,298</u>	<u>807,204</u>
<u>Communications</u>					
Activities undertaken directly	39,182	-	14,506	53,688	37,058
Support costs	3,257	-	2,266	5,523	5,713
Total	<u>42,439</u>	<u>-</u>	<u>16,772</u>	<u>59,211</u>	<u>42,771</u>
	<u>465,193</u>	<u>8,072</u>	<u>421,857</u>	<u>895,122</u>	<u>917,290</u>
Governance Costs	-	-	12,103	12,103	18,122
	<u>465,193</u>	<u>8,072</u>	<u>433,960</u>	<u>907,225</u>	<u>1,002,727</u>

Governance costs includes payments to the auditors of £10,103 (2010 £10,575) for audit fees

7 Support Costs	Client Services £	Communications £	Total 2011 £	Total 2010 £
Other office costs	39,422	2,266	41,688	49,864
Staff Costs	27,521	3,257	30,778	26,321
	<u>66,943</u>	<u>5,523</u>	<u>72,466</u>	<u>76,185</u>

8 Trustess

None of the Members of the Board of Trustees (or any persons connected with them) received any remuneration during the year, but were reimbursed a total of £2,027 out of pocket expenses (2010 £1,967)

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9 Employees

Number of employees

The average monthly number of (full time equivalent) employees during the year was

	2011 Number	2010 Number
Charity Management & Administration	2	3
Employment	0	3
Self Help Groups	3	3
Member Services	2	2
Self Management Training	1	1
Bipolar Link Wales	5	5
Fundraising	1	1
	<u>14</u>	<u>18</u>

Employment Costs

	2011 £	2010 £
Wages and Salaries	<u>465,193</u>	<u>445,957</u>

There were no employees whose annual remuneration was £60,000 or more

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10 Tangible fixed assets

	Computer & Office equipment	Website	Total
	£	£	£
Costs			
At 1 April 2010	46,700	39,422	86,122
Additions	1,734	-	1,734
Disposals	-	-	-
At 31 March 2011	<u>48,434</u>	<u>39,422</u>	<u>87,856</u>
Depreciations			
At 1 April 2010	38,567	36,805	75,372
On disposals	-	-	-
Charges for the year	5,455	2,617	8,072
At 31 March 2011	<u>44,022</u>	<u>39,422</u>	<u>83,444</u>
Net book Value			
At 31 March 2011	<u>4,412</u>	<u>-</u>	<u>4,412</u>
At 31 March 2010	<u>8,133</u>	<u>2,617</u>	<u>10,750</u>

11 Debtors

	2011 £	2010 £
Trade debtors	33,226	43,105
Other debtors	458	1,281
Prepayments and accrued income	22,079	27,867
	<u>55,763</u>	<u>72,253</u>

MDF THE BIPOLAR ORGANISATION
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12 Creditors, amounts falling due within one year

	2011	2010
	£	£
Trade creditors	-	38,398
Taxes and social security costs	-	11,488
Accruals	30,059	28,814
	30,059	78,700

13 Restricted funds

The income funds of the charity includes restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes

	Movement in Funds			Balance at
	Balance at 1	Incoming	Resources	31 March
	April 2010	resources	expended	2011
	£	£	£	£
Bipolar Link Wales	36,525	150,113	165,648	20,990
Communications	-	21,500	5,000	16,500
Core funding	-	50,000	41,670	8,330
Employment programme	39,268	22,350	61,618	-
Fundraising	-	23,000	21,087	1,913
London Youth	-	17,500	8,297	9,203
Membership services	9,474	10,000	14,474	5,000
Self help groups	32,048	61,941	81,303	12,686
Self management training	5,237	14,730	19,967	-
Welsh Assembly	-	96,884	96,884	-
	122,552	468,018	515,948	74,622

14 Analysis of net assets between funds

	Unrestricted	Designated	Restricted	Total
	funds	funds	funds	
	£	£	£	£
Fund balances at 31 March 2011 are represented by				
Tangible fixed assets	4,412	-	-	4,412
Current assets	93,524	58,718	74,622	226,864
Creditors amounts falling due within one year	(30,059)	-	-	(30,059)
	67,877	58,718	74,622	201,217