

OPERATION PLAN

ENTITY: RESPIRALIA FOUNDATION

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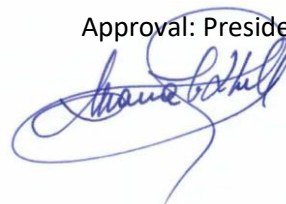
FISCAL PERIOD: 01/01/2024- 31/12/2024

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INTRODUCTION

This Operational Plan for the year 2024 is based on 5 lines of action:

- Wellcome, orientation and follow-up of families with children with CF
- Formation on CF treatment
- Public awareness about CF
- Improvement of facilities
- Support for CF research projects
- Rental of facilities

For this year, several factors have been considered when drawing up this Plan. Firstly, given the impact that the drug Kaftrio is having on people with Cystic Fibrosis who take it, the budget for the Effort Re-education programme has been increased and the budget for training in respiratory physiotherapy techniques has been reduced. This is since one of these beneficial effects is the practical disappearance of secretions in the middle and upper airways, which has meant that people who take it do not feel the need to do respiratory physiotherapy as they did before.

On the other hand, in view of the declining trend in recent years in terms of physiotherapy training courses, no income has been considered for the rental of the training room, although this possibility will be opened to other types of seminars, conferences and other courses.

Finally, on 30 December 2022 we received a donation of 300,000.00 € and on 31 October 2023 another donation of 326,896.00 €, both to be used for research projects. This has meant a very significant increase in our funding in 2022 and 2023. During 2023 we have already supported two research projects and in 2024 it is planned to continue supporting more. In this regard, as no donations of these or similar amounts are planned, we plan to close the year 2024 in the negative by allocating a large part of this money to these research projects. These losses will be absorbed by the Foundation's own funds without endangering its assets.



OWN ACTIVITIES

ACTIVITY 1 WELCOME, ORIENTATION AND FOLLOW UP OF FAMILIES WITH CHILDREN WITH CF

A) IDENTIFICATION.

Name of activity	WELCOME, ORIENTATION AND FOLLOW-UP OF FAMILIES WITH CHILDREN WITH CF
Kind of activity*	OWN ACTIVITY
Identification of the activity by sectors **	SOCIAL ATTENTION
Place of development of the activity	BALEARIC ISLANDS

Detailed description of the planned activity.

It consists of receiving people with Cystic Fibrosis and their relatives, giving them information about what is Cystic Fibrosis and how it will affect them in their daily life, accompanying them during hospital stays and giving them information and advising them in bureaucratic procedures related to the disease. Likewise, any doubts they may have regarding the disease will be solved at each stage of the disease.

B) HUMAN RESOURCES USED IN THE ACTIVITY.

Kind	Number Foreseen	Number hours/year Foreseen
Salaried staff	3	163
Staff with service contract		
Voluntaries	1	1



C) BENEFICIARIES.

Kind	Number Foreseen
Natural persons	126
Legal persons	0
Indirect beneficiaries	126

D) GOALS AND INDICATORS OF THE ACTIVITY.

Goal	Indicator	Expected results	Measuring frequency	Measuring instrument
Inform people with CF and their families about CF.	No. of general communications made	25	Bimonthly	Actions registry
	Degree of satisfaction with the service received	4 out of 5 for 80% of responses	Semiannual	Service satisfaction survey
Advise people with CF and family members on personal issues related to the disease.	Number of cases dealt with	20	Annual	Actions registry
	No. of cases dealt with/No. of applications received x 100	100%	Quarterly	Actions registry
Sharing CF-related experiences to the whole community	Número de cápsulas informativas sobre experiencias publicadas	6	Quarterly	YouTube channel
To achieve the satisfaction of this service	Degree of satisfaction with the service received	4 out of 5 for 80% of users responding to the survey	Semiannual	Service satisfaction survey



ACTIVITY 2 *FORMATION ABOUT CF TREATMENT*

A) *IDENTIFICATION.*

Name of activity	<i>EDUCATION EQUALS HEALTH IN CYSTIC FIBROSIS</i>
Kind of activity*	OWN ACTIVITY
Identification of the activity by sectors **	EDUCATIONAL
Place of development of the activity	BALEARIC ISLANDS

Detailed description of the planned activity.

Education equals Health Program in Cystic Fibrosis: Training and continuous evaluation of the users of the program in the Autogenic Drainage technique, protocols of inhaled therapy and hygienic measures, training of professionals and endurance fitness sessions.

B) *HUMAN RESOURCES USED IN THE ACTIVITY.*

Kind	Number Forecast	Number hours/year Forecast
Salaried staff	3	507,20
Staff with service contract	5	961
Voluntaries	0	0

C) *BENEFICIARIES.*

Kind	Number Foreseen
Natural persons	30
Legal persons	0
Indirect beneficiaries	60



D) GOALS AND INDICATORS OF THE ACTIVITY.

Goal	Indicator	Quantification	Measuring frequency	Measuring instrument
To ensure that users learn to perform the tasks involved in caring for their illnesses	Number of training sessions held during the year	400	Monthly	Continuous evaluation form
	% of people who perform more than 180 minutes of home treatment in a year	65%	Semiannual	Continuous evaluation form
	Number of information capsules on the treatment of Cystic Fibrosis published.	6	Semiannual	YouTube channel
To make users aware of their body's reactions to exercise requiring physical effort and to understand the importance of physical exercise in the treatment of their disease.	Number of endurance training sessions carried out in our facilities during the year	851	Monthly	Endurance training form
	No. of people using the ET service/No. of total number of people using the service in the current year x 100	40%	Semiannual	Data base
To achieve user satisfaction with the service received.	Grade of satisfaction with the service received	Grade 4 out of 5 for 90% of the users who responded to the survey.	Semiannual	Service satisfaction survey



ACTIVITY 3 PUBLIC AWARENESS ABOUT CF

A) IDENTIFICATION.

Name of activity	PUBLIC AWARENESS ABOUT CF
Kind of activity*	OWN ACTIVITY
Identification of the activity by sectors **	SOCIAL / SPORTS
Place of development of the activity	BALEARIC ISLANDS

Detailed description of the planned activity.

This public awareness program includes various recreational and sporting activities to raise public awareness of Cystic Fibrosis, as well as to promote the social inclusion of people diagnosed with the disease through their participation in large gatherings and the improvement of their environment. In this way, the aim is to spread knowledge of the disease to the whole of society through the media. The following activities, among others, are included in this program:

Respiralia 2024 "XXII Tour of Formentera against Cystic Fibrosis": Social and sporting event co-organized with the Cystic Fibrosis Association of the Balearic Islands to raise awareness of the disease. It will be held the first weekend of July.

XV Kilometres in solidarity against CF: Non-competitive popular race of various distances in a closed circuit of 5 km, organised at the end of September.

"PrevAction: Get active in healthy habits": Storytelling; talks on the respiratory system and CF; talks on CF in general; "You decide" workshop.

Rose of the Sea Fiesta: Social event that rewards an individual or legal entity that has stood out for its collaboration in the fight against cystic fibrosis, organized in November.



B) HUMAN RESOURCES USED IN THE ACTIVITY.

Kind	Number Foreseen	Number hours/year Foreseen
Salaried staff	3	1,765,4
Staff with service contract	0	0
Voluntaries	100	1,746

C) BENEFICIARIES.

Kind	Number Foreseen
Natural persons	920
Legal persons	0
Indirect beneficiaries	8,757

D) GOALS AND INDICATORS OF THE ACTIVITY.

Goal	Indicator	Quantification	Measuring frequency	Measuring instrument
Awareness of the citizenship about the disease and encourage their participation in solidarity events.	No. of registrations in the swimming event	220	Monthly from February to June and after event	Inscription's registry
	No. of registration at Solidarity KM charity race	600	Bi-weekly from August 15	Inscription's registry
	No. of activities in schools	28	After each activity	Activities in school's registry



	No. of attendees at the Rosa del Mar Award	100	After the event	Reservation list
	Number of registered volunteers	100	After each activity	List of volunteers of each event
Dissemination of the activity	Number of posts on social networks and web	850	Monthly	Publication's calendar
	Number of news on the media	18	Monthly	Impact register
	Interviews in the media	6	Monthly	Impact register



ACTIVITY 4 IMPROVEMENT OF FACILITIES

Name of activity	MEJORA DE LAS INSTALACIONES DEL CENTRO
Kind of ACTIVITY*	OWN ACTIVITIES
Identification of the activity by sectors **	HEALTH
Place of development of the activity	MAJORCA

Detailed description of the planned activity.

Continuous facility improvement project

B) HUMAN RESOURCES USED IN THE ACTIVITY.

Kind	Number Foreseen	Number hours/year Foreseen
Salaried staff	3	27,20
Staff with service contract	0	0
Voluntaries	0	0

C) BENEFICIARIES.

Kind	Number Foreseen
Natural persons	58
Legal persons	0
Indirect beneficiaries	0



D) GOALS AND INDICATORS OF THE ACTIVITY.

Goal	Indicator	Quantification	Measuring frequency	Measuring instrument
To have a building free of infection focuses.	Number of infections focuses	Zero	Annually	Report of the Microbiology Department of Son Espases Hospital



ACTIVITY 6 SUPPORT TO CF RESEARCH PROJECTS

Name of activity	SUPPORT OF CF RESEARCH PROJECTS
Kind of ACTIVITY*	OWN ACTIVITIES
Identification of the activity by sectors **	HEALTH
Place of development of the activity	MAJORCA

Detailed description of the planned activity.

Management of donations for Cystic Fibrosis research projects

B) HUMAN RESOURCES USED IN THE ACTIVITY.

Kind	Number Foreseen	Number hours/year Foreseen
Salaried staff	2	226,10
Staff with service contract	0	0
Voluntaries	0	0

C) BENEFICIARIES.

Kind	Number Foreseen
Natural persons	58
Legal persons	0
Indirect beneficiaries	2500



D) GOALS AND INDICATORS OF THE ACTIVITY.

Goal	Indicator	Quantification	Measuring frequency	Measuring instrument
Funding research projects on Cystic Fibrosis	Number of funded research projects in CF	2	AnNual	Excel for monitoring research projects

2024 ACTIVITIES CALENDAR

ACTIVITY	1	2	3	4	5	6	7	8	9	10	11	12	Responsable	Colaborator
Acogida, orientación y seguimiento	■	■	■	■	■	■	■	■	■	■	■	■	Carlos Pons	Paz Arizti y equipo de psicología
Actividades de representación	■	■	■	■	■	■	■	■	■	■	■	■	Carlos Pons	Familias y Junta Directiva
Actividades en centros educativos y empresas	■	■	■	■	■	■	■	■	■	■	■	■	Carlos Pons	Andrea Fernández
Actualizar servicios ofrecidos en base de datos	■	■	■	■	■	■	■	■	■	■	■	■	Andrea Fernández	Carlos Pons
Asamblea General	■	■	■	■	■	■	■	■	■	■	■	■	Ana Amate	Carlos Pons
Cápsulas informativas sobre FQ	■	■	■	■	■	■	■	■	■	■	■	■	Carlos Pons	Andrea Fernández
Cuadre caja	■	■	■	■	■	■	■	■	■	■	■	■	Carlos Pons	Andrea Fernández
Auditoría	■	■	■	■	■	■	■	■	■	■	■	■	Carlos Pons	Mónica Torres
Cuentas anuales 2023 Fundación	■	■	■	■	■	■	■	■	■	■	■	■	Carlos Pons	Asesor fiscal y Patronato
Plan de Acción 2025 Fundación	■	■	■	■	■	■	■	■	■	■	■	■	Carlos Pons	Patronato
Cuotas de miembros asociados	■	■	■	■	■	■	■	■	■	■	■	■	Andrea Fernández	
Cuotas de personas usuarias	■	■	■	■	■	■	■	■	■	■	■	■	Andrea Fernández	
Día Internacional de personas con Discapacidad	■	■	■	■	■	■	■	■	■	■	■	■	Andrea Fernández	Carlos Pons
Día Mundial de Enfermedades Raras	■	■	■	■	■	■	■	■	■	■	■	■	Andrea Fernández	Carlos Pons
Día Mundial de Fibrosis Quística	■	■	■	■	■	■	■	■	■	■	■	■	Andrea Fernández	Carlos Pons
Día Nacional de Fibrosis Quística	■	■	■	■	■	■	■	■	■	■	■	■	Andrea Fernández	Carlos Pons
Edición Revista Respiralia 2024	■	■	■	■	■	■	■	■	■	■	■	■	Carlos Pons	Paz Arizti
Educación Salud en Fibrosis Quística	■	■	■	■	■	■	■	■	■	■	■	■	Carlos Pons	Equipo de profesionales
Encargar lotería	■	■	■	■	■	■	■	■	■	■	■	■	Carlos Pons	
Encuesta de satisfacción al voluntariado	■	■	■	■	■	■	■	■	■	■	■	■	Carlos Pons	
Encuesta de satisfacción de personas usuarias	■	■	■	■	■	■	■	■	■	■	■	■	Carlos Pons	



Encuesta de satisfacción de salud a personas usuarias																				Carlos Pons	Andrea Fernández
Encuesta de satisfacción de profesionales																				Carlos Pons	
Encuesta de satisfacción profesorado																				Carlos Pons	Andrea Fernández
Envío Revista Resipiralia 2024 a grupos de interés																				Andrea Fernández	
Evaluación Código Ético																				Carlos Pons	Observatorio Buenas Prácticas
Evaluación indicadores y propuestas de mejora																				Carlos Pons	Andrea Fernández
Evaluación Plan de Igualdad																				Carlos Pons	Comité de Igualdad
Financiación y seguimiento proyectos de investigación																				Carlos Pons	Paz Arizti y Andrea Fernández
Formación de profesionales																				Carlos Pons	Andrea Fernández
Formulación calendario actividades 2025																				Carlos Pons	Andrea Fernández
Formulación de dos procedimientos																				Carlos Pons	
Formulación de un proceso																				Carlos Pons	
Gestión de calidad. Avances en calidad																				Carlos Pons	Andrea Fernández y Junta Directiva
Junta Directiva																				Ana Amate	Carlos Pons
Justificación proyectos																				Carlos Pons	Andrea Fernández y Junta Directiva
Limpieza hojas pino en azotea																				Carlos Pons	Andrea Fernández
Modelo 111																				Andrea Fernández	
Modelo 182																				Andrea Fernández	
Modelo 190																				Andrea Fernández	
Modelo 303																				Carlos Pons	
Modelo 390																				Andrea Fernández	
Certificado Ley 49/2002 Agencia Tributaria y enviar a bancos																					
Certificado corriente SS																					
Certificado corriente Hacienda																					



Organización Kilómetros solidarios...																			Carlos Pons	
Organización evento natación																			Carlos Pons	
Organización Fiesta de la Rosa del Mar																			Carlos Pons	
Pago TC1																			Andrea Fernández	
Presentación Memorias anuales normalizadas																			Carlos Pons	Junta Directiva
Presentación proyectos																			Carlos Pons	
Publicaciones en redes y web																			Andrea Fernández	Carlos Pons
Reforesta Mallorca. Planta un árbol, dona oxígeno																			Carlos Pons	
Evaluación certificado de calidad Asociación																			Carlos Pons	
Revisar Buzón quejas y sugerencias																			Carlos Pons	Andrea Fernández
Revisar calendario reserva aula de formación y aptos.																			Andrea Fernández	Carlos Pons
Semana Europea de Fibrosis Quística																			Andrea Fernández	Carlos Pons
Venta de lotería																			Carlos Pons	Familias

2. DATA OF COMMERCIAL ACTIVITY

ACTIVITY 4 RENTAL OF FACILITIES

A) IDENTIFICATION.

Name of activity	RENTAL OF FACILITIES
Kind of activity*	COMMERCIAL ACTIVITY
Identification of the activity by sectors **	EDUCATIONAL
Place of development of the activity	MAJORCA

Detailed description of the planned activity.

Rental of spaces for the training of physiotherapists. The main tenant entities are the Cystic Fibrosis Balearic Association, School of Osteopathy of Andalucía and Fisiiform. In addition, advertising contracts will be signed for the insertion of advertisements and / or logotypes in different media.

B) HUMAN RESOURCES USED IN THE ACTIVITY.

Kind	Number Foreseen	Number hours/year Foreseen
Salaried staff	3	27,20
Staff with service contract	0	0
Voluntaries	0	0



C) BENEFICIARIES.

Kind	Number Foreseen
Natural persons	58
Legal persons	13
Indirect beneficiaries	0

D) GOALS AND INDICATORS OF THE ACTIVITY.

Goal	Indicator	Quantification	Measuring frequency	Measuring instrument
Obtaining resources for the development of the purposes of the Foundation	Percentage of income obtained with respect to total income	23%	Quarterly	Accounting
Leverage the facilities to improve the financing of the services offered	No. of interested entities	13	Annually	Signed contracts

3.- FORECAST OF ECONOMIC RESOURCES TO BE USED BY THE ENTITY

EXPENSES / IVESTMENTS	ACT.1 (Welcome, orientation and follow- up) 5%	ACT.2 (Education equals Health in CF) 25%	ACT.3 (Public Awareness) 65%	ACT.4 (Improvement of facilities) 1%	ACT.5 (Renting of facilities) 1%	ACT.6 (Support to CF Resource projects) 12%	Total Activities	Not charged to activities	TOTAL
Expenses for aid and others									
a) Monetary aids									
b) Non- monetary aid									
c) Expenses for collaborations and government bodies									
Variation of stocks of finished products and in the process of manufacturing									
Supplies									
Personal expenses	€3,329.45	€9,401.00	€36,069.03	€554.91	€554.91	€5,581.52	€55,490.81		€55,490.81



EXPENSES / INVESTMENTS	ACT.1 (Welcome, orientation and follow-up) 5%	ACT.2 (Education equals Health in CF) 25%	ACT.3 (Public Awareness) 65%	ACT.4 (Improvement of facilities) 1%	ACT.5 (Renting of facilities) 1%	ACT.6 (Support to CF Resource projects) 12%	Total Activities	Not charged to activities	TOTAL
Other operating expenses	€967.21	€27,768.03	€43,684.13	€511.20	€161.20	€211,934.42	€285,026.20		€285,026.20
Amortization of the fixed assets	€1,905.00	€4,762.50	€20,637.50	€317.50	€317.50	€3,810.00	€31,750.00		€31,750.00
Impairment and result from disposal of fixed assets									
Financial expenses									
Changes in fair value in financial instruments									
Exchange differences									
Impairment and result from disposals of financial instruments									
Taxes on profits									



EXPENSES / INVESTMENTS	ACT.1 (Welcome, orientation and follow-up) 5%	ACT.2 (Education equals Health in CF) 25%	ACT.3 (Public Awareness) 65%	ACT.4 (Improvement of facilities) 1%	ACT.5 (Renting of facilities) 1%	ACT.6 (Support to CF Resource projects) 12%	Total Activities	Not charged to activities	TOTAL
Subtotal expenses	€6,201.66	€41,931.53	€100,390.66	€1,383.61	€1,033.61	€221,325.94	€372,267.01	- €	€372,267.01
Acquisitions of fixed assets (except Historical Heritage Assets)									
Acquisitions Assets Historical Heritage									
Cancellation of non-commercial debt							€15,714.21	€3,511.35	€19,225.56
Subtotal investments							€15,714.21	€3,511.35	€19,225.56
TOTAL RESOURCES USED	€6,201.66	€41,931.53	€100,390.66	€1,383.61	€1,033.61		€387,981.22	€3,511.35	€391,492.57

4.- FORECAST OF ECONOMIC RESOURCES TO BE OBTAINED BY THE ENTITY

4.1) FORECAST OF INCOME TO BE OBTAINED BY THE ENTITY

INCOME	TOTAL
Income and other income derived from the patrimony	€12,000.00
Sales and services of own activities	€7,000.00
Ordinary income from commercial activities	
Subsidies from the public sector	
Private contributions	€31,500.00
Other types of income (includes sponsorships)	€100,908.00
Subsidies from previous years applied	€26,318.34
TOTAL EXPECTED INCOME	€177,726.34

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4.2) PROVISION OF OTHER ECONOMIC RESOURCES TO BE OBTAINED BY THE ENTITY

OTHER RESOURCES	TOTAL
Debts contracted	0
Other financial obligations assumed	0
TOTAL OTHER FORESEEN RESOURCES	0

