

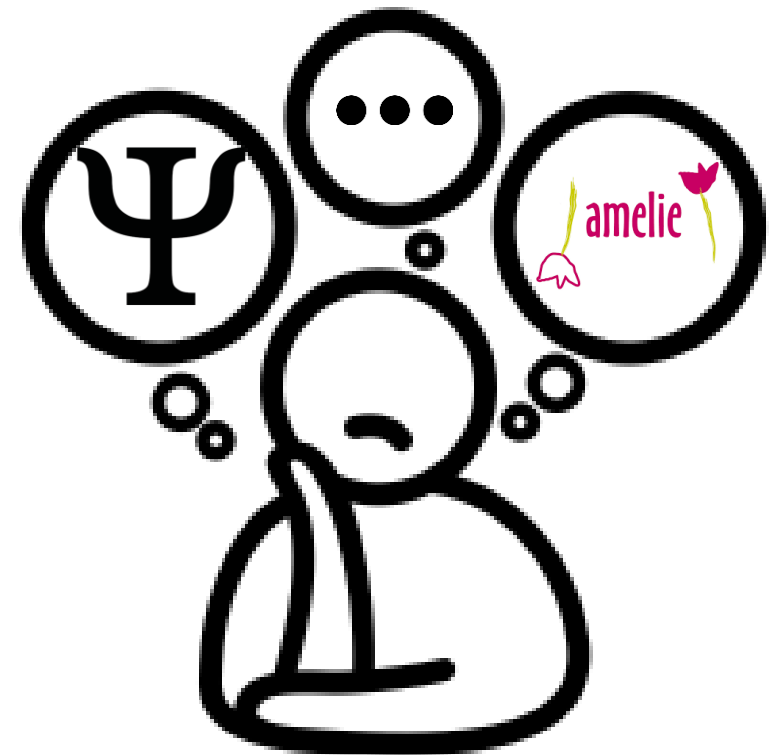


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What is Amelie?

What is Amelie?



- A non-profit organisation
- Free psychosocial support and information for oncology patients and their close ones
- A place to meet, discuss and share one's own experiences about cancer
- A stable organisation financed mainly from donations and grants
- Since 2015 a holder of a reliability stamp



History of Amelie

Brief History of Amelie



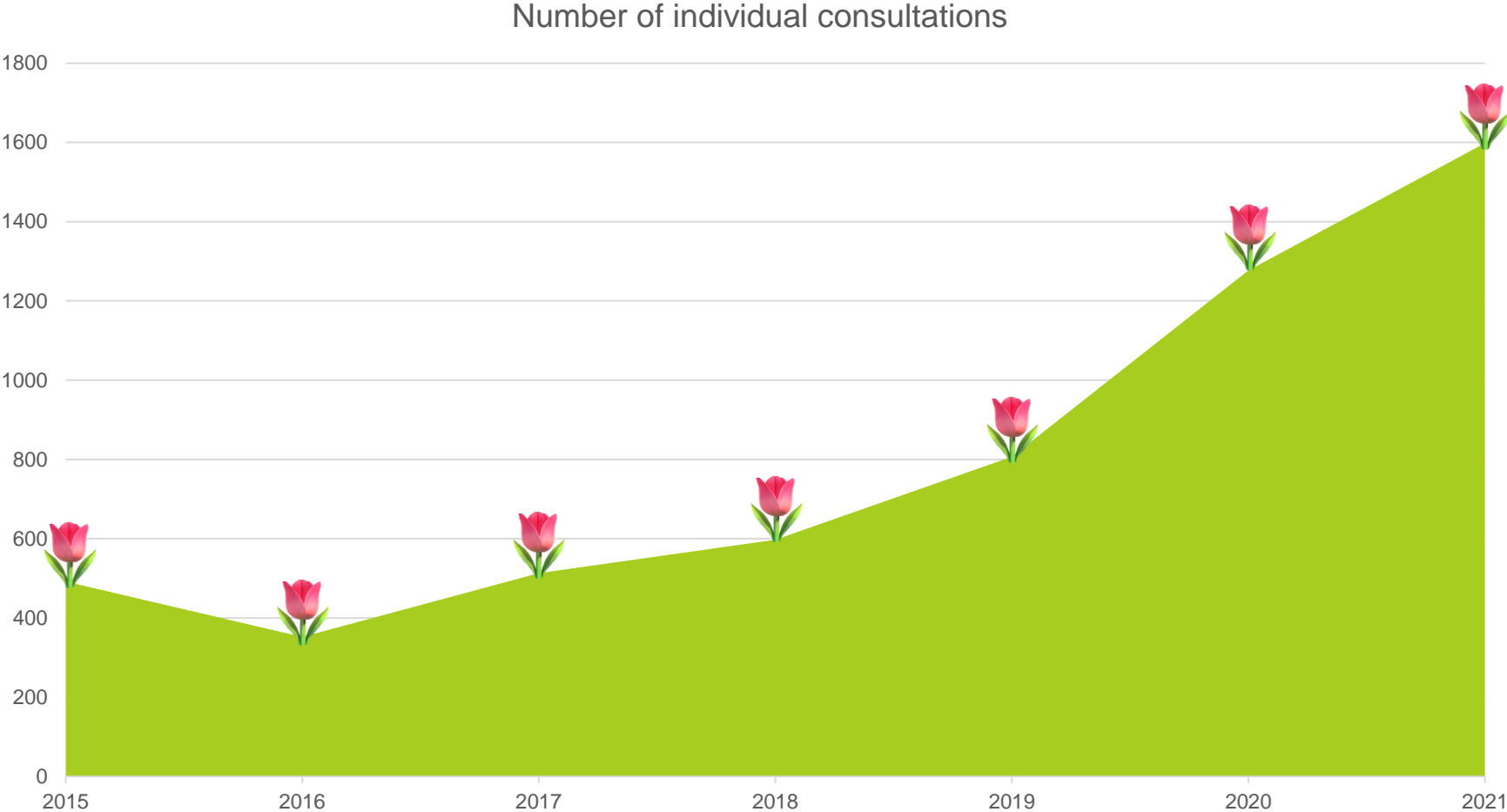


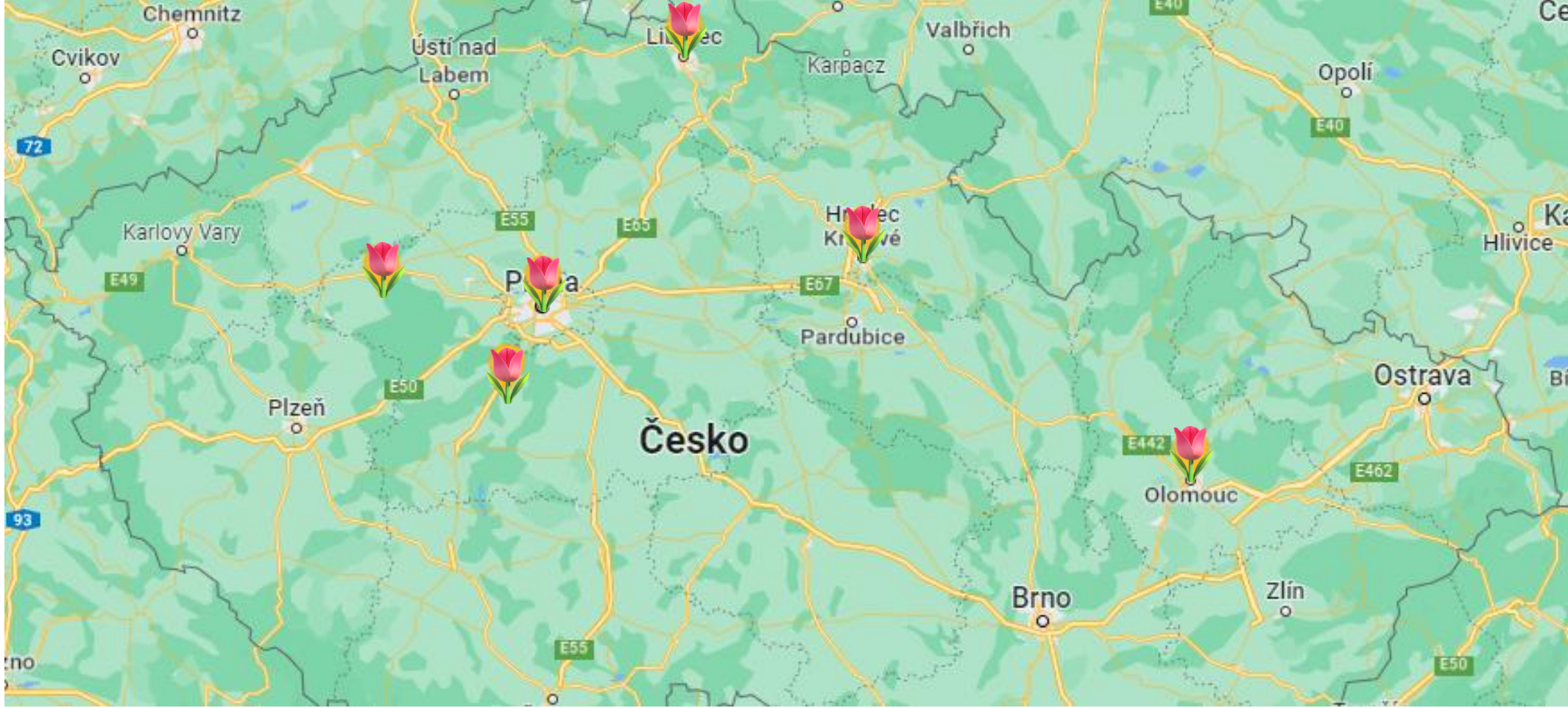
Vision, Mission & Goal

Vision, Mission & Goal

- ***Vision:*** Situation in which cancer is being considered a part of life.
- ***Mission:*** To help people live with cancer. To provide our support actively and directly to those who need it and want it.
- ***Goal:*** To establish at least one Amelie Centre in each Czech region to provide clients with a range of individual and group activities and to support voluntary involvement.

Vision, Mission & Goal





Organisation and cooperation

Organigram

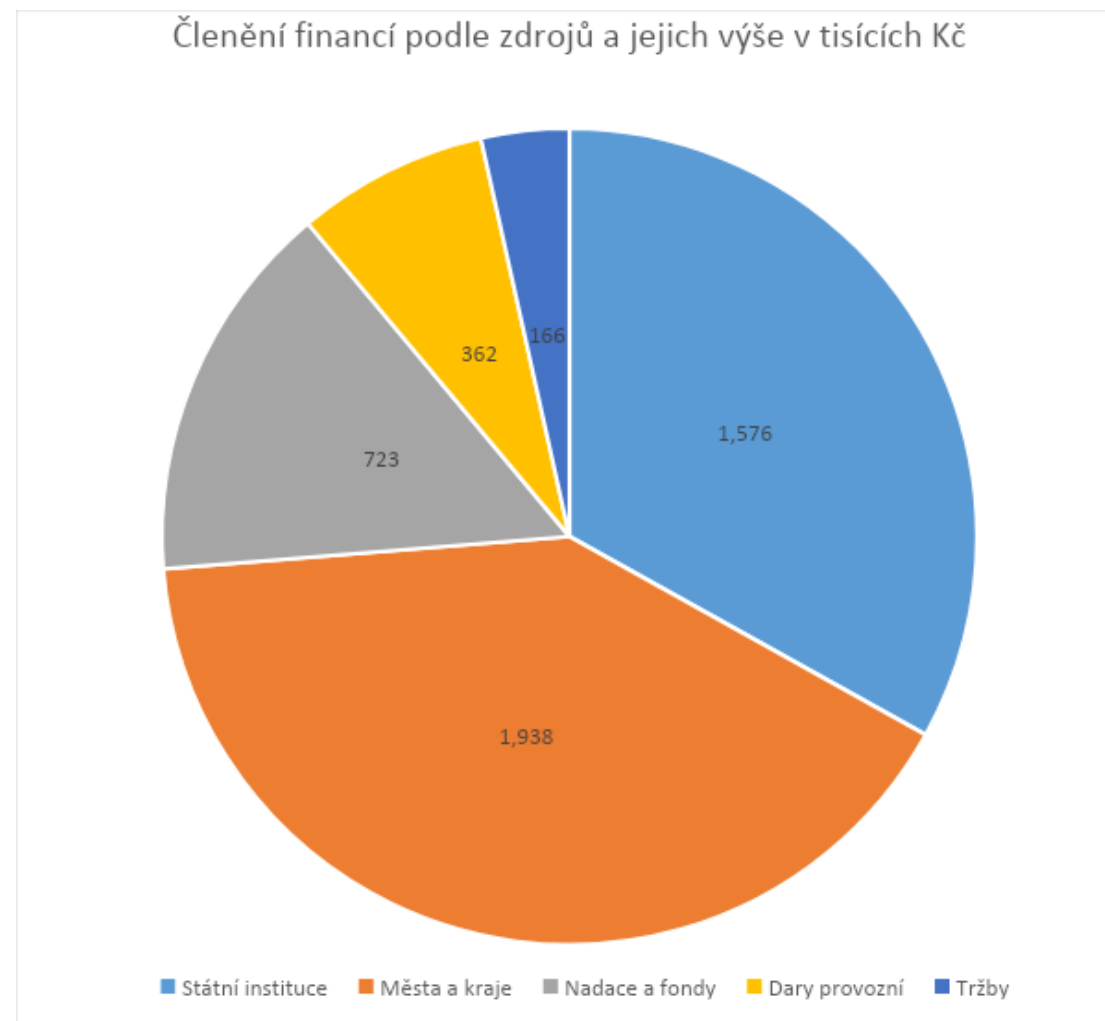


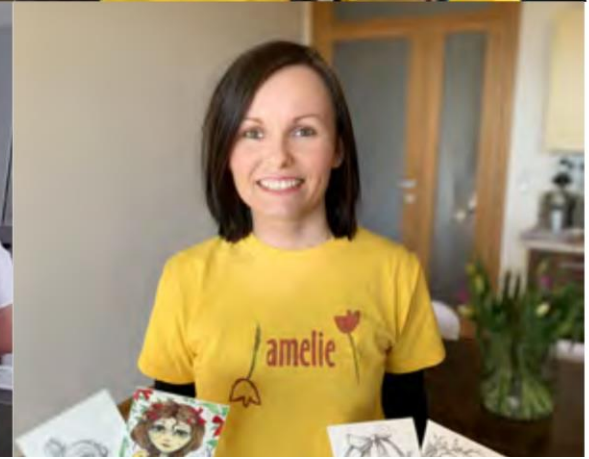


Financing Amelie

Financing Amelie

State Institutions	1 576
Cities and Regions	1 938
Foundations and Funds	723
Donations	362
Takings	166





Services offered by Amelie

Centres • Accredited Volunteer Programme • Amelie Helpline • Publications • Professional group
Projects • Protecting rights of oncology patients

Services offered by Amelie

Psychological

- Consultations
- Self-help groups
- Relaxation

Social

- Consultations
- Return to Work Workshops

Other activities

- Art Therapy
- Lectures
- Nutrition Therapy
- Physiotherapy
- Exercise
- Memory Remediation Therapy
- ...

Volunteer programme

- Centre volunteers
- Hospital volunteers at Oncology Wards



Publications

Publications

- Slavíková, Š., Čadková Svejková, M., Chrdlová, M. (2021). Psychosocial Minimum for Oncology Patients and Their Close Ones (4rd ed.). Amelie, z.s. [Available here](#).
- Slavíková, Š. et al. (2019). Return to Work After Oncology Diagnosis. Amelie, z.s. [Available here](#).
- Slavíková, Š., Čadková Svejková, M., Maulenová, K., Aschermannová, A., Vaňková, L., Kopsa Těšinová, J. (2020). Guide for Palliative Oncology Patients and Their Close Ones. [Available here](#).
- Watson, M., White, C. (2009). Coping With Cancer. Maulenová, K. (Trans.). [Available here](#).
- Kvapil Pokorná, T. et al. (2019). Amelie's Volunteer Programme. Amelie z.s. [Available here](#).



Cooperation

Cooperation



- Multidisciplinary Approach
- May 2022 – commencing project „Improving Accessibility“ to relevant organisations and services available to our clients
 - [Other relevant organisations can be found here.](#)



RESEARCH METHODS



Research

Research

- Psychosocial needs in the Czech Republic
 - Recommendation for Oncology Patients
 - Recommendation for Close Ones
 - Recommendation for Healthcare Professionals
- Sleep Research
 - Website about sleep of oncology patients
- The benefits of participation in a self-help group for female cancer patients (TBC)

Support for 100 families of Czech cancer patients

Amelie, z.s.

Budget

Costs	Total
Material costs	\$750,00
office supplies, protective equipment etc	\$150,00
materials used by volunteers	\$600,00
Services costs	\$1 250,00
Rents, energy and overhead costs of centres (proportion to project)	\$800,00
Seminars and education	\$250,00
Printing of educational materials, distribution, overhead costs	\$200,00
Personal costs (including taxes and all compulsory insurances)	\$13 000
Wage of social workers at all Centres 600 hrs total.	\$4 380
Wage of psychologists at all Centres 400 hrs total.	\$3 710
Other professionals (nutritional therapist, physiotherapist etc.) 220 hrs	\$2 150
Volunteer and Centres coordinators - 300 hrs total	\$2 235
Project management - care of whole project, cofunding, HR agenda - 60 hrs total (proportion to project)	\$525
Total costs	\$15 000,00

Constitution of Amelie, z.s., a Registered Association

Article 1 Basic Provisions

Amelie, z.s. is an association founded under the name Amelie, o. s. (civic association) in 2006 and entered in the Register of Civic Associations at the Ministry of Interior of the Czech Republic. Since 1 January 2013 it has operated as an independent legal entity – an association – in accordance with the provisions of Act No. 89/2012 Coll., Civil Code and is entered in the Register of Associations maintained by the Municipal Court in Prague, Section L, File 4374.

Article 2 Name and Registered Office

Name: **Amelie, z.s.** (hereinafter referred to as "Amelie")
Registered office: Šaldova 337/15, Prague 8, 186 00
Operation: Czech Republic
English name: Amelie, z.s.

Article 3 Status of Association

Amelie is a voluntary, independent, non-political society associating people (its members) irrespective of their nationality, religion, political affiliation, gender and race, based on a common interest.

Article 4 Purpose of Association

The core activity of Amelie is to satisfy and protect the interests for the satisfaction of which the association was founded. The purpose of Amelie is psychosocial assistance to cancer patients and their relatives. This purpose will be fulfilled through the following activities:

- Providing psychosocial care
- Supporting this care primarily by involving other people interested in voluntary and professional service in this area and people willing to provide financial support of this care, by raising public awareness about the possibilities of high-quality psychosocial care, by education and research in this field, by promoting legislative and social changes facilitating expansion of comprehensive care for cancer patients and their relatives and contributing to the transformation of the society's attitude to psychosocial care.

The association's secondary activities may include profitable activities conducted in support of the core activity.

Article 5 Membership

1. Members of the association can be individuals over 18 years of age, who undertake to abide by the Statutes and the Code of Ethics of Amelie (Code) and whose membership application is approved by the Association's Executive Board.
2. The admission of an association member is decided on the basis of a written application and a brief cover letter or a personal meeting. The Association's Executive Board decides on membership and informs the applicant of its decision within 10 days of adopting this decision.
3. Membership originates upon admission as a member. Membership is recorded in the List of Members.
4. Membership shall terminate upon:
 - a) A member's resignation by written notification addressed to the Association's Executive Board,
 - b) A member's death,
 - c) The cancellation of membership by decision of the Association's Executive Board, particularly because: a member violates the Constitution or the Code of Amelie or acts contrary to the purposes of Amelie, or has not participated in Amelie's activities for more than a year without a justifiable excuse. The Association's Executive Board shall notify a member of its decision in writing, including the date on which such member's membership shall terminate.
 - e) Termination of the association.
5. A record in the List of Members is the evidence of membership. The association's List of Members is confidential. Records in and deletions from the List are made by the Chairman upon origination and termination of membership and when there is any change of material details.

Article 6 Rights and Obligations of Members

- 1. A member of the association has the right to:**
 - a) Participate in the General Assembly and vote,
 - b) Elect and be elected to Amelie's bodies,
 - c) Be informed of Amelie's activities,
 - d) Address to the association's authorities any suggestions and complaints and ask for their opinion,
 - e) Participate in Amelie's activities.
- 2. A member has a duty in particular to:**
 - a) Comply with the Constitution and the Code and abide by the decision of the General Assembly and the Association's Executive Board,
 - b) Attend meetings and vote at the General Assembly or apologize for absence in advance,
 - c) Actively participate in achieving the association's objectives,
 - d) Diligently serve on the association's bodies,
 - e) Contribute to Amelie's reputation and take care not to harm the interests and the good name of the association.

Article 7 Honorary Membership

An honorary member can only be a natural person over 18 years of age, regardless of their nationality and citizenship. Honorary membership is granted for a special contribution to Amelia or in the area of psychosocial care for cancer patients and their relatives. Decision on granting an honorary membership is made by the Association's Executive Board based on the submitted suggestion by the Chairman of the association.

An honorary member is admitted by a simple majority of votes and entered in the List of Members of the Association. An honorary member is notified in writing of being admitted.

Provisions of Article 6 of this Constitution shall apply accordingly to an honorary member, except for paragraph 1 a) and b) that do not apply to an honorary member.

An honorary member in particular:

- Participates in a General Assembly with an advisory vote,
- Is personally involved in the association's activities,
- Raises suggestions and comments.

An honorary member is not entitled to:

- Vote at meetings or the General Assembly,
- Elect or be elected to the association's bodies.

An honorary member is obliged to respect and not to violate the Constitution of the association.

Article 8 Association's Bodies and Organisational Structure

1. Amelie has the following bodies:

- a) General Assembly,
- b) Association's Executive Board,
- c) Chairman,
- d) Audit Board.

2. Amelie's organisation:

Amelie's activities are provided through Amelie's bodies. Activities in Amelie's bodies are performed on a voluntary basis.

Article 9 General Assembly

1. The General Assembly is the supreme body of the association.
2. The General Assembly comprises all members of the association.
3. The General Assembly is convened by the Association's Executive Board as necessary, but at least once a year. The Association's Executive Board shall always convene the General Assembly at the request of at least half of the association's members.
4. The General Assembly in particular:
 - a) Decides on changes to the Constitution and the Code of the association,

- b) Approves association's tasks for the relevant period, the annual report of the association, budget and annual balance,
 - c) Elects members of the Association's Executive Board and Audit Board,
 - d) Decides on founding legal entities or on Amelie's membership in other legal entities, including approval of founding documents,
 - e) Decides on termination of the association and the distribution of its property.
5. The General Assembly has a quorum when more than half of all members are present.
 6. Each member has one vote. All members' votes are equal.
 7. The General Assembly decides by vote. A decision is adopted if voted for by a simple majority of the members present. A decision on amendments to the Constitution and termination of the association is adopted if voted for by at least two thirds of all members of the association.

Article 10 Association's Executive Board

1. The Association's Executive Board is Amelie's executive body of Amelie reporting for its activities to the General Assembly. The Association's Executive Board manages the association's activities in the period between General Assembly meetings.
2. Membership of the Association's Executive Board originates by election at the General Assembly at the proposal of one of the members. Members of the Association's Executive Board are elected by the General Assembly for a period of three years, with possible re-election.
3. The Association's Executive Board has at least 3 members and 2 alternates.
4. The Association's Executive Board is convened by the Chairman, in Chairman's absence by the authorised person, at least 4 times a year.
5. Members of the Audit Board and invited guests may participate in the meeting of the Association's Executive Board.
6. The Board in particular:
 - a) Elects the Chairman from its members,
 - b) Coordinates the activities of the association,
 - c) Convenes the General Assembly,
 - d) Prepares supporting documents for decisions to be made by the General Assembly,
 - e) Decides on admission as a member of the association,
 - f) Decides on termination of membership.
7. The Chairman represents the association towards third parties and acts on behalf of the association.
8. The Association's Executive Board has a quorum if more than half of all its members are present.
9. The Association's Executive Board decides by a simple majority of the members present.
10. If, despite being convened three times within 3 months, the General Assembly does not achieve a quorum, its powers shall be taken over by the Association's Executive Board.

Article 11 Chairman

1. The Chairman is the statutory body of the association, executes the decisions made by the Association's Executive Board and represents the association towards third parties, acts on behalf of the association, recruits association's employees and decides on general matters of the association, unless the Chairman has authorised another member of the Association's Executive Board or employee to do so. The scope of authority of the Chairman and their deputy shall be decided by the Association's Executive Board.
2. The Chairman is elected by the Association's Executive Board.
3. The Chairman shall execute the decisions of the Association's Executive Board and ensure smooth operation of the association.
4. The Chairman prepares the relevant documents and chairs the meetings of the Association's Executive Board, unless the Chairman has authorised another member of the Association's Executive Board to do so.

Article 12 Audit Board

1. The Audit Board is the inspection body of the association.
2. The Audit Board has three members elected by the General Assembly for a period of 3 years with possible re-election. Members elect the Chairman of the Audit Board.
3. Audit Board membership is incompatible with Association's Executive Board membership or an employment relationship to Amelie, unless otherwise stipulated. Members of the Audit Board have the right to participate in the meetings of the Association's Executive Board with an advisory vote.
4. The Audit Board in particular:
 - a) Verifies that activities performed by Amelie comply with the Constitution and the Code of Amelie,
 - b) Reviews Amelie's effectiveness and management and highlights shortcomings in the activities and management of Amelie and submits to the Association's Executive Board recommendations for taking appropriate measures,
 - c) Submits to the General Assembly the opinion on the reports of the Association's Executive Board.

Article 13 Management Principles

1. The association manages movable and immovable assets.
2. The sources of assets are in particular:
 - a) Donations and contributions of legal entities and individuals,
 - b) Income on property
 - c) Income from activities fulfilling the objectives of the association, to cover its costs,
 - e) Proceeds from events.

3. The Association's Executive Board is responsible for the management of the association and presents an annual report on management, including financial statements to the General Assembly and the Audit Board.
4. Management is based on an annual budget approved by the General Assembly.

Article 14
Termination of Association

1. The Association shall terminate by:
 - a) Voluntary dissolution or merger with another public benefit entity by decision of the General Assembly,
 - b) Decision of the competent public authority.
2. If the association is terminated by voluntary dissolution, the General Assembly shall also decide on the means of property settlement.

Article 15
Final Provisions

1. The association may, by decision of the General Assembly, issue organization rules, election rules and the rules of procedure.
2. The association is entitled in accordance with the purpose of its activities to petition the state authorities.
3. This new full wording of Amelie's Constitution fully replaces all previous versions.

In Prague, on 15 December 2015