

ANNUAL FINANCIAL REPORT

NGO : AGAINST CHILD ABUSE LIMITED

1 APRIL 2018 TO 31 MARCH 2019

	Notes	2018-19 \$	2017-18 \$
A. INCOME			
1 Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	1b	2,283,173.00	2,186,439.00
b. Provident Fund	1c	144,018.00	129,187.00
2 Special One-off Grant		-	-
3 Fee Income	2	-	-
4 Central Items	3	-	-
5 Rent and Rates	4	33,514.00	33,554.00
6 Other Income	5	-	-
7 Interest Received		-	-
TOTAL INCOME		<u>2,460,705.00</u>	<u>2,349,180.00</u>
B. EXPENDITURE			
1 Personal Emoluments			
a. Salaries		2,193,047.08	2,095,929.25
b. Provident Fund	1c	106,726.72	125,954.60
c. Allowances		-	-
Sub-total	6	<u>2,299,773.80</u>	<u>2,221,883.85</u>
2 Other Charges	7	90,125.92	90,509.75
3 Central Items	3	-	-
4 Rent and Rates	4	33,444.35	34,517.14
5 Special One-off Grant Payments	7a	-	-
TOTAL EXPENDITURE		<u>2,423,344.07</u>	<u>2,346,910.74</u>
C. SURPLUS/(DEFICIT) FOR THE YEAR	8	<u>37,360.93</u>	<u>2,269.26</u>

The Annual Financial Report from pages [1] to [7] has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

SIGNATURE



PATRICK CHEUNG (Dr.)
Chairperson

Date: - 4 SEP 2019

SIGNATURE



DONNA WONG (Ms.)
Director

Date: - 4 SEP 2019

NOTES ON THE ANNUAL FINANCIAL REPORT

1. Lump Sum Grant (LSG)

a. Basis of preparation

The Annual Financial Report (AFR) is prepared in respect of all Funding and Service Agreement (FSA) activities (including support services to FSA activities) funded by the Social Welfare Department under the Lump Sum Grant Subvention System. AFR is prepared **on cash basis**, that is, income is recognised upon receipt of cash and expenditure is recognised when expenses are paid. **Non-cash items** such as depreciation, provisions and accruals **have not been included** in the AFR.

b. Lump Sum Grant (excluding Provident Fund)

This represents LSG (excluding Provident Fund) received for the year.

c. Provident Fund

This is Provident Fund received and contributed during the year.

Snapshot staff are defined as those staff occupying recongnised or holding against subvented posts as at 1 April 2000.

6.8% and other posts represent those staff that are employed after 1 April 2000.

The Provident Fund received and contributed for staff under the Central Items have been shown under 3.

Details are analysed below :

<u>Provident Fund Contribution</u>	Snapshot Staff	6.8% and Other Posts	Total
	\$	\$	\$
Subvention Received	2,136.00	141,882.00	144,018.00
Provident Fund Contribution Paid during the Year	(1,899.46)	(104,827.26)	(106,726.72)
Surplus/ (Deficit) for the Year	236.54	37,054.74	37,291.28
Add : Surplus/ (Deficit) b/f	7,962.12	172,112.41	180,074.53
Add : Additional subvention received for PF-Snapshot Staff for 2017-18	-	-	-
Less : Refund to Government	-	-	-
Surplus / (Deficit) c/f	8,198.66	209,167.15	217,365.81

2. Fee Income

This represents social welfare fee income received for the year in respect of the fees and charges recognised for the purpose of subvention as set out in the LSG Manual.

3. Central Items

These are subvented service activities which are not included in LSG and are subject to their own procedures as set out in other SWD's papers and correspondence with the NGOs. The Provident Fund received and contributed for staff under the Central Items have been separately included as part of the income and expenditure of the relevant items (paragraph 3.14 of the LSG Manual (October 2016)).

The income and expenditure of each of the Central Items are as follows:

	2018-19	2017-18
	\$	\$
a. Income		
Dementia Supplement for Elderly with Disabilities		
Infirmiry Care Supplement for the Aged Blind Person		
Dementia Supplement for Residential Elderly Services		
Infirmiry Care Supplement for Residential Elderly Services		
Dementia Supplement for Day Care Centres/units for the Elderly		
Foster Care Allowance/Emergency Foster Care Allowance		
After School Care Programme -Fee Waiving Subsidy Scheme		
Temporary Financial Aid		
Emergency Fund		
Time-defined Subsidy Scheme for Extended Hours Service Users		
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services		
Short-term Rental Assistance		
Allowance for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on call Allowance)		
Neighbourhood Service Child Care Project (NSCCP) – Contract Subsidy		
NSCCP – Subsidy for Fee Reduction/waiving		
NSCCP – Rent and Rates		
Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes		
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services		
Financial Incentive Scheme for Mentors of Employees with Disabilities		
Cash Subsidy for Integrated Support Services for Persons with Severe Physical Disabilities		
Time-defined Subsidy Scheme for Occasional Child Care Service		
Enhanced After School Care Programme -Fee Waiving Subsidy Scheme		
Navigation Scheme for Young Persons in Care Services - Operating Expenses		
Navigation Scheme for Young Persons in Care Services - Training Cost		
Grant under the Pilot Scheme on On-site Pre-school Rehabilitation Services		
One-off Subsidy for Enhanced Provision of Visiting Medical Officer for Residential Care Homes for the Elderly		
One-off Subsidy for Enhanced Provision of Visiting Medical Practitioner Scheme for Residential Care Homes for the Presons with Disabilities		
Total	<u>0.00</u>	<u>0.00</u>

	2018-19 \$	2017-18 \$
b. Expenditure		
Dementia Supplement for Elderly with Disabilities		
Infirmiry Care Supplement for the Aged Blind Person		
Dementia Supplement for Residential Elderly Services		
Infirmiry Care Supplement for Residential Elderly Services		
Dementia Supplement for Day Care Centres/units for the Elderly		
Foster Care Allowance/Emergency Foster Care Allowance		
After School Care Programme -Fee Waiving Subsidy Scheme		
Temporary Financial Aid		
Emergency Fund		
Time-defined Subsidy Scheme for Extended Hours Service Users		
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services		
Short-term Rental Assistance		
Allowance for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)		
Neighbourhood Support Child Care Project (NSCCP) - Contract Subsidy		
NSCCP - Subsidy for Fee Reduction/waiving		
NSCCP – Rent and Rates		
Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes		
Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services		
Financial Incentive Scheme for Mentors of Employees with Disabilities		
Cash Subsidy for Integrated Support Services for Persons with Severe Physical Disabilities		
Time-defined Subsidy Scheme for Occasional Child Care Service		
Enhanced After School Care Programme -Fee Waiving Subsidy Scheme		
Navigation Scheme for Young Persons in Care Services - Operating Expenses		
Navigation Scheme for Young Persons in Care Services - Training Cost		
Grant under the Pilot Scheme on On-site Pre-school Rehabilitation Services		
One-off Subsidy for Enhanced Provision of Visiting Medical Officer for Residential Care Homes for the Elderly		
One-off Subsidy for Enhanced Provision of Visiting Medical Practitioner Scheme for Residential Care Homes for the Presons with Disabilities		
Total	0.00	0.00

4. Rent and Rates

This represents the amount paid by SWD in respect of premises recognised by SWD. Expenditures on rent and rates in respect of premises not recognised by SWD have not been included in AFR.

5. Other Income

This includes programme income and all income other than recognised social welfare fee income received during the year. Non-SWD subventions and donations received have not been included as Other Income in AFR. In this respect, donations have been included if it is used to finance expenditure reflected in the AFR.

The breakdown on Other Income is as follows:

	2018-19	2017-18
	\$	\$
Other Income		
(a) Fees and charges for services incidental to the operation of subvented services		
(b) Others		
Total	<u>0.00</u>	<u>0.00</u>

6. Personal Emoluments

Personal Emoluments include salary, provident fund and salary-related allowances.

The analysis on number of posts with annual Personal Emoluments over \$700,000 each paid under LSG is appended below:

Analysis of Personal Emoluments paid under LSG	No of Posts	\$
HKD700,001 - HKD800,000 p.a.	-	-
HKD800,001 - HKD900,000 p.a.	-	-
HKD900,001 - HKD1,000,000 p.a.	-	-
HKD1,000,001 - HKD1,100,000 p.a.	-	-
HKD1,100,001 - HKD1,200,000 p.a.	-	-
> HKD1,200,000 p.a.	-	-

7. Other Charges

The breakdown on Other Charges is as follows:

	2018-19	2017-18
Others Charges	\$	\$
(a) Utilities	8,528.90	8,443.36
(b) Food	-	-
(c) Administrative Expenses	14,234.32	15,025.38
(d) Stores and Equipment	8,160.37	12,814.74
(e) Repair and Maintenance	22,530.56	16,373.38
(f) Special Allowances	-	-
(g) Programme Expenses	-	-
(h) Transportation and Travelling	12,863.76	12,691.08
(i) Insurance	22,861.85	24,575.31
(j) Miscellaneous	946.16	586.50
Total	<u>90,125.92</u>	<u>90,509.75</u>

7a. Special One-off Grant Payments

Details of Special One-off Grant Payments are as follows:

	2018-19	2017-18
Special one-off Grant Payments	\$	\$
(a) Voluntary Retirement Scheme	-	-
(b) Compensation Scheme	-	-
(c) Staff Training and Development	-	-
(d) Other Staff-related Initiatives	-	-
Total	<u>-</u>	<u>-</u>

8. Analysis of Lump Sum Grant Reserve and balances of other SWD subventions

	Lump Sum Grant (LSG)	Special One-off Grant (SOG)	Rent and Rates	Central Items	Total
Income	\$	\$	\$	\$	\$
Lump Sum Grant	2,427,191.00	-	-	-	2,427,191.00
Fee Income	-	-	-	-	-
Other Income	-	-	-	-	-
Interest Received (Note (1))	-	-	-	-	-
Rent and Rates	-	-	33,514.00	-	33,514.00
Central Items	-	-	-	-	-
Total Income (a)	2,427,191.00	-	33,514.00	-	2,460,705.00
Expenditure					
Personal Emoluments	2,299,773.80	-	-	-	2,299,773.80
Other Charges	90,125.92	-	-	-	90,125.92
Rent and Rates	-	-	33,444.35	-	33,444.35
Central Items	-	-	-	-	-
Total Expenditure (b)	2,389,899.72	-	33,444.35	-	2,423,344.07
Surplus/ (Deficit) for the year (a)-(b)	37,291.28	-	69.65	-	37,360.93
Less: Surplus/ (Deficit) of Provident Fund	37,291.28	-	-	-	37,291.28
	(0.00)	-	69.65	-	69.65
Surplus/ (Deficit) b/f (Note(2))	-	-	(29,222.40)	-	(29,222.40)
	(0.00)	-	(29,152.75)	-	(29,152.75)
Add : Refund from Government	-	-	-	-	-
Less : Refund to Government	-	-	-	-	-
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplementary (Note (3))	-	-	-	-	-
Adj : the opening balance per 2016-17 AFR to (\$29,394.49) by adding (\$1,938.48) Ref. to item (b)(i) in our reply letter to SWD your ref: SF/SAS/4-65/6(015)II	-	-	(1,938.48)	-	(1,938.48)
Adj : ACA absorbed the revised balance as at 31.3.2010 of(\$23,181.29) Ref. to item (b)(ii) in our reply letter to SWD your ref: SF/SAS/4-65/6(015)II	-	-	23,181.29	-	23,181.29
Surplus / (Deficit) c/f (Note(4))	(0.00)	-	(7,909.94)	-	(7,909.94)

Notes:

(1) Interest received on LSG and Provident Fund reserves, rent and rates, central items, Special One-off Grant are included as one item under LSG; and the item is considered as part of LSG reserve.

(2) Accumulated balance of LSG Surplus b/f from previous years (including holding account) and all interest received in previous years should be included in the surplus b/f under LSG.

(3) Amount of LSG Reserve used to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement, if any, as per Schedule of Central Items.

(4) The level of LSG cumulative reserve (i.e. S), less LSG Reserve kept in the holding account, will be capped at 25% of the NGO's operating expenditure (excluding Provident Fund expenditure) for the year.