

ANNUAL FINANCIAL REPORT

NGO : CHRISTIAN CONCERN FOR THE HOMELESS ASSOCIATION
1 APRIL 2020 TO 31 MARCH 2021

		Total 2020-21 \$	Total 2019-20 \$
A. INCOME			
1. Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	1b	5,058,529.00	5,029,712.00
b. Provident Fund	1c	317,930.00	317,930.00
2. Fee Income	2	0.00	0.00
3. Central Items	3	535,526.00	353,965.00
4. Rent and Rates	4	219,879.00	219,334.00
5. Other Income	5	0.00	0.00
6. Interest Received		76.18	2,536.16
TOTAL INCOME		<u>6,131,940.18</u>	<u>5,923,477.16</u>
B. EXPENDITURE			
1. Personal Emoluments			
a. Salaries		5,119,607.10	4,689,163.21
b. Provident Fund	1c	317,930.00	317,930.00
c. Allowances		0.00	0.00
Sub-total	6	<u>5,437,537.10</u>	<u>5,007,093.21</u>
2. Other Charges	7	309,934.62	263,160.70
3. Central Items	3	115,234.40	125,848.58
4. Rent and Rates	4	330,518.39	308,183.00
TOTAL EXPENDITURE		<u>6,193,224.51</u>	<u>5,704,285.49</u>
C. (DEFICIT) / SURPLUS FOR THE YEAR	8	<u>(61,284.33)</u>	<u>219,191.67</u>

The Annual Financial Report from pages [3] to [9] has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

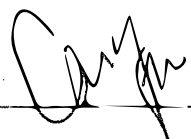
SIGNATURE

Signature: 

Name : MR. TAM STEPHEN

Title : Chairman

Date : October 7, 2021

Signature: 

Name : MS. LAM FUNG YEE

Title : NGO Head

Date : October 7, 2021

NGO: 157 CHRISTIAN CONCERN FOR THE HOMELESS ASSOCIATION
 NOTES ON THE ANNUAL FINANCIAL REPORT

1 Lump Sum Grant

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 recognised 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 Note 3. Details are analysed below:

<u>Provident Fund Contribution</u>	Snapshot Staff	6.8% and Other Posts	Total
	\$	\$	\$
Subvention Received	0.00	317,930.00	317,930.00
Provident Fund Contribution Paid during the Year	0.00	(317,930.00)	(317,930.00)
Surplus / (Deficit) for the Year	0.00	0.00	0.00
<u>Add: Surplus / (Deficit) b/f</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Surplus / (Deficit) c/f	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

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:

<u>a. Income</u>	<u>2020-21</u>	<u>2019-20</u>
	\$	\$
Emergency Fund	270,000.00	90,000.00
Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)	233,942.00	232,381.00
Special Allowance for Staff of Subvented Residential Service Units in respect of COVID-19	31,584.00	31,584.00
Total:	<u>535,526.00</u>	<u>353,965.00</u>
<u>b. Expenditure</u>		
Emergency Fund	84,238.80	95,586.38
Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)	0.00	0.00
Special Allowance for Staff of Subvented Residential Service Units in respect of COVID-19	30,995.60	30,262.20
Total:	<u>115,234.40</u>	<u>125,848.58</u>

4 **Rent and Rates** This represents the amount paid by SWD in respect of premises recognised by SWD. Expenditure 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.

- 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	\$
HK\$700,001 - HK\$800,000 p.a.	1	759,179.00
HK\$800,001 - HK\$900,000 p.a.		
HK\$900,001 - HK\$1,000,000 p.a.		
HK\$1,000,001 - HK\$1,100,000 p.a.		
HK\$1,100,001 - HK\$1,200,000 p.a.		
> HK\$1,200,000 p.a.		

- 7 Other Charges** The breakdown on Other Charges is as follows:

<u>Other Charges</u>	<u>2020-21</u>	<u>2019-20</u>
	\$	\$
(a) Utilities	22,371.74	56,077.61
(b) Food	0.00	0.00
(c) Administrative Expenses	111,434.56	119,707.80
(d) Stores and Equipment	0.00	3,396.00
(e) Repair and Maintenance	122,925.40	22,260.40
(f) Special Allowances	0.00	0.00
(g) Programme Expenses	525.70	7,693.10
(h) Transportation and Travelling	27,324.90	15,976.50
(i) Insurance	12,384.52	11,637.69
(j) Miscellaneous	12,967.80	26,411.60
Total:	309,934.62	263,160.70

7a Special One-off Grant Payments

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

<u>Special one-off Grant Payments</u>	<u>2020-21</u>	<u>2019-20</u>
	\$	\$
(a) Voluntary Retirement Scheme	0.00	0.00
(b) Compensation Scheme	0.00	0.00
(c) Staff Training and Development	0.00	0.00
(d) Other Staff-related Initiatives	0.00	0.00
Total:	0.00	0.00

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

	Analysis of Reserve Fund			
	Lump Sum Grant (LSG)	Rent & Rates	Central Items	Total
Income	\$	\$	\$	\$
Lump Sum Grant	5,376,459.00			5,376,459.00
Special One-off Grant				
Fee Income				
Other Income				
Interest Received (Note (1))	76.18			76.18
Rent and Rates		219,879.00		219,879.00
Central Items			535,526.00	535,526.00
Total Income (a)	5,376,535.18	219,879.00	535,526.00	6,131,940.18
Expenditure				
Personal emoluments	5,437,537.10			5,437,537.10
Other Charges	309,934.62			309,934.62
Rent and rates		330,518.39		330,518.39
Central Items			115,234.40	115,234.40
Special One-off Grant Payments				
Total Expenditure (b)	5,747,471.72	330,518.39	115,234.40	6,193,224.51
Surplus / (Deficit) for the year (a) - (b)	(370,936.54)	(110,639.39)	420,291.60	(61,284.33)
Less: Surplus / (Deficit) of Provident Fund	(370,936.54)	(110,639.39)	420,291.60	(61,284.33)
Surplus / (Deficit) b/f (Note (2))	1,072,617.50	(88,849.00)	249,334.32	1,233,102.82
	701,680.96	(199,488.39)	669,625.92	1,171,818.49
Add : Backpayment of deficit 2019/20		92,227.00		92,227.00
Less : Clawback of surplus 2019/20		(3,378.00)	(233,702.80)	(237,080.80)
Surplus / (Deficit) c/f (Note (4))	701,680.96	(110,639.39)	435,923.12	1,026,964.69

Notes:

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