

香港失明人互聯會  
**HONG KONG FEDERATION OF THE BLIND**  
**ANNUAL FINANCIAL REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	<u>Note</u>	2020-21 <u>HK\$</u>	2019-20 <u>HK\$</u>
<b>A. INCOME</b>			
1. Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	<b>1b</b>	2,984,566.00	2,468,182.00
b. Provident Fund	<b>1c</b>	181,308.00	150,397.00
2. Fee Income	<b>2</b>	21,594.00	16,690.00
3. Central Items	<b>3</b>	-	-
4. Rent and Rates	<b>4</b>	7,508.00	7,442.00
5. Other Income	<b>5</b>	391,160.00	345,510.89
6. Interest Received		19.83	1,561.78
<b>TOTAL INCOME</b>		<u>3,586,155.83</u>	<u>2,989,783.67</u>
<b>B. EXPENDITURE</b>			
1. Personal Emoluments			
a. Salaries		2,564,256.91	2,131,435.20
b. Provident Fund	<b>1c</b>	171,905.39	131,779.91
c. Allowances		-	-
Sub-total	<b>6</b>	<u>2,736,162.30</u>	<u>2,263,215.11</u>
2. Other Charges	<b>7</b>	703,756.61	575,964.50
3. Central Items	<b>3</b>	-	-
4. Rent and Rates	<b>4</b>	4,647.30	9,774.90
<b>TOTAL EXPENDITURE</b>		<u>3,444,566.21</u>	<u>2,848,954.51</u>
<b>C. SURPLUS/ (DEFICIT) FOR THE YEAR</b>	<b>8</b>	<u>141,589.62</u>	<u>140,829.16</u>

The Annual Financial Report from pages 3 to 15 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

*Ng Suk Ha*

NG Suk Ha  
Chairperson  
Date: 28 August 2021

*Wong Chun Leung*

WONG Chun Leung  
Treasurer  
Date: 28 August 2021

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**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 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 :

<b><u>Provident Fund Contribution</u></b>	<b>Snapshot Staff</b>	<b>6.8% and Other Posts</b>	<b>Total</b>
	\$	\$	\$
Subvention Received	-	181,308.00	181,308.00
Provident Fund Contribution Paid during the Year	-	(171,905.39)	(171,905.39)
Surplus for the Year	-	9,402.61	9,402.61
<b><u>Add</u></b> : Surplus b/f	-	260,497.63	260,497.63
Additional subvention received for previous year(s)	-	-	-
<b><u>Less</u></b> : Refund to Government Adjustment Letter: 2017/18 Accounts: Letter Ref: SWD SF/SI/4-65/72(328)III	-	(3,637.66)	(3,637.66)
<b>Surplus c/f</b>	-	<b>266,262.58</b>	<b>266,262.58</b>

- 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.

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- 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:

	<b>2020-21</b>	<b>2019-20</b>
<b>a. Income</b>	<b>\$</b>	<b>\$</b>
Dementia Supplement for Elderly with Disabilities		
Infirmity Care Supplement for the Aged Blind Persons		
Dementia Supplement for Residential Elderly Services		
Infirmity 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		
Allowances 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 – Subsidy for Fee Incentive Payment		
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		
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		

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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 Persons with Disabilities		
Pilot Scheme on Multi-disciplinary Outreaching Support Teams for the Elderly (MOSTE)		
Child Care Training for Grandparents		
Special Grant on Manpower Support for Residential and Home-based Care Service Units in respect of the Severe Respiratory Disease associated with a Novel Infectious Agent		
Special Allowance for Staff of Subvented Residential Service Units in respect of COVID-19		
<b>Total</b>	-	-

	2020-21	2019-20
<b>b. Expenditure</b>	\$	\$
Dementia Supplement for Elderly with Disabilities		
Infirmiry Care Supplement for the Aged Blind Persons		
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		
Allowances 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 – Subsidy for Incentive Payment		
NSCCP – Rent and Rates		
Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes		

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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  
Persons with Disabilities

Child Care Training for Grandparents

Special Grant on Manpower Support for Residential and Home-  
based Care Service Units in respect of the Severe  
Respiratory Disease associated with a Novel Infectious  
Agent

Special Allowance for Staff of Subvented Residential Service  
Units in respect of COVID-19

**Total**

_____	_____
-	-
_____	_____

- 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 havenot been included in AFR.

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- 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 havenot 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

<b>Other Income</b>	2020-21 HK\$	2019-20 HK\$
(a) Fees and charges for services incidental to the operation of subvented services	-	310.89
(b) Baseline allocation – The Community Chest	391,160.00	345,200.00
<b>Total</b>	391,160.00	345,510.89

- 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:

<b>Analysis of Personal Emoluments paid under LSG</b>	<b>No of Posts</b>	<b>HK\$</b>
HK\$700,001 - HK\$800,000 p.a.	1	761,986.67
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.	-	-

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**7. Other Charges**

The breakdown on Other Charges is as follows:

<b>Other Charges</b>	2020-21	2019-20
	HK\$	HK\$
(a) Utilities	11,104.58	25,118.44
(b) Food	-	-
(c) Administrative Expenses	50,251.20	49,056.54
(d) Stores and Equipment	23,229.28	19,630.92
(e) Repair and Maintenance	37,613.86	18,854.40
(f) Special Allowances	-	-
(g) Programme Expenses	559,703.05	428,439.88
(h) Transportation and Travelling	4,273.10	7,184.30
(i) Insurance	12,030.94	18,763.62
(j) Miscellaneous	5,550.60	8,916.40
Total	<u>703,756.61</u>	<u>575,964.50</u>

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

	Lump Sum Grant (LSG)	Rent and Rates	Central Items	Total
	\$	\$	\$	\$
<b>Income</b>				
Lump Sum Grant	3,165,874.00	-	-	3,165,874.00
Fee Income	21,594.00	-	-	21,594.00
Other Income	391,160.00	-	-	391,160.00
Interest Received (Note (1))	19.83	-	-	19.83
Rent and Rates	-	7,508.00	-	7,508.00
Central Items	-	-	-	-
<b>Total Income (a)</b>	<b>3,578,647.83</b>	<b>7,508.00</b>	<b>-</b>	<b>3,586,155.83</b>
<b>Expenditure</b>				
Personal Emoluments	2,736,162.30	-	-	2,736,162.30
Other Charges	703,756.61	-	-	703,756.61
Rent and Rates	-	4,647.30	-	4,647.30
Central Items	-	-	-	-
<b>Total Expenditure (b)</b>	<b>3,439,918.91</b>	<b>4,647.30</b>	<b>-</b>	<b>3,444,566.21</b>
<b>Surplus/(Deficit) for the Year (a) - (b)</b>	<b>138,728.92</b>	<b>2,860.70</b>	<b>-</b>	<b>141,589.62</b>
Less : Surplus of Provident Fund	9,402.61	-	-	9,402.61
	129,326.31	2,860.70	-	132,187.01
<b>Surplus/ (Deficit) b/f (Note (2))</b>	<b>610,984.12</b>	<b>(50,248.90)</b>	<b>-</b>	<b>560,735.22</b>
Add: Refund from Government	740,310.43	(47,388.20)	-	692,922.23
	-	-	-	-
Less : Refund to Government	-	-	-	-
Adjust the opening balance 2020-21: letter ref: SWD SF/SI/4-65/72(328) III	(37,598.74)	-	-	(37,598.74)
<b>Surplus/ (Deficit) c/f (Note (4))</b>	<b>702,711.69</b>	<b>(47,388.20)</b>	<b>-</b>	<b>655,323.49</b>

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 for 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.