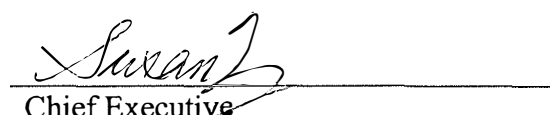


THE KOWLOON WOMEN'S WELFARE CLUB
ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 HK\$	2020 HK\$
INCOME			
Lump sum grant			
a) Lump sum grant (excluding provident fund)	1b	16,060,429.00	15,826,917.00
b) Provident fund	1c	1,357,611.00	1,361,068.00
		17,418,040.00	17,187,985.00
Fee income	2	2,114,801.50	2,188,634.00
Central items	3	1,878,545.00	1,931,514.00
Rent and rates	4	836,215.00	835,615.00
Other income	5	1,948,325.95	1,962,227.51
Interest received		44,886.87	85,823.58
TOTAL INCOME		24,240,814.32	24,191,799.09
EXPENDITURE			
Personal emoluments	6		
a) Salaries		16,764,953.58	14,787,531.91
b) Provident fund	1c	1,319,131.21	1,128,902.32
Sub-total		18,084,084.79	15,916,434.23
Other charges	7	4,009,287.46	4,120,718.85
Central items	3	1,854,410.85	1,752,237.96
Rent and rates	4	1,119,580.00	1,080,600.00
TOTAL EXPENDITURE		25,067,363.10	22,869,991.04
(DEFICIT)/SURPLUS FOR THE YEAR	8	(826,548.78)	1,321,808.05

The Annual Financial Report from pages 3 to 11 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.


 Chairman
 Date: 31 August 2021


 Chief Executive
 Date: 31 August 2021

THE KOWLOON WOMEN'S WELFARE CLUB

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 recognized upon receipt of cash and expenditure is recognized 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 lump sum grant (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 recognized 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
	HK\$	HK\$	HK\$
Subvention received	521,226.00	842,618.00	1,363,844.00
Provident fund contribution paid during the year	(527,183.00)	(791,948.21)	(1,319,131.21)
(Deficit)/ surplus for the year	(5,957.00)	50,669.79	44,712.79
Add: Surplus b/f	34,364.00	1,187,279.78	1,221,643.78
Less: Refund to Government	(6,233.00)	-	(6,233.00)
Surplus c/f	22,174.00	1,237,949.57	1,260,123.57

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 Lump Sum Grant Manual.

THE KOWLOON WOMEN'S WELFARE CLUB

NOTES ON THE ANNUAL FINANCIAL REPORT

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:

	2021	2020
	HK\$	HK\$
a) Income		
Dementia supplement for residential elderly services	1,656,161.00	1,573,453.00
Time-defined Subsidy scheme for Occasional Child Care Service	5,300.00	5,300.00
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	-	135,677.00
Special Allowance for Staff of Subvented Residential Service Units in respect of COVID-19	217,084.00	217,084.00
Total	1,878,545.00	1,931,514.00
b) Expenditure		
Dementia supplement for residential elderly services	1,656,161.00	1,573,453.00
Time-defined Subsidy scheme for Occasional Child Care Service	-	-
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	198,249.85	178,784.96
Total	1,854,410.85	1,752,237.96

4. RENT AND RATES

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

THE KOWLOON WOMEN'S WELFARE CLUB

NOTES ON THE ANNUAL FINANCIAL REPORT

5. OTHER INCOME

This includes programme income and all income other than recognized 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:

	2021 HK\$	2020 HK\$
a) Fee and charges for services incidental to the operation of subvented services	-	-
b) Others	1,948,325.95	1,962,227.51
Total	<u>1,948,325.95</u>	<u>1,962,227.51</u>

6. PERSONAL EMOLUMENTS

Personal emoluments include salary, provident fund, 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	No. of posts	HK\$
HK\$700,001 – HK\$800,000 p.a.	2	1,527,569.00
HK\$800,001 – HK\$900,000 p.a.	1	808,759.00
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:

a) Utilities	485,379.00	543,466.90
b) Food	1,256,399.04	1,154,393.66
c) Administrative expenses	85,259.43	97,142.07
d) Stores and equipment	128,205.80	132,180.20
e) Repair and maintenance	26,230.80	17,296.80
f) Programme expenses	46,469.30	60,710.40
g) Transportation and traveling	12,111.46	15,314.21
h) Insurance	269,017.23	243,118.31
i) Miscellaneous	147,252.60	225,218.80
j) Medical expenses	1,552,962.80	1,631,877.50
Total	<u>4,009,287.46</u>	<u>4,120,718.85</u>

THE KOWLOON WOMEN'S WELFARE CLUB

NOTES ON THE ANNUAL FINANCIAL REPORT

8. ANALYSIS OF LUMP SUM GRANT RESERVE AND BALANCES OF OTHER SWD SUBVENTIONS

	Lump sum Grant (LSG)	Rent and Rates	Central items	Total
	\$	\$	\$	\$
INCOME				
Lump sum grant	17,418,040.00	-	-	17,418,040.00
Fee Income	2,114,801.50	-	-	2,114,801.50
Other income	1,948,325.95	-	-	1,948,325.95
Interest received (Note (1))	44,886.87	-	-	44,886.87
Rent and rates	-	836,215.00	-	836,215.00
Central item	-	-	1,878,545.00	1,878,545.00
Total income	21,526,054.32	836,215.00	1,878,545.00	24,240,814.32
EXPENDITURE				
Personal emoluments	18,084,084.79	-	-	18,084,084.79
Other charges	4,009,287.46	-	-	4,009,287.46
Rental and rates	-	1,119,580.00	-	1,119,580.00
Central item	-	-	1,854,410.85	1,854,410.85
Total expenditure	22,093,372.25	1,119,580.00	1,854,410.85	25,067,363.10
Surplus/(deficit) for the year	(567,317.93)	(283,365.00)	24,134.15	(826,548.78)
Less: Surplus of provident fund	(38,479.79)	-	-	(38,479.79)
Surplus/(deficit) b/f (Note (2))	(605,797.72)	(283,365.00)	24,134.15	(865,028.57)
	6,808,310.84	(243,959.00)	179,276.04	6,743,627.88
	6,202,513.12	(527,324.00)	203,410.19	5,878,599.31
Add: Received from Government	-	242,650.00	-	242,650.00
Less: Refund to Government	-	(1,026.00)	(179,276.04)	(180,302.04)
Surplus/(deficit) c/f (Note (4))	6,202,513.12	(285,700.00)	24,134.15	5,940,947.27

Note:

- (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 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.