


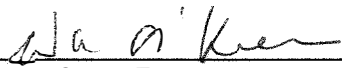
**ANNUAL FINANCIAL REPORT
LUTHERAN PHILIP HOUSE LIMITED
1 APRIL 2020 to 31 MARCH 2021**

	Note	Total 2020-21 HK\$	Total 2019-20 HK\$
A. INCOME			
1. Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	1b	6,286,601.00	6,124,685.00
b. Provident Fund	1c	407,240.00	398,978.00
2. Fee Income	2	7,908.00	106,170.50
3. Central Items	3	64,166.00	58,866.00
4. Rent and Rates	4	-	-
5. Other Income	5	-	1,529.43
6. Interest Received		43.54	4,671.81
TOTAL INCOME		<u>6,765,958.54</u>	<u>6,694,900.74</u>
B. EXPENDITURE			
1. Personal Emoluments			
a. Salaries		5,292,629.60	5,189,955.00
b. Provident Fund	1c	221,947.40	225,501.80
c. Allowances		121,409.10	139,847.80
Sub-total	6	<u>5,635,986.10</u>	<u>5,555,304.60</u>
2. Other Charges	7	1,030,053.76	766,122.38
3. Central Items	3	-	-
4. Rent and Rates	4	-	-
TOTAL EXPENDITURE		<u>6,666,039.86</u>	<u>6,321,426.98</u>
C. SURPLUS FOR THE YEAR	8	<u>99,918.68</u>	<u>373,473.76</u>

The Annual Financial Report from pages 2 to 9 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.



HO SHUK HA
Board Chairperson
Date: 24 October, 2021



WU OI KUEN
School Supervisor
Date: 24 October, 2021

LUTHERAN PHILIP HOUSE LIMITED
NOTES TO THE ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED 31 MARCH 2021

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 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 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 HK\$	6.8% & Other Posts HK\$	Total HK\$
Subvention Received	-	407,240.00	407,240.00
Provident Fund Contribution Paid during the Year	-	(221,947.40)	(221,947.40)
Surplus for the Year	-	185,292.60	185,292.60
<u>Add:</u> Surplus/(deficit) b/f Additional subvention received for previous year (s)	-	1,708,287.97	1,708,287.97
<u>Less:</u> Refund to Government	-	-	-
Surplus c/f	-	1,893,580.57	1,893,580.57

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 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 LSG Manual (October 2016)). The income and expenditure of each of the Central Items are as follows:

LUTHERAN PHILIP HOUSE LIMITED
NOTES TO THE ANNUAL FINANCIAL REPORT
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3. Central Items (Cont'd)

	<u>2020-21</u>	<u>2019-20</u>
a. Income	<u>HK\$</u>	<u>HK\$</u>
Dementia Supplement for Residential Elderly Services	-	-
Infirmiry Care Supplement for Residential Elderly Services	-	-
After School Care Program	-	-
Permanent and/or Time-defined Programme Assistants/Care Assistants for Elderly Services and Rehabilitation Medical and Social Services	-	-
Time-defined Subsidy Scheme for Extended Hours Child Care Services	21,766.00	21,766.00
Time-defined Subsidy Scheme for Occasional Child Care Services	42,400.00	37,100.00
Training Subsidy Scheme for Standalone Child Care Centre (CCC), KG-cum-CCC and Residential CCC	-	-
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	-	-
Total	<u><u>64,166.00</u></u>	<u><u>58,866.00</u></u>
b. Expenditure		
Dementia Supplement for Residential Elderly Services	-	-
Infirmiry Care Supplement for Residential Elderly Services	-	-
After School Care Program	-	-
Permanent and/or Time-defined Programme Assistants/Care Assistants for Elderly Services and Rehabilitation Medical and Social Services	-	-
Time-defined Subsidy Scheme for Extended Hours Child Care Services	-	-
Time-defined Subsidy Scheme for Occasional Child Care Services	-	-
Training Subsidy Scheme for Standalone Child Care Centre (CCC), KG-cum-CCC and Residential CCC	-	-
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	-	-
Total	<u><u>-</u></u>	<u><u>-</u></u>

LUTHERAN PHILIP HOUSE LIMITED
NOTES TO THE ANNUAL FINANCIAL REPORT
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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 be 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:

Other Income	2020-21 HK\$	2019-20 HK\$
(a) Fees and charges for services incidental to the operation of subvented services	-	-
(b) Others	-	1,529.43
Total	<u>-</u>	<u>1,529.43</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 paid under LSG	<u>No. of Posts</u>	<u>HK\$</u>
HK\$700,001 - HK\$800,000 p.a.	Nil	Nil
HK\$800,001 - HK\$900,000 p.a.	Nil	Nil
HK\$900,001 - HK\$1,000,000 p.a.	Nil	Nil
HK\$1,000,001 - HK\$1,100,000 p.a.	Nil	Nil
HK\$1,100,001 - HK\$1,200,000 p.a.	Nil	Nil
>HK\$1,200,000 p.a.	Nil	Nil

LUTHERAN PHILIP HOUSE LIMITED
NOTES TO THE ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED 31 MARCH 2021

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

<u>Other Charges</u>	<u>2020-21</u> <u>HK\$</u>	<u>2019-20</u> <u>HK\$</u>
(a) Utilities	6,212.00	4,923.00
(b) Food	1,686.80	12,216.81
(c) Administrative Expenses	169,284.10	100,334.40
(d) Stores and Equipment	324,779.16	160,613.39
(e) Repair and Maintenance	4,200.00	4,314.00
(f) Special Allowance	-	-
(g) Programme Expenses	45,240.00	40,090.00
(h) Transportation and Travelling	7,779.40	62,948.48
(i) Insurance	9,208.30	8,490.35
(j) Staff Development	196,579.00	164,310.00
(k) Miscellaneous	<u>265,085.00</u> #	<u>207,881.95</u> *
Total	<u><u>1,030,053.76</u></u>	<u><u>766,122.38</u></u>
(k) Miscellaneous include:		
- Toys and Teaching Aids	256,291.10	202,681.95
- Transfer from SWDF - Phase 3 (2018/19) expenses	1,280.00	-
- Sundry expenses	<u>7,513.90</u>	<u>5,200.00</u>
	<u><u>265,085.00</u></u> #	<u><u>207,881.95</u></u> *

LUTHERAN PHILIP HOUSE LIMITED
NOTES TO THE ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED 31 MARCH 2021

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

	Analysis of Reserve Fund			
	Lump Sum Grant LSG	Rent and Rates	Central Items	Total
	HK\$	HK\$	HK\$	HK\$
Income				
Lump Sum Grant	6,693,841.00	-	-	6,693,841.00
Fee Income	7,908.00	-	-	7,908.00
Other Income	-	-	-	-
Interest Received (Note (1))	43.54	-	-	43.54
Rent and Rates	-	-	-	-
Central Items	-	-	64,166.00	64,166.00
Total Income (a)	6,701,792.54	-	64,166.00	6,765,958.54
Expenditure				
Personal Emoluments	5,635,986.10	-	-	5,635,986.10
Other Charges	1,030,053.76	-	-	1,030,053.76
Rent and Rates	-	-	-	-
Central Items	-	-	-	-
Total Expenditure (b)	6,666,039.86	-	-	6,666,039.86
Surplus for the Year (a) - (b)	35,752.68	-	64,166.00	99,918.68
Less: Surplus of Provident Fund	185,292.60	-	-	185,292.60
	(149,539.92)	-	64,166.00	(85,373.92)
Surplus/(Deficit) b/f (Note (2))	3,044,031.90	-	62,416.00	3,106,447.90
	2,894,491.98	-	126,582.00	3,021,073.98
Less: Refund to Government		-	58,866.00	58,866.00
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplementary (Note(3))	-	-	-	-
Surplus/(Deficit) c/f (Note (4))	2,894,491.98	-	67,716.00	2,962,207.98

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 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. HK\$2,894,491.98), 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.