

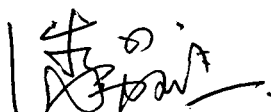
ANNUAL FINANCIAL REPORT

NGO: NEW LIFE CHURCH OF CHRIST HONG KONG LIMITED (520)

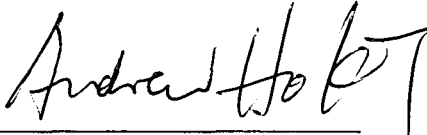
1 APRIL 2017 to 31 MARCH 2018

	Notes	2017-18 \$	2016-17 \$
A. INCOME			
1. Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	1b	6,426,570	6,243,704
b. Provident Fund	1c	480,499	462,098
2. Special One-off Grant		-	-
3. Fee Income	2	31,709	29,964
4. Central Items	3	-	-
5. Rent and Rates	4	255,337	373,147
6. Other Income	5	243,844	234,572
7. Interest Received		781	510
TOTAL INCOME		7,438,740	7,343,995
B. EXPENDITURE			
1. Personal Emoluments			
a. Salaries		4,716,953	4,101,094
b. Provident Fund	1c	390,013	343,682
c. Allowances		-	-
Sub-total	6	5,106,966	4,444,776
2. Other Charges	7	965,332	759,892
3. Central Items	3	-	-
4. Rent and Rates	4	261,640	261,640
5. Special One-off Grant Payments	7a	-	-
TOTAL EXPENDITURE		6,333,938	5,466,308
C. SURPLUS FOR THE YEAR	8	1,104,802	1,877,687

The Annual Financial Report from pages 4 to 8 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual. Approved by the Board of Directors on



 Chairman
 DATE: 21 SEP 2018



 Chief Executive
 DATE: 21 SEP 2018

NEW LIFE CHURCH OF CHRIST HONG KONG LIMITED (520)

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. Please note that the PF received and contributed for staff under the Central Items have been shown under 3. Details are analysed below:

	Snapshot Staff \$	6.8% and Other Posts \$	Total \$
<u>Provident Fund Contribution</u>			
Subvention Received	125,329	355,170	480,499
Provident Fund Contribution Paid during the Year	(125,329)	(264,684)	(390,013)
Surplus/(Deficit) for the Year	-	90,486	90,486
<u>Add:</u> Surplus b/f	(4,683)	485,997	481,314
<u>Less:</u> Refund to Government	-	-	-
Surplus c/f	<u>(4,683)</u>	<u>576,483</u>	<u>571,800</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.

NEW LIFE CHURCH OF CHRIST HONG KONG LIMITED (520)

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 LSG Manual (October 2016)).

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

a. Income

	2017-18	2016-17
	\$	\$
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	-	-
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 – 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	-	-
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	-	-
Total	-	-

NEW LIFE CHURCH OF CHRIST HONG KONG LIMITED (520)

NOTES ON THE ANNUAL FINANCIAL REPORT

3. Central Items (cont'd)

b. Expenditure

	2017-18	2016-17
	\$	\$
Dementia Supplement for Elderly with Disabilities	-	-
Infirmary Care Supplement for the Aged Blind Persons	-	-
Dementia Supplement for Residential Elderly Services	-	-
Infirmary 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	-	-
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 – 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		
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	-	-
Total	<u><u>-</u></u>	<u><u>-</u></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.

NEW LIFE CHURCH OF CHRIST HONG KONG LIMITED (520)

NOTES ON THE ANNUAL FINANCIAL REPORT

- 5. Other Income** The breakdown on Other Income (paragraph 2.29 of LSG manual (October 2016) is as follows:

	2017-18	2016-17
	\$	\$
Other Income		
(a) Fees and charges for services incidental to the operation of subvented services	243,844	234,572
(b) Others	-	-
Total	<u>243,844</u>	<u>234,572</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	\$
HK\$700,001 - HK\$800,000 p.a.	-	-
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:

	2017-18	2016-17
	\$	\$
Other Charges		
(a) Utilities	52,431	48,343
(b) Food	-	-
(c) Administrative Expenses	95,427	100,887
(d) Stores and Equipment	83,181	-
(e) Repair and Maintenance	41,207	128,934
(f) Special Allowances	-	-
(g) Programme Expenses	576,164	409,138
(h) Transportation and Travelling	22,139	17,992
(i) Insurance	40,171	34,310
(j) Miscellaneous	54,612	20,288
Total	<u>965,332</u>	<u>759,892</u>

7a. Special One-off Grant Payments

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

	2017-18	2016-17
	\$	\$
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>

NEW LIFE CHURCH OF CHRIST HONG KONG LIMITED (520)

NOTES ON THE ANNUAL FINANCIAL REPORT

8. Analysis of Reserve Fund

	Analysis of Reserve Fund				
	Lump Sum Grant (LSG)	Special One-off Grant (SOG)	Rent and Rates	Central Items	Total
	\$	\$	\$	\$	\$
Income					
Lump Sum Grant	6,907,069	-	-	-	6,907,069
Special One-off Grant	-	-	-	-	-
Fee Income	31,709	-	-	-	31,709
Other Income	243,844	-	-	-	243,844
Interest Received (Note (1))	781	-	-	-	781
Rent and Rates	-	-	255,337	-	255,337
Central Items	-	-	-	-	-
Total Income (a)	7,183,403	-	255,337	-	7,438,740
Expenditure					
Personal Emoluments	5,106,966	-	-	-	5,106,966
Other Charges	965,332	-	-	-	965,332
Rent and Rates	-	-	261,640	-	261,640
Central Items	-	-	-	-	-
Special One-off Grant Payments	-	-	-	-	-
Total Expenditure (b)	6,072,298	-	261,640	-	6,333,938
Surplus for the Year (a) - (b)	1,111,105	-	(6,303)	-	1,104,802
Less: Surplus/(Deficit) of Provident Fund	(90,486)	-	-	-	(90,486)
	1,020,619	-	(6,303)	-	1,014,316
Surplus/(Deficit) b/f (Note (2))	3,443,235	-	(33,248)	-	3,409,987
Less : Refund to Government	4,463,854	-	(39,551)	-	4,424,303
Transfer from LSG Reserve to cover the salary adjustment for Programme Assistants, Care Assistants, Dementia Supplement and Infirmery Care Supplementary (Note (3))	(803,066)	-	-	-	(803,066)
	-	-	-	-	-
Surplus/(Deficit) c/f (Note (4))	3,660,788	-	(39,551)	-	3,621,237

Notes:

- (1) All the interest received on LSG and PF reserves, rent and rates, central items, Special One-off Grant is included as one item under LSG; and the item is considered as part of LSG reserve.
- (2) Accumulated balance of Lump Sum Grant Surplus b/f from previous years and all interest received in previous years are included in the surplus b/f under LSG.
- (3) Amount of LSG Reserve used to cover the salary adjustment for Programme Assistants, Care Assistants, Dementia Supplement and Infirmery Care Supplement, if any, as per Schedule of Central Items.
- (4) The level of LSG cumulative reserve (i.e. S) will be capped at 25% of the NGO's operating expenditure (excluding PF expenditure) for the year.