


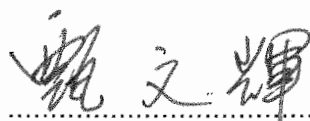
**ANNUAL FINANCIAL REPORT**  
**NGO: 216 Five Districts Business Welfare Association**  
**For the year ended 31 March 2024**

	Notes	<u>2024</u> \$	<u>2023</u> \$
<u>Income</u>			
Lump Sum Grant			
- Lump Sum Grant ( excluding Provident Fund)	1b	1,833,226.00	1,642,117.00
- Provident Fund	1c	95,324.00	89,716.00
Special One-off Grant		-	-
Fee Income	2	108,516.00	104,599.50
Central Items	3	(17,965.50)	29,031.50
Rent and Rates	4	-	-
Other income	5	-	-
		<u>2,019,100.50</u>	<u>1,865,464.00</u>
<u>Expenditure</u>			
Personal Emoluments			
- Salaries		1,377,964.49	1,329,265.00
- Provident Fund	1c	69,286.48	69,325.00
- Allowances	6	-	-
		<u>1,447,250.97</u>	<u>1,398,590.00</u>
Other Charges	7	299,924.98	38,385.40
Central Items	3	-	-
Rent and Rates	4	-	-
Special One-off Grant Payments	7a	-	-
		<u>1,747,175.95</u>	<u>1,436,975.40</u>
Surplus for the year		<u>271,924.55</u>	<u>428,488.60</u>

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.

  
 CHU Sek Lam  
 Chairman

26 September 2024

  
 YAN Man Fai  
 NGO Head / Head of Social Welfare Service

26 September 2024

## NOTES TO THE ANNUAL FINANCIAL STATEMENTS

### 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 3. Details are analysed below:

	Snapshot Staff	6.8% and Other Posts	Total
	\$	\$	\$
Subvention Received	-	95,324.00	95,324.00
Provident Fund Contribution Paid during the Year	-	(69,286.48)	(69,286.48)
Surplus for the Year	-	26,037.52	26,037.52
Add: Surplus b/f	-	77,729.87	77,729.87
Additional subvention received for previous year(s)	-	-	-
Less: Refund to Government	-	-	-
Surplus c/f	-	103,767.39	103,767.39

2. Fee Income

This represents social welfare 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 services 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>2024</u> \$	<u>2023</u> \$
(a) <u>Income</u>		
Time-defined Subsidy Scheme for Extended Hours Service Users (unit T216)	(67,299.50)	(2,010.50)
Time-defined Subsidy Scheme for Occasional Child Care Service (unit 6346)	49,334.00	31,042.00
Total income	(17,965.50)	29,031.50

4. Rent and Rates

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

## NOTES TO THE ANNUAL FINANCIAL STATEMENTS

### 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 (paragraph 2.29 of LSG Manual (October 2016)) is as follows:

	<u>2024</u>	<u>2023</u>
	\$	\$
<u>Other Income</u>		
Fees and charges for services incidental to the operation of subvented services	-	-
Others	-	-
	-	-
	-	-

### 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 charge is as follows:

	<u>2024</u>	<u>2023</u>
	\$	\$
<u>Other Charges</u>		
(a) Utilities	-	-
(b) Food	75,678.78	149.50
(c) Administrative Expenses	44,448.09	-
(d) Stores and Equipment	-	-
(e) Repair and Maintenance	-	-
(f) Special allowances		
(g) Programme Expenses	166,512.81	26,604.00
(h) Transportation and Travelling	-	-
(i) Insurance	-	-
(j) Miscellaneous	13,285.30	11,631.90
	299,924.98	38,385.40

## **NOTES TO THE ANNUAL FINANCIAL STATEMENTS**

### Analysis of Lump Sum Grant Reserve and balances of other SWD subventions

	Lump Sum Grant (LSG) \$	Special One-off Grant (SOG) \$	Rent and Rates \$	Central Items \$	Total \$
<b><u>Income</u></b>					
Lump Sum Grant	1,928,550.00	-	-	-	1,928,550.00
Special One-off Grant	-	-	-	-	-
Fee Income	108,516.00	-	-	-	108,516.00
Other Income	-	-	-	-	-
Interest received (Note 1)	-	-	-	-	-
Rent and Rates	-	-	-	-	-
Central Items	-	-	-	(17,965.50)	(17,965.50)
<b>Total income</b>	<b>2,037,066.00</b>	<b>-</b>	<b>-</b>	<b>(17,965.50)</b>	<b>2,019,100.50</b>
<b><u>Expenditure</u></b>					
Personal Emoluments	1,447,250.97	-	-	-	1,447,250.97
Other Charges	299,924.98	-	-	-	299,924.98
Rent and Rates	-	-	-	-	-
Central Items	-	-	-	-	-
Special One-off Grant Payment	-	-	-	-	-
<b>Total expenditure</b>	<b>1,747,175.95</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,747,175.95</b>
<b>Surplus/ (Deficit) for the Year</b>	<b>289,890.05</b>	<b>-</b>	<b>-</b>	<b>(17,965.50)</b>	<b>271,924.55</b>
<b>Less: Surplus of Provident Fund</b>	<b>26,037.52</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>26,037.52</b>
	<b>263,852.53</b>	<b>-</b>	<b>-</b>	<b>(17,965.50)</b>	<b>245,887.03</b>
<b>Surplus b/f (Note 2)</b>	<b>197,607.55</b>	<b>-</b>	<b>-</b>	<b>604,167.20</b>	<b>801,774.75</b>
	<b>461,460.08</b>	<b>-</b>	<b>-</b>	<b>586,201.70</b>	<b>1,047,661.78</b>
<b>Less: Refund to Government</b>	<b>(31,042.00)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(31,042.00)</b>
Adjustment of opening balance	-	-	-	-	-
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmity Care Supplementary (Note 3)	-	-	-	-	-
<b>Surplus c/f (Note 4)</b>	<b>430,418.08</b>	<b>-</b>	<b>-</b>	<b>586,201.70</b>	<b>1,016,619.78</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 Lump Sum Grant 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 Infirmity 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.