

THE HONG KONG BODHI SIKSA SOCIETY, LIMITED
- CARE AND ATTENTION HOME FOR THE AGED

香港菩提學會主辦 – 佛教菩提護理安老院

ANNUAL FINANCIAL REPORT

APRIL 1, 2023 TO MARCH 31, 2024

	<u>Notes</u>	<u>2024</u> <u>HK\$</u>	<u>2023</u> <u>HK\$</u>
A INCOME			
1 Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	1b	24,614,022.00	23,264,260.00
b. Provident Fund	1c	1,588,500.00	1,526,234.00
2 Fee Income	2	3,560,710.00	3,287,760.00
3 Central Items	3	2,089,769.00	4,810,381.00
4 Rent and Rates	4	263,271.00	263,271.00
5 Other Income	5	543,461.67	571,296.71
6 Interest Received		274,211.03	85,274.39
TOTAL INCOME		<u>32,933,944.70</u>	<u>33,808,477.10</u>
B EXPENDITURE			
1 Personal Emoluments			
a. Salaries		23,386,992.56	21,421,639.20
b. Provident Fund	1c	1,023,389.10	905,187.63
c. Allowances		410,215.56	542,712.33
Sub-total i	6	<u>24,820,597.22</u>	<u>22,869,539.16</u>
2 Other Charges	7	4,996,982.80	4,867,786.16
3 Central Items	3	2,092,039.00	4,700,823.00
4 Rent and Rates	4	230,320.00	218,320.00
TOTAL EXPENDITURE		<u>32,139,939.02</u>	<u>32,656,468.32</u>
C SURPLUS FOR THE YEAR	8	<u>794,005.68</u>	<u>1,152,008.78</u>

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.



HO KA MING
Head of Social Welfare Services

Date: 13 NOV 2024



SHI KUAN YUN
Chairman

Date: 13 NOV 2024

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NOTES ON THE ANNUAL FINANCIAL REPORT

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 April 1, 2000. 6.8% and other posts represent those staff that are employed after April 1, 2000. The Provident Fund received and contributed for staff under the Central Items have been shown under **Note 3**. Details are analysed below :

	<u>Snapshot Staff HK\$</u>	<u>6.8% and Other Posts HK\$</u>	<u>Total HK\$</u>
<u>Provident Fund Contribution</u>			
Subvention Received	94,976.00	1,493,524.00	1,588,500.00
Provident Fund Contribution Paid during the Year	(80,381.51)	(943,007.59)	(1,023,389.10)
Surplus for the Year	<u>14,594.49</u>	<u>550,516.41</u>	<u>565,110.90</u>
<u>Add: Surplus b/f</u>	(123.46)	6,872,694.03	6,872,570.57
<u>Surplus c/f</u>	<u><u>14,471.03</u></u>	<u><u>7,423,210.44</u></u>	<u><u>7,437,681.47</u></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.
- 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:

	<u>2023-24</u> <u>HK\$</u>	<u>2022-23</u> <u>HK\$</u>
a. Income		
Dementia Supplement for Elderly with Disabilities	-	-
Infirmity Care Supplement for the Aged Blind Person	-	-
Dementia Supplement for Residential Elderly Services	1,413,639.00	1,438,293.00
Infirmity Care Supplement for Residential Elderly Services	676,130.00	1,319,220.00
Foster Care Allowance/Emergency Foster Care Allowance	-	-
After School Care Programme – Fee Waiving Subsidy Scheme	-	-
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	-	-
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	-	-
Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services	-	-
Financial Incentive Scheme for Mentors of Employees with Disabilities	-	-
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	-	-
Special Allowance for staff of Subvented Residential Service Units in respect of COVID-19	-	4,528,868.00
Subsidy for Enhanced Support for Ethnic Minority Children in Special Care Centre	-	-
Subsidy for Enhanced Support for Ethnic Minority Children in Early Education and Training Centres	-	-
Time-defined Allocation of Ethnic Minority District Ambassador Posts – salary and provident fund	-	-
Time-defined Allocation of Ethnic Minority District Ambassador Posts – other charges	-	-
Short-term Food Assistance Service Teams – Food Cost	-	-
Siu Lam Integrated Rehabilitation Services Complex – Management & Maintenance Cost for Common Area	-	-
After School Care Programme for Pre-primary Children [ASCP(PC)] Contract Subsidy	-	-
ASCP(PC) Fee Subsidy	-	-
ASCP(PC) Rent and Rates	-	-
Time-defined Service Contract of Social Work Service for Pre-primary Institutions	-	-
- Allocation	-	-
- Rent and Rates	-	-
Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)	-	-
Travelling Subsidy of the designated Hotline for Carer Support (Carer Hotline)	-	-
Pilot Scheme on Training to Foreign Domestic Helpers in Care for Persons with Disabilities	-	-
Special Grant for Providing Temporary Accommodation for Services Users of SAHK LOHAS Garden at Cheung Muk Tau Holiday Centre for the Elderly	-	-
Special Grant for Temporary Relocation of Service Users of SAHK LOHAS Garden to Cheung Muk Tau Holiday Centre	-	-
One-off Allocation for Providing Assistance to Persons with Disabilities under the Government Public Transport Fare Concession Scheme for the Elderly and Eligible Persons with Disabilities	-	-
Temporary Financial Aid under Care and Support Networking Team	-	-
Emergency Fund for NGOs operating Integrated Services Team for Street Sleepers	-	-
Time-defined Subsidy Scheme for Extended Hours Service Users	-	-
Short-term Rental Assistance for Discharged Prisoners	-	-
Cash Subsidy for Integrated Support Services for Persons with Severe Physical Disabilities	-	-
Time-defined Subsidy Scheme for Occasional Child Care Service	-	-
One-off subsidy for Strengthened Provision of Visiting Medical Officer Service for Residential Care Homes for the Elderly and Visiting Medical Practitioner Scheme for Residential Care Homes for Disabilities	-	195,000.00
Refund to Government	-	(2,671,000.00)
Total	<u>2,089,769.00</u>	<u>4,810,381.00</u>

	<u>2023-24</u> <u>HK\$</u>	<u>2022-23</u> <u>HK\$</u>
b. Expenditure		
Dementia Supplement for Elderly with Disabilities	-	-
Infirmity Care Supplement for the Aged Blind Persons	-	-
Dementia Supplement for Residential Elderly Services	1,413,639.00	1,438,293.00
Infirmity Care Supplement for Residential Elderly Services	676,130.00	1,319,220.00
Foster Care Allowance/Emergency Foster Care Allowance	-	-
After School Care Programme – Fee Waiving Subsidy Scheme	-	-
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	-	-
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	-	-
Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services	-	-
Financial Incentive Scheme for Mentors of Employees with Disabilities	-	-
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	-	-
Special Allowance for staff of Subvented Residential Service Units in respect of COVID-19	2,270.00	1,943,310.00
Subsidy for Enhanced Support for Ethnic Minority Children in Special Care Centre	-	-
Subsidy for Enhanced Support for Ethnic Minority Children in Early Education and Training Centres	-	-
Time-defined Allocation of Ethnic Minority District Ambassador Posts – salary and provident fund	-	-
Time-defined Allocation of Ethnic Minority District Ambassador Posts – other charges	-	-
Short-term Food Assistance Service Teams – Food Cost	-	-
Siu Lam Integrated Rehabilitation Services Complex – Management & Maintenance Cost for Common Area	-	-
After School Care Programme for Pre-primary Children [ASCP(PC)] Contract Subsidy	-	-
ASCP(PC) Fee Subsidy	-	-
ASCP(PC) Rent and Rates	-	-
Time-defined Service Contract of Social Work Service for Pre-primary Institutions	-	-
- Allocation	-	-
- Rent and Rates	-	-
Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)	-	-
Travelling Subsidy of the designated Hotline for Carer Support (Carer Hotline)	-	-
Pilot Scheme on Training to Foreign Domestic Helpers in Care for Persons with Disabilities	-	-
Special Grant for Providing Temporary Accommodation for Services Users of SAHK LOHAS Garden at Cheung Muk Tau Holiday Centre for the Elderly	-	-
Special Grant for Temporary Relocation of Service Users of SAHK LOHAS Garden to Cheung Muk Tau Holiday Centre	-	-
One-off Allocation for Providing Assistance to Persons with Disabilities under the Government Public Transport Fare Concession Scheme for the Elderly and Eligible Persons with Disabilities	-	-
Temporary Financial Aid under Care and Support Networking Team – other charges	-	-
Emergency Fund for NGOs operating Integrated Services Team for Street Sleepers	-	-
Time-defined Subsidy Scheme for Extended Hours Service Users	-	-
Short-term Rental Assistance for Discharged Prisoners	-	-
Cash Subsidy for Integrated Support Services for Persons with Severe Physical Disabilities	-	-
Time-defined Subsidy Scheme for Occasional Child Care Service	-	-
Total	<u>2,092,039.00</u>	<u>4,700,823.00</u>

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.

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:

	<u>2023-24</u>	<u>2022-23</u>
	<u>HK\$</u>	<u>HK\$</u>
Other Income		
(a) Fees and charges for services incidental to the operation of subvented services	3,816.38	100.00
(b) Others	125,900.00	138,870.00
(c) Activity income	8,640.00	450.00
(d) Long service payment income	405,105.29	431,876.71
Total	<u>543,461.67</u>	<u>571,296.71</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:

<u>Analysis of Personal Emoluments paid under LSG</u>	<u>No. of Posts</u>	<u>HK\$</u>
HK\$700,001-HK\$800,000 p.a.	1	738,738.00
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.	NIL	NIL
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:

	<u>2023-24</u>	<u>2022-23</u>
	<u>HK\$</u>	<u>HK\$</u>
Other Charges		
(a) Utilities	1,166,549.59	962,141.40
(b) Food	1,898,216.21	1,764,609.85
(c) Administrative Expenses	129,191.00	140,932.00
(d) Stores and Equipment	242,876.59	452,523.46
(e) Repairs and Maintenance	524,511.00	515,359.00
(f) Programme Expenses	109,292.00	89,337.30
(g) Transportation and Travelling	104,582.05	97,664.45
(h) Insurance	265,636.33	259,990.15
(i) Medical	424,239.10	465,808.60
(j) Miscellaneous	131,888.32	119,419.95
Total	<u>4,996,982.80</u>	<u>4,867,786.16</u>

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

Analysis of Reserve Fund						
	Lump Sum Grant (LSG)	Holding Account (HA)	Adjustment for Utilised allocation under ASCP/Enhanced ASCP(PC)-FWSS	Rent and Rates	Central Items (CI)	Total
	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
Income						
Lump Sum Grant	26,202,522.00	-	-	-	-	26,202,522.00
Fee Income	3,560,710.00	-	-	-	-	3,560,710.00
Other Income	543,461.67	-	-	-	-	543,461.67
Interest Received (Note (1))	274,211.03	-	-	-	-	274,211.03
Rent and Rates	-	-	-	263,271.00	-	263,271.00
Central Items	-	-	-	-	2,089,769.00	2,089,769.00
Total Income (a)	30,580,904.70	-	-	263,271.00	2,089,769.00	32,933,944.70
Expenditure						
Personal Emoluments	24,820,597.22	-	-	-	-	24,820,597.22
Other Charges	4,996,982.80	-	-	-	-	4,996,982.80
Rent and Rates	-	-	-	230,320.00	-	230,320.00
Central Items	-	-	-	-	2,092,039.00	2,092,039.00
Total Expenditure (b)	29,817,580.02	-	-	230,320.00	2,092,039.00	32,139,939.02
Surplus/(Deficit) for the Year (a)-(b)	763,324.68	-	-	32,951.00	(2,270.00)	794,005.68
<u>Less: Surplus/(Deficit) of Provident Fund</u>	(565,110.90)	-	-	-	-	(565,110.90)
	198,213.78	-	-	32,951.00	(2,270.00)	228,894.78

	Lump Sum Grant (LSG)	Holding Account (HA)	Adjustment for Utilised allocation under ASCP/ Enhanced ASCP/ ASCP/CPC FWSS	Rent and Rates	Central Items (CI)	Total
	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
Surplus b/f (Note (2))	4,411,724.51	5,669,778.86	-	44,951.00	2,758.00	10,129,212.37
Add: Refund from Government	4,609,938.29	5,669,778.86	-	77,902.00	488.00	10,358,107.15
	-	-	-	-	-	-
Less: Refund to Government	-	-	-	(44,951.00)	(488.00)	(45,439.00)
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplementary (Note (3))	-	-	-	-	-	-
Adjustment for utilised allocation under Enhanced ASCP – FWSS (over-estimated) / under-estimated in previous year(s)	-	-	-	-	-	-
	-	-	-	-	-	-
Surplus/(Deficit) c/f (Note (4))	4,609,938.29	5,669,778.86	-	32,951.00	-	10,312,668.15

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 of 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.