

ANNUAL FINANCIAL REPORT

NGO: LAM TIN ESTATE KAI FONG WELFARE ASSOCIATION LIMITED

NEIGHBOURHOOD ELDERLY CENTRE, AFTER SCHOOL CARE SERVICES & ASCPPC SERVICES

(1 April 2024 to 31 March 2025)

	Notes	2024-25 \$	2023-24 \$
A. INCOME			
1. Lump Sum Grant		7,909,205	7,146,676
a. Lump Sum Grant (excluding Provident Fund)	1b	7,312,827	6,600,787
b. Provident Fund	1c	596,378	545,889
c. Enhance Elderly Services	1b	-	247,389
d. Enhance Elderly Services Provident Fund	1c	-	14,596
2. Fee Income	2	205,680	150,649
3. Central Items	3	770,881	277,344
4. Rent and Rates	4	1,272,545	1,928,737
5. Other Income	5	219,829	181,626
6. Interest Received		4,852	17,891
TOTAL INCOME		10,382,992	9,964,908
B. EXPENDITURE			
1. Personal Emoluments			
a. Salaries		7,121,044	6,075,883
b. Provident Fund	1c	431,544	500,326
c. Allowances			
Sub-total	6	7,552,588	6,576,209
2. Other Charges	7	780,992	643,174
3. Central Items	3	671,376	461,173
4. Rent and Rates	4	1,366,310	1,351,200
TOTAL EXPENDITURE		10,371,266	9,031,756
C. SURPLUS/ (DEFICIT) FOR THE YEAR	8	11,726	933,152

The Annual Financial Report from pages [1] to [8] has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

NOTES ON THE ANNUAL FINANCIAL REPORT

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) services (including support services to FSA services) 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 which are separately included as part of the income and expenditure of the relevant items have been shown under **Note 3**. Details are analysed below :

<u>Provident Fund Contribution</u>	Snapshot Staff	6.8% and Other Posts	Total
	\$	\$	\$
Subvention Received Enhances Elderly Services	167,198	429,180	596,378
Provident Fund Contribution Paid during the Year	-	-	-
Surplus/ (Deficit) for the Year	(9,613)	174,447	164,834
<u>Add</u> : Surplus/ (Deficit) b/f	(24,708)	985,498	960,790
<u>Add</u> : Additional subvention received for previous year(s)	13,466	-	13,466
Surplus/ (Deficit) c/f	<u>(20,855)</u>	<u>1,159,945</u>	<u>1,139,090</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 subsidies allocated to NGOs for specified purposes on a recurrent, time-limited or one-off basis 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. Any surplus, which is not allowed to be offset by any deficit of another item, is subject to claw-back by SWD according to the terms and conditions of individual central items. 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). The income and expenditure of each of the Central Items are as follows:

	2024-25	2023-24
	\$	\$
a. Income		
Dementia Supplement for Elderly with Disabilities		
Infirmiry Care Supplement for the Aged Blind Persons		
Dementia Supplement for Residential Elderly Services		
Infirmiry Care Supplement for Residential Elderly Services		
Foster Care Allowance/ One-off Special Allowance for Foster Children to Safeguard the Foster Children from the Coronavirus Disease / Emergency Foster Care Allowance		
After School Care Programme – Fee Waiving Subsidy Scheme	690,624	277,344
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		
Pilot Scheme on Multi-disciplinary Outreaching Support Teams for the Elderly (MOSTE) – Annual Funding Allocation		
MOSTE – Annual Rent and Rates		
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		
One-off Subsidy for Strengthened Provision of Visiting Medical Practitioner Service for Residential Care Homes # (private and self-financing)		
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 Persons with Disabilities		
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	80,257	-
Time-defined Service Contract of Social Work Service for Pre-primary Institutions		
- Allocation		
- Rent and Rates		

For the following Central Items, please take note of para. 4(f) of Points to Note on Preparation of AFR and Analysis Schedules in reporting the amounts of subvention:

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^		
Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)^		
Cash Subsidy for Integrated Support Services for Persons with Severe Physical Disabilities^		
Time-defined Subsidy Scheme for Occasional Child Care Service^		
Total	770,881	277,344
b. Expenditure	2024-25	2023-24
	\$	\$
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		
Foster Care Allowance/ One-off Special Allowance for Foster Children to Safeguard the Foster Children from the Coronavirus Disease / Emergency Foster Care Allowance		
After School Care Programme – Fee Waiving Subsidy Scheme	514,044	430,782
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		
Pilot Scheme on Multi-disciplinary Outreaching Support Teams for the Elderly (MOSTE) – Annual Funding Allocation		
MOSTE – Annual Rent and Rates		
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		
One-off Subsidy for Strengthened Provision of Visiting Medical Practitioner Service for Residential Care Homes # (private and self-financing)		
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 Persons with Disabilities		
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	77,075	32,317
ASCP(PC) Rent and Rates	80,257	-
Time-defined Service Contract of Social Work Service for Pre- primary Institutions		
- Allocation		
- Rent and Rates		
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		
Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)		
Cash Subsidy for Integrated Support Services for Persons with Severe Physical Disabilities		
Time-defined Subsidy Scheme for Occasional Child Care Service		
Total	<u><u>671,376</u></u>	<u><u>463,099</u></u>

For NGOs with Visiting Medical Practitioner Service Team which arrange delivery of the service under the Programme to all private and self-financing RCHEs, RCHDs as well as contract homes operated by private operators only.

^Please refer to 4(f) of Points to Note on Preparation of AFR and Analysis Schedules

- 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 need not be included as Other Income in AFR. In this respect, donations have been included if it is used to finance expenditure of the FSA services/ FSA-related activities reflected in the AFR.

The breakdown on Other Income is as follows:

	2024-25	2023-24
Other Income	\$	\$
(a) Programme income	219,829	309,714
(b) Production income		
(c) Donation		
(d) Income from Other Activities		
(e) Utilised allocation under Central Items (CI): After School Care Programme (ASCP) / Enhanced ASCP / ASCP(PC) – Fee Waiving Subsidy Scheme (FWSS) which forms as part of Other Income *		
(f) Reimbursement of Maternity Leave Pay (RMLP) Scheme reimbursement received		
(g) Miscellaneous income	-	-
Sub-Total	<u>219,829</u>	<u>309,714</u>
<u>Less:</u> Utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) - FWSS which forms as part of Other Income*		
Total	<u><u>219,829</u></u>	<u><u>309,714</u></u>

*For those programmes which are regarded as FSA services/ FSA-related activities only

- 6. Personal Emoluments** Personal Emoluments include salary, provident fund and salary-related allowances.

The analysis on number of posts with annual Personal Emoluments over \$1,000,000 each paid under LSG is appended below:

Analysis of Personal Emoluments paid under LSG	No of Posts	\$
HK\$1,000,001 - HK\$1,100,000 p.a.	-	-
HK\$1,100,001 - HK\$1,200,000 p.a.	-	-
HK\$1,200,001 - HK\$1,300,000 p.a.	-	-
HK\$1,300,001 - HK\$1,400,000 p.a.	-	-
HK\$1,400,001 - HK\$1,500,000 p.a.	-	-
>HK\$1,500,000 p.a.	-	-

7. Other Charges

The breakdown on Other Charges is as follows:

	2024-25	2023-24
	\$	\$
Other Charges		
(a) Utilities	73,788	45,001
(b) Food	3,998	3,317
(c) Administrative Expenses	116,940	133,409
(d) Stores and Equipment	40,140	53,614
(e) Repair and Maintenance	17,709	46,583
(f) Special Allowances	-	-
(g) Programme Expenses	332,139	286,220
(h) Transportation and Travelling	1,346	7,013
(i) Insurance	127,443	2,760
(j) Miscellaneous	6,014	10,013
(k) Staff Training	61,475	55,244
Sub-Total	780,992	643,174
<u>Less: Utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) - FWSS* which forms as part of Other Income to fund the operating expenses of FSA services / FSA-related activities</u>		
Total	780,992	643,174

**For those programmes which are regarded as FSA services only*

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

	Lump Sum Grant (LSG)	Holding Account (HA)	Other Funds or Donations for Designated Purposes	Adjustment for Utilised allocation under ASCP / Enhanced ASCP / ASCP(PC) - FWSS	Rent and Rates	Central Items (CI)	Total
	\$	\$	\$	\$	\$	\$	\$
Income							
Lump Sum Grant	7,909,205	-	-	-	-	-	7,909,205
Fee Income	205,680	-	-	-	-	-	205,680
Other Income	219,829	-	-	-	-	-	219,829
Interest Received (Note (1))	4,852	-	-	-	-	-	4,852
Rent and Rates	-	-	-	-	1,272,545	-	1,272,545
Central Items	-	-	-	-	-	770,881	770,881
Total Income (a)	8,339,566	-	-	-	1,272,545	770,881	10,382,992
Expenditure							
Personal Emoluments	7,552,588	-	-	-	-	-	7,552,588
Other Charges	780,992	-	-	-	-	-	780,992
Rent and Rates	-	-	-	-	1,366,310	-	1,366,310
Central Items	-	-	-	-	-	671,376	671,376
Total Expenditure (b)	8,333,580	-	-	-	1,366,310	671,376	10,371,266
Surplus/(Deficit) for the Year (a) - (b)	5,986			-	(93,765)	99,505	11,726
<u>Less</u> : Surplus/ (Deficit) of Provident Fund	164,834	-	-	-	-	-	164,834
Surplus/(Deficit) for the Year (excl. PF)	(158,848)				(93,765)	99,505	(153,108)
Surplus/ (Deficit) b/f (Note (2))	1,689,926			-	(82,937)	121,281	1,728,270
<u>Add</u> : Refund from Government	1,531,078				(176,702)	220,786	1,575,162
	-	-	-	-	-	-	-
<u>Less</u> : Refund to Government *Note 1	(17,614)	-	-	-	-	-	(17,614)
Transfer from LSG Reserve to cover the salary adjustment Infirmiry Care Supplement (Note (3))	-	-	-	-	-	-	-
Transfer from Other Funds / (to) LSG Reserve^	-	-	-	-	-	-	-
Adjustment for utilised allocation under <u>Enhanced</u> ASCP / ASCP(PC) – FWSS* (over-estimated) / under-estimated in previous year(s)	-	-	-	-	-	-	-
Surplus/ (Deficit) c/f (Note (4))	1,513,464	-	-	-	(176,702)	220,786	1,557,548

*Notes 1

Clawback of provisional subvention Surplus/LSG Surplus for 2023-24 \$6137

Clawback of provisional subvention Surplus/LSG Surplus for 2023-24 \$10161.