

Our Ref : EHO/aw/K1002-A1

The Committee Members
Kwun Tong Methodist Social Service
Flat A, 6/F., Takad Centre,
135 Wai Yip Street,
Kwun Tong,
Kowloon

Dear Sirs

**Kwun Tong Methodist Social Service (the "Association")
Audit for the year ended 31st March 2021**

During the course of our audit, it comes to our notice that proper accounting records, financial procedures and internal control of the Association have been maintained in accordance with the requirements of the Social Welfare Department. The existing accounting system and internal control are considered to be adequate and proper so as to give effectiveness of safeguarding assets of the Association and ensuring adherence to management policies.

In case we find any obvious weaknesses in the above with regard to our future audit, we shall inform you in due course for improvement.

Yours faithfully,



Alliance & Associates
Certified Public Accountants

Hong Kong, 19 OCT 2021

**REVIEW REPORT TO THE COMMITTEE MEMBERS OF
KWUN TONG METHODIST SOCIAL SERVICE (THE "ASSOCIATION")**

We have audited the financial statements of the Association for the year ended 31st March 2021 and have issued an unqualified auditors' report thereon dated **19 OCT 2021**

We conducted our review of the attached 12 pages of Annual Financial Report of the Association for the year ended 31st March 2021 in accordance with Practice Note 851 "Review of the Annual Financial Reports of Non-governmental Organisations" issued by the Hong Kong Institute of Certified Public Accountants. The review includes considering the procedures and records relevant to the preparation of the Annual Financial Report and performing procedures to satisfy ourselves that the Annual Financial Report has been properly prepared from the books and records of the Association, on which the above audited financial statements of the Association are based.

Review conclusions

On the basis of the results of our review and having regard to the audit procedures performed by us in relation to the audit of the financial statements of the Association for the year ended 31st March 2021:

- a. in our opinion the Annual Financial Report has been properly prepared from the books and records of the Association; and
- b. no matters have come to our attention during the course of our review, which cause us to believe that the Association has not:
 - i) properly accounted for the receipt of Lump Sum Grant, Provident Fund and other social welfare subventions and expenditure in respect of Funding and Services Agreement activities and support services;
 - ii) kept separate Operating Income and Expenditure Account for each subvented service unit as required by the Lump Sum Grant Manual (LSG Manual) published by the Social Welfare Department of the Government of the HKSAR;
 - iii) prepared the Annual Financial Report in accordance with the format and requirements set out in the LSG Manual; and
 - iv) employed the staff quoted in the Provident Fund arrangements during the year ended 31st March 2021.

This report is intended for filing with the Social Welfare Department of the Government of the HKSAR and should not be used for any other purpose.



Alliance & Associates
Certified Public Accountants

Hong Kong, **19 OCT 2021**

ANNUAL FINANCIAL REPORT

NGO: 444 KWUN TONG METHODIST SOCIAL SERVICE

(1 April 2020 to 31 March 2021)

	Notes	2020-21 \$	2019-20 \$
A. INCOME			
1. Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	1b	25,438,391.00	20,875,139.00
b. Provident Fund	1c	1,949,154.00	1,655,878.00
2. Fee Income	2	-	21,120.00
3. Central Items	3	3,622,846.00	3,588,714.00
4. Rent and Rates	4	1,608,228.00	680,651.00
5. Other Income	5	1,637,324.76	2,031,806.92
6. Interest Received		130.79	5,991.91
TOTAL INCOME		<u>34,256,074.55</u>	<u>28,859,300.83</u>
B. EXPENDITURE			
1. Personal Emoluments			
a. Salaries		22,780,427.58	17,938,822.05
b. Provident Fund	1c	1,530,900.56	1,241,264.81
c. Allowances		-	-
Sub-total	6	24,311,328.14	19,180,086.86
2. Other Charges	7	3,363,825.65	3,565,414.72
3. Central Items	3	4,616,400.13	4,115,596.00
4. Rent and Rates	4	1,586,925.20	893,895.30
TOTAL EXPENDITURE		<u>33,878,479.12</u>	<u>27,754,992.88</u>
C. SURPLUS/ (DEFICIT) FOR THE YEAR	8	<u>377,595.43</u>	<u>1,104,307.95</u>

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.

SIGNATURE
CHAIRMAN

DATE: 19 OCT 2021

SIGNATURE
GENERAL SECRETARY

DATE: 19 OCT 2021

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) 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 **Note 3**.
Details are analysed below :

<u>Provident Fund Contribution</u>	<u>Snapshot Staff</u> \$	<u>6.8% and Other Posts</u> \$	<u>Total</u> \$
Subvention Received	419,609.00	1,529,545.00	1,949,154.00
Provident Fund Contribution Paid during the Year	(413,998.93)	(1,035,447.83)	(1,449,446.76)
Special One-off MPF Voluntary Contribution	-	(81,453.80)	(81,453.80)
Surplus/ (Deficit) for the Year	5,610.07	412,643.37	418,253.44
Add : Surplus/ (Deficit) b/f Additional subvention received for previous year(s)	22,716.39	2,940,731.39	2,963,447.78
Less : Refund to Government	(7,871.00)	-	(7,871.00)
Surplus/ (Deficit) c/f	20,455.46	3,353,374.76	3,373,830.22

- 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:

a. Income	2020-21	2019-20
	\$	\$
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		
Foster Care Allowance/Emergency Foster Care Allowance		
After School Care Programme – Fee Waiving Subsidy Scheme	1,033,668.00	340,200.00
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 and Enhanced Employment Service		
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 – Subsidy for Incentive Payment		
NSCCP – Rent and Rates		
Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes	320,000.00	270,000.00
Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services	2,269,178.00	2,978,514.00
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 – Fee Waiving Subsidy Scheme		
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		
Pilot Scheme on Multi-disciplinary Outreaching Support Teams for the Elderly (MOSTE) – Annual Funding Allocation		
MOSTE – Annual Rent and Rates		
Child Care Training for Grand parents		
Special Grant on Manpower Support for Residential and Home-based Care Service Units in respect of the Severe Respiratory Disease associated with a Novel Infectious Agent		
Special Allowance for Staff of Subvented Residential Service Units in respect of COVID-19		
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		
Ethnic Minority District Ambassador Posts – Central Item (A) Salary and Mandatory Provident Fund		

Ethnic Minority District Ambassador Posts – Central Item (B) Other Charges		
Time-limited programme on Enhancing Infection Control and Ventilation of Residential Care Homes for the Elderly and Residential Care Homes for Persons with Disabilities –		
On-site Ventilation Assessment #		
Total	3,622,846.00	3,588,714.00
	2020-21	2019-20
	\$	\$
b. Expenditure		
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		
Foster Care Allowance/Emergency Foster Care Allowance		
After School Care Programme – Fee Waiving Subsidy Scheme	551,776.00	338,400.00
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 and Enhanced Employment Service		
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 – Subsidy for Incentive Payment		
NSCCP – Rent and Rates		
Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes	269,610.00	270,390.00
Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services	3,795,014.13	3,506,806.00
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 – Fee Waiving Subsidy Scheme		
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		
Pilot Scheme on Multi-disciplinary Outreaching Support Teams for the Elderly (MOSTE) – Annual Funding Allocation		
MOSTE – Annual Rent and Rates		
Child Care Training for Grandparents		
Special Grant on Manpower Support for Residential and Home-based Care Service Units in respect of the Severe Respiratory Disease associated with a Novel Infectious Agent		
Special Allowance for Staff of Subvented Residential Service Units in		

respect of COVID-19

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

Ethnic Minority District Ambassador Posts - Central Item (A) Salary and Mandatory Provident Fund

Ethnic Minority District Ambassador Posts –Central Item (B) Other Charges

Time-limited programme on Enhancing Infection Control and Ventilation of Residential Care Homes for the Elderly and Residential Care Homes for Persons with Disabilities –

On-site Ventilation Assessment #

Total	4,616,400.13	4,115,596.00
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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.

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.

The breakdown on Other Income is as follows:

	2020-21	2019-20
	\$	\$
Other Income		
(a) Fees and charges for services incidental to the operation of subvented services	1,522,834.05	2,007,274.32
(b) Subsidy from Central Items (CI) – After School Care Programme (ASCP) / Enhanced ASCP – Fee Waiving Subsidy Scheme (FWSS)*	204,316.00	-
(c) Others	114,490.71	24,532.60
Sub-Total	1,841,640.76	2,031,806.92
<u>Less:</u> Utilised allocation under CI - ASCP / Enhanced ASCP - FWSS which forms as part of Other Income*	(204,316.00)	-
Total	1,637,324.76	2,031,806.92

*For those programmes which are regarded as 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 \$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.	2	1,427,261.25
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.	1	1,058,483.81
HK\$1,100,001 - HK\$1,200,000 p.a.		
>HK\$1,200,000 p.a.	1	1,249,311.00

7. Other Charges

The breakdown on Other Charges is as follows:

Other Charges	2020-21	2019-20
	\$	\$
(a) Utilities	143,907.00	265,683.00
(b) Food	-	-
(c) Administrative Expenses	399,969.79	316,174.88
(d) Stores and Equipment	484,309.52	335,447.26
(e) Repair and Maintenance	185,903.80	169,692.60
(f) Special Allowances	-	-
(g) Programme Expenses	1,969,461.79	2,198,746.23
(h) Transportation and Travelling	29,424.96	10,771.00
(i) Insurance	199,419.19	109,861.05
(j) Miscellaneous	9,111.90	3,300.60
(k) Staff Training and Development	146,633.70	87,402.10
(l) Medical Allowance	-	68,336.00
Sub-Total	3,568,141.65	3,565,414.72
<u>Less:</u> Utilised allocation under CI - ASCP / Enhanced ASCP - FWSS* which forms as part of Other Income to fund the operating expenses of FSA-related activities	(204,316.00)	-
Total	3,363,825.65	3,565,414.72

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

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

	Lump Sum Grant (LSG)	Adjustment for Utilised allocation under ASCP / Enhanced ASCP-FWSS	Rent and Rates	Central Items (CI)	Total
	\$	\$	\$	\$	\$
Income					
Lump Sum Grant	27,387,545.00	-	-	-	27,387,545.00
Fee Income	-	-	-	-	-
Other Income	1,841,640.76	(204,316.00)	-	-	1,637,324.76
Interest Received (Note (1))	130.79	-	-	-	130.79
Rent and Rates	-	-	1,608,228.00	-	1,608,228.00
Central Items	-	-	-	3,622,846.00	3,622,846.00
Total Income (a)	29,229,316.55	(204,316.00)	1,608,228.00	3,622,846.00	34,256,074.55
Expenditure					
Personal Emoluments	24,311,328.14	-	-	-	24,311,328.14
Other Charges	3,568,141.65	(204,316.00)	-	-	3,363,825.65
Rent and Rates	-	-	1,586,925.20	-	1,586,925.20
Central Items	-	-	-	4,616,400.13	4,616,400.13
Total Expenditure (b)	27,879,469.79	(204,316.00)	1,586,925.20	4,616,400.13	33,878,479.12
Surplus/(Deficit) for the Year (a) - (b)	1,349,846.76	-	21,302.80	(993,554.13)	377,595.43
<u>Less</u> : Surplus/ (Deficit) of Provident Fund	418,253.44	-	-	-	418,253.44
	931,593.32	-	21,302.80	(993,554.13)	(40,658.01)
Surplus/ (Deficit) b/f (Note (2))	4,572,065.91	-	(235,348.33)	(256,882.00)	4,079,835.58
Adjustment : Letter SWD SF/SAS/4-65/101 (444)II dated 5/1/2021 for 2017-18 & 2018-19	5,503,659.23	-	(214,045.53)	(1,250,436.13)	4,039,177.57
	-	-	(1,022.54)	-	(1,022.54)
<u>Add</u> : Refund from Government (7/2020) & (5/2020)	-	-	220,865.00	528,292.00	749,157.00
Letter:SWD SF/SAS/4-55 /1(444) dated 15/10/2020 for 2009-10	-	-	22,596.85	-	22,596.85
Letter:SWD SF/SAS/4-55 /1(444) dated 21/01/2021 for 2014-15	-	-	533.12	-	533.12
<u>Less</u> : Refund to Government Letter:SWD SF/SAS/4-55 1/(444) dated 21/01/2021 for 2019-20	-	-	(7,620.40)	-	(7,620.40)
Transfer from LSG Reserve to Cover medial allowance	-	-	-	-	-
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement (Note (3))	(67,996.00)	-	-	-	(67,996.00)
Adjustment for utilised allocation under <u>Enhanced</u> ASCP – FWSS* (over-estimated) / under-estimated in previous year(s)	-	-	-	-	-
Surplus/ (Deficit) c/f (Note (4))	5,435,663.23	-	21,306.50	(722,144.13)	4,734,825.60

Notes:

- # *Including an amount \$Z being the utilised allocation under CI - ASCP / Enhanced ASCP – FWSS**
- * *For those programmes which are regarded as FSA-related activities only*
- (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. 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.

Schedule for Rent and Rates

Analysis of Subvention and Expenditure for the period from 01/04/2020 to 31/03/2021

Name of Agency: 444 KWUN TONG METHODIST SOCIAL SERVICE

Unit Code and Name	Subvented Element	Subvention Released (Note 1)	Actual Expenditure	Surplus (Note 2)	Deficit (Note 2)
3868-Ngau Tau Kok Youth Integrated Service Centre		\$	\$	\$	\$
	Rent (Note 3)	418,201.-	418,200.-	1.-	-
	Rates	86,295.-	68,800.-	17,495.-	-
	Total	504,496.-	487,000.-	17,496.-	-
3865-Family Life Education	Rent (Note 3)	1,468.-	-	1,468.-	-
	Rates	2,338.-	-	2,338.-	-
	Total	3,806.-	-	3,806.-	-
7783-Lam Tin Neighbourhood Elderly Centre	Rent (Note 3)	164,932.-	164,931.60	0.40	-
	Rates	100.-	100.-	-	-
	Total	165,032.-	165,031.60	0.40	-
3333-Happy Learning Sprouts-On-site Pre-school Rehabilitation Service	Rent (Note 3)	934,894.-	934,893.60	0.40	-
	Rates	-	-	-	-
	Total	934,894.-	934,893.60	0.40	-
	Rent (Note 3)				
	Rates				
	Total				
	Grand Total	1,608,228.-	1,586,925.20	21,302.80	-

Notes:

1. The figures are to be extracted from the payroll for March plus subvention released in late March of the financial year.
2. Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.
3. Rent includes all kinds of rent such as PHE rental, private rental, carpark rent, management fee, building maintenance fee and Government Rent.

**Schedule for Central Items
Analysis of Subvention and Expenditure for the Period from 1 April 2020 to 31 March 2021**

Name of NGO : Kwun Tong Methodist Social Service

Unit Code and Name/ Remittance Advice No. (Note 7)	Subvented Element	Subvention Released (Note 1)	Actual Expenditure (Note 2)	Surplus (Note 3) (a)	Deficit (Note 3) (b)	Deficit for the Year Deficit transferred to LSG (Note 4) (c)	Adjusted Deficit (d) = (b) - (c)	Surplus/(Deficit) to/from Government (f)	Adjustment (Note 9) (g)	Surplus/(Deficit) c/f (Note 6) (b) = (e) + (a) - (d) + (f) + (g)
nmmn - xxxxxxxxxxxxxxxx nmmn - xxxxxxxxxxxxxxxx nmmn - xxxxxxxxxxxxxxxx nmmn - xxxxxxxxxxxxxxxx nmmn - xxxxxxxxxxxxxxxx 3050-KTMSS nmmn - xxxxxxxxxxxxxxxx nmmn - xxxxxxxxxxxxxxxx nmmn - xxxxxxxxxxxxxxxx nmmn - xxxxxxxxxxxxxxxx nmmn - xxxxxxxxxxxxxxxx nmmn - xxxxxxxxxxxxxxxx nmmn - xxxxxxxxxxxxxxxx nmmn - xxxxxxxxxxxxxxxx nmmn - xxxxxxxxxxxxxxxx	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 / Emergency Foster Care Allowance After School Care Programme - Fee Waiving Subsidy Scheme 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 and Enhanced Employment Service Overnight On-site-on-call Allowance Neighbourhood Support Child Care Project (NSCCP) - Contract Subsidy	\$ 1,033,668.00	\$ 551,776.00	\$ 481,892.00	\$ [a]-[e] if <0	\$ N.A. N.A. N.A. N.A. N.A. N.A. N.A. N.A. N.A.	\$ -	\$ 1,800.00	\$ -	\$ 483,692.00
nmmn - xxxxxxxxxxxxxxxx	NSCCP - Subsidy for Fee Reduction/Waiving	[a] Contract Sum released during the reporting period	[e] = [f] Total Expenditure of the Project minus the following items for the reporting period: [g] Fee Income from service users; [h] Subsidy for Fee Waiving claimed from SWD; [k] Premises related expenses, and [j] Subsidy for Incentive Payment claimed from SWD	[b]-[h] if >0	[a]-[e] if <0	N.A.	(1,525,836.13)	-	-	(1,525,836.13)
nmmn - xxxxxxxxxxxxxxxx	NSCCP - Subsidy for Incentive Payment	[b] Subsidy released for Fee Waiving during the reporting period	[i] Subsidy for Incentive Payment claimed from SWD during the reporting period	[d]-[j] if >0	[d]-[j] if <0	N.A.	(1,525,836.13)	-	-	(1,525,836.13)
nmmn - xxxxxxxxxxxxxxxx	NSCCP - Rent and Rates	[c] Subsidy released by actual reimbursement	[i] same as [c]	N.A.	N.A.	N.A.	(1,525,836.13)	528,292.00	-	(1,525,836.13)
6542-KTMSS	Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes	320,000.00	269,610.00	50,390.00	-	N.A.	-	269,610.00	-	320,000.00
6603-KTMSS	Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services	2,269,178.00	3,795,014.13	-	(1,525,836.13)	N.A.	(1,525,836.13)	528,292.00	-	(1,525,836.13)

Unit Code and Name/ Remittance Advice No. (Note 7)	Subvented Element	Subvention Released (Note 1)	Actual Expenditure (Note 2)	Surplus (Note 3) (a)	Deficit (Note 3) (b)	Deficit for the Year Deficit transferred to LSG (Note 4) (c)	Adjusted Deficit (d) = (b) - (c)	Surplus/(Deficit) b/f (Note 5) (e)	Refund to/from Government (f)	Adjustment (Note 9) (g)	Surplus/(Deficit) c/f (Note 6) (h) = (e) + (a) - (d) - (f) + (g)
nnnn - xxxxxxxxxxxxxxxx	Financial Incentive Scheme for Mentors of Employees with Disabilities					N.A.					
nnnn - xxxxxxxxxxxxxxxx	Cash Subsidy for Integrated Support Service for Persons with Severe Physical Disabilities					N.A.					
nnnn - xxxxxxxxxxxxxxxx	Time-defined Subsidy Scheme for Occasional Child Care Service					N.A.					
nnnn - xxxxxxxxxxxxxxxx	Enhanced After School Care Programme - Fee Waiving Subsidy Scheme					N.A.					
nnnn - xxxxxxxxxxxxxxxx	Navigation Scheme for Young Persons in Care Services - Operating Expenses					N.A.					
nnnn - xxxxxxxxxxxxxxxx	Navigation Scheme for Young Persons in Care Services - Training Cost					N.A.					
nnnn - xxxxxxxxxxxxxxxx	Pilot Scheme on Multi-disciplinary Outreaching Support Teams for the Elderly (MOSTE) - Annual Funding Allocation					N.A.					
nnnn - xxxxxxxxxxxxxxxx	MOSTE - Annual Rent and Rates					N.A.					
nnnn - xxxxxxxxxxxxxxxx	Project on Child Care Training for Grandparents - Contract Subsidy	[a] Contract Sum released during the reporting period	[f] = (d) Total Expenditure of the Project <i>minus</i> [b] Fee Income from Participants and [e] Subsidy for Fee Waiving claimed from SWD during the reporting period	[a]-[f] if >0	[a]-[f] if <0	N.A.					
nnnn - xxxxxxxxxxxxxxxx	Project on Child Care Training for Grandparents - Subsidy for Fee Reduction/Waiving	[c] Subsidy released for Fee Waiving during the reporting period	[e] Subsidy for Fee Waiving claimed from SWD during the reporting period	[c]-[e] if >0	[c]-[e] if <0	N.A.					
nnnn - xxxxxxxxxxxxxxxx	Special Grant on Manpower Support for Residential and Home-based Care Service Units in respect of the Severe Respiratory Disease associated with a Novel Infectious Agent					N.A.					
nnnn - xxxxxxxxxxxxxxxx	Special Allowance for Staff of Subvented Residential Care Service Units in respect of COVID-19					N.A.					
nnnn - xxxxxxxxxxxxxxxx	Subsidy for Enhanced Support for Ethnic Minority Children in Special Care Centre					N.A.					
nnnn - xxxxxxxxxxxxxxxx	Subsidy for Enhanced Support for Ethnic Minority Children in Early Education and Training Centres					N.A.					
nnnn - xxxxxxxxxxxxxxxx	Ethnic Minority District Ambassador Posts - Central Item (A) Salary and Mandatory Provident Fund					N.A.					
nnnn - xxxxxxxxxxxxxxxx	Ethnic Minority District Ambassador Posts - Central Item (B) Other Charges					N.A.					
nnnn - xxxxxxxxxxxxxxxx	Time-limited programme on Enhancing Infection Control and Ventilation of Residential Care Homes for the Elderly and Residential Care Homes for Persons with Disabilities - On-site Ventilation Assessment (Note 10)					N.A.					
TOTAL		3,622,846.00	4,616,400.13	532,282.00	(1,525,836.13)	-	(1,525,836.13)	(256,882.00)	528,292.00	-	(722,144.13)

Notes:

1. The figures for the whole financial year are extracted from the payroll for March (Final) or remittance advice(s) issued by the Treasury or allocation letter(s) issued by Social Welfare Department of the financial year.
2. Actual expenditure represents the total expenditure incurred including provident fund for the respective services after netting off programme income, if any.
3. Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.

Notes (Cont'd):

4. Deficit i.r.o. the following central items arising from salary adjustment are transferred to the Lump Sum Grant Reserve as stated in SWD's letter ref. (33) in SWD/S/104/2 Pt. 18 dated 4 March 2020.
 - (i) Dementia Supplement for Elderly with Disabilities
 - (ii) Infirmary Care Supplement for the Aged Blind Persons
 - (iii) Dementia Supplement for Residential Elderly Services
 - (iv) Infirmary Care Supplement for Residential Elderly services
5. "Surplus brought forward (b/f)" means surplus, if any, arising from operations in previous years.
6. "Surplus carried forward (c/f)" means surplus brought forward less refund to Government plus surplus, if any, arising from operations in current year.
7. Unit code and name / remittance advice no. are extracted from the payroll from SWD and remittance advice from the Treasury respectively.
8. The central items as listed above may not be exhaustive and any relevant details of central items released and/or expended during the year, where appropriate, should also be included.
9. For ASCP/Enhanced ASCP, the adjustment includes the amount of expenditure overstated / (understated) in previous year(s) after taking into account the actual claw-back amount(s) per SWD's allocation letter(s), if any.
10. 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.

**Schedule for investment
Analysis of Investment as at 31 March 2021**

NGO : Kwun Tong Methodist Social Service

	2021 HK\$	2020 HK\$
LSG Reserve as at 31 March	5,435,663.23	4,572,065.91
Represented by:		
Investments		
a. HKD Bank Account Balances	5,435,663.23	4,572,065.91
b. HKD 24-hour Call Deposits	-	-
c. HKD Fixed Deposits	-	-
d. HKD Certificate of Deposits	-	-
e. HKD Bonds (see Annex 3 (2 of 2) for breakdown)	-	-
	5,435,663.23	4,572,065.91

Note: The investments should be reported at historical cost.

Confirmed by:-

Signature :  _____

Chairman : Rev. LAM Chun Tim

Date : 19 OCT 2021

Signature :  _____

General Secretary : Ms. YEUNG Yee Ching

Date : 19 OCT 2021

Schedule for investment
Detailed Analysis of Bonds/Notes as at 31 March 2021

NGO : **Kwun Tong Methodist Social Service**

Investment in HK\$ Bonds/Notes

	Issuer	Nominal Amount HK\$	Cost of Acquisition HK\$ (Note)	Maturity Date	Coupon % p.a.	Effective Yield % p.a.	Credit Rating	Custodian Bank
1.	N.A							
2.								
3.								
4.								
	Total							

(Note) : The amount will be reduced in accordance with the proportion of the disposal of the investment.