

**HONG KONG SPORTS ASSOCIATION
FOR PERSONS WITH INTELLECTUALDISABILITY
香港智障人士體育協會**

**ANNUAL FINANCIAL REPORTS
FOR THE YEAR ENDED 31 MARCH 2022**

HONG KONG SPORTS ASSOCIATION FOR PERSONS WITH INTELLECTUAL DISABILITY
香港智障人士體育協會
(Incorporated in Hong Kong and limited by Guarantee)

ANNUAL FINANCIAL REPORTS

FOR THE YEAR ENDED 31 MARCH 2022

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華盈會計師事務所有限公司

ORIENTAL LINK CPA LIMITED

Certified Public Accountants

15/F., Chung Pont Commercial Building, 300 Hennessy Road, Wanchai, Hong Kong

香港灣仔軒尼詩道300號中邦商業大廈15樓 電話 Tel:2836 3189 傳真 Fax:2234 0834

REVIEW REPORT TO THE MEMBERS OF HONG KONG SPORTS ASSOCIATION FOR PERSONS WITH INTELLECTUAL DISABILITY 香港智障人士體育協會

(Incorporated in Hong Kong and limited by guarantee)

We have audited the financial statements of Hong Kong Sports Association For Persons with Intellectual Disability (“the Association”) for the year ended 31 March 2022 and have issued an unqualified auditor’s report thereon dated 31 October 2022.

We conducted our review of the attached Annual Financial Report of the Association for the year ended 31 March 2022 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 with Intellectual Disability for the year ended 31 March 2022:

- 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, Tide-over Grant 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 Tide-over Grant and Provident Fund arrangements during the year ended 31 March 2022.

華盈會計師事務所有限公司

ORIENTAL LINK CPA LIMITED

Certified Public Accountants

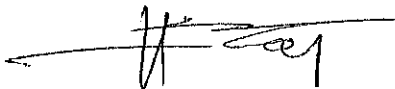
15/F., Chung Pont Commercial Building, 300 Hennessy Road, Wanchai, Hong Kong

香港灣仔軒尼詩道300號中邦商業大廈15樓 電話 Tel:2836 3189 傳真 Fax:2234 0834

**REVIEW REPORT TO THE MEMBERS OF
HONG KONG SPORTS ASSOCIATION FOR PERSONS WITH INTELLECTUAL DISABILITY
香港智障人士體育協會**

(Incorporated in Hong Kong and limited by guarantee)

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.



Oriental Link CPA Limited
Certified Public Accountants (Practising)

HO Siu Tong
Practising Certificate number P04291

Hong Kong, 31 October 2022.


ANNUAL FINANCIAL REPORT
NGO: HONG KONG SPORTS ASSOCIATION FOR PERSONS WITH INTELLECTUAL DISABILITY
1 APRIL 2021 TO 31 MARCH 2022

A. INCOME	Notes	Total 2021-22 \$	Total 2020-21 \$
1. Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	1b	3,527,025.00	2,835,984.36
b. Provident Fund	1c	200,921.00	157,649.00
2. Fee Income	2	15,000.00	14,600.00
3. Central Items	3	-	-
4. Rent and Rates	4	68,312.00	67,609.00
5. Other Income	5	4.36	4.81
		3,811,262.36	3,075,847.17
TOTAL INCOME			
B. EXPENDITURE			
1. Personal Emoluments			
a. Salaries		(2,906,199.91)	(2,477,493.88)
b. Provident Fund	1c	(142,601.59)	(116,447.98)
c. Allowances		-	-
Sub-total	6	(3,048,801.50)	(2,593,941.86)
2. Other Charges	7	(580,945.47)	(323,560.05)
3. Central Items	3	-	-
4. Rent and Rates	4	(68,312.00)	(66,581.06)
		3,698,058.97	2,984,082.97
TOTAL EXPENDITURE			
C. SURPLUS FOR THE YEAR	8	113,203.39	91,764.20

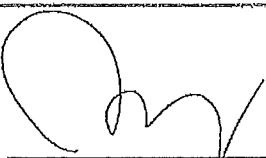
The Annual Financial Report from pages 3 to 13 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

SIGNATURE

SIGNATURE



 LUK Tze Chung
 Chairman



 WONG Ka Yee Alison
 NGO Head

Date 31 OCT 2022

Date 31 OCT 2022

HONG KONG SPORTS ASSOCIATION FOR PERSONS WITH INTELLECTUAL DISABILITY

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>	Snapshot staff \$	6.8% and Other Posts \$	Total \$
Subvention Received	-	200,921.00	200,921.00
Provident Fund contribution Paid during the year	-	(142,601.59)	(142,601.59)
Surplus for the year	-	58,319.41	58,319.41
<u>Add: Surplus b/f</u>	-	204,769.38	204,769.38
	-	263,088.79	263,088.79
Addition subvention received for previous year(s)	-	-	-
Less: Refund to Government	-	-	-
Surplus c/f	-	263,088.79	263,088.79

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.

HONG KONG SPORTS ASSOCIATION FOR PERSONS WITH INTELLECTUAL DISABILITY

NOTES ON THE ANNUAL FINANCIAL REPORT (CONTINUED)

- 3. Central Items** 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.

	2021-22	2020-21
	\$	\$
a. Income		
Programme Assistant	-	-
Total	<u>-</u>	<u>-</u>
b. Expenditure		
Programme Assistant	-	-
Total	<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.

The breakdown on Other Income is as follows:

	2021-22	2020-21
	\$	\$
a. Fees and charges for services incidental to the operation of subvented services	-	-
b. Bank Interest Received	<u>4.36</u>	<u>4.81</u>
	<u>4.36</u>	<u>4.81</u>

HONG KONG SPORTS ASSOCIATION FOR PERSONS WITH INTELLECTUAL DISABILITY

NOTES ON THE ANNUAL FINANCIAL REPORT (CONTINUED)

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:

Items	2021-22	2020-21
	\$	\$
a. Utilities	31.86	4,960.40
b. Administrative Expenses	554,935.72	286,569.36
c. Repair and Maintenance	2,170.00	3,874.00
d. Transportation and Travelling	3,069.70	1,125.50
e. Miscellaneous	20,738.19	27,030.79
	<u>580,945.47</u>	<u>323,560.05</u>
Total	580,945.47	323,560.05

HONG KONG SPORTS ASSOCIATION FOR PERSONS WITH INTELLECTUAL DISABILITY

NOTES ON THE ANNUAL FINANCIAL REPORT (CONTINUED)

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

	Lump Sum Grant (LSG)	Rent and Rates	Central Items	Total
	\$	\$	\$	\$
Income				
Lump Sum Grant	3,727,946.00	-	-	3,727,946.00
Special One-off Grant	-	-	-	-
Fee Income	15,000.00	-	-	15,000.00
Other Income	-	-	-	-
Interest Received (Note 1)	4.36	-	-	4.36
Rent & Rates	-	68,312.00	-	68,312.00
Central Items	-	-	-	-
Total Income (a)	3,742,950.36	68,312.00	-	3,811,262.36
Expenditure				
Personal Emoluments	3,048,801.50	-	-	3,048,801.50
Other Charges	580,945.47	-	-	580,945.47
Rent and Rates	-	68,312.00	-	68,312.00
Central Items	-	-	-	-
Special One-off Grant Payments	-	-	-	-
Total Expenditure (b)	3,629,746.97	68,312.00	-	3,698,058.97
Surplus for the year (a)-(b)	113,203.39	-	-	113,203.39
Less: Surplus of Provident Fund	(58,319.41)	-	-	(58,319.41)
	54,883.98	-	-	54,883.98
Surplus b/f (Note 2)	265,389.01	-	-	265,389.01
Less: Refund to Government	-	-	-	-
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmiry Care Supplement (Note 3)	-	-	-	-
Surplus c/f (Note 4)	320,272.99	-	-	320,272.99

Notes:

- (1) Interest received on LSG and Provident Fund reserves, rent and rates, central items, Special One-off Grant is included as one item under LSG; and the items 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 Infirmiry Care Supplement, if any, as per Schedule of Central Items.
- (4) The level of LSG cumulative reserves (ie.S), less LSG Reserve kept in the holding account, will be capped at 25% of the NGO's operating operating expenditure (excluding Provident Fund expenditure) for the year.

Schedule for Central Items
Analysis of Subvention and Expenditure for the Period from 1 April 2021 to 31 March 2022

Agency Code and Name : 380 Hong Kong Sports Association for Persons with Intellectual Disability

Unit Code & Name (Note 7)	Subvention Element	Subvention Released (Note 1)	Actual Expenditure (Note 2)	Surplus (Note 3) (a)	Deficit for the year		Adjusted Deficit (d) = (b) - (c)	Surplus +/- (Note 5) (e)	Refund to Government (f)	Adjustment (Note 9) (g)	Surplus off (Note 6) (h) = (e) + (f) - (g) + (g)
					Deficit (Note 3) (b)	Deficit transferred to LSG (Note 4) (c)					
mmn-xxxxxxx	Dementia Supplement for Elderly with Disabilities (Note 8)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
mmn-xxxxxxx	Infirmity Care Supplement for the Aged Blind Persons (Note 8)	-	-	-	-	-	-				
mmn-xxxxxxx	Dementia Supplement for Residential Elderly Services (Note 8)	-	-	-	-	-	-				
mmn-xxxxxxx	Infirmity Care Supplement for Residential Elderly Services (Note 8)	-	-	-	-	-	-				
mmn-xxxxxxx	Foster Care Allowance / Emergency Foster Care Allowance	-	-	-	-	-	-				
mmn-xxxxxxx	After School Care Programme - Fee Waiving Subsidy Scheme	-	-	-	-	-	-				
mmn-xxxxxxx	Temporary Financial Aid	-	-	-	-	-	-				
mmn-xxxxxxx	Emergency Fund	-	-	-	-	-	-				
mmn-xxxxxxx	Time-defined Subsidy Scheme for Extended Hours Service Users	-	-	-	-	-	-				
mmn-xxxxxxx	Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	-	-	-	-	-	-				
mmn-xxxxxxx	Short-term Rental Assistance	-	-	-	-	-	-				
mmn-xxxxxxx	Overnight On-site-on-call allowance	-	-	-	-	-	-				
mmn-xxxxxxx	Neighbourhood Support Child Care Project (NSCCP) - Contract Subsidy	-	-	-	-	-	-				
mmn-xxxxxxx	NSCCP - Subsidy for Fee Reduction/Waiving	-	-	-	-	-	-				
mmn-xxxxxxx	NSCCP - Subsidy for Incentive payment	-	-	-	-	-	-				
mmn-xxxxxxx	NSCCP - Rent and Rates	-	-	-	-	-	-				
mmn-xxxxxxx	Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy Programmes	-	-	-	-	-	-				
mmn-xxxxxxx	Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services	-	-	-	-	-	-				
mmn-xxxxxxx	Financial Incentive Scheme for Mentors of Employees with Disabilities	-	-	-	-	-	-				
mmn-xxxxxxx	Cash Subsidy for Integrated Support Service for Persons with Severe Physical Disabilities	-	-	-	-	-	-				
mmn-xxxxxxx	Time-defined Subsidy Scheme for Occasional Child Care Service	-	-	-	-	-	-				
mmn-xxxxxxx	Enhanced After School Care Programme - Fee Waiving Subsidy Scheme	-	-	-	-	-	-				
mmn-xxxxxxx	Navigation Scheme for Young Persons in Care Services - Operating Expenses	-	-	-	-	-	-				
mmn-xxxxxxx	Navigation Scheme for Young Persons in Care Services - Training Cost	-	-	-	-	-	-				
mmn-xxxxxxx	Pilot Scheme on Multi-disciplinary Outreaching Support Teams for the Elderly (MOSTE) - Annual Funding Allocation	-	-	-	-	-	-				
mmn-xxxxxxx	MOSTE - Annual Rent and Rates	-	-	-	-	-	-				
mmn-xxxxxxx	Project on Child Care Training for Grandparents - Contract Subsidy	-	-	-	-	-	-				
mmn-xxxxxxx	Project on Child Care Training for Grandparents - Subsidy for Fee Reduction/Waiving	-	-	-	-	-	-				
mmn-xxxxxxx	Special Grant on Manpower Support for Residential and Home-based Care Service Units in respect of the Severe Respiratory Disease associated with Novel Infectious Agent	-	-	-	-	-	-				
mmn-xxxxxxx	Special Allowance for Staff of Subvented Residential Care Service Units in respect of COVID-19	-	-	-	-	-	-				
mmn-xxxxxxx	Subsidy for Enhanced Support for Ethnic Minority Children in Special Care Centre	-	-	-	-	-	-				
mmn-xxxxxxx	Subsidy for Enhanced Support for Ethnic Minority Children in Early Education and Training Centres	-	-	-	-	-	-				
mmn-xxxxxxx	Ethnic Minority District Ambassador Posts	-	-	-	-	-	-				
mmn-xxxxxxx	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											

Schedule for Central Items
Analysis of Subvention and Expenditure for the Period from 1 April 2021 to 31 March 2022

Agency Code and Name : 380 Hong Kong Sports Association for Persons with Intellectual Disability

Notes:

1. The figures for the whole financial year are extracted from the payroll for March (Final) 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.
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. (28) in SWD/S/104/2 Pt.17 dated 31 October 2017.
 - (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 carried forward(b/f)" means surplus, if any, arising from operations in previous years.
6. "Surplus carried forward (c/f)" means surplus brought forward 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 adjustments 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.

Schedule for Rent and Rates
Analysis of Subvention and Expenditure for the Period from 1 April 2021 to 31 March 2022

Agency Code and Name : 380 Hong Kong Sports Association for Persons with Intellectual Disability

Unit Code & Name	Subvented Element	Subvention Released (Note 1)	Actual Expenditure	Surplus (Note 2)	Deficit (Note 2)
		\$	\$	\$	\$
A001-3523 Shatin Centre	Rent (Note 3)	63,703.00	63,703.00	-	-
	Rates	4,609.00	4,609.00	-	-
	Less: Rates concession	-	-	-	-
	Total :	68,312.00	68,312.00	-	-
A002-	Rent				
	Rates				
	Less: Rates concession				
	Total :				
A003-	Rent				
	Rates				
	Less: Rates concession				
	Total :				
A004- " " "					
	Grand Total :	68,312.00	68,312.00	-	-

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 rental, management fee, building maintenance fee and Government Rent.


**Schedule for Investment
Analysis of Investment as at 31 March 2022**

Agency Code and Name : 380 Hong Kong Sports Association for Persons with Intellectual Disability

	2021-22	2020-21
	\$	\$
Lump Sum Grant Reserve as at 31 March	320,272.99	265,389.01
Provident Fund Reserve as at 31 March	<u>263,088.79</u>	<u>204,769.38</u>
	<u>583,361.78</u>	<u>470,158.39</u>
 Represented by :		
Investments		
a. HKD Bank Account Balances	583,361.78	470,158.39
b. HKD 24-hour Call Deposits	-	-
c. HKD Fixed Deposits	-	-
d. HKD Certificate of Deposits	-	-
e. HKD Bonds (see appendix for breakdown)	<u>-</u>	<u>-</u>
	<u>583,361.78</u>	<u>470,158.39</u>

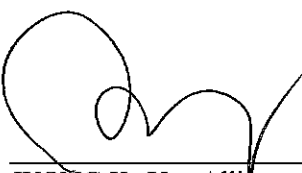
Note : The investments should be reported at historical cost.

Confirmed by:-



LUK Tze Chung
Chairman

Date **31 OCT 2022**



WONG Ka Yee Allison
NGO Head

Date **31 OCT 2022**

NOTES TO THE ANNUAL FINANCIAL REPORT
FOR THE PERIOD FROM 1 APRIL 2021 TO 31 MARCH 2022

	SWD-Subvented HK\$
INCOME	
Lump Sum Grant	3,527,025.00
6.8% Provident Fund	200,921.00
Rent & Rates Grant	68,312.00
Current Lump Sum Grant	3,796,258.00
<u>Fee Income</u>	
Membership Fee	15,000.00
<u>Other Income</u>	
Bank Interest - HKSAPID	4.36
TOTAL INCOME	3,811,262.36 (A)
EXPENDITURE	
<u>Personal Emoluments:</u>	
SWD - Salary	2,906,199.91
SWD - 6.8% Provident Fund	142,601.59
Sub-total	3,048,801.50
<u>Other Charges - Utilities</u>	
Water	31.86
<u>Other Charges - Administrative Expenses:</u>	
Annual Fee	1,736.00
Audit and Accounting fee	110,400.00
Fire Service Maintenance	550.00
Hire of Store	46,745.00
Insurance	133,374.44
IT Support and License	51,320.90
Office Cleaning	64,368.80
Postage	4,725.50
Printing	14,113.20
Recruitment	6,786.40
Social Work Activities Expense	58,571.98
Stationery	23,478.50
Telephone and Internet	38,765.00
Sub-total	554,935.72
EXPENDITURE SUBTOTAL	3,603,769.08

NOTES TO THE ANNUAL FINANCIAL REPORT
FOR THE PERIOD FROM 1 APRIL 2021 TO 31 MARCH 2022

	SWD-Subvented HK\$
EXPENDITURE	
<i>Other Charges - Repairs and Maintenance</i>	
Minor Purchase, Repairs and Maintenance	2,170.00
<i>Other Charges - Transport and Travelling:</i>	
Travel Allowance	3,069.70
<i>Other Charges - Miscellaneous:</i>	
AGM Expense	6,807.00
Admin. Miscellaneous	14,167.19
Sub-total	20,738.19
TOTAL OTHER CHARGES	3,629,746.97
<i>Cost of Accommodation:</i>	
Rent	63,703.00
Rates	4,609.00
Sub-total	68,312.00
TOTAL EXPENDITURE	3,698,058.97 (B)
INCOME LESS EXPENDITURE (A) - (B)	113,203.39