



心光盲人院暨學校

Ebenezer School & Home for the Visually Impaired

整筆撥款之週年財務報告 2021-22

THE ANNUAL FINANCIAL REPORT (LUMP SUM GRANT) 2021-22

The Annual Financial Report (AFR) does not constitute the Ebenezer School & Home for the Visually Impaired Limited's Statutory annual financial statements. The AFR is prepared on Cash basis, in accordance with the requirements set out in Lump Sum Grant Manual issued by the Social Welfare Department of the Government of the Hong Kong Special Administrative Region, which is different from the financial reporting standards issue by the Hong Kong Institute of Certified Public Accountants normally adopted in statutory annual financial statements.

最高三層管理人員檢討報告

REVIEW REPORTS ON REMUNERATION PACKAGES FOR STAFF IN THE TOP THREE TIERS

The Ebenezer School & Home for the Visually Impaired Limited is being exempted from submission of the Review Reports on Remuneration Packages for Staff in the Top Three Tiers

**The Ebenezer School and Home for the
Visually Impaired Limited**
心光盲人院暨學校有限公司

31 March 2022

Ebenezer Care & Attention Home and Ebenezer Child Care Centre
Annual Financial Report

**Review Report to the Management Board of
The Ebenezer School and Home for the Visually Impaired Limited**

We have audited the financial statements of the Ebenezer School and Home for the Visually Impaired Limited (the "Company") for the year ended 31 March 2022 and have issued an unqualified report thereon dated 20 October 2022.

We conducted our review of the attached Annual Financial Report on pages 2 to 10 of the Company relating to Ebenezer Care & Attention Home and Ebenezer Child Care Centre 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 Company, on which the above audited financial statements of the Company 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 Company 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 Company; and
- (b) no matters have come to our attention during the course of our review, which cause us to believe that the Company 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 and 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 Hong Kong Special Administrative Region ("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 31 March 2022.

This report is intended for filing with the Social Welfare Department of the Government of the HKSAR and is not intended to be, and should not be used for any other purposes and we do not assume responsibility towards or accept liability or duty to any other person other than the addressees of this report for the contents of this report.

The engagement director on the audit resulting in this independent auditor's report is Wan Tak Shing (Practising Certificate Number: P04844).



PKF Hong Kong Limited
Certified Public Accountants
Hong Kong

20 OCT 2022

ANNUAL FINANCIAL REPORT

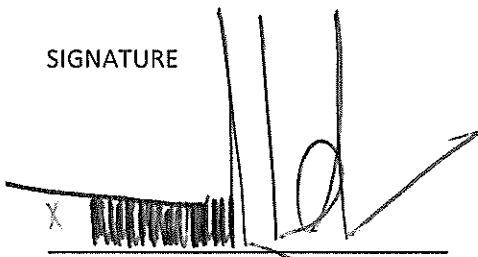
**NGO : Ebenezer School & Home for the Visually Impaired
Ebenezer C & A Home and Ebenezer Child Care Centre**

1 APRIL 2021 TO 31 MARCH 2022

	Notes	2021-22 \$	2020-21 \$
A. INCOME			
1. Lump Sum Grant		21,380,024.00	22,435,719.00
a. Lump Sum Grant (excluding Provident Fund)	1b	19,847,872.00	20,813,846.00
b. Provident Fund	1c	1,532,152.00	1,621,873.00
2. Fee Income	2	715,657.50	747,465.00
3. Central Items	3	2,591,208.00	1,719,956.00
4. Rent and Rates	4	103,156.00	98,118.00
5. Other Income	5	277,867.00	285,153.00
6. Interest Received		28,196.00	71,021.52
TOTAL INCOME		25,096,108.50	25,357,432.52
B. EXPENDITURE			
1. Personal Emoluments			
a. Salaries		17,458,066.48	17,749,145.77
b. Provident Fund	1c	1,448,115.00	988,951.56
c. Allowances		-	-
Sub-total		18,906,181.48	18,738,097.33
2. Other Charges	7	3,082,134.53	2,413,508.27
3. Central Items	3	1,904,695.75	1,615,472.97
4. Rent and Rates	4	89,378.00	98,118.00
5. Special One-off Grant Payments	7a	-	-
TOTAL EXPENDITURE		23,982,389.76	22,865,196.57
C. SURPLUS FOR THE YEAR	8	1,113,718.74	2,492,235.95

The Annual Financial Report from pages 2 to 11 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

SIGNATURE



CHAIRMAN

DATE 20 OCT 2022

SIGNATURE



CHIEF EXECUTIVE OFFICIER

DATE 20 OCT 2022

NOTES ON THE ANNUAL FINANCIAL REPORT

**NGO : Ebenezer School & Home for the Visually Impaired
Ebenezer C & A Home and Ebenezer Child Care Centre**

(1 APRIL 2021 TO 31 MARCH 2022)

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.

The presentation of the AFR has been adjusted per SWD letter of 7 May 2018 [Ref: (7) in SWD SF/4-55/8 II (188)].

b. Lump Sum Grant (excluding Provident Fund) This represents Lump Sum Grant (excluding Provident Fund) received for the year.

c. Provident Fund This is Provident Fund (PF) 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:

Provident Fund Contribution	Snapshot Staff	6.8% & Other Posts	Total
	\$	\$	\$
Subvention Received	405,918.00	1,126,234.00	1,532,152.00
PF Contribution Paid during the Year	(387,493.65)	(1,060,621.35)	(1,448,115.00)
Surplus for the Year	18,424.35	65,612.65	84,037.00
Add : Surplus b/f	57,847.44	3,369,430.83	3,427,278.27
Additional subvention received for previous year(s)	-	10,842.00	10,842.00
Less: Refund to Government	(32,677.00)	-	(32,677.00)
Surplus c/f	43,594.79	3,445,885.48	3,489,480.27

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 Lump Sum Grant Manual.

3. Central Items These are subvented service activities which are not included in Lump Sum Grant 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 LSG Manual (October 2016)). The income and expenditure of each of the Central Items are as follows:

NOTES ON THE ANNUAL FINANCIAL REPORT

**NGO : Ebenezer School & Home for the Visually Impaired
Ebenezer C & A Home and Ebenezer Child Care Centre**

1 APRIL 2021 TO 31 MARCH 2022

3. Central Items (cont'd) The income and expenditure of each of the Central Items are as follows:

	2021-22	2020-21
	\$	\$
a. Income		
- Dementia Supplement for Elderly with Disabilities	500,206.00	513,981.00
- Infirmary Care Supplement for the Aged Blind Persons	1,047,002.00	571,092.00
- Special Allowance for Staff of Subvented Scheme Residential Services units in respect of COVID-19	-	197,232.00
- TSP for Children on the Waiting List	429,000.00	237,651.00
- Subsidy for Enhanced Support for Ethnic Minority Children in Special Child Care Centres & Early Education & Training Centres	100,000.00	200,000.00
- 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	195,000.00	-
- Training Sponsorship Scheme 2021 (Master in Occupational Therapy & Master in Physiotherapy Programmes of the HK Polytechnic University)	320,000.00	-
Total	<u>2,591,208.00</u>	<u>1,719,956.00</u>
Expenditure		
- Dementia Supplement for Elderly with Disabilities	500,206.00	513,981.00
- Infirmary Care Supplement for the Aged Blind Persons	1,047,002.00	571,092.00
- 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 Scheme Residential Services units in respect of COVID-19	-	157,018.07
- TSP for Children on the Waiting List	257,601.00	311,500.00
- Subsidy for Enhanced Support for Ethnic Minority Children in Special Child Care Centres & Early Education & Training Centres	99,886.75	61,881.90
Total	<u>1,904,695.75</u>	<u>1,615,472.97</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
	\$	\$
Other Income		
(a) Fees and charges for services incidental to the operation of subvented services	277,867.00	285,153.00
(b) Others	-	-
Total	<u>277,867.00</u>	<u>285,153.00</u>

NOTES ON THE ANNUAL FINANCIAL REPORT

**NGO : Ebenezer School & Home for the Visually Impaired
Ebenezer C & A Home and Ebenezer Child Care Centre**

1 APRIL 2021 TO 31 MARCH 2022

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	No. of Posts	\$
HK\$700,001 - HK\$800,000 p.a.	-	-
HK\$800,001 - HK\$900,000 p.a.	2	1,383,922.01
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:-

Other Charges	2021-22 \$	2020-21 \$
(a) Utilities	626,660.30	548,762.70
(b) Food	673,384.47	516,925.88
(c) Administrative Expenses	106,587.07	105,479.48
(d) Stores and Equipment	858,288.06	472,791.21
(e) Repair & Maintenance	310,055.31	383,107.53
(f) Special Allowances	-	-
(g) Programme Expenses	16,859.30	13,118.40
(h) Transportation and Travelling	27,040.65	31,439.48
(i) Insurance	236,402.97	189,606.19
(j) Residential Medical Care	158,875.40	148,504.70
(k) Staff Training and Development	66,000.00	2,900.00
(l) Miscellaneous	1,981.00	872.70
Total	3,082,134.53	2,413,508.27

- 7a. Special One-off Grant Payments

Not Applicable Not Applicable

NOTES ON THE ANNUAL FINANCIAL REPORT

NGO : Ebenezer School & Home for the Visually Impaired
Ebenezer C & A Home and Ebenezer Child Care Centre

1 APRIL 2021 TO 31 MARCH 2022

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

	Analysis of Reserve Fund			
	Lump Sum Grant	Rent and Rates	Central Items	Total
	\$	\$	\$	\$
Income				
Lump Sum Grant (LSG)	21,380,024.00	-	-	21,380,024.00
Special One-off Grant	-	-	-	-
Fee Income	715,657.50	-	-	715,657.50
Other Income	277,867.00	-	-	277,867.00
Interest Received [Note (1)]	28,196.00	-	-	28,196.00
Rent and Rates	-	103,156.00	-	103,156.00
Central Items	-	-	2,591,208.00	2,591,208.00
Total Income (a)	22,401,744.50	103,156.00	2,591,208.00	25,096,108.50
Expenditure				
Personal Emoluments	18,906,181.48	-	-	18,906,181.48
Other Charges	3,082,134.53	-	-	3,082,134.53
Special One-off Grant	-	-	-	-
Rent and Rates	-	89,378.00	-	89,378.00
Central Items	-	-	1,904,695.75	1,904,695.75
Total Expenditure (b)	21,988,316.01	89,378.00	1,904,695.75	23,982,389.76
Surplus for the Year (a) - (b)	413,428.49	13,778.00	686,512.25	1,113,718.74
Less: Surplus of Provident Fund	84,037.00	-	-	84,037.00
	329,391.49	13,778.00	686,512.25	1,029,681.74
Surplus b/f [Note (2)]	5,187,970.91	-	105,377.03	5,293,347.94
	5,517,362.40	13,778.00	791,889.28	6,323,029.68
Less: Refund to Government	-	-	40,213.93	40,213.93
Transfer from LSG Reserve to cover the salary adjustment for Programme Assistants, Care Assistants, Dementia Supplement and Infirmiry Care Supplementary [Note (3)]	-	-	-	-
Surplus c/f [Note (4)]	5,517,362.40	13,778.00	751,675.35	6,282,815.75

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 of 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 reserve 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 Investment
Analysis of Investment as at 31 March 2022**

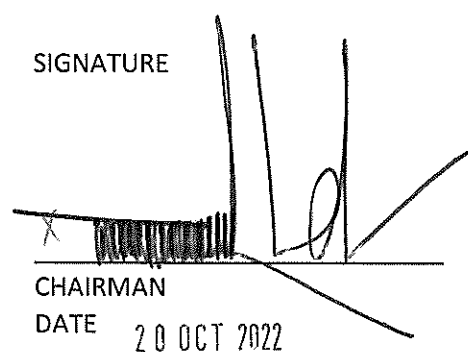
**NGO : Ebenezer School & Home for the Visually Impaired
Ebenezer C & A Home and Ebenezer Child Care Centre**

	2021-22 \$	2020-21 \$
LSG Reserve as at 31 March *	5,517,362	5,187,971
Represented by:		
Investments		
a. HKD Bank Account Balances	-	-
b. HKD 24-hour Call Deposits	-	-
c. HKD Fixed Deposits	5,517,362	5,187,971
d. HKD Certificate of Deposits	-	-
e. HKD Bonds	-	-
	5,517,362	5,187,971

* This represents accumulated surplus from Lump Sum Grant (excluding Provident Fund).

Note: The investments are reported as historical cost.

SIGNATURE



CHAIRMAN
DATE 20 OCT 2022

SIGNATURE



CHIEF EXECUTIVE OFFICER
DATE 20 OCT 2022

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

NGO : Ebenezer School & Home for the Visually Impaired
Ebenezer C & A Home and Ebenezer Child Care Centre

Unit Code and Name (Note 7)	Subvented Element	Subvention Released (Note 1)	Actual Expenditure (Note 2)	Surplus (Note 3) (a)	Deficit for the Year			Surplus b/f (Note 5) (e)	Refund to Government (f)	Surplus c/f (Note 6) (g)=(e)+(a)-(d)-(f)
					Deficit (Note 3) (b)	Deficit transferred to LSG (Note 4) (c)	Adjusted Deficit (d) = (b) - (c)			
2313 EC&A Home	Dementia Supplement for Elderly with Disabilities (Note 8)	\$ 500,206.00	\$ 500,206.00	-	\$ -	\$ -	\$ -	\$ -	\$ -	
2312 EC&A Home	Infirmity Care Supplement for the Aged Blind Persons (Note 8)	1,047,002.00	1,047,002.00	-	-	-	-	-	-	
	Special Allowance for Staff of Subvented Scheme Residential Services units in respect of COVID-19	-	-	-	-	-	40,213.93	40,213.93	-	
6534 ECCC	Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehab Services	429,000.00	257,601.00	171,399.00	-	-	(188,165.00)	-	(16,766.00)	
6028 ECCC	Training Subsidy under Training Scheme for Child Care Supervisors & SCCW in Pre-school Rehab Services	-	-	-	-	-	115,210.00	-	115,210.00	
3317 ECCC	Subsidy for Enhanced Support for Ethnic Minority Children in Special Child Care Centres & Early Education & Training Centres	100,000.00	99,886.75	113.25	-	-	138,118.10	-	138,231.35	
31E/17.3.2022/NMPS/13	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	195,000.00	-	195,000.00	-	-	-	-	195,000.00	
45A/8.3.2022/188/1 (UNIT-AC08)	Training Sponsorship Scheme 2021 (Master in Occupational Therapy & Master in Physiotherapy Programmes of the HK Polytechnic University)	320,000.00	-	320,000.00	-	-	-	-	320,000.00	
TOTAL		2,591,208.00	1,904,695.75	686,512.25	-	-	105,377.03	40,213.93	751,675.35	

Notes :

- The figures for the whole financial year are extracted from the payroll for March (Final) of the financial year.
- Actual expenditure represents the total expenditure incurred including provident fund for the respective services after netting off programme income, if any.
- Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.
- Deficit i.e. the following central items arising from salary adjustment are transferred to the Lump Sum Grant Reserve as stated in SWD's letter ref. (93) in SWD/S/104/2 Pt. 18 dated 4 March 2020.
 - 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
- "Surplus brought forward (b/f)" means surplus, if any, arising from operations in previous years.
- "Surplus carried forward (c/f)" means surplus brought forward less refund to Government plus surplus, if any, arising from operations in current year.
- Unit codes and names / remittance advice no. are extracted from the payroll from SWD and remittance advice from Treasury respectively.

- For ASCP/Enhanced ASCP, the adjustment includes the amount of expenditure overstate/(understate) in previous year(s) after taking into account the actual claw-back amount(s) per SWD's allocation letter(s), if any
- For NGOs with Visiting Medical Practitioner Service Team which arrange delivery of the service under the Programme to all private and self-financing RCHs, RCHDs as well as contract homes operated by private operators only

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

NGO : Ebenezer School & Home for the Visually Impaired
Ebenezer C & A Home and Ebenezer Child Care Centre

Unit Code and Name	Subvented Element	Subvention Released (Note 1)	Actual Expenditure	Surplus (Note 2) (a)	Deficit (Note 2) (b)
2315 EC&A Home	Rent	\$ 6,840.00	\$ 6,840.00	\$ -	\$ -
	Rates	49,226.00	41,021.00	8,205.00	-
	Total	56,066.00	47,861.00	8,205.00	-
2246 ECCC	Rent	10,023.00	10,023.00	-	-
	Rates	24,331.00	20,671.00	3,660.00	-
	Total	34,354.00	30,694.00	3,660.00	-
2247 ECCC	Rent	1,258.00	1,258.00	-	-
	Rates	11,478.00	9,565.00	1,913.00	-
	Total	12,736.00	10,823.00	1,913.00	-
Grand Total		103,156.00	89,378.00	13,778.00	-

Notes:

1. The figures are to be extracted from the payroll for March plus subvention released in late March of the financial year. Reimbursement for rent and rates relating to previous financial year(s) (i.e. back payments) should not be included.
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.

**Training Subsidy Programme for Children on the Waiting List
For Subvented Pre-school Rehabilitation Services (TSP)
Statement of Income and Expenditure for the period from Apr 2021 to Mar 2022**

	Hourly rate	2021-22 4-6/2021		2021-22 7-9/2021		2021-22 10-12/2021		2021-22 1-3/2022		TOTAL
		Equal Hrs	Q1	Equal Hrs	Q2	Equal Hrs	Q3	Equal Hrs	Q4	
SCCW service	\$600	33.00	(19,800.00)	24.50	(14,700.00)	10.50	(6,300.00)	8.00	(4,800.00)	(45,600.00)
Therapeutic services	\$800	28.00	(22,400.00)	22.00	(17,600.00)	13.75	(11,000.00)	10.25	(8,200.00)	(59,200.00)
Adjustment for 2018-2021 Therapist service	\$800							156.92	(125,536.00)	(125,536.00)
SCCW service fee for 3/1/2020, 18/3/2020 (2hrs)	\$600							2.00	(1,200.00)	(1,200.00)
SUBVENTION FROM SWD			70,521.00		328,058.00		30,421.00		-	429,000.00
(DEFICIT)/SURPLUS BEFORE SW SALARY			28,321.00		295,758.00		13,121.00		(139,736.00)	197,464.00
Salary of Social Worker			(2,391.00)		(2,391.00)		(2,391.00)		(2,392.00)	(9,565.00)
(DEFICIT)/SURPLUS BEFORE ADMIN EXP			25,930.00		293,367.00		10,730.00		(142,128.00)	187,899.00
Administrative Expenses (budget @1375/mth)			(4,125.00)		(4,125.00)		(4,125.00)		(4,125.00)	(16,500.00)
NET (DEFICIT)/SURPLUS			21,805.00		289,242.00		6,605.00		(146,253.00)	171,399.00