

METHODIST CENTRE

**REVIEW REPORT AND ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED 31 MARCH 2023**



華德會計師事務所

CW CPA Certified Public Accountants

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ANNUAL FINANCIAL REPORT

NGO: METHODIST CENTRE

1 APRIL 2022 TO 31 MARCH 2023

	Notes	2022-23 \$	2021-22 \$
A. INCOME			
1. Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	1b	62,509,870.00	61,206,194.00
b. Provident Fund	1c	4,278,198.00	4,336,681.00
2. Fee Income	2	1,101,327.10	905,565.30
3. Central Items	3	21,958,284.00	23,742,868.00
4. Rent and Rates	4	742,309.00	696,709.00
5. Other Income	5	1,953,823.53	1,721,086.20
6. Interest Received		371,039.00	31,141.15
TOTAL INCOME		92,914,850.63	92,640,244.65
B. EXPENDITURE			
1. Personal Emoluments			
a. Salaries		65,091,694.65	56,003,815.88
b. Provident Fund	1c	3,999,839.39	3,872,366.26
c. Allowances		0.00	0.00
Sub-total	6	69,091,534.04	59,876,182.14
2. Other Charges	7	7,334,222.47	6,766,484.50
3. Central Items	3	27,767,047.60	25,585,812.09
4. Rent and Rates	4	1,410,411.98	1,213,031.35
TOTAL EXPENDITURE		105,603,216.09	93,441,510.08
C. DEFICIT FOR THE YEAR	8	(12,688,365.46)	(801,265.43)

The Annual Financial Report from pages 1 to 7 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

Authorised Signatory:

Name:

Title:

Date:



Rev Yu Yan Ming

Chairman

27 SEP 2023

Authorised Signatory:

Name:

Title:

Date:



Wong Man Lai

NGO Head

27 SEP 2023

NOTES TO 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>	<u>Snapshot Staff</u> \$	<u>6.8% and Other Posts</u> \$	<u>Total</u> \$
Subvention Received	511,902.00	3,766,296.00	4,278,198.00
Provident Fund Contribution Paid during the year	(529,554.50)	(3,470,284.89)	(3,999,839.39)
Surplus for the year	(17,652.50)	296,011.11	278,358.61
Add : Surplus b/f	150,804.00	6,511,651.81	6,662,455.81
Additional subvention received for previous year(s)	0.00	12,468.00	12,468.00
Less : Refund to Government	(52,122.50)	0.00	(52,122.50)
Adjustment for 2021/22 AFR Report	(14,551.50)	0.00	(14,551.50)
Surplus c/f	66,477.50	6,820,130.92	6,886,608.42

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:

NOTES TO THE ANNUAL FINANCIAL REPORT

	2022-23	2021-22
	\$	\$
a. Income		
After School Care Programme – Fee Waiving Subsidy Scheme	687,414.00	479,232.00
Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy Programmes	0.00	1,280,000.00
Pilot Scheme on Multi-disciplinary Outreaching Support Teams for the Elderly (MOSTE) – Annual Funding Allocation	18,478,247.00	20,823,996.00
MOSTE – Annual Rent and Rates	0.00	835,130.00
Child Care Training for Grandparents – Contract Subsidy	0.00	115,973.00
Time-defined Allocation of Ethnic Minority District Ambassador Posts – salary and provident fund	191,792.00	187,114.00
Time-defined Allocation of Ethnic Minority District Ambassador Posts – other charges	16,284.00	16,123.00
Time-defined Services Contract of Social Work Service for Pre-Primary Institutions		
- Allocation	2,579,300.00	0.00
- Rent and Rates	0.00	0.00
Time-defined Subsidy Scheme for Occasional Child Care Service	5,247.00	5,300.00
Total	<u>21,958,284.00</u>	<u>23,742,868.00</u>

	2022-23	2021-22
	\$	\$
b. Expenditure		
After School Care Programme – Fee Waiving Subsidy Scheme	467,140.00	355,680.00
Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy Programmes	1,280,000.00	640,000.00
Pilot Scheme on Multi-disciplinary Outreaching Support Teams for the Elderly (MOSTE) – Annual Funding Allocation	22,016,250.04	22,720,762.97
MOSTE – Annual Rent and Rates	1,472,773.00	1,676,260.00
Child Care Training for Grandparents – Contract Subsidy	0.00	17,033.87
Time-defined Allocation of Ethnic Minority District Ambassador Posts – salary and provident fund	182,042.70	175,875.25
Time-defined Allocation of Ethnic Minority District Ambassador Posts – other charges	0.00	200.00
Time-defined Services Contract of Social Work Service for Pre-Primary Institutions		
- Allocation	2,179,562.86	0.00
- Rent and Rates	169,279.00	0.00
Time-defined Subsidy Scheme for Occasional Child Care Service	0.00	0.00
Total	<u>27,767,047.60</u>	<u>25,585,812.09</u>

NOTES TO THE ANNUAL FINANCIAL REPORT

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 of the FSA services / FSA-related activities reflected in the AFR.

The breakdown on Other Income is as follows:

	2022-23	2021-22
Other Income	\$	\$
(a) Programme income	1,168,965.90	601,025.00
(b) 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 *	687,414.00	479,232.00
(c) Reimbursement of Maternity Leave Pay (RMLP) Scheme reimbursement received	0.00	0.00
(d) Miscellaneous income	784,857.63	1,120,061.20
Sub Total	2,641,237.53	2,200,318.20
Less: Utilised allocation under CI:ASCP / Enhanced ASCP / ASCP(PC) – FWSS which forms as part of Other Income *	(687,414.00)	(479,232.00)
Total	1,953,823.53	1,721,086.20

** 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 \$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.	4	3,108,780.05
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	1,077,574.05
HK\$1,100,001 – HK\$1,200,000 p.a.		
> HK\$1,200,000 p.a.	1	1,695,249.50

NOTES TO THE ANNUAL FINANCIAL REPORT

7. Other Charges

The breakdown on Other Charges is as follows:

	2022-23	2021-22
Other Charges	\$	\$
(a) Utilities	599,708.81	449,905.40
(b) Food	534,579.30	420,591.00
(c) Administrative Expenses	423,987.27	334,957.84
(d) Stores and Equipment	632,016.48	1,372,554.52
(e) Repair and Maintenance	655,021.77	729,440.10
(f) Special Allowances	0.00	0.00
(g) Programme Expenses	2,880,143.86	2,441,978.47
(h) Transportation and Travelling	319,994.99	318,515.67
(i) Insurance	720,309.94	751,403.29
(j) Miscellaneous	1,255,874.05	426,370.21
Sub Total	8,021,636.47	7,245,716.50
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	(687,414.00)	(479,232.00)
Total	7,334,222.47	6,766,484.50

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

NOTES TO THE ANNUAL FINANCIAL REPORT

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

	Lump Sum Grant (LSG)	Holding Account (HA)	Adjustment for Utilised allocation under ASCP / Enhanced ASCP / ASCP(PC) - FWSS	Rent and Rates	Central Items (CI)	Total
	\$	\$	\$	\$	\$	\$
Income						
Lump Sum Grant	66,788,068.00					66,788,068.00
Fee Income	1,101,327.10					1,101,327.10
Other Income #	2,641,237.53		(687,414.00)			1,953,823.53
Interest Received (Note (1))	371,039.00					371,039.00
Rent and Rates				742,309.00		742,309.00
Central Items					21,958,284.00	21,958,284.00
Total Income (a)	70,901,671.63	0.00	(687,414.00)	742,309.00	21,958,284.00	92,914,850.63
Expenditure						
Personal Emoluments	67,191,534.04	1,900,000.00				69,091,534.04
Other Charges	8,021,636.47		(687,414.00)			7,334,222.47
Rent and Rates				1,410,411.98		1,410,411.98
Central Items					27,767,047.60	27,767,047.60
Total Expenditure (b)	75,213,170.51	1,900,000.00	(687,414.00)	1,410,411.98	27,767,047.60	105,603,216.09
Surplus/(Deficit) for the year (a) - (b)	(4,311,498.88)	(1,900,000.00)	0.00	(668,102.98)	(5,808,763.60)	(12,688,365.46)
Less: Surplus of Provident Fund	278,358.61					278,358.61
	(4,589,857.49)	(1,900,000.00)	0.00	(668,102.98)	(5,808,763.60)	(12,966,724.07)
Surplus/(Deficit) b/f (Note (2))	10,852,454.64	3,842,673.69	0.00	(1,089,165.37)	6,739,959.51	20,345,922.47
	6,262,597.15	1,942,673.69	0.00	(1,757,268.35)	931,195.91	7,379,198.40
Add: Refund from Government				354,012.00	826,835.00	1,180,847.00
Less: Refund to Government				(39,366.00)	(457,260.53)	(496,626.53)
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement (Note (3))						
Adjustment for utilised allocation under Enhanced ASCP / ASCP (PC) – FWSS* (over-estimated) / under-estimated in previous year(s)						
Surplus/(Deficit) c/f (Note (4))	6,262,597.15	1,942,673.69	0.00	(1,442,622.35)	1,300,770.38	8,063,418.87

Notes:

Including an amount HK\$687,414 being the utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) – FWSS *

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

NOTES TO THE ANNUAL FINANCIAL REPORT

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

Notes:

- (1) Interest received on LSG (including HA) 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 all interest received in previous years (see (1) above) and the balance of HA should be separately reported as in the surplus b/f under LSG and HA respectively.
- (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) For NGOs without HA, separate disclosure of the movement of HA in their respective AFRs is not necessary. The level of LSG cumulative reserve will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure excluding Provident Fund Contribution) for the year.

For NGOs with HA, with effect from 2022-23, the calculation of the annual claw-back is as follows:

(i) With Snapshot Staff (SS)

The level of LSG cumulative reserve will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure excluding Provident Fund Contribution) for the year.

(ii) Without SS

For the next three years, the level of LSG cumulative reserve will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure excluding Provident Fund Contribution) for the year.

From the fourth financial year onwards, the level of LSG cumulative reserve and HA reserve will be counted altogether and the combined reserve amount will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure excluding Provident Fund Contribution) for the year. In this regard, separate disclosure of the movement of HA in their respective AFRs is not necessary.

For any amount above the cap, SWD would arrange the claw-back (including provisional in the following financial year) accordingly.



Partners

黃華榮 執業會計師
THOMAS W S WONG, FCPA (Practising)

蔡懿德 執業會計師
ROSANNA Y T CHOI, FCPA (Practising)

INDEPENDENT AUDITOR'S ASSURANCE REPORT TO THE DIRECTORS OF METHODIST CENTRE (the "Centre")

We have audited the combined financial statements of the Centre for the year ended 31 March 2023 in accordance with Hong Kong Standards on Auditing issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA"), and have issued an unmodified auditor's report thereon dated 27 September 2023.

Pursuant to the Lump Sum Grant ("LSG") Manual issued by the Social Welfare Department of the Government of the Hong Kong Special Administrative Region ("SWD"), we have been requested to issue this assurance report in connection with the Annual Financial Report ("AFR") of the Centre for the year ended 31 March 2023.

Responsibilities of the Directors

In relation to this report, the directors are responsible for ensuring that the AFR of the Centre for the year ended 31 March 2023 is properly prepared in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instruction issued by the SWD; and the use of the funds from the LSG by the Centre has complied with the purposes as specified in the LSG Manual and other instructions issued by the SWD.

Our Independent and Quality Management

We have complied with the independence and other ethical requirements of the *Code of Ethics for Professional Accountants* issued by the HKICPA, which is founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behavior.

The firm applies Hong Kong Standard on Quality Management 1, which requires the firm to design, implement and operate a system of quality management including policies or procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

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INDEPENDENT AUDITOR'S ASSURANCE REPORT TO THE DIRECTORS OF METHODIST CENTRE (continued)

Auditor's Responsibility

Our responsibility is to form a conclusion, based on our engagement, and to report our conclusion to the directors of the Centre.

We conducted our engagement in accordance with Hong Kong Standard on Assurance Engagements 3000 (Revised), *Assurance Engagements Other than Audits or Reviews of Historical Financial Information* and with reference to Practice Note 851 (Revised), *Reporting on the Annual Financial Reports of Non-governmental Organisations issued by the HKICPA*. We have planned and performed our work to obtain reasonable assurance for giving conclusion 1 and obtain limited assurance for giving conclusion 2 below.

The work undertaken in connection with this engagement is less in scope than an audit conducted in accordance with Hong Kong Standard on Auditing and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

In relation to our conclusion 1 below, we have planned and performed such procedures as we considered necessary with reference to the procedures recommended in PN851 (Revised), to satisfy ourselves that the AFR has been properly prepared, in all material respects, in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD.

In relation to our conclusion 2 below, we have obtained an understanding in respect of the purposes of the use of the funds as specified in the LSG Manual and other instructions issued by the SWD and obtaining an understanding of the control procedures. We are not required to perform any procedures to search for instances of the use of funds from the LSG by the Centre being non-complied with the specified purposes. Our work was limited to reporting non-compliances identified as a result of the procedures performed in relation to conclusion 2 and during the normal course of our work relating to conclusion 1. The procedures performed in a limited assurance engagement vary in nature and timing from, and are less in extent than for, a reasonable assurance engagement. Consequently, the level of assurance obtained in a limited assurance engagement is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed.

Conclusion

1. In our opinion, the AFR of the Centre for the year ended 31 March 2023 is properly prepared, in all material respects, in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD.
2. Based on the procedures performed and evidence obtained, nothing has come to our attention that causes us to believe that the use of the funds from the LSG by the Centre has not complied, in all material respects, with the purposes as specified in the LSG Manual and other instructions issued by the SWD.

**INDEPENDENT AUDITOR'S ASSURANCE REPORT TO THE DIRECTORS
OF METHODIST CENTRE (continued)**

Intended Users and Purpose

This report is intended solely for submission by the Centre to the SWD and is not intended to be, and should not be, used for any other purpose. We agree that a copy this report may be provided to the SWD without further comment from us.



CW CPA
Certified Public Accountants

HONG KONG, **27 SEP 2023**

Annex I

Schedule for Central Items
Analysis of Subvention and Expenditure for the period from 1 April 2022 to 31 March 2023

Name of NGO : Methodist Centre (712)

Unit Code and Name / Remittance Advice No. (Note 7)	Subvented Element	Subvention Released (Note 1a) (a1)	Reimbursement of Maternity Leave Pay (RMLP) Scheme reimbursement received (Note 1b)#	Actual Expenditure (Note 2a) (a2)	Actual Expenditure incurred under RMLP Scheme (Note 2b)#	Surplus (Note 3) (a) = (a1) - (a2)	Deficit for the Year			Surplus b/f (Note 5) (e)	Refund from (to) Government (f)	Adjustment (Note 9) (g)	Surplus c/f (Note 6) (g) = (e) + (a) - (d) + (f) - (g)
							Deficit (Note 3) (b) = (a1) - (a2)	Deficit transferred to LSG (Note 4) (c)	Adjusted Deficit (d) = (b) - (c)				
3225	After School Care Programme	687,414.00	0.00	467,140.00	0.00	220,274.00	0.00	0.00	0.00	0.00	0.00	833,816.90	
6584	DECC	0.00	0.00	1,280,000.00	0.00	0.00	1,280,000.00	N.A.	1,280,000.00	0.00	0.00	0.00	
6366	Subsidy Scheme For OCC Service (Time-Defined)	5,247.00	0.00	0.00	0.00	5,247.00	0.00	N.A.	0.00	5,300.00	0.00	5,247.00	
5844	Pilot Scheme on Multi-Disciplinary Outreaching Support Teams for the Elderly – HKE Cluster	18,478,247.00	0.00	22,016,250.04	0.00	0.00	3,538,003.04	N.A.	3,538,003.04	0.00	0.00	1,691,485.14	

Schedule for Central Items
Analysis of Subvention and Expenditure for the period from 1 April 2022 to 31 March 2023

Name of NGO : Methodist Centre (712)

Unit Code and Name / Remittance Advice No. (Note 7)	Subvented Element	Subvention Released (Note 1a) (a1) \$	Reimbursement of Maternity Leave Pay (RMLP) Scheme reimbursement received (Note 1b)# \$	Actual Expenditure (Note 2a) (a2) \$	Actual Expenditure under RMLP Scheme (Note 2b)# \$	Surplus (Note 3) (a) = (a1) - (a2) \$	Deficit for the Year			Surplus b/f (Note 5) (e) \$	Refund from (to) Government (f) \$	Adjustm ent (Note 9) (g) \$	Surplus c/f (Note 6) (g) = (e) + (a) - (d) - (f) + (g) \$
							Deficit (Note 3) (b) = (a1) - (a2) \$	Deficit transferred to LSG (Note 4) (c) \$	Adjusted Deficit (d) = (b) - (c) \$				
5844	Pilot Scheme on Multi- Disciplinary Outreaching Support Teams for the Elderly - HKE Cluster	0.00	0.00	1,472,773.00	0.00	0.00	1,472,773.00	N.A.	1,472,773.00	(826,835.00)	0.00	(1,626,502.00)	
3220	Subsidy For Child Care Training For Grandparents - Contract Sum	0.00	0.00	0.00	0.00	0.00	0.00	N.A.	0.00	451,960.53	0.00	0.00	
6584	DECC	191,792.00	0.00	182,042.70	0.00	9,749.30	0.00	N.A.	0.00	0.00	0.00	134,058.20	
6584	DECC	16,284.00	0.00	0.00	0.00	16,284.00	0.00	N.A.	0.00	0.00	0.00	32,207.00	

Annex I

Schedule for Central Items
Analysis of Subvention and Expenditure for the period from 1 April 2022 to 31 March 2023

Name of NGO : Methodist Centre (712)

Unit Code and Name/ Remittance Advice No. (Note 7)	Subvented Element	Subvention Released (Note 1a) (a1)	Reimbursement of Maternity Leave Pay (RMLP) Scheme reimbursement received (Note 1b)#	Actual Expenditure (Note 2a) (a2)	Actual Expenditure incurred under RMLP Scheme (Note 2b)#	Surplus (Note 3) (a) = (a1) - (a2)	Deficit for the Year			Surplus b/f (Note 5) (e)	Refund from (to) Government (f)	Adjustm ent (Note 9) (g)	Surplus c/f (Note 6) (g) = (e) + (a) - (d) - (f) + (g)
							Deficit (Note 3) (b) = (a1) - (a2)	Deficit transferred to LSG (Note 4) (c)	Adjusted Deficit (d) = (b) - (c)				
AC83	Love Kids Kindergarten Social Work Services												
	Time-defined Service Contract of Social Work Service for Pre- primary Institutions - Allocation - Rent and Rates	2,579,300.00 0.00	0.00 0.00	2,179,562.86 169,279.00	0.00 0.00	399,737.14 0.00	0.00 169,279.00	N.A. N.A.	0.00 169,279.00	0.00 0.00	0.00 0.00	399,737.14 (169,279.00)	
Total		21,958,284.00	0.00	27,767,047.60	0.00	651,291.44	6,460,055.04	0.00	6,460,055.04	(369,574.47)	0.00	1,300,770.38	

Schedule for Central Items
Analysis of Subvention and Expenditure for the period from 1 April 2022 to 31 March 2023

Name of NGO : Methodist Centre

- # Any difference arising from the RMLP Scheme reimbursement received (see Note 1(b) below) and the corresponding expenditure under RMLP Scheme (see note 2(b) below) will be assessed separately.
- ^ Please take note of para. 4(f) of Points to Note on Preparation of AFR and Analysis Schedules in reporting the amounts of subvention.

Notes:

- 1(a). 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.
- 1(b). This amount represents any reimbursement received from the RMLP Scheme if the NGO has temporarily paid the expenditure out of the allocation from the subvented element (see Note 2(b) below).
- 2(a). Actual expenditure represents the total expenditure incurred including provident fund for the respective services after netting off (i) programme income and (ii) expenditure under RMLP Scheme mentioned in Note 2(b) below, if any.
- 2(b). This amount represents the additional four weeks' MLP (i.e. 11th to 14th weeks) paid to the employee out of the corresponding allocation.
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.(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, RCHEs as well as contract homes operated by private operators only.

Annex 2

Schedule for Rent and Rates

Analysis of Subvention and Expenditure for the period from 1 April 2022 to 31 March 2023

Name of NGO : Methodist Centre

Unit Code and Name	Subvented Element	A Subvention Released (Note 1)	B Actual Expenditure	A - B Surplus (Note 2)	A - B Deficit (Note 2)
		\$	\$	\$	\$
5240 Aldrich Bay IT Cum CSSS	Rent (Note 3)	39,975.00	111,539.00	0.00	(71,564.00)
	Rates	53,666.00	44,160.00	9,506.00	0.00
	Total :	93,641.00	155,699.00	9,506.00	(71,564.00)
7895 Wanchai DECC	Rent (Note 3)	429,408.00	598,104.00	0.00	(168,696.00)
	Rates	131,660.00	101,800.00	29,860.00	0.00
	Total :	561,068.00	699,904.00	29,860.00	(168,696.00)
5244 Integrated Home Care Services	Rent (Note 3)	42,000.00	47,000.00	0.00	(5,000.00)
	Rates	0.00	0.00	0.00	0.00
	Total :	42,000.00	47,000.00	0.00	(5,000.00)
6690 Enhanced Home & Community Services-Eastern	Rent (Note 3)	45,600.00	335,571.36	0.00	(289,971.36)
	Rates	0.00	55,874.00	0.00	(55,874.00)
	Total :	45,600.00	391,445.36	0.00	(345,845.36)
5844 Multi-Disciplinary Outreaching Teams for the Elderly	Rent (Note 3)	0.00	112,017.38	0.00	(112,017.38)
	Rates	0.00	4,346.24	0.00	(4,346.24)
	Total :	0.00	116,363.62	0.00	(116,363.62)
	Grand Total	742,309.00	1,410,411.98	39,366.00	(707,468.98)

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 Investment
Analysis of Investment as at 31 March 2023

Name of NGO : Methodist Centre

	2023 \$	2022 \$
LSG Reserve as at 31 March	<u>8,205,270.84</u>	<u>14,695,128.33</u>
Represented by :		
Investments		
a. HKD Bank Account Balances	3,107,309.79	3,896,854.27
b. HKD 24-hour Call Deposits	0.00	0.00
c. HKD Fixed Deposits	5,097,961.05	10,798,274.06
d. HKD Certificate of Deposits	0.00	0.00
e. HKD Bonds (see appendix for breakdown)	0.00	0.00
	<u>8,205,270.84</u>	<u>14,695,128.33</u>

Note : The investments should be reported at historical cost.

Confirmed by :



 Rev Yu Yan Ming
 Chairman
 Date : 27 SEP 2023



 Wong Man Lai
 NGO Head
 Date : 27 SEP 2023