

ANNUAL FINANCIAL REPORT

NGO : The Society For Community Organization Limited

1ST APRIL 2019 TO 31ST MARCH 2020

Statement No.	Description
--	Auditors' Review Report
1	Annual Financial Report (with Annex 1 : Schedule for Central Items)
2	Schedule for Rent and Rates
3	Schedule for Investment
4	Use of the Social Welfare Development Fund (SWDF) Phase 1 funded by Lotteries Fund
5	Use of the Social Welfare Development Fund (SWDF) Phase 2 funded by Lotteries Fund
6	Details of the Use of Furniture and Equipment (F&E) Replenishment and Minor Works Block Grant (BG)

傳電三一香
真台三港
機話：大七上
：二二廈至環
八八十一千
五五十一千
〇〇二二三諾
四六二二三諾
一三字九道
四一
〇一樓號中

ESMOND W.T. LEUNG & CO.

Certified Public Accountants

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梁偉德會計師事務所
香港會計師公會資深會員
香港資深執業會計師

REVIEW REPORT TO THE MANAGEMENT BOARD OF THE SOCIETY FOR COMMUNITY ORGANIZATION LIMITED (THE "COMPANY")

We have audited the financial statements of the Company for the year from 1st April 2019 to 31st March 2020 and have issued an unqualified auditors' report thereon dated the same day as this report.

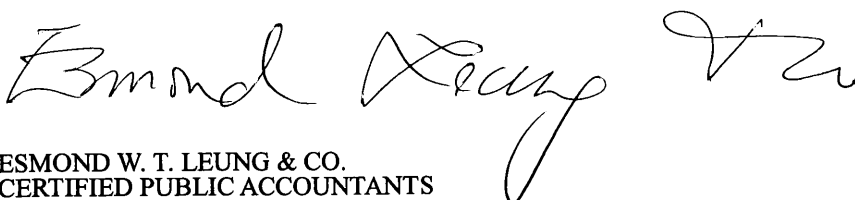
We conducted our review of the attached Annual Financial Report on pages 2 to 14 of the Company for the year from 1st April 2019 to 31st March 2020 in accordance with Practice Note 851 "Review of the Annual Financial Reports of Non-governmental Organisations" issued by the Hong Kong Institute of Certified 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 from 1st April 2019 to 31st March 2020;

- 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, Special One-off 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 Special One-off Grant and Provident Fund arrangements during the year ended 31st March 2020.

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.

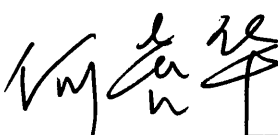

ESMOND W. T. LEUNG & CO.
CERTIFIED PUBLIC ACCOUNTANTS
HONG KONG, 28 OCT 2020

ANNUAL FINANCIAL REPORT
NGO : THE SOCIETY FOR COMMUNITY ORGANIZATION LIMITED
1ST APRIL 2019 TO 31ST MARCH 2020

	Note	2019-20 HK\$	2018-19 HK\$
A. INCOME			
1 Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	1b (A)	2,327,534.00	2,215,675.00
b. Provident Fund	1c (B)	147,948.00	140,554.00
2 Fee Income	2 (D)	-	-
3 Central Items	3 (E)	136,960.00	134,012.00
4 Rent and Rates	4 (F)	198,000.00	198,000.00
5 Other Income	5 (G)	-	-
6 Interest Received	(H)	216.71	124.88
TOTAL INCOME	(I)	2,810,658.71	2,688,365.88
B. EXPENDITURE			
1 Personal Emoluments			
a. Salaries	(J)	1,621,535.00	1,446,035.00
b. Provident Fund	1c (K)	222,424.00	175,494.00
c. Allowances	(L)	-	-
Sub-total	6 (M)	1,843,959.00	1,621,529.00
2 Other Charges	7 (N)	165,446.78	247,007.97
3 Central Items	3 (O)	177,013.10	215,674.80
4 Rent and Rates	4 (P)	360,000.00	322,800.00
TOTAL EXPENDITURE	(T)	2,546,418.88	2,407,011.77
C. SURPLUS/(DEFICIT) FOR THE YEAR	8 (U)	264,239.83	281,354.11

The Annual Financial Report from pages 2 to 14 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.


Chairman


NGO Head / Head of Social Welfare Service

Date : 28 OCT 2020

Date : 28 OCT 2020

1. Lump Sum Grant

- 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.

Details are analysed below:

<u>Provident Fund Contribution</u>	<u>Snapshot Staff</u> HK\$	<u>6.8% and</u> <u>Other Posts</u> HK\$	<u>Total</u> HK\$
Subvention Received	-	147,948.00	147,948.00 (B)
Provident Fund Contribution Paid during the Year	-	(222,424.00)	(222,424.00) (K)
Surplus/(Deficit) for the Year	-	(74,476.00)	(74,476.00) (R)
Add : Surplus/(Deficit) b/f	-	-	-
Deficit absorbed by own resources	-	74,476.00	74,476.00
Less : Refund to Government	-	-	-
Surplus/(Deficit) c/f	-	-	-

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 income and expenditure of each of the Central Items are as follows:

a. Income	2019-20 HK\$	2018-19 HK\$
Dementia Supplement for Elderly with Disabilities	0.00	0.00
Infirmary Care Supplement for the Aged Blind Persons	0.00	0.00
Dementia Supplement for Residential Elderly Services	0.00	0.00
Infirmary Care Supplement for Residential Elderly Services	0.00	0.00
Dementia Supplement for Day Care Centres/Units for the Elderly	0.00	0.00
Foster Care Allowance/Emergency Foster Care Allowance	0.00	0.00
After School Care Programme - Fee Waiving Subsidy Scheme	0.00	0.00
Temporary Financial Aid	136,960.00	134,012.00
Emergency Fund	0.00	0.00
Time-defined Subsidy Scheme for Extended Hours Service Users	0.00	0.00
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	0.00	0.00
Short-term Rental Assistance	0.00	0.00
Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)	0.00	0.00
Neighbourhood Support Child Care Project (NSCCP) – Contract Subsidy	0.00	0.00
NSCCP – Subsidy for Fee Reduction/Waiving	0.00	0.00
NSCCP – Rent and Rates	0.00	0.00
Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes	0.00	0.00
Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services	0.00	0.00
Financial Incentive Scheme for Mentors of Employees with Disabilities	0.00	0.00
Cash Subsidy for Integrated Support Services for Persons with Severe Physical Disabilities	0.00	0.00
Time-defined Subsidy Scheme for Occasional Child Care Service	0.00	0.00
Enhanced After School Care Programme - Fee Waiving Subsidy Scheme	0.00	0.00
Navigation Scheme for Young Persons in Care Services - Operating Expenses	0.00	0.00
Navigation Scheme for Young Persons in Care Services - Training Cost	0.00	0.00
Grant under the Pilot Scheme on On-site Pre-school Rehabilitation Services	0.00	0.00
One-off Subsidy for Enhanced Provision of Visiting Medical Officer for Residential Care Homes for the Elderly	0.00	0.00
One-off Subsidy for Enhanced Provision of Visiting Medical Practitioner Scheme for Residential Care Homes for the Persons with Disabilities	0.00	0.00
Pilot Scheme on Multi-disciplinary Outreaching Support Teams for the Elderly (MOSTE)	0.00	0.00
Total	(E) 136,960.00	134,012.00

3. Central Items
 (cont'd)

	2019-20 HK\$	2018-19 HK\$
b. Expenditure		
Dementia Supplement for Elderly with Disabilities	0.00	0.00
Infirmiry Care Supplement for the Aged Blind Persons	0.00	0.00
Dementia Supplement for Residential Elderly Services	0.00	0.00
Infirmiry Care Supplement for Residential Elderly Services	0.00	0.00
Dementia Supplement for Day Care Centres/units for the Elderly	0.00	0.00
Foster Care Allowance/Emergency Foster Care Allowance	0.00	0.00
After School Care Programme - Fee Waiving Subsidy Scheme	0.00	0.00
Temporary Financial Aid	177,013.10	215,674.80
Emergency Fund	0.00	0.00
Time-defined Subsidy Scheme for Extended Hours Service Users	0.00	0.00
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	0.00	0.00
Short-term Rental Assistance	0.00	0.00
Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)	0.00	0.00
Neighbourhood Support Child Care Project (NSCCP) – Contract Subsidy	0.00	0.00
NSCCP – Subsidy for Fee Reduction/Waiving	0.00	0.00
NSCCP – Rent and Rates	0.00	0.00
Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes	0.00	0.00
Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services	0.00	0.00
Financial Incentive Scheme for Mentors of Employees with Disabilities	0.00	0.00
Cash Subsidy for Integrated Support Services for Persons with Severe Physical Disabilities	0.00	0.00
Time-defined Subsidy Scheme for Occasional Child Care Service	0.00	0.00
Enhanced After School Care Programme - Fee Waiving Subsidy Scheme	0.00	0.00
Navigation Scheme for Young Persons in Care Services - Operating Expenses	0.00	0.00
Navigation Scheme for Young Persons in Care Services - Training Cost	0.00	0.00
Grant under the Pilot Scheme on On-site Pre-school Rehabilitation Services	0.00	0.00
One-off Subsidy for Enhanced Provision of Visiting Medical Officer for Residential Care Homes for the Elderly	0.00	0.00
One-off Subsidy for Enhanced Provision of Visiting Medical Practitioner Scheme for Residential Care Homes for the Persons with Disabilities	0.00	0.00
Pilot Scheme on Multi-disciplinary Outreaching Support Teams for the Elderly (MOSTE)	0.00	0.00
Total	(O) 177,013.10	215,674.80

4. Rent and Rates

This represents the amount paid by SWD in respect of premises recognised by SWD.

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. However, treatment of fees and charges as specified under paragraphs 2.28 to 2.29 of the Manual remains unchanged (paragraph 3.9).

The breakdown on Other Income (paragraph 2.29) is as follows

	2019-20 HK\$	2018-19 HK\$
Other Income		
(a) Fees and charges for services incidental to the operation of subvented services	0.00	0.00
(b) Others	0.00	0.00
Total	(G) 0.00	0.00

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\$
HK\$700,001 - HK\$800,000 p.a.	2	1,468,400
HK\$800,001 - HK\$900,000 p.a.	0	0
HK\$900,001 - HK\$1,000,000 p.a.	0	0
HK\$1,000,001 - HK\$1,100,000 p.a.	0	0
HK\$1,100,001 - HK\$1,200,000 p.a.	0	0
>HK\$1,200,000 p.a.	0	0

7. Other Charges

The breakdown on Other Charges is as follows:

	2019 - 20	2018 - 19
<u>Other Charges</u>	HK\$	HK\$
(a) Utilities	22,236.00	24,711.50
(b) Food	0.00	0.00
(c) Administrative Expenses	53,495.43	49,522.00
(d) Stores and Equipment	41,746.99	54,056.81
(e) Repair and Maintenance	2,750.00	0.00
(f) Special Allowances	0.00	0.00
(g) Programme Expenses	29,081.36	63,742.80
(h) Transportation and Travelling	7,271.50	16,631.50
(i) Insurance	3,785.50	3,875.60
(j) Miscellaneous	5,080.00	34,467.76
Total	(N) 165,446.78	247,007.97

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

	Lump Sum Grant (LSG)	Rent and Rates	Central Items	Total
	HKS	HKS	HKS	HKS
Income				
Lump Sum Grant	2,475,482.00 (A+B)	0.00	0.00	2,475,482.00 (A+B)
Fee Income	0.00 (D)	0.00	0.00	0.00 (D)
Other Income	0.00 (G)	0.00	0.00	0.00 (G)
Interest Received [note (1)]	216.71 (H)	0.00	0.00	216.71 (H)
Rent and Rates	0.00	198,000.00 (F)	0.00	198,000.00 (F)
Central Items	0.00	0.00	136,960.00 (E)	136,960.00 (E)
Total Income (a)	2,475,698.71	198,000.00	136,960.00	2,810,658.71 (I)
Expenditure				
Personal Emoluments	1,843,959.00 (M)	0.00	0.00	1,843,959.00 (M)
Other Charges	165,446.78 (N)	0.00	0.00	165,446.78 (N)
Rent and Rates	0.00	360,000.00 (P)	0.00	360,000.00 (P)
Central Items	0.00	0.00	177,013.10 (O)	177,013.10 (O)
Total Expenditure (b)	2,009,405.78	360,000.00	177,013.10	2,546,418.88 (T)
Surplus/(Deficit) for the Year (a) - (b)	466,292.93	(162,000.00)	(40,053.10)	264,239.83 (U)
<u>Less:</u> Surplus/(Deficit) of Provident Fund	(74,476.00) (R)	0.00	0.00	(74,476.00) (R)
	540,768.93	(162,000.00)	(40,053.10)	338,715.83
Surplus/(Deficit) b/f [note (2)]	1,051,031.30	(613,921.00)	68,587.93	505,698.23
	1,591,800.23	(775,921.00)	28,534.83	844,414.06
<u>Add:</u> Refund from Government	1,936.00	0.00	0.00	1,936.00
<u>Less:</u> Refund to Government	(545,785.49)	0.00	0.00	(545,785.49)
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement [note (3)]	0.00	0.00	0.00	0.00
Surplus/(Deficit) c/f [note (4)]	1,047,950.74 (S)	(775,921.00)	28,534.83	300,564.57 (X)

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 LSG Surplus b/f from previous years (including holding account) and all interest received in previous years are 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 of Central Items.
- (4) The level of LSG cumulative reserves (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.

S cannot exceed $[25\% \times (M+N - PF \text{ expenditure})] = 25\% \times (1,843,959.00 + 165,446.78 - 222,424.00) = 446,745.44$

Schedule for Central Items
Analysis of Subvention and Expenditure for the Period from 1st April 2019 to 31st March 2020

Name of NGO : The Society For Community Organization Limited

Unit Code and Names (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)+(f)-(d)-(f)
					Deficit (Note 3) (b)	Deficit transferred to LSG (Note 4) (c)	Adjusted Deficit (d) = (b)-(c)			
mmn - xxxxxxxxxxxxxxxx	Dementia Supplement for Elderly with Disabilities	HK\$								
mmn - xxxxxxxxxxxxxxxx	Infirmity Care Supplement for the Aged Blind Persons									
mmn - xxxxxxxxxxxxxxxx	Dementia Supplement for Residential Elderly Services									
mmn - xxxxxxxxxxxxxxxx	Infirmity Care Supplement for Residential Elderly Services									
mmn - xxxxxxxxxxxxxxxx	Dementia Supplement for Day Care Centres/Units for the Elderly									
mmn - xxxxxxxxxxxxxxxx	Foster Care Allowance / Emergency Factor Care Allowance									
mmn - xxxxxxxxxxxxxxxx	After School Care Programme - Fee Waiving Subsidy Scheme									
5779 - Care and Support Networking Team	Temporary Financial Aid	136,960.00	177,013.10	0.00	40,053.10	N.A.	40,053.10	0.00	68,587.93	28,534.83
mmn - xxxxxxxxxxxxxxxx	Emergency Fund									
mmn - xxxxxxxxxxxxxxxx	Time-defined Subsidy Scheme for Extended Hours Service Users									
mmn - xxxxxxxxxxxxxxxx	Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services									
mmn - xxxxxxxxxxxxxxxx	Short-term Rental Assistance									
mmn - xxxxxxxxxxxxxxxx	Overnight On-site-on-call Allowance									
mmn - xxxxxxxxxxxxxxxx	Neighbourhood Support Child Care Project (NSCCP) - Contract Subsidy									
mmn - xxxxxxxxxxxxxxxx	NSCCP - Subsidy for Fee Reduction/Waiving									
mmn - xxxxxxxxxxxxxxxx	NSCCP - Rent and Rates									
mmn - xxxxxxxxxxxxxxxx	Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy Programmes									
mmn - xxxxxxxxxxxxxxxx	Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services									
mmn - xxxxxxxxxxxxxxxx	Financial Incentive Scheme for Mentors of Employees with Disabilities									
mmn - xxxxxxxxxxxxxxxx	Cash Subsidy for Integrated Support Services for Persons with Severe Physical Disabilities									
mmn - xxxxxxxxxxxxxxxx	Time-defined Subsidy Scheme for Occasional Child Care Service									
mmn - xxxxxxxxxxxxxxxx	Enhanced After School Care Programme - Fee Waiving Subsidy Scheme									
mmn - xxxxxxxxxxxxxxxx	Navigation Scheme for Young Persons in Care Services - Operating Expenses									
mmn - xxxxxxxxxxxxxxxx	Navigation Scheme for Young Persons in Care Services - Training Cost									
mmn - xxxxxxxxxxxxxxxx	Grant under the Pilot Scheme on On-site Pre-school Rehabilitation Services									
mmn - xxxxxxxxxxxxxxxx	One-off Subsidy for Enhanced Provision of Visiting Medical Officer for Residential Care Homes for the Elderly									
mmn - xxxxxxxxxxxxxxxx	One-off Subsidy for Enhanced Provision of Visiting Medical Practitioner Scheme for Residential Care Homes for the Persons with Disabilities									
TOTAL		136,960.00	177,013.10	0.00	40,053.10	0.00	40,053.10	0.00	68,587.93	28,534.83

Schedule for Central Items

Analysis of Subvention and Expenditure for the Period from 1st April 2019 to 31st March 2020

Name of NGO : The Society For Community Organization Limited

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 the relevant letter issued by SWD.
 - (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 are extracted from the payroll from SWD.
- 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.

Schedule for Rent and Rates
Analysis of Subvention and Expenditure for the period from 1st April 2019 to 31st March 2020

Name of NGO : THE SOCIETY FOR COMMUNITY ORGANIZATION LIMITED

Unit code and name	Subvented Element	Subvention Released (Note 1) HK\$	Actual Expenditure HK\$	Surplus (Note 2) HK\$	Deficit (Note 2) HK\$
Unit 5779	Private Rental (Note 3)	198,000	360,000	0	162,000
Care and Support Networking Team	Rates	0	0	0	0
	Total	198,000	360,000	0	162,000

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.

Schedule for Investment
Analysis of Investment as at 31st March 2020

Name of NGO : THE SOCIETY FOR COMMUNITY ORGANIZATION LIMITED

	2019-20 HK\$	2018-19 HK\$
LSG Reserve (Note 1) as at 31st March [per note 20(a) of audited account]	1,047,950.74 (1)	1,051,031.30 (1)
	(BB)	(AA)

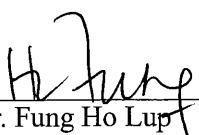
Represented by :

Investments (Note 2)

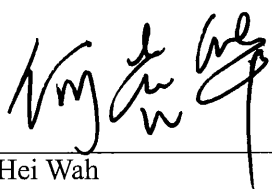
a. HKD Bank Account Balances	1,047,950.74	1,051,031.30
b. HKD 24-hour Call Deposits	0.00	0.00
c. HKD Fixed Deposits	0.00	0.00
d. HKD Certificate of Deposits	0.00	0.00
e. HKD Bonds [see statement 3 (Page 2) for breakdown]	0.00	0.00
	1,047,950.74	1,051,031.30
	(BB)	(AA)

Note : (1) The investments should be reported at historical cost.

Confirmed by : -



Dr. Fung Ho Lup
Chairman



Ho Hei Wah
NGO Head /
Head of Social Welfare Services

Date : 28 OCT 2020

Date : 28 OCT 2020

Schedule for Investment
Detailed Analysis of Bonds/Notes as at 31st March 2020

Name of NGO : THE SOCIETY FOR COMMUNITY ORGANIZATION LIMITED

Investment in HK\$ Bonds/Notes

	Issuer	Nominal Amount	Cost of Acquisition HK\$ (Note)	Maturity Date	Coupon % p.a.	Effective Yield % p.a.	Credit Rating	Custodian Bank
1.		- 0 -	- 0 -					
2.		- 0 -	- 0 -					
3.		- 0 -	- 0 -					
	Total	- 0 -	- 0 - (CC)					

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

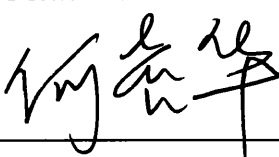
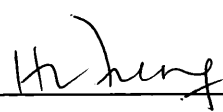
Disclosure in NGO's Audited Financial Statements

Use of the Social Welfare Development Fund (SWDF) Phase 1 funded by Lotteries Fund
for the Financial Year 2019-20Name of NGO and Code: The Society For Community Organization Limited (637)Amount of SWDF approved for the year: \$0

Particulars		HK\$	HK\$
I.	Balance of SWDF brought forward (a):		0
II.	Allocation from SWDF during the year (b):		0
III.	Interest received during the year (c):		0
IV.	Expenditure under SWDF during the year:		
	1. Expenditure for projects under scope A	0	
	2. Expenditure for projects under scope B	0	
	3. Expenditure for projects under scope C	0	
	Total expenditure during the year (d):		0
V.	Contribution from NGO to cover the deficit (e) :		0
VI.	Surplus recovery by SWD (f) :		0
VII.	Balance carried forward to the next financial year (g): (g) = (a) + (b) + (c) - (d) + (e) - (f)		0

We confirm that the above expenditure under SWDF has been incurred in accordance with the provisions and conditions stipulated in SWD's letter dated 14th January 2010 including the SWDF Guidance Notes for Application.

Signature

Name in Block Letter

Title

: NGO Head: Board Chairperson

Date

: 28 OCT 2020: 28 OCT 2020

Notes:

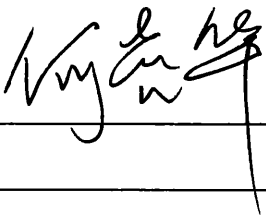
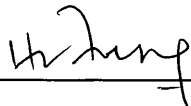
1. The Board Chairman and NGO Head should both sign on this page. If additional sheets are required, the NGO Head should initial at the bottom of each page.
2. This Form should be submitted to SWD's Finance Branch (8/F., Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong) and copied to Subventions Section (38/F., 248 Queen's Road East, Wanchai, Hong Kong).

Disclosure in NGO's Audited Financial Statements

Use of the Social Welfare Development Fund (SWDF) Phase 2 funded by Lotteries Fund
for the Financial Year 2019-20Name of NGO and Code: The Society For Community Organization Limited (637)Amount of SWDF approved for the year: \$0

Particulars		HK\$	HK\$
I.	Balance of SWDF brought forward (a):		26,740
II.	Allocation from SWDF during the year (b):		0
III.	Interest received during the year (c):		0
IV.	Expenditure under SWDF during the year:		
	1. Expenditure for projects under scope A	0	
	2. Expenditure for projects under scope B	0	
	3. Expenditure for projects under scope C	0	
	Administrative support	0	
	Total expenditure during the year (d):		0
	Contribution from NGO to cover the deficit (e) :		0
V.	Balance carried forward to the next financial year (f): (f) = (a) + (b) + (c) - (d) + (e)		26,740

We confirm that the above expenditure under SWDF has been incurred in accordance with the provisions and conditions stipulated in SWD's letter dated 25 January 2013 including the SWDF Guidance Notes for Application.

Signature	:		
Name in Block Letter	:	_____	_____
Title	:	NGO Head	Board Chairperson
Date	:	28 OCT 2020	28 OCT 2020

Notes:

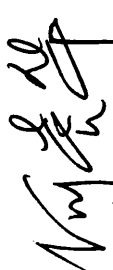
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2. This Form should be submitted to SWD's Finance Branch (8/F., Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong) and copied to Subventions Section (38/F., 248 Queen's Road East, Wanchai, Hong Kong).


Name of NGO : The Society For Community Organization Limited

Details of the Use of Furniture and Equipment (F&E) Replenishment and Minor Works Block Grant (BG)

Item No.	Name of the SWD-subvented Unit (Note 1)	Service Nature (e.g. Sheltered Workshop)	(a) Expenditure in 2019-20				(b) Outstanding Commitments as at 31 st March 2020 - Contracted for but not Provided under the Expenditure Column			
			F&E (Note 2)	Minor Works	Vehicle Overhauling (With Registration No.)	Total Expenditure	F&E	Minor Works	Vehicle Overhauling	Total Outstanding Commitment
(1)	Care and Support Networking Team	MS office, HP 280 G3 SFF Air-conditioner	19,434.00 15,000.00	-	-	19,434.00 15,000.00	(\$)	(\$)	(\$)	(\$)
Total (Note 4) :			34,434.00	-	-	34,434.00	-	-	-	-

In pursuance of paragraph 4.4.4 of the Lotteries Fund (LF) Manual, we forward herewith the schedule showing the use of F&E Replenishment and Minor Works BG. We also confirm that expenditure from the BG has been incurred in accordance with the provisions of the LF Manual.


(_____)
Ho Hei Wah
Head of NGO


(_____)
Dr. Fung Ho Lup
Chairman of NGO

- Note :
1. Each premises-tied SWD-subvented unit should not appear more than once in the schedule.
 2. Each F&E item should not exceed \$50,000.
 3. **The Head of NGO should initial at the left bottom of each and every page except for the final page which should be signed by both the Head of NGO and the Chairman of the Board of NGO.**
 4. The total figures should tally with those disclosed in the NGO's audited financial statements under paragraph 4.4.3 of the LF Manual.