ANNUAL FINANCIAL REPORT

NGO : **Women's Welfare Club (Eastern District) Hong Kong**

1 April 2025 to 31 March 2026

	Notes	Total 2025-26 $	Total 2024-25 $	Remarks
A. INCOME				
1. Lump Sum Grant				
a. Lump Sum Grant (excluding Provident Fund)	1b	46,315,389.00	45,912,477.00	
b. Provident Fund	1c	3,311,930.00	3,426,516.00	
2. Fee Income	2	6,812,440.80	6,501,283.00	
3. Central Items	3	3,537,187.00	3,265,133.00	
4. Rent and Rates	4	3,780,265.00	3,493,330.00	
5. Other Income	5	1,261,467.56	2,221,718.92	
6. Interest Received		142,321.15	374,012.84	
TOTAL INCOME		65,161,000.51	65,194,470.76	
B. EXPENDITURE				
1. Personal Emoluments				
a. Salaries		40,508,415.75	42,118,211.36	
b. Provident Fund	1c	3,040,230.41	3,929,846.24	
c. Allowances		0.00	0.00	
d. Other Staff Cost		0.00	0.00	
Sub-total	6	43,548,646.16	46,048,057.60	
2. Other Charges	7	11,148,082.29	9,687,159.15	
3. Central Items	3	3,537,187.00	3,265,133.00	
4. Rent and Rates	4	3,726,896.00	3,555,728.00	
TOTAL EXPENDITURE		61,960,811.45	62,556,077.75	
C. SURPLUS/(DEFICIT) FOR THE YEAR	8	3,200,189.06	2,638,393.01	

The Annual Financial Report from pages 3 to 11 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Subvention Manual.

SIGNATURE

CHAIRMAN
MS. LEUNG SUK CHONG

DATE: 30 OCT 2026

SIGNATURE

CHIEF EXECUTIVE
MS. TAN CHIU JOISE

DATE: 30 OCT 2026

Women's Welfare Club (Eastern Distrcit) Hong Kong

NOTE ON THE ANNUAL FINANCIAL REPORT

1. Lump Sum Grant

a. Basis of preparation

The Annual Financial Report (AFR) is prepared in respect of all services defined in Funding and Service Agreement (FSA) (including support services to FSA services) funded by the Social Welfare Department (SWD) under the Lump Sum Grant Subvention System and also FSA services/ FSA-related activities funded by Other Funds or Donations for Designated Purposes. If NGOs receive funding from (i) specified government funds/ subsidy schemes to implement services / projects or (ii) the Hong Kong Jockey Club Charities Trust or the Community Chest to implement welfare srevices / projects (should meet the conditions stipulated in paragraph 3.7.1 (b) of the Lump Sum Grant Subvention Manual) in 2025-26 and carry them forward to 2026-27, they areneither required to included these in the AFR nor apportion the costs of operating such services / projects, regardless of whether subvented resources are deployed or whether the services / projects provided are FSA services or FSA-related activities. Specified government funds / subsidy schemes are listed on SWD's website. 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.

Other posts represent those staff that are employed after 1 April 2000.

The Provident Fund received and contributed for staff under the Central Items and Other Funds or Donations for Designated Purposes which are separately included as part of the income and expenditure of the relevant disclosures have been shown under **Note 3 and 8.** Details are analysed below:

Provident Fund Contribution	Snapshot Staff	Other Posts	Total
	$	$	$
Subvention Received	589,775.00	2,722,155.00	3,311,930.00
Provident Fund Contribution Paid during the Year	(393,452.70)	(2,646,777.71)	(3,040,230.41)
Surplus/ (Deficit) for the Year	196,322.30	75,377.29	271,699.59
Add: **- Surplus/ (Deficit) b/f**	**205,719.40**	**6,246,337.40**	**6,452,056.80**
- Additional subvention received for previous year(s)	0.00	18,334.00	18,334.00
Less: - Refund from trustee	0.00	6,838.43	6,838.43
- Refund to Government	(74,870.00)	0.00	(74,870.00)
- Transfer of Provident Fund Reserve for use in the same areas as LSG Reserve[1]	0.00	0.00	0.00
Surplus/ (Deficit) c/f	**327,171.70**	**6,346,887.12**	**6,674,058.82**

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 Subvention Manual.

3. Central Items

These are subvented service activities which are not included in LSG and are subject to their own procedures as set out in other SWD's papers and correspondence with the NGOs. The Provident Fund received and contributed for staff under the Central Items have been separately included as part of the income and expenditure of the relevant items (paragraph 5.5.4(c) of LSG Manual.

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

			2025-26	2024-25
			$	$
3a. Income	1.	**Infirmary Care Supplement for Residential Elderly Services**	**3,531,940.00**	**3,259,886.00**
	2.	**Time-defined Subsidy Scheme for Occasional Child Care Service**	**5,247.00**	**5,247.00**
		Total	**3,537,187.00**	**3,265,133.00**

			2025-26	2024-25
			$	$
3b. Expenditure	1.	**Infirmary Care Supplement for Residential Elderly Services**	**3,531,940.00**	**3,259,886.00**
	2.	**Time-defined Subsidy Scheme for Occasional Child Care Service**	**5,247.00**	**5,247.00**
		Total	**3,537,187.00**	**3,265,133.00**

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 represents all income, other than recognised fee income for subvented welfare services, received during the year in the operation of subvented services including income from other services that are incidental to the operation, programme income, etc. Other Funds or Donations for Designated Purposes may be included in AFR if they are used to finance expenditure of the FSA services / FSA-related activities and have been separately included in the relevant disclosures under the "Other Funds or Donations for Designated Purposes" column in Note 8 of the AFR.

The breakdown on Other Income is as follows:

Other Income		2025-26	2024-25
		$	$
(a)	Programme income	1,250,503.00	1,173,265.00
(b)	Production income	0.00	0.00
(c)	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	0.00	0.00
(d)	Reimbursement of Maternity Leave Pay from Labour Department	0.00	47,806.19
(e)	Subsidy received for Abolition of MPF Offsetting Arrangement from Labour Department	10,964.56	0.00
(f)	Miscellaneous income (e.g. general doantions, photocopying	0.00	1,000,647.73
	Sub-Total	1,261,467.56	2,221,718.92
Less:	Utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) - FWSS which forms as part of Other Income*	0.00	0.00
	Total	1,261,467.56	2,221,718.92

** For those programmes which are regarded as FSA services 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 $1,000,000 each paid under LSG is appended below:

	Analysis of Personal Emoluments paid under LSG	**No of Posts**	**$**
	HK$1,000,001 - HK$1,100,000 p.a.	----	
(i)	**Ng Siu Mui Home Cum Care & Attention Unit for the Elderly**	**1**	**1,044,632.16**
	HK$1,100,001 - HK$1,200,000 p.a.	----	0.00
	HK$1,200,001 - HK$1,300,000 p.a.	----	0.00
	HK$1,300,001 - HK$1,400,000 p.a.	----	0.00
	HK$1,400,001 - HK$1,500,000 p.a.	----	0.00
	> HK$1,500,000 p.a.	----	0.00

7. Other Charges This refers to expenses, other than personal emoluments, incurred in the operation excluded expenditure for FSA services / FSA-related activities supported by Other or Donations for Designated Purposes, which have been separately included in the disclosures under the "Other Funds or Donations for Designated Purposes" column Note 8 of the AFR.

The breakdown on Other Charges is as follows:

		2025-26	**2024-25**
Other Charges		**$**	**$**
(a)	Utilities	1,625,714.00	1,637,112.30
(b)	Food (including food for service users)	1,717,970.00	1,792,224.23
(c)	Administrative Expenses	432,636.73	367,524.31
(d)	Stores and Equipment	1,090,269.46	957,924.37
(e)	Minor Repair and Maintenance	73,225.00	60,550.00
(f)	Special Allowances	0.00	0.00
(g)	Programme Expenses	1,103,973.86	1,083,684.49
(h)	Transportation and Travelling	103,249.52	97,395.60
(i)	Insurance	1,184,310.85	660,125.64
(j)	Miscellaneous	3,816,732.87	3,030,618.21
	Sub-Total	11,148,082.29	9,687,159.15
Less:	Utilised allocation under CI:ASCP / Enhanced ASCP / ASCP(PC) - FWSS*which forms as part of Other Income	0.00	0.00
	Total	11,148,082.29	9,687,159.15

** For those programmes which are regarded as FSA services only*

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

	Analysis of Reserve Fund						
	Lump Sum Grant (LSG)	Holding Account (HA)	Other Funds or Donation for Designated Purposes	Adjustment for Utilised allocation under ASCP / Enhanced ASCP /ASCP(PC)- FWSS	Rent and Rates	Central Item (CI)	Total
Income							
Lump Sum Grant	49,627,319.00	0.00	0.00	0.00	0.00	0.00	49,627,319.00
Fee Income	6,812,440.80	0.00	0.00	0.00	0.00	0.00	6,812,440.80
Other Income	1,261,467.56	0.00	122,952.00	0.00	0.00	0.00	1,384,419.56
Interest Received (Note (1))	142,321.15	0.00	0.00	0.00	0.00	0.00	142,321.15
Rent and Rates	0.00	0.00	0.00	0.00	3,780,265.00	0.00	3,780,265.00
Central Items	0.00	0.00	0.00	0.00	0.00	3,537,187.00	3,537,187.00
Total Income (a)	57,843,548.51	0.00	122,952.00	0.00	3,780,265.00	3,537,187.00	65,283,952.51
Expenditure							
Personal Emoluments	43,454,728.16	93,918.00	0.00	0.00	0.00	0.00	43,548,646.16
Other Charges	11,148,082.29	0.00	153,632.80	0.00	0.00	0.00	11,301,715.09
Rent and Rates	0.00	0.00	0.00	0.00	3,726,896.00	0.00	3,726,896.00
Central Items	0.00	0.00	0.00	0.00	0.00	3,537,187.00	3,537,187.00
Total Expenditure (b)	54,602,810.45	93,918.00	153,632.80	0.00	3,726,896.00	3,537,187.00	62,114,444.25
Surplus/(Deficit) for the Year (a) - (b)	3,240,738.06	(93,918.00)	(30,680.80)	0.00	53,369.00	0.00	3,169,508.26
Less: Surplus/(Deficit) of Provident Fund	271,699.59	0.00	0.00	0.00	0.00	0.00	271,699.59
Surplus/ (Deficit) for the Year (excel. PF)	2,969,038.47	(93,918.00)	(30,680.80)	0.00	53,369.00	0.00	2,897,808.67
Surplus/ (Deficit) b/f (Note (2))	11,630,995.20	6,489,249.37	0.00	0.00	(6,768.40)	0.00	18,113,476.17
	14,600,033.67	6,395,331.37	(30,680.80)	0.00	46,600.60	0.00	21,011,284.84
Add: Refund from Government	0.00	0.00	0.00	0.00	120,427.00	0.00	120,427.00
Less: Refund to Government	0.00	0.00	0.00	0.00	(95,029.00)	0.00	(95,029.00)
Transfer for use in the same areas as LSG Reserve from PF Reserve / HA Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Combine HA Reserve with LSG Reserve in Year 4 when there is no Snapshot Staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer from LSG Reserve to cover the salary adjustment Infirmary Care Supplement (Note (3))	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer from Other Funds / (to) LSG Reserve^	(30,680.80)	0.00	30,680.80	0.00	0.00	0.00	0.00
Adjustment for utilised allocation under Enhanced ASCP /ASCP(PC)- FWSS* (over-estimated)/ under-estimated in previous year(s)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Opening Balance Adjustment	**450,494.90**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**450,494.90**
Surplus/(Deficit) c/f (Note (4))	15,019,847.77	6,395,331.37	(0.00)	0.00	71,998.60	0.00	21,487,177.74

Notes:

\# **Including an amount SZ being the utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) – FWSS^**

* *For those programmes which are regarded as FSA services only*

^ *Balance generated from those completed FSA services/ FSA-related activities which are funded by Other Funds or Donations for Designated Purposes*

(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), the balance of HA and balance of Other Funds or Donations for Designated Purposes should be separately reported.

(3) Amount of LSG Reserve used to cover the salary adjustment for Infirmary Care Supplement, if any, as per Schedule for Central Items.

(4) For NGOs without HA, separate disclosure of the movement of HA in their respective AFRs in not necessary. The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total expenditure (T1) excluding Provident Fund Contribution (K1) 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) [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last yeart was greater than zero] The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K1) for the year.

(ii) Without SS [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year (which is regarded as Year 0) was zero] For the next three years (Year 1 to Year 3),the level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1) excluding Provident Fund Contribution (K1) for the year. From the fourth financial year (Year 4) onwards,the level of LSG cumulative reserve and HA reserve will be counted altogether and the combined reserve amount (i.e. S1+S2) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K1) for the year. In this regard,separate disclosure of the movement of HA in their respective AFRs is not necessary.

[For details of (4)(i)and(4)(ii)above,please also refer to SWD's letter under reference (11)in SWD/S/109/1/10 of 4 April 2022.]

(5) As a facilitating measure for the implementatoin of the Productivity Enhancement Programme, the claw-back arrangement of LSG cumulative reserve amount exceeding 25% of the Ngo's operating expenditure would be suspended from 2023-24 (for NGOs with 2024-25 provisional subvention allocation of $50M or more) / 2024-25 (for NGOs with 2024-25 provisional subvention allocation of less than $50M) until 2028-29 as stipulated in SWD's letter under reference (1) / (2) / (3) / (4) in SWD 0075-0010-0060-0080-0040 of 3 March 2025.