

**CHRISTIAN & MISSIONARY ALLIANCE
SOCIAL SERVICES LIMITED**
基督教宣道會社會服務處有限公司
(INCORPORATED IN HONG KONG AND LIMITED BY GUARANTEE)

ANNUAL FINANCIAL REPORT

FOR THE PERIOD ENDED 31 MARCH 2025



范陳會計師行有限公司
Fan, Chan & Co. Limited

**INDEPENDENT AUDITOR'S ASSURANCE REPORT
TO THE BOARD OF DIRECTORS OF CHRISTIAN & MISSIONARY ALLIANCE
SOCIAL SERVICES LIMITED**

基督教宣道會社會服務處有限公司
(Incorporated in Hong Kong and limited by guarantee)

We have audited the financial statements of Christian & Missionary Alliance Social Services Limited ("the Organization") for the period from 20 November 2023 (date of incorporation) to 31 March 2025 in accordance with Hong Kong Standards of auditing issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA") and have issued an unqualified auditor's report thereon dated 15 July 2025.

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 NGO for the period ended 31 March 2025.

Responsibilities of the Directors

In relation to this report, the directors are responsible for ensuring the AFR of the Association for the period ended 31 March 2025 is properly prepared in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD; and the use of the funds from the LSG by the Association has complied with the purposes as specified in the LSG Manual and other instructions issued by the SWD.

Our Independence 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.

Auditor's Responsibility

Our responsibility is to form a conclusion, based on our engagement, and to report our conclusion to you. 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.



范陳會計師行有限公司
Fan, Chan & Co. Limited

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基督教宣道會社會服務處有限公司
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Auditor's Responsibility (continued)

The work undertaken in connection with this engagement is less in scope than an audit conducted in accordance with Hong Kong Standards 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 1 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 Association 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 is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed.

Conclusions

1. In our opinion, the AFR of the NGO for the period ended 31 March 2025 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 Association has not complied, in all material respects, with the purposes as specified in the LSG Manual and other instructions issued by the SWD.

Intended Users and Purpose

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

Fan, Chan & Co. Limited
Certified Public Accountants
Leung Kwong Kin
Practising Certificate Number: P03702
Hong Kong, 15 July 2025

ANNUAL FINANCIAL REPORT

Christian & Missionary Alliance Social Servies Limited

(1 April 2024 to 31 March 2025)

	Notes	Total 2024-25 \$	Total 2023-24 \$	Remarks
A. INCOME				
1. Lump Sum Grant				
a. Lump Sum Grant (excluding Provident Fund)	1b	35,822,853.00	28,423,931.00	
b. Provident Fund	1c	2,555,962.00	2,078,126.00	
2. Fee Income	2	391,140.20	285,307.90	
3. Central Items	3	88,412.00	1,914,669.00	
4. Rent and Rates	4	734,545.00	735,409.00	
5. Other Income	5	3,424,711.69	572,745.66	
6. Interest Received		143,292.12	118,784.40	
TOTAL INCOME		<u>43,160,916.01</u>	<u>34,128,972.96</u>	
B. EXPENDITURE				
1. Personal Emoluments				
a. Salaries		33,598,037.88	25,996,918.27	
b. Provident Fund	1c	2,322,254.56	2,019,178.69	
c. Allowances		-	-	
Sub-total	6	35,920,292.44	28,016,096.96	
2. Other Charges	7	4,984,331.51	2,874,469.04	
3. Central Items	3	20,030.40	1,701,828.00	
4. Rent and Rates	4	1,229,708.13	824,011.94	
TOTAL EXPENDITURE		<u>42,154,362.48</u>	<u>33,416,405.94</u>	
C. SURPLUS/(DEFICIT) FOR THE YEAR	8	<u>1,006,553.53</u>	<u>712,567.02</u>	

Remarks:

The Annual Financial report from Pages 3 to 9 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

SIGNATURE

Rev. LAU Lap Mo
Chairman
Date : 15 July 2025

SIGNATURE

Ms. Ng Yin Hing
Chief Executive
Date : 15 July 2025

NOTES ON THE ANNUAL FINANCIAL REPORT

1. Lump Sum Grant (LSG)

a. Basis of preparation

The Annual Financial Report (AFR) is prepared in respect of all 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. 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:

<u>Provident Fund Contribution</u>	6.8% and		<u>Total</u>
	<u>Snapshot Staff</u>	<u>Other Posts</u>	
	\$	\$	\$
Subvention Received	327,762.00	2,228,200.00	2,555,962.00
Provident Fund Contribution Paid during the Year	(327,762.00)	(1,994,492.56)	(2,322,254.56)
Surplus/ (Deficit) for the Year	-	233,707.44	233,707.44
Add : Surplus/(Deficit) b/f	82,205.35	4,192,193.40	4,274,398.75
Additional subvention received for previous year(s)	-	27,754.00	27,754.00
Provident Fund Forfeited for the year	-	0.10	0.10
Less: Refund to Government	82,206.00	-	82,206.00
Surplus/(Deficit) c/f	(0.65)	4,453,654.94	4,453,654.29

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 the LSG Subvention Manual). The income and expenditure of each of the Central Items are as follows:

	2024-25	2023-24	
	\$	\$	Remarks
a. Income			
After School Care Programme - Fee Waiving Subsidy Scheme	-	1,818,144.00	*
Time-defined Subsidy Scheme for Extended Hours Service Users	20,201.00	28,314.00	
Time-defined Subsidy Scheme for Occasional Child Care Service	68,211.00	68,211.00	
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child	-	-	
Care Workers in Pre-school Rehabilitation Services			
Total	88,412.00	1,914,669.00	
b. Expenditure			
After School Care Programme - Fee Waiving Subsidy Scheme	-	1,675,620.00	*
Time-defined Subsidy Scheme for Extended Hours Service Users	20,030.40	26,208.00	
Time-defined Subsidy Scheme for Occasional Child Care Service	-	-	
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child	-	-	
Care Workers in Pre-school Rehabilitation Services			
Total	20,030.40	1,701,828.00	

Remarks: * After School Programme is still operated by the non-subsented NGO, say Christian & Missionary Alliance Church Union Hong Kong Ltd.

- 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 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 as reflected in the AFR.

The breakdown on Other Income is as follows:

	2024-25	2023-24
Other Income	\$	\$
(a) Programme Income	784,214.73	539,616.69
(b) Production Income	-	-
(c) Other Funds or Donations for Designated Purposes	2,596,232.00	-
(d) Utilised allocation under Central Items (CI): After School Care Programme (ASC Enhanced ASCP / ASCP(PC) – Fee Waiving Subsidy Scheme (FWSS)* which forms as part of Other Income	-	-
(e) Reimbursement of Maternity Leave Pay (RMLP) Scheme reimbursement receive	-	-
(f) Miscellaneous income (e.g. general donations, photocopying charges, etc.)	44,264.96	33,128.97
Sub-Total:	3,424,711.69	572,745.66
Less: Utilised allocation under CI: ASCP / Enhanced ASCP - FWSS which forms as part of Other Income*	-	-
Total:	3,424,711.69	572,745.66

* 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 \$1,000,000 each paid under LSG is appended below:

Analysis of Personal Emoluments paid under LSG	<u>No. of Posts</u>	\$
HK\$1,000,001 - HK\$1,100,000 p.a.	1	1,080,431.62
HK\$1,100,001 - HK\$1,200,000 p.a.	1	1,148,272.13
HK\$1,200,001 - HK\$1,300,000 p.a.	-	-
HK\$1,300,001 - HK\$1,300,000 p.a.	-	-
HK\$1,400,001 - HK\$1,500,000 p.a.	-	-
>HK\$1,500,000 p.a.	-	-

7. Other Charges

The breakdown on Other Charges is as follows:

	2024-25	2023-24
Other Charges	\$	\$
(a) Utilities	237,009.33	246,710.08
(b) Food (including food for service users)	10,683.50	7,729.50
(c) Administrative Expenses	462,338.33	251,360.07
(d) Stores and Equipment	696,381.45	686,022.13
(e) Minor Repair and Maintenance	792,852.26	388,536.65
(f) Special Allowances	-	-
(g) Programme Expenses	2,218,194.14	925,125.50
(h) Transportation and Travelling	46,642.54	30,711.02
(i) Insurance	383,279.76	285,870.73
(j) Miscellaneous	136,950.20	52,403.36
Sub-total	4,984,331.51	2,874,469.04
Less: Utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) - FWSS* which forms as part of Other Income	-	-
Total	4,984,331.51	2,874,469.04

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

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

	Lump Sum Grant (LSG)	Holding Accounts (HA)	Other Funds or Donations for Designated Purposes	Adjustment for Utilised allocation under ASCP / Enhanced ASCP/ ASCP(PC) - FWSS	Rent and Rates	Central Items (CI)	Total
Income							
Lump Sum Grant	38,378,815.00	-	-	-	-	-	38,378,815.00
Fee Income	391,140.20	-	-	-	-	-	391,140.20
Other Income	828,479.69	-	2,596,232.00	-	-	-	3,424,711.69
Interest Received (Note (1))	143,292.12	-	-	-	-	-	143,292.12
Rent and Rates	-	-	-	-	734,545.00	-	734,545.00
Central Items	-	-	-	-	-	88,412.00	88,412.00
Total Income (a)	39,741,727.01	-	2,596,232.00	-	734,545.00	88,412.00	43,160,916.01
Expenditure							
Personal Emoluments	34,209,513.13	-	1,710,779.31	-	-	-	35,920,292.44
Other Charges	4,098,878.82	-	885,452.69	-	-	-	4,984,331.51
Rent and Rates	-	-	-	-	1,229,708.13	-	1,229,708.13
Central Items	-	-	-	-	-	20,030.40	20,030.40
Total Expenditure (b)	38,308,391.95	-	2,596,232.00	-	1,229,708.13	20,030.40	42,154,362.48
Surplus/(Deficit) for the Year (a) - (b)	1,433,335.06	-	-	-	(495,163.13)	68,381.60	1,006,553.53
Less : Surplus/(Deficit) of Provident Fund	233,707.44	-	-	-	-	-	233,707.44
	1,199,627.62	-	-	-	(495,163.13)	68,381.60	772,846.09
Surplus/(Deficit) b/f (Note (2))	7,178,473.01	3,321,099.62	-	-	(88,227.11)	138,267.80	10,549,613.32
Add: Refund from Government	-	-	-	-	89,114.94	-	89,114.94
Less : Refund to Government	-	-	-	-	512.00	70,317.00	70,829.00
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement (Note (3))	-	-	-	-	-	-	-
Transfer from Other Funds / (to) LSG Rersrv	-	-	-	-	-	-	-
Adjustment for utilised allocation under Enhanced ASCP - FWSS* (over-estimated) / under-estimated in previous year(s)	-	-	-	-	-	-	-
Surplus/(Deficit) c/f (Note 4)	8,378,100.63	3,321,099.62	-	-	(494,787.30)	136,332.40	11,340,745.35

Notes:

Including an amount 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

^ 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 Dementia Supplement and 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 is 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 year 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

(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 (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 implementation 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.

Schedule for Rent and Rates
Analysis of Subvention and Expenditure for the period
From 1 April 2024 to 31 March 2025

Name of NGO (code) : Christian & Missionary Alliance Social Services Limited (S01)

Unit Code and Name	Subvented Element	Subvention Released (Note 1)	Actual Expenditure	Surplus (Note 2)	Deficit (Note 2)
AL23 - Central Administration	Rent (Note 3)	\$ 3,605.00	\$ 19,300.91	\$ -	\$ 15,695.91
	Rates	3,648.00	3,296.00	352.00	-
	Less: Rates concession				
	Total	7,253.00	22,596.91	352.00	15,695.91
AL47 - Enhancement of Community Support Services for Elderly Persons	Rent (Note 3)	643,440.00	936,179.25	-	292,739.25
	Rates	83,852.00	118,858.97	-	35,006.97
	Less: Rates concession				
	Total	727,292.00	1,055,038.22	-	327,746.22
AM82 - C&MA Child Protection Social Work Service for Pre-primary Institutions (CW/S/13)(TD 31/7/2027)	Rent (Note 3)	-	144,920.00		144,920.00
	Rates	-	7,153.00		7,153.00
	Less: Rates concession				
	Total	-	152,073.00	-	152,073.00
	Rent (Note 3)				-
	Rates				-
	Less: Rates concession				
	Total	-	-	-	-
	Rent (Note 3)				-
	Rates				-
	Less: Rates concession				
	Total	-	-	-	-
	Rent (Note 3)				-
	Rates				-
	Less: Rates concession				
	Total	-	-	-	-
	Grand Total	734,545.00	1,229,708.13	352.00	495,515.13

Note :

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 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 Public Housing Estate rental, private rental, carpark rent, management fee, building maintenance fee , and Government Rent.

Schedule for Central Items
Analysis of Subvention and Expenditure for the Period from 1 April 2024 to 31 March 2025
Name of NGO : Christian & Missionary Alliance Social Services Limited (S01)

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) (a2)	Actual Expenditure (Note 2a) (a2)	Actual Expenditure incurred under RMLP Scheme (Note 2b) (a3)	Surplus (Note 3) (a) = (a1) - (a2)	Deficit (Note 3) (b) = (a1) - (a2)	Deficit for the year transferred to LSG (Note 4) (c)	Adjusted Deficit (d) = (b) - (c)	Surplus b/f (Note 5) (e)	Refund from (to) Government (f)	Adjustment (Note 9) (g)	Surplus c/f (Note 6) (h) = (e) + (g) - (f) - (g)
6061 - Nursery Schools	Training Subsidy under Training Scheme for Care Centre Supervisors and Special Child Workers in Pre-school Rehabilitation Services	-	-	-	-	-	-	N.A.	-	67,950.00	-	-	67,950.00
AL56 - Nursery Schools	Time-defined Subsidy Scheme for Occasional Child Care Service (Time-defined 31/3/2026)	68,211.00	-	-	-	68,211.00	-	N.A.	-	68,211.00	(68,211.00)	-	68,211.00
T1481 - Lei Tung Nursery School	Subsidy Scheme for Extend Hours Service (EHS) Users (Time-defined 31/8/2018)	-	-	-	-	-	-	-	-	0.40	-	-	0.40
V148 - Lei Tung Nursery School	Subsidy Scheme for Extend Hours Service (EHS) Users (Time-defined 31/8/2021)	-	-	-	-	-	-	N.A.	-	0.40	-	-	0.40
WS01 - Lei Tung Nursery School	Subsidy Scheme for Extend Hours Service (EHS) Users (Time-defined 31/8/2024)	6,425.00	-	6,425.00	-	-	-	-	-	2,106.00	(2,106.00)	-	-
WS01 - Lei Tung Nursery School	Subsidy Scheme for Extend Hours Service (EHS) Users (Time-defined 30/09/2027)	13,776.00	-	13,605.40	-	170.60	-	-	-	-	-	-	170.60
Total		88,412.00	-	20,030.40	-	68,381.60	-	-	-	138,267.80	(70,317.00)	-	136,332.40

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

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. the 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) 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. Allocation mode was changed to LSG in Sept 2024.
11. Allocation mode was changed to LSG in Aug 2024.

ANNUAL FINANCIAL REPORT
CHRISTIAN & MISSIONARY ALLIANCE SOCIAL SERVICES LIMITED
NOTES ON THE ANNUAL FINANCIAL REPORT
FOR THE PERIOD FROM 1 APRIL 2024 TO 31 MARCH 2025

Appendix 1

Schedule for Investment
Analysis of Investment as at 31 March 2025

Name of NGO (code) : Christian & Missionary Alliance Social Services Limited (S01)

	2025 HK\$'000	2024 HK\$'000
Lump Sum Grant (LSG) Reserve as at 31 March	<u>11,699</u>	<u>10,497</u>


Represented by :

Investments

a. HKD Bank Account Balances	11,699	10,497
b. HKD 24-hour Call Deposits	-	-
c. HKD Fixed Deposits	-	-
d. HKD Certificate of Deposits	-	-
e. HKD Bonds (see appendix for breakdown)	<u>-</u>	<u>-</u>
	<u>11,699</u>	<u>10,497</u>

Note: The investments should be reported at historical cost.

Confirmed by:-



 Rev. LAU Lap Mo
 Chairman
 Date : 15 July 2025



 Ms. Ng Yin Hing
 Chief Executive
 Date : 15 July 2025

ANNUAL FINANCIAL REPORT
CHRISTIAN & MISSIONARY ALLIANCE SOCIAL SERVICES LIMITED
NOTES ON THE ANNUAL FINANCIAL REPORT
FOR THE PERIOD FROM 1 APRIL 2024 TO 31 MARCH 2025

Appendix 2

Schedule for the Utilisation of Reserve in Holding Account (HA) for 2024-25
and the Plan of Utilisation of HA Reserve for 2025-26

Name of NGO : Christian & Missionary Alliance Social Services Limited (S01)

Please submit this schedule together with the Annual Financial Report to the Finance Branch of Social Welfare Department on or before 31 October 2025.

(A) Utilisation of HA Reserve (2024-25)

		\$
(1)	Balance as at 31 March 2024 brought forward	(a) 3,321,099.62
(2)	Actual Expenditure	
	(i) Meeting contractual commitments towards Snapshot Staff	(b) -
	(ii) Enhancing human resources management (please specify:)	(c) -
	(iii) Others [<i>applicable to NGOs without Snapshot Staff</i>] (please specify:)	(d) -
	Total = (b) + (c) + (d)	(e) -
(3)	Balance as at 31 March 2025 carried forward [i.e. = (a) – (e)]	(f) 3,321,099.62
(4)	No. of Snapshot Staff (as at 1 September 2024)	3

(B) Plan of Utilisation of HA Reserve (2025-26)

		\$
(1)	Balance as at 31 March 2025 brought forward [i.e. (f) of Part (A)]	(a) 3,321,099.62
(2)	Actual Expenditure	
	(i) Meeting contractual commitments towards Snapshot Staff	(b) 254,125.00
	(ii) Enhancing human resources management (please specify:)	(c) -
	(iii) Others (please specify:)	(d) -
	Total = (b) + (c) + (d)	(e) 254,125.00
(3)	Estimated transfer from HA Reserve for use in the same areas as Lump Sum Grant Reserve	(f) -
(4)	Estimated balance as at 31 March 2026 carried forward [i.e. = (a) – (e) – (f)]	(g) 3,066,974.62
(5)	No. of Snapshot Staff (as at 1 September 2025)	3

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CHRISTIAN & MISSIONARY ALLIANCE SOCIAL SERVICES LIMITED
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Appendix 3

Schedule for Funding and Service Agreement services / Funding and Service Agreement-related activities supported by Other Funds or Donations for Designated Purposes
Analysis of Income and Expenditure for the Period from 1 April 2024 to 31 March 2025

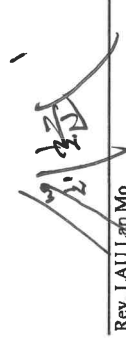
Name of Non-government Organisation (NGO)(code) : Christian & Missionary Alliance Social Services Limited (S011)

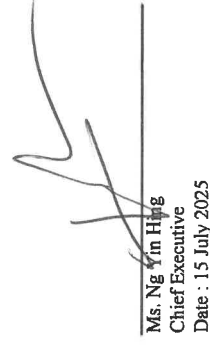
No.	Activity Name	Source of funding	Income Received		Actual Expenditure (Note 3) \$	Surplus / Deficit (Note 4) (d) = (a) + (b) - (c) \$
			Other Funds or Donations for Designated Purposes (Note 1)	Programme Income (Note 2) \$		
I. Funding and Service Agreement (FSA) services						
I	"Living-alone" elderly is not lone Fu Tak lam Foundation "Good Neighbor" Volunteer Support Limited Service		2,596,232.00	-	2,596,232.00	-
	Sub-total (i)		2,596,232.00	-	2,596,232.00	-
II. FSA-related activities						
	Sub-total (ii)		-	-	-	-
	TOTAL (i) + (ii)		2,596,232.00	-	2,596,232.00	-

Notes:

- Funding received from sources other than the Social Welfare Department (SWD) for FSA services / FSA-related activities should be properly recorded under Note 5(c) "Other Funds or Donations for Designated Purposes" to the AFR. All relevant supporting documents must be available for inspection by authorised staff of SWD and audit by the Audit Commission.
 - The relevant amount should be properly supported and included under Note 5(a) "Programme Income" to the AFR.
 - NGOs should be responsible for the utilisation of the other funding received for designated purposes for FSA services / FSA-related activities. As the amount aims to reflect the actual cash expenditure, the cost apportionment of Lump Sum Grant resources needs not be included under this column.
 - If there is any unspent balance out of the non-SWD funded FSA services / FSA-related activities that must be returned to the funder, such payment shall be borne by the NGO's own resources.
- #Amounts should tally with those reported in the column of "Other Funds or Donations for Designated Purposes" in Note 8 to the AFR.

Confirmed by:-


Rev. LAU Lap Mo
Chairman
Date : 15 July 2025


Ms. Ng Yin Hing
Chief Executive
Date : 15 July 2025

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CHRISTIAN & MISSIONARY ALLIANCE SOCIAL SERVICES LIMITED
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Appendix 4

Schedule for Investment
Detailed Analysis of Bonds/Notes as at 31 March 2025

Name of NGO (code) : Christian & Missionary Alliance Social Services Limited (S01)

Investment in HK\$ Bonds/Notes

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

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

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Appendix 5

The subvented service units are as follows:

- (1) Central Administration Office
- (2) Christian & Missionary Alliance Bradbury King Lam Neighbourhood Elderly Centre
- (3) Christian & Missionary Alliance Yau Lai Neighbourhood Elderly Centre
- (4) Christian & Missionary Alliance Cheung Hang Neighbourhood Elderly Centre
- (5) Christian & Missionary Alliance Lei Fook Neighbourhood Elderly Centre
- (6) Christian & Missionary Alliance Fu Shan Nursery School
- (7) Christian & Missionary Alliance Lei Tung Nursery School
- (8) Christian & Missionary Alliance Shatin Nursery School
- (9) Christian & Missionary Alliance South Horizons Nursery School
- (10) Christian & Missionary Alliance Tin Chung Nursery School
- (11) Christian & Missionary Alliance Plover Cove Nursery School



范陳會計師行有限公司
Fan, Chan & Co. Limited

Appendix 6

15 July 2025

Private & Confidential

The Board of Directors
Christian & Missionary Alliance Social Services Limited
M/F., GIC Building,
Olympian City (Phase 1),
Kowloon.

Dear Sir/Madam,

Re: Christian & Missionary Alliance Social Services Limited ('the Organization')
Management letter

We refer to our audit of the Organization for the period ended 31 March 2025.

During the course of our audit procedures, we have assessed the adequacy and effectiveness of the financial and accounting records of the Organization in relation to procedures of the Organization. In making our risk assessments, we consider internal control relevant to the Organization's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing on the effectiveness of the Organization's internal control.

We are not aware of any significant internal control weakness relevant to the audit of the financial statements that have come to our attention.

It must be appreciated that the foregoing procedures are designed primarily with a view to the expression of our opinion on the accounts of the Organization and therefore do not necessarily reveal all possible weaknesses which can only be done by a more extensive special examination.

Very truly yours,

Fan, Chan & Co. Limited
Certified Public Accountants

Our ref: KK/FFKH/CLHY/cl/C149