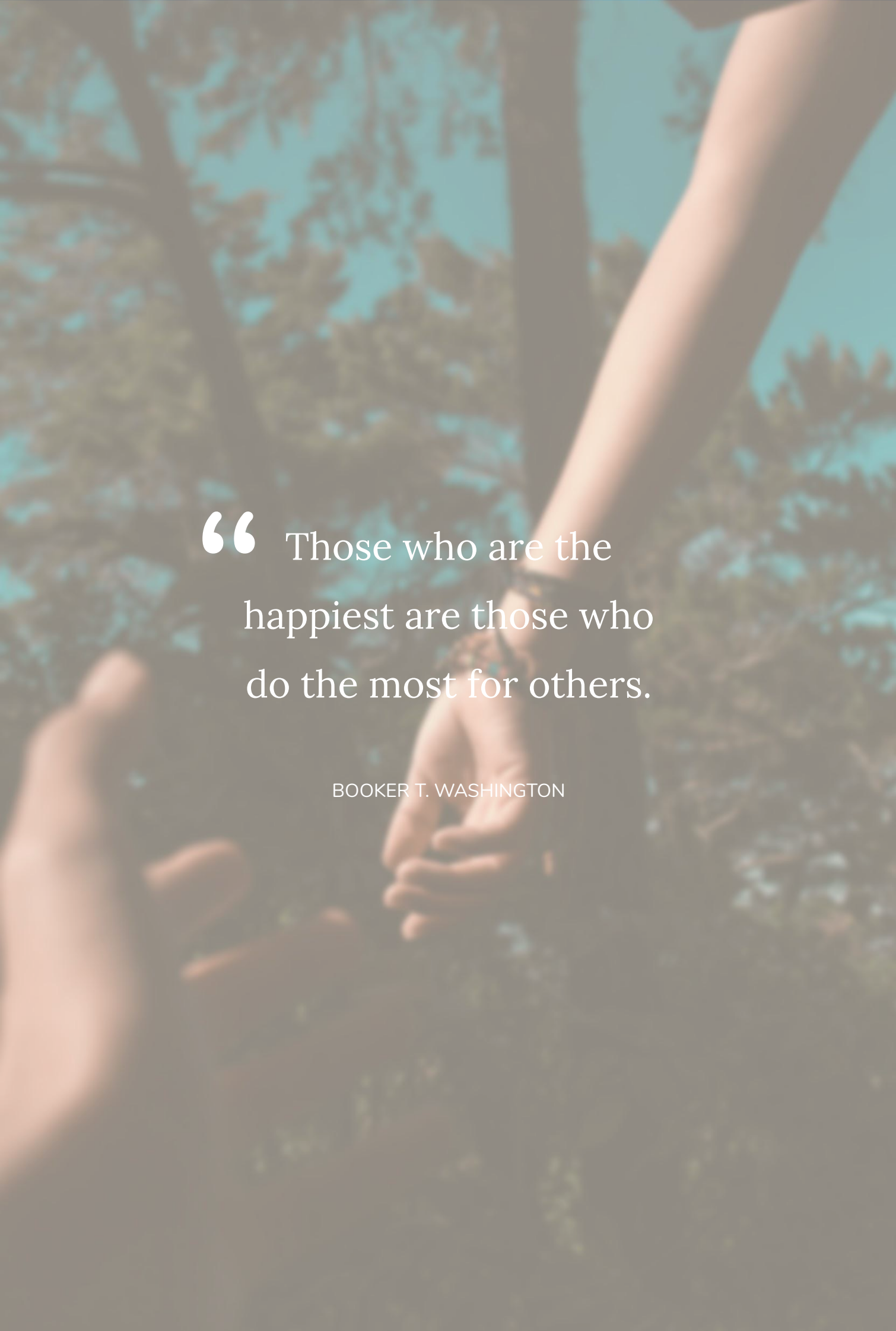
2019

Annual Report

Sembawang

Family Service Centre


“ Those who are the happiest are those who do the most for others.
BOOKER T. WASHINGTON

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About Us

Sembawang Family Service Centre (SFSC), is a Voluntary Welfare Organisation incorporated under the Societies and Charities Acts of Singapore. We are furthermore a registered Charity and Institution of A Public Character (IPC) under the Ministry of Social and Family Development. The Covenant Community Methodist Church (CCMC) is a strategic and founding partner to SFSC.

Registered address :	326 Sembawang Crescent #01-52 Singapore 750326
Unique Entity Number :	T11SS0143D
Auditors :	Baker Tilly TFW LLP Chartered Accountants of Singapore
	600 North Bridge Road #05-01 Parkview Square,
	Singapore 188778

Reserves Policy

SFSC's Reserves Policy provides for financial stability and the means for further improvement of our activities. We maintain reserves equivalent to 24 months of operating expenditures based on the previous year.

Conflict of Interest Policy

SFSC adheres to its Conflict of Interest Policy to provide guidance in the decisions made by our Management Committee, Finance and Human Resource Sub-Committees and staffs and this is set out in the centre's Code of Conduct.

Members of our Management Committee, Sub-Committees and staff will need to sign a Conflict of Interest declaration annually and update the Secretary (in the case of the Management Committee and Sub-Committees) or the Executive Director (in the case of staff) of any change in personal or professional interests which may be construed as being a real, potential or apparent conflict with their official duties and role within SFSC.

Our Vision

To be a values-driven Centre, building strong families and forming a caring community.

Our Mission

To reach out and touch lives, meeting the needs of the community and providing relevant services with respect, warmth and professionalism.

Our Values

CARE

We serve others with a heart of compassion and have their best interests at heart.

INTEGRITY

We act in ways that are consistent with the values, beliefs, and principles we claim to hold.

PROFESSIONALISM

We adhere to high standards of professional ethics and moral principles in our work and practice.

RESPECT

We regard each person as unique, with his/her inherent dignity and worth regardless of individual differences, cultural ethnicity.

TEAMWORK

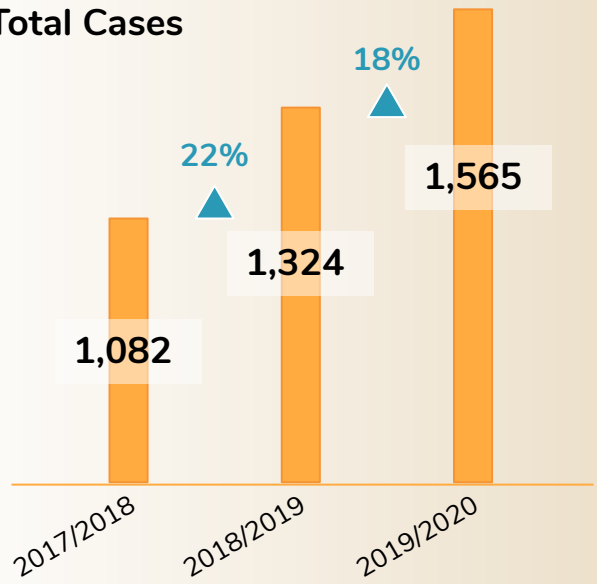
We believe that our greatest potential can only be achieved in a collaborative environment of common purpose and shared success.

Management Committee

Chairperson's Message

This time last year, SFSC reported case figures reflecting that family violence and parenting issues were on the rise and the same trend was observed again this year. The total cases in 2019/2020 have risen by 18%, reaching 1,565 cases, a slight dip from the previous year's 22% increase. Notwithstanding, the number of family violence cases seen by our centre has been growing at a faster rate - from 22% in 2018/2019 to 28% in 2019/2020. Similarly, parenting and marital issues have respectively increased by 20% and 30%, which correlates to reasons why childcare issues are amongst the top five prevalent issues this year.

Total Cases



Since the beginning of the year, we have actively taken steps to assist our clients enrol their children in our student care centre. Not only does this pave the way for caseworkers to provide more seamless and integrated case management aid but it also helps our clients' to gain the bandwidth and time needed to work on other issues. Sembawang Student Care Centre (SCC) has consistently supported working parents by taking good care of their children while they are at work. All the more, children from challenged homes would benefit from the stable and structured environment provided by SCC. Furthermore, given the varied socio-economic backgrounds of the students, children are able to experience better socialisation, build confidence and cultivate resilience.

All of these efforts go to the heart of what SFSC stands for and why we do what we do. Having served the Sembawang and Canberra constituencies for nearly 20 years, we remain committed to taking a steadfast view of our cases and to serving the needs of our community.

Number of Cases & YoY % Change

Year	Finance		Violence		Parenting		Marital	
2019/2020	**191**	▲ 3%	**161**	▲ 28%	**95**	▲ 20%	**89**	▲ 30%
2018/2019	**185**	▲ 22%	**126**	▲ 22%	**79**	▲ 46%	**68**	▲ 58%
2017/2018	**151**	-	**103**	-	**54**	-	**43**	-

Our senior team posses a collective in-centre experience that is of five times higher and stands at 99 years. This attests to the loyal care culture within SFSC as well as to the strong commitment of our social workers towards their clients.

We are mindful that seasoned teams may be less persuaded to change and to try new ways of doing things. To mitigate this, we are constantly looking into how we can improve our approach, systems and processes. 2019/2020 has seen us take concerted steps to address longer-term manpower needs and development. Following a thorough analysis of our cases and trends, we have restructured our teams by appointing a Clinical Director and establishing an intake team with the intention of enabling caseworkers to better focus on case management. With the help of Conjunct Consulting, a not-for-profit advisory provided by university students and industry advisors, we have revamped our volunteer recruitment and management framework with the view of having more volunteers support the work we do.

The year will also be remembered for the sudden and dramatic befalling of the Covid-19 pandemic. Practically the whole world came to an unnerving standstill and like all organizations in Singapore, our crisis management and business continuity procedures were acutely tested. Prior to entering into the state-wide circuit break in April 2020, our teams managed to mobilise some 46 donated laptops, which were in turn swiftly distributed to our clients' children, who would otherwise be without

computers and internet access when all the schools in Singapore switched to a month-long home-based learning.

The whole exercise spanned across approximately 10 working days and underscores yet again, SFSC's determination to support our clients and to race that extra mile if needed.

Once again, I would like to express my appreciation towards our team members for their efforts this past year. Your tenacity and hard work are an inspiration and constant encouragement to me. SFSC is also grateful for our partners, management committee and donors for journeying with us not only this past year, but through the many years since our formation. Their unwavering support is the fuel that drives us to do our best for our clients.

April Lee

Leadership Team

Management Committee

CHAIRMAN
Lee Mei Li, April

VICE CHAIRMAN
Chui Tau Siong

SECRETARY [1]
Tan Chue Loon, Michelle / Rachel Hau

TREASURER
Kok Guek Eng

ASSISTANT TREASURER
Cheong Boo Suan, Nancy

MEMBER
Chau Siew Lin

MEMBER
Rosalind Sun Peng Lee

MEMBER
Khoo Kim Geok, Jacqueline

MEMBER [2]
Eliza Lian-Ding / Wee Ghim Choo

Finance Sub-Committee

CHAIRMAN
Cheong Boo Suan, Nancy

MEMBER
Kok Guek Eng

MEMBER
Gerald Chia Yuan Ming

Human Resource Sub-Committee

CHAIRMAN
Khoo Kim Geok, Jacqueline

MEMBER
Cheong Boo Suan, Nancy

MEMBER
Bo Chai Haih

Ex-Officio

Chia Choon Hoong

Chow Chee Wai, Raymond

	Name	Designation	Attendance	Attendance (%)
1	April Lee Mei Li	Chairman	7/7	100%
2	Chui Tau Siong	Vice Chairman	2/7	29%
3	Tan Chue Loon Michelle	Secretary / Member	6/7	86%
4	Rachel Hau	Secretary	5/7	71%
5	Koh Guek Eng	Treasurer	6/7	86%
6	Cheong Boo Suan Nancy	Assistant Treasurer	2/7	29%
7	Rosalind Sun Peng Lee	Member	6/7	86%
8	Chau Siew Lin	Member	7/7	100%
9	Khoo Kim Geok Jacqueline	Member	4/7	57%
10	Eliza Lian-Ding	Member	5/7	71%

Remarks:

[1] Secretary Tan Chue Loon Michelle stepped down and was replaced by Rachel Hau on 31 July 2019, but remains as Member..

[2] Member Wee Ghim Choo was replaced by Member Eliza Lian-Ding on 31 July 2019.

SFSC Family

32
employees

Remuneration bands of our three most senior staff officers

$151,001 to $200,000	1
$100,001 to $150,000	2

Overall Performance

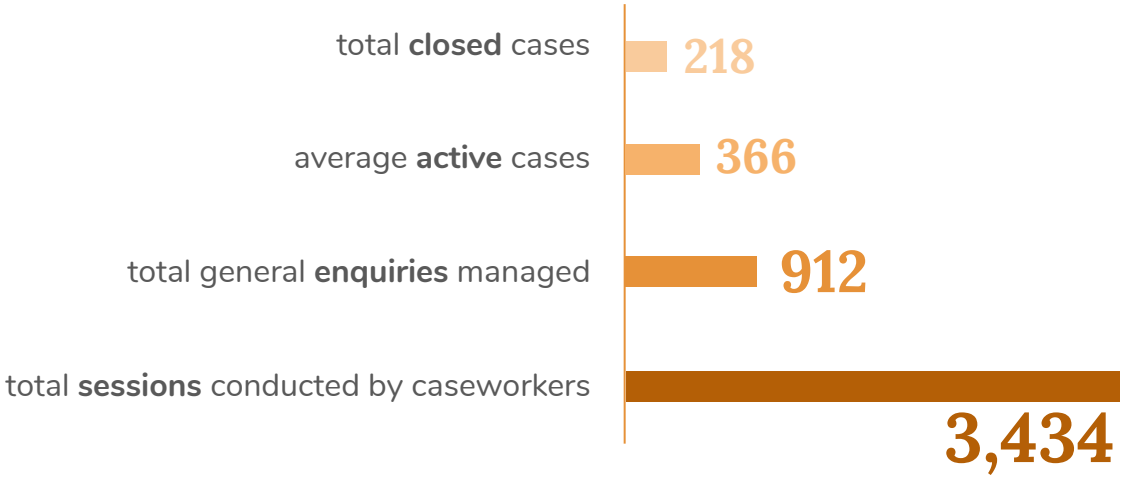
Our Services

Casework and Counselling (C&C)

Information and Referral (I&R)

rendered to the Canberra, Sembawang and Gambas constituencies in Singapore

Key Performance Indicators

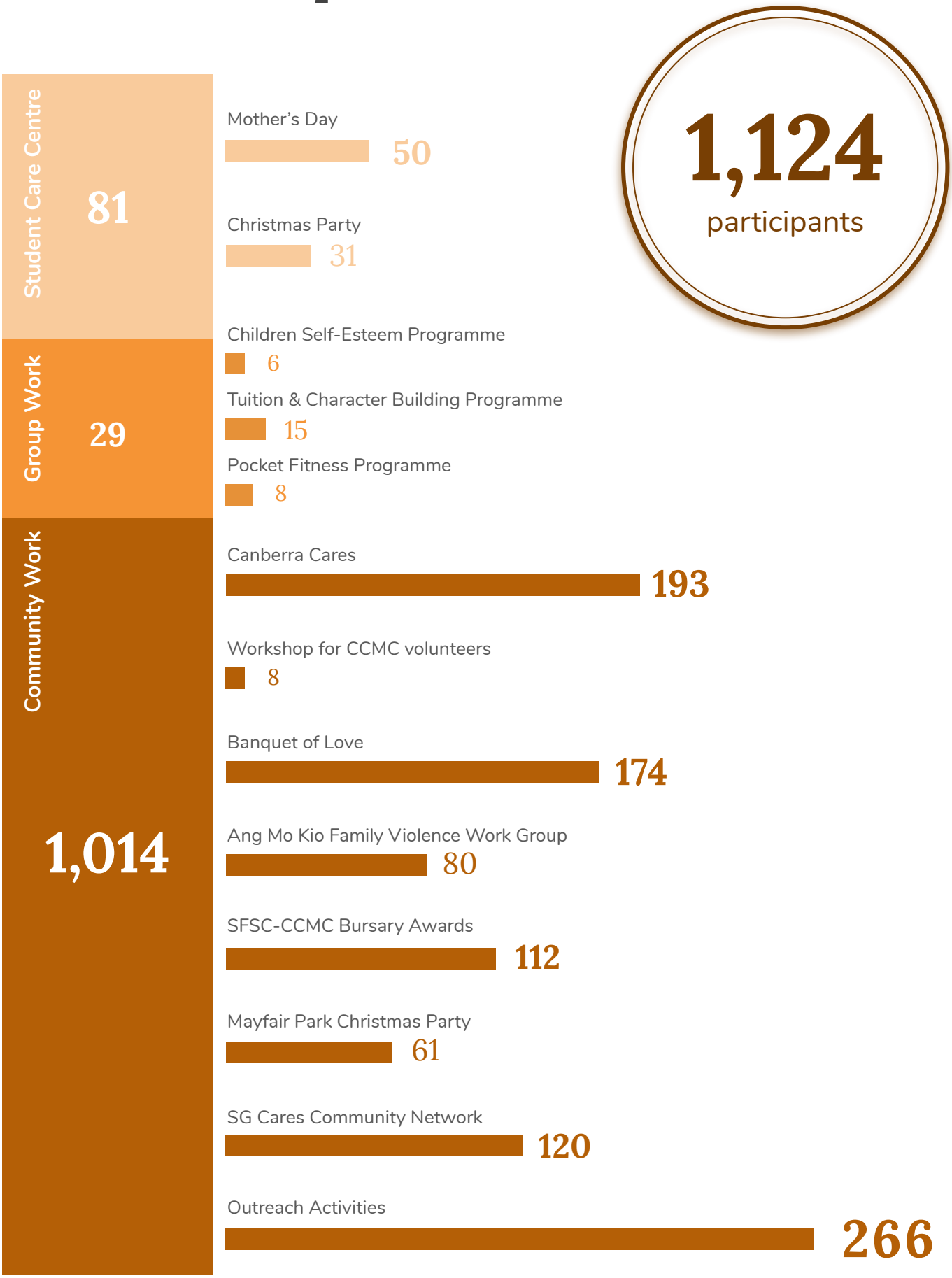


Top 5 Issues Managed

		2019 cases	compared to 2018 cases
1	Financial Assistance	191	⬆3% 185 cases
2	Family Violence	161	⬆28% 126 cases
3	Parent-Child Management	95	⬆20% 79 cases
4	Marital Issues	89	⬆30% 68 cases
5	Childcare Issues	62	⬆82% 34 cases

Client Capabilities Building

Event Participation



Financial Disbursements

FSC ComCare Fund

Government funding for urgent and temporary financial relief

$7,630

$8,000

CCMC Festive Vouchers

CCMC sponsored grocery vouchers ($150 and $200 worth) for Chinese New Year and Christmas

Beneficiaries included **45** families.

$9,144

Financial Assistance Fund

Provided by our strategic partner CCMC

56 low-income clients were given cash and food rations

STSPMF Project

$86,395

Provided **184** students with cash and vouchers to defray education costs

103 primary
55 secondary
26 post-secondary

SFSC disbursed a total of

$111,169

to those in need of help

Report on Programmes & Services

Student Care Centre

1. Student Care Centre

Group Work

2. Children Self-Esteem Group Work
3. Tuition & Character Building

Community Work

4. SFSC-CCMC Bursary Awards
5. ABCD - 512 & 513 Action Group
6. ABCD - 462 Action Group
7. Canberra Cares
8. Banquet of Love
9. Our Kampong Christmas
10. Sowers Project
11. SG Cares Community Network

Student Care Centre

In FY 2019, the Sembawang Student Care Centre (SCC) operated by SFSC saw an average enrollment of 59 children aged between 7 to 12 years old and at its peak a student-to-teacher ratio of 23 : 1.

SFSC caseworkers supported children with financial difficulties to apply for Student Care Fee Assistance (SCFA) to cover the student care programme fees. Children were supervised by SCC staff in their daily school work and received additional homework coaching from volunteers.

Throughout the year, SCC organised many enrichment programmes to enhance our students' growth and learning experiences. These included weekly character building and social skills workshops that helped to promote independence and responsibility in children from an early age. To further boost confidence and self-esteem levels, children were given the opportunity to showcase their singing and dancing talents.

Other activities aimed at cultivating compassion in students, included bi-annual volunteer visits to interact with the elderly at the Singapore Christian Home. Students also learned various crafts to commemorate key festivals throughout the year such as, Chinese New Year lanterns, Mother's Day cards, scones for Father's day, Christmas socks and angels and paper Christmas Trees with decorative ornaments.

59

students

(monthly average)

23 : 1

student-to-teacher ratio

During school holidays, excursions were organised for students to visit Gardens by the Bay, Jurong West Swimming Complex, Marine Cove, Jewel at Singapore Changi Airport, Singapore Sports Hub at Kallang, Civil Defence Gallery Heritage, Punggol Waterway Park and Playground, and Sungei Buloh Wetland Reserve.

CCMC volunteers prepared programmes and sponsored gifts and refreshments for the students to celebrate festive occasions such as Good Friday, Mother's Day and Christmas. Children participated in a flower arrangement workshop, story-telling sessions, Christmas carolling and other fun interactive games. Children were also taught to express their heartfelt appreciation towards the volunteers and donors through Thank You cards and Christmas wishes.

The year rounded off with a joyful Christmas Party held on 20 December 2019. Parents came to support their children's very own musical and drama performance as well as to celebrate the year's achievements.

Children's Self-Esteem Group

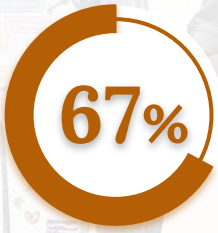
The Self-Esteem Group Work is a psycho-educational platform that helps children from low-income families and equips them with the skills needed to develop positive self-esteem. This involves improving the child's self-awareness in order to identify and leverage upon their strengths when dealing with challenging situations and building healthy relationships.

This programme was conducted over a total of five weekly sessions in May and June 2019. There were a total of 12 registered participants, of which 67% attended at least three sessions.

Group Work was structured with educational activities and group discussions for children to share their experiences and skills with one another. The support and guidance provided to the children stimulated change in their learning attitude and thinking process resulting in boosted self-esteem levels.

12 registered **students**

attended **≥ 3 sessions**



Observed Results

Group Work facilitators evaluated the children's behavior on a set of metrics and observed an increase in

- confidence in discussion engagements,
- willingness to share learnings and reflections with others,
- respect for peer ideas, and
- ability to follow group set rules.

Post-Programme Survey

63%

Children reported increased ability to **regulate feelings**

57%

Parents reported one month post programme **sustained improvement**

43%

Parents observed improved **self-esteem levels**

88%

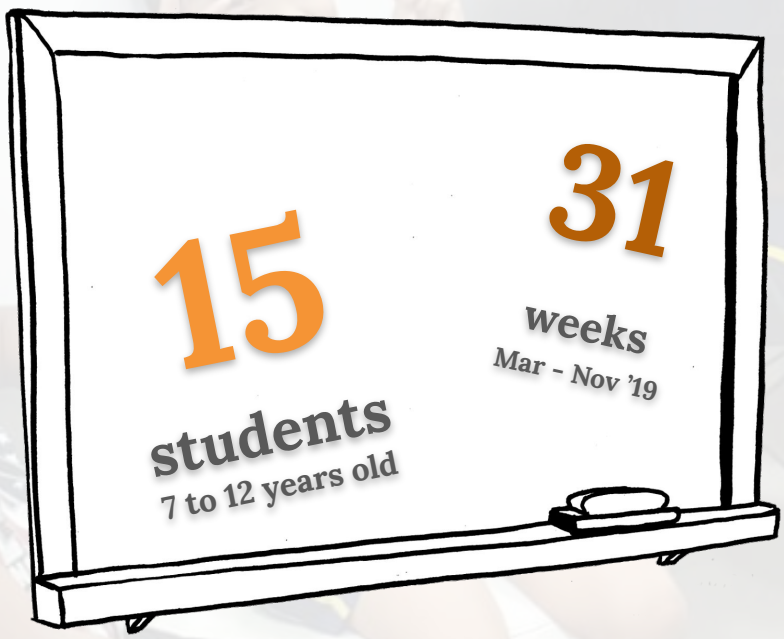
Children indicated increased awareness of **personal strengths** & knowledge to **build respectful relationships**

Tuition & Character Building

The Tuition and Character Building (TCB) programme supports vulnerable and disadvantaged children in both education and character building. A successful partnership with Covenant Community Methodist Church (CCMC) and Auxilium Domine since 2017.

A total of 15 children aged between 7 and 12 years old were selected from SFSC's cases and Student Care Centre to participate in the programme. Over the span of 31 weeks, from March to November 2019, classes were held at SFSC every Tuesday evening.

The weekly programme taught students to adopt effective organisational skills to improve their studying capabilities. Our passionate tutors also worked hard to instill the values of determination, gratitude and respect while helping the children to develop good character and manage bullying in a healthy manner.



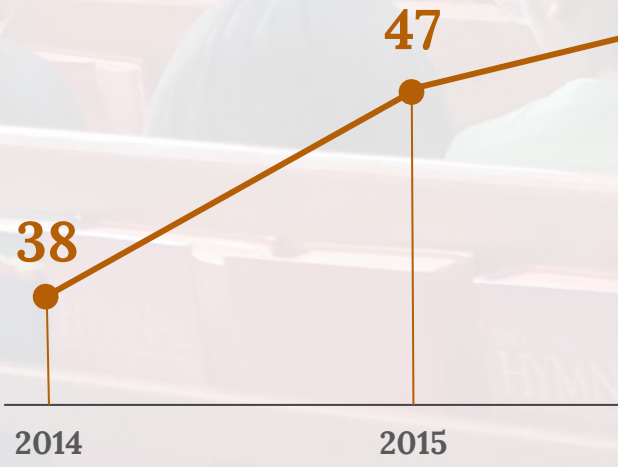
The results of this three-year running programme have been encouraging as we observe improved behaviour changes in the children. The TCB programme has consistently received positive feedback from both parents and children and will be continued in FY 2020/2021.

SFSC-CCMC Bursary Awards

A total of 112 people attended the 9th CCMC Bursary Awards Ceremony on 23 November 2019. Award recipients and their family members were invited to this occasion. There were a total of 61 primary and secondary students eligible for the award, but only 56 recipients were present. Guest speakers included Mr. Leslie Wong (CCMC Outreach & Social Concerns Committee Chairman) and Mr. Raymond Chow (CCMC Lay Executive).

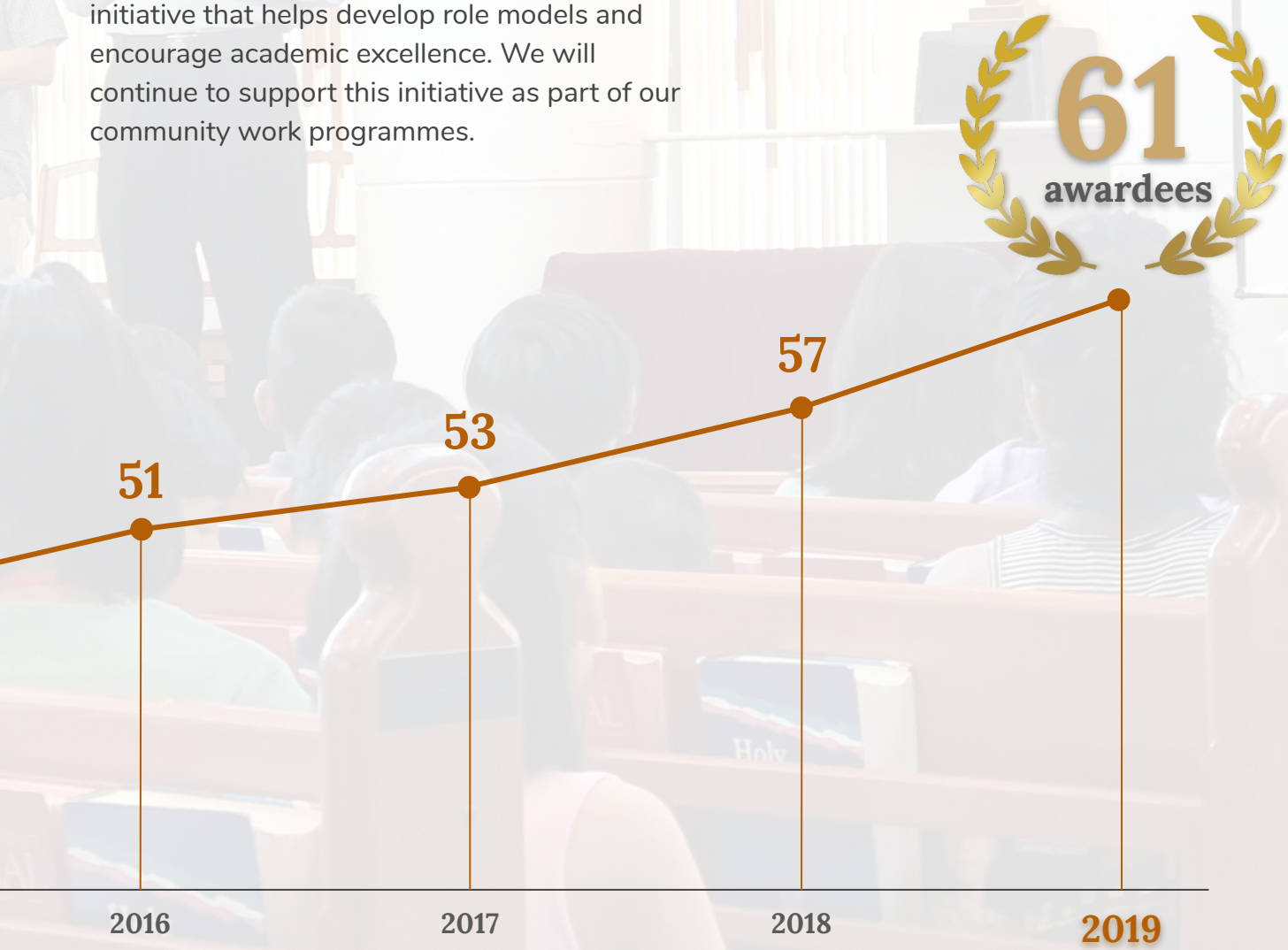
Award recipients were presented bursary amounts of $300 (primary students) and $400 (secondary students) by Reverend Fred Tan and Mrs Tan. Also, all awardees and their siblings received $20 Popular bookstore vouchers to help offset some of their schooling finances.

112 attendees



After the award presentation and photo session, all the guests were invited for a sumptuous halal buffet spread and a time of fellowship to share their experiences, challenges and successes.

A steady increase in the number of awardees on a yearly basis has shown this to be a successful initiative that helps develop role models and encourage academic excellence. We will continue to support this initiative as part of our community work programmes.



ABCD – 512 & 513 Action Group

SFSC launched the ABCD 512 & 513 Action Group in 2016 based on the 'Assets Based Community Development' (ABCD) approach in social work. Into its fourth year, This group had a fulfilling year of organising and hosting events that brought members of the community together for joyous celebrations.

To celebrate Mother's Day on 5 May 2019, children participated in an origami workshop that taught them how to create three-dimensional flower pop-up greeting cards. Each child was encouraged to add a personal touch to the cards by penning down heartfelt messages and wishes to their mothers. These precious handmade gifts by the children put a smile on all the mothers.

On 5 October 2019, the ABCD Group 512 & 513 celebrated Children's Day with timeless classic games such as five-stones, goli marbles, chapteh and skipping rope challenges. Children had to complete the activities with their groups. To help foster new friendships in the community, children were grouped with team members they seldom interacted with.

Their efforts were rewarded with healthy yet delicious refreshments. Aligned with the Singapore Government's efforts to promote healthy living, a live cooking station was set up with an air fryer to educate the children on healthy food alternatives.

The children had a wonderful time making new friends and learning the very same games their parents use to enjoy as a child. It was an eventful afternoon and the children look forward to next year's celebrations.

ABCD - 462 Action Group

ABCD 462 Action Group was established in 2017 with the intention to nurture healthy relationships and unite the people by solving community challenges together. A common concern voiced by the parents in the community was the increasing amount of time their children were spending on mobile devices.

In 2018, ABCD 462 Action Group collaborated with the National Library Board to embark on the Molly Bus project, which makes books more accessible to children by transporting a mobile library to their doorsteps. This initiative aims to help children cultivate good reading habits, encourage family bonding time through parent-child reading sessions and reduce the amount of time spent on mobile devices.

Without the determination and consistent outreach efforts of the 462 Action Group, Molly Bus would not be as successful as it is today. In the last two year, members of the Action Group worked hard together to circulate leaflets around the community, invite and encourage parents and children to participate, and reserve parking lots the evening before the Molly Bus arrived.

This project has brought the residents of Blk 462 together and children have adopted good reading habits. They know the Molly Bus schedules by heart and look forward to each visit.

Canberra Cares

distributed care packages to

192

residents
in blk 462

As part of SFSC's community outreach efforts, we took part in the launch of Canberra Cares on 4 August 2019. The project aimed to reach out to residents in need who live in four blocks of flats within the Sembawang area - Blk 363C, 364A, 264B at Sembawang Crescent and Blk 462 at Sembawang Drive.

Together with Grassroot leaders and students from Canberra Secondary School, five of our staff distributed care packages to 193 residents in Blk 462.

Banquet of Love

Banquet of Love (BOL) is an annual event hosted by SFSC in partnership with CCMC. An event initiated in 2014 to strengthen families and encourage community bonding.

Invitations were extended to clients experiencing financial difficulties residing in the Canberra and Sembawang zone, which includes our ABCD members and their families from Blk 512 and 513. Special guests included MP Lim Wee Kiak and Grassroot Leaders from the Canberra zone.

Fun and engaging activities were thoughtfully curated and hosted by CCMC volunteers to accommodate our culturally diverse group of clients. The highlight of this year's BOL were the multilingual singing performances put on by SFSC's clients.

It was a spectacular showcase of talent that allowed individuals and groups to connect with one another and bond as a community. The children's programme included a live magic show that was themed around family, unity, love and forgiveness. Balloon sculpting and craft stations were also available for the young ones to explore their artistry.

The afternoon rounded off with a sumptuous buffet lunch and each client was presented with NTUC vouchers and red packets that were kindly donated by CCMC.

Together with our caring volunteers, this was another successful event that truly brought a bundle of joy, laughter and fun to our clients.

Our Kampong Christmas

For two years in a row, MayFair Park Neighbourhood Committee has invited our ABCD Action Group to perform at their annual Christmas gathering. This year's 'kampong' themed celebrations were held on 30 November 2019.

Members of the Action Group were thrilled to work closely with the children. They compose a dance performance to a traditional Malay song titled "Chan Mali Chan" - a song that speaks fondly of a goat and known to all in Singapore.

After two months of hard work, the crew put on a fabulous show that was awarded the Best Performance. They had the residential crowd on their feet and united as one; people were clapping, singing, linking arms and swaying to the catchy rhythm.

Residents praised their choice of song as it highly resonated with the 'kampong' theme. This was truly a great achievement for the Action Group and they were proud to have given their best efforts to bring entertainment and joy to their community.

chan mali chan

ketipung payung

Sowers Project

The Sowers Project was initiated by SFSC in 2010 to empower home-bound women from low-income families with an opportunity to supplement their household income. Women apart of this project would sew items such as tote bags, pouches and pencil cases that would be sold at various community events.

This year, total of **27 sowers** participated in this project. Many had no experience but were keen to learn and improve their future employment opportunities.

In a collaboration with Gardens by the Bay to upcycle their banners, we created items such as file folders and tote bags. Some of our participants also grew an interest in the pre-sewing phase that involved cleaning and cutting the upcycled material before being passed on to the sowers. This project continues to collaborate with organisations seeking customised designs whilst supporting a social cause.

The Sowers Project generated a revenue of $5,103 during the year through individual and corporate sales. A substantial order of pencil cases were made and given to all performers at the Banquet of Love 2019 and other Sower products were presented as a token of appreciation to the event's guest of honour, MP Lim Wee Kiak.

$5,103

revenue

individual & corporate sales

SG Cares Community Network

SFSC has been participating in town-level networking sessions to improve the lives of people in need of help residing in Singapore. SG Cares Community Network @ Sembawang was held at Sembawang Community Club on 3 May 2019, which brought community stakeholders together to develop solutions for identified residents' needs and to build partnerships.

A total of 120 participants were invited and seated at 12 tables. Each table engaged in a facilitated discussion on one of the five topics to identify good practices, current challenges and potential resources or agencies that can help address the gaps.

SFSC staff work daily with members of the Sembawang community and have become well acquainted with their needs. Hence, three senior staff members have set precedent of being the first FSC to assist SSOs with facilitating sessions associated with SG Cares Community Networks.

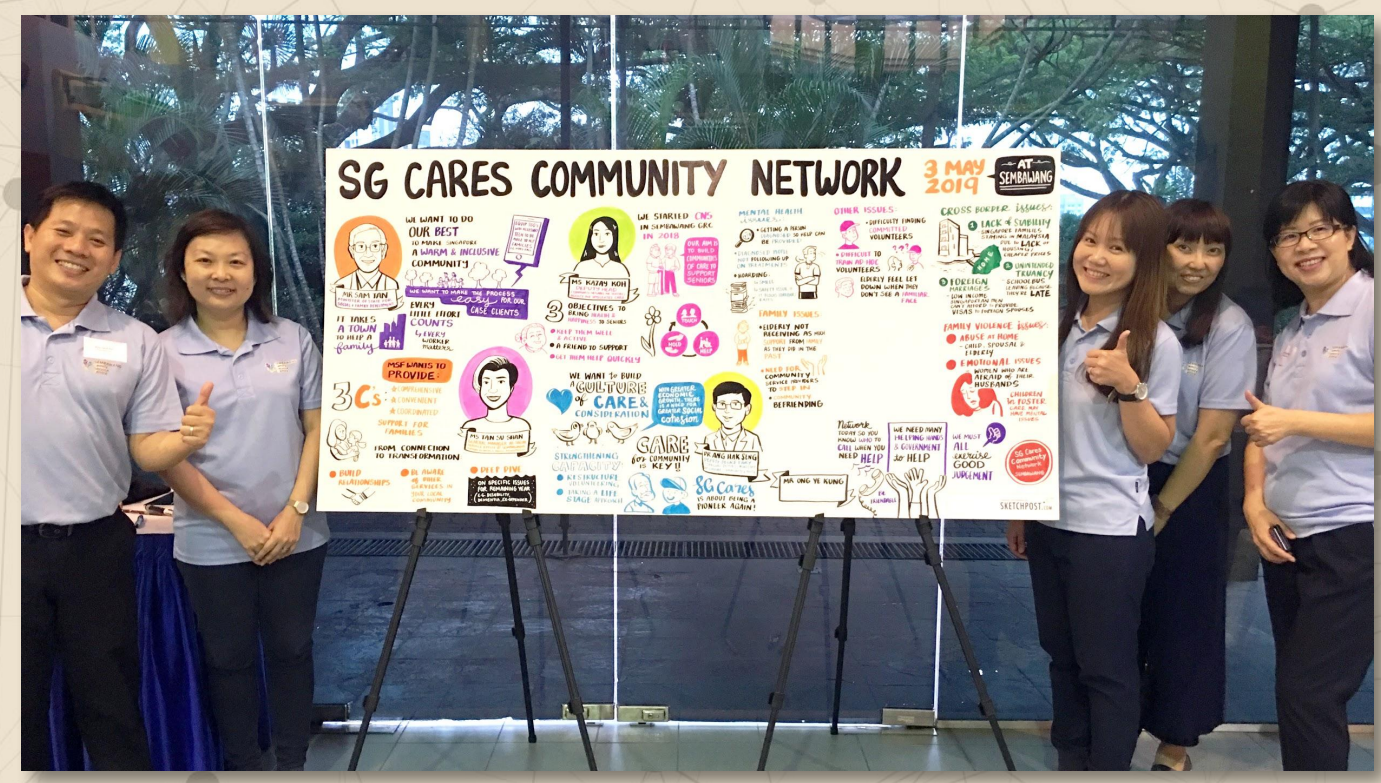
TOP 5 CHALLENGES

in Woodlands & Sembawang

MSF MINISTRY OF SOCIAL AND FAMILY DEVELOPMENT

Mental health issues
Cross border cases
Family issues
Accomodation / shelter issues
Family violence

According to Ministry of Social and Family Development (MSF), Social Service Office (SSO) @Woodlands @Sembawang



Audited Financials

Sembawang Family Service Centre

Financial Statements for the financial year ended **31 March 2020**

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SEMBAWANG FAMILY SERVICE CENTRE
(Registered in Singapore under the Societies Act, Cap. 311)

STATEMENT BY MANAGEMENT COMMITTEE

On behalf of the Management Committee, we, April Lee Mei-Li and Koh Guek Eng, being the Chairman and Treasurer of Sembawang Family Service Centre (the "Society") respectively, do hereby state that in our opinion, the financial statements as set out on pages 5 to 23 are properly drawn up in accordance with the Societies Act, Chapter 311, Charities Act, Chapter 37 and other relevant regulations and Singapore Charities Accounting Standard ("CAS") so as to present fairly, in all material respects, the financial position of the Society as at 31 March 2020, and of the financial performance of the Society and cash flows of the Society for the financial year then ended.

April Lee Mei-Li
Chairman

Koh Guek Eng
Treasurer

16 July 2020

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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF SEMBAWANG FAMILY SERVICE CENTRE
(Registered in Singapore under the Societies Act, Cap. 311)

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Sembawang Family Service Centre (the "Society") as set out on pages 5 to 23 which comprise the balance sheet as at 31 March 2020, and the statements of financial activities of the Society and statement of cash flows for the financial year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements are properly drawn up in accordance with the Societies Act, Chapter 311 (the "Societies Act"), the Charities Act, Chapter 37 and other relevant regulations (the "Charities Act and Regulations") and Singapore Charities Accounting Standard ("CAS") so as to present fairly, in all material respects, the financial position of the Society as at 31 March 2020 and of the financial performance and cash flows of the Society for the financial year ended on that date.

Basis for Opinion

We conducted our audit in accordance with Singapore Standards on Auditing ("SSAs"). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Society in accordance with the Accounting and Corporate Regulatory Authority (ACRA) *Code of Professional Conduct and Ethics for Public Accountants and Accounting Entities* (ACRA Code) together with the ethical requirements that are relevant to our audit of the financial statements in Singapore, and we have fulfilled our other ethical responsibilities in accordance with these requirements and the ACRA Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

The Management Committee is responsible for the other information. The other information obtained at the date of the auditor's report is the Statement by Management Committee as set out on page 1.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed on the other information obtained prior to the date of this auditor's report, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

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Baker Tilly TFW LLP (Registration No.T10LL1485G) is an accounting limited liability partnership registered in Singapore under the Limited Liability Partnerships Act (Chapter 163A).

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF SEMBAWANG FAMILY SERVICE CENTRE (cont'd)
(Registered in Singapore under the Societies Act, Cap. 311)

Report on the Audit of the Financial Statements (cont'd)

Responsibilities of Management Committee and Those Charged with Governance for the Financial Statements

The Management Committee is responsible for the preparation and fair presentation of these financial statements in accordance with the Societies Act, Charities Act and Regulations and CAS and for such internal control as the Management Committee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Management Committee is responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Management Committee either intends to liquidate the Society or to cease operations, or has no realistic alternative but to do so.

Those charged with governance is responsible for overseeing the Society's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with SSAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with SSAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Society's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Management Committee.

Report on the Audit of the Financial Statements (cont'd)

Auditor's Responsibilities for the Audit of the Financial Statements (cont'd)

- Conclude on the appropriateness of the Management Committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Society to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

In our opinion, the accounting and other records required to be kept by the Society have been properly kept in accordance with the provisions of the Societies Regulations enacted under the Societies Act, the Charities Act and Regulations.

During the course of our audit, nothing has come to our attention that causes us to believe that during the financial year:

(i) the Society has not used the donation moneys in accordance with its objectives as required under Regulation 11 of the Charities (Institutions of a Public Character) Regulations; and

(ii) the Society has not complied with the requirements of Regulation 15 (Fund-raising expenses) of the Charities (Institutions of a Public Character) Regulations.

Baker Tilly TFW LLP
Public Accountants and
Chartered Accountants
Singapore

16 July 2020

SEMBAWANG FAMILY SERVICE CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
For the financial year ended 31 March 2020

	Note	Unrestricted Funds		Restricted Funds		2020 Total
		Student Care Centre	Others	Family Service Centre	Others	
		$	$	$	$	$
2020						
Income						
Income from generated funds:						
Voluntary income	3	6,459	55,070	51,575	27,459	**140,563**
Investment income	4	51	–	41,409	–	**41,460**
Income from charitable activities	5	219,565	–	2,620,205	117,688	**2,957,458**
Other income		–	–	296	–	**296**
Total income		226,075	55,070	2,713,485	145,147	**3,139,777**
Less expenditure						
Charitable activities	6	216,061	11,323	2,266,484	121,272	**2,615,140**
Governance costs	7	1,190	–	8,391	–	**9,581**
Total expenditure		217,251	11,323	2,274,875	121,272	**2,624,721**
Net income, representing net movements in funds		8,824	43,747	438,610	23,875	**515,056**
Total funds brought forward		61,819	24,166	3,376,275	49,105	**3,511,365**
Total funds carried forward		70,643	67,913	3,814,885	72,980	**4,026,421**

The accompanying notes form an integral part of these financial statements.

STATEMENT OF FINANCIAL ACTIVITIES (cont'd)
For the financial year ended 31 March 2020

	Note	Unrestricted Funds		Restricted Funds		2019 Total
		Student Care Centre	Others	Family Service Centre	Others	
		$	$	$	$	$
2019						
Income						
Income from generated funds:						
Voluntary income	3	8,416	16,370	60,167	17,269	**102,222**
Investment income	4	–	–	37,936	–	**37,936**
Income from charitable activities	5	229,580	–	1,865,509	59,640	**2,154,729**
Other income		10	–	69	–	**79**
Total income		238,006	16,370	1,963,681	76,909	**2,294,966**
Less expenditure						
Charitable activities	6	215,960	2,406	2,227,309	102,135	**2,547,810**
Governance costs	7	116	–	3,712	–	**3,828**
Total expenditure		216,076	2,406	2,231,021	102,135	**2,551,638**
Net income/(expenditure), representing net movements in funds		21,930	13,964	(267,340)	(25,226)	**(256,672)**
Total funds brought forward		39,889	10,202	3,643,615	74,331	**3,768,037**
Total funds carried forward		61,819	24,166	3,376,275	49,105	**3,511,365**

The accompanying notes form an integral part of these financial statements.

SEMBAWANG FAMILY SERVICE CENTRE

BALANCE SHEET
At 31 March 2020

	Note	**2020** **$**	2019 $
Non-current asset			
Property, plant and equipment	9	**57,293**	118,309
Current assets			
Other receivables	10	**497,563**	36,663
Cash and cash equivalents	11	**3,685,922**	3,475,879
		4,183,485	3,512,542
Total assets		**4,240,778**	3,630,851
Current liability			
Other payables and accruals	12	**214,357**	119,486
Net assets		**4,026,421**	3,511,365
Funds			
Unrestricted funds			
Unrestricted non-designated fund	13a	**70,643**	61,819
Unrestricted designated fund	13b	**67,913**	24,166
Total unrestricted funds		**138,556**	85,985
Restricted funds			
Restricted income funds	14		
- Funds represented by cash		**3,850,609**	3,345,050
- Funds represented by property, plant and equipment		**37,256**	80,330
Total restricted funds		**3,887,865**	3,425,380
Total funds		**4,026,421**	3,511,365

The accompanying notes form an integral part of these financial statements.

SEMBAWANG FAMILY SERVICE CENTRE

STATEMENT OF CASH FLOWS
For the financial year ended 31 March 2020

	2020 $	2019 $
Cash flows from operating activities		
Net income/(loss)	**515,056**	(256,672)
Adjustments for:		
Depreciation	**65,739**	79,700
Interest income	**(41,460)**	(37,936)
Loss on disposal of property, plant and equipment	**152**	7
Operating cash flow before movements in working capital	**539,487**	(214,901)
Receivables	**(454,934)**	(12,682)
Payables	**94,871**	49,705
Cash generated from/(used in) operations	**179,424**	(177,878)
Interest received	**35,494**	37,936
Net cash from/(used in) operating activities	**214,918**	(139,942)
Cash flows from investing activity		
Purchase of property, plant and equipment, representing net cash used in investing activity	**(4,875)**	(39,162)
Net increase/(decrease) in cash and cash equivalents	**210,043**	(179,104)
Cash and cash equivalents at beginning of the financial year	**3,475,879**	3,654,983
Cash and cash equivalents at end of the financial year	**3,685,922**	3,475,879

The accompanying notes form an integral part of these financial statements.

These notes form an integral part of and should be read in conjunction with the accompanying financial statements.

1 General information

Sembawang Family Service Centre (the "Society") is registered in Singapore under the Societies Act. The Society is an approved Institution of a Public Character.

The Society provides student care services, casework and counseling, information and referral services, preventive and development programmes and activities for individuals and families in need. The objective of the programmes and services is to develop and strengthen clients' resilience and social support networks within family and community. It is located at Blk 326 Sembawang Crescent, #01-52, Singapore 750326.

2 Significant accounting policies

a) Basis of preparation

The financial statements, expressed in Singapore dollar ("$"), which is the functional currency of the Society have been prepared in accordance with the Societies Act, Chapter 311, the Charities Act, Chapter 37 and other regulations ("Charities Act and Regulations") and Singapore Charities Accounting Standard ("CAS"). The financial statements have been prepared under the historical cost convention except as disclosed in the accounting policies below.

The preparation of financial statements in conformity with CAS requires the use of estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the financial year. Although these estimates are based on management's best knowledge of current events and actions and historical experiences and various other factors that are believed to be reasonable under the circumstances, actual results may ultimately differ from those estimates.

Use of estimates and judgements

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There were no significant judgements made in applying accounting policies and no estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial period.

2 Significant accounting policies (cont'd)

b) Revenue recognition

Income is recognised in the statement of financial activities to the extent that the Society becomes entitled to the income, when it is probable that the income will be received; and when the amount of the income can be measured with sufficient reliability.

Voluntary income

Donations

Donations are recognised on receipt. However, donations received and subject to donor-imposed pre-conditions are deferred as liabilities until the Society is able to meet the terms of the donations.

Donations in kind

Donations in kind that can be estimated with sufficient reliability are accounted for at a reasonable estimate of the price that the Society would have to pay in the open market for an equivalent item or at the amount actually realised.

Investment income

Interest income

Interest income is accrued on a time basis, by reference to the principal outstanding and at the effective interest rate applicable.

Income from charitable activities

Grants from government organisations
Grants from government organisations are recognised as income only when there is sufficient evidence that the Society has complied with the conditions attached to them and there is reasonable certainty that they will be received. These grants are recognised on an accrual basis. Additionally, grants recognised in the statement of financial activities are calculated based on the funding principles set by the individual organisations. Adjustments to the grants which are made on finalisation by the relevant organisations are recognised in the statement of financial activities in the financial year in which they are finalised. Grants with specific conditions are recognised either when they have been conformed to, or when there is sufficient evidence that they will be met. In instances where there is uncertainty about the ability of the Society to meet the conditions set by grantors, the recognitions of the grants as income is deferred until conditions imposed at the time of the grants can be complied with.

Programme income

Programme income are recognised when services are rendered.

2 Significant accounting policies (cont'd)

c) Expenditure

Charitable activities

Expenditure on charitable activities comprises all costs incurred in undertaking work to meet the charitable objects of the Society. Such costs include the direct costs of the charitable activities of the Society together with those support costs incurred that enable these activities to be undertaken.

Governance costs

Governance costs include the costs of governance arrangement, which relate to the general running of the Society as opposed to the direct management functions inherent in generating funds, service delivery and programme or project work. Governance costs will normally include both direct costs such as internal and external audit, legal advice for the Society and costs associated with constitutional and statutory requirements, and related support costs which where material, would comprise apportionment of shared and indirect costs involved in supporting the governance activities.

d) Operating leases

Leases where a significant portion of the risks and rewards of ownership are retained by the lessor are classified as operating leases. Payments made under operating leases (net of any incentives received from the lessor) are taken to profit or loss on a straight-line basis over the period of the lease.

When an operating lease is terminated before the lease period has expired, any payment required to be made to the lessor by way of penalty is recognised as an expense in the period in which termination takes place.

e) Employee benefits

Defined contribution plans

The Society contributes to the Central Provident Fund ("CPF"), a defined contribution plan regulated and managed by the Singapore Government. Contributions to CPF are charged as expenses in the period in which the related service is performed.

Employee leave entitlements

Employee entitlements to annual leave are recognised when they accrue to employees. An accrual is made for the estimated liability for annual leave as a result of services rendered by employees up to the balance sheet date.

f) Taxation

The Society is a registered charity under the Charities Act and is exempted from income tax under the Income Tax Act.

2 Significant accounting policies (cont'd)

g) Property, plant and equipment

Property, plant and equipment are carried at cost less accumulated depreciation. Depreciation is charged on the straight-line method to write off the assets over their estimated useful lives as follows:

	Years
Computers	3
Furniture, fittings and fixtures	10
Office equipment	10
Renovation	5

The residual values, estimated useful lives and depreciation method of property, plant and equipment are reviewed, and adjusted as appropriate, at each balance sheet date. The effects of any revision are recognised in the statement of financial activities when the changes arise.

The gain or loss arising on disposal or retirement of an item of property, plant and equipment is determined as the difference between the sales proceeds and the carrying amount of the asset and is recognised in the statement of financial activities.

Fully depreciated assets are retained in the financial statements until they are no longer in use.

h) Receivables

Receivables, excluding prepayments, are measured at initial recognition at transaction price, excluding transaction costs, if any. Transaction costs shall be recognised as expenditure in the statement of financial activities. Prepayments shall be initially recognised at the amount paid in advance for the economic resources expected to be received in the future.

After initial recognition, receivables, excluding prepayments, shall be measured at cost less any accumulated impairment losses. Prepayments shall be measured at the amount paid less the economic resources received or consumed during the financial period.

At each balance sheet date, where there is objective evidence that a receivable is impaired, the carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in the statement of financial activities. The allowance recognised is measured as the difference between the asset's carrying amount and the undiscounted future cash flows that the Society expects to receive from the receivables. When a receivable is uncollectible, it is written off against the allowance account for receivables. Subsequent recoveries of amounts previously written off are credited in the statement of financial activities.

i) Payables

Payables are initially measured at transaction price, excluding transaction costs, if any, both at initial recognition and at subsequent measurement. Transactions costs shall be recognised as expenditure in the statement of financial activities as incurred. Accruals shall be recognised at the best estimate of the amount payable.

2 Significant accounting policies (cont'd)

j) Cash and cash equivalents

For the purpose of presentation in the statement of cash flows, cash and cash equivalents comprise cash on hand, deposits with financial institutions which are subject to insignificant risk of change in value, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to insignificant risk to changes in value.

k) Unrestricted funds

Unrestricted funds are classified into two categories:

Unrestricted non-designated funds
These represent funds received by the Society that are expendable for any activity within the Society at the discretion of the Management Committee in furtherance of the Society's charitable objectives.

Unrestricted designated funds
These represent funds that have been received by the Society specifically for one of its many programmes, or have been ear-marked for a specific programme or a specific purpose within a programme by the Management Committee. If part of the unrestricted designated fund of a programme is set aside for a particular purpose by the Management Committee, it may be designated as a separate fund within the programme but the designation has an administrative purpose only, and does not restrict the Management Committee from transferring or re-designating the fund for another purpose within the same programme. Funds that have been transferred from unrestricted non-designated funds by the Management Committee and designated for a specific purpose or programme, may at its discretion be transferred back to the non-designated unrestricted funds.

l) Restricted income funds

Restricted income funds are funds subject to specific trusts, which may be declared by the donors or with their authority such as in the literature of a public appeal or created through legal process, but still within the wider objects of the Society.

m) Funds

Unless specifically indicated, fund balances are not represented by any specific assets or liabilities but are represented by all assets of the Society.

n) Deferred capital fund and Care and share fund

Deferred capital fund and Care and share fund, which are part of the Society's restricted funds, comprise capital grants to fund purchase of property, plant and equipment. The depreciation of the assets purchased with the related grants are taken to the deferred capital fund and care and share fund over the useful lives of the related assets.

3 Voluntary income

	Unrestricted funds $	Restricted income funds $	Total 2020 $	Total 2019 $
Donations	**55,570**	**47,909**	**103,479**	60,749
Donations-in-kind	**–**	**1,050**	**1,050**	1,050
Grants income	**5,959**	**15,750**	**21,709**	35,811
Care and share grant	**–**	**13,485**	**13,485**	3,772
Others	**–**	**840**	**840**	840
	61,529	**79,034**	**140,563**	102,222

During the financial year, the Society issued tax deductible receipts for the donations collected totalling $66,440 (2019: $22,404).

	2020 $	2019 $
Unrestricted funds comprise:		
- Non-designated	**6,459**	8,416
- Designated	**55,070**	16,370
	61,529	24,786

4 Investment income

	Unrestricted funds $	Restricted income funds $	Total 2020 $	Total 2019 $
Bank interest income	**51**	**41,409**	**41,460**	37,936

5 Income from charitable activities

	Unrestricted funds $	Restricted income funds $	Total 2020 $	Total 2019 $
Programme income*	**219,565**	**8,273**	**227,838**	231,920
MSF grant	**–**	**1,970,155**	**1,970,155**	1,403,791
ComChest grant	**–**	**104,910**	**104,910**	74,868
Tote Board grant	**–**	**524,545**	**524,545**	374,346
Receipts as disbursing agent	**–**	**126,985**	**126,985**	61,290
Miscellaneous income	**–**	**3,025**	**3,025**	8,514
	219,565	**2,737,893**	**2,957,458**	2,154,729

* The Society assists lower income families to apply for Student Care Fee Assistance ("SCFA") from MSF. During the financial year, the total SCFA disbursed to the Society by MSF amounted to $37,915 (2019: $14,372).

5 Income from charitable activities (cont'd)

	2020 $	2019 $
Unrestricted funds comprise:		
- Non-designated	**219,565**	229,580

6 Charitable activities

	Unrestricted funds $	Restricted income funds $	Total 2020 $	Total 2019 $
Depreciation of property, plant and equipment (Note 9)	**3,892**	**61,847**	**65,739**	79,700
Donations-in-kind to clients	**–**	**1,050**	**1,050**	1,050
Financial assistance to clients	**11,307**	**142,590**	**153,897**	132,637
Food and refreshment	**19,172**	**3,635**	**22,807**	23,670
Loss on disposal of property, plant and equipment	**–**	**152**	**152**	7
Others	**13,360**	**40,474**	**53,834**	58,500
Professional fees and services	**3,156**	**26,923**	**30,079**	43,028
Repair and maintenance	**2,065**	**4,432**	**6,497**	8,926
Rental expenses	**2,794**	**10,776**	**13,570**	13,919
Staff costs (Note 8)	**171,296**	**2,077,181**	**2,248,477**	2,151,850
Staff training	**342**	**18,696**	**19,038**	34,523
	227,384	**2,387,756**	**2,615,140**	2,547,810

Included in charitable activities expenditure are staff costs of $171,296 (2019: $165,672) and staff training of $342 (2019: $257) for Student Care Centre, as well as staff costs of $2,077,181 (2019: $1,986,178) and staff training of $18,696 (2019: $34,266) for Family Service Centre.

	2020 $	2019 $
Unrestricted funds comprise:		
- Non-designated	**216,061**	215,960
- Designated	**11,323**	2,406
	227,384	218,366

7 Governance costs

	Unrestricted funds $	Restricted income funds $	Total 2020 $	Total 2019 $
Audit fees				
- current year	**1,250**	**7,670**	**8,920**	7,600
- over accrual in prior year	**(60)**	**(397)**	**(457)**	(4,819)
Insurance	**–**	**947**	**947**	1,047
Training	**–**	**171**	**171**	–
	1,190	**8,391**	**9,581**	3,828

8 Staff costs

	Unrestricted funds $	Restricted income funds $	Total 2020 $	Total 2019 $
Salaries and bonuses	**146,831**	**1,778,472**	**1,925,303**	1,830,452
CPF	**19,848**	**259,245**	**279,093**	277,341
Other benefits	**4,617**	**39,464**	**44,081**	44,057
	171,296	**2,077,181**	**2,248,477**	2,151,850

Included in the above are remuneration paid to key management personnel as follows:

	2020 $	2019 $
Salaries and bonuses	**276,642**	273,830
CPF	**30,871**	34,103
Other benefits	**1,474**	1,192
	308,987	309,125

9 Property, plant and equipment

	Computers $	Furniture fittings and fixtures $	Office equipment $	Renovation $	Total $
2020					
Cost					
At 1.4.2019	14,052	8,232	32,858	388,112	443,254
Additions	–	–	–	4,875	4,875
Disposals	–	(315)	–	–	(315)
At 31.3.2020	14,052	7,917	32,858	392,987	447,814
Accumulated depreciation					
At 1.4.2019	9,086	3,568	13,950	298,341	324,945
Depreciation charge	4,356	817	3,286	57,280	65,739
Disposals	–	(163)	–	–	(163)
At 31.3.2020	13,442	4,222	17,236	355,621	390,521
Net carrying value					
At 31.3.2020	**610**	**3,695**	**15,622**	**37,366**	**57,293**
2019					
Cost					
At 1.4.2018	17,056	9,103	35,004	356,430	417,593
Additions	–	–	–	39,162	39,162
Disposals	(3,004)	(871)	(2,146)	(7,480)	(13,501)
At 31.3.2019	14,052	8,232	32,858	388,112	443,254
Accumulated depreciation					
At 1.4.2018	7,401	3,615	12,809	234,914	258,739
Depreciation charge	4,684	823	3,286	70,907	79,700
Disposals	(2,999)	(870)	(2,145)	(7,480)	(13,494)
At 31.3.2019	9,086	3,568	13,950	298,341	324,945
Net carrying value					
At 31.3.2019	4,966	4,664	18,908	89,771	118,309

Depreciation charge for the year is taken to:

	2020 $	2019 $
Unrestricted accumulated fund	**3,892**	5,837
Restricted accumulated fund	**5,288**	8,310
Care and Share Fund (Note 14)	**24,517**	23,831
Deferred Capital Fund (Note 14)	**32,042**	41,722
	65,739	79,700

10 Other receivables

	2020 $	2019 $
Sundry receivables	**24,102**	27,196
Sundry deposits	**1,450**	2,450
Grant receivables	**465,139**	–
Prepayments	**6,872**	7,017
	497,563	36,663

11 Cash and cash equivalents

	2020 $	2019 $
Cash and bank balances	**1,096,033**	956,379
Fixed deposits	**2,589,889**	2,519,500
	3,685,922	3,475,879

Fixed deposits are placed with banks and mature on varying dates within 3 months to 11 months (2019: 2 months to 11 months) after the balance sheet date with the interest rates ranging from 1.25% to 1.68% (2019: 1.58% to 1.83%) per annum.

12 Other payables and accruals

	2020 $	2019 $
Sundry payables	**4,910**	43,991
Accrued operating expenses	**53,047**	59,405
Deferred grant income	**143,000**	–
Deposits and fees from students	**13,400**	16,090
	214,357	119,486

13 Unrestricted funds

(a) Unrestricted non-designated fund

	Balance at 1.4.2019 $	**Income $**	**Expenditure $**	**Net income $**	**Balance at 31.3.2020 $**
2020					
SCC Accumulated Fund	61,819	226,075	(217,251)	8,824	**70,643**

	Balance at 1.4.2018 $	Income $	Expenditure $	Net income $	Balance at 31.3.2019 $
2019					
SCC Accumulated Fund	39,889	238,006	(216,076)	21,930	61,819

(b) Unrestricted designated fund

The Society maintains separate accounts for funds designated by Management for specific designated use. The balance and movements in these funds are presented below:

	Balance at 1.4.2019 $	**Income $**	**Expenditure $**	**Net income $**	**Balance at 31.3.2020 $**
2020					
Community Outreach Fund	24,166	55,070	(11,323)	43,747	**67,913**

	Balance at 1.4.2018 $	Income $	Expenditure $	Net income $	Balance at 31.3.2019 $
2019					
Community Outreach Fund	10,202	16,370	(2,406)	13,964	24,166

This fund is set up for programes and activities to reach out the community in Sembawang vicinity including adhoc courses for the young and old residents, providing adhoc services and groceries to the needy and visitations to the home of the elderly residents.

14 Restricted funds - Restricted income funds

	Balance at 1.4.2019 $	Income $	Expenditure $	Net income/ (expenditure) $	Balance at 31.3.2020 $
2020					
Funds represented by cash:					
FSC Accumulated Fund	3,293,775	2,685,600	(2,210,686)	474,914	**3,768,689**
FSC Comcare Fund	2,170	14,400	(7,630)	6,770	**8,940**
School Pocket Money Fund	19,140	112,585	(86,395)	26,190	**45,330**
Financial Assistance Fund	16,606	27,459	(32,265)	(4,806)	**11,800**
SOWERS Project Fund	13,359	5,103	(2,612)	2,491	**15,850**
Care and Share Fund	–	–	–	–	–
	3,345,050	2,845,147	(2,339,588)	505,559	**3,850,609**
Funds represented by property, plant and equipment:					
Care and Share Fund [Note 2(n)]	34,038	13,485	(24,517)	(11,032)	**23,006**
Deferred Capital fund [Note 2(n)]	46,292	–	(32,042)	(32,042)	**14,250**
	80,330	13,485	(56,559)	(43,074)	**37,256**
Total	3,425,380	**2,858,632**	**(2,396,147)**	**462,485**	**3,887,865**

14 Restricted funds - Restricted income funds (cont'd)

	Balance at 1.4.2018 $	Income $	Expenditure $	Net expenditure $	Balance at 31.3.2019 $
2019					
Funds represented by cash:					
FSC Accumulated Fund	3,493,762	1,957,651	(2,157,638)	(199,987)	3,293,775
FSC Comcare Fund	4,210	5,790	(7,830)	(2,040)	2,170
School Pocket Money Fund	31,375	55,500	(67,735)	(12,235)	19,140
Financial Assistance Fund	29,298	14,542	(27,234)	(12,692)	16,606
SOWERS Project Fund	13,658	3,335	(3,634)	(299)	13,359
Care and Share Fund	–	3,532	(3,532)	–	–
	3,572,303	2,040,350	(2,267,603)	(227,253)	3,345,050
Funds represented by property, plant and equipment:					
Care and Share Fund [Note 2(n)]	57,629	240	(23,831)	(23,591)	34,038
Deferred Capital fund [Note 2(n)]	88,014	–	(41,722)	(41,722)	46,292
	145,643	240	(65,553)	(65,313)	80,330
Total	3,717,946	2,040,590	(2,333,156)	(292,566)	3,425,380

(a) The restricted income funds are represented by the following:

	2020 **$**	2019 $
Assets		
Property, plant and equipment		
- Furniture fittings and fixtures	**14,250**	17,250
- Renovation	**23,006**	63,080
	37,256	80,330
Cash and cash equivalents	**3,850,609**	3,547,050
	3,887,865	3,627,380

14 Restricted funds - Restricted income funds (cont'd)

(b) The purposes of the major restricted income funds are set out below:

- *Care and Share fund*

  The Grant which is given out under the Care and Share movement, is managed by the Ministry of Social and Family Development ("MSF") and is called the Care and Share Matching Grant.

  As per the Variation to the Funding Agreement dated 30 September 2015 (the "Agreement"), this represents a dollar and twenty-five cents for every eligible donation dollar for the first $1,000,000 and a dollar for every eligible donation dollar for the subsequent $1,000,000 that the Society raises between 1 December 2013 and 31 March 2016. The Grant shall be used to develop social service related VWOs and their programmes to better serve the beneficiaries. The Grant can be used for the following areas:

  (i) Capability Building
  (ii) Capacity Building
  (iii) New Initiatives/Expansion of existing services
  (iv) Critical Existing Needs (up to 20%)

  Where the grant relates to an asset, the fair value is deferred in the balance sheet and is amortised to statement of comprehensive income over the expected useful life of the relevant asset by equal annual instalments.

  Based on the Agreement dated 30 September 2015 and the 2nd Variation Agreement to the Funding Agreement dated 24 May 2019, the Society can utilise the grants up to 31 March 2021.

  The Society participates in the Care and Share Matching Grant scheme and is subjected to the terms and conditions of the Agreement and the Operating Rules.

- *FSC Comcare fund*

  This fund is set up to help genuinely needy who require urgent, temporary assistance to tide over their current situation.

- *School Pocket Money fund*

  This fund is administered by The Straits Times School Pocket Money Fund to finance needy students.

- *Financial Assistance fund*

  The fund is set up to provide financial assistance to needy families.

- *SOWERS Project fund*

  This fund aims to empower homebound women from disadvantaged backgrounds to earn some money to supplement their family income. Under this project, the women are given training on how to sew and are able to earn an income from the sale of the products that they sew.

- *Deferred Capital fund*

  This fund comprise capital grants to fund purchase of property, plant and equipment. Grants are transferred to Deferred Capital fund when amounts are utilised for purchases of property, plant and equipment using funds which are specifically received for purchases of property, plant and equipment. The depreciation charge of the assets purchased with the related grants are taken to the Deferred Capital fund over the useful lives of the related assets.

15 Operating lease commitment

At balance sheet date, minimum lease payments for non-cancellable operating lease not provided for in the financial statements are as follows:

	2020	2019
	$	$
Within one financial year	**1,840**	5,520
Within two to five financial years	**-**	1,840
	1,840	7,360

16 Authorisation of financial statements

The financial statements of the Society for the financial year ended 31 March 2020 were authorised for issue in accordance with a resolution of the Management Committee dated 16 July 2020.