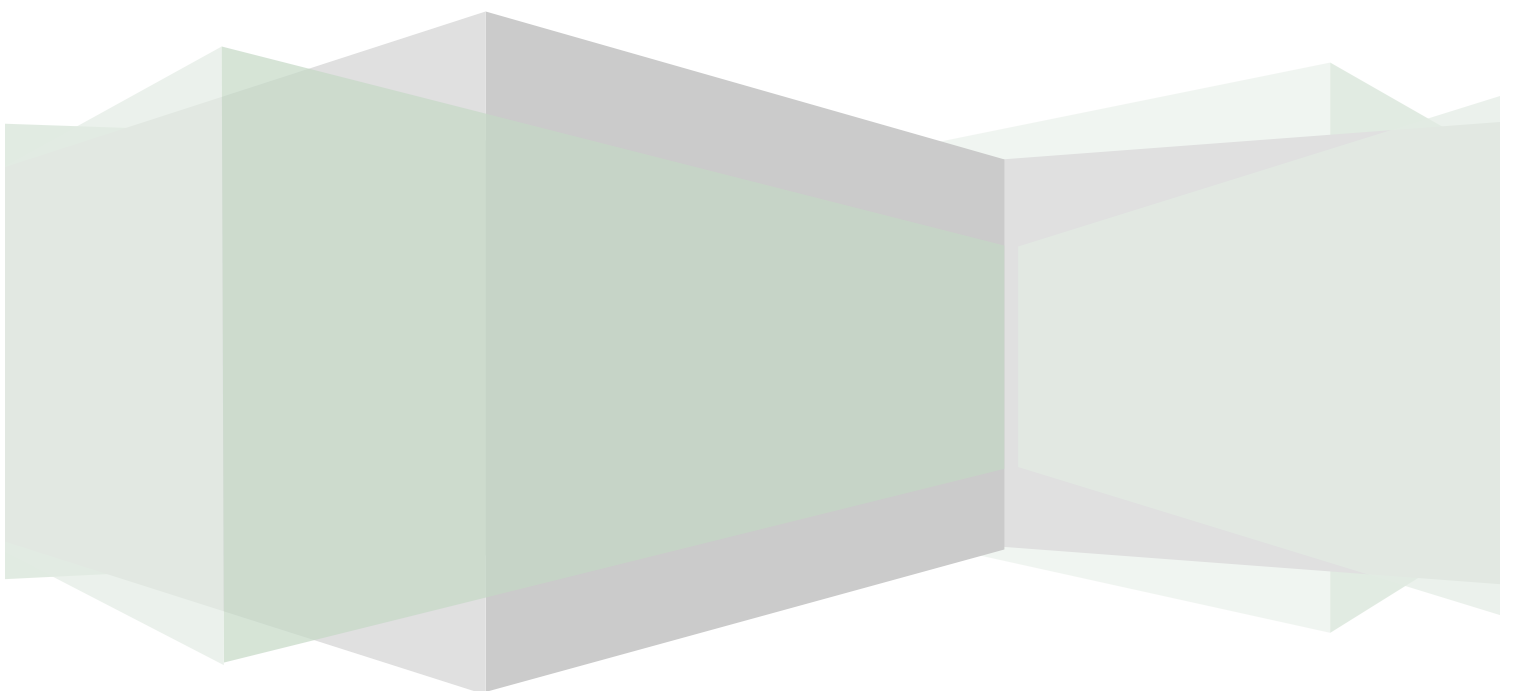




Sembawang Family Service Centre

Annual Report 2016



Sembawang Family Service Centre (SFSC), a member of the National Council of Social Service, has been operating as a voluntary welfare organisation, registered as a society under the Societies Act. We are also a charity under the Charities Act, as well as an Institute of Public Character (IPC) under the supervision of the Ministry of Social and Family Development. The Covenant Community Methodist Church is a strategic 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

Reserve Policy

SFSC's Reserve Policy is to have 2 to 3 years of the Centre's projected operational expenses and the reserved amount will be reviewed annually by the Management Committee.

Number of key management in remuneration bands

\$50,001 to \$100,000	3
\$100,001 to \$150,000	4

OUR VISION

To be a value driven Centre, in 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 esteem each person as unique, with his/her inherent dignity and worth regardless of individual differences, cultural and ethical diversity.

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



*Pictured, SFSC 2016 Management Committee members
 Standing from left to right: Raymond Chow, Chui Tau Siong, Michelle Tan, Jacqueline Khoo (Chairperson) and Wee Ghim Choo
 Seated from left to right: Koh Guek Eng (front), Rosalind Sun, Cheong Boo Suan, Nancy, Lee Ming Ying, Liesl and April Lee (front)
 Absent: Mason Tan and Adrian Low*

SFSC Management Committee

Members	Office
Khoo Kim Geok, Jacqueline	Chairman
April Lee Mei Li	Vice Chairman
Tan Chue Loon, Michelle	Secretary
Koh Guek Eng	Treasurer
Cheong Boo Suan, Nancy	Assistant Treasurer
Rosalind Sun Peng Lee	Member
Wee Ghim Choo	Member
Lee Ming Ying, Liesl	Member
Chui Tau Siong	Member
Adrian Low	Member
Chow Chee Wai, Raymond	Ex-officio
Mason Tan	Ex-officio

Finance Sub-Committee		HR Sub-Committee	
Member	Office	Member	Office
Cheong Boo Suan, Nancy	Chairman	Lee Ming Ying, Liesl	Chairman
Koh Guek Eng	Member	Cheong Boo Suan, Nancy	Member
		Chai Hiah Bo	Member

Message from Ms Jacqueline Khoo Management Committee Chairperson

It is that time of the year for Sembawang Family Service Centre or “SFSC” as it is more affectionately called, to report on the past year’s operations. The requirement for annual reporting by charities along with recent stepped-up governance standards by the Singapore authorities is good for our non-profit sector. With regular reporting and transparency, management and boards can work towards averting bad management practises that has sadly come to be associated with the sector. The process of reporting for SFSC is also a good time for us to review and if necessary, reflect on the way we do things.

In line with the implementation of the Code of Social Work Practice, SFSC has for FY 2016, opted to report new performance indicators - percentage of clients who attain enhanced self reliance and resilience along with percentage of clients who demonstrate ability to manage or reduce their needs for social service support and other risks. Our management committee has furthermore also agreed to undergo a board self-evaluation during our upcoming annual general meeting on 31 July 2017.

It being my last year serving as SFSC Management Committee Chairperson, I am mindful that these built-in safeguards will help ensure the good running of SFSC going forward. Taking over as Chairperson will be Ms April Lee who has been serving as Vice-chairperson. Another member of our management committee, Ms Lee Ming Ying has also requested to step down. In her place, we are proposing that Ms Lee Siew Lin be elected on to the management committee.

I would like to take this opportunity to express my thanks to fellow management committee for their faithful stewardship all through my term as chairperson. In addition, I am also deeply appreciative of the committed and wonderful staff at SFSC for their tireless dedication to our clients. It has been a great honour serving with all of you.

(23 June 2017)



Sembawang Family Service Centre FY2016 Annual Report

Overall Performance

Sembawang Family Service Centre (SFSC) provides Information and Referral (I&R) and Casework and Counselling (C&C) as its core services to Canberra, Sembawang and Gambas constituencies in Singapore. The following outlines our key performance indicators.

- In FY2016, SFSC served 4340 residents through its many programmes and services and linked 231 residents to appropriate social services by I&R.
- Provided 3465 sessions of C&C to help families manage their various issues. The top five presenting issues were Financial Assistance (22%), Marital Issues (17%), Family Issues (14%), Family Violence (12%) and Parent-child Management (12%).
- Of the 299 cases closed in FY2016, 98% of the clients indicated satisfaction on client's feedback forms.

FY 2016 Scorecard

4,340 Residents served

3,465 Casework & counselling sessions

98% Client satisfaction

- Because of the implementation of the Code of Social Work Practice (CSWP), some new outputs indicators are formed but no benchmarks are being finalised by Ministry of Social and Family Development (MSF). Of the two indicators, i.e. (i) Clients' self-reliance & resilience capacity are enhanced at case closure and (ii) Clients showing ability to manage and/or reduce needs and risks at case closure, 62% and 71% were achieved respectively.

New Indicators starting FY 2016

62%	Clients attain enhanced self-reliance & resilience
71%	Clients show ability to manage &/or reduce needs & risks

SFSC also handled Mandatory Counselling (MC) for Counselling Orders referred by MSF. However, because of the implementation of CSWP, the MC programme was folded under CSWP framework since April 2016.

SFSC's other community support programmes and activities are further detailed below.

- Straits Times School Pocket Money Fund (STSPMF)
STSPMF used to partner National Council of Social Service (NCSS) to disburse pocket money fund to eligible students from low-income families through its network of family service centres (FSCs), special education schools, children's homes, specialised school and other agencies. However, STSPMF has started to work directly with disbursing agencies on policies and funds disbursement since Jan 2017. For FY2016, we had disbursed a total of \$76,470 to 145 Primary, 50 Secondary and 41 Post-Secondary School students.

SFSC community programmes (cont'd)

- FSC ComCare Fund (FCF)

FCF is an initiative of the Government for FSCs, as Disbursing Agencies to provide immediate assistance to FSC households who require urgent and temporary financial relief to tide over their current situation. For FY2016, SFSC has disbursed \$6,120 to 33 recipients. Assistance rendered was either in form of cash or in food voucher depending on the assessment of caseworkers of the recipients' needs.

- Financial Assistance Fund (FAF)

FAF is supported by SFSC's partner church, the Covenant Community Methodist Church (CCMC).

FAF provides financial assistance to low income clients who could not access existing schemes. SFSC has disbursed \$4,379 in FY2016 in the form of cash and food rations.

- CCMC festive food vouchers

To bring cheers to the needy families during the festive seasons of Christmas in Dec 2016 and Chinese New Year in Jan 2017, SFSC has nominated 37 and 22 needy families to each receive food vouchers of \$150 and \$100 respectively sponsored by CCMC.



The SFSC team comes together with volunteers and guests to celebrate the lunar new year.

Strengthening Families Together

SFSC had the privilege of being selected for the Strengthening Families Together (SFT) Pilot initiative led by the Ministry of Social and Family Development (MSF) and various government and community partners. The pilot commenced in September 2014 and ended in February 2017 where 29 SFSC client families qualified for concerted interventions. SFSC social workers Jonathan Tan and Ramija Begum worked closely with MSF social workers; Angela Tan (September to December 2014), Nurulhuda Maamon (February 2015 to February 2016) and Priscilla Wee (May 2016 to February 2017) to manage the cases.



The objective of the SFT Pilot was to help vulnerable families access resources to increase their resilience and raise developmental prospects for the children within the families. Typically these vulnerable families face multiple

problems and experienced difficulty addressing the underlying issues due to systemic barriers.

The pilot encompassed two forms of intervention, social and systems intervention. Social intervention entailed the work done by the social worker with the family to improve their circumstance and to cope with their situation. Social interventions also focused on imparting skills and knowledge to families to empower them to address their situations independently. Systems intervention on the other hand covers the social worker assisting the family in advocating to systems and co-ordinating services to meet the family's needs. Both required in-depth assessments by the social worker to better understand the families needs and to appropriately strategize the interventions.

Overall the SFT Pilot was run across three delivery models. The first, being the Integrated Model (Model A) where the MSF social worker is stationed at the selected social service office to carry out both the systems and social interventions. The second Partnership Model (Model B) was piloted at SFSC where the MSF social worker was stationed at SFSC to partner our social

workers. The MSF social worker provided systems intervention while the SFSC social worker attended to the social intervention. The last Community Model (Model C) entailed the FSC social worker conducting both the social and systems intervention.

During the almost two and half years of the pilot, social service practitioners involved took part in implementation team meetings followed by practice circle sessions to learn and share knowledge and skills with one another. The culmination of all of these meetings resulted in the formulation of the Practitioner's Resource Guide on Working with Vulnerable Families (Volume 1) and Working Effectively with Systems to Support Vulnerable Families (Volume 2) while SFSC was further able to compile various interventions tools during that time. The programme also enabled senior staff from MSF and FSCs to come together and hone their supervision skills and such practice wisdom was later shared in learning forums held in September 2015 and May 2017.

Of the families selected, 27 families are still receiving casework and counselling support from SFSC attesting to the complexity of the cases. Many of these

involved working with the HDB to help our clients resolve pressing housing needs which often would arise from divorce or financial bankruptcy.



A particularly poignant case involved a single mom who was holding a long-term visitor pass and who faced challenges such as extending her stay in the country, securing employment as well as financial assistance. At the same time, she was under great stress and struggled with disciplining her children. With the support from the SFT social workers, she was able to extend her stay in Singapore and obtain financial and employment assistance from the respective government agencies. She is making some progress and at the same time working towards helping her children adjust better.

Strengthening our Communities



Bright Spots

The Bright Spots initiative was a milestone in self help achieved by our ABCD Action Group. The group is made up of residents from rental flats from Blocks 512 and 513. Together with the Sembawang Zone B RC and Public Health Council (PHC), residents initiated and carried out activities to improve cleanliness and hygiene conditions of shared spaces and transforming them into “Bright Spots”. The project is also to promote neighbourliness.

The first phase was held on 30 July 2016 where 23 residents participated and the effort was commended by the PHC for helping to foster neighbourliness and community bonding.

On 26 November 2016, the second phase - a recycling exchange was held where residents brought recyclable items to exchange for food. The project was featured in the PHC newsletter and the Clean Green and Sustainable Singapore (CGSS) 2016 carnival.

Empowering our clients to give back

ABCD Action Group further demonstrated the spirit of “giving back to the community” when they initiated a Christmas Party on 23 December 2016 for children residing in rental flats in Blocks 512 and 513. To appreciate the members’ effort for coming together, a thank-you lunch was also organized for them and their families on 25 February 2017.



Collaboration with stakeholders at large

On 22 January 2017, we collaborated with North West CDC, Canberra Zone 7 RC, Canberra Sec and Canberra Community Welfare Fund Committee to reach out to the residents of Blk 462 through food ration distribution. There were 80 participants inclusive of staff and volunteers. Through the food ration drive, we hoped that the residents would gain awareness and knowledge of the wider community support network within their premises. On 12 March 2017, we collaborated with Canberra CC to support them in the Canberra Day event. There were many fun-filled activities for the residents of Sembawang such as health talks, health screenings and games. We were given a booth to run a game and to share our services to the public.

Tuition cum Character Building Programme

Together with our partner church, Covenant Community Methodist Church, we started an academic tuition cum character building programme at Blk 462. The programme was carried out by an external vendor, Auxilium Domine Pte Ltd and held every Tuesday at the residents committee office located at the void deck. Our caseworkers nominated our clients’ children - aged 8 to 12 years old who reside in the rental block. The objectives of the programme are for the children to receive support in their academic journey and to espouse values and help mould them into persons with good character. Currently, there are 10 children enrolled in the programme.

Working with Community Partners



The annual Banquet of Love event is a collaboration between SFSC, Covenant Community Methodist Church (CCMC), Canberra Zone 7 Residents' Committee and Canberra Community Club (CCC). This year 151 disadvantaged residents (which includes SFSC clients) attended the event. Joining them, were Grassroots Adviser, Dr Lim Wee Kiak, PBM, Canberra CCC Chairman Mr Norman Aw, BBM and Canberra CCMC Chairlady Mdm Kalyani, PBM. The event which included lunch, performances, "blessed draws" and red packets is to foster family and community bonding.

Shuttle buses ferried our guests who were welcomed by SFSC staff and CCMC volunteers. Each family received door gifts - SFSC SOWERS tote bags and guests were seated at tables hosted by CCMC volunteers.

The event kicked off with a jigsaw puzzle activity for families and to encourage interaction among guests seated on the same table. Singers from CCMC entertained and encouraged our guests to dance. To celebrate Children's Day, the young guests were treated to balloons and a Magic show.

A delicious lunch spread capped the event and families were joyful as they bonded together over food, conversations and fun. A "Blessed Draw" was held with useful gift items given out and Dr Lim also helped to distribute red packets or "Ang Baos" of cash gifts to each registered family.

The event was a resounding success, where guests and their family members truly enjoyed a Banquet of Love!

Giving Our Clients' Children A Boost

Another highlight of the year was the CCMC SFSC Bursary Award held on 19 November 2016. The bursaries are given every year to reward children from low-income families who have done well in school and to encourage them to continue to excel.

There were a total of 91 attendees, which comprised 51 award recipients and their family members. The ceremony was held at the CCMC chapel with the Guest-of-Honour, Mr Leslie Wong delivering an opening speech to welcome the families.

While the award recipients were called on stage to receive the bursaries, their family members looked on with pride. Parents were also encouraged to take some photographs to commemorate the proud occasion.

The bursary recipients received gifts of \$300 and \$400 for Primary and Secondary level respectively and their siblings were also presented with \$20 Popular vouchers each. The award recipients also received pencil cases made through SFSC's Sowers Project and the Popular vouchers and pencil cases were sponsored by one of the church members.

After the award presentation, all the recipients took group photos together with their family members. At noon, they were ushered to the dining area and treated to a big spread of a halal buffet lunch. It was a great time to share their joys as families had the chance to mingle amongst themselves as well as with the CCMC members. Upon finishing the scrumptious lunch and time for fellowship, the families were ferried back to SFSC.



Spreading the Festive Cheer

The Mayfair Christmas Party was another annual event organized by CCMC and Mayfair Park Neighbourhood Committee (MPNC) held at Mayfair Park. The event was held on 26 November 2016 and graced by Senior Minister of State, Ms Sim Ann.

The party was held especially for children of our student care centre and 68 of our client's

children and it took place from mid-afternoon till late evening.

There were two-way bus rides to bring the children to

and from the park.

The SFSC children were gathered under a tent and split into groups to participate various activities. Dedicated stations were set up and they included a photo booth, games and bouncy castles. There was also a balloonist who crafted balloon animals for the children who were later treated a snake charmer performance. Some

children were brave enough to go on stage to take photos with the snakes.

Dinner was also provided for the children while they enjoyed the performances. KFC meals and Pepsi drinks were distributed by our staff and these were followed by ice creams. The children were elated and highly satisfied with the food.

Soon after, the SFSC children performed

alongside Raymond

where they sang some

ever-green Christmas

songs and afterwards,

they got to watch

CCMC

members



perform Christmas carols as well.

Towards the end of the event, the children were invited on stage where they received gifts from Santa Claus and Popular vouchers worth \$15 that were generously donated by the Mayfair Park Christmas Party committee. Overall, the children enjoyed the event and the goodies they received.

Volunteer Spotlight

Ms. Felicitas Francis, a member of the public, has been volunteering with the kidsREAD programme at SFSC since 2015. As she herself enjoys children's literature and finds joy in reading stories to children, Ms Felicitas has helped our student care children improve their reading ability and word recognition. A good storyteller, Ms Felicitas also seized the opportunity and motivate our children in their studies. Her dedication to serve people in need remains strong and she inspires many of us at SFSC and SCC. We are grateful to Ms Felicitas for contribution, compassion and spirit of volunteerism.



In Appreciation of SFSC Volunteers

We are grateful to the many volunteers who have made a difference in our community by offering their time, effort and talents. Apart from learning about SFSC from our website, volunteers are also referred to us through the National Volunteer & Philanthropy Centre (NVPC), Youth Bank, Giving.sg and NLB. Many from our partner church, CCMC have also helped for various programmes. These include providing coaching for school work, support for kidsREAD, befriending and also for holiday excursions by our Student Care Centre. We would like to

record our appreciation to CCMC, NVPC, Youth Bank, Giving.sg, NLB, Sembawang Zone B RC, Sembawang Zone 7 RC, Canberra Secondary School, Far East Organization, Mayfair Park Neighborhood Committee (MPNC), Public Health Council (PHC), North West CDC, Canberra Community Welfare Fund Committee (CDWF), Canberra Community Club, Auxilium Domine Pte Ltd, Yiat Teng, Chitra Gopalan, Felicitas Francis, Magdalene, Christabel, Yu En, Jenelle Chua, Tania Oh, Bo Guang, Shirleen, Ray Han and Ting Ni for rendering their tremendous support to SFSC.

Impacting Lives - Providing Hope for the Future

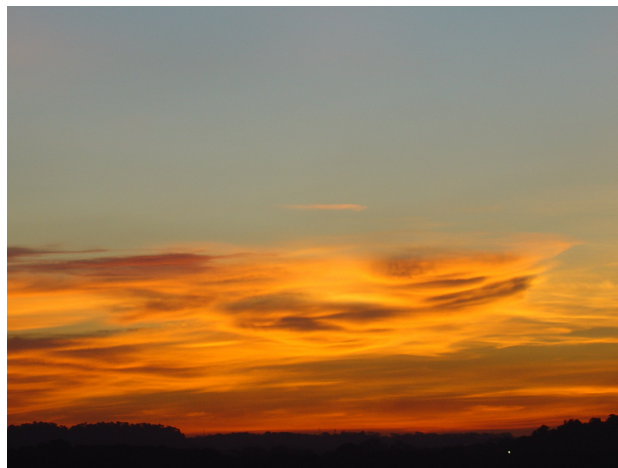
When *Siti first approached SFSC, she was overwhelmed with stress from financial, family and work problems. Siti experienced constant headaches and low immunity and felt the need to seek assistance before her condition deteriorated further. As a single mom and with no parents to support, Siti had to remain in a job that she struggled with. At the time, the challenges at work often caused Siti to feel depressed and negative. She unknowingly brought these negative feelings home and, found it challenging to attend to her children.

Working with SFSC has helped changed Siti's life. SFSC has provided an outlet for Siti to confront her feelings and given her

the space and privacy to talk about her problems. In addition, the counselling sessions have helped Siti to become more reflective and gain a greater awareness of herself and her situation. She has also put what she has learnt during counselling into practice when facing challenging situations and she tries to respond to them more positively. While there are still trying periods when Siti may not attain the results she

would like despite the effort she put in, she is now able to discuss these difficult situations during counselling sessions and explore if things could have been done differently or if she can take on a different perspective to help better cope with her stresses.

Today, Siti remains in the same job that she has been struggling with for the past two years. However, her shift in perspective has given her strength to cope with challenges. She is also able to apply what she has learnt at home and this



has also helped her develop a stronger relationships with her children through a gentler parenting style. Siti is no longer self-absorbed in her negative thoughts. Through this journey,

Siti realised that she's now happier and has also been able to spread positivity to those around her and hence, experiences more satisfying relationships with her colleagues and loved ones.

**Name has been changed to protect confidentiality*

Image by Eustaquio Santimano from Singapore. (Sunset Lights over Singapore 7839.) [CC BY 2.0 (<http://creativecommons.org/licenses/by/2.0>)], via Wikimedia Commons

Impacting Lives - Sowers Project

The SFSC Sowers Project was started in 2010 with the objective to empower home-bound women from low income and disadvantaged backgrounds to earn some money to supplement their family income.

Irene, one of our first participants in this project is still going strong and earned an income of \$4,500/- for the year 2016 from sewing products as well as giving training lessons to new sewers. Irene is very creative and helps design new products and is able to customised orders as well. She is also a dedicated trainer as she encourages and teaches new sewists skills. She also helps in repairs for the other sewists' sewing machines.

Newcomer Yusrina who joined us in 2015 is also happy with her earnings. Most importantly, she achieved her objective of staying at home to keep an eye on her children and to provide her family with nutritious home-cooked food. She is able to sew at home and she does not need to spend on transport and appreciates that home-cooked food is cheaper and more nutritious compared to food from shops.



We are also happy we have some returning sewists who previously put aside the project due to ill-health.

Besides our seven sewists, Sowers also collaborates with various community partners, such as the Movement for Intellectually Disabled of Singapore (MINDS) and the National Environment Agency (NEA) which supplies the banners.

Sembawang Student Care Centre

- In FY 2016, our average enrolment had 59 children aged 7 to 12 which included a student from APSN Chao Yang Special School. The student-to-teacher ratio was 15:1.
- We implemented several comprehensive developmental programmes with the aim to fulfil each child's academic potential while catering to their physical and emotional growth as we believe every child should be helped to achieve healthy balanced growth physically, intellectually, socially, emotionally and spiritually.
- We provide a conducive before-and-after school care environment; ensuring children are well taken care of when their parents are at work.
- We also work closely with SFSC caseworkers to apply for more subsidies such as Higher Student Care Fee Assistance (SCFA), to help children in need of additional aid to pay for the student care fees.
- We also have social workers and counsellors who will work closely with the Centre's teachers to help in child management and discipline. The assigned social worker or counsellor may meet up with a child regularly to help him/her adjust and learn well at the SCC.
- Our core educational activities include guidance for homework according to school levels, which is offered in groups daily, and preparation for school examinations.

Other enrichment programmes offered include:

- North West Student Wise Enrichment Programme 2016 organised by the North

West Community Development Council (CDC) where 12 Upper Primary Students participated. Upon graduation, they received certificates and cash vouchers from the Mayor of North West CDC at an award ceremony on 26 March 2017.

- Half yearly volunteer visit to interact with the elderly at the Singapore Christian Home;
- Community Engagement Event organized for the children and their parents in collaboration with Sembawang Neighbourhood Police Centre to increase awareness of crime prevention;
- Children Christmas Party in Dec 2016 when parents were invited to watch their children showcase their talents in the performances and enjoy fun-filled activities together;



- Outings and excursions to a variety of venues such as Singapore Science Centre, Woodlands Regional Library, Yishun Community Hospital, Yishun Park (pictured above), Singapore Philatelic Museum, Canberra Park, Punggol Waterway Park, Alive Museum, Pasir Ris Park, Jurong West Swimming Complex, and Marina Barrage. The children were involved in a diverse range of activities to develop them holistically.

A Child's Story

William* joined our Student Care Centre in March 2016. He was a Primary One student from Sembawang Primary School.

In the early months, he could not adapt to the Student Care Centre's structure and environment. He was non-compliant and constantly breaking the rules. Despite the constant reminders and deterrents, he continued to be defiant. At times he would even mock the teachers to elicit laughter from the other children. Other times, he would talk excessively and inappropriately.

Reading, writing and homework seemed to be a big challenge for him. During supervised study time, he could not focus on doing homework and he would also talk loudly and disrupt the other students. When the teacher reminded him to do his work, he would show anger by speaking rudely to the teacher.



He also had problems playing and getting along with his peers. He would complain about others and make negative comments during the games. The teachers would have to spend time talking with him patiently.

After working with William for some time, the teachers felt his behavior appeared to be attention seeking. They then decided to have him showcase his talent at the Centre's Christmas Party where he gamely performed a dance and earned compliments from the audience! The experience helped enhance his self-esteem greatly.

In March 2017, we introduced him to the kidsREAD Programme. Soon after we noticed a great improvement in his behaviour. During silent reading time, he showed interest in reading and became more willing to read books.

William is now more compliant and speaks nicely to his teachers and peers. He is also more responsible in taking care of his things and is more willing to do his homework. He is able to get along with the rest of his peers and is no longer disruptive. During the "Read Aloud" sessions, he is more receptive and participative. Reading aloud in front of his peers helps him to improve his reading skills and build his self-confidence.

We recognized that many months of the teachers' concerted effort in listening actively to his problems, and providing affirmation and praises when he showed improvement has contributed to his change of behaviour. By having a listening ear and appropriate attention and care, these have helped him take on a more positive attitude. We are glad to now have a happy, confident and helpful child in our Student Care Centre.

**Name has been changed because of confidentiality.*

SEMBAWANG FAMILY SERVICE CENTRE

**FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED
31 MARCH 2017**

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**BAKER TILLY
TFW**

Baker Tilly TFW LLP
Chartered Accountants of Singapore

An independent member of Baker Tilly International

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

STATEMENT BY MANAGEMENT COMMITTEE

On behalf of the Management Committee, we, Khoo Kim Geok Jacqueline 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 18 are properly drawn up in accordance with the Societies Act, Chapter 311, Charities Act, Chapter 37 and other relevant regulations and Financial Reporting Standards in Singapore so as to present fairly, in all material respects, the financial position of the Society as at 31 March 2017, and the financial performance, changes in accumulated fund and specific funds and cash flows of the Society for the financial year ended on that date.



Khoo Kim Geok Jacqueline
Chairman

19 July 2017



Koh Guek Eng
Treasurer



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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 18 which comprise the balance sheet as at 31 March 2017, and the statement of comprehensive income, statement of changes in accumulated fund and specific funds 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 Financial Reporting Standards in Singapore ("FRSs") so as to present fairly, in all material respects, the financial position of the Society as at 31 March 2017 and of the financial performance, changes in accumulated fund and specific funds and cash flows of the Society for the 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 comprises the Statement by the Management Committee as set out on page 1 and the information included in the Annual Report for the year but does not include the financial statements and our auditor's report thereon.

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, 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.

**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 (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 FRSs, 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, 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 management either intends to liquidate the Society or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are 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 Management Committee.

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

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 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 by the Societies Regulations enacted under the Societies Act to be kept by the Society have been properly kept in accordance with those 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

19 July 2017

SEMBAWANG FAMILY SERVICE CENTRE

STATEMENT OF COMPREHENSIVE INCOME
For the financial year ended 31 March 2017

		Unrestricted Fund	← Restricted → Funds	
	Note	Student Care Centre \$	Family Service Centre \$	Others \$
				2017 Total \$
Income				
Amortisation of capital grant	7	–	65,553	–
Donations	3	–	65,790	–
Interest income		–	9,126	–
Programme income		205,933	55,852	–
MSF grant		–	1,504,144	–
ComChest grant		–	80,532	–
Tote Board grant		–	388,240	–
Receipts for FSC Comcare Fund		–	2,335	–
Receipts for School Pocket Money Fund		–	–	59,904
Receipts for Financial Assistance Fund		–	–	25,000
Receipts for SOWERS Project Fund		–	–	8,175
Other income		11,913	67,201	–
		217,846	2,238,773	93,079
				2,549,698
Less expenditure				
CCMC expenditures		–	60,550	–
Depreciation	5	–	75,608	–
Food and refreshments		19,355	2,914	–
Loss of disposal of property, plant and equipment		–	1,477	–
Maintenance expenses		1,093	4,333	–
Professional fees and services		6,825	24,975	–
Rental expenses		2,915	11,004	–
Staff costs	4	151,936	1,499,926	–
Staff training		91	17,383	–
Expenditure for FSC Comcare Fund		–	6,120	–
Expenditure for School Pocket Money Fund		–	–	77,105
Expenditure for Financial Assistance Fund		–	–	5,879
Expenditure for SOWERS Project Fund		–	–	7,880
Other operating expenses		12,716	32,297	–
		194,931	1,736,587	90,864
				2,022,382
Surplus and total comprehensive income for the financial year				
		22,915	502,186	2,215
				527,316

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

SEMBAWANG FAMILY SERVICE CENTRE

STATEMENT OF COMPREHENSIVE INCOME

For the financial year ended 31 March 2016

		Unrestricted Fund	← Restricted → Funds		
	Note	Student Care Centre \$	Family Service Centre \$	Others \$	2016 Total \$
Income					
Amortisation of capital grant	7	–	54,024	–	54,024
Donations	3	14,409	20,982	–	35,391
Interest income		–	8,737	–	8,737
Programme income		187,120	14,101	–	201,221
MSF grant		–	1,635,169	–	1,635,169
ComChest grant		–	85,773	–	85,773
Tote Board grant		–	425,901	–	425,901
Receipts for FSC Comcare Fund		–	7,074	–	7,074
Receipts for School Pocket Money Fund		–	–	141,046	141,046
Receipts for Financial Assistance Fund		–	–	16,400	16,400
Receipts for SOWERS Project Fund		–	–	12,168	12,168
Other income		800	89,496	–	90,296
		202,329	2,341,257	169,614	2,713,200
Less expenditure					
CCMC expenditures		–	21,354	–	21,354
Depreciation	5	–	72,795	–	72,795
Food and refreshments		20,594	3,441	–	24,035
Loss of disposal of property, plant and equipment		–	–	–	–
Maintenance expenses		132	3,528	–	3,660
Professional fees and services		6,825	23,670	–	30,495
Rental expenses		2,915	10,339	–	13,254
Staff costs	4	149,009	1,400,404	–	1,549,413
Staff training		–	11,687	–	11,687
Expenditure for FSC Comcare Fund		–	8,974	–	8,974
Expenditure for School Pocket Money Fund		–	–	121,245	121,245
Expenditure for Financial Assistance Fund		–	–	20,055	20,055
Expenditure for SOWERS Project Fund		–	–	12,295	12,295
Other operating expenses		11,193	46,930	–	58,123
		190,668	1,603,122	153,595	1,947,385
Surplus and total comprehensive income for the financial year		11,661	738,135	16,019	765,815

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

SEMBAWANG FAMILY SERVICE CENTRE

BALANCE SHEET

At 31 March 2017

	Note	2017 \$	(Restated) 2016 \$
Non-current asset			
Property, plant and equipment	5	236,738	297,266
Current assets			
Other receivables	6	22,799	19,427
Fixed deposit		1,517,718	2,010,682
Cash and bank balances		1,993,797	980,389
		3,534,314	3,010,498
Total assets		3,771,052	3,307,764
Non-current liability			
Capital grant	7	145,643	206,513
Current liabilities			
Other payables and accruals	8	55,329	60,048
Capital grant	7	65,553	63,992
		120,882	124,040
Total liabilities		266,525	330,553
Net assets		3,504,527	2,977,211
Funds			
<i>Unrestricted Fund</i>			
Accumulated Fund		50,432	27,517
<i>Restricted Fund</i>			
Accumulated Fund		3,293,687	2,773,764
Care and Share Fund	9	81,460	99,047
Economic Relief Fund	10	—	—
Leap Fund	11	—	—
FSC Comcare Fund	12	3,880	7,665
School Pocket Money Fund	13	31,284	48,485
Financial Assistance Fund	14	34,399	11,643
SOWERS Project Fund	15	9,385	9,090
Total Funds		3,504,527	2,977,211

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

SEMBAWANG FAMILY SERVICE CENTRE

STATEMENT OF CHANGES IN ACCUMULATED FUND AND SPECIFIC FUNDS
For the financial year ended 31 March 2017

	Unrestricted Fund		Restricted Funds					Total Funds		
	Student Care Centre	Family Service Centre	Care and Share Fund	Economic Relief Fund	Leap Fund	FSC Comcare Fund	School Pocket Money Fund		Financial Assistance Fund	SOWERS Project Fund
	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Balance at 1 April 2015	2,148,632	-	-	6,939	6,321	9,565	28,684	2,038	9,217	2,211,396
Reclassification	(2,132,776)	2,132,776	-	-	-	-	-	-	-	-
Surplus/(deficit) and total comprehensive income/(loss) for the year	11,661	628,686	111,349	-	-	(1,900)	19,801	(3,655)	(127)	765,815
Transfer of funds	-	12,302	(12,302)	(6,939)	(6,321)	-	-	13,260	-	-
Balance at 31 March 2016	27,517	2,773,764	99,047	-	-	7,665	48,485	11,643	9,090	2,977,211
Surplus/(deficit) and total comprehensive income/(loss) for the year	22,915	499,727	6,244	-	-	(3,785)	(17,201)	19,121	295	527,316
Transfer of funds	-	20,196	(23,831)	-	-	-	-	3,635	-	-
Balance at 31 March 2017	50,432	3,293,687	81,460	-	-	3,880	31,284	34,399	9,385	3,504,527

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 2017

	2017 \$	2016 \$
Cash flows from operating activities		
Surplus for the financial year	527,316	765,815
Adjustments for:		
Amortisation of capital grant	(65,553)	(54,024)
Depreciation	75,608	72,795
Interest income	(9,126)	(8,737)
Loss on disposal of property, plant and equipment	1,477	–
Operating cash flow before movements in working capital	529,722	775,849
Receivables	(3,372)	(3,801)
Payables	(4,719)	(27,277)
Proceeds from capital grant	6,244	111,349
Cash generated from operations	527,875	856,120
Interest received	9,126	8,737
Net cash from operating activities	537,001	864,857
Cash flows from investing activities		
Purchase of property, plant and equipment	(16,618)	(23,937)
Proceeds from disposal of property, plant and equipment	61	–
Net cash used in investing activities	(16,557)	(23,937)
Net increase in cash and cash equivalents	520,444	840,920
Cash and cash equivalents at beginning of year	2,991,071	2,150,151
Cash and cash equivalents at end of year	3,511,515	2,991,071

Cash and cash equivalents is represented by the cash and bank balances and fixed deposit as shown on the balance sheet.

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

SEMBAWANG FAMILY SERVICE CENTRE

NOTES TO THE FINANCIAL STATEMENTS **For the financial year ended 31 March 2017**

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 is registered in Singapore under the Societies Act.

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 relevant regulations and Financial Reporting Standards in Singapore ("FRSs"). 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 FRSs 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.

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 judgement and estimates made during the financial year.

The carrying amounts of cash and bank balances, other current receivables and payables approximate their respective fair values due to the relatively short-term maturity of these financial instruments.

In the current financial year, the Society has adopted all the new and revised FRSs and Interpretations of FRSs ("INT FRSs") that are relevant to its operations and effective for the current financial year. The adoption of these new/revised FRSs and INT FRSs did not have any material effect on the financial results or position of the Society.

New standards, amendments to standards and interpretations that have been issued at the balance sheet date but are not yet effective for the financial year ended 31 March 2017 have not been applied in preparing these financial statements. None of these are expected to have a significant effect on the financial statements of the Society.

2 Significant accounting policies (cont'd)

b) Income recognition

Donations	- when received
Programme income	- over the period of provision of services to clients

c) Government grants

Government grants are recognised at their fair value where there is reasonable assurance that the grant will be received and all attaching conditions will be complied with. Where the grant relates to an asset, the fair value is recognised as deferred capital grant on the balance sheet and is amortised to profit or loss over the expected useful life of the relevant asset by equal annual instalments.

When the grant relates to an expense item, it is recognised in profit or loss over the period necessary to match them on a systematic basis to the costs that it is intended to compensate.

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 to profit or loss 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) Income tax

The Society is exempt from income tax under the Income Tax Act. As such, no provision for income tax has been made in the financial statements of the Society.

2 Significant accounting policies (cont'd)

g) Property, plant and equipment

Property, plant and equipment are stated at cost less accumulated depreciation and any impairment loss. 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

On disposal of property, plant and equipment, the difference between the net disposal proceeds and its carrying amount is taken to profit or loss.

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

h) Impairment of non-financial assets

Non-financial assets are reviewed for impairment at each balance sheet date or whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. Whenever the carrying amount of an asset exceeds its recoverable amount, an impairment loss is recognised in profit or loss.

Reversal of impairment losses recognised in prior years is recorded when there is an indication that the impairment losses recognised for the asset no longer exist or have decreased. The reversal is recorded in income. However, the increased carrying amount of an asset due to a reversal of an impairment loss is recognised to the extent it does not exceed the carrying amount that would have been determined (net of amortisation or depreciation) had no impairment loss been recognised for that asset in prior years.

i) Financial assets

The Society's only financial assets are "loans and receivables". Loans and receivables include other receivables (excluding prepayments), fixed deposits and cash and bank balances on the balance sheet.

These financial assets are initially recognised at fair value plus transaction cost and subsequently carried at amortised cost using the effective interest method. They are presented as current assets, except for those maturing later than 12 months after the balance sheet date which are presented as non-current assets.

The Society assesses at each balance sheet date whether there is objective evidence that these financial assets are impaired and recognises an allowance for impairment when such evidence exists. Allowance for impairment is calculated as the difference between the carrying amount and the present value of estimated future cash flows, discounted at the original effective interest rate.

j) Financial liabilities

Financial liabilities comprise other payables and accruals which are initially measured at fair value and are subsequently measured at amortised cost, using the effective interest rate method.

k) 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.

3 Donations

Included in donations are tax deductible receipts of \$10,975 (2016: \$3,200).

4 Staff costs

	2017 \$	2016 \$
Salaries and bonuses	1,390,591	1,342,632
CPF	217,685	199,253
Other benefits	43,586	7,528
	<u>1,651,862</u>	<u>1,549,413</u>

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

	2017	2016
Salaries and bonuses	627,625	656,460
CPF	97,517	93,807
Other benefits	8,072	5,960
	<u>733,214</u>	<u>756,227</u>

5 Property, plant and equipment

	Computers \$	Furniture fittings and fixtures \$	Office equipment \$	Renovation \$	Total \$
2017					
Cost					
At 1.4.2016	3,011	12,902	33,067	356,430	405,410
Additions	11,856	–	4,762	–	16,618
Disposals	(8)	–	(2,825)	–	(2,833)
At 31.3.2016	<u>14,859</u>	<u>12,902</u>	<u>35,004</u>	<u>356,430</u>	<u>419,195</u>
Accumulated depreciation					
At 1.4.2016	2,999	3,077	7,481	94,587	108,144
Depreciation charge	329	1,202	3,540	70,537	75,608
Disposals	–	–	(1,295)	–	(1,295)
At 31.3.2017	<u>3,328</u>	<u>4,279</u>	<u>9,726</u>	<u>165,124</u>	<u>182,457</u>
Net carrying value					
At 31.3.2017	<u>11,531</u>	<u>8,623</u>	<u>25,278</u>	<u>191,306</u>	<u>236,738</u>

5 Property, plant and equipment (cont'd)

	Computers \$	Furniture fittings and fixtures \$	Office equipment \$	Renovation \$	Total \$
2016					
Cost					
At 1.4.2015	3,011	12,902	33,067	332,493	381,473
Additions	–	–	–	23,937	23,937
At 31.3.2016	3,011	12,902	33,067	356,430	405,410
Accumulated depreciation					
At 1.4.2015	2,999	1,874	4,389	26,087	35,349
Depreciation charge	–	1,203	3,092	68,500	72,795
At 31.3.2016	2,999	3,077	7,481	94,587	108,144
Net carrying value At 31.3.2016	12	9,825	25,586	261,843	297,266

6 Other receivables

	2017 \$	2016 \$
Sundry receivables	13,092	9,004
Sundry deposits	2,230	2,230
Prepayments	7,477	8,193
	22,799	19,427

7 Capital grant

	2017 \$	2016 \$
At 1 April	270,505	213,180
Additions	6,244	111,349
Current year amortisation	(65,553)	(54,024)
At 31 March	211,196	270,505
Represented by:		
Non-current	145,643	206,513
current	65,553	63,992
	211,196	270,505

Included in capital grant are grant received from Care and Share Matching Grant amounting to \$81,460 (2016: \$99,047) for cyclical maintenance works located at Blk 326, #01-52 Sembawang Crescent, Singapore 750326. The grant received is amortised over the expected useful life of the relevant asset.

8 Other payables and accruals

	2017	2016
	\$	\$
Sundry payables	695	4,754
Accrued operating expenses	40,670	39,655
Deposits from students	13,964	15,639
	<u>55,329</u>	<u>60,048</u>

9 Care and Share Matching Grant

	2017	2016
	\$	\$
At 1 April	99,047	–
Grant received	6,244	111,349
Transfer to Restricted Accumulated Fund	(23,831)	(12,302)
	<u>81,460</u>	<u>99,047</u>

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.

The Society has up to 3 years after the end of the matching grant period (i.e. 31 March 2019) to utilise the grants.

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.

10 Economic Relief Fund

	2017	2016
	\$	\$
At 1 April	–	6,939
Transfer to Financial Assistance Fund	–	(6,939)
	<u>–</u>	<u>–</u>

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

11 LEAP Fund

	2017 \$	2016 \$
At 1 April	–	6,321
Transfer to Financial Assistance Fund	–	(6,321)
	<hr/>	<hr/>
At 31 March	–	–
	<hr/>	<hr/>

This fund was set up to support English Language program which is open to students from non-English speaking background.

12 FSC Comcare Fund

	2017 \$	2016 \$
At 1 April	7,665	9,565
Receipts	2,335	7,074
Expenditure	(6,120)	(8,974)
	<hr/>	<hr/>
At 31 March	3,880	7,665
	<hr/>	<hr/>

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

13 School Pocket Money Fund

	2017 \$	2016 \$
At 1 April	48,485	28,684
Receipts	59,904	141,046
Expenditure	(77,105)	(121,245)
	<hr/>	<hr/>
At 31 March	31,284	48,485
	<hr/>	<hr/>

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

14 Financial Assistance Fund

	2017 \$	2016 \$
At 1 April	11,643	2,038
Receipts	25,000	16,400
Expenditure	(5,879)	(20,055)
Transfer from Economic Relief Fund	–	6,939
Transfer from LEAP Fund	–	6,321
Transfer from Restricted Accumulated Fund	3,635	–
	<hr/>	<hr/>
At 31 March	34,399	11,643
	<hr/>	<hr/>

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

15 SOWERS Project Fund

	2017 \$	2016 \$
At 1 April	9,090	9,217
Receipts	8,175	12,168
Expenditure	(7,880)	(12,295)
	<hr/>	<hr/>
At 31 March	9,385	9,090
	<hr/>	<hr/>

This fund was previously known as Banner Bag Fund. This fund is set up to support Banner Bag project.

16 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:

	2017 \$	2016 \$
Within one financial year	5,520	5,520
Within two to five financial years	12,880	18,400
	<hr/>	<hr/>
	18,400	23,920
	<hr/>	<hr/>

17 Financial instruments**a) Categories of financial instruments**

Financial instruments at their carrying amounts at balance sheet date are as follows:

	2017 \$	2016 \$
<i>Financial assets</i>		
Other receivables	15,322	11,234
Cash and cash equivalents	3,511,515	2,991,071
	<hr/>	<hr/>
	3,526,837	3,002,305
	<hr/>	<hr/>
<i>Financial liability</i>		
Other payables	55,329	60,048
	<hr/>	<hr/>

b) Financial risk management

Overall risk management is determined and carried out by the Management Committee. Due to the nature of the Society's activities, it has minimal financial risks exposure.

Foreign exchange risk

The Society's exposure to foreign exchange risk is minimal as nearly all of its transactions are in Singapore dollar.

17 Financial instruments (cont'd)**b) Financial risk management (cont'd)***Credit risk*

Credit risk arises mainly from the risk that counterparties defaulting on its obligations. The carrying amounts of other receivables and cash and bank balances represent the Society's maximum exposure to credit risk in relation to financial assets. Bank balances are placed with banks that are regulated.

The Society monitors the exposure to credit risk on an going basis and deals with approved counterparties with good credit rating.

Interest rate risk

The Society's income and operating cash flows are substantially independent of changes in market interest rates as it has no significant interest bearing assets or liabilities except for cash and bank balances where interest earned is not significant.

The sensitivity analysis for interest rate is not disclosed as the effect on the financial statements is not expected to be significant.

Liquidity risk

The Management Committee exercises prudent liquidity and cash flow risk management policies and aims to maintain sufficient level of liquidity and cash flows at all times.

The financial liabilities of the Society as presented in the balance sheet are due within twelve months from the balance sheet and approximate the contractual undiscounted repayment obligations.

c) Fair values

The carrying amounts of the financial assets and liabilities recorded in the financial statements of the Society approximate their fair values.

18 Comparative figures

- a) In the financial year ended 31 March 2017, the Society had made certain reclassifications to transfer part of the accumulated fund from "Unrestricted Accumulated Fund" to "Restricted Accumulated Fund" and "Restricted Care and Share Fund". These funds were restricted to the use of the programmes within the Society as stipulated in the funding agreements.

As a result, certain line items had been amended on the balance sheet for the financial year ended 31 March 2016 to conform with current year's presentation. The items were reclassified as follows:

	As previously reported \$	Amount reclassified \$	As reclassified \$
Unrestricted Accumulated Fund	2,900,328	(2,872,811)	27,517
Restricted Accumulated Fund	—	2,773,764	2,773,764
Restricted Care and Share Fund	—	99,047	99,047

- b) The statement of comprehensive income for the financial year ended 31 March 2016 had been re-presented to show the movements in both restricted and unrestricted funds.

19 Authorisation of financial statements

The financial statements of the Society for the financial year ended 31 March 2017 were authorised for issue in accordance with a resolution of the Management Committee dated 19 July 2017.