

**THE NEIGHBOURHOOD ADVICE-ACTION COUNCIL**

**ANNUAL FINANCIAL REPORT**

**FOR THE YEAR ENDED 31 MARCH 2024**

**REPORT(S) AND ACCOUNTS**



**陳李羅會計師事務所有限公司**

**Chan, Li, Law CPA Limited**

香港執業會計師

CERTIFIED PUBLIC ACCOUNTANTS (PRACTISING)

HONG KONG

**INDEPENDENT AUDITOR'S ASSURANCE REPORT**  
**TO THE EXECUTIVE COMMITTEE MEMBERS OF**  
**THE NEIGHBOURHOOD ADVICE-ACTION COUNCIL**  
*(incorporated in Hong Kong with liability limited by guarantee)*

We have audited the financial statements of The Neighbourhood Advice-Action Council (the "Council") for the year ended 31 March 2024 and in accordance with Hong Kong Standards on Auditing issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA"), and have issued an unmodified auditor's report thereon dated 16 October 2024.

Pursuant to the Lump Sum Grant ("LSG") Manual issued by the Social Welfare Department of the Government of the Hong Kong Special Administrative Region ("SWD"), we have been requested to issue this assurance report in connection with the Annual Financial Report ("AFR") of the Council for the year ended 31 March 2024.

*Responsibilities of the Executive Committee Members*

In relation to this report, the Executive Committee Members are responsible for ensuring the AFR of the Council for the year ended 31 March 2024 is properly prepared in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD; and the use of the funds from the LSG by the Council has complied with the purposes as specified in the LSG Manual and other instructions issued by the SWD.

*Our Independence and Quality Management*

We have complied with the independence and other ethical requirements of the Code of Ethics for Professional Accountants issued by the HKICPA, which is founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behavior.

Our firm applies Hong Kong Standard on Quality Management 1, which requires our firm to design, implement and operate a system of quality management including policies or procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

*Auditor's Responsibility*

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



*Chan, Li, Law CPA Limited*

*Certified Public Accountants (Practising)*

陳李羅會計師事務所有限公司

We conducted our engagement in accordance with Hong Kong Standard on Assurance Engagements 3000 (Revised), Assurance Engagements Other than Audits or Reviews of Historical Financial Information and with reference to Practice Note 851 (Revised), Reporting on the Annual Financial Reports of Non-governmental Organisations issued by the HKICPA. We have planned and performed our work to obtain reasonable assurance for giving conclusion 1 and obtain limited assurance for giving conclusion 2 below.

The work undertaken in connection with this engagement is less in scope than an audit conducted in accordance with Hong Kong Standards on Auditing and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

In relation to our conclusion 1 below, we have planned and performed such procedures as we considered necessary with reference to the procedures recommended in Practice Note 851 (Revised), to satisfy ourselves that the AFR has been properly prepared, in all material respects, in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD.

In relation to our conclusion 2 below, we have obtained an understanding in respect of the purposes of the use of the funds as specified in the LSG Manual and other instructions issued by the SWD and obtaining an understanding of the control procedures. We are not required to perform any procedures to search for instances of the use of funds from the LSG by the Council being non-complied with the specified purposes. Our work was limited to reporting non-compliances identified as a result of the procedures performed in relation to conclusion 2 and during the normal course of our work relating to conclusion 1. The procedures performed in a limited assurance engagement vary in nature and timing from, and are less in extent than for, a reasonable assurance engagement. Consequently, the level of assurance obtained in a limited assurance engagement is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed.

### *Conclusion*

1. In our opinion, the AFR of the Council for the year ended 31 March 2024 is properly prepared, in all material respects, in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD.
2. Based on the procedures performed and evidence obtained, nothing has come to our attention that causes us to believe that the use of the funds from the LSG by the Council has not complied, in all material respects, with the purposes as specified in the LSG Manual and other instructions issued by the SWD.



*Chan, Li, Law CPA Limited*  
*Certified Public Accountants (Practising)*  
陳李羅會計師事務所有限公司

*Intended Users and Purpose*

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

*Chan CPA Ltd.*


Chan, Li, Law CPA Limited  
Certified Public Accountants (Practising)  
Hong Kong, 16 October 2024


Wong Yuk Kwan Jennifer  
Practising Certificate No.: P07743

**ANNUAL FINANCIAL REPORT**  
**NGO : THE NEIGHBOURHOOD ADVICE-ACTION COUNCIL**  
**1 APRIL 2023 TO 31 MARCH 2024**

	Notes	2023-24 \$	2022-23 \$
<b>A. INCOME</b>			
1. Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	1b	627,290,060.00	555,773,953.00
b. Provident Fund	1c	44,340,104.00	40,088,879.00
2. Fee Income	2	31,616,377.77	32,050,797.17
3. Central Items	3	10,615,393.00	7,318,431.00
4. Rent and Rates	4	16,093,119.00	16,065,519.00
5. Other Income	5	24,257,608.19	24,658,614.65
6. Interest Received		3,090,052.91	1,183,507.77
<b>TOTAL INCOME</b>		<b>757,302,714.87</b>	<b>677,139,701.59</b>
<b>B. EXPENDITURE</b>			
1. Personal Emoluments			
a. Salaries		477,579,768.22	442,924,353.20
b. Provident Fund	1c	35,374,608.46	30,899,814.22
c. Allowances		33,962,828.76	24,925,107.37
Sub-total	6	546,917,205.44	498,749,274.79
2. Other Charges	7	143,427,244.01	124,839,196.54
3. Central Items	3	8,418,290.16	12,418,537.00
4. Rent and Rates	4	17,980,064.81	17,000,278.45
<b>TOTAL EXPENDITURE</b>		<b>716,742,804.42</b>	<b>653,007,286.78</b>
<b>C. SURPLUS FOR THE YEAR</b>	8	<b>40,559,910.45</b>	<b>24,132,414.81</b>

The Annual Financial Report from pages 1 to 16 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

Authorized Signature   
 Name TAI Keen Man  
 Title Chairman  
 Date 16 October 2024

Authorized Signature   
 Name Fung Sau Man  
 Title Executive Director  
 Date 16 October 2024

## NOTES ON THE ANNUAL FINANCIAL REPORT

### 1. Lump Sum Grant (LSG)

#### a. Basis of preparation

The Annual Financial Report (AFR) is prepared in respect of all Funding and Service Agreement (FSA) services (including support services to FSA activities) funded by the Social Welfare Department under the Lump Sum Grant Subvention System. AFR is prepared on cash basis, that is, income is recognised upon receipt of cash and expenditure is recognised when expenses are paid. Non-cash items such as depreciation, provisions and accruals have not been included in the AFR.

#### b. Lump Sum Grant (excluding Provident Fund)

This represents LSG (excluding Provident Fund) received for the year.

#### c. Provident Fund

This is Provident Fund received and contributed during the year.

Snapshot Staff are defined as those staff occupying recognised or holding against subvented posts as at 1 April 2000.

6.8% and other posts represent those staff that are employed after 1 April 2000.

The Provident Fund received and contributed for staff under the Central Items which are separately included as part of the income and expenditure of the relevant items have been shown under **Note 3**.

Details are analysed below :

<u>Provident Fund Contribution</u>	<u>Snapshot Staff</u>	<u>6.8% &amp; Other</u>	<u>Total</u>
	\$	Posts \$	\$
Subvention Received	7,315,689.00	37,024,415.00	44,340,104.00
Provident Fund Contribution Paid during the year	(6,069,248.81)	(29,305,359.65)	(35,374,608.46)
Surplus for the Year	1,246,440.19	7,719,055.35	8,965,495.54
<u>Add</u> : Surplus b/f	2,073,580.80	80,103,879.24	82,177,460.04
Additional subvention received for previous year(s)	-	245,290.00	245,290.00
<u>Less</u> : Refund to Government	(1,046,038.00)	-	(1,046,038.00)
<b>Surplus c/f</b>	<b>2,273,982.99</b>	<b>88,068,224.59</b>	<b>90,342,207.58</b>

### 2. Fee Income

This represents social welfare fee income received for the year in respect of the fees and charges recognised for the purpose of subvention as set out in the LSG Manual.

### 3. Central Items

These are subvented service activities which are not included in LSG and are subject to their own procedures as set out in other SWD's papers and correspondence with the NGOs. The Provident Fund received and contributed for staff under the Central Items have been separately included as part of the income and expenditure of the relevant items (paragraph 3.14 of the LSG Manual (October 2016)). The income and expenditure of each of the Central Items are as follows:

**NOTES ON THE ANNUAL FINANCIAL REPORT**

	<b>2023-24</b>	<b>2022-23</b>
<b>a. Income</b>	<b>\$</b>	<b>\$</b>
Dementia Supplement for Residential Elderly Services	1,413,639.00	1,438,293.00
Infirmiry Care Supplement for Residential Elderly Services	1,931,800.00	1,978,830.00
After School Care Programme - Fee Waiving Subsidy Scheme	1,556,208.00	1,314,396.00
Time-defined Subsidy Scheme for Extended Hours Service Users (Time-defined 31/08/2024)	38,126.00	38,126.00
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	-	132,975.00
Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)	496,127.00	462,822.00
Subsidy for Enhanced Support for Ethnic Minority Children in Early Education and Training Centre - NAAC Child Advancement Centre (EETC)	-	50,000.00
Subsidy for Enhanced Support for Ethnic Minority Children in Early Education and Training Centre - Chan Yin Chuen Child Enrichment Centre (EETC)	50,000.00	-
Subsidy for Enhanced Support for Ethnic Minority Children in Special Care Centre - Chan Yin Chuen Child Enrichment Centre (SCCC)	-	100,000.00
Subsidy for Enhanced Support for Ethnic Minority Children in Early Education and Training Centre (EETC)	-	50,000.00
Subsidy for Enhanced Support for Ethnic Minority Children in Special Child Care Centre (SCCC)	-	100,000.00
Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes	3,550,000.00	-
Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services	441,659.00	393,189.00
Time-defined Subsidy Scheme for Occasional Child Care Service	83,952.00	83,952.00
Time-defined Allocation of Ethnic Minority District Ambassador Posts - Central Item (A) Salary and Mandatory Provident Fund (Time- Defined: 30/09/2023)	200,764.00	383,584.00
Time-defined Allocation of Ethnic Minority District Ambassador Posts - Central Item (B) Other Charges (Time-Defined: 30/09/2023)	17,072.00	32,568.00
Enhanced After School Care Programme - Fee Waving Subsidy Scheme	774,144.00	759,696.00
Pilot Scheme on Training to Foreign Domestic Helpers in Care for Persons with Disabilities	15,000.00	-
One-off Allocation for Providing Assistance to Persons with Disabilities under the Government Public Transport Fare Concession Scheme for the Elderly and Eligible Persons with Disabilities	46,902.00	-
<b>Total</b>	<b>10,615,393.00</b>	<b>7,318,431.00</b>

**NOTES ON THE ANNUAL FINANCIAL REPORT**

<b>b. Expenditure</b>	<b>2023-24</b>	<b>2022-23</b>
	<b>\$</b>	<b>\$</b>
Dementia Supplement for Residential Elderly Services	1,417,969.88	1,625,067.22
Infirmity Care Supplement for Residential Elderly Services	1,931,893.07	2,028,083.10
After School Care Programme - Fee Waiving Subsidy Scheme	1,511,910.00	1,335,121.00
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	15,000.00	15,000.00
Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)	458,062.18	344,914.27
Subsidy for Enhanced Support for Ethnic Minority Children in Early Education and Training Centre - NAAC Child Advancement Centre (EETC)	-	48,941.21
Subsidy for Enhanced Support for Ethnic Minority Children in Special Care Centre - Chan Yin Chuen Child Enrichment Centre (SCCC)	15,345.10	13,753.00
Subsidy for Enhanced Support for Ethnic Minority Children in Early Education and Training Centre (EETC)	24,285.60	-
Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes	1,600,000.00	2,560,000.00
Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services	623,247.32	520,815.10
Financial Incentive Scheme for Mentors of Employees with Disabilities	6,000.00	1,000.00
Time-defined Allocation of Ethnic Minority District Ambassador Posts - Central Item (A) Salary and Mandatory Provident Fund (Time-Defined: 30/09/2023)	36,233.01	142,663.64
Enhanced After School Care Programme - Fee Waving Subsidy Scheme	774,144.00	685,678.46
Pilot Scheme on Training to Foreign Domestic Helpers in Care for Persons with Disabilities	4,200.00	-
One-off Subsidy for Strengthened Provision of Visiting Medical Officer Service for Residential Care Homes for the Elderly	-	195,000.00
One-off Subsidy for Strengthened Provision of Visiting Medical Practitioner Scheme for Residential Care Homes for Persons with Disabilities	-	2,902,500.00
<b>Total</b>	<b>8,418,290.16</b>	<b>12,418,537.00</b>



## NOTES ON THE ANNUAL FINANCIAL REPORT

**4. Rent and Rates** This represents the amount paid by SWD in respect of premises recognised by SWD. Expenditure on rent and rates in respect of premises not recognised by SWD have not been included in AFR.

**5. Other Income** This includes programme income and all income other than recognised social welfare fee income received during the year. Non-SWD subventions and donations received have not be included as Other Income in AFR. In this respect, donations should be included if it is used to finance expenditure of the FSA services/ FSA-related activities reflected in the AFR.

The breakdown on Other Income is as follows:

	2023-24	2022-23
<b>Other Income</b>	<b>\$</b>	<b>\$</b>
(a) Programme income	5,939,744.76	4,548,788.58
(b) Production income	9,577,488.04	7,711,321.38
(c) Donation	2,518,524.53	5,808,047.75
(d) Income from Other Activities	4,514,137.42	4,599,579.39
(e) Utilised allocation under Central Items (CI): After School Care Programme (ASCP) / Enhanced ASCP / ASCP(PC) – Fee Waiving Subsidy Scheme (FWSS) which forms as part of Other Income *	2,286,054.00	2,020,799.46
(f) Reimbursement of Maternity Leave Pay (RMLP) Scheme reimbursement received	17,252.29	-
(g) Miscellaneous income	1,690,461.15	1,990,877.55
Sub-Total	26,543,662.19	26,679,414.11
<u>Less:</u> Utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) - FWSS which forms as part of Other Income*	(2,286,054.00)	(2,020,799.46)
Total	24,257,608.19	24,658,614.65

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

**6. Personal Emoluments** Personal Emoluments include salary, provident fund and salary-related allowances.

The analysis on number of posts with annual Personal Emoluments over \$700,000 each paid under LSG is appended below:

Analysis of Personal Emoluments paid under LSG	No of Posts	\$
HK\$700,001 - HK\$800,000 p.a.	55	40,497,952.00
HK\$800,001 - HK\$900,000 p.a.	16	13,488,282.00
HK\$900,001 - HK\$1,000,000 p.a.	22	21,296,227.00
HK\$1,000,001 - HK\$1,100,000 p.a.	7	7,414,484.00
HK\$1,100,001 - HK\$1,200,000 p.a.	2	2,305,854.38
>HK\$1,200,000 p.a.	6	8,412,574.00

## NOTES ON THE ANNUAL FINANCIAL REPORT

### 7. Other Charges

The breakdown on Other Charges is as follows:

Other Charges	2023-24 \$	2022-23 \$
(a) Utilities	11,862,981.49	10,768,849.76
(b) Food	22,226,989.17	16,944,423.50
(c) Administrative Expenses	49,628,083.18	44,965,948.60
(d) Stores and Equipment	8,748,715.16	7,328,793.53
(e) Repair and Maintenance	6,111,642.54	4,748,472.83
(f) Special Allowances	3,433,954.46	2,532,951.86
(g) Programme Expenses	12,840,208.71	8,368,942.54
(h) Transportation and Travelling	5,518,635.95	5,134,243.63
(i) Insurance	11,164,051.27	9,348,760.29
(j) Miscellaneous	14,178,036.08	16,718,609.46
<b>Sub-Total</b>	<b>145,713,298.01</b>	<b>126,859,996.00</b>
Less: Utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) - FWSS* which forms as part of Other Income	(2,286,054.00)	(2,020,799.46)
<b>Total</b>	<b>143,427,244.01</b>	<b>124,839,196.54</b>

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

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

	Lump Sum Grant (LSG)	Holding Account (HA)	Adjustment for Utilised allocation under ASCP / Enhanced ASCP / ASCP(PC) - FWSS	Rent and Rates	Central Items (CI)	Total
	\$			\$	\$	\$
<b>Income</b>						
Lump Sum Grant	671,630,164.00					671,630,164.00
Special One-off Grant						-
Fee Income	31,616,377.77					31,616,377.77
Other Income	26,543,662.19		(2,286,054.00)			24,257,608.19
Interest Received (Note 1))	3,090,052.91			16,093,119.00		3,090,052.91
Rent and Rates					10,615,393.00	16,093,119.00
Central Items						10,615,393.00
<b>Total Income</b> (a)	<b>732,880,256.87</b>	<b>-</b>	<b>(2,286,054.00)</b>	<b>16,093,119.00</b>	<b>10,615,393.00</b>	<b>757,302,714.87</b>
<b>Expenditure</b>						
Personal Emoluments	546,917,205.44					546,917,205.44
Other Charges	145,713,298.01		(2,286,054.00)			143,427,244.01
Rent and Rates				17,980,064.81		17,980,064.81
Central Items					8,418,290.16	8,418,290.16
<b>Total Expenditure</b> (b)	<b>692,630,503.45</b>	<b>-</b>	<b>(2,286,054.00)</b>	<b>17,980,064.81</b>	<b>8,418,290.16</b>	<b>716,742,804.42</b>
<b>Surplus / (Deficit) for the Year</b> (a) - (b)	<b>40,249,753.42</b>	<b>-</b>	<b>-</b>	<b>(1,886,945.81)</b>	<b>2,197,102.84</b>	<b>40,559,910.45</b>
Less : Surplus of Provident Fund	8,965,495.54					8,965,495.54
	31,284,257.88			(1,886,945.81)	2,197,102.84	31,594,414.91
<b>Surplus / (Deficit) b/f</b> (Note 2))	<b>149,214,768.83</b>	<b>29,573,485.58</b>	<b>-</b>	<b>(2,787,558.55)</b>	<b>196,026.21</b>	<b>176,196,722.07</b>
	180,499,026.71	29,573,485.58		(4,674,504.36)	2,393,129.05	207,791,136.98
Add : Backpayment from Government	-			1,662,973.00	-	1,662,973.00
Less : Refund to Government	(1,405,983.69)			(518,527.59)	(239,985.73)	(2,164,497.01)
Add : Adj SW	868,579.00			-	-	868,579.00
<b>Surplus / (Deficit) c/f</b> Note (4)	<b>179,961,622.02</b>	<b>29,573,485.58</b>	<b>-</b>	<b>(3,530,058.95)</b>	<b>2,153,143.32</b>	<b>208,158,191.97</b>

**Notes:**

- (1) Interest received on LSG (including HA) and Provident Fund reserves, rent and rates, Central Items are included as one item under LSG; and the item is considered as part of LSG reserve.
- (2) Accumulated balance of LSG Surplus b/f from previous years (including all interest received in previous years (see (1) above) and the balance of HA should be separately reported as in the surplus b/f under LSG and HA respectively.
- (3) Amount of LSG Reserve used to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement, if any, as per Schedule for Central Items.
- (4) For NGOs without HA, separate disclosure of the movement of HA in their respective AFRs is not necessary. The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1) excluding Provident Fund Contribution (K)) for the year.  
For NGOs with HA, with effect from 2022-23, the calculation of the annual claw-back is as follows:
  - (i) With Snapshot Staff (SS) [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year was greater than zero]  
The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K)) for the year.
  - (ii) Without SS [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year (which is regarded as Year 0) was zero]  
For the next three years (Year 1 to Year 3), the level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1) excluding Provident Fund Contribution (K)) for the year.  
From the fourth financial year (Year 4) onwards, the level of LSG cumulative reserve and HA reserve will be counted altogether and the combined reserve amount (i.e. S1+S2) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K)) for the year. In this regard, separate disclosure of the movement of HA in their respective AFRs is not necessary.

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

For any amount above the cap, SWD would arrange the claw-back (including provisional in the following financial year except for those 58 NGOs which are subject to Productivity Enhancement Programme as stipulated in SWD's letter under reference (9) in SWD/S/133/1 of 6 March 2024. For details of the claw-back arrangement of the said 58 NGOs, please refer to the above letter.) accordingly.

**Schedule for Central Items  
Analysis of Subvention and Expenditure for the Period from 1 April 2023 to 31 March 2024**

**Name of NGO : THE NEIGHBOURHOOD ADVICE-ACTION COUNCIL (512)**

Unit Code and Name / Remittance Advice No. (Note 7)	Subvented Element	Subvention Released (Note 1a) (a1) HKS	Reimbursement of Maternity Leave Pay (RM/MLP) Scheme reimbursement received (Note 1b) HKS	Actual Expenditure (Note 2a) (a2) HKS	Actual Expenditure Incurred under RMLP Scheme (Note 2b) HKS	Surplus (Note 3) (a) = (a1) - (a2) HKS	Deficit for the year (Note 4) (b) = (a1) - (a2) HKS	Adjusted Deficit (Note 5) (c) = (b) - (d) HKS	Surplus / (Deficit) for (Note 5) HKS	Retained from (6) Government HKS	Adjustment to LSG (Note 5) HKS	Surplus / (Deficit) or (b) - (6) = (a) - (1) - (4) HKS
4128 - Shanghai Fraternity Association C&A Home For the Elderly (DS)	Dementia Supplement for Residential Elderly Services	1,413,639.00	-	1,417,969.88	-	-	4,330.88	4,330.88	(971,976.41)	-	-	(976,307.29)
4132 - Shanghai Fraternity Association C&A Home for the Elderly (GCS)	Infirmity Care Supplement for Residential Elderly Services	1,991,800.00	-	1,991,893.07	-	-	93.07	93.07	(611,974.27)	-	-	(612,067.34)
6781 - Tung Chung Integrated Service Centre (DS)	Dementia Supplement for Day Care Centres/Units for the Elderly	-	-	-	-	-	-	-	(18,844.00)	-	-	(18,844.00)
6782 - Tsun Man District Integrated Services for the Elderly Day Care Unit (DS)	Dementia Supplement for Day Care Centres/Units for the Elderly	-	-	-	-	-	-	-	(86,533.07)	-	-	(86,533.07)
6783 - Tsun Man District Day Care Centre for the Elderly (DS)	Dementia Supplement for Day Care Centres/Units for the Elderly	-	-	-	-	-	-	-	(224,567.06)	-	-	(224,567.06)
3063 - After School Care Programme - Late Afternoon Session	After School Care Program - Fee Waiving Subsidy Scheme	1,556,208.00	-	1,511,910.00	-	44,298.00	-	-	913,651.50	-	-	917,949.50
4052 - After School Care Programme	After School Care Program - Fee Waiving Subsidy Scheme	-	-	-	-	-	-	-	73,844.50	-	-	73,844.50
T512 - Subsidy Scheme for Extended Hours Service (EHS) Users (Time-defined 31/08/2018)	Time-defined Subsidy Scheme for Extended Hours Service Users	-	-	-	-	-	-	-	(21,767.00)	-	-	(21,767.00)
V512 - Subsidy Scheme for Extended Hours Service (EHS) Users (Time-defined 31/09/2021)	Time-defined Subsidy Scheme for Extended Hours Service Users	-	-	-	-	-	-	-	21,767.00	-	-	21,767.00
W512 - Subsidy Scheme for Extended Hours Service (EHS) Users (Time-defined 31/08/2024)	Time-defined Subsidy Scheme for Extended Hours Service Users	38,126.00	-	-	-	38,126.00	-	-	38,126.00	(38,126.00)	-	-
6995 - N.A.	Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	-	-	15,000.00	-	-	15,000.00	15,000.00	143,765.00	-	-	128,765.00
4121 - Sunny Manor	Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)	496,127.00	-	458,062.18	-	38,064.82	-	-	53,847.70	(117,907.75)	-	(25,995.21)
4123 - Choi Tung Hostel (Retained as Sunny Manor W.E.F. 01.01.2015)	Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowance)	-	-	-	-	-	-	-	(52,037.45)	-	-	(52,037.45)
5914 - NAAC Child Advancement Centre (EETC)	Subsidy for Enhanced Support for Ethnic Minority Children in Early Education and Training Centres - NAAC Child Advancement Centre (EETC)	0.00	-	0.00	-	-	-	-	52,811.09	-	-	52,811.09
AD04 - Chan Yin Chuen Child Enrichment Centre (EETC)	Subsidy for Enhanced Support for Ethnic Minority Children in Early Education and Training Centres - Chan Yin Chuen Child Enrichment Centre (EETC)	50,000.00	-	-	-	50,000.00	-	-	-	-	-	50,000.00
AA14 - Chan Yin Chuen Child Enrichment Centre (SCCC)	Subsidy for Enhanced Support for Ethnic Minority Children in Special Child Care Centre - Chan Yin Chuen Child Enrichment Centre (SCCC)	0.00	-	15,345.10	-	-	15,345.10	15,345.10	186,247.00	-	-	170,901.90
AD67 - Child Enlightenment Centre (EETC)	Subsidy for Enhanced Support for Ethnic Minority Children in Early Education and Training Centre (EETC)	0.00	-	24,285.60	-	-	24,285.60	24,285.60	50,000.00	-	-	25,714.40
AD68 - Child Enlightenment Centre (SCCC)	Subsidy for Enhanced Support for Ethnic Minority Children in Special Child Care Centre (SCCC)	0.00	-	0.00	-	-	-	-	100,000.00	-	-	100,000.00
6574 - Training Sponsorship Scheme for two-year MQ/MAPT Programme of PoJU	Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes	3,550,000.00	-	1,600,000.00	-	1,950,000.00	-	-	(405,000.00)	-	-	1,545,000.00
6604 - Training Subsidy for Children on the Waiting List of Subvented Pre-school Rehabilitation Services	Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services	441,659.00	-	623,247.32	-	-	181,588.32	181,588.32	(132,148.95)	-	-	(313,737.27)
6466 - Financial Incentive Scheme for Mentors of Employees with Disabilities (Time-defined 30/11/2015)	Financial Incentive Scheme for Mentors of Employees with Disabilities	-	-	6,000.00	-	-	6,000.00	6,000.00	241,500.00	-	-	235,500.00
6356 - Subsidy Scheme for Occasional Child Care Service (Time-defined 31/03/2017)	Time-defined Subsidy Scheme for Occasional Child Care Service	83,952.00	-	-	-	83,952.00	-	-	83,952.00	(83,952.00)	-	-

**Schedule for Central Items**  
**Analysis of Subvention and Expenditure for the Period from 1 April 2023 to 31 March 2024**

**Name of NGO - THE NEIGHBOURHOOD ADVICE-ACTION COUNCIL (S12)**

Unit Code and Name / Remittance Advice No. (Note 7)	Subvented Element	Subvention Released (Note 1) (a1)	Reimbursement of Maternity Leave Pay (RMLP) Scheme reimbursement received (Note 1b) (a2)	Actual Expenditure (Note 2a) (a3)	Actual Expenditure incurred under RMLP Scheme (Note 2b) (a4)	Surplus (Note 3) (b) = (a1) - (a2) - (a3) - (a4)	Deficit for the year Deficit transferred to LSG (Note 4) (c)	Deficit (Note 3) (b) = (a1) - (a2) - (a3) - (a4)	Surplus / (Deficit) b/f (Note 5) (e)	Refund from (to) Government (f)	Adjustment to LSG (Note 9) (g)	Surplus / (Deficit) of (Note 6) (h) = (e) + (f) - (g)
6729 - Ethnic Minority District Ambassador (Central Item A) (Time-Defined: 30/09/2023)	Time-defined Allocation of Ethnic Minority District Ambassador Posts - Central Item (A) Salary and Mandatory Provident Fund (Time-Defined: 30/09/2023)	2100,764.00	-	36,233.01	-	164,330.99	N.A.	-	675,584.72	-	-	840,115.71
6730 - Ethnic Minority District Ambassador (Central Item B) (Time-Defined: 30/09/2023)	Time-defined Allocation of Ethnic Minority District Ambassador Posts - Central Item (B) Other Charges (Time-Defined: 30/09/2023)	17,072.00	-	-	-	17,072.00	N.A.	-	83,777.91	-	-	102,849.91
1900 - After School Care Programme - Enhanced	Enhanced After School Care Programme - Fee Waiving Subsidy Scheme	774,144.00	-	774,144.00	-	-	N.A.	-	-	-	-	-
AH18 - Pilot Scheme on Training To Foreign Domestic Helpers In Care for PWD (TD 30/09/2026)	Pilot Scheme on Training To Foreign Domestic Helpers In Care for Persons with Disabilities	15,000.00	-	4,200.00	-	10,800.00	N.A.	-	-	-	-	10,800.00
A179 - Providing Assistance to PWDs under The Govt Public Transport Fare Concession Scheme (S2 Scheme)	One-off Allocation for Providing Assistance to Persons with Disabilities under the Government Public Transport Fare Concession Scheme for the Elderly and Eligible Persons	46,902.00	-	0.00	-	46,902.00	N.A.	-	-	-	-	46,902.00
<b>TOTAL</b>		10,615,393.00	-	8,418,290.16	-	2,443,743.81	246,642.97	246,642.97	196,026.21	(239,985.73)	-	2,153,143.32

# Any difference arising from the RMLP Scheme reimbursement received (see Note 1 (b) below) and the corresponding expenditure under RMLP Scheme (see Note 2(b) below) will be assessed separately.

^ Please take note of para. 4(f) of Point 1 to Note on Preparation of AFK and Analysis Subsidiaries in reporting the amounts of subvention.

**Notes:**

- The figures for the whole financial year are extracted from the proforma for March (Final) or remittance advice(s) issued by the Treasury or allocation letter(s) issued by Social Welfare Department of the financial year.
- The amount represents the total expenditure incurred under the RMLP Scheme if the NGO has temporarily paid the expenditure out of the allocation from the subvented element (see Note 2(b) below).
- Actual expenditure represents the total expenditure incurred including provident fund for the respective services after setting off (i) programme income and (ii) expenditure under RMLP Scheme mentioned in Note 2(b) below, if any.
- This amount represents the additional four weeks' MLP (i.e. the 11th to 14th weeks) paid to the employee out of the corresponding allocation.
- Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.
- Deficit i.e. the following central items arising from salary adjustment are transferred to the Lump Sum Grant Reserve as stated in SWD's letter ref. (33) in SWD/DS/1042 Pt. 1B dated 4 March 2020.
  - Dementia Supplement for Elderly with Disabilities
  - Infirmary Care Supplement for the Aged Blind Persons
  - Dementia Supplement for Residential Elderly Services
  - Infirmary Care Supplement for Residential Elderly Services
- \*Surplus brought forward (b/f) means surplus, if any, arising from operations in previous years.
- \*Surplus carried forward (c/f) means surplus brought forward less refund to Government plus surplus, if any, arising from operations in current year.
- The central items and name / remittance advice no. are extracted from the proforma for PWD and remittance advice from the Treasury respectively.
- The central items as listed above may not be exhaustive and any relevant details of central items released for expenditure under the RMLP Scheme, where appropriate, should also be included.
- For ASCTV Enhanced ASCT, the adjustment includes the amount of expenditure overated / (underated) in previous year(s) after taking into account the actual claw-back amount(s) per SWD's allocation letter(s), if any.

**Schedule for Rent and Rates**  
**Analysis of Subvention and Expenditure for the Period from 1 April 2023 to 31 March 2024**

Name of Agency : The Neighbourhood Advice-Action Council

Unit Code & Name	Subvented Element	Subvention Released (Note 1) \$	Actual Expenditure \$	Surplus (Note 2) \$	Deficit (Note 2) \$
1940 Excelsior Manor and Excelsior Integrated Employment Service Centre (IVRSC)	Rent (Note 3)	310,032.00	355,944.00	-	45,912.00
	Rates	5,531.00	27,700.00	-	22,169.00
	Total	315,563.00	383,644.00	-	68,081.00
1941 Excelsior Manor and Excelsior Integrated Employment Service Centre (HMMH)	Rent (Note 3)	-	381,828.00	-	381,828.00
	Rates	-	32,800.00	-	32,800.00
	Total	-	414,628.00	-	414,628.00
4053 Wong Tai Sin Day Activity Centre	Rent (Note 3)	27,276.00	74,364.00	-	47,088.00
	Rates	19,571.00	23,200.00	-	3,629.00
	Total	46,847.00	97,564.00	-	50,717.00
4054 Fairyland (Integrated Rehabilitation Services Centre)	Rent (Note 3)	53,000.00	98,200.00	-	45,200.00
	Rates	321,167.00	298,000.00	23,167.00	-
	Total	374,167.00	396,200.00	23,167.00	45,200.00
4055 Cha Kwo Ling & Fan Wah Street Neighbourhood Level Community Development Project	Rent (Note 3)	-	-	-	-
	Rates	1,442.00	5,800.00	-	4,358.00
	Total	1,442.00	5,800.00	-	4,358.00
4062 Shanghai Fraternity Association Care & Attention Home for the Elderly	Rent (Note 3)	1,404,018.00	1,428,766.20	-	24,748.20
	Rates	143,717.00	139,994.40	3,722.60	-
	Total	1,547,735.00	1,568,760.60	3,722.60	24,748.20
4073 Shun Tin Hostel	Rent (Note 3)	273,215.00	272,868.00	347.00	-
	Rates	17,888.00	20,200.00	-	2,312.00
	Total	291,103.00	293,068.00	347.00	2,312.00
4078 Fu Heng Integrated Children and Youth Services Centre	Rent (Note 3)	25,993.00	47,298.00	-	21,305.00
	Rates	44,363.00	52,000.00	-	7,637.00
	Total	70,356.00	99,298.00	-	28,942.00
4079 Tung Chung Youth Outreaching Team	Rent (Note 3)	72,768.00	87,228.00	-	14,460.00
	Rates	1,251.00	4,000.00	-	2,749.00
	Total	74,019.00	91,228.00	-	17,209.00
4081 Lok Fu Urban Hostel for Single Persons	PHE Rental	324,384.00	324,384.00	-	-
	Rates	32,559.00	39,400.00	-	6,841.00
	Total	356,943.00	363,784.00	-	6,841.00
4082 Eastern / Wanchai District Youth Outreaching Social Work Team	Rent (Note 3)	124,163.00	123,912.00	251.00	-
	Rates	17,400.00	14,800.00	2,600.00	-
	Total	141,563.00	138,712.00	2,851.00	-
4084 Shamshuipo District Elderly Community Centre	Rent (Note 3)	310,453.00	355,884.00	-	45,431.00
	Rates	61,583.00	57,400.00	4,183.00	-
	Total	372,036.00	413,284.00	4,183.00	45,431.00

**Schedule for Rent and Rates**  
**Analysis of Subvention and Expenditure for the Period from 1 April 2023 to 31 March 2024**

Name of Agency : The Neighbourhood Advice-Action Council

Unit Code & Name	Subvented Element	Subvention Released (Note 1) \$	Actual Expenditure \$	Surplus (Note 2) \$	Deficit (Note 2) \$
4087 Tai Hing Hostel	Rent (Note 3)	1,082,520.00	1,087,575.81	-	5,055.81
	Rates	54,380.00	59,544.19	-	5,164.19
	Total	1,136,900.00	1,147,120.00	-	10,220.00
4088 Shamshuipo Integrated Home Care Services	Rent (Note 3)	23,280.00	17,370.00	5,910.00	-
	Rates	-	-	-	-
	Total	23,280.00	17,370.00	5,910.00	-
4099 Tung Chung Day Care Unit	Rent (Note 3)	229,764.00	265,391.00	-	35,627.00
	Rates	3,860.00	10,240.19	-	6,380.19
	Total	233,624.00	275,631.19	-	42,007.19
4102 FCW in Tung Chung Integrated Services Centre	Rent (Note 3)	1,235,654.00	1,297,450.53	-	61,796.53
	Rates	84,637.00	105,333.70	-	20,696.70
	Total	1,320,291.00	1,402,784.23	-	82,493.23
4105 Yick Yuen Temporary Hosing Area Neighbourhood Level Community Development Project	Rent (Note 3)	234,819.00	374,818.76	-	139,999.76
	Rates	5,151.00	10,700.00	-	5,549.00
	Total	239,970.00	385,518.76	-	145,548.76
4107 Tuen Mun District Integrated Home Care Services Centre (2) & (3)	Rent (Note 3)	200,064.00	389,167.00	-	189,103.00
	Rates	11,627.00	12,280.00	-	653.00
	Total	211,691.00	401,447.00	-	189,756.00
4113 Neighbourhood Elderly Centre (Re-engineering)	Rent (Note 3)	404,889.00	474,944.57	-	70,055.57
	Rates	85,910.00	89,283.48	-	3,373.48
	Total	490,799.00	564,228.05	-	73,429.05
4114 Tuen Mun Integrated Employment Service Centre	Rent (Note 3)	962,424.00	975,494.00	-	13,070.00
	Rates	54,936.00	68,800.00	-	13,864.00
	Total	1,017,360.00	1,044,294.00	-	26,934.00
4117 Supported Employment Programme	Rent (Note 3)	81,840.00	81,840.00	-	-
	Rates	5,922.00	7,850.00	-	1,928.00
	Total	87,762.00	89,690.00	-	1,928.00
4118 District Support Centre for Persons with Disabilities	Rent (Note 3)	357,776.00	366,336.00	-	8,560.00
	Rates	13,492.00	37,000.00	-	23,508.00
	Total	371,268.00	403,336.00	-	32,068.00
4119 Neighbourhood Elderly Centre at Fu Tai Estate	Rent (Note 3)	164,979.00	166,440.00	-	1,461.00
	Rates	12,163.00	12,520.00	-	357.00
	Total	177,142.00	178,960.00	-	1,818.00
4121 Sunny Manor	Rent (Note 3)	204,962.00	209,928.00	-	4,966.00
	Rates	23,614.00	23,480.00	134.00	-
	Total	228,576.00	233,408.00	134.00	4,966.00

**Schedule for Rent and Rates**  
**Analysis of Subvention and Expenditure for the Period from 1 April 2023 to 31 March 2024**

Name of Agency : The Neighbourhood Advice-Action Council

Unit Code & Name	Subvented Element	Subvention Released (Note 1) \$	Actual Expenditure \$	Surplus (Note 2) \$	Deficit (Note 2) \$
4126 Yuen Long District Integrated Home Care Services Centre	Rent (Note 3)	108,573.00	158,948.57	-	50,375.57
	Rates	6,869.00	6,460.00	409.00	-
	Total	115,442.00	165,408.57	409.00	50,375.57
4127 Tuen Mun District Integrated Services for the Elderly Day Care Unit	Rent (Note 3)	493,888.00	475,104.00	18,784.00	-
	Rates	27,190.00	30,332.00	-	3,142.00
	Total	521,078.00	505,436.00	18,784.00	3,142.00
4133 Harmony Manor Integrated Rehab Services Centre (C&A/SD)	Rent (Note 3)	-	-	-	-
	Rates	52,472.00	49,217.80	3,254.20	-
	Total	52,472.00	49,217.80	3,254.20	-
4134 Harmony Manor Integrated Rehab Services Centre (HSMH)	Rent (Note 3)	-	-	-	-
	Rates	91,602.00	85,922.60	5,679.40	-
	Total	91,602.00	85,922.60	5,679.40	-
4143 Cheery Manor	Rent (Note 3)	231,801.00	230,544.00	1,257.00	-
	Rates	20,393.00	21,400.00	-	1,007.00
	Total	252,194.00	251,944.00	1,257.00	1,007.00
4144 NTW Community Rehabilitation Day Centre	Rent (Note 3)	505,632.00	509,042.00	-	3,410.00
	Rates	30,770.00	35,200.00	-	4,430.00
	Total	536,402.00	544,242.00	-	7,840.00
4149 Harmony Manor Integrated Rehab Services Centre (HMMH)	Rent (Note 3)	-	-	-	-
	Rates	39,131.00	36,704.80	2,426.20	-
	Total	39,131.00	36,704.80	2,426.20	-
4151 Harmony Manor Integrated Rehab Services Centre (HSPH)	Rent (Note 3)	-	-	-	-
	Rates	65,367.00	61,313.70	4,053.30	-
	Total	65,367.00	61,313.70	4,053.30	-
4153 Harmony Manor Integrated Rehab Services Centre (DAC)	Rent (Note 3)	-	-	-	-
	Rates	91,602.00	85,922.60	5,679.40	-
	Total	91,602.00	85,922.60	5,679.40	-
4154 Harmony Manor Integrated Rehab Services Centre (IVRSC)	Rent (Note 3)	-	-	-	-
	Rates	104,496.00	98,018.50	6,477.50	-
	Total	104,496.00	98,018.50	6,477.50	-
4176 Wellness Manor (HMMH)	Rent (Note 3)	2,100.00	2,100.00	-	-
	Rates	98,745.00	119,200.00	-	20,455.00
	Total	100,845.00	121,300.00	-	20,455.00
4177 Tuen Mun District Day Care Centre for the Elderly	Rent (Note 3)	319,438.00	339,240.00	-	19,802.00
	Rates	17,351.00	19,600.00	-	2,249.00
	Total	336,789.00	358,840.00	-	22,051.00



**Schedule for Rent and Rates**  
**Analysis of Subvention and Expenditure for the Period from 1 April 2023 to 31 March 2024**

Name of Agency : The Neighbourhood Advice-Action Council

Unit Code & Name	Subvented Element	Subvention Released (Note 1) \$	Actual Expenditure \$	Surplus (Note 2) \$	Deficit (Note 2) \$
4179 Child Enlightenment Centre (SCCC)	Rent (Note 3)	312,370.00	321,240.00	-	8,870.00
	Rates	13,202.00	25,000.00	-	11,798.00
	Total	325,572.00	346,240.00	-	20,668.00
4193 Healthy Manor	Rent (Note 3)	-	-	-	-
	Rates	64,895.00	61,000.00	3,895.00	-
	Total	64,895.00	61,000.00	3,895.00	-
4199 Child Advancement Centre (EETC)	Rent (Note 3)	296,352.00	295,092.00	1,260.00	-
	Rates	20,419.00	21,100.00	-	681.00
	Total	316,771.00	316,192.00	1,260.00	681.00
4242 Child Enrichment Centre (EETC)	Rent (Note 3)	94,617.00	94,919.52	-	302.52
	Rates	7,309.00	10,354.00	-	3,045.00
	Total	101,926.00	105,273.52	-	3,347.52
4243 Child Enrichment Centre (SCCC)	Rent (Note 3)	244,115.00	264,072.48	-	19,957.48
	Rates	20,562.00	23,046.00	-	2,484.00
	Total	264,677.00	287,118.48	-	22,441.48
4244 Home Care Services for Persons with Severe Disabilities in New Territories (3) Regional Cluster	Rent (Note 3)	179,056.00	217,423.20	-	38,367.20
	Rates	6,689.00	7,240.00	-	551.00
	Total	185,745.00	224,663.20	-	38,918.20
4599 Tung Chung Integrated Services Centre-ICYSC	Rent (Note 3)	102,300.00	110,825.00	-	8,525.00
	Rates	159.00	5,055.81	-	4,896.81
	Total	102,459.00	115,880.81	-	13,421.81
4740 The Neighbourhood Advice-Action Council Outreaching Team for Ethnic Minorities		819,615.00	932,218.40	-	112,603.40
		27,000.00	22,600.00	4,400.00	-
	Total	846,615.00	954,818.40	4,400.00	112,603.40
5041 Mr and Mrs Lam Sum Wan Day Care Centre for the Elderly (20 EHS Places)	Rent (Note 3)	277,212.00	322,105.00	-	44,893.00
	Rates	12,448.00	32,200.00	-	19,752.00
	Total	289,660.00	354,305.00	-	64,645.00
5759 Long Ping Day Care Centre for the Elderly		-	147,420.00	-	147,420.00
		-	45,400.00	-	45,400.00
	Total	-	192,820.00	-	192,820.00
7312 Wongtaisin District Integrated Home Care Services Centre	Rent (Note 3)	72,980.00	99,030.00	-	26,050.00
	Rates	7,370.00	7,000.00	370.00	-
	Total	80,350.00	106,030.00	370.00	26,050.00
7313 Tuen Mun District Integrated Home Care Services Centre (1)	Rent (Note 3)	128,172.00	141,993.00	-	13,821.00
	Rates	7,370.00	6,580.00	790.00	-
	Total	135,542.00	148,573.00	790.00	13,821.00

**Schedule for Rent and Rates**  
**Analysis of Subvention and Expenditure for the Period from 1 April 2023 to 31 March 2024**

Name of Agency : The Neighbourhood Advice-Action Council

Unit Code & Name	Subvented Element	Subvention Released (Note 1) \$	Actual Expenditure \$	Surplus (Note 2) \$	Deficit (Note 2) \$
7584 Yau Oi Day Activity Centre	Rent (Note 3)	318,990.00	318,990.00	-	-
	Rates	18,987.00	22,750.00	-	3,763.00
	Total	337,977.00	341,740.00	-	3,763.00
7617 Yau Oi Hostel	Rent (Note 3)	610,350.00	623,610.00	-	13,260.00
	Rates	36,976.00	42,250.00	-	5,274.00
	Total	647,326.00	665,860.00	-	18,534.00
7688 Lower Wong Tai Sin Hostel	Rent (Note 3)	391,152.00	395,662.00	-	4,510.00
	Rates	36,493.00	43,000.00	-	6,507.00
	Total	427,645.00	438,662.00	-	11,017.00
7693 Lower Wong Tai Sin Day Activity Centre	Rent (Note 3)	351,912.00	351,912.00	-	-
	Rates	35,022.00	43,000.00	-	7,978.00
	Total	386,934.00	394,912.00	-	7,978.00
7893 Tuen Mun District Integrated Home Care Services Centre (4)	Rent (Note 3)	126,168.00	138,948.00	-	12,780.00
	Rates	15,000.00	13,000.00	2,000.00	-
	Total	141,168.00	151,948.00	2,000.00	12,780.00
Grand Total		16,093,119.00	17,980,064.81	101,049.60	1,987,995.41

Notes :

- 1.) The figures are to be extracted from the payroll for March plus Subvention released in late March of the financial year.
- 2.) Surplus / Deficit for each element represents the difference between Subvention released and actual expenditure.
- 3.) Rent includes all kinds of rent such as PHE rental, private rental, carpark rent, management fee, building maintenance fee and Government Rent.

**Schedule for Investment**  
**Analysis of Investment as at 31 March 2024**

NGO : **The Neighbourhood Advice-Action Council**

	31 March 2024 HK\$	31 March 2023 HK\$
<b>LSG Reserve</b>	209,535,107.60	178,788,254.41

Represented by :


Investments


a. HKD Bank Account Balances	132,942,682.67	160,390,737.10
b. HKD 24-hour Call Deposits	0.00	0.00
c. HKD Fixed Deposits	76,592,424.93	18,397,517.31
d. HKD Certificate of Deposits	0.00	0.00
e. HKD Bonds	0.00	0.00
	209,535,107.60	178,788,254.41

Note :

The investments should be reported at historical cost.


**Confirmed by :**

Signature :   
 Chairman : TAI Keen Man  
 Date : 16 October 2024

Signature :   
 Executive Director : FUNG Sau Man  
 Date : 16 October 2024

We have checked the above balances of investments against the original copy of the relevant records obtained from banks and/or financial institutions, and confirm that the information reported in this Schedule is correct.

**Certified by external auditor :**

Signature :   
 Name of audit firm : Chan, Li, Law CPA Limited  
 Date : 16 October 2024

**Schedule for the Utilisation of Reserve in Holding Account (HA) for 2023-24  
and the Plan of Utilisation of HA Reserve for 2024-25**

Name of NGO : THE NEIGHBOURHOOD ADVICE-ACTION COUNCIL (512)

Please submit this schedule together with the Annual Financial Report to the Finance Branch of Social Welfare Department on or before 31 October 2024.

**(A) Utilisation of HA Reserve (2023-24)**

		\$
(1)	Balance as at 31 March 2023 brought forward	(a) 29,573,485.58
(2)	Actual Expenditure	
	(i) Meeting contractual commitments towards Snapshot Staff	(b)
	(ii) Enhancing human resources management (please specify: )	(c)
	(iii) Others [ <i>applicable to NGOs without Snapshot Staff</i> ] (please specify: )	(d)
	Total = (b) + (c) + (d)	(e)
(3)	Balance as at 31 March 2024 carried forward [i.e. = (a) – (e)]	(f) 29,573,485.58
(4)	No. of Snapshot Staff (as at 1 September 2023)	94

**(B) Plan of Utilisation of HA Reserve (2024-25)**

		\$
(1)	Balance as at 31 March 2024 brought forward [i.e. (f) of Part (A)]	(a) 29,573,485.58
(2)	Estimated Expenditure	
	(i) Meeting contractual commitments towards Snapshot Staff	(b)
	(ii) Enhancing human resources management (please specify: )	(c)
	(iii) Others [ <i>applicable to NGOs without Snapshot Staff</i> ] (please specify: )	(d)
	Total = (b) + (c) + (d)	(e)
(3)	Estimated balance as at 31 March 2025 carried forward [i.e. (a) – (e)]	(f) 29,573,485.58
(4)	Estimated no. of Snapshot Staff (by 1 September 2024)	80

