



Annual
Report
2017 

The graphic features a central pink circle with the text 'Annual Report 2017' and a small white heart icon. Surrounding this central circle are several other circles of various colors: a large brown circle to the left, a large blue circle below the pink one, a large purple circle to the right, a large green circle below the brown one, a large red circle below the blue one, a large grey circle below the green one, a small purple circle below the green one, and a small cyan circle below the red one. The circles are arranged in a cluster, with some overlapping. The pink circle has a white heart icon to its right. The green circle has a white heart icon to its left. The red circle has a white heart icon to its right.

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The **Caregiving Welfare Association** was renamed from the Caregiver Counselling Welfare Association on 15 March 2010. The Association was set up on 24 April 2004 as a society and registered under the Charities Act on 13 May 2004.

Unique Entity Number (UEN)	:	T04SS0073G
Charity Registration No.	:	001778
IPC Registration No.	:	000659
ROS Registration No.	:	0395/2003WEL
Full Membership with National Council of Social Service	:	June 2005
Registered Address	:	3 Ghim Moh Road #01-294 Singapore 270003

Management Committee

The Management Committee was elected at the 13th Annual General Meeting held on 16 May 2017.

Name	Occupation	Position	Appointment Date
Mr Kelvin Aw	Lawyer	- President - Vice President - Committee Member	12/05/2015 – 16/05/2017 16/05/2013 – 12/05/2015 10/05/2012 – 16/05/2013
Dr Daniel Tan	Doctor	- Vice-President - President	12/05/2015 – 16/05/2017 19/05/2011 – 12/05/2015
Mr Mr Law Teck Chong	Agency Manager	- Hon Secretary - Committee Member - Asst Hon Secretary - Hon Secretary - Asst Hon Treasurer	10/05/2016 – 16/05/2017 12/05/2015 – 10/05/2016 10/05/2012 – 12/05/2015 14/05/2009 – 10/05/2012 12/05/2005 – 14/05/2009
Mr Thong Kok Wing	Bank Officer	- Asst Hon Secretary	12/05/2015 – 16/05/2017
Mr Kuan Hing Leong	Finance Analyst	- Hon Treasurer - Asst Hon Treasurer - Hon Treasurer	16/05/2017 16/05/2013 – 16/5/2017 14/05/2009 – 16/05/2013
Mr Jaryl Goh	Finance	- Asst Hon Treasurer - Committee Member	16/05/2017 16/05/2013 – 16/05/2017
Mr Tan Wei Liang	Project Manager – AVP	- Committee Member - Hon Secretary - Committee Member	10/05/2016 – 16/05/2017 10/05/2012 – 10/05/2016 19/05/2011 – 10/05/2012
Mr Derek Tay	Regional Business Controller	- Committee Member - Hon Treasurer - Asst Hon Treasurer - Hon Treasurer	16/05/2017 16/05/2013 – 16/05/2017 14/05/2009 – 16/05/2013 12/05/2005 – 14/05/2009

Banker

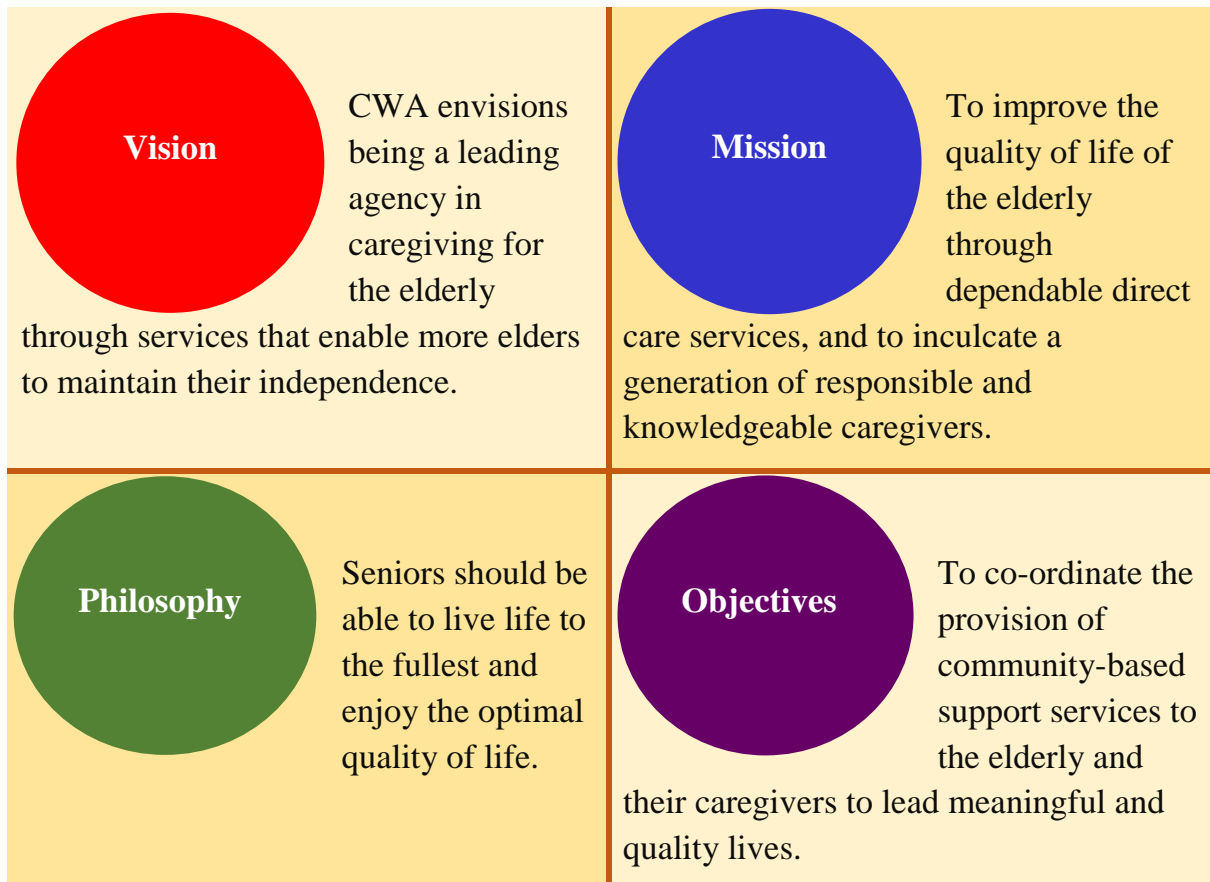
DBS Bank Ltd

Auditor

Tan, Chan & Partners

Legal Adviser

Kishan & V Suria Partnership



Policies

Finance & Funding

CWA is a self-funded Voluntary Welfare Organisation depending mainly on the community for support and funding. The services are provided free of charge to the community except for supportive counselling, for which CWA charges a nominal fee. Clients who are eligible through means testing will be charged based on a sliding scale. CWA takes the position that no one will be denied support because of an inability to pay.

Governance

The Association has complied with all applicable guidelines of the Code of Governance Evaluation Checklist for Institutions of a Public Character (IPCs) and large charities.

Donor Confidentiality

CWA will maintain a high level of confidentiality with respect to donor information. Information will only be divulged if a mutual agreement is set out between CWA and the donor.

Reserves Policy

CWA will hold a reserve at least 12 months of operating costs. This is to ensure that we will be able to continue to operate if anything should happen to threaten our income stream. Our reserves will be reviewed by the Board on a regular basis to ensure that they are adequate to fulfil our obligations.

Conflict of Interest

CWA has put in place a Conflict of Interest Policy for Board members and paid key staff to declare actual or potential conflicts of interest at the earliest opportunity. Where a conflict of interest arises at a Board meeting, the affected member(s) would abstain from voting, discussions and the decision-making process on the matter and would also offer to withdraw from the meeting.

President's Report

The past year has been rewarding and fulfilling for CWA. Building on our commitment to offer greater support to caregivers and the elderly, we have expanded the scope and depth of our services with the launch of several new programmes and initiatives.

We have also renewed our efforts in reaching new clients while continuing to strengthen the quality of our existing services. With the support of corporations and educational institutions, we organised many social activities that were well received by the elderly and their caregivers.

Mind-Able Programme

In the past year, we continued our ongoing efforts in raising awareness of dementia and the benefits of early intervention through our Community Mental Health Programme.

Having noticed a lack of continuity and follow-up in the form of client-centric programmes and intervention beyond this point, we introduced the Mind-Able Programme in April 2017. The Programme serves to help the elderly at risk of, or diagnosed with, early dementia to improve the quality of life by engaging them in therapeutic and mind stimulation activities, such as cognitive stimulating activities, leisure exploration, socialising activities and art therapy.

Since its inception in April 2017, an average of 12 elderly (per session) have benefitted from the Mind-Able Programme. We have also received positive feedback from the elderly and their caregivers, which reinforces our aim to continue our efforts in further enhancing this Programme.

Community Cradle Programme (Home Personal Care Services)

The five Community Caregivers (CCGs) had undergone a 6-week training at NUH. Some of the CCGs have started to take on cases in October and perform home personal care services, supervised by CWA's Registered Nurse. The services provided such as personal hygiene, assist in light housekeeping, assist with medication reminders, medical escort, provide companionship, etc. The CCGs were supervised by CWA's Registered Nurse during the delivering of home personal care services to clients.

Our CCGs provide quality care to homebound elderly and to serve the clients with respect and concern. With this service in place, we hope to minimise elderly being re-admitted to acute hospital and institutionalisation would be the last resort.

Caregivers Sanctuary

I am pleased to share that we have officially opened our first Caregivers' Sanctuary in 21 November 2017, as mentioned in our 2016 Annual Report. Located at the National University Hospital Medical Centre, CWA's first offsite caregiving centre aims to provide holistic support and assistance to clients and their families at a location convenient to them.

We are honoured to have Mr Sim Gim Guan, Chief Executive Officer of National Council of Social Service (NCSS), grace the occasion as the Guest-of-Honour and in officiating the opening of the Caregivers' Sanctuary.

Set up as a safe environment for caregivers to come together, the Sanctuary is a place for caregivers to share and learn from one another through support groups, engage in social activities, receive counselling and help in caring for their loved ones at home, as well as to learn more about home personal care services available to them. Home personal care services help ease the burden on caregivers and, more importantly, allow their loved ones to age in place.

In addition, with the opening of the CWA Caregivers' Sanctuary, we can now collaborate with community partners right within our healthcare system, so that patients and their families can benefit from a one-stop service care planning and arrangement when transiting from an integrated hospital care to home care.

We believe that caregiving should not be an overwhelming task. By providing adequate support and awareness, we hope to reduce the burden that many caregivers shoulder alone and provide them with respite from their daily challenges.

Caregivers' Week – 3 to 9 November 2017

In November 2017, we launched the second run of our successful annual Caregivers' Week. Building on last year's theme "No One Cares Alone", CWA further advocated our support for caregivers in 2017 with the theme "Caring for Caregivers". Our objectives include raising public visibility of caregiving and equipping caregivers with the necessary knowledge and skills for their caregiving role. We achieved this through a series of activities, which were held over the week-long campaign.

To increase public awareness on caregiving issues, we held roadshows at One Raffles Place Bukit Merah Library and the National University Hospital (NUH) premises on the back of promoting awareness of Caregivers' Week through our caregivers' narratives. We are tremendously grateful to One Raffles Place (OUB Centre Limited), Bukit Merah Library and the NUH for being the venue sponsors.

Our Supporters

We would like to register our utmost gratitude to all our sponsors, donors, corporate partners, educational institutions and individual well-wishers for supporting our cause throughout the year. Special thanks go to the Tan Chin Tuan Foundation for its unwavering support all these years. All your support has been a great motivation in driving us towards our goal of offering better services for our elderly and their caregivers. We are also exceedingly appreciative to the Energy Market Authority (EMA) for its continued adoption of CWA for the second year.

Looking Ahead

Last but not least, I would like to extend my gratitude to my fellow Board members, volunteers and staff members for their invaluable and selfless contributions to the success of CWA.

We have more to achieve in the coming year, and I am eagerly looking forward to our upcoming programmes and services, which will further bolster our mission of helping the elderly and their caregivers. It will be an exciting journey for us and I have full confidence that we can meet the challenges ahead and deliver an increasing range and depth of support services to the elderly and the caregivers in our community.

With our united effort, we will never forget the purpose for CWA's existence – the many elderly and caregivers in the community who need a place to turn to for support and resources.

More details on our year of activities can be found in the ensuing pages.



Kelvin Aw

Review of Year 2017

Staffing

As of 31 December 2017, the staff strength is as follows:

Executive Director (Gladys Chik) Date of Appointment: 20 January 2006	1
Social Worker/Manager, Community Services and Outreach	1
Asst Manager, Operations and Projects	1
Senior Executive, Marketing and Volunteer Management	1
Executive, Community Services and Outreach (Social Worker and Counsellor)	2
Accounts Executive (Part-time)	1

2017 was an exciting year for CWA as we continued to make a difference to the lives of the elderly and their caregivers.

On the eldercare front, we streamed out a series of events, initiatives and activities for the elderly in the community while building on the success of the Mind-Able Programme. In keeping with our commitment to supporting caregivers, we launched our first Caregivers' Sanctuary and held the second instalment of Caregivers' Week, which was extremely well received. We have also launched our Home Personal Care Services

Thanks to the continuous and overwhelming support of volunteers from various corporations and educational institutions, we were able to host 70 social support activities and 5 informative talks last year. Our busy calendar of social events gave our elderly and caregivers in the community something to look forward to.

Elderly Wellness and Social Support

At CWA, we believe that no elderly should be left alone. That's why the goal of our Welfare and Social Support programme is to help reduce social isolation and increase social interaction for the elderly. In 2017, we were pleased to host a range of fun-filled activities and programmes at the CWA Drop-in Centre. We also continued to provide support to caregivers and the elderly who are looking for supportive services and resources to meet their specific needs.

CWA Centre for Seniors

Social interaction is key to the quality care we provide. As such, we regularly organise programmes, talks and workshops at our CWA Drop-in Centre so the elderly can connect with peers and participate in handicraft sessions and therapeutic activities. This gives the elderly the opportunity to interact and make new friends while their caregivers enjoy a much-needed break. Besides communal activities, we also continue to offer mental health screenings. In 2017, our CWA Drop-in Day Centre welcomed a total of 1,598 elderly.

Food Rationing Programme

In 2017, over 250 elderly benefitted from CWA's regular food rationing programme. Apart from food items, we also distributed adult Incontinence pads and under pads. We would like to thank our numerous kind donors for making this programme possible.

Community Mental Health Programme

Mind-Able Programme

We are pleased to share that the Mind-Able Programme was officially launched in April 2017. The Programme was introduced to help the elderly at risk of, or diagnosed with, mild dementia to improve their quality of life. It also aims to foster better relationships between caregivers and their loved ones.

The Mind-Able Programme is conducted by an Occupational Therapist (OT) with the support of the CWA Allied team through the following mind stimulation activities:

- 1) Cognitive Stimulating Activities
- 2) Leisure Exploration
- 3) Socialisation Activities
- 4) Art as Therapy

The Programme consists of two components:

- a) Elderly diagnosed with mild dementia or at risk of dementia
- b) Cognitively-healthy elderly



Approximately five months after the commencement of the programme, an evaluation was conducted to evaluate its usefulness to the seniors and their caregivers. Our findings are as follows:

- **Well-being of elderly diagnosed with mild dementia or at risk of dementia**
CWA conducted a total of 25 sessions for the seniors. An improvement in the well-being for this group of clients was noted after the programme, based on observations made by several OTs using the Bradford Well-Being Profile (BWP). The sessions were conducted every Monday morning with a small group of not more than six clients to achieve maximum effect, as recommended by the OTs.
- **Well-being of cognitively-healthy elderly**
An improvement in the emotional well-being of clients with healthy cognitive function in this programme was recorded, as indicated by their responses to a survey based on the Short Warwick-Edinburgh Mental Well-being Scale (SWEMWBS). CWA conducted 44 sessions for this group of elderly.

On the whole, there is great potential for the Mind-Able Programme in benefitting the elderly in the community and, in particular, those at risk of dementia.

We are confident that the Mind-Able Programme will be able to positively impact the lives of the elderly in the community by improving their emotional well-being and quality of life through therapeutic and client-focused physical and cognitive stimulation and providing the opportunity for communication and social bonding.

In doing so, we also enable caregivers to communicate better with their loved ones and bring them closer to the elderly. And in return, caregivers may experience less stress taking care of them.

Community Cradle Programme (Home Personal Care Services)

All our Community Caregivers (CCGs) are expected to go through a six-week training at NUH (two weeks in the Ward and six weeks in the community supervised by NUH community nurses). The training started in July and by December 2017, CWA had five trained CCGs. Some CCGs started to take on cases in October 2017, delivering home personal care services to clients under the supervision of a CWA Registered Nurse. As of December, the CCGs had taken up to five clients with another five clients pending for confirmation. The clients were referred to CWA through AIC, NUH, VWOs and other referral sources.

The services provided to the clients were personal hygiene, assist in light housekeeping, assist with medication reminders, medical escort, companionship, etc.

Social Activities & Festive Celebrations

Hair Grooming

Our scheduled hair grooming sessions have always been extremely popular. In 2017, we welcomed our volunteer hairstylist to the CWA Drop-in Centre to give free haircuts to different groups of needy elderly and their caregivers.

Handicraft Sessions

Our regular art and craft sessions are very well received by the elderly at CWA Centre, and last year was no exception. Under the guidance of a volunteer arts and crafts trainer, our elderly and caregivers worked on a variety of crafts such as beading, teddy bear making, needle work, etc.

In collaboration with the NUH Medical Social Work Department, CWA also organised social and therapeutic activities for family members and caregivers of NUH patients (a new initiative launched in 2017). Art and craft trainers and an art therapist facilitated the sessions, where caregivers engaged in various social and cognitive activities that enabled them to effectively relieve stress through creative craft and art as therapy. The sessions were held at the NUH Medical Social Work Department. CWA's Allied team was also present to provide support through case management and counselling, when necessary. An average of 10 caregivers attended each session.

Lunar New Year Celebrations

17 January & 20 February 2017

To usher in the year of the Rooster, our elderly were treated to two different celebrations by EMA and the National University of Singapore Science Club students. On 17 January, the EMA staff and management team organised a Lunar New Year party for 19 of our elderly. Participants snacked on Chinese New Year goodies and spent a fun day interacting with each other and enjoying the festivities.

The following month, 31 of our elderly celebrated a prosperous year ahead with student volunteers from NUS Science Club. Besides a traditional lion dance, they had a great time participating in arts and crafts activities and playing their favourite bingo game. The event ended with a tossing of Yu Sheng for good luck and prosperity.

NUS (ALIVE) Project

29 May 2017

The annual NUS (ALIVE) Project bridges the gap between generations and brings young and old together. In 2017, 29 of our elderly were treated to a sumptuous lunch at NUS Campus with students from the NUS Science Club. Other than the delicious food, participants had an enjoyable time playing several games, chatting and interacting with the students.

Big Box Shopping Trip

8 July 2017

Everybody loves shopping and the elderly are no exception. A group of students from Pei Tong Primary School accompanied 17 elderly for a shopping trip at Big Box. The elderly were each given a shopping voucher and had a great time purchasing their daily essential needs.

Christmas Cards Water Colour and Ink Workshop

17 August 2017

In preparation for the upcoming Yuletide Season, CWA organised a Christmas Card Water Colour and Ink Workshop for nine elderly under the guidance of the instructors from Artz Graine. The participants channeled their inner creativity to create colourful and festive Christmas cards, which EMA used as their corporate festive cards.

BlackRock Christmas Party

14 December 2017

‘Twas the season to be jolly for 17 of our caregivers and elderly as they joined BlackRock staff for a special Christmas celebration. The Yuletide spirit was truly in the air as participants feasted, mingled and had a jolly good time exchanging gifts with one another before engaging in games and activities.

Visit to Gardens by the Bay

18 December 2017

Beautiful pavilions, wide open lawns, swaying palm trees and waist-high flowering shrubs welcomed the elderly on their visit to Gardens by the Bay. Organised by Fitness First, the activity saw 28 elderly touring the grounds, where they enjoyed breath taking views of the Garden and the Marina Bay waterfront promenade.

Welfare Support

Home Nursing Care

Healthcare is a priority at CWA. Our long-term goal to improve the quality of life for the elderly is supported by CWA's Registered Nurse and freelance homecare nurses, who visit our clients at home to perform basic nursing procedures such as wound management, tube changing and mental health assessment. CWA Registered Nurses also provide health education and caregiver training to family members as well as supervision of the CCGs delivering home personal care services.

Caregiver Support Programmes

Information and Referral

Caregivers new to their role are often unsure or unaware of the community resources that are available to them. That is why our CWA Information and Referral service provides caregivers and the general public with information on the community resources available for their needs and how they can tap on them. Depending on their requirements, we assist caregivers in finding the products and services they need including three-crank beds, walking frames, home therapy, financial assistance and more. Last year, CWA helped a total of 38 caregivers to discover community resources that meet their needs.

Case Management and Counselling

CWA supports the psychosocial needs of caregivers by providing case management and counselling services for the elderly and their caregivers, both online and in person. And in 2017, we helped 271 clients cope with their caregiving issues.

Besides addressing the psychological and emotional well-being of clients in need, we also provide caregivers with useful information, resources and coping skills needed to manage their caregiving role. This may include end-to-end care plans from CWA's allied health team.

Caregiver Support Group

Our Caregiver Support Groups are conducted by a qualified psycho-art therapist. Each session is focused on addressing an aspect of mental well-being, such as emotional or social well-being, and attendees are invited to share their personal struggles, thoughts and feelings.

Caregivers are then encouraged to portray their feelings through art. This also helps them to relieve stress. For maximum effect, each session has a small group of not more than 10 caregivers.

Testament of the success of our Caregiver Support Group, CWA doubled the attendance to benefit a total of 52 caregivers last year.

Caregivers' Week

3 to 9 November 2017

Last year, we held the second run of our highly successful Caregivers' Week. The event brought together 201 elderly and caregivers to enjoy a fun-filled week of activities and educational talks. More importantly, Caregivers' Week marked the official opening of our very first Caregivers' Sanctuary. With this new facility, we will be able to extend even greater support to caregivers and their loved ones. Special thanks to all our sponsors and supporters for making Caregivers' Week possible.

One Raffles Place Roadshow

24, 25, 27, 31 October & 2 November 2017

A prelude to the Caregivers' Week, CWA held a roadshow at One Raffles Place. We are grateful to OUB Centre Limited for sponsoring the venue.

At CWA, we are constantly seeking to raise awareness on the importance of caregivers in our community and highlight the challenges they face. With this in mind, we held a roadshow at One Raffles Place to share the stories of four caregivers and, at the same time, raise funds for our cause. Through these events, we hope to strengthen public support and appreciation for caregivers. To promote greater awareness of caregiving, CWA also had a mobile exhibition on the narratives of caregivers at Bukit Merah Library and NUH Main Building Lobby.

We also organised several other activities including the following:

a) **River Safari Outing**

3 November 2017

In anticipation of Caregivers' Week, BlackRock organised a special visit to the River Safari for the elderly and their caregivers. Participants had a fun time cruising on the relaxing river tour and spotting the animals in their natural habitats. In total, 28 individual members signed up for the outing.

b) **Mass Sh'Bam & Yoga Workout and Bingo Game**

4 November 2017

To kickoff Caregivers' Week, we organised a mass Sh'Bam and yoga workout at Hotel Jen. Led by trainers from Fitness First, 54 participants stretched their way through a fun 45 minutes of Sh'Bam and Yoga. This was followed by several rounds of bingo, where

winners walked away with attractive prizes. The event ended with some light refreshments for all. Our thanks to Fitness First for the sponsorship of the trainers.

c) Public Symposium & Workshops

5 November 2017

In keeping with the theme of Caregivers' Week, we conducted a public symposium and workshops on caregiving issues and dementia awareness. Eighty-six participants attended the Symposium.

Public Symposium - Programme highlights at a glance:

Topic	Speakers
Dementia: Helping You and Your Loved Ones Plan Ahead	Dr Tan Hong Yee, Psychiatrist
Management of Chronic Illness and Role of Caregivers	Dr Leong Choon Kit, Family Physician
Workshop 1: Mindfulness for Caregivers	Dr Choo Wei Chieh, Housecall Doctor and Mindfulness Teacher
Workshop 2: Stress Release Ideas for Caregivers	Ms Jeanette Chan, Art Therapist, ThruArts
Workshop 3: Reminiscence Therapy: How to Use Your Old Photos to Create Meaningful and Cognitive Stimulating Reminiscence Conversations	Ms Regina Phang, Principal Occupational Therapist, SG Rehab Pte Ltd

d) Soap Making Workshop

6 November 2017

Organised exclusively for our caregivers, this therapeutic workshop saw participants learning about the art of soap making. Under the direction of an instructor, the caregivers crafted beautiful cakes of soap before customising them with different scents and fragrances. In all, it was a relaxing and enriching session that gave 12 caregivers a welcome respite from their daily caregiving role.

e) Chinese Calligraphy Workshop

8 November 2017

Another activity that helps to relieve stress, the Chinese Calligraphy workshop saw 13 caregivers diligently putting brush to paper to create bold, beautiful strokes. Participants had a fun and insightful day learning about the rich history behind this ancient artform and exploring different calligraphy styles.

f) Candle Making Workshop

9 November 2017

The CWA spirit was burning bright at the Candle Making workshop where eight of our caregivers spent the day molding their very own candles. Participants had loads of fun interacting with each other while decorating their unique creations. The best part: everyone got to take home their candles.

g) Talk on Caring for the Caregivers of Seniors

9 November 2017 and 10 November 2017

CWA organised the above talks for the employees of Health Sciences Authority and Sentosa Development Corporation respectively. The talk covers the domains of care roles such as physical, healthcare, emotional, spiritual, finance and legal. A total of 55 employees attended the talk.

Opening of Caregivers' Sanctuary

21 November 2017



In CWA's 2016 Annual Report, we mapped out our plans for a new initiative, the Caregivers' Sanctuary. It was a proud day for CWA as we officially opened the doors of our first Caregivers' Sanctuary at the NUH Medical Centre. Gracing the event was Guest-of-Honour Mr Sim Gim Guan, Chief Executive Officer, National Council of Social Service, who was treated to a showcase some of the activities held at the Sanctuary.

The Sanctuary will be CWA's first offsite caregiving centre and it aims to provide holistic support and assistance to caregivers and families of patients at a location convenient to them.

Set up as a safe environment for caregivers to come together, the Sanctuary is a space for caregivers to share and learn from one another through support groups, engage in social activities, receive counselling and help in caring for their loved ones at home, as well as to learn about home personal care services to help ease their burden as caregivers.

Operating on the belief that caregiving should not be an overwhelming task, the Caregivers' Sanctuary aims to reduce the burden that many caregivers shoulder alone and provide them with assistance and respite from their daily challenges. The programmes and services provided for caregivers at the Sanctuary include:

- Caregiver Support Group, which provides a safe environment for caregivers to come together to share and learn from one another.
- Supportive Counselling and Case Management services for caregivers and their families.
- Social Engagement Activities where caregivers can engage in a variety of social cognitive activities.
- Home Personal Care, provided by trained community caregivers to homebound seniors who require home care to enable them to age gracefully in the community and help ease the caregivers' burden.

The official opening of the Sanctuary was well covered by the various Media.

Education and Awareness

CWA conducted the following talks and presentations, details of which follows:

Date	Activity	Organisation	No. of Participants
31/03/2017	Workshop and briefing on Eldersitter Programme	NUS Science Club Students	8
26/05 2017	Social gathering with Seniors	NUS Science Club Students	29
29/09/2017	Engagement with Seniors and Outreach	Ghim Moh Garden Resident Committee “Zone B”	40
23/11/2017	Introduction of CWA programmes and services	Change General Hospital MSW Department	50

Intergenerational Programmes

CWA regularly hosts events that encourage intergenerational interaction and create awareness on the importance of appreciating and supporting the elderly. With this in mind, we organised several such events last year with a number of institutions such as Anglo-Chinese School (Independent) and Hwa Chong Institution. Thanks to the efforts of these inspirational student volunteers, our elderly were able to participate in many fun-filled activities such as handicraft sessions, sing-alongs, games and high tea.

Fundraising Events

With strong support from the Tan Chin Tuan Foundation, institutions, corporate sponsors and individual donors, CWA is able to sustain our services to help improve the lives of the needy elderly and their caregivers. Always proactive in the pursuit of additional funds to support our many initiatives, we organised the following fundraising events in the year.

Joint Flag Day 2017

We held our second Joint Flag Day with the Malay Youth Literary Association (4PM) on 11 February 2017. A total of 780 student volunteers participated in this street collection. Our thanks to Gan Eng Seng School teachers and Dragon Scouts for helping us with the Flag Day logistics year after year.

Our appreciation also goes to St Theresa's Convent School for their consistent support in our Flag Day for the fourth consecutive year.

Recycle Fundraising Project

CWA continued to work in partnership with local recycling companies to collect old newspapers and clothing from residents in various HDB estates. The funds raised were channeled to the various services and programmes provided to the community.

Placement of Donation Box

We are grateful to the following corporations for allowing CWA to place our donation boxes at their premises:

- EatPlayLove Café
- Fitness First
- Real Yoga

Sentosa Recreation Club 2017 Bazaar

As part of our partnership with the Sentosa Recreation Club 2017 bazaar, CWA held an event that raised a substantial amount. Our deepest appreciation to the Sentosa Corporation Development for inviting CWA for this event.

Future Plans and Commitments

Expansion of Home Personal Care - Provisional Care Services (short term)

Caregiving touches almost every family and in very different ways – different health conditions and different situations. And caregivers play a crucial role in ensuring the well-being and quality of life of the elderly they look after. However, being a caregiver is not an easy responsibility and often filled with physical, mental and emotional tolls. That’s why our focus has always been on understanding family caregivers and what they need to know to do well in their role.

With this in mind, our aim is to provide caregivers in the community with the help and support they need by providing Provisional Care Services with extended hours and overnight care (our home personal care services to the clients are only provided during weekdays and during office hours) to ease their stress and burden. And at the same time, create an environment where caregivers can take a brief respite from their caregiving roles and enjoy peace of mind in knowing that the elderly are well taken care of.

The Provisional Care Services provides short-term (up to three weeks) homecare for the elderly to support them while their caregivers are not available.

The team assesses clients on an ongoing basis to ensure that the care package offered is flexible to their individual needs. Clients are then offered a planned, structured and responsive service, which includes both daytime and after-office hours, short sitting and overnight services, when required.

Objectives

This service provides interim home personal care support to the elderly so when their caregivers (domestic helpers) go for home leave, or family caregivers are not at home due to a vacation (respite) or work commitment, the family need not send the elderly to a respite care nursing home, which can be upsetting for their elderly loved ones.

Desired Outcomes

Through our Provisional Care Services, we hope to provide caregivers with an avenue where they can take a break from the stresses of their daily caregiving roles while minimising the impact on the care and general well-being of the elderly. In doing so, we maintain the quality of life for the elderly and, at the same time, empower and enhance the emotional and social well-being of caregivers.

Sharing Moments . . .

Elderly Wellness and Social Support



Lunar New Year Celebration

Volunteer with our senior at Gardens by the Bay



Caregi



Sharing



Tour of River Safari



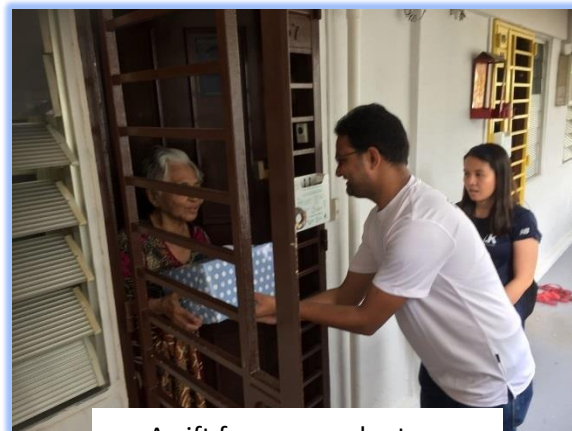
Christmas Celebration

Moments . . .

Welfare Support



Lunch at Pei Tong Primary School



A gift from our volunteer



Engaging the Seniors at RC



Let's Shop with students

Sharing Moments . . .

Education and Awareness



Talk on Caregiving



Workshop on Eldercare and Caregiving



School Outreach Programme



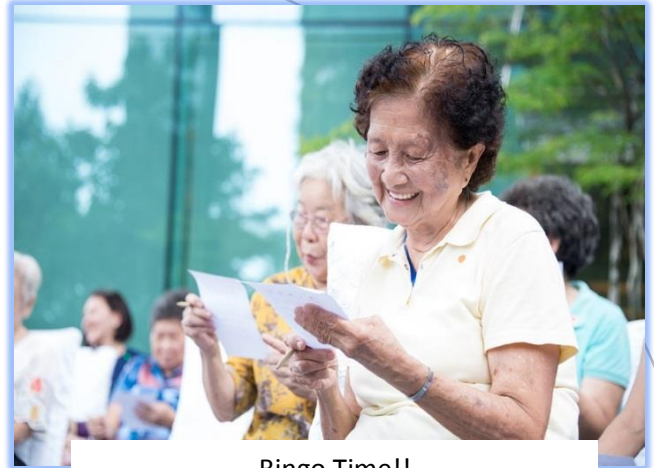
Exhibition on Caregiving

Sharing Moments . . .


CWA Caregivers' Week
Caring for caregivers



Mass Sh'Bam and Yoga Workout



Bingo Time!!



Public Symposium on
Seniors Mental Health and the
Caregiving Role



Dementia: Helping You and Your
Loved Ones Plan Ahead

Sharing Moments . . .



CWA Caregivers' Week
Caring for caregivers



Workshop 1: Mindfulness for Caregivers



Candle and Soap Making Workshop



Calligraphy: In Deep Concentration



Calligraphy: Masterpiece by our seniors

4 FRIDAY, NOVEMBER 3, 2017 **thenewpaper.**

news

Caregiving Welfare Association president Aw says a sense of duty stops caregivers from asking for help

Caregivers need to change mindset

ANG TIAN TIAN

In caring for their sick and elderly loved ones, many Singaporeans face untold pressures and challenges daily.

While they desperately need financial and counselling support, they do not ask for help because they feel it's their duty to care for family members and do not consider themselves caregivers.

If this mindset does not change, they will eventually suffer burnout, said Caregiving Welfare Association (CWA) president Kelvin Aw.

He told The New Paper that Singaporeans tend to associate the terms "caregiving" and "caregivers" with domestic helpers.

Mr Aw, 46, added that many caregivers do not seek help because of the Asian culture of filial piety.

To tackle the issue, CWA has organised Caregivers' Week, which starts today, to increase public awareness on caregiving with roadshows and activities islandwide.

On Nov 21, CWA will launch the first caregiver sanctuary in Singapore at One@KentRidge, where support groups, counselling, case management and therapeutic activities will be available.

In the National Health Survey (NHS) 2010, 221,300 Singapore residents aged between 18 and 69 were caregivers for friends or family members.

Madam Chua Hwang Kia, 73, who is among the 300 active members of CWA, is the primary caregiver for her youngest son, Mr Nee Lye Huat, a stroke victim.

Madam Chua, who has high blood pressure, high cholesterol and arthritis, often cries in frustration and struggles to communicate with her son, who can no longer speak.

She also faces financial difficulties as her son uses adult diapers and drinks milk from a feeding tube. These cost her \$300 a month.

She is grateful to CWA, which manages her case, counsels her and helps her apply for medical subsidies.

"Without the CWA, I wouldn't have been able to come so far on my caregiving journey," said Madam Chua.

angtt@sph.com.sg



TNP PHOTO: ANG TIAN TIAN

Sharing Moments . . .

Official Opening of CWA Caregivers' Sanctuary at NUH Medical Centre, One@KentRidge Road



Mr Sim (L) and Mr Aw (R): Ready to draw the curtain



The Sanctuary Declared Opened



A good handshake



Commemorative Plaque

Sharing Moments . . .

Official Opening of CWA Caregivers' Sanctuary at



Inside the Sanctuary



Conversation with CWA Board members



Handicraft Session at the Sanctuary

Official Opening of CWA Caregivers' Sanctuary at NUH Medical Centre, One@KentRidge Road

Media Coverage

The Straits Times – 21/11/2017



Caregi

Respite, support at NUH's new Caregivers' Sanctuary

Caregivers have a new place to get support and therapeutic help for their concerns and troubles.

The Caregivers' Sanctuary, which opened yesterday at the NUH Medical Centre, will give respite to those caring for loved ones at the National University Hospital at Kent Ridge.

Other caregivers and the elderly can also visit the centre, started by the Caregiving Welfare Association (CWA) and National University Health System.

Services and activities include a support group, counselling services, social



The new Caregivers Sanctuary is located at the National University Hospital. TNP PHOTO: MARK CHEONG

engagement activities, art and crafts therapeutic sessions and home personal care. It costs \$10 to join the support group and \$60 for an hour of counselling.

Ms Phang Jin Guat is someone who has benefited from joining the CWA support group at Ghim Moh, where CWA has a non-profit volunteering centre.

She was devastated when her mother died two years ago, fol-

lowed soon after by her younger sister. Ms Phang, 65, was her mother's caregiver and is now caring for her nephew.

"I was really tired and depressed after what happened.

"The CWA support group helped me so much, they comforted me and they knew how to support me. No one understands my position like they do." — THE STRAITS TIMES

Shin Min Daily News – 21/11/2017

爱心福利协会 设立‘看护者天地’

周自蕙 报道 chchew@sph.com.sg

爱心福利协会今天正式推出为看护者而设的“看护者天地”。

“看护者天地”（Caregivers' Sanctuary）是爱心福利协会（CWA）与西部区域医疗系统国大医学组织合作的项目，中心设在国大医院内，这将是协会第一个外设的看护中心，希望能在一个更方便的地点，为看护者和病患家属提供全面的支持与帮助。

爱心福利协会也将与国大医学组织旗下CareHub计划紧密合作。与此同时，国大医学组织也会与协会合作，希望培训一批社区看护者，能进

行基本的家居护理，如为病人清洁、协助如厕、搬移、提供心理社会互动及提醒他们吃药等。这批社区看护者将由国大医学组织培训认证，并由爱心福利协会聘用，支持CareHub计划照顾社区里的病患需要，让专业医护人员能把心思放在需要更多照料的病患身上。

“看护者天地”要扮演的一个主要角色，也正是帮助病患的家属与适合的社区看护者配对。

“看护者天地”周日早上9时到傍晚6时开放，看护者可拨电6734-2991询问详情，或于办公时间拨电6466-7957/7996联系爱心福利协会。

Official Opening of CWA Caregivers' Sanctuary at

Media Coverage

Lianhe Zaobao – 1/12/2017

福利中心为看护者提供活动纾解压力

平日在家忙于照顾老人和病患的看护者，日后将能到专属的服务中心参与活动并与其他看护者交流，纾解压力。

这个看护者福利中心设于新加坡国立大学医院医疗中心，日前正式开幕。福利中心是由爱心福利协会和新加坡国立大学医学组织合作开设。

中心将为看护者提供多种服务，包括辅导、主办活动，甚至是上门代为看护病人。

其中，中心的看护者援助小组活动每次收费20元，每次可以有约八人参加。活动上会有专人指导看护者进行疗愈活动，看护者也能借此和其他看护者接触，分享经历，相互扶持。

中心主办的社交活动则会有义工参与，与看护者一起制作手工艺品、玩音乐等。社交活动的收费为每次5元。

爱心福利协会主席胡威敬说：“有了足够的支持，在一线看护者才能更好地照顾家中亲人。”

除了到中心参与活动，看护者也能通过中心聘请受训的护理人员到家中代为看护家人。

这些护理人员都接受过国大医院长达六个星期



看护者福利中心将安排义工与看护者一起活动，例如义工陈秀华（紫衣者）和陈金英（红衣者）就计划教导看护者制作手工艺品。（陈来福摄）

的培训，其中两个星期为在院培训，另外四个星期则是随专业护理人员到病患家实地练习。

福利中心的开放时间是每星期一至星期五，早上9时至傍晚6时，有兴趣到中心参与活动的公众可以致电67342991了解更多详情。

Sharing Moments...

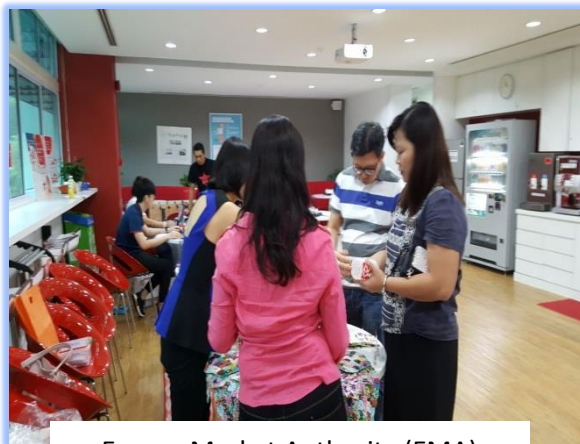
Fund Raising Activities



Tampines One



Our Volunteers



Energy Market Authority (EMA)



Sentosa Recreational Club



Sentosa Recreational Club



Signing up for Flag Day



cwa

Caring for the Silver Generation

Caregiving Welfare Association



cwa

Caregiving Welfare Association



Giving My Mother The Best I Have

I could never have imagined the challenges that confront caregivers who look after family members with ill health until my mother was diagnosed with terminal-stage breast cancer, and later, vascular dementia. Watching her battle cancer while slowly losing her memory has been the most excruciating experience for me so far.

When I first learnt from the doctor about my mother's prognosis, I was devastated and felt very lost.

Would I be able to juggle my day job along with a caregiving role? If I stop working, will I have the resources to sustain the family? What kind of support would a dementia patient need?

At that time, a lack of knowledge about dementia made me fearful of what the future would bring. Moreover, I knew I could not count on the rest of the family members for support. My relationship with my late dad was never close; we would get into heated arguments every time we met. My sister was unsympathetic to my feelings too. She even regarded my occasional meet-ups with friends at cafés as selfish indulgences that wasted the family's money. Regretfully, she failed to see that this was merely my way of getting respite and preventing myself from burning out. Moreover, my friends were the ones who would always treat me to the meals on these occasions.

I had to give up my job twice to look after my mother. Once, when she was receiving treatment for cancer and once more when she was diagnosed with early stage of dementia.

Now that I have to care for her full time, it would be unlikely that I can return to work. But I still hope to seek some part-time employment to contribute to the family expenses.





Giving My Mother The Best I Have

The journey of caregiving is both emotionally and psychologically draining. It is even worse when we have to grapple with limited finances and when our care recipient requires our constant close attention. I admit that there were countless times when I contemplated throwing in the towel. The struggles and frustrations often seemed too much to bear, even though my heart knows that I should look after my own parent.

Having witnessed my mother's suffering, I know that I have to press on and be there for her. I will never forget the words of a doctor who once attended to my mother at the Accident and Emergency Department: "As a man, never give up!". These words will always motivate me to be filial towards my mother and love her unconditionally.

Painful as it is, I brace myself for the eventuality that she would no longer be around. But rather than sending her to a nursing home – an option I can never bring myself to think about – I want to cherish the time that I can spend with her today and persevere on for her sake, without any regrets.

My caregiving experience has made me stronger; more patient and more sensitive towards my mother's needs. In fact, I am at peace despite the many unfortunate circumstances. Whatever happens, I want to learn to be cheerful and be grateful for the simple things in life.

One day, I hope to channel the valuable experiences I have gained from caregiving back to the community, perhaps by working as a professional caregiver. Just like how that doctor once motivated me, I want to be able to use my skills to impact and encourage others in need as well.



Financial Information

In 2017, we recorded a surplus of \$172,665, slightly higher than that of 2016, where a surplus of \$145,933 was recorded. The overall financial position remains stable and within the parameters that would be expected of a small charity.

We are committed to improving the quality of life for our elderly and their caregivers. We look forward to addressing new challenges through our fundraising efforts as well as with support from Foundations, local corporations, institutions and individual donors.

For year 2017, CWA's major project is the setting up of the Caregivers' Sanctuary at NUH Medical Centre. The costs incurred for the renovation and furniture fittings for the Sanctuary was \$50,376.

CWA Premises: CWA does not hold any property. The present premises at Blk 3 Ghim Moh Road #01-294 is a rental unit from Ulu Pandan CC.

Vehicle: CWA does not own a vehicle.

Paid Staff Annual Remuneration Exceeding \$100,000: None of the paid staff are receiving remuneration that exceed \$100,000, in the bands of \$100,000.

AUDITED STATEMENT OF ACCOUNTS

The Statement of Accounts for financial year ended 31 December 2017 is in the ensuing pages.

Caregiving Welfare Association

(Unique Entity Number: T04SS0073G)
(Registered under the Societies Act, Chapter 311 and Charities Act, Chapter 37)

**AUDITED FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017**

Caregiving Welfare Association
AUDITED FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

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Statement of Cash Flows	8
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Caregiving Welfare Association

**STATEMENT BY THE MANAGEMENT COMMITTEE
For the Financial Year Ended 31 December 2017**

In the opinion of the Management Committee,

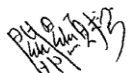
- (a) the financial statements of Caregiving Welfare Association (the “Association”) and the notes thereto are properly drawn up in accordance with the provisions of the Societies Act, Chapter 311 (the Societies Act), the Charities Act, Chapter 37 and other relevant regulations (the Charities Act and Regulations) and Financial Reporting Standards in Singapore (FRSs) so as to present fairly, in all material respects, the state of affairs of the Association as at 31 December 2017, and the results, changes in funds, and cash flows of the Association for the financial year ended on that date; and
- (b) at the date of this statement, there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

The Management Committee authorised the issue of these financial statements.

On behalf of the Management Committee



.....
Kelvin Aw
President



.....
Kuan Hing Leong
Hon. Treasurer

Singapore

Date: 10 MAY 2018



INDEPENDENT AUDITOR'S REPORT

To the Members of Caregiving Welfare Association

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Caregiving Welfare Association (the "Association"), which comprise the statement of financial position of the Association as at 31 December 2017, the statement of financial activities, statement of changes in funds, and statement of cash flows of the Association 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 provisions of 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 state of affairs of the Association as at 31 December 2017, and the results, changes in funds, and cash flows of the Association for the financial year ended on that date.

Basis for Opinion

We conducted our audit in accordance with Singapore Standards on Auditing (SSAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association 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 Matters

The financial statements of Caregiving Welfare Association for the previous financial year ended 31 December 2016 were audited by another firm of auditor who expressed an unmodified opinion on those statements on 11 May 2017.

Other Information

Management is responsible for the other information. The other information comprise the Statement by the Management Committee, but does not include 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.



INDEPENDENT AUDITOR'S REPORT

To the Members of Caregiving Welfare Association

Other Information (Cont'd)

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.

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

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

In preparing the financial statements, management is responsible for assessing the Association'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 Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association'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 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 Association's internal control.



INDEPENDENT AUDITOR'S REPORT

**To the Members of
Caregiving Welfare Association**

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

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management'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 Association'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 Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

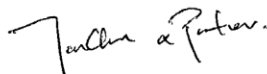
We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

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

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

- (a) the Association 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
- (b) the Association has not complied with the requirements of Regulation 15 of the Charities (Institutions of a Public Character) Regulations.



Tan, Chan & Partners
Public Accountants and
Chartered Accountants

Singapore

Date: 10 MAY 2018

Caregiving Welfare Association
STATEMENT OF FINANCIAL POSITION
As at 31 December 2017

	Note	2017 \$	2016 \$
ASSETS			
Non-current asset			
Plant and equipment	4	68,380	32,880
Current assets			
Other receivables	5	150,326	1,498
Prepayments		8,014	17,751
Cash and bank deposits	6	482,199	626,641
		<u>640,539</u>	<u>645,890</u>
Total assets		<u><u>708,919</u></u>	<u><u>678,770</u></u>
LIABILITIES AND FUNDS			
Non-current liabilities			
Deferred capital grant	7	13,885	17,856
Deferred income	8	-	147,774
		<u>13,885</u>	<u>165,630</u>
Current liabilities			
Deferred capital grant	7	8,449	8,439
Deferred income	8	-	17,016
Other payables	9	31,036	25,468
Provision	10	20,667	-
		<u>60,152</u>	<u>50,923</u>
Funds			
<u>Unrestricted Fund</u>			
General Fund		633,682	461,017
<u>Restricted Funds</u>			
Lee Foundation Fund	11	1,200	1,200
		<u>634,882</u>	<u>462,217</u>
Total liabilities and funds		<u><u>708,919</u></u>	<u><u>678,770</u></u>

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

Caregiving Welfare Association

STATEMENT OF FINANCIAL ACTIVITIES
For the Financial Year Ended 31 December 2017

Note	Unrestricted Funds		Restricted Funds		Total Funds		Unrestricted Funds		Restricted Funds		Total Funds	
	2017	\$	2017	\$	2017	\$	2016	\$	2016	\$	2016	\$
Income												
12	724,017		-		724,017		481,464		1,600		483,064	
13	22,985		-		22,985		8,812		-		8,812	
	747,002		-		747,002		490,276		1,600		491,876	
Less: Cost of generating funds												
14	421,685		-		421,685		237,222		1,216		238,438	
15	33,250		-		33,250		5,948		-		5,948	
	454,935		-		454,935		243,170		1,216		244,386	
16	119,402		-		119,402		101,557		-		101,557	
	172,665		-		172,665		145,549		384		145,933	
Surplus for the financial year, representing total comprehensive income for the financial year												

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

Caregiving Welfare Association
STATEMENT OF CHANGES IN FUNDS
For the Financial Year Ended 31 December 2017

	Unrestricted General Fund	Restricted		Total Funds
		Lee Foundation Fund	Wan Boo Sow Charity Fund	
	\$	\$	\$	\$
		(Note 11)		
As at 01 January 2016	315,468	-	816	316,284
Surplus/(Deficit) for the financial year, representing total comprehensive income/(loss) for the financial year	145,549	1,200	(816)	145,933
As at 31 December 2016	461,017	1,200	-	462,217
Surplus for the financial year, representing total comprehensive income for the financial year	172,665	-	-	172,665
As at 31 December 2017	633,682	1,200	-	634,882

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

Caregiving Welfare Association

STATEMENT OF CASH FLOWS
For the Financial Year Ended 31 December 2017

	Note	2017 \$	2016 \$
Operating activities			
Surplus for the financial year		172,665	145,933
<u>Adjustments for:</u>			
Amortisation of Care and Share Matching Grant	12	(235,457)	(47,159)
Amortisation of deferred capital			
Care and Share Matching Grant	12	(14,110)	(8,683)
Amortisation of ComChest Haze Fund	12	(190)	(180)
Amortisation of VCF Grant	12	(51)	(1,147)
Amortisation of President's Challenge 2014 Fund	12	(50,043)	(16,496)
Amortisation of President's Challenge 2015 Fund	12	(63,834)	(13,166)
Depreciation of plant and equipment	4	14,876	12,696
Disposal of plant and equipment	16	-	77
Interest income	12	(1,148)	(513)
Operating cash flows before working capital changes		(177,292)	71,362
<u>Changes in working capital:</u>			
Other receivables		(20,583)	(604)
Prepayments		9,737	(17,751)
Other payables		5,568	(14,130)
Provision		20,667	-
Net cash flows from operations		(161,903)	38,877
Interest received		1,103	513
Net cash flows (used in)/generated from operating activities		(160,800)	39,390
Investing activity			
Acquisition of plant and equipment	4	(50,376)	(18,478)
Net cash flow used in investing activity		(50,376)	(18,478)
Financing activities			
Receipt of Care and Share Matching Grant	8	66,734	123,918
Receipt of President's Challenge 2015 Fund		-	77,000
Net cash flows generated from financing activities		66,734	200,918
Net changes in cash and cash equivalents		(144,442)	221,830
Cash and cash equivalents at beginning of financial year		626,641	404,811
Cash and cash equivalents at end of financial year	6	482,199	626,641

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

Caregiving Welfare Association

**NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017**

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

1. GENERAL INFORMATION

Caregiving Welfare Association (the “Association”) is established and domiciled in Singapore. The Association is registered under the Societies Act, Chapter 311, the Charities Act, Chapter 37 and is an approved Institution of Public Character (IPC) from 01 August 2016 to 31 January 2019.

The registered office and principal place of operation of the Association is located at Blk 3, Ghim Moh Road, #01-294, Singapore 270003.

The objective of the Association are as follows:

- (a) To foster national and international caregiving activities with a focus on family, social and elderly in the community.
- (b) To formulate and develop training programmes and public education campaigns on services to the family, elderly in the community and caregivers.
- (c) To provide assistance, information and care to enhance the quality of healthcare and well-being of the elderly, caregivers, family members, helpers, friends and volunteers.
- (d) To foster group support among members and to facilitate mutual assistance on the practice of care and education for the community.
- (e) To raise awareness concerning the community interests and participation in the general healthcare of elderly sick and caregivers.
- (f) To create opportunities for the community and caregivers to be trained.
- (g) To render assistance to enable the elderly and their caregivers greater access to available community resources through information and referral services.
- (h) To provide short-term welfare assistance to the elderly sick, caregivers and families to cope in times of needs.
- (i) To build an environment/local network of support for the elderly and caregiving members.
- (j) To receive donations, endowments, subscriptions and legacies from donors.
- (k) The Association shall only carry out the above objects and activities in accordance with the prevailing laws in Singapore and with the prior written approval of the relevant authorities, where applicable. It shall also not engage in activities outside Singapore, which are not in accordance with the laws of the foreign country. In furtherance of the above objects, the Association may formulate and render assistance to the community at large.

The financial statements of the Association for the financial year ended 31 December 2017 were authorised for issue by the Management Committee on the date of the Statement by the Management Committee.

Caregiving Welfare Association
**NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017**
2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
2.1 Basis of preparation

The financial statements have been prepared in accordance with Financial Reporting Standards in Singapore (“FRSs”) under the historical cost convention, except as disclosed in the accounting policies below.

2.2 Changes in accounting policies

The accounting policies adopted are consistent with those of the previous financial year except that in the current financial year, the Association has adopted all the new and revised standards which are effective for annual financial periods beginning on or after 1 January 2017. The adoption of these new/revised standards and interpretations did not result in any substantial changes to the accounting policies of the Association or have any material effect on the financial performance or position of the Association.

2.3 New or revised accounting standards and interpretations

Certain new standards, amendments to standards and interpretations are issued but effective for annual financial periods beginning on or after 01 January 2018, and which the Association has not been early adopted in preparing these financial statements. None of these are expected to have a significant impact on the Association’s financial statements.

2.4 Presentation and functional currency

Items included in the financial statements of the Association are measured using the currency of the primary economic environment in which the entity operates (the “functional currency”). The financial statements of the Association are presented in Singapore dollar (“\$”) which is the Association’s functional currency.

2.5 Plant and equipment

All items of plant and equipment are initially recorded at cost. Subsequent to initial recognition, plant and equipment are measured at cost less accumulated depreciation and any accumulated impairment losses. The cost of plant and equipment comprises its purchase price and any directly attributable costs of bringing the asset to working condition for its intended use.

Depreciation is computed on a straight-line method over the estimated useful lives of the assets as follows:

	<u>Estimated useful lives</u>
Computer equipment	3 years
Furniture and fittings	5 years
Office equipment	5 years
Renovation	3-5 years

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

2.5 Plant and equipment (cont'd)

The carrying values of plant and equipment are reviewed for impairment when events or changes in circumstances indicate that the carrying value may not be recoverable.

The residual value, estimated useful lives and depreciation method are reviewed at each reporting period and adjusted prospectively, if appropriate.

An item of plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising from derecognition of the assets is included in statement of financial activities in the period that the assets are derecognised.

2.6 Impairment of non-financial assets

The Association assesses at each reporting date whether there is an indication that an asset may be impaired. If any such indication exists, or when annual impairment assessment for an asset is required, the Association makes an estimate of the asset's recoverable amount.

An asset's recoverable amount is the higher of an asset's or cash-generating unit's fair value less costs to sell and its value in use and is determined for an individual asset, unless the asset does not generate cash inflows that are largely independent of those from other assets. In assessing value in use, the estimated future cash flows expected to be generated by the asset are discounted to their present value. Where the carrying amount of an asset exceeds its recoverable amount, the asset is considered impaired and written down to its recoverable amount.

Impairment losses are recognised in statement of financial activities.

A previously recognised impairment loss is reversed only if there has been a change in the estimates used to determine the asset's recoverable amount since the last impairment loss was recognised. If that is the case, the carrying amount of the asset is increased to its recoverable amount. That increase cannot exceed the carrying amount that would have been determined, net of depreciation, had no impairment loss be recognised previously. Such reversal is recognised in statement of financial activities.

2.7 Financial assets

Initial recognition and measurement

Financial assets are recognised when, and only when, the Association becomes a party to the contractual provisions of the financial instrument. The Association determines the classification of its financial assets at initial recognition.

When financial assets are recognised initially, they are measured at fair value, plus, in the case of financial assets not at fair value through profit or loss, directly attributable transaction costs.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

2.7 Financial assets (cont'd)

Subsequent measurement

Loans and receivables

Non-derivative assets with fixed or determinable payments that are not quoted in an active market are classified as loans and receivables. Subsequent to initial recognition, loans and receivables are measured at amortised cost using the effective interest method, less impairment. Gains and losses are recognised in statement of financial activities when the loans and receivables are derecognised or impaired, and through the amortisation process.

2.8 Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, cash at bank and fixed deposits that are subject to an insignificant risk of changes in value. The carrying amounts of these assets approximate their fair value.

2.9 Impairment of financial assets

The Association assesses at each reporting date whether there is any objective evidence that a financial asset is impaired.

Financial assets carried at amortised cost

The Association first assesses whether objective evidence of impairment exists individually for financial assets that are individually significant, or collectively for financial assets that are not individually significant. If the Association determines that no objective evidence of impairment exists for an individually assessed financial asset, whether significant or not, it includes the asset in a group of financial assets with similar credit risk characteristics and collectively assesses them for impairment.

If there is objective evidence that an impairment loss has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows discounted at the financial asset's original effective interest rate. If a loan has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate. The carrying amount of the asset is reduced through the use of an allowance account. The impairment loss is recognised in statement of financial activities.

When the asset becomes uncollectible, the carrying amount of impaired financial asset is reduced directly or if an amount was charged to the allowance account, the amounts charged to the allowance account are written off against the carrying value of the financial asset.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

2.9 Impairment of financial assets (cont'd)

If in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed to the extent that the carrying amount of the asset does not exceed its amortised cost at the reversal date. The amount of reversal is recognised in statement of financial activities.

2.10 Financial liabilities

Initial recognition and measurement

Financial liabilities are recognised when, and only when, the Association becomes a party to the contractual provisions of the financial instrument. The Association determines the classification of its financial liabilities at initial recognition.

All financial liabilities are recognised initially at fair value, plus, in the case of financial liabilities not at fair value through profit or loss, directly attributable transaction costs.

Subsequent measurement

Financial liabilities carried at amortised cost

After initial recognition, financial liabilities that are not carried at fair value through profit or loss are subsequently measured at amortised cost using the effective interest method. Gains and losses are recognised in statement of financial activities when the liabilities are derecognised, and through the amortisation process.

De-recognition

A financial liability is de-recognised when the obligation under the liability is discharged or cancelled or expires. When an existing financial liability is replaced by another from the same lender on substantially different terms, or the terms of an existing liability are substantially modified, such an exchange or modification is treated as a de-recognition of the original liability and the recognition of a new liability, and the difference in the respective carrying amounts is recognised in statement of financial activities.

2.11 Provisions

Provisions are recognised when the Association has a present obligation (legal or constructive) as a result of a past event, it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and the amount of the obligation can be estimated reliably.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

2.11 Provisions (cont'd)

Provisions are reviewed at each reporting date and adjusted to reflect the current best estimate. If it is no longer probable that an outflow of economic resources will be required to settle the obligation, the provision is reversed. If the effect of the time value of money is material, provisions are discounted using a current pre-tax rate that reflects, where appropriate, the risks specific to the liability. When discounting is used, the increase in the provision due to the passage of time is recognised as a finance cost.

2.12 Income recognition

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the Association, the revenue can be reliably measure, and the following specific recognition criteria must also be met before revenue is recognised:

Donations and membership fees

Voluntary income consists of donations and membership fees which are recognised upon receipt.

Home care services and street sales

Home care services and street sales are recognised upon rendering of services provided and delivery of goods which are usually coincides with the acceptance of the customers.

Government grants and performance fee subsidy

Government grants and performance fee subsidy are recognised when terms and conditions are met.

Fund-raising income

Fund-raising income consist of flag day and recycle fund-raising which are recognised upon receipt and upon disposal of collected recyclable items respectively.

Interest income

Interest income is recognise on accrual basis using effective interest method.

Other income

Other income are recognise upon receipt.

2.13 Taxation

The Association which is registered as a Charity under the Charities Act is exempted from income tax under Section 13(1)(zm) of the Income Tax Act.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

2.14 Operating leases

As a lessee

Leases where substantially all of the risks and rewards incidental to the ownership are retained by the lessors are classified as operating leases. Payments made under operating leases (net of incentives received from the lessors) are recognised in statement of financial activities on a straight-line basis over the period of the lease term.

Contingent rents are recognised as expense in statement of financial activities when incurred.

2.15 Employee benefits

Defined contribution plan

The Association makes contributions to the Central Provident Fund in Singapore. Contributions to the defined contribution plan are recognised as an expense in the period in which the related service is performed.

Short-term benefits

All short-term benefits including accumulating compensated absences are recognised in statement of financial activities in the period in which the employees rendered their services to the Association.

2.16 Contingencies

A contingent liability is:

- (a) a possible obligation that arises from past events whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Association; or
- (b) a present obligation that arises from past events but is not recognised because:
 - (i) it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation; or
 - (ii) the amount of the obligation cannot be measured within sufficient reliability.

A contingent asset is a possible asset that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Association.

Contingent liabilities and assets are not recognised on the statement of financial position of the Association.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

3. SIGNIFICANT ACCOUNTING JUDGEMENTS, ESTIMATES AND ASSUMPTIONS

The preparation of the Association's financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts of the revenues, expenses, assets and liabilities, and the disclosure of contingent liabilities at the end of reporting period. Uncertainty about these assumptions and estimates could result in outcomes that could require a material adjustment to the carrying amount of the asset or liability affected in the future periods.

Management is of the opinion that there is no significant judgement made in applying accounting policies, and no estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial period.

4. PLANT AND EQUIPMENT

	Computer equipment	Furniture & fittings	Office equipment	Renovation	Total
	\$	\$	\$	\$	\$
<u>Cost</u>					
As at 01 January 2016	11,108	19,693	19,467	36,336	86,604
Additions	6,558	1,738	8,678	1,504	18,478
Disposals	-	-	(774)	-	(774)
As at 31 December 2016	17,666	21,431	27,371	37,840	104,308
Additions	1,799	1,024	9,835	37,718	50,376
As at 31 December 2017	19,465	22,455	37,206	75,558	154,684
<u>Accumulated depreciation</u>					
As at 01 January 2016	8,921	10,350	16,871	23,287	59,429
Depreciation	14/16 3,829	2,883	2,421	3,563	12,696
Disposals	-	-	(697)	-	(697)
As at 31 December 2016	12,750	13,233	18,595	26,850	71,428
Depreciation	14/16 3,330	2,791	3,220	5,535	14,876
As at 31 December 2017	16,080	16,024	21,815	32,385	86,304
<u>Net carrying amount</u>					
As at 31 December 2017	3,385	6,431	15,391	43,173	68,380
As at 31 December 2016	4,916	8,198	8,776	10,990	32,880

Caregiving Welfare Association
NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

5. OTHER RECEIVABLES

	Note	2017 \$	2016 \$
Deposits		7,055	1,450
Interest receivables		45	48
Sundry debtors		15,026	-
Grant receivable	8	128,200	-
		150,326	1,498

6. CASH AND BANK DEPOSITS

	2017 \$	2016 \$
Cash on hand	4,049	1,000
Cash at bank	174,901	423,426
Fixed deposits	303,249	202,215
	482,199	626,641

Cash at banks earns interest at prevailing bank interest rate.

Fixed deposits are placed at a tenure of 3 to 12 months (2016: 3 to 6 months) and bear interest ranging from 0.35% to 0.60% (2016: 0.35% to 0.40%) per annum.

7. DEFERRED CAPITAL GRANT

	2017 \$	2016 \$
ComChest Haze fund ☺	451	539
VCF grant ☺	102	153
Care and share matching grant ☺	21,781	25,603
	22,334	26,295

Deferred capital grant represented by

Current:

- ComChest Haze fund	190	180
- VCF grant	51	51
- Care and share matching grant	8,208	8,208
	8,449	8,439

Caregiving Welfare Association
NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

7. DEFERRED CAPITAL GRANT (Cont'd)

	2017	2016
	\$	\$
Non-current:		
- ComChest Haze fund	261	359
- VCF grant	51	102
- Care and share matching grant	<u>13,573</u>	<u>17,395</u>
	<u>13,885</u>	<u>17,856</u>
	<u>22,334</u>	<u>26,295</u>

Ⓔ The ComChest Haze Fund is a one-time grant received from National Council of Social Service for the purpose of putting in place measures to deal with the haze situation.

Movement of ComChest Haze fund during the financial year

	Note	2017	2016
		\$	\$
At beginning of the financial year		539	719
Addition	8	102	-
Amortisation	12	<u>(190)</u>	<u>(180)</u>
At end of the financial year		<u>451</u>	<u>539</u>

Ⓕ VWOs-Charities Capability Fund (“VCF”) is a technology grant provided to Charities and IPCs. The Association has been granted a fund for the purchase of laptop and printer.

Movement of VCF capital grant during the financial year

	Note	2017	2016
		\$	\$
At beginning of the financial year		153	-
Addition		-	1,300
Amortisation	12	<u>(51)</u>	<u>(1,147)</u>
At end of the financial year		<u>102</u>	<u>153</u>

Ⓖ The Care & Share Matching grant is a dollar-for-dollar donation provided by the government to encourage donation and to develop social service related voluntary welfare organization (“VWOs”) and their programmes to better serve beneficiaries. The matching grant can be used for capability building, capacity building, new initiatives/expansion of existing services and critical existing needs.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

7. DEFERRED CAPITAL GRANT (Cont'd)

Movement of Care & Share Matching capital grant during the financial year

	Note	2017 \$	2016 \$
At beginning of the financial year		25,603	22,285
Addition	8	10,288	12,001
Amortisation	12	(14,110)	(8,683)
At end of the financial year		<u>21,781</u>	<u>25,603</u>

8. DEFERRED INCOME

	2017 \$	2016 \$
Care and share matching grant	-	50,812
ComChest Haze fund	-	102
President Challenge 2014 fund	-	50,042
President Challenge 2015 fund	-	63,834
	<u>-</u>	<u>164,790</u>

Movement during the financial year

	Note	2017 \$	2016 \$
At beginning of the financial year		164,790	79,372
Grant received		66,734	200,918
Grant used to purchase fixed assets	7	(10,390)	(12,001)
Utilisation		(349,334)	(103,499)
Grant receivable during the year	5	128,200	-
At end of the financial year		<u>-</u>	<u>164,790</u>

	2017 \$	2016 \$
<u>Deferred grant represented by</u>		
Current:		
- Care and share matching grant	-	-
- ComChest Haze fund	-	-
- President Challenge 2014 fund	-	17,016
- President Challenge 2015 fund	-	-
	<u>-</u>	<u>17,016</u>

Caregiving Welfare Association
NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

8. DEFERRED INCOME (Cont'd)

	2017	2016
	\$	\$
Non-current:		
- Care and share matching grant	-	50,812
- ComChest Haze fund	-	102
- President Challenge 2014 fund	-	33,026
- President Challenge 2015 fund	-	63,834
	-	147,774
	-	164,790

9. OTHER PAYABLES

	2017	2016
	\$	\$
Accrued expenses	30,737	25,326
Fees received in advance	132	92
Sundry creditors	167	50
	31,036	25,468

10. PROVISION

	2017	2016
	\$	\$
Provision for unutilised leave	20,667	-

11. LEE FOUNDATION FUND

This is Lee Foundation's financial assistance to Mr. Lee Song Lee to supplement his medication expenses at \$400 every three months for a period of one year.

Movement during the financial year

	2017	2016
	\$	\$
At beginning of the financial year	1,200	-
Receipts	-	1,600
Disbursement	-	(400)
At end of the financial year	1,200	1,200

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

12. INCOME FROM GENERATED FUNDS

	Note	Unrestricted	Restricted	Total funds	Total funds
		General fund	Lee Foundation Fund		
		2017	2017	2017	2016
		\$	\$	\$	\$
<u>Voluntary income</u>					
Tax deductible donations		125,315	-	125,315	108,039
Non-tax deductible donation		27,485	-	27,485	22,093
Donations		-	-	-	1,600
Membership dues		1,012	-	1,012	690
<u>Activities for generated funds</u>					
Home care services		8,279	-	8,279	-
Street sales		4,568	-	4,568	1,301
<u>Income from charitable activities</u>					
Mind-able programme		3,097	-	3,097	-
Caregiver's week		1,683	-	1,683	-
Amortisation of Care and Share Matching Grant		235,457	-	235,457	47,159
Amortisation of Deferred capital Care and Share Matching Grant	7	14,110	-	14,110	8,683
Amortisation of ComChest Haze Fund	7	190	-	190	180
Amortisation of VCF Grant	7	51	-	51	1,147
Amortisation of President's Challenge 2014 Fund		50,043	-	50,043	16,496
Amortisation of President's Challenge 2015 Fund		63,834	-	63,834	13,166
Care at home innovation grant		30,742	-	30,742	-
Caregiver support programme		70	-	70	110
Community caregiver		270	-	270	-
MOE SG50 Giving Fund		800	-	800	5,000
NCSS-Singtel sponsorship scheme		660	-	660	660
Programme fees		-	-	-	1,091
WDA trading allowance		-	-	-	3,500
<u>Fund-raising activities</u>					
Flag day		50,644	-	50,644	69,315
Recycle fund-raising		104,559	-	104,559	70,841
Movie screening		-	-	-	1,180
Who Hup Charity dinner		-	-	-	110,300
<u>Investment income</u>					
Interest income		1,148	-	1,148	513
		724,017	-	724,017	483,064

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

13. OTHER INCOME

	Unrestricted	Restricted	Total funds	Total funds
	General fund	Lee Foundation Fund		
	2017	2017	2017	2016
	\$	\$	\$	\$
Miscellaneous	15,049	-	15,049	617
Special/Temporary employment credit	1,913	-	1,913	2,758
Wage credit scheme	6,023	-	6,023	5,437
	<u>22,985</u>	<u>-</u>	<u>22,985</u>	<u>8,812</u>

14. COST OF GENERATING VOLUNTARY INCOME

	Note	Unrestricted	Restricted	Total funds	Total funds
		General Fund	Lee Foundation Fund		
		2017	2017	2017	2016
		\$	\$	\$	\$
Caregiver programme		3,802	-	3,802	6,237
Caregiver's week		48,158	-	48,158	49,318
Caregiver's sanctuary		4,641	-	4,641	-
Conference expenses		-	-	-	510
Community caregiver		10,922	-	10,922	-
Books and periodicals		42	-	42	-
Day Centre office expenses		1,024	-	1,024	1,147
Day Centre activities expenses		485	-	485	-
Depreciation of					
plant and equipment	4	8,326	-	8,326	6,446
Education		2,367	-	2,367	645
Home service expenses		1,279	-	1,279	-
Mind-able expenses		35,266	-	35,266	-
Medical expenses		1,214	-	1,214	1,709
Marketing expenses		1,637	-	1,637	6,434
Outreach programme		12	-	12	1,114
Printing and stationery		2,047	-	2,047	2,161
Repair and maintenance		1,610	-	1,610	922
Recruitment		-	-	-	542
Salaries and CPF		296,843	-	296,843	157,436
Telecommunication		1,916	-	1,916	1,191
Utilities		-	-	-	2,520
Volunteer programme		33	-	33	-
Staff welfare		61	-	61	106
		<u>421,685</u>	<u>-</u>	<u>421,685</u>	<u>238,438</u>

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

15. COST OF CHARITABLE ACTIVITIES

	Unrestricted	Restricted	Total funds	Total funds
	General Fund	Lee Foundation Fund		
	2017	2017	2017	2016
	\$	\$	\$	\$
Fund-raising expenses	33,250	-	33,250	5,232
Movie screening	-	-	-	716
	<u>33,250</u>	<u>-</u>	<u>33,250</u>	<u>5,948</u>

16. GOVERNANCE AND ADMINISTRATIVE COSTS

	Note	Unrestricted	Restricted	Total funds	Total funds
		General Fund	Lee Foundation Fund		
		2017	2017	2017	2016
		\$	\$	\$	\$
Audit fee		3,300	-	3,300	1,200
Accounting fee		9,903	-	9,903	13,932
Bank charges		234	-	234	256
Depreciation of plant and equipment	4	6,550	-	6,550	6,250
Disposal of plant and equipment		-	-	-	77
General expenses		518	-	518	8,050
Insurance		1,970	-	1,970	1,284
Postages		365	-	365	286
Printing and stationery		2,172	-	2,172	926
Recruitment		1,109	-	1,109	232
Refreshment		405	-	405	-
Salaries and other related charges		92,235	-	92,235	67,473
Telecommunication		-	-	-	511
Transport and travelling		641	-	641	-
Utilities		-	-	-	1,080
		<u>119,402</u>	<u>-</u>	<u>119,402</u>	<u>101,557</u>

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

17. TAXATION

The Association which is registered as a Charity under the Charities Act is exempted from income tax under Section 13(1)(zm) of the Income Tax Act.

18. OPERATING LEASE COMMITMENTS

When the Association is a lessee

The Association leases sanctuary for caregiver's use from non-related party under non-cancellable operating lease agreements. The lease is for a period of 3 years term with renewal option and no restrictions placed.

The future aggregate minimum rental payables under non-cancellable operating leases contracted for at the reporting date but not recognised as payables are as follows:

	2017 \$	2016 \$
Within one year	8,022	-
Between two and three years	14,706	-
	<u>22,728</u>	<u>-</u>

The rental expense incurred during the financial year is \$1,359 (2016: \$Nil) which was included under caregiver's sanctuary.

19. FUND-RAISING

30/70 Fund-raising Efficiency Ratio

	Note	2017 \$	2016 \$
Income from fund-raising event	12	<u>155,203</u>	<u>251,636</u>
Cost of fund-raising event	15	33,250	5,948
Less: Certification fees		<u>3,157</u>	<u>-</u>
		<u>30,093</u>	<u>5,948</u>
Fund-raising efficiency ratio		<u>19.39%</u>	<u>2.36%</u>

The fund-raising efficiency ratio has been computed as $(E+S)/(R+S)$, where **E** refers to the total expenses relating to fund-raising; **R** refers to the total gross receipts from fund-raising, other than receipts from sponsorships; and **S** refers to the total cost or value of sponsored goods and services relating to fund-raising.

Caregiving Welfare Association

**NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017**

20. FUND MANAGEMENT

The primary objective of the Association's fund management is to ensure that the funding from members, public, and other sources are properly managed and used to support its operations.

The Association manages its fund structure and makes adjustments to it, in light of changes in economic conditions. No changes were made in the objectives, policies or processes during the financial years ended 31 December 2017 and 2016 respectively.

The Association is not subjected to externally imposed capital requirements.

21. FINANCIAL RISK MANAGEMENT AND FAIR VALUE

21.1 Financial risk management

The Association is exposed to financial risks arising from its operations and use of financial instruments. The key financial risks include liquidity risk. The management committee reviews and agrees on policies and procedures for the management of this risk, which are executed by management. It is, and has been, throughout the current and previous financial year, the Association's policy that no trading in derivatives for speculative purposes shall be undertaken. There has been no significant change to the Association's exposure arising from this financial risk or the manner in which it manages and measures this risk.

Liquidity risk

Liquidity risk is the risk that the Association may encounter difficulties to settle or meet its financial obligations due to shortage of available funds. The Association's objective is to maintain sufficient level of cash and cash equivalents, and internally generated cash flows to finance its activities. The Association actively manages its debt maturity profile, operating cash flows and availability of funding so as to ensure that all repayment and funding needs are met.

All financial liabilities in the statement of financial position are repayable within one year from the reporting date.

21.2 Fair value of financial assets and financial liabilities

The carrying amounts of other receivables (Note 5), cash and bank deposits (Note 6) and other payables (Note 9, excluding fees received in advance) are assumed to approximate their respective fair values due to the relatively short-term maturity of these financial instruments.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2017

21. FINANCIAL RISK MANAGEMENT AND FAIR VALUE (Cont'd)

21.3 Financial instruments by categories

The following table sets out the financial instruments as at the end of the reporting period is as follows:

	Note	2017 \$	2016 \$
<u>Financial assets</u>			
Other receivables	5	150,326	1,498
Cash and bank deposits	6	482,199	626,641
Total loans and receivables carried at amortised cost		632,525	628,139
<u>Financial liabilities</u>			
Other payables	9	31,036	25,468
Less: Fees received in advance	9	(132)	(92)
Total financial liabilities carried at amortised cost		30,904	25,376

In Appreciation . . .
Caregiving Welfare Association
would like to acknowledge and
thank each and everyone
who has supported our work
and made our mission possible.

