

# ANNUAL REPORT 2020



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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 16th Annual General Meeting held on 27 July 2020.

Name	Position	Occupation	Appointment Date
Dr Tan Hong Yee	<ul style="list-style-type: none"> <li>President</li> <li>Committee Member</li> </ul>	Doctor (Psychiatrist)	21/05/2019 – 27/07/2020 15/05/2018 – 21/05/2019
Mr Kelvin Aw	<ul style="list-style-type: none"> <li>Vice President</li> <li>President</li> <li>Vice President</li> </ul>	Lawyer	21/05/2019 – 27/07/2020 12/05/2015 – 21/05/2019 16/05/2013 – 12/05/2015
Mr Tan Wei Liang	<ul style="list-style-type: none"> <li>Hon Secretary</li> <li>Committee Member</li> <li>Hon Secretary</li> <li>Committee Member</li> </ul>	APAC Head of Derivatives Operations	16/05/2017 – 27/07/2020 10/05/2016 – 16/05/2017 10/05/2012 – 10/05/2016 19/05/2011 – 10/05/2012
Mr Tan Hiap Hong	<ul style="list-style-type: none"> <li>Asst Hon Secretary</li> </ul>	Senior Technology Manager	27/07/2020 -
Mr Law Teck Chong	<ul style="list-style-type: none"> <li>Committee Member</li> <li>Asst Hon Secretary</li> <li>Committee Member</li> <li>Hon Secretary</li> <li>Committee Member</li> <li>Asst Hon Secretary</li> <li>Hon Secretary</li> <li>Asst Hon Treasurer</li> </ul>	Agency Manager	27/07/2020 - 21/05/2019 – 27/07/2020 16/05/2017 – 21/05/2019 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 Kuan Hing Leong	<ul style="list-style-type: none"> <li>Hon Treasurer</li> <li>Asst Hon Treasurer</li> <li>Hon Treasurer</li> </ul>	Financial Planning and Analysis Manager	16/05/2017 – 27/07/2020 16/05/2013 – 16/05/2017 14/05/2009 – 16/05/2013
Mr Jaryl Goh	<ul style="list-style-type: none"> <li>Asst Hon Treasurer</li> <li>Committee Member</li> </ul>	Finance	16/05/2017 – 27/07/2020 16/05/2013 – 16/05/2017
Dr Daniel Tan	<ul style="list-style-type: none"> <li>Committee Member</li> <li>Vice-President</li> <li>President</li> </ul>	Doctor	21/05/2019 – 27/07/2020 20/05/2015 – 21/05/2019 19/05/2011 – 20/05/2015
Mr Derek Tay	<ul style="list-style-type: none"> <li>Committee Member</li> <li>Hon Treasurer</li> <li>Asst Hon Treasurer</li> <li>Hon Treasurer</li> </ul>	Regional Business Controller	16/05/2017 – 27/07/2020 16/05/2013 – 16/05/2017 14/05/2009 – 16/05/2013 12/05/2005 – 14/05/2009

Banker	Auditor	Legal Adviser
DBS Bank Ltd	Tan, Chan & Partners	Kishan & V Suria Partnership

The Board members who have served more than 10 consecutive years are passionate towards CWA's cause. Acting as a mentor to other Board members, they have shared their guidance and experience.

They are true assets and CWA is glad to have them on the Board. The Board will continue to look for new people with varying backgrounds and expertise who are suitable to join the Board.

## Board Meeting Attendance

During the year, there were 5 Board meetings held and the attendance is as follows:

Board Members	Attendance
Dr Tan Hong Yee	5/5
Mr Kelvin Aw	4/5
Mr Tan Wei Liang	5/5
Mr Tan Hiap Hong	4/5
Mr Kwang Hing Leong	3/5
Mr Jaryl Goh	4/5
Dr Danial Tan	0/5
Mr Derek Tay	5/5
Mr Law Teck Chong	2/5
Dr Tan Jit Seng (co-opted)	5/5
Mr Thong Kok Wing (co-opted)	2/5

The Caregiving Welfare Association (CWA) was established with the mission to improve the quality of life of the elderly through the provision of dependable direct services, and by nurturing a generation of responsible and knowledgeable caregivers.

In light of the increasingly ageing population, CWA is expanding its scope and emphasis on direct eldercare services to help seniors age better, while continuing to focus on providing support to caregivers.

CWA is a non-profit Social Service Agency (SSA) registered with Registry of Societies, an Institute of Public Character (IPC) by Ministry of Social and Family Development (MSF) and a full Member of the National Council of Social Service.

We envision the Organisation to be a leading agency in providing quality caregiving for the elderly through services that enable more seniors to maintain their independence.

We depend on public contributions and support to fuel our efforts to provide timely assistance to the elderly, while also offering various services to caregivers.

These services include *Elderly Wellness and Social Support*, *Welfare Support* and *Education & Awareness*.

It is only with societal support and awareness that the load of caregivers can be lightened so that many more elderly are able to lead meaningful and quality lives in the community.

## Vision

CWA envisions being a leading agency in caregiving for the elderly through services that enable more elders to maintain their independence.

## Mission

To improve the quality of life of the elderly through dependable direct care services, and to inculcate a generation of responsible and knowledgeable caregivers.

## Philosophy

Seniors should be able to live life to the fullest and enjoy an optimum quality of life.

## Objectives

To co-ordinate the provision of community-based support services enabling the elderly and their caregivers to lead meaningful and quality lives.

# Policies

## Finance & Funding

CWA is a self-funded Voluntary Welfare Organisation depending mainly on the community for support and funding (including government grants). 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 of 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.

## Whistle-blowing Policy

CWA has in place a whistle-blowing policy to provide an avenue for employees and others to make good faith reports of suspected fraud, misappropriation, corruption, or health and safety concerns or other matters within the charity.

# President's Report

## A Year Under COVID-19

The past year has been a challenging one for the Caregiving Welfare Association (CWA). The spread of the COVID-19 pandemic caused a massive shift in the economy and changed the way organisations around the world operate. The economic downturn, combined with safe-distancing measures, resulted in many businesses struggling to stay afloat. CWA, too, was among those that were affected and our team had to adjust to working from home and conducting meetings virtually. The decline of the economy also meant limited funding, and this impacted our fundraising activities. That said, we are extremely grateful to our corporate sponsors and well-wishers for their continued support even in these trying times.

In keeping with the Ministry of Health's (MOH) advisories, we also suspended all our centre-based programmes and activities, except for our Home Personal Care service, which is critical to our homebound seniors who require long-term home care. In doing so, we ensured that our seniors received the support and assistance they need in their Activities of Daily Living (ADLs). Other than that, our new initiative, the Community Outreach Programme that was supposed to be launched in 2020 (as mentioned in our Annual Report 2019) was also put on hold, but we hope to resume it in 2021. Placing the safety of both CWA's healthcare workers and our seniors as a top priority, we put in strict safety measurements as per the MOH's advisories and guidelines to ensure the overall health of all involved.

Despite the challenges and suspension of all our programmes and activities, we remained committed to our mission. During this period, the Allied Team telecommuted with our seniors and caregivers to check on their well-being and to ensure that they were coping well under the COVID-19 situation.

With Circuit Breaker Phase 2 announced, CWA progressively resumed some of our programmes and activities, including the monthly distribution of food provisions to the needy seniors. The first Art Therapy Caregiver Support Group also resumed from November, with three participants physically attending the session at CWA HQ. The second Art Therapy Caregiver Support Group was conducted in December with both physical and online participants. In addition, EMA volunteers hosted the "Tech-Up For Seniors" training sessions where they taught our seniors the various uses of common smartphone apps (TraceTogether, SingPass, QR code, etc.) through Zoom meetings in December 2020.

Given the challenging start to the year, we are pleased to announce that we were able to organise our annual Caregivers' Week 2020 in November, albeit with a twist. The theme for the year was "An Empowering Journey in Caregiving". As a prelude to Caregivers' Week 2020, we held a roadshow at Queenstown Library for the month of October to create public awareness and support. In the first week of November, the pandemic saw us going online to launch a webinar series titled "Dedicating to Self-Care". Caregivers often find themselves on the giving end and neglecting their own well-being in the process. With this in mind, our guest speakers shared useful tips and knowledge on how caregivers can look after themselves while caring for their loved ones.

We are extremely grateful to Queenstown Library for granting us the premises for our roadshow and also Jurong Town Corporation for its consistent support for the past three years by helping us to disseminate our Caregivers' Week event flyers to their tenants. Our thanks to our speakers for taking the time and effort to share their thoughts and knowledge on various caregiver issues. Besides the webinars, we also embarked on the Caregiver's Handbook Second Edition, which is expected to be released in 2021. In this new edition, we hope to address the issue of caregiver burnout by providing caregivers with useful and practical knowhow on how to self-care even while performing their caregiver duties. The Handbook will also touch on various topics in the caregiving role. On this note, we would like to extend our sincere appreciation to our medical practitioners, nurses and allied healthcare

professional partners in their respective fields of expertise who have provided their kind assistance and contribution of time and efforts in developing the Caregiver's Handbook.

## Our Supporters

One of the key reasons that CWA is able to keep doing what we do is the kindness and generosity of the public and companies. And in these difficult times, we are extremely humbled and grateful for the continual and stalwart support from our sponsors, donors, corporate partners, educational institutions and individual well-wishers. Special thanks go to the Lee Foundation and Tan Chin Tuan Foundation for contributing to our cause throughout the years. Despite the economy crunch, members of the public have risen to the occasion in supporting us by donating generously towards our cause, for which we would also like to extend our appreciation to them too.

We are also extremely pleased that CWA was once again selected as one of the beneficiaries for the President's Challenge 2020. We would also like to extend our deepest appreciation to Syncroony for the fundraising campaign video 'Seasons of Giving'. Further, we are grateful to Dr Tan Poh Heng, who celebrated his 60th birthday for a good cause by making a generous donation to CWA and also encouraging his friends to make online donations to CWA as well. Not forgetting our longstanding supporter, Energy Market Authority (EMA), who adopted CWA since 2016.

Last but not least, we would like to say a big thank you to the many funding agencies for their generous contributions and unwavering belief in the work that we do to see us through a year under COVID-19.

## Looking Ahead

As we enter another year, I would like to extend my sincere gratitude to my fellow Board members, volunteers and staff members for their invaluable and selfless contributions to the success of CWA amid the pandemic. It has not been an easy time but your efforts and indomitable spirits have enabled us to push forward and persevere in our mission.

As our nation continues to put safety measures in place to provide us with a safe environment, I remain hopeful that the COVID-19 situation will stabilise and wholeheartedly believe that, in time to come, we will be able to regain a semblance of pre-COVID normalcy.

Until then, we will continue to explore ways to gradually reopen our programmes and services while introducing new initiatives that will benefit our seniors and caregivers. In the meantime, our goal is to focus on providing the care, support and resources that they need to lead quality and meaningful lives.

The road ahead is uncertain but I am confident that, together, we can weather the storm and continue to build on what we have achieved. On that note, I hope that everyone is staying safe and keeping healthy.

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



**Dr Tan Hong Yee**  
*President*

# Review of Year 2020

## Staffing

As of 31 December 2020, the staff strength is as follows:

Executive Director	1
Executive Director (Designate)	1
Senior Social Worker, Community Services and Outreach	1
Executive, Community Services and Outreach (Social Worker and Counsellor)	2
Executive, Community Programme and Project	1
Community Nurse	2
Assistant Manager, Marketing and Donor Management	1
Accounts Executive (Part-time)	2

## Caregiving Welfare Association in 2020

The year 2020 was an unconventional one for CWA as we faced many new challenges brought about by the pandemic. But by staying true to our mission of supporting our seniors and caregivers, we were able to continue providing essential services in eldercare while creating greater awareness on caregiving.

To offer holistic support to our homebound seniors, we continued to extend our Home Personal Care Service to needy elderly. We also telecommuted to our seniors during these challenging times to ensure their well-being.

On the caregiver front, we continued to provide information, advice and support through telecommuting.

But all these would not have been possible without the stalwart support of the many corporations and educational institutions that have continued to contribute so generously to our cause.

## Elderly Wellness and Social Support

At CWA, we believe that our seniors should enjoy the best quality of life. That's why the goal of our Elderly Wellness and Social Support programme is to help our seniors maintain a strong social support network by reducing social isolation and increasing social interaction. With this in mind, we hosted a series of festive celebrations and exciting programmes for our seniors. We also continued to provide support to caregivers and their loved ones who are looking for services and resources to meet their specific needs. However, with the pandemic, most of the programmes and activities had been suspended or scale back.

# CWA YEAR IN REVIEW

Despite the pandemic, CWA managed to provide support to our seniors and caregivers. Thanks to the support of our sponsors, volunteers and staff, we managed to make a positive difference even during these challenging times.



34

**SENIORS RECEIVED  
MOONCAKES**



296

**\*SENIORS AND CAREGIVERS  
BENEFITTED FROM OUR  
TELECOMMUTING SERVICE**  
\*CLIENTS FROM THE FOLLOWING SUPPORT  
GROUPS: DROP-IN CENTRE, CAREGIVER  
SUPPORT GROUP AND PROVISIONS

**CWA DROP-IN CENTRE**



82

seniors visited the Centre in  
the first 2 months of 2020.

**FOOD RATIONING  
PROGRAMME**

40

families received adult  
diapers and under pads

183

clients received support to cope  
with their caregiving issues  
through telecommuting

**HPC SERVICE**

58

homebound seniors and their caregivers  
received support and assistance from  
our Community Nurses

**INFORMATION AND REFERRAL**

210

caregivers were able to access community  
resources that met their needs

During this period, the seniors and caregivers were well supported by CWA.



## CWA Centre for Seniors

Social interaction is key to the quality care we provide to the seniors. As such, we regularly organise programmes and activities at our CWA Drop-in Centre so the seniors can connect with their peers while participating in meaningful social activities.

When the Ministry of Health announced the DORSCON Level as Orange on 7 February 2020, we had to suspend and/or scale back most of our regular activities. Before the Circuit Breaker was implemented on 7 April 2020, 82 elderly visited our Centre in the first two months of 2020.

During this period, the Allied team telecommuted with 36 seniors to ensure that they were coping well. In September, as we gradually resumed some of our activities, we welcomed 34 seniors to the CWA Centre where they collected the moon cakes donated by a corporate sponsor.

## Elder-sitter Programme

The Elder-sitter Programme organised by NUS Science Club students was not carried out due to COVID-19 situation.

## Home Personal Care Service (HPC Service) and Home Nursing

In keeping with the Ministry of Health's (MOH) advisories, we suspended all our centre-based programmes and activities, except for our Home Personal Care service, which is critical to our homebound seniors who require long-term home care. In doing so, we ensured that our homebound seniors received the support and assistance they need in their Activities of Daily Living (ADLs).

Driven by Community Nurses and a team of dedicated and well-trained community caregivers, we continued to offer our HPC Service to the needy elderly. Though we had to scale back on the number of seniors we served during this period, we were able to help a total of 58 homebound seniors and their caregivers out of the 76 cases referred to us. Most of these were isolated seniors and spousal caregivers. As for the other cases, the clients withdrew either due to admission to nursing homes or the caregivers had work-from-home due to COVID-19, or they had other care arrangements.

Alongside with our HPC service, our CWA's Community Nurses also visited the clients at home to perform basic nursing procedures, such as insulin injections required by the seniors.

# Social Activities & Festive Celebrations

## Lunar New Year Celebrations

30 January 2020



Seniors focusing on the Bingo

The Year of the Rat started with a bang for 22 seniors who were invited for a special Chinese New Year celebration. Organised by EMA, the event saw 15 EMA staff leading participants in a fun sing-along session of festive Chinese New Year songs before joining them in a rousing game of BINGO. In true Chinese New Year tradition, the seniors were also treated to a sumptuous lunch.

## Mid-Autumn Festival Mooncake Distribution

30 September 2020



Celebrating Mid-Autumn Festival

Due to COVID-19, CWA was unable to organise the Mid-Autumn Festival celebration. However, that did not stop us from distributing moon cakes for the occasion. Keeping in mind the safe-distancing measures, we staggered and spread the distribution of the moon cakes over a week to 34 seniors at the CWA Centre.

## Tech-Up for Seniors Digital Literacy Workshop

16 & 22 December 2020

To better assimilate the elderly with technology, volunteers from the Energy Market Authority (EMA) organised a special two-part digital literacy workshop for seniors with smartphones. Held over Zoom, the session covered useful tips on how to navigate commonly used apps. Participants had a fun time playing around with the various apps while gaining helpful information on the various applications. Due to safe distancing, only five seniors could attend each session.

# Welfare Support

## Telecommuting (COVID-19 Period)

Despite the challenges and suspension of all our programmes and activities due to COVID-19, we remained committed to our mission. During this period, the Allied team telecommuted with 296 seniors and caregivers to check on their well-being and to ensure that they were coping well and keeping themselves safe during the COVID-19 pandemic.

### Circuit Breaker Phase 2

With Circuit Breaker Phase 2 announced, CWA progressively resumed some of our programmes and activities, including the monthly distribution of food provisions to the needy seniors, Caregiver Support Group, etc.

## Food Rationing Programme

In January and February, 18 households received essential provisions, including adult diapers. During the Circuit Breaker period, the Allied team also made phone calls to 61 seniors to ensure their well-being.

In Phase 2 of the Circuit Breaker, 22 households received provisions and adult diapers. Additionally, with the Sayang Sayang Fund, care packs consisting of masks, thermometers and supermarket vouchers were also distributed to the seniors.

## Caregiver Support Programmes

### Information and Referral

Through telecommuting and emails, CWA has assisted caregivers in finding the appropriate services they need through Information and Referral, including home personal care, mobility aides, financial assistance and more. Last year, CWA helped a total of 210 caregivers to access 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 our seniors and their caregivers, both online and in person. 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 team. In 2020, we helped 183 clients cope with their caregiving issues through telecommuting.

### Caregiver Support Group

#### Art Therapy

In January 2020, we managed to conduct the Caregiver Support Group session at CWA Centre with 5 caregivers present.

Subsequently, the sessions were suspended due to the COVID-19 situation. Though the sessions were suspended, the Allied team continued to telecommute with the caregivers to check on their physical and mental well-being.

While we were unable to host our Mindfulness Practice sessions in 2020 due to COVID-19, we continued to offer Art Therapy to help alleviate caregiver stress. The Art Therapy

Caregiver Support Group resumed from November onwards, starting with three caregivers at the CWA Centre. Due to the safe distancing measures (i.e. not more than five caregivers), we held both physical and online sessions concurrently in December to allow more caregivers to join in the Art Therapy sessions. Four members joined the physical session conducted at the CWA Centre, while the other four caregivers joined the session through Zoom. The sessions were facilitated by a qualified psycho-art therapist.

### Community Outreach Programme (Door-to-Door)

A new initiative by CWA, the Community Outreach Programme (as mentioned in Annual Report 2019), serves a two-fold purpose:

- An environmental scan to explore the possible presence of service gaps and identify isolated / vulnerable seniors as well as caregivers who need support.
- Home visitation to provide an effective mechanism to ensure on-going health and social support for both seniors and caregivers.

As part of the initiative, the Community Outreach Programme team will conduct home visits (door-to-door) to identify any presenting issues and difficulties faced by the seniors and the caregivers. The CWA team (Allied team and Community Nurse) will then be activated to meet with the seniors – often with their caregivers – in their homes to identify their specific needs. The team will also connect seniors with a combination of resources provided by CWA suited to their specific needs. Support is on-going as the team will monitor and offer various resources to meet the changing needs.

In February, we conducted four home visitations. Subsequently, this was put on hold due to the COVID-19 pandemic. CWA hopes to be able to resume this programme in 2021.

## Education and Awareness

### Roadshows

In 2020, CWA organised the following Roadshows:

Date	Venue	Activity
02 – 31/01/2020	Jurong Regional Library 	Four storyboards regarding caregivers and seniors’ narratives were placed at Jurong Library to raise awareness to members of the public. A booth was also set up to promote CWA programmes and services.

22/01/2020

Bartley Secondary School



A booth was set up at Bartley Secondary School to raise awareness regarding CWA's programmes and services to the students and teachers.

01 - 30/10/2020

Queenstown Public Library



Five storyboards consisting of four narratives, CWA programmes and services as well as the webinars from CWA Caregivers' Week 2020 were placed at Queenstown Public Library as part of our outreach efforts. A booth with brochures on our programmes and services was also set up for public awareness.

28 - 29/12/2020

Jurong Lake Gardens



President's Challenge 2020 - Smart Festival of Lights @ Jurong Lake Gardens

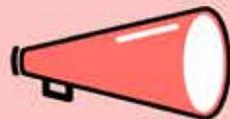
This was an outreach event to promote CWA's programmes and services to the public and also to raise funds through the sales of handcraft items made by the seniors and volunteers.

# CWA CAREGIVERS' WEEK 2020



1 to 8 November 2020

In November 2020, we held our ever-popular annual Caregivers' Week. With the theme "An Empowering Journey in Caregiving", CWA further emphasised the need for caregiver self-care sharing useful tips and knowledge on how caregivers can look after themselves even during their caregiver duties. We achieved this through a series of activities, which were held over the week-long campaign.



## Caregivers' week roadshows

To increase public awareness on caregiving issues and garner public support, we held a month-long roadshow in October at Queenstown Library. Thanks to Queenstown Library for being the venue sponsor.



## Webinar Series on 'Dedicating to Self-Care'

As part of Caregivers' Week, we organised a webinar series titled 'Dedicating to Self-Care' to highlight the importance of caregiver well-being. A total of 340 participants attended the webinar.



## "Upgraded sleep for a better well- being" webinar

Organised specially for JTC tenants, this informative webinar saw attendees learning about the importance of good sleep and various relaxing sleep techniques. A total of 25 participants benefited from the webinar. A big thank you to JTC for their continued support.



## Caregiver's Handbook Second Edition

To provide further support to our caregivers, we also embarked on the second edition of our caregivers' handbook. Titled 'Caregiving for Seniors – A Practical Guide 2nd Edition', the Handbook will share various techniques that ensure caregiver wellbeing even as they perform their caregiving duties.

Special thanks to all our sponsors and supporters for making Caregivers' Week possible!

# Annual Caregivers' Week

1 to 8 November 2020

Given the challenging start to the year, we are pleased to announce that we were able to organise our Annual Caregivers' Week 2020 in November, albeit with a twist. This year's theme was "An Empowering Journey in Caregiving". As a prelude to Caregivers' Week 2020, we held a roadshow at Queenstown Library for the month of October to create public awareness and support.

On 7 November 2020, we went online to launch a webinar series with the theme "Dedicating to Self-Care". Caregivers often find themselves on the giving end and neglecting their own well-being in the process. With this in mind, our guest speakers shared useful tips and knowledge on how caregivers can look after themselves while caring for their loved ones. A total of 340 participants attended these webinars. In addition, we also held a webinar on "Upgraded Sleep For A Better Well-Being" for JTC tenants on 6 November 2020 with 25 participants.

## 1. Overview of Webinars

Topic	Speakers
Upgraded Sleep For A Better Well-Being	<b>Ms Zoe Chu</b> Sleep Expert, Founder of SG Supermanny
Reconnecting and Revitalising With Music	<b>Mr Jonathan "Jaytee" Tang</b> Music Therapist – Board Certified MA, MT-BC, Extraordinary People Ltd
Optimising One's Physical Well-Being While Providing Care	<b>Ms Shameera</b> Senior Physiotherapist, Rehab & Beyond Pte Ltd
Self-care: 7 Ways To Take Better Care Of Yourself Nutritionally	<b>Ms Katherine Khoo</b> Nutritional Therapist, Aman Wellness Pte Ltd

### **Upgraded Sleep for a Better Well-Being**

Organised exclusively for caregivers, this webinar saw attendees learning about sleep techniques and mindfulness practices for better sleep. Participants also picked up useful tips and knowledge on how to sleep better, which is fundamental to their well-being and, in turn, enables them to provide better quality care for their loved ones.

### **Reconnecting And Revitalising With Music**

Music therapy has been used by many to alleviate stress and enhance psychological well-being. Besides decreasing anxiety, music has proven to increase self-awareness and overall mindfulness. With this in mind, this webinar focused on the power of music. Through live demonstrations, attendees were introduced to different music-based strategies and learnt how music can be used to reconnect with loved ones and for their own self-care.

### **Optimising One's Physical Well-Being While Providing Care**

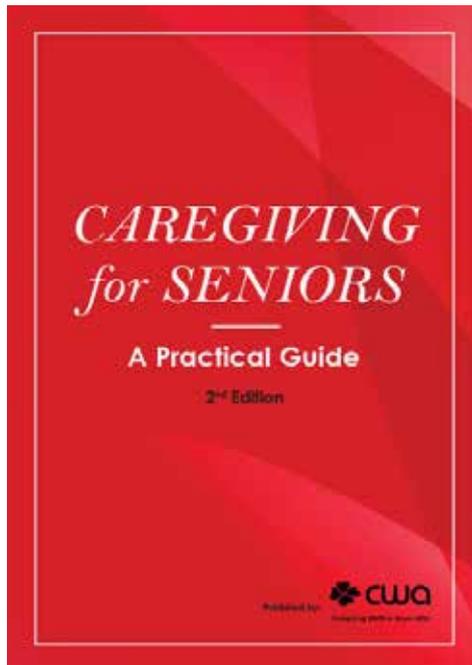
Caregiving can be extremely physically demanding as caregivers often have to carry or lift their loved ones as part of their caregiving duties. As such, caregivers have a higher tendency to experience muscle aches and strains. In this webinar,

participants gained insights into certain caregiving myths and picked up useful evidence-based strategies on how to better manage their physical well-being while caring for their loved ones.

### **Self-care: 7 Ways To Take Better Care Of Yourself Nutritionally**

Many caregivers often feel overwhelmed and tired and do not take enough time to eat right. However, this affects their overall well-being, which will affect the level of care they provide. In view of this, this webinar focused on how caregivers can gain good, balanced nutrition even with their busy schedules simply by incorporating 7 Micro-Habits.

## **2. Caregiving for Seniors – A Practical Guide 2nd Edition**



To provide further support to our caregivers beyond Caregivers' Week, we also embarked on the second edition of our caregivers' handbook. Titled 'Caregiving for Seniors – A Practical Guide 2nd Edition', the Handbook will share various techniques that ensure caregiver wellbeing even as they perform their caregiving duties.

Besides useful tips on self-care to avoid caregiving burnout and knowledge on nutrition, this handy guide will also help caregivers manage their psycho-emotional health and physical wellbeing. Caregivers will also learn the importance of legal issues as part of the caregiving role as well as how to provide end of life care planning.

The Handbook is slated for release in 2021.

## **Intergenerational Programmes**

Due to COVID-19 situation, our centre-based activities and social outings were suspended. As such, there were no centre-based and social outings organised by the educational institutions.

# Fundraising Events

As a non-profit Social Service Agency, the sustainability of our services depends on the support we receive from various Foundations, corporate sponsors, institutions and individual donors. As such, we are always proactive in the pursuit of additional funds so that we can continue to improve the lives of our needy seniors and their caregivers. While the pandemic has resulted in the suspension of our fundraising activities (such as our Recycling Fundraising project), we are extremely grateful to those who have continued to give generously in support of our cause.

## Flag Day 2020

Due to COVID-19, we were unable to carry out our annual Flag Day. Instead, we sent appeal letters to corporations to raise funds, which saw many kind donors rising to the occasion. Our sincere thanks to all individual and corporate donors and well-wishers for the unwavering support.

## Energy Market Authority (EMA)

CWA has been an adopted charity by EMA, and last year was no exception. Through its annual Dinner and Dance, EMA once again raised funds to help sustain our ongoing programmes and services. We would like to extend a big thank you to EMA for their kind generosity throughout the years.

## Smart Festival of Lights @ Jurong Lake Gardens

28 - 29 December 2020

The Smart Festival of Lights @ Jurong Lake Gardens was held in conjunction with the President's Challenge 2020. The outreach event saw CWA selling handicrafts that were handmade by our seniors for fund raising and, at the same time, showcasing our programmes and services.

## Seasons of Love



A festive heart-to-heart collaboration between CWA and Syncroony, Seasons of Love is a heartfelt video created to raise funds to improve the lives of our seniors and their caregivers. Hosted on Giving.sg from 21 December 2020 to 20 January 2021, the campaign saw members of the public generously donating to our cause.

We would like to express our heartfelt thanks to Syncroony for being a part of our fundraising journey.

Syncroony is a local Arts group and community choir with a purpose. Made up of like-minded individuals who come together to sing, the group uses the Arts as a tool to engage people in conversation, raise awareness of certain issues of social import, and give back to the

community. Syncroony has been involved with many Social Service Agencies on fundraising projects. The group is also recognised as a Ground Up Movement (GUM) by the Singapore Kindness Movement.

## Dr Tan Poh Heng's Birthday Celebration

As part of his 60th birthday celebration, Dr Tan organised a fundraising campaign to raise funds for CWA during which he made a generous donation to CWA. In a further show of support, he also encouraged his friends to make online donations through Giving.sg where the campaign was hosted. We sincerely thank Dr Tan for his big-hearted gesture.

# Caregiver Story



“A neighbour’s small help goes a long way”

## More Than Just A Neighbour

I am more than just a neighbour. I am a long-time friend and a companion, and the past 40 over years of friendship has transcended many barriers.

I first met Mr Low and his wife, Mrs Low, when they first moved in. We became friends and our relationship grew stronger throughout the years. As they are not proficient in English, I helped them read their letters, call the hospital to book appointments and occasionally guide them through the administrative work for their hospital bills. We are like a family and they can always count on me during times of need.

Upon discovering Mr Low’s struggles with depression in 2018, I wanted to help in any way possible. As he was reliant on his wife, Mrs Low struggled with both her job and as a caregiver to her husband. Seeing how helpless she was about her situation, I felt that I could ease her burden as her close confidant. She shared with me how the stress took a toll on her mental and physical health as she also had to manage household chores simultaneously while feeling frustrated over her husband’s depressive state.

I constantly advised her to see the positive side of hardships and to reassure her husband by facing challenges with an open mind. As they are a longtime couple, it was important for them to communicate with each other to work things out. I also thought it was beneficial for Mr Low to widen his social circle and avoid isolation at home. By inviting him to engage in daily group exercises and seek professional help at Caregiving Welfare Association, it was the social and emotional support he needed.

Despite my own health issues, I always have a positive outlook in life and hope to shine a light in any situation and to whomever needs my help. Having worked in the healthcare industry for many years, my prior experiences in caregiving have also inculcated in me a natural instinct to help and empathise with others.

After being diagnosed with an illness that affects my daily life, I have also gone through a sea of sufferings. However, I learned that optimism is essential in overcoming obstacles in life. By recognising my own emotions and learning how to control them, instilling changes becomes easier.

Believing that religion does provide some form of strength and comfort, I often shared testimonials, quotes from religious books and prayed for Mr Low. So far, I am glad he has been receptive toward my attempts at instilling a positive mindset to cope with his depressive moods. I do not expect any validation or rewards of any kind in return. As a close neighbour of the Low family, I simply hope for them to eventually look on the brighter side of things.

Anyone can play a pivotal role in helping a family caregiver from facing burnout. Even a neighbour’s support can unexpectedly become a source of comfort. Hopefully in time to come, everyone’s heart will be filled with generosity and unconditional love, so much that they will yearn to contribute more than to receive in any way possible.

# Future Plans and Commitments

Due to the pandemic, we had to suspend many of our programmes and services. However, with the move to Phase 3 and the easing of strict COVID-19 measures, we hope to gradually resume our initiatives so our seniors and caregivers can have access to the resources they need. That said, we will continue to adhere to MOH's advisories and practice safe-distancing measures to ensure the health and safety of our seniors, our caregivers and our staff.

## TeleSupport Programme For Seniors

With an ageing population, there will be a greater demand for healthcare services as our seniors require more medical care. This, in turn, will mean an increase in care needs – 1 in 2 Singaporeans aged above 65 are expected to have some form of disability and require long-term care<sup>(1)</sup>.

To meet the increasing challenges of Singapore's changing healthcare needs, CWA is always exploring new senior-centric initiatives to ensure that the needy elderly receive the help and resources they need to enjoy happy and healthy lives. With this in mind, we are looking to launch our new Senior TeleSupport programme in 2021.

According to research, the proportion of adults aged 60 and over with three or more chronic diseases has nearly doubled, from 19.8% in 2009 to 37% in 2017<sup>(1)</sup>. Some common chronic health conditions such as hypertension, diabetes mellitus, hyperlipidemia (lipid disorders), etc. can have devastating effects on a senior's independence and quality of life. Fortunately, many chronic health conditions are manageable – and even preventable – through programmes that promote health-conscious decisions, goal setting, and overcoming barriers to healthy living.

Through the Senior TeleSupport programme, we hope to provide an accessible supplementary healthcare platform to help seniors through a wide range of services delivered through telephone support and home visits. At the same time, this will assist caregivers in their caregiving roles pertaining to care coordination and managing of their loved ones' health records.

More importantly, with the Senior TeleSupport programme, we aim to make the caregiving process easier for both seniors and their caregivers to enable them to maintain independence. For instance, CWA's community nurses will be monitoring the seniors' vital signs when family caregivers are at work or living apart. This can also help caregivers in practicing self-care, making the caregiving relationship more sustainable for both parties.

## Programme Concept

At CWA, we believe that institutional care should be the very last resort. As such, the Senior TeleSupport programme holds great potential for seniors looking to maintain their independence and enjoy living in the community.

As chronic health conditions require lifetime management, this initiative not only focuses on helping seniors stabilise their health – but also how to manage their condition independently through:

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<sup>(1)</sup> Source: Landscape Sharing Session – NCSS 8 APR 2021

This content is prepared based on current available and known information updated as of March 2021.

Source: National Health Survey 2010 & 2013; internal computations; MOH; various studies

### 1) Initial CWA Community Nurse Visit

Our community nurses will conduct home visits for initial assessments to evaluate the seniors' health, review their medication and assess their homes for fall risks. They will also answer any questions the seniors have and explain the care plans.

### 2) Senior Health Education

Through the community nurses' visits and telephone support, seniors will learn how to recognise and assess changes in their health conditions. This way, they can monitor their health and know when to call the doctor.

Our community nurses will also make regular ongoing telephone support calls to provide health/safety check-ins, medication reminders and social calls. Further, the Senior TeleSupport programme offers seniors a chance to be heard by providing emotional support and companionship.

Apart from this, the community nurses will also recommend supplementing regular visits with ongoing telephone monitoring to ensure the physical and mental health well-being of the seniors. The objective is to identify changes before they become a concern. To adopt a holistic approach for seniors at home, CWA will extend our home personal care service to seniors who may require home help services such as personal hygiene and basic cleaning services.

Another unique feature of the Senior TeleSupport programme is the support offered by CWA's Allied team to help family caregivers with psycho-emotional issues. Family caregivers can look forward to case management / para-counselling from our social workers.

## Desired Outcomes

The Senior TeleSupport programme will benefit the seniors and their caregivers in the following ways:

**Seniors** – Through our community nurses home visits and telephone support monitoring, seniors can better manage their chronic health conditions, especially for those who are living alone.

**Caregivers** – If caregivers have health concerns about their senior loved ones, our community nurses can advise them or refer them to see a doctor. This will also help the caregivers to communicate more easily, allowing both the caregivers and seniors a peace of mind.

Through the Senior TeleSupport programme, CWA hopes that the seniors will remain healthy, safe, and independent to enable them to age in place. As for caregivers, they are not only connected with the needs of their loved ones, but also given much-needed support they need from the burden of caregiving to practice self-care so as to continue providing quality care to their senior loved ones.

Together, we can do much more to give our seniors the grace and dignity to walk through their golden years, and for family caregivers to be well supported in their journey of caregiving.

# Financial Information

In 2020, we recorded a surplus of \$272,390, 11.3 per cent more than that of 2019, where a surplus of \$244,631 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.

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.

## Disclosure

- a. All the Board members did not receive any remuneration.
- b. 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.
- c. There is no paid staff who is a close family member belonging to the Executive Head or a Governing Board member of CWA who has received remuneration exceeding \$50,000 during the financial year.
- d. Governance Evaluation Checklist 2020

*Please log in to [www.charities.gov.sg](http://www.charities.gov.sg) for the full checklist.*

# AUDITED STATEMENT OF ACCOUNTS

The Statement of Accounts for financial year ended 31 December 2020 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 2020**

 **Tan, Chan  
& Partners**  
CHARTERED ACCOUNTANTS SINGAPORE  
26 Eng Hoon Street Singapore 169776  
Tel: 6533 7393 Fax: 6533 6831  
[www.tanchan-epa.com](http://www.tanchan-epa.com)

**Caregiving Welfare Association**  
(Unique Entity Number: T04SS0073G)

**AUDITED FINANCIAL STATEMENTS**

**For the Financial Year Ended 31 December 2020**

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Caregiving Welfare Association

STATEMENT BY THE MANAGEMENT COMMITTEE  
For the Financial Year Ended 31 December 2020

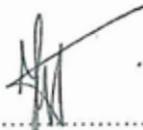
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In the opinion of the Management Committee,

- (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 2020, and the results, changes in funds, and cash flows of the Association for the financial year ended on that date;
- (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; and
- (c) the fund-raising appeal held during the financial year has been carried out in accordance with Regulation 6 of the Societies Regulations issued under the Societies Act and proper accounts and other records of the fund-raising appeal have been properly kept.

The Management Committee authorised the issue of these financial statements.

On behalf of the Management Committee:



.....  
Dr Tan Hong Yee  
President



.....  
Kuan Hing Leong  
Hon. Treasurer

Singapore

Date: 06 MAY 2021

## INDEPENDENT AUDITOR'S REPORT

To the Members of  
Caregiving Welfare Association  
For the Financial Year Ended 31 December 2020

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### 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 2020, 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 2020, and of 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 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.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

## INDEPENDENT AUDITOR'S REPORT

To the Members of  
Caregiving Welfare Association  
For the Financial Year Ended 31 December 2020

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### *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 of assurance, but is not a guarantee that an audit conducted in accordance with SSAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

## INDEPENDENT AUDITOR'S REPORT

To the Members of  
Caregiving Welfare Association  
For the Financial Year Ended 31 December 2020

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

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

- 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:

- (a) 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.
- (b) The fund-raising appeal held during the period 1 January 2020 to 31 December 2020 has been carried out in accordance with Regulation 6 of the Societies Regulations issued under the Societies Act and proper accounts and other records of the fund-raising appeal have been properly kept.

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.

**INDEPENDENT AUDITOR'S REPORT**

**To the Members of  
Caregiving Welfare Association  
For the Financial Year Ended 31 December 2020**

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**Tan, Chan & Partners**  
*Public Accountants and  
Chartered Accountants*

Singapore  
Date: 06 MAY 2021

**Caregiving Welfare Association**  
**STATEMENT OF FINANCIAL POSITION**  
**As at 31 December 2020**

	Note	2020 \$	2019 \$
<b>ASSETS</b>			
<b>Non-current asset</b>			
Plant and equipment	4	<u>26,227</u>	<u>34,811</u>
<b>Current assets</b>			
Prepayments		<u>3,817</u>	<u>1,624</u>
Trade and other receivables	5	<u>445,185</u>	<u>189,371</u>
Cash and bank balances	6	<u>1,011,972</u>	<u>994,314</u>
		<u>1,460,974</u>	<u>1,185,309</u>
<b>Total assets</b>		<u><u>1,487,201</u></u>	<u><u>1,220,120</u></u>
<b>LIABILITIES AND FUNDS</b>			
<b>Non-current liabilities</b>			
Deferred capital grant	7	<u>12,024</u>	<u>34,104</u>
<b>Current liabilities</b>			
Trade and other payables	9	<u>55,401</u>	<u>36,249</u>
Deferred capital grant	7	<u>10,964</u>	<u>-</u>
Deferred income	8	<u>62,577</u>	<u>96,100</u>
Provision	10	<u>45,264</u>	<u>25,086</u>
		<u>174,206</u>	<u>157,435</u>
<b>Funds</b>			
<u>Unrestricted Fund</u>			
General Fund		<u>1,300,068</u>	<u>1,027,381</u>
<u>Restricted Fund</u>			
Lee Foundation Fund	11	<u>903</u>	<u>1,200</u>
		<u>1,300,971</u>	<u>1,028,581</u>
<b>Total liabilities and funds</b>		<u><u>1,487,201</u></u>	<u><u>1,220,120</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 2020

	Note	Unrestricted Fund	Restricted Fund	Total Funds	Total Funds
		2020	2020	2020	2019
		\$	\$	\$	\$
<b>Income</b>					
Income from generated funds	12	837,619	-	837,619	823,129
Investment income - Interest income		3,038	-	3,038	3,283
Other income	13	139,596	-	139,596	5,398
		980,253	-	980,253	831,810
<b>Less: Cost of generated funds</b>					
Cost of activities for generated funds	14	89,164	297	89,461	82,998
Cost of charitable activities	15	443,845	-	443,845	377,213
		533,009	297	533,306	460,211
<b>Less: Governance and administrative costs</b>	16	174,557	-	174,557	126,968
<b>Surplus/(deficit) for the financial year, representing total comprehensive income/(loss) for the financial year</b>		272,687	(297)	272,390	244,631

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 2020

	Unrestricted	Restricted	Total Funds
	General Fund	Lee Foundation Fund	
	\$	\$ (Note 11)	\$
<b>As at 01 January 2019</b>	782,750	1,200	783,950
Surplus for the financial year, representing total comprehensive income for the financial year	244,631	-	244,631
<b>As at 31 December 2019</b>	1,027,381	1,200	1,028,581
Surplus/(deficit) for the financial year, representing total comprehensive income/(loss) for the financial year	272,687	(297)	272,390
<b>As at 31 December 2020</b>	<b>1,300,068</b>	<b>903</b>	<b>1,300,971</b>

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 2020

	Note	2020 \$	2019 \$
<b>Operating activities</b>			
Surplus for the financial year		272,390	244,631
<u>Adjustments for:</u>			
Income from Care and Share Matching Grant		-	(90,549)
Amortisation of Care and Share Matching Grant	12	-	(62,396)
Amortisation of deferred capital			
Care and Share Matching Grant	12	(13,129)	(17,646)
Amortisation of ComChest Haze Fund	12	(20)	(400)
Amortisation of ComChest Charity Support Fund	12	(2,100)	(97,900)
Amortisation of VCF Grant	12	(1,245)	(1,297)
Amortisation of President Challenge Fund	12	(81,020)	-
Amortisation of The Invictus Fund	12	(27,268)	-
Amortisation of ComChest COVID-19 Fund	12	(2,029)	-
Depreciation of plant and equipment	4	15,478	20,185
Plant and equipment written off	16	113	-
Interest income		(3,038)	(3,283)
Operating cash flows before working capital changes		<u>158,132</u>	<u>(8,655)</u>
<u>Changes in working capital:</u>			
Prepayments		(2,193)	730
Trade and other receivables		(255,814)	(13,681)
Trade and other payables		19,152	(7,974)
Provision		20,178	4,419
Net cash flows used in operations		<u>(60,545)</u>	<u>(25,161)</u>
Interest received		3,038	3,279
Net cash flows used in operating activities		<u>(57,507)</u>	<u>(21,882)</u>
<b>Investing activity</b>			
Acquisition of plant and equipment	4	(7,007)	(1,238)
Net cash flow used in investing activity		<u>(7,007)</u>	<u>(1,238)</u>
<b>Financing activities</b>			
Receipt of ComChest Charity Support Fund	8	-	50,000
Receipt of ComChest COVID-19 Fund	8	3,000	-
Receipt of The Invictus Fund	8	50,000	-
Receipt of Presidents Challenge Fund	8	29,172	94,000
Net cash flows generated from financing activities		<u>82,172</u>	<u>144,000</u>
<b>Net changes in cash and cash equivalents</b>		17,658	120,880
<b>Cash and cash equivalents at beginning of financial year</b>		<u>994,314</u>	<u>873,434</u>
<b>Cash and cash equivalents at end of financial year</b>	6	<u>1,011,972</u>	<u>994,314</u>

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 2020

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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. It is an approved Institution of Public Character (IPC) from 01 August 2016 to 31 January 2019 and renewed for the period from 01 February 2019 to 31 July 2021.

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 2020 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 2020

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#### 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.

The financial statements of the Association are presented in Singapore Dollars (“\$”), which is the Association’s functional currency.

##### 2.2 Adoption of new and amended standards and interpretations

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 2020. 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 Standards issued but not yet effective

Certain new standards, amendments to standards and interpretations are issued but effective for annual financial periods beginning on or after 1 January 2020, 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 Functional currency

###### Functional and presentation currency

The functional currency of the Association is determined to be Singapore Dollar (“\$”), which is also the presentation currency of the Association’s financial statements.

###### Transactions and balances

Transactions arising in foreign currencies are recorded on initial recognition at the exchange rate approximating those ruling at the transaction dates. Monetary assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the end of the reporting period. Non-monetary items that are measured in terms of historical cost in a foreign currency are translated using the exchange rates as at the dates of the initial transactions. Non-monetary items measured at fair value in a foreign currency are translated using the exchange rates at the date when the fair value was measured.

Exchange differences arising on the settlement of monetary items or on translating monetary items at the end of the reporting period are recognised in statement of financial activities.

## Caregiving Welfare Association

### NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2020

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

##### 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

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 been recognised previously. Such reversal is recognised in statement of financial activities.

## Caregiving Welfare Association

### NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2020

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

##### 2.7 Financial instruments

###### (a) Financial assets

The Association only has debt instruments at amortised cost.

###### Initial recognition and measurement

Financial assets are recognised when, and only when the Association becomes party to the contractual provisions of the instruments.

At initial recognition, the Association measures a financial asset at its fair value plus, in the case of a financial asset not at fair value through profit or loss ("FVPL"), transaction costs that are directly attributable to the acquisition of the financial asset. Transaction costs of financial assets carried at FVPL are expensed in statement of financial activities.

Trade and other receivables are measured at the amount of consideration to which the Association expects to be entitled in exchange for transferring promised goods or services to a customer, excluding amounts collected on behalf of third party, if the trade and other receivables do not contain a significant financing component at initial recognition.

###### Subsequent measurement

Financial assets that are held for the collection of contractual cash flows where those cash flows represent solely payments of principal and interest are measured at amortised cost. Financial assets are measured at amortised cost using effective interest method, less impairment. Gains and losses are recognised in statement of financial activities when the assets are derecognised or impaired, and through the amortisation process.

###### Derecognition

A financial asset is derecognised where the contractual right to receive cash flows from the asset has expired. On derecognition of a financial asset in its entirety, the difference between the carrying amount and the sum of consideration received and any cumulative gain or loss that had been recognised in other comprehensive income is recognised in statement of financial activities.

###### (b) 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 FVPL, directly attributable transaction costs.

## Caregiving Welfare Association

### NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2020

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

##### 2.7 Financial instruments (cont'd)

###### (b) Financial liabilities (cont'd)

###### Subsequent measurement

After initial recognition, financial liabilities that are not carried at FVPL 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.

###### Derecognition

A financial liability is derecognised when the obligation under the liability is discharged or cancelled or expires. On derecognition, the difference between the carrying amounts and the consideration paid is recognised in statement of financial activities.

##### 2.8 Impairment of financial assets

The Association recognises an allowance for expected credit losses (“ECLs”) for all debt instruments not held at FVPL. ECLs are based on the difference between the contractual cash flows due in accordance with the contract and all the cash flows that the Association expects to receive, discounted at an approximation of the original effective interest rate. The expected cash flows will include cash flows from the sale of collateral held or other credit enhancements that are integral to the contractual terms.

The Association applies a simplified approach in calculating ECLs. Therefore, the Association does not track changes in credit risk, but instead recognises a loss allowance based on lifetime ECLs at each reporting date.

ECLs are recognised in two stages. For credit exposures for which there has not been a significant increase in credit risk since initial recognition, ECLs are provided for credit losses that result from default events that are possible within the next 12-months (“a 12-month ECL”). For those credit exposures for which there has been a significant increase in credit risk since initial recognition, a loss allowance is recognised for credit losses expected over the remaining life of the exposure, irrespective of timing of the default (“a lifetime ECL”).

The Association consider a financial asset to be in default when internal or external information indicates that the Association is unlikely to receive the outstanding contractual amounts in full before taking into account any credit enhancement held by the Association. A financial asset is written off when there is no reasonable expectation of recovering the contractual cash flows.

##### 2.9 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.

## Caregiving Welfare Association

### NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2020

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

##### 2.10 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.

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.

##### 2.11 Revenue recognition

Revenue is measured based on the consideration to which the Association expects to be entitled in exchange for transferring promised goods or services to a customer, excluding amounts collected on behalf of third parties.

Revenue is recognised when the Association satisfies a performance obligation by transferring a promised good or service to the customer, which is when the customer obtains control of the good or service. A performance obligation may be satisfied at a point in time or over time. The amount of revenue recognised is the amount allocated to the satisfied performance obligation.

##### Donations

Donations are recognised upon receipt at point in time.

##### Membership fees

Membership fees are recognised over the membership period.

##### Event and bazaar income

Event and bazaar income are recognised upon performance of service at a point in time.

##### Home care services and street sales

Home care services and street sales are recognised upon rendering of services and delivery of goods at a point in time.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS  
For the Financial Year Ended 31 December 2020

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

2.11 Revenue recognition (cont'd)

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 at a point in time.

Programme/Training allowance income

Programme/Training allowance income are recognised upon receipt at a point in time.

Interest income

Interest income is recognised on accrual basis using effective interest method over time.

Other income

Other income is recognised upon receipt at a point in time.

2.12 Government grants

Government grants are recognised as a receivable when there is reasonable assurance that the grant will be received, and all attached conditions will be complied with.

When the grant relates to an expense item, it is recognised as income on a systematic basis over the periods that the related costs, for which it is intended to compensate, are expensed. When the grant relates to an asset, the fair value is recognised as deferred income on the statement of financial position and is recognised as income in equal amounts over the expected useful life of the related asset.

When loans and similar assistance are provided by governments or related institutions with an interest rate below the current applicable market rate, the effect of this favourable interest is regarded as additional government grant.

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.

2.14 Leases

The Association assesses at contract inception whether a contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

As lessee - Lease of low-value assets

The Association applies the lease of low-value assets recognition exemption to lease of sanctuary that is considered to be low value. Lease payments on lease of low-value assets are recognised as expense on a straight-line basis over the lease term.

## Caregiving Welfare Association

### NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2020

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

##### 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

Short-term employee benefit obligations are measured on an undiscounted basis and are expensed as the related service is provided. A liability is recognised for the amount expected to be paid if the Association has a present legal or constructive obligation to pay this amount as a result of past service provided by the employee, and the obligation can be estimated reliably.

###### Employee leave entitlement

Employee entitlements to annual leave are recognised as a liability when they accrued to the employees. The undiscounted liability for leave expected to be settled wholly before twelve months after the end of the reporting period is recognised for services rendered by employees up to the end of the reporting period. The net total of service costs and re-measurement of the liability are recognised in statement of financial activities.

##### 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 2020

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#### 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.

##### 3.1 Key judgements made in applying accounting policy

Management is of the opinion that any instance of application of judgement is not expected to have a significant effect on the amounts recognised in the financial statements, apart from those involving estimation mentioned below.

##### 3.2 Key sources of estimation uncertainty

The key assumptions concerning the future and other key sources of estimation uncertainty at the end of the reporting period are discussed below. The Association based its assumptions and estimates on parameters available when the financial statements were prepared. Existing circumstances and assumptions about future developments, however, may change due to market changes or circumstances arising beyond the control of the Association. Such changes are reflected in the assumptions when they occur.

##### Provision for expected credit losses of trade receivables

The Association uses a provision matrix to calculate ECLs for trade receivables. The provision rates are based on days past due for groupings of various customer segments that have similar loss patterns.

The provision matrix is initially based on the Association's historical observed default rates. The Association will calibrate the matrix to adjust historical credit loss experience with forward-looking information. At every reporting date, historical default rates are updated and changes in the forward-looking estimates are analysed.

The assessment of the correlation between historical observed default rates, forecast economic conditions and ECLs is a significant estimate. The amount of ECLs is sensitive to changes in circumstances and of forecast economic conditions. The Association's historical credit loss experience and forecast of economic conditions may also not be representative of customer's actual default in the future. The information about the ECLs on the Company's trade receivables is disclosed in Note 24 to the financial statements.

The carrying amount of the Association's trade receivables as at 31 December 2020 was \$2,328 (2019: \$12,889).

**Caregiving Welfare Association**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Financial Year Ended 31 December 2020**

**4. PLANT AND EQUIPMENT**

	Computer equipment \$	Furniture & fittings \$	Office equipment \$	Renovation \$	Total \$
<b><u>Cost</u></b>					
As at 01 January 2019	24,858	20,452	34,708	75,879	155,897
Additions	-	529	709	-	1,238
As at 31 December 2019	24,858	20,981	35,417	75,879	157,135
Additions	2,879	345	3,783	-	7,007
Write off	-	-	(308)	-	(308)
<b>As at 31 December 2020</b>	<b>27,737</b>	<b>21,326</b>	<b>38,892</b>	<b>75,879</b>	<b>163,834</b>
<b><u>Accumulated depreciation</u></b>					
As at 01 January 2019	20,566	16,113	21,904	43,556	102,139
Depreciation	15,16 2,352	2,800	3,862	11,171	20,185
As at 31 December 2019	22,918	18,913	25,766	54,727	122,324
Depreciation	15,16 2,301	872	4,396	7,909	15,478
Write off	-	-	(195)	-	(195)
<b>As at 31 December 2020</b>	<b>25,219</b>	<b>19,785</b>	<b>29,967</b>	<b>62,636</b>	<b>137,607</b>
<b><u>Net carrying amount</u></b>					
<b>As at 31 December 2020</b>	<b>2,518</b>	<b>1,541</b>	<b>8,925</b>	<b>13,243</b>	<b>26,227</b>
As at 31 December 2019	1,940	2,068	9,651	21,152	34,811

The depreciation charge is distributed as follows:

	Note	2020 \$	2019 \$
Cost of generating voluntary income	15	8,781	13,971
Governance and administrative costs	16	6,697	6,214
		<b>15,478</b>	<b>20,185</b>

**5. TRADE AND OTHER RECEIVABLES**

	2020 \$	2019 \$
Trade receivables	2,328	12,889
Other receivables		
- Deposits	2,174	2,174
- Interest receivables	37	54
- Sundry debtors	95,168	83,705
- Grant receivable	345,478	90,549
	<b>442,857</b>	<b>176,482</b>
<b>Total trade and other receivables</b>	<b>445,185</b>	<b>189,371</b>

**Caregiving Welfare Association**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Financial Year Ended 31 December 2020**

**5. TRADE AND OTHER RECEIVABLES (Cont'd)**

Ageing analysis for trade receivables as at reporting date are as follows:

	2020	2019
	\$	\$
<u>Trade receivable:</u>		
- Neither past due nor impaired	1,417	2,673
- 31 - 60 days	581	1,633
- 61 - 90 days	203	1,249
- More than 90 days	127	7,334
	<u>2,328</u>	<u>12,889</u>

Trade receivables from third parties are unsecured, interest-free, and are generally settled within 30 days (2019: 30 days). They are recognised at their original invoice amounts which represent their fair values on initial recognition.

**6. CASH AND BANK BALANCES**

	2020	2019
	\$	\$
Cash on hand	917	80
Cash at bank	500,277	486,386
Fixed deposits	510,778	507,848
	<u>1,011,972</u>	<u>994,314</u>

Cash at banks earns interest at prevailing bank interest rate.

Fixed deposits were placed at a tenure ranging from 3 to 12 months (2019: 3 to 12 months) and bear interest of 0.35% (2019: 0.35% to 1.40%) per annum.

**7. DEFERRED CAPITAL GRANT**

	2020	2019
	\$	\$
ComChest Haze Fund ❶	31	51
VCF Grant ❷	-	1,245
Care & Share Matching Grant ❸	19,679	32,808
ComChest Covid-19 Fund ❹	971	-
The Invictus Fund ❺	2,307	-
	<u>22,988</u>	<u>34,104</u>

Deferred capital grant was analysed as follows:

Current	10,964	-
Non-current	12,024	34,104
	<u>22,988</u>	<u>34,104</u>

## Caregiving Welfare Association

### NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2020

#### 7. DEFERRED CAPITAL GRANT (Cont'd)

❶ 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	2020 \$	2019 \$
At beginning of the financial year		51	451
Amortisation	12	(20)	(400)
At end of the financial year		31	51

❷ 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	2020 \$	2019 \$
At beginning of the financial year		1,245	2,542
Amortisation	12	(1,245)	(1,297)
At end of the financial year		-	1,245

❸ 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.

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

	Note	2020 \$	2019 \$
At beginning of the financial year		32,808	48,259
Addition	8	-	2,195
Amortisation	12	(13,129)	(17,646)
At end of the financial year		19,679	32,808

❹ ComChest Covid-19 Fund is a grant received to be used to strengthen business continuity measures such as carrying out professional cleaning and disinfection work for premises and for purchases of personal protective equipment to ensure safety of staff and service users.

	Note	2020 \$	2019 \$
At beginning of the financial year		-	-
Addition	8	1,099	-
Amortisation	12	(128)	-
At end of the financial year		971	-

**Caregiving Welfare Association**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Financial Year Ended 31 December 2020**

**7. DEFERRED CAPITAL GRANT (Cont'd)**

Ⓞ The Invictus Fund is a grant received to support caregiver such as sharing and learning session for caregivers, counselling and case management services for caregivers and families, social engagement activities and home personal care provided by trained caregivers for homebound or seniors who require support upon hospital discharge.

Movement of The Invictus Fund during the financial year

	Note	2020 \$	2019 \$
At beginning of the financial year		-	-
Addition	8	2,368	-
Amortisation	12	(61)	-
At end of the financial year		2,307	-

**8. DEFERRED INCOME**

	2020 \$	2019 \$
ComChest Charity Support fund	-	2,100
President Challenge 2018 fund	27,210	-
President Challenge 2019 fund	14,942	94,000
The Invictus Fund	20,425	-
	62,577	96,100

Movement of deferred income during the financial year

	Note	2020 \$	2019 \$
At beginning of the financial year		96,100	114,591
Grant received:			
ComChest Charity Support fund		-	50,000
ComChest Covid-19 fund		3,000	-
President Challenge 2018 fund		-	94,000
President Challenge 2019 fund		29,172	-
The Invictus fund		50,000	-
Grant used to purchase fixed assets	7	(3,467)	(2,195)
Amortisation:			
Care & Share Matching Grant	12	-	(62,396)
ComChest Charity Support Fund	12	(2,100)	(97,900)
President Challenge 2018 fund	12	(66,790)	-
President Challenge 2019 fund	12	(14,230)	-
The Invictus fund	12	(27,207)	-
ComChest Covid-19 fund	12	(1,901)	-
At end of the financial year		62,577	96,100

**Caregiving Welfare Association**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Financial Year Ended 31 December 2020**

**9. TRADE AND OTHER PAYABLES**

	2020 \$	2019 \$
Trade payables	<u>11,220</u>	<u>10,232</u>
Other payables		
- Accrued expenses	36,579	20,750
- Fees received in advance	3,891	3,021
- Sundry creditors	<u>3,711</u>	<u>2,246</u>
	<u>44,181</u>	<u>26,017</u>
	<u>55,401</u>	<u>36,249</u>

Trade payables due to third parties are unsecured, interest-free, and are generally settled within 30 days (2019: 30 days). They are recognised at their original invoice amounts which represents their fair values on initial recognition.

**10. PROVISION**

	2020 \$	2019 \$
Provision for unutilised leave	<u>45,264</u>	<u>25,086</u>

**11. LEE FOUNDATION FUND**

Lee Foundation Fund was established to provide financial assistance to Mr. Lee Song Lee to support his medication expenses. However, on 28<sup>th</sup> February 2019, the fund was redirected to support those require home personal care services.

Movement during the financial year

	2020 \$	2019 \$
At beginning of the financial year	1,200	1,200
Expenditure incurred during the financial year	<u>(297)</u>	<u>-</u>
At end of the financial year	<u>903</u>	<u>1,200</u>

**Caregiving Welfare Association**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Financial Year Ended 31 December 2020**

**12. INCOME FROM GENERATED FUNDS**

	Note	2020 \$	2019 \$
<u>Voluntary income</u>			
Tax deductible donation		143,675	127,859
Non-tax deductible donation		90,138	80,050
Membership dues		540	934
<u>Activities for generated funds</u>			
Event/bazaar		-	1,953
Home care services		157,930	169,207
Street sales		175	1,989
Fund-raising activities:			
-Flag day	19	-	52,446
-Recycle fund-raising	19	37,511	66,883
<u>Income from charitable activities</u>			
Amortisation of Care and Share Matching Grant	8	-	62,396
Amortisation of Deferred capital			
Care and Share Matching Grant	7	13,129	17,646
Amortisation of VCF Grant	7	1,245	1,297
Amortisation of ComChest Haze Fund	7	20	400
Amortisation of ComChest Charity Support Fund	8	2,100	97,900
Amortisation of President Challenge 2018	8	66,790	-
Amortisation of President Challenge 2019	8	14,230	-
Amortisation of The Invictus Fund	7,8	27,268	-
Amortisation of ComChest COVID-19 Fund	7,8	2,029	-
Bicentennial Community Fund matching grant		260,531	-
Care at home innovation grant		2,223	42,791
Caregiver support programme		75	270
Caregiver's week		-	992
CCG's training allowance		-	6,340
Community caregiver		280	1,075
Income from Care and Share Matching Grant		-	90,549
Mind-able programme		-	152
Nursing procedure fee		250	-
Sayang Sayang Fund income		7,000	-
Sembcorp Energy for Good Fund income		10,000	-
Singtel Sponsorship Scheme		480	-
		837,619	823,129

## Caregiving Welfare Association

### NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2020

#### 13. OTHER INCOME

	2020	2019
	\$	\$
Childcare leave	599	-
Jobs Support Scheme grant	99,577	-
Miscellaneous	-	3,000
Professional Conversion Programmes	24,047	-
Special/Temporary Employment Credit	869	-
Wage Credit Scheme	2,504	2,398
Workforce Development Grant	12,000	-
	139,596	5,398

The Jobs Support Scheme (“JSS”) is to provide wage support to employers, regardless of the sector, to retain their local employees during the Covid-19 pandemic due to economic uncertainty.

#### 14. COST OF ACTIVITIES FOR GENERATED FUNDS

		Unrestricted	Restricted	Total	Total
	Note	Fund	Fund	funds	funds
		2020	2020	2020	2019
		\$	\$	\$	\$
Event/bazaar		899	-	899	652
Home service expenses		76,485	297	76,782	75,452
Fund-raising costs:					
-Flag day	19	1,685	-	1,685	3,928
-Fund-raising expenses	19	10,095	-	10,095	2,966
		89,164	297	89,461	82,998

#### 15. COST OF CHARITABLE ACTIVITIES

	Note	2020	2019
		\$	\$
Caregiver programme		1,012	5,152
Caregiver's week		6,470	32,986
Caregiver's sanctuary		7,719	9,630
Community caregiver		4,936	13,286
Day Centre expenses		8,718	214
Depreciation of plant and equipment	4	8,781	13,971
Education		478	1,288
Mind-able expenses		321	2
Medical expenses		993	547
Marketing expenses		180	1,389
Office expense		1,081	1,815
Public awareness		97	-
Repair and maintenance		1,340	734
Salaries and CPF		397,042	292,451
Staff welfare		305	214
Telecommunication		4,372	3,534
		443,845	377,213

**Caregiving Welfare Association**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Financial Year Ended 31 December 2020**

**16. GOVERNANCE AND ADMINISTRATIVE COSTS**

	Note	2020 \$	2019 \$
Accounting fee		42,818	26,975
Audit fee		2,700	3,399
Bad debts		-	348
Bank charges		249	302
Depreciation of plant and equipment	4	6,697	6,214
General expenses		1,489	976
Insurance		2,459	2,452
Plant and equipment written off		113	-
Postages		215	318
Printing and stationery		3,600	3,004
Recruitment		4,902	1,983
Refreshment		441	69
Salaries and other related charges		103,481	76,985
Transport and travelling		1,793	343
Utilities		3,600	3,600
		174,557	126,968

**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. LEASE**

The Association has lease contract for sanctuary for caregivers use with lease terms renewed for 2 years that is low value. The Association's obligations under this lease are secured by the lessor's title to the leased asset. The Association is restricted from assigning and subleasing the leased asset.

The Association applies the 'short-term lease' and 'lease of low-value assets' recognition exemptions for this lease.

Amount recognised in statement of financial activities

	2020 \$	2019 \$
Lease expenses not capitalised		
- Expenditures relating to lease of low-value assets (included in caregiver's sanctuary)	7,155	8,583

**Caregiving Welfare Association**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Financial Year Ended 31 December 2020**

**19. FUND-RAISING**

30/70 Fund-raising Efficiency Ratio

	Note	2020 \$	2019 \$
Income from fund-raising event:			
- Flag day	12	-	52,446
- Recycle fund-raising	12	<u>37,511</u>	<u>66,883</u>
		<u>37,511</u>	<u>119,329</u>
Cost of fund-raising event:			
- Flag day	14	1,685	3,928
- Fund-raising expenses	14	10,095	2,966
Less: Certification fees		<u>(2,100)</u>	<u>(1,100)</u>
		<u>9,680</u>	<u>5,794</u>
 Fund-raising efficiency ratio		 <u>25.81%</u>	 <u>4.86%</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.

**20. DONATION IN KIND**

The Association has been renting office space at a nominal contribution. There is no sufficiently reliable estimate of the value the Association would have to pay, in the open market, for an equivalent item as there was no available information.

**21. FINANCIAL INSTRUMENTS**

At the reporting date, the aggregate carrying amounts of financial assets and financial liability at amortised cost were as follows:

	Note	2020 \$	2019 \$
<u>Financial assets</u>			
Trade and other receivables	5	445,185	189,371
Cash and bank balances	6	<u>1,011,972</u>	<u>994,314</u>
<b>Financial assets carried at amortised cost</b>		<u>1,457,157</u>	<u>1,183,685</u>
 <u>Financial liabilities</u>			
Trade and other payables	9	55,401	36,249
Less: Fees received in advance	9	<u>(3,891)</u>	<u>(3,021)</u>
<b>Financial liabilities carried at amortised cost</b>		<u>51,510</u>	<u>33,228</u>

## Caregiving Welfare Association

### NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2020

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#### 22. FAIR VALUE OF ASSETS AND LIABILITIES

No financial assets or liabilities were measured at fair value as at financial year end.

The carrying amounts of financial assets and liabilities on the statement of financial position approximate their respective fair values due to the relatively short-term maturity of these balances.

The Association considers that the carrying amounts of financial assets and liabilities recorded at amortised cost in the financial statements approximate their fair values.

#### 23. 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 to the objectives, policies or processes during the financial years ended 31 December 2020 and 2019 respectively.

The Association is not subjected to externally imposed capital requirements.

#### 24. FINANCIAL RISK MANAGEMENT

The Association's activities expose it to a variety of financial risks from its operations. The key financial risks include credit risk and liquidity risk.

The Management committee review and agree policies and procedures for the management of these risks, which are executed by the management team. 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.

The following sections provide details regarding the Association's exposure to the above-mentioned financial risks and the objectives, policies and processes for the management of these risks.

There has been no change to the Association's exposure to these financial risks or the manner in which it manages and measures the risks.

##### Credit risk

Credit risk refers to the risk that the counterparty will default on its contractual obligations resulting in a loss to the Association. The Association's exposure to credit risk arises primarily from trade and other receivables.

**Caregiving Welfare Association**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Financial Year Ended 31 December 2020**

**24. FINANCIAL RISK MANAGEMENT (Cont'd)**

Credit risk (cont'd)

Financial assets are written off when there is evidence indicating that the debtor is in severe financial difficulty and the debtor has no realistic prospect of recovery.

The Association's current credit risk grading framework comprises the following categories

Category	Definition of category	Basis for recognising expected credit loss ("ECL")
I	Counterparty has a low risk of default and does not have any past-due amounts.	12-month ECL
II	Amount is >30 days past due or there has been a significant increase in credit risk since initial recognition.	Lifetime ECL – not credit-impaired
III	Amount is >60 days past due or there is evidence indicating the asset is credit-impaired (in default).	Lifetime ECL – credit-impaired
IV	There is evidence indicating that the debtor is in severe financial difficulty and the debtor has no realistic prospect of recovery.	Amount is written off

The table below details the credit quality of the Association's financial assets, as well as maximum exposure to credit risk by credit risk rating categories:

	Note	Category	12-month or lifetime ECL	Gross carrying amount \$	Loss allowance \$	Net carrying amount \$
<b>31 December 2020</b>						
Trade receivables	5	Note 1	Lifetime ECL (simplified)	2,328	-	2,328
Other receivables	5	I	12-month ECL	442,857	-	442,857
					-	
<b>31 December 2019</b>						
Trade receivables	5	Note 1	Lifetime ECL (simplified)	12,889	-	12,889
Other receivables	5	I	12-month ECL	176,482	-	176,482
					-	

## Caregiving Welfare Association

### NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2020

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#### 24. FINANCIAL RISK MANAGEMENT (Cont'd)

##### Credit risk (cont'd)

##### Trade receivables (Note 1)

For trade receivables, the Association has applied the simplified approach in FRS 109 to measure the loss allowance at lifetime ECL. The Association determines the ECL by using a provision matrix, estimated based on historical credit loss experience based on the past due status of the debtors, adjusted as appropriate to reflect current conditions and estimates of future economic conditions. Accordingly, the credit risk profile of trade receivables is presented based on their past due status in terms of the provision matrix.

Although the Association credit exposure is concentrated mainly in Singapore, it has no significant concentration of credit risk with any single customer or group of customers.

##### Other receivables

The Association assessed the latest performance and financial position of the counterparties, adjusted for the future outlook of the industry in which the counterparties operate in, and concluded that there has been no significant increase in the credit risk since the initial recognition of the financial assets. Accordingly, the Association measured the impairment loss allowance using 12-month ECL and determined that the ECL is insignificant.

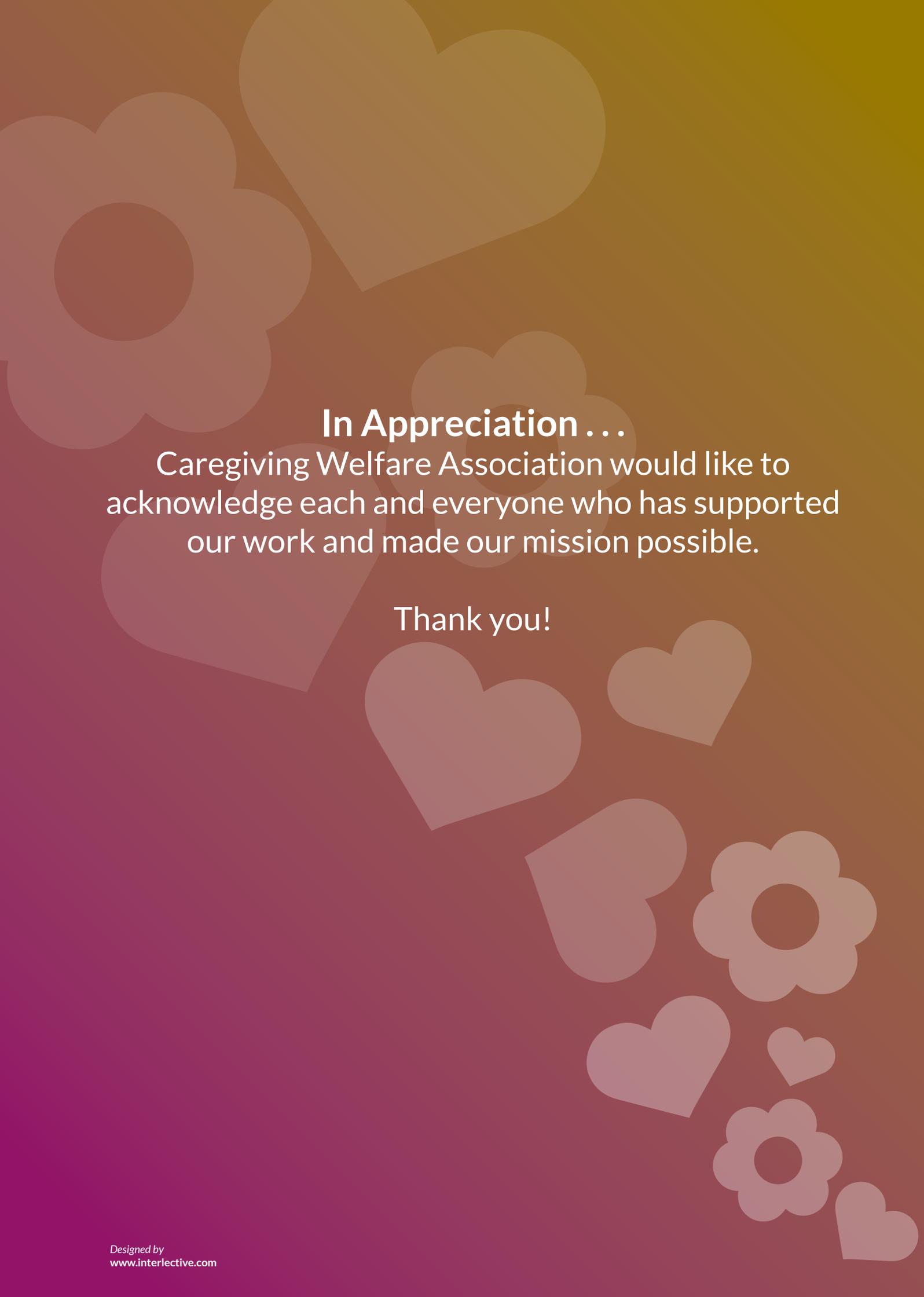
##### *Financial assets that are past due but not impaired*

The Association has trade receivables that are past due at the end of the reporting period for which the Association has not provided as there has not been a significant change in credit quality and the amounts are still considered recoverable. More information is disclosed in Note 5 of the financial statements.

##### 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 bank balances, 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 at the end of the reporting period are repayable within one year from the reporting date.

The background features a gradient from light yellow at the top to dark purple at the bottom. It is decorated with various semi-transparent icons of hearts and flowers in shades of brown, tan, and purple. A large flower is in the top left, and several hearts of different sizes are scattered throughout. Two smaller flowers are in the bottom right.

## **In Appreciation . . .**

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

Thank you!