Richmond Fellowship of Hong Kong
Annual Financial Report 2025/2026
(Lump Sum Grant Subvention Only)

The Annual Financial Report ("AFR") does not constitute Richmond Fellowship of Hong Kong's statutory annual financial statements.

The AFR is prepared on cash basis and in accordance with the requirements set out in the Lump Sum Grant Manual issued by the Social Welfare Department of the Government of the Hong Kong Special Administrative Region.

This basis of preparation is different from the financial reporting standards issued by the Hong Kong Institute of Certified Public Accountants normally adopted in statutory annual financial statements.

RICHMOND FELLOWSHIP OF HONG KONG
利民會

(Limited by Guarantee)

ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED 31 MARCH 2026
(For the purpose of Social Welfare Department)

ANNUAL FINANCIAL REPORT
RICHMOND FELLOWSHIP OF HONG KONG
(1 APRIL 2025 to 31 MARCH 2026)

	Notes	2025-2026 $	2024-2025 $
A. INCOME			
1. Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	**1b**	85,002,689.00	82,894,666.00
b. Provident Fund	**1c**	5,037,090.00	4,898,082.00
2. Fee Income	**2**	1,973,143.60	1,983,112.40
3. Central Items	**3**	0.00	330,000.00
4. Rent and Rates	**4**	2,612,517.00	2,297,190.00
5. Other Income	**5**	3,971,384.09	3,457,931.12
6. Interest Received		278,853.71	527,140.45
TOTAL INCOME		98,875,677.40	96,388,121.97
B. EXPENDITURE			
1. Personal Emoluments			
a. Salaries		76,586,741.42	73,576,887.25
b. Provident Fund	**1c**	3,281,398.94	3,280,409.29
c. Allowances		0.00	0.00
Sub-Total	**6**	79,868,140.36	76,857,296.54
2. Other Charges	**7**	12,291,883.57	12,805,071.24
3. Central Items	**3**	330,000.00	170,000.00
4. Rent and Rates	**4**	2,733,963.65	2,427,743.00
TOTAL EXPENDITURE		95,223,987.58	92,260,110.78
C. SURPLUS / (DEFICIT) FOR THE YEAR	**8**	3,651,689.82	4,128,011.19

The Annual Financial Report from pages (4) to (7) has been prepared in accordance with the requirements as set out in the Lump Sum Grant Subvention Manual.

SIGNATURE

CHAIRMAN
DATE: 29 OCT 2026

SIGNATURE

NGO HEAD
DATE: 29 OCT 2026

NOTES ON THE ANNUAL FINANCIAL REPORT

1. Lump Sum Grant (LSG)

a. Basis of Preparatio The Annual Financial Report (AFR) is prepared in respect of all services defined in Funding and Services Agreement (FSA) (including support services to FSA services) funded by the Social Welfare Department (SWD) under the Lump Sum Grant Subvention System and also FSA services/ FSA-related activities funded by Other Funds or Donations for Designated Purposes. If NGOs receive funding from (i) specified government funds / subsidy schemes to implement services / projects or (ii) the Hong Kong Jocky Club Charities Trust or the Community Chest to implement welfare services / projects (should meet the conditions stipulated in paragraph 3.7.1 (b) of the Lump Sum Grant Subvention Manual) in 2025-26 and carry them forward to 2026-27, they are neither required to include these in the AFR nor apportion the costs of operating such services / projects, regardless of whether subvented resources are deployed or whether the services / projects provided are FSA services or FSA-related activities. Specified government funds / subsidy schemes are listed on SWD's website. AFR is prepared on cash basis, that is, income is recognised upon receipt of cash and expenditure is recognised when expenses are paid. Non-cash items such as depreciation, provisions and accruals have not been included in the AFR.

b. Lump Sum Grant (excluding Provident Fund) This represents LSG (excluding Provident Fund) received for the year.

c. Provident Fund This is Provident Fund received and contributed during the year.

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

Other posts represent those staff that are employed after 1 April 2000.

The Provident Fund received and contributed for staff under the Central Items and Other Funds or Donations for Designated Purposes which are separately included as part of the income and expenditure of the relevant disclosures have been shown under Note 3 and 8. Details are analysed below:

Provident Fund Contribution	**Snapshot Staff** HK$	**6.8% and OtherPosts** HK$	**2025-2026 Total** HK$
Subvention Received	67,278.00	4,969,812.00	5,037,090.00
Provident Fund Contribution Paid during the Year	(68,501.09)	(3,212,897.85)	(3,281,398.94)
Surplus/ (Deficit) for the Year	(1,223.09)	1,756,914.15	1,755,691.06
Add: **Surplus/ (Deficit) b/f**	(2,158.25)	17,582,002.91	17,579,844.66
Additional subvention received for previous year(s)	13,608.00	-	13,608.00
Surplus/ (Deficit) c/f	10,226.66	19,338,917.06	19,349,143.72

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

3. Central Items These are subvented service activities which are not included in LSG and are subject to their own procedures as set out in other SWD's papers and correspondence with the NGOs. The Provident Fund received and contributed for staff under the Central Items have been separately included as part of the income and expenditure of the relevant items (paragraph 5.5.4(c) of the LSG Subvention Manual). The income and expenditure of each of the Central Items are as follows:

	2025-2026 HK$	**2024-2025** HK$
a. Income		
Financial Incentive Scheme for Mentors of Employees with Disabilities	-	-
Training Sponsorship Scheme for MOT	-	330,000.00
One-off Subsidy for Strengthened Provision of Visiting Medical Officer Service for Residential Care Homes for the Elderly and Visiting Medical Practitioner Scheme for Residential Care Homes for Persons with Special Allowance halfway house	-	-
Total	0.00	330,000.00
b. Expenses		
Financial Incentive Scheme for Mentors of Employees with Disabilities	-	-
Training Sponsorship Scheme for MOT	330,000.00	170,000.00
One-off Subsidy for Strengthened Provision of Visiting Medical Officer Service for Residential Care Homes for the Elderly and Visiting Medical Practitioner Scheme for Residential Care Homes for Persons with Special Allowance halfway house	-	-
Total	330,000.00	170,000.00

NOTES ON THE ANNUAL FINANCIAL REPORT

4. Rent and Rates

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

5. Other Income

This represents all income, other than recognised fee income for subvented welfare services, received during the year in the operation of subvented services including income from other services that are incidental to the operation, programme income, etc. Other Funds or Donations for Designated Purposes may be included in AFR if they are used to finance expenditure of the FSA services / FSA-related activities and have been separately included in the relevant disclosures under the "Other Funds or Donations for Designated Purposes" column in Note 8 of the AFR.

The breakdown on Other Income is as follows:

Other Income	**2025-2026** **$**	**2024-2025** **$**
(a) Programme income	207,593.90	210,173.40
(b) Production income	988,795.54	712,249.79
(c) Utilised allocation under Central Items (CI) - After School Care Programme (ASCP) / Enhanced ASCP / ASCP(PC) - Fee Waiving Subsidy Scheme (FWSS) which forms as part of Other Income	-	-
(d) Reimburesement of Maternity Leave Pay from Labour Department	-	-
(e) Subsidy received for abolition of MPF offsetting Arrangement from Labour Department	3,369.86	-
(f) Miscellaneous income	2,771,624.79	2,535,507.93
Sub-Total	3,971,384.09	3,457,931.12
Less: Utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) - FWSS which forms as part of Other Income	-	-
Total	3,971,384.09	3,457,931.12

6. Personal Emoluments

Personal Emoluments include salary, provident fund and salary-related allowances.
The analysis on number of posts with annual Personal Emoluments over $1,000,000 each paid under LSG is appended below:

Analysis of Personal Emoluments paid under LSG	**No. of Posts**	**$**
HK$1,000,001-HK$1,100,000p.a.	5	5,259,081.21
HK$1,100,001-HK$1,200,000p.a.	0	-
HK$1,200,001-HK$1,300,000p.a.	0	-
HK$1,300,001-HK$1,400,000p.a.	0	-
HK$1,400,001-HK$1,500,000p.a.	0	-
>HK$1,500,000p.a.	0	-
		5,259,081.21

7. Other Charges

This refers to expenses, other than personal emoluments, incurred in the operation and excluded expenditure for FSA servies / FSA-related activities supported by Other Funds or Donations for Designated Purposes, which have been separately included in the relevant disclosures under the "Other Funds or Donations for Designated Purposes" column in Note 8 of the AFR.

The breakdown on Other Charges is as follows:

Other Charges	**2025-2026** **$**	**2024-2025** **$**
(a) Utilities	1,224,159.12	1,213,428.30
(b) Food	1,834,938.19	1,736,712.90
(c) Administrative Expenses	1,715,626.54	1,798,275.91
(d) Stores and Equipment	373,305.78	325,189.82
(e) Minor Repair and Maintenance	605,824.66	500,922.10
(f) Special Allowances	1,380,763.20	1,192,290.00
(g) Programme Expenses	1,719,991.55	2,080,532.38
(h) Transportation and Travelling	159,018.34	235,271.50
(i) Insurance	1,462,536.07	1,438,670.38
(j) Miscellaneous	1,293,820.12	1,704,577.95
(k) Visiting Medical Practitioner Scheme	521,900.00	579,200.00
Sub-Total	12,291,883.57	12,805,071.24
Less: Utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) - FWSS which forms as part of Other Income	-	-
Total	12,291,883.57	12,805,071.24

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

	Lump Sum Grant (LSG)	Holding Account (HA)	Other Funds or Donations for Designated Purposes	Adjustment for Utilised allocation under ASCP / Enhanced ASCP - FWSS	Rent and Rates	Central Items (CI)	Total
	$	$	$	$	$	$	$
Income							
Lump Sum Grant	90,039,779.00						90,039,779.00
Fee Income	1,973,143.60						1,973,143.60
Other Income	3,971,384.09		903,127.00				4,874,511.09
Interest Received (Note (1))	278,853.71						278,853.71
Rent and Rates					2,612,517.00		2,612,517.00
Central Items						-	-
Total Income (a)	**96,263,160.40**	**-**	**903,127.00**	**-**	**2,612,517.00**	**-**	**99,778,804.40**
Expenditure							
Personal Emoluments	77,490,371.08	2,377,769.28	694,036.00				80,562,176.36
Other Charges	12,291,883.57		108,810.10				12,400,693.67
Rent and Rates					2,733,963.65		2,733,963.65
Central Items						330,000.00	330,000.00
Total Expenditure (b)	**89,782,254.65**	**2,377,769.28**	**802,846.10**	**-**	**2,733,963.65**	**330,000.00**	**96,026,833.68**
Surplus/(Deficit) for the Year (a)-(b)	**6,480,905.75**	**(2,377,769.28)**	**100,280.90**	**-**	**(121,446.65)**	**(330,000.00)**	**3,751,970.72**
Less: (Surplus)/ Deficit of Provident Fund	(1,755,691.06)						(1,755,691.06)
Surplus/(Deficit) for the Year (excl. PF)	4,725,214.69	(2,377,769.28)	100,280.90	-	(121,446.65)	(330,000.00)	1,996,279.66
Surplus/ (Deficit) b/f (Note(2))	**19,141,990.60**	**5,937,721.50**	**193,737.52**	**-**	**(561,241.25)**	**490,523.00**	**25,202,731.37**
		-	-	-	-	-	-
	23,867,205.29	3,559,952.22	294,018.42	-	(682,687.90)	160,523.00	27,199,011.03
Add: Refund from Government							
- Backpayment of Rent and Rates					195,353.00		195,353.00
Less: Refund to the Government							
Transfer from Other Funds / (to) LSG Reserve	294,018.42		(294,018.42)				-
Surplus/(Deficit) c/f (Note (4))	**24,161,223.71**	**3,559,952.22**	**-**	**-**	**(487,334.90)**	**160,523.00**	**27,394,364.03**

Notes:

(1) Interest received on LSG, HA and PF Reserves, Rent and Rates, Central Items are included as one item under LSG; and the item is considered as part of LSG Reverve.

(2) Accumulated balance of LSG Surplus b/f from previous years (including all interest received in previous years (see (1) above)), the balance of HA and balance of Other Funds or Donations for Designated Purposes should be separately reported.

(3) Amount of LSG Reserve used to cover the salary adjustment for Infirmary Care Supplement, if any, as per Schedule for Central Items.

(4) For NGOs without HA, separate disclosure of the movement of HA in their respective AFRs is not necessary. The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1) excluding Provident Fund Contribution (K)) for the year.
For NGOs with HA, with effect from 2022-23, the calculation of the annual claw-back is as follows:
(i) With Snapshot Staff (SS) [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year was greater than zero]

The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K1)) for the year.

(ii) Without SS [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year (which is regarded as Year 0) was zero]
For the next three years (Year 1 to Year 3), the level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1) excluding Provident Fund Contribution (K1)) for the year. From the fourth financial year (Year 4) onwards, the level of LSG cumulative reserve and HA reserve will be counted altogether and the combined reserve amount (i.e. S1+S2) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K1)) for the year. In this regards, separate disclosure of the movement of HA in their respective AFRs is not necessary.
[For details of (4)(i) and (4)(ii) above, please also refer to SWD's letter under reference (11) in SWD/S/109/1/10 of 4 April 2022.]

(5) As a support measure for the implementation of the Productivity Enhancement Programme, the claw-back arrangement of LSG cumulative reserve amount exceeding 25% of the NGO's operating expenditure would be suspended from 2023-24 (for NGOs with 2024-25 provisional subvention allocation of $50M or more) / 2024-25 (for NGOs with 2024-25 providional subvention allocation of less than $50M) until 2028-29 as stipulated in SWD's letter under reference (1) / (2) / (3) / (4) in SWD 0075-0010-0060-0080-0040 of 3 March 2025.