



SOCIAL WORK TRAINING FUND

**FIFTY- FOURTH
ANNUAL REPORT
By the
TRUSTEE
For the Year ending on
31 March 2015**

**FIFTY- FOURTH ANNUAL REPORT
BY THE
SOCIAL WORK TRAINING FUND
TRUSTEE
FOR THE YEAR
ENDING ON 31 MARCH 2015**

Where dollars are quoted in this report, they are Hong Kong dollars unless otherwise stated.

**SOCIAL WORK TRAINING FUND
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Background

The Social Work Training Fund Ordinance (Cap 1100) was enacted on 18 August 1961 to provide for the establishment and administration of a trust fund known as the Social Work Training Fund. The Fund is vested in the Director of Social Welfare Incorporated as Trustee who, subject to the direction of the Social Work Training Fund Committee (the Committee), may apply the income of the Fund in accordance with Section 4 of the Social Work Training Fund Ordinance -

- (a) in making grants to individuals for the purpose of study and training as social workers, including payment of passages, travel and subsistence allowances and other incidental expenses;
- (b) in improving existing training facilities for social workers;
- (c) in running courses for social workers and payment of any necessary expenses in connection therewith;
- (d) in the training of persons for social work in Hong Kong and in obtaining advice about such training; and
- (e) for any other purpose connected therewith, designed to improve the training and skills of social workers in Hong Kong.

Social Work Training Fund Committee

2. The Committee was established under Section 5 of the Social Work Training Fund Ordinance to manage the Fund. Its statutory membership consists of -

- (a) the Director of Social Welfare as ex-officio Chairman;
- (b) the Permanent Secretary for Labour and Welfare or his nominee; and
- (c) not more than three members appointed by the Chief Executive.

Under Section 7 of the Social Work Training Fund Ordinance, there shall be a secretary to the Committee who shall be appointed by the Chief Executive.

3. On 31 March 2015, the Committee consisted of the following members -

Chairman

Ms Carol Yip Man-kuen, JP (葉文娟太平紳士)
Director of Social Welfare

Members

Dr Shirley HUNG (洪雪蓮博士)

Dr Vivian LOU (樓瑋群博士)

Mr Joseph MAN (文孔義先生)

Mr Joey TANG (鄧俊賢先生)

Nominee of the Permanent Secretary for Labour and Welfare

Secretary

Miss Louise CHEUNG (張慧心女士)
Social Welfare Department

4. Two meetings were held on 3 December 2014 and 19 March 2015 during the year 2014-15. Business discussed at the meetings and by circulation of papers included -

- (a) financial projection of the Social Work Training Fund for the period from 2014-15 to 2016-17;
- (b) investment policy of the Social Work Training Fund;
- (c) position of the 2014-15 Social Work Training Fund Business Plan;
- (d) 2015-16 Social Work Training Fund Business Plan;
- (e) partial sponsorship to organisations for running courses/seminars/workshops/lectures, publishing training materials and organising study tours to the Mainland; and
- (f) partial sponsorship to organisations for their social workers to attend short-term courses/seminars/conferences.

Scope of Sponsorship in 2014-15

5. Grants from the Social Work Training Fund were allocated primarily to improve the knowledge and skills of social workers in Hong Kong. The scope of the sponsorship comprised -

- (a) specialised or advanced social work knowledge and skills; or

- (b) management skills related to social work practice.
6. During the year, applications were invited from organisations for partial sponsorship for the following four types of training or training-related activities -
- (a) Type I - running training programmes in the form of courses/seminars/workshops/lectures for social workers;
 - (b) Type II - publication of training materials for social workers;
 - (c) Type III - social workers to attend short-term courses/seminars/conferences; and
 - (d) Type IV - organising study tours to the Mainland for social workers of the applicant organisations.

Partial Sponsorship for Running Training Programmes in the form of Courses/Seminars/Workshops/Lectures and Publication of Training Materials

7. When considering applications for grants from organisations, the Committee adopted the principles that the training/training-related activities should be for -

- (a) equipping social workers to tackle pressing or emerging social issues, e.g. domestic violence, dementia care, etc.;
- (b) meeting needs for specific social work skills, e.g. community outreaching, psychiatric emergency etc.;
- (c) improving social work knowledge and skills and/or other related management or professional competence for social work practice, e.g. managing complaints and mediation skills; and
- (d) generating greater degree of benefit and cost-effectiveness, e.g. the impact or effectiveness of the training and the number of people to be benefited.

8. Organisations approved with grants from the Social Work Training Fund were required to fulfil certain requirements as set out in the 'Guide to Applications for Partial Sponsorship'.

9. In 2014-15, the Committee received a total of seven applications from four organisations for conducting the first two types of training/training-related activities in paragraph 6 above. Among them, five were for running courses/seminars/workshops/lectures and two for publication of training materials. After deliberation, the Committee approved all applications. However, one of the seven approved applications had subsequently withdrawn by the concerned organisation. A list of the six successful applications is at **Annex I**.

Partial Sponsorship for Social Workers to Attend Short-Term Courses/Seminars/Conferences

10. Partial sponsorship for social workers to attend local short-term courses endorsed by the Committee was first introduced in 1999-2000. In 2006-07, the Committee agreed that there was no need to short-list short-term training courses/seminars/conferences and confine its sponsorship to these short-listed programmes. Instead, the Committee would give social workers greater degree of flexibility to identify, within the scope of sponsorship mentioned in paragraph 5 above, suitable training programmes held locally or outside Hong Kong. Each social worker could submit at the most two applications for sponsorship.

11. During the year 2014, 686 applications were received and 632 applications were approved. Among the 54 applications not approved, 31 of them were not short-term programmes (i.e. more than four months), 22 of which were only a part/module/subject within a degree/diploma/accredited course; 15 of them fell outside the scope of sponsorship; four applications from two applicants applying only a part but not the whole of a training programme; two applications were not supported with sufficient information (i.e. receipt/attendance certificate); one application was submitted by an applicant who had been approved with two applications; and one course applied was completed in 2013 and did not meet our requirement of being completed in 2014. A list of the approved courses/seminars/conferences is at **Annex II**. Details of the approved nominations by the respective organisations are at **Annex III**.

Partial Sponsorship for Organising Study Tours to the Mainland

12. In 2008-09, the Committee endorsed resuming the granting of partial sponsorship to organisations to organise study tours to the Mainland with a view to facilitating the versatility and the competence of the social workers in handling intricate social issues through professional exchange between the practitioners in the Mainland and Hong Kong.

13. Organisations had to follow the requirements as set out in the ‘Guidance Notes for Application from Organisations’ for organising study tours to the Mainland. For instance, only 50% of the estimated cost of each tour or a maximum grant of \$50,000, whichever is the less, will be sponsored; the Fund will only sponsor one study tour for each organisation in each financial year and all sight-seeing activities will not be sponsored.

14. In 2014-15, the Committee received only one application for organising a study tour to the Mainland. The application that the Committee approved is listed at **Annex IV**.

State of the Social Work Training Fund

15. The original capital of the Social Work Training Fund consisted of \$2.2 million, which was received in 1961 from the United Kingdom Committee for World Refugee Year. In the same year, a grant of \$1.0 million was received from the Hong Kong Jockey Club (Charities) Ltd. In 1982 and 1987, donations of \$2.0 million and \$6.0 million respectively were further received from the Hong Kong Jockey Club (Charities) Ltd. The capital, which may be applied for any of the stated purposes with the approval of the Chief Executive, stood at \$11,448,266 as at 31 March 2015.

16. Only the accumulation of income generated by the capital would be disbursed as grants. The income for the year was \$481,869 while the approved expenditure amounted to \$773,052, making a deficit of \$291,183. The audited statements of the Social Work Training Fund as at 31 March 2015 are shown at **Annex V**.

Ms Carol Yip Man-kuen
Director of Social Welfare Incorporated
Trustee of the Social Work Training Fund

**Approved Applications from Organisations for Organising
Courses/Seminars/Workshops/Lectures or Publication of Training
Materials in 2014-15**

(I) Type I - Courses/Seminars/Workshops/Lectures

Name of Organisation	Title of Training Programme
Christian Family Service Centre	Advanced Speciality Training in Dementia Care
Christian Family Service Centre	Practical Skills of Community Outreaching & Psychiatric Emergency
St James' Settlement	Youth Services Sharing Day 2014-15
The Society for the Aid and Rehabilitation of Drug Abusers	Managing Complaints & Mediation Skills Training

(II) Type II - Publication of Training Materials

Name of Organisation	Title of Publication
Hong Chi Association	Hong Chi Horticultural Therapy Handbook
The Church of United Brethren in Christ	A Collection of Online Outreaching & Counselling Services Provided

Type III - List of Short-term Courses/Seminars/Conferences Receiving Partial Sponsorship from the Social Work Training Fund in 2014-15

(I) Professional Skills

1. 10th International Conference on Grief and Bereavement in Contemporary Society
2. 10th International Conference on Grief and Bereavement in Contemporary Society and Post-conference Workshop on "Beyond Gender – Understanding the Ways Men and Women Grieve"
3. 1-day Train-the Trainers Workshop on Life and Death Education
4. 1-day Workshop on "Application of Expressive Arts Therapy for Addictive Behaviors"
5. 2013-2014 End-of-Life Care Education Program - Advanced Course
3-day Workshop for Healthcare Professionals
6. 2014 Conference on Emotion Focused Therapy Conference: Ten Years in Hong Kong
7. 2-day Advanced Workshop on "Motivational Interviewing"
8. 2-day Introduction Workshop on "Motivational Interviewing"
9. 2-day Workshop on Drama Therapy
10. 2-day Workshop on "Heart to Heart: Attachment, Trauma and Healing"
11. 2-Day Workshop on Solution-focused Therapy
12. 3-day Cognitive-Behavioural Therapy Training Workshop
13. 3-Day MBSR Workshop
14. 4.5-Day Family Reconstruction Workshop
15. 4-day Workshop Series on Psychodynamic Psychotherapy
16. 60th Anniversary Symposium on Mental Health "Is Depression Preventable?"
17. A Five-day Workshop for Counselling Personnel on "Child-centered Play Therapy"
18. A One-day Workshop - A Gestalt Therapy Approach to Working with Addictive and Self-Medicating Behaviors
19. Advanced Workshop on Hypnotherapy: Regressive Hypnotherapy - Working with Phobia for Re-orientation of Self
20. Adventure Based Counselling
21. Adventure Based Counselling Foundation Course 2014
22. Application of HEAR Model in Crisis Intervention Professional Course
23. Application to Integrated Play Therapy Approaches on Toys Practices

24. Art Therapy Workshop – Elderly Services
25. Asia Pacific Conference on Applied Positive Psychology 2014
26. Asia Pacific Conference on Applied Positive Psychology 2014
Post-conference Workshop on "Positive Psychology in Action:
Discovering and utilizing Character Strengths for Personal and
professional Development"
27. Assessment and Treatment of Anxiety Disorders - Session 1
28. Assessment and Treatment of Anxiety Disorders - Session 2
29. Assisting SEN Children with Visual Arts
30. Basic Enneagram Trainer Certification Training
31. Basic Training Workshop on Dementi Ability Methods: The Montessori
Way™
32. Calm & Peaceful Parenting Programme Series
33. Certificate Course on Psychiatric Rehabilitation Practice
34. Certificate Course in Family Therapy
35. Certificate Course of Dream Analyst for Counselling
36. Certificate Course of Effective Skills on Projective Drawing for
Counselling
37. Certificate Course of Foundation Coaching for Caring Professions
38. Certificate Course of Licensed Practitioner of Neuro-Linguistic
Programme For Caring Professionals
39. Certificate Course on Ageing People with Intellectual Disability in
Rehabilitation Sector
40. Certificate Course on Child Protection
41. Certificate Course on Child Sexual Abuse
42. Certificate Programme on Life Leadership
43. Certificate in "Understanding Elderly Mental Health, DSM 5"
44. Certificate in Advanced Horticultural Therapy
45. Certificate in Basic Concept and Skills of Bereavement Counselling
46. Certificate in Basic Concept and Skills of Cognitive Behavioral Therapy
47. Certificate in Basic Concept and Skills of Narrative Therapy
48. Certificate in Basic Concept and Skills of Psychodynamic Therapy
49. Certificate in Basic Concepts and Skills of Bowen Family systems
Therapy
50. Certificate in Basic Horticultural Therapy
51. Certificate in Experiential Course in Using of Mixed Media in Helping
Professional
52. Certificate in Foundations of Play Therapy Program: Green Stream

53. Certificate in Horticultural Therapy Practice
54. Certificate in Playwork
55. Certificate in Psychodrama Therapy
56. Certificate in Teaching Students with Special Education Needs
57. Certificate in Understanding & Managing Clients with Borderline Personality Disorder
58. Certification Course in Classification of Mental Disorders & Mental State Examination
59. Certified Dementia Care Planner
60. Certified FQ Coach for Child (CFQCC) Unit 2
61. Certified Practitioner of Art in Therapy
62. Certified Practitioner of Projective Drawing Art in Assessment
63. Child Centered Play Therapy
64. Child-centered Group Play Therapy: Introduction
65. Classification of Mental Disorders & Mental State Examination
66. Clinical Applications of the Bowen Family Systems Theory
67. Clinical Hypnotherapy and Counselling Course
68. Clinical Supervision Group
69. Clinical Supervision Training Workshop in the Satir Model
70. Coaching - Leadership Workshop with MBTI Personality Indicators
71. Cognitive Behavioral Therapy Professional Training Course: 3-day Training Workshop
72. Conversion Course on Accredited Family Mediation for General Mediators
73. Counselling Course on Satir Model (Unit V): Family Construction
74. Couple Counselling - the Family Systems Approach
75. Creative Application of Directive Group Play Therapy Activities to Assist Students with Special Education Needs (SEN) on Social Emotional Attitudinal Issues
76. Creative Arts Therapies for Children, Parents and Carers: International Symposium and Workshops
77. Decoding the Autistic Brain
78. Developmental Psychology
79. Directive Group Play Therapy for the Treatment of ADHD, Low Self-Esteem and Traumatized Children
80. DISC Certified Human Behaviour Consultant
81. Drama Therapy Training on Using Development Transformations in Case Work Practice

82. Dynamic Assessment for Young Children - Theory and Application (Seminar & Workshop)
83. Early Development Playgroup Trainer Course
84. Education & Enrichment of Relational Skills for Teens & Young Adults with Social Challenges: Seminar & PEERS@Certified Providers Training
85. Effective Treatments for Specific Phobia (SP) and Social Anxiety Disorder (SAD)
86. Emotion Regulation Styles and Counselling
87. Emotionality and Mood Articulation Interpretation and Intervention in Trauma Healing (Level II)
88. Enhancing Inner Strength: New Service Direction in Helping Children with Childhood Developmental Disorders and their Families
89. Essentials for the Satir Growth Model for Personal Growth Phase II - Professional Preparation
90. Essentials of the Satir Growth Model for Personal Growth
91. Essentials of the Satir Growth Model Foundation Course: Introduction - for Personal Growth
92. Experiential Course in Using of Mixed Media in Helping Professional
93. Experiential Learning Facilitator Course
94. Experiential Workshops on Focusing
95. Exploring Music Therapy: Working with Special Needs Children
96. Exploring the Satir Model of Family Therapy for Personal & Professional Development
97. Externship in Emotionally Focused Couple Therapy
98. Externship in Emotionally Focused Therapy for Couples
99. Family Reconstruction Personal Growth Experiential Workshop
100. Family Reconstruction Workshop
101. Family System Theories: Application in Post Modern Era 1
102. Family Therapy Training
103. Focusing & Training At the Edge Training
104. Focusing Level 1 Workshop
105. Focusing Level 2 Workshop
106. Focusing Level 3 Workshop
107. Focusing Level 4 Workshop
108. Forum Theatre Programme 2014
109. Foundation Certificate in Play Group Therapy
110. Foundation Counselling Course on Satir Model
111. Foundation Course in Hypnotherapy for Counselling

112. Foundation Course on Projective Drawing
113. Foundation of Play Therapy (Part 1)
114. Grandfather Period Training Course - Certified Alcohol & Drug Counselor
115. Grief, Death and Bereavement Counselling
116. Group Debriefing Skills (Advanced Course)
117. Hakomi Method: Unconscious Models of Self and the World
118. Heart to Heart: Attachment, Trauma and Healing
119. Helping Teenagers Heal and Grow from their Traumatic Past
120. Hong Kong Adult Autism thematic Workshop: Art Therapy for Autistic Children
121. Hong Kong Adult Autism Workshop: How to Help Adults with Autism & Asperger's Syndrome Embark on the Journey from School to Workplace
122. Hong Kong Autism 2014
123. Horticultural Therapy Intermediate Certificate Course
124. Hospital Authority Convention 2014
125. International Conference on Active Aging and Quality of Life
126. Introduction to Hypnotherapy (2-day Workshop)
127. Introductory Course on Narrative Therapy
128. Introductory Course on Understanding Physical/Psychological Trauma & Handling Skills Training
129. Introductory Level to Playback Theatre Elementary Training Workshop
130. Journey to Clear Mind
131. Kimochis Teacher Workshop
132. Laughter Yoga in Group Work
133. Limits and Other Challenging Moments in Play Therapy
134. Marriage & Family Counselling Room (Live Demonstration)
135. Marriage & Family Counselling Room (Live Demonstration) Programme
136. Marriage & Family Therapy Clinic: Live Case Demonstration
137. Marriage and Family Counselling Professional Training Workshop - Level I & II
138. MHAHK 60th Anniversary Symposium on Mental Health
139. Mindful Parenting: Using Contemplative Practices to Support Family well-Being
140. Mindfulness-based Stress Reduction Program
141. Mindset Breakthrough
142. New Reality Therapy - Effective Use of "Choice Theory" in Counselling

143. Narrative Therapy Workshop (Level I)
144. Narrative Therapy Workshop (Level II)
145. Narrative Therapy Workshop (Level III)
146. Nurturing Life- Parent Education Programme (Module 1)
147. Nurturing Life- Parent Education Programme (Module 2)
148. Nurturing Life- Parent Education Programme (Module 3)
149. NLP Foundation Skills & Concepts
150. OH Cards Level 1 Workshop
151. OH Cards Level 2 Workshop
152. One-day Workshop on Application of Expressive Arts Therapy for Addictive Behaviors
153. One-day Workshop on “Geriatrics Music Therapy”
154. One-day Workshop on the Contemporary Development of ASD and ADHD
155. Personality Dimension® (Level I) Qualified Facilitator Certification Programme
156. Physical Restraint & Breakaway Instructor Refresher Course
157. Play Therapy in Advance Level – Module II
158. PlayGroup Tutor Training Course
159. Playwork Induction Extension Course
160. Post Modern Play Therapy Approaches: To Experience Different Play Therapy Exercises and Application
161. Practical Intervention in Handling Childhood and Adolescent Disorder 2014 - PT1401 - Childhood & Adolescent Mental Disorder Assessment & Testing
162. Practical Intervention in Handling Childhood and Adolescent Disorders 2014 - PT1402 - Early Psychosis: Diagnostic & Intervention Approach
163. Practical Intervention in Handling Childhood and Adolescent Disorders 2014 - PT1403 - Obsessive Compulsive Disorder
164. Practical Intervention in Handling Childhood and Adolescent Disorders 2014 - PT1404 Childhood & Adolescent Anxiety
165. Practical Intervention in Handling Childhood and Adolescent Disorders 2014 - PT1406 - Autism & Asperger: Diagnosis & Effective Treatment for children Aged 12-18
166. Practical Play Therapy Module 1 - Back to Play-Based
167. Practical Workshop on Adventure Based Counselling
168. Practicum Course on Child-centered Play Therapy
169. Practicum Course on Projective Drawing
170. Practitioner Certification Training in Neuro Linguistic Programming

171. Pre-Conference Workshop on Emotion Focused Therapy: Fundamentals and Practice
172. Professional Diploma on Art Therapy
173. Professional Training Course on Risk Assessment & Response Strategies for Sexual Abuse
174. Professional Training Course on Temperament & Source of Happiness – Personality Dimension® Workshop
175. Projective Drawing
176. Projective Drawing - Art in Assessment
177. Psychodrama Therapy (Level 3: Basic Skills Learning)
178. Qualified Personality Dimensions® Facilitator (Level 1) Qualifying Program
179. Rainbow of Desire Workshop
180. Red Stream: Advance Theory & Techniques in Play Therapy (Part 1) including Online Advanced Treatment Planning using the Play Therapy Dimensions Model & Mastery Test
181. RMPTI Accredited Advanced Play Therapy
182. RMPTI Green Stream: Foundations of Play Therapy (Part 1) - Theory & Practice
183. Sandplay Therapy Supervision Group
184. Sandplay Therapy Training (Individual Clinical Sandplay Therapy Case Supervision)
185. Satir Growth Model for Personal Growth
186. Satir Model Counselling Course: Couple Counselling (Unit III)
187. Satir Model Counselling Course: Foundation Course on Satir Model (Unit 1)
188. Satir Model Counselling Course: Individual Counselling (Unit II)
189. Saving Your "Self": The Preservation and Growth of the Individual in the Modern Age
190. Self-healing: Recovery from Trauma to Life Integration (Introductory Training Course for Mentors)
191. Seminar on Youth Anxiety
192. Sharing Session on How to Help Adolescents Deal with Sexual Irregularities
193. Solution-focused Brief Therapy
194. Somatic Experiencing Certificate Program
195. Somatic Experiencing Practitioner Certification Course (Beginning Level - Part I): Learning How Body Resources Help Resolve Stress and Trauma

196. Summer Intensive Certificate Course on Training for Picture Book Mentors
197. Summer Intensive Practicum Course on Child-centered Play Therapy
198. Supervision Course on Projective Drawing
199. Supervision Group on "Play Therapy for Children with Special Needs"
200. Supervision Skills - Supervising Professional Workers & Frontline Workers
201. Supporting Bereaved Children & Teenagers
202. Symposium: Pathways to Mental Health Recovery "User Involvement and Peer-led Services"
203. Synergy of Excellence & Communication Competence with NLP
204. Systemic Family Therapy in Casework
205. Taylor-Johnson Temperament Analysis
206. The 1st International Conference on Horticultural Therapy & Therapeutic Landscaping
207. The Counsellor for Prepare/Enrich Inventories
208. The Hypnotherapy and Basic Counselling Course
209. The Level 1 Immersion Course in Accelerated Experiential Dynamic Psychotherapy: "Learn AEDP In Depth, Neurologically, and Experientially"
210. Three-Day Workshop on MMTIC® Administrator Training
211. Training Course on Teaching Sensory Integration Exercise (Advanced)
212. Training Course on Teaching Sensory Integration Exercise (Elementary)
213. Training parents how to deal with difficult children: A Non-Violent and New Authority Approach
214. Trauma & Resilience: Theory and Practice from the Israeli Experience
215. Trauma Healing - Bioenergetics Analysis as a tool to recover from emotional wounds
216. Tune In To Children
217. Two-day Workshop Acting Your Inner Music: Music in Psychodrama and Individual and Group Therapy Processes
218. Two-day Workshop for Professionals: Using the Multi-cultural EXA with Death, Dying and Grief
219. Two-day Workshop on "How to read your heart from a simple picture: Projective Drawing"
220. Two-day Workshop on "Metaphor Story Telling Therapy"
221. Two-day Workshop on "The Use of Story-telling in Counselling and Conducting Therapeutic Groups"
222. Two-day Workshop on Attachment Theory and Couple Counselling

223. Two-day Workshop on Dreams, The Radiant Children of the Night
Understanding Dreams in Psychotherapy and Life
224. Two-day Workshop on Emotion-Focused Therapy for Complex Trauma
225. Two-day Workshop on Restorative Conference Facilitator Training
226. Two-day Workshop on Solution-focused Therapy
227. Two-day Workshop on Theory of Psychoanalytic Psychotherapy
228. Two-day Workshop: Re-inventing the past - Narrative use of the
genogram and Narrative use of memories
229. Two-day Workshop: Re-storying Conflict Narratives
230. Understanding Physical/Psychological Trauma & Handling Skill Training
231. Using Expressive Arts Program in Social Services for Caring
Professionals
232. Working with High Conflict Parents and Children in Divorce Families
233. Working with the Elderly Using the Satir Model
234. Workshop for Mindfulness-Based Stress Reduction
235. Workshop on "How to Use Play Therapy Activities to Help Children
Overcome Trauma"
236. Workshop on Managing Depression and Suicidal Behavior
237. Workshop on Sex Education for the Mentally Handicapped
238. Workshop on Shadow Transformation
239. Workshop on Suicidal Risk Assessment and Mental State Examination
240. Workshop on Transforming Emotional Bond in Emotion-Focused
Therapy for Couples
241. Workshop on Working with Youth in School System
242. Workshop Series on Psychodynamic Psychotherapy
243. Youth Mental Health First Aid (MHFA) Instructor Training

(II) Management

1. Brand Development and Management for NGOs
2. Certificate Course of Effective Skills on Managing Complaints
3. Certificate in Accounting Practice and Financial Management for Non-financial Professionals in NGOs
4. Certificate in Project Management for NGOs
5. Certified Lean Startup Facilitator Training Workshop
6. Clinical Supervision Training Workshop in the Satir Model
7. Coaching - Leadership Workshop with MBTI Personality Indicators
8. Coaching Clinic Program
9. Effective Executive
10. Managing People Conflicts in NGO Workplace
11. SMART Manager - Managing Downwards and Upwards
12. Social O2O Conference
13. Strategic Planning & Execution -Transferring Organizational Objectives into Daily Operational Goals
14. The Coaching Clinic Training Program
15. Workshop on Handling Difficult Employees
16. Workshop on KPI Setting for Various Industries and Positions
17. Workshop on Strategies & Skills for Writing Grant Application Proposals

Annex III

**Number of Approved Nominations for Partial Sponsorship from the Social Work
Training Fund to Attend Short-term Courses/Seminars/Conferences
in 2014-15**

<u>Organisation</u>	<u>Number of Approved Nominations</u>
Against Child Abuse Ltd.	2
Association of Baptists for World Evangelism (HK) Ltd.	3
Baptist Oi Kwan Social Service	24
Barnabas Charitable Service Association Ltd.	1
Caritas - Hong Kong	18
CCC Kei Wa Primary School	1
Centennial College	1
Child Focus Company	2
Chinese YMCA of Hong Kong	10
Chiu Yang Por Yen Primary School	1
Christian Action	2
Christian Concern for the Homeless Association	3
Christian Family Service Centre	7
City University of Hong Kong	1
Diocesan Boys' School Primary Division	2
EFCC Lok Yan Learning Centre	1
Evangelical Lutheran Church Social Service - Hong Kong	10
Fu Hong Society	13
Happy Tree Social Services	1
Harmony House Limited	2
Haven of Hope Christian Service	17
HHCKLA Buddhist Wisdom Primary School	1

<u>Organisation</u>	<u>Number of Approved Nominations</u>
HKSYC&IA Chan Nam Chong Memorial School	2
Hong Kong Blind Union	1
Hong Kong Cancer Fund	3
Hong Kong Christian Service	29
Hong Kong College of Technology	3
Hong Kong Family Welfare Society	88
Hong Kong Federation of Women's Centres	2
Hong Kong Institute of Education	1
Hong Kong Juvenile Care Centre	1
Hong Kong Lutheran Social Service, LC-HKS	8
Hong Kong Playground Association	1
Hong Kong Sheng Kung Hui Welfare Council	15
Hong Kong Society for the Protection of Children	7
Hong Kong Student Aid Society	2
Hong Kong Young Women's Christian Association	18
Hospital Authority	8
Institute of Cognitive Therapy	1
International Social Service Hong Kong Branch	12
Kam Tsin Village Ho Tung School	1
Kwun Tong Methodist Social Service	12
Life Workshop	1
Ling Liang Church Sau Tak Primary School	1
Methodist Centre	6
Methodist Epworth Village Community Centre	2
Mother's Choice	2
Neighbourhood & Worker's Education Centre Limited	1

<u>Organisation</u>	<u>Number of Approved Nominations</u>
New Life Psychiatric Rehabilitation Association	12
Po Kok Branch School	1
Po Leung Kuk	14
Pok Oi Hospital	7
Precious Blood Children's Village	2
Richmond Fellowship of Hong Kong	1
S.A.L.E.M. - Family Net Social Service Centre	1
Sai Kung District Community Centre Limited	2
Scout Association of Hong Kong - The Friends of Scouting	11
Senior Citizen Home Safety Association	2
Sheng Kung Hui St. Christopher's Home Limited	3
Social Welfare Department	5
Society for the Promotion of Hospice Care	6
St. James' Settlement	10
Stewards Limited	12
Tai Po Baptist Church Social Service	3
The ABM Hong Kong Swatow Baptist Church Community Service Association	1
The Boys' and Girls' Clubs Association of Hong Kong	32
The Boys' Brigade, Hong Kong	2
The Church of Christ in China Kei Chun Primary School	1
The Church of Christ in China Kei Wa Primary School	1
The Comfort Care Concern Group	3
The Hong Kong Catholic Marriage Advisory Council	7
The Hong Kong Council of the Church of Christ in China	1
The Hong Kong Federation of Youth Groups	29

<u>Organisation</u>	<u>Number of Approved Nominations</u>
The Hong Kong Society for Rehabilitation	29
The Mongkok Kai Fong Association Ltd. Chan Hing Social Service Centre	1
The Intellectually Disabled Education and Advocacy League	1
The Neighborhood Advice-Action Council	3
The Salvation Army	1
The Samaritan Befrienders Hong Kong	1
The Society for Truth and Light	1
The Society of Rehabilitation and Crime Prevention, Hong Kong	11
The University of Hong Kong	2
TREATS	1
Tung Wah Group of Hospitals	38
Windshield Charitable Foundation	2
Y.L.P.M.S. Alumni Association Ying Yip Primary School	1
Yan Chai Hospital	3
Yan Oi Elder Centre Ltd.	1
Yan Oi Tong	1
Yang Memorial Methodist Social Service	13
Yuen Long Town Hall Management Committee Limited	1
Yuk Yin School	1
Total:	<hr/> <u>632</u>

**Approved Applications from Organisations
for Organising Study Tours to the Mainland in 2014-15**

Type IV

Name of Organisation	Name of Study Tour
Hong Kong Lutheran Social Service, LC-HKS	Hong Kong Lutheran Social Service, LC-HKS: Study tour to Foshan Municipality on Social Welfare Services



Social Work Training Fund

Financial statements for the year ended 31 March 2015

Report of the Director of Audit



Audit Commission

The Government of the Hong Kong Special Administrative Region

Independent Audit Report

To the Legislative Council

I certify that I have audited the financial statements of the Social Work Training Fund set out on pages 3 to 13, which comprise the balance sheet as at 31 March 2015, and the income and expenditure account, statement of changes in equity and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Director of Social Welfare Incorporated's Responsibility for the Financial Statements

The Director of Social Welfare Incorporated is responsible for the preparation of financial statements that give a true and fair view in accordance with section 10(1) of the Social Work Training Fund Ordinance (Cap. 1100) and Hong Kong Financial Reporting Standards, and for such internal control as the Director of Social Welfare Incorporated determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with section 10(2) of the Social Work Training Fund Ordinance and the Audit Commission auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of

the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of financial statements that give a true and fair view 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Director of Social Welfare Incorporated, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, the financial statements give a true and fair view of the financial position of the Social Work Training Fund as at 31 March 2015, and of its financial performance and cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standards and have been properly prepared in accordance with section 10(1) of the Social Work Training Fund Ordinance.



TEO Wing-on
Principal Auditor
for Director of Audit

29 October 2015

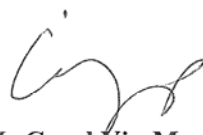
Audit Commission
26th Floor
Immigration Tower
7 Gloucester Road
Wanchai, Hong Kong

Social Work Training Fund

Balance Sheet as at 31 March 2015

	Note	2015 HK\$	2014 HK\$
NON-CURRENT ASSETS			
Available-for-sale financial assets	3	6,302,939	4,702,834
		<u>6,302,939</u>	<u>4,702,834</u>
CURRENT ASSETS			
Interest receivable		45,728	34,269
Dividend receivable		25,668	23,828
Deposits with banks		8,728,215	9,711,785
Cash and cash equivalents	4	100,200	611,126
		<u>8,899,811</u>	<u>10,381,008</u>
CURRENT LIABILITIES			
Accounts payable		(789,247)	(762,077)
NET CURRENT ASSETS		<u>8,110,564</u>	<u>9,618,931</u>
TOTAL NET ASSETS		<u>14,413,503</u>	<u>14,321,765</u>
Representing:			
DONATION ACCOUNT		11,448,266	11,448,266
ACCUMULATED SURPLUS ACCOUNT		2,425,192	2,716,375
INVESTMENT REVALUATION RESERVE		540,045	157,124
		<u>14,413,503</u>	<u>14,321,765</u>

The accompanying notes 1 to 8 form part of these financial statements.



(Ms Carol Yip Man-kuen)
 Director of Social Welfare Incorporated
 Trustee of the Social Work Training Fund
 29 October 2015

Social Work Training Fund

Income and Expenditure Account for the year ended 31 March 2015

	2015 HK\$	2014 HK\$
INCOME		
Income from debt securities		
Interest	-	2,885
Amortised premium	-	(130)
	<u>-</u>	<u>2,755</u>
Dividend income	245,757	196,440
Bank interest	204,514	124,555
Exchange gains	1,988	-
Refund of grants	29,610	105,828
	<u>481,869</u>	<u>429,578</u>
EXPENDITURE		
Grants to organisations	(772,802)	(726,937)
Bank charges	(250)	(300)
Exchange losses	-	(4,375)
	<u>(773,052)</u>	<u>(731,612)</u>
DEFICIT FOR THE YEAR	(291,183)	(302,034)
OTHER COMPREHENSIVE INCOME		
Items that may be reclassified subsequently to surplus or deficit:		
fair value changes on revaluation of available-for-sale financial assets	382,921	(183,138)
	<u>382,921</u>	<u>(183,138)</u>
TOTAL COMPREHENSIVE INCOME/(LOSS) FOR THE YEAR	<u><u>91,738</u></u>	<u><u>(485,172)</u></u>

The accompanying notes 1 to 8 form part of these financial statements.

Social Work Training Fund

Statement of Changes in Equity for the year ended 31 March 2015

	Donation Account HK\$	Accumulated Surplus Account HK\$	Investment Revaluation Reserve HK\$	Total HK\$
Balance at 1 April 2013	11,448,266	3,018,409	340,262	14,806,937
Total comprehensive loss for 2013-14	<u>-</u>	<u>(302,034)</u>	<u>(183,138)</u>	<u>(485,172)</u>
Balance at 31 March 2014	11,448,266	2,716,375	157,124	14,321,765
Total comprehensive income/(loss) for 2014-15	<u>-</u>	<u>(291,183)</u>	<u>382,921</u>	<u>91,738</u>
Balance at 31 March 2015	<u><u>11,448,266</u></u>	<u><u>2,425,192</u></u>	<u><u>540,045</u></u>	<u><u>14,413,503</u></u>

The accompanying notes 1 to 8 form part of these financial statements.

Social Work Training Fund

Statement of Cash Flows for the year ended 31 March 2015

	Note	2015 HK\$	2014 HK\$
Cash flows from operating activities			
Deficit for the year		(291,183)	(302,034)
Income from debt securities		-	(2,755)
Dividend income		(245,757)	(196,440)
Bank interest		(204,514)	(124,555)
Exchange (gains)/losses		(1,988)	4,375
Increase/(Decrease) in accounts payable		27,170	(78,676)
Net cash used in operating activities		<u>(716,272)</u>	<u>(700,085)</u>
Cash flows from investing activities			
Redemption of held-to-maturity securities		-	3,000,000
Purchase of available-for-sale financial assets		(1,217,184)	(58,592)
Interest received		193,055	120,959
Dividend received		243,902	216,912
Net decrease/(increase) in deposits with banks with original maturity over 3 months		985,573	(2,906,101)
Net cash from investing activities		<u>205,346</u>	<u>373,178</u>
Net decrease in cash and cash equivalents		(510,926)	(326,907)
Cash and cash equivalents at beginning of year		611,126	938,033
Cash and cash equivalents at end of year	4	<u><u>100,200</u></u>	<u><u>611,126</u></u>

The accompanying notes 1 to 8 form part of these financial statements.

Social Work Training Fund

Notes to the Financial Statements

1. General

The Social Work Training Fund (the Fund) was established for the purpose of training persons desirous of becoming social workers and improving existing training facilities in accordance with section 4 of the Social Work Training Fund Ordinance (Cap. 1100).

The address of the Fund's principal place of business is 44 Oi Kwan Road, Wan Chai, Hong Kong.

2. Significant accounting policies

(a) Statement of compliance

The financial statements have been prepared in accordance with section 10(1) of the Social Work Training Fund Ordinance and all applicable Hong Kong Financial Reporting Standards (HKFRSs) issued by the Hong Kong Institute of Certified Public Accountants.

(b) Basis of preparation

The financial statements have been prepared on an accrual basis and under the historical cost convention except that available-for-sale financial assets are stated at fair value as explained in the accounting policy set out in note 2(d) below.

The preparation of financial statements in conformity with HKFRSs requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets, liabilities, income and expenditure. The estimates and associated assumptions are based on experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis for making judgements about the carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There are no critical accounting judgements involved in the application of the Fund's accounting policies. There are neither key assumptions concerning the future nor other key sources of estimation uncertainty at the balance sheet date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities in the next year.

(c) Adoption of new / revised HKFRSs

The Fund has adopted all new/revised HKFRSs which are effective and relevant to the Fund for the current accounting period.

The Fund has not early adopted any amendments, new standards and interpretations which are not yet effective for the current accounting period. The Fund is in the process of making an assessment of what the impact of these amendments, new standards and interpretations is expected to be in the period of initial adoption. So far, it has concluded that the adoption of them is unlikely to have a significant impact on the Fund's results of operations and financial position.

(d) Available-for-sale financial assets

The Fund's available-for-sale financial assets are classified as non-current assets unless they are expected to be disposed of within 12 months of the balance sheet date.

Purchases and sales of investments are recognised on trade-date on which the Fund is committed to the transactions. Available-for-sale financial assets are initially recognised at fair value plus transaction costs. At each balance sheet date the fair value is re-measured and any unrealised holding gain or loss arising from the change in fair value is recognised in other comprehensive income and accumulated separately in the investment revaluation reserve.

When available-for-sale financial assets are sold, the Fund uses weighted average method to determine the realised gains and losses to be recognised in the income and expenditure account.

The fair values of quoted investments are based on current bid-prices.

The Fund assesses at each balance sheet date whether there is objective evidence that a financial asset is impaired. The cumulative loss, measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in the income and expenditure account, is removed from the investment revaluation reserve and recognised in the income and expenditure account.

(e) Foreign currency translation

Hong Kong dollar is the currency of the primary economic environment in which the Fund operates. Foreign currency transactions during the year are translated into Hong Kong dollars at the exchange rates ruling at the transaction dates. Monetary assets and liabilities denominated in foreign currencies are translated into Hong Kong dollars at the exchange rates ruling at the balance sheet date. Exchange gains and losses are dealt with in the income and expenditure account.

(f) Revenue recognition

Interest income from bank deposits and other interest-bearing financial instruments is recognised as it accrues using the effective interest method. The effective interest method is a method of calculating the amortised cost of a financial asset and of allocating the interest income over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset or, when appropriate, a shorter period to the net carrying amount of the financial asset.

Dividend income is recognised when the Fund's right to receive payment is established.

(g) Cash and cash equivalents

For the purpose of the statement of cash flows, cash and cash equivalents comprise cash on hand, deposits with banks, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of changes in value, having been within three months of maturity when acquired.

3. Available-for-sale financial assets

	2015 HK\$	2014 HK\$
Equity securities listed in Hong Kong, at fair value	<u>6,302,939</u>	<u>4,702,834</u>

4. Cash and cash equivalents

	2015 HK\$	2014 HK\$
Deposits with banks with original maturity within 3 months	-	200,000
Cash at banks	<u>100,200</u>	<u>411,126</u>
	<u>100,200</u>	<u>611,126</u>

5. Financial risk management

- (a) The Fund's major financial instruments include its available-for-sale financial assets and bank deposits. The main risks associated with these financial instruments are set out below.

(i) Credit risk

Credit risk is the risk that one party to a financial instrument will fail to discharge an obligation and cause the other party to incur a financial loss.

To minimise the credit risks arising from bank deposits, all time deposits are placed with reputable licensed banks in Hong Kong.

The maximum exposure to credit risk as at the balance sheet date in relation to each class of financial assets is the carrying amount of those assets as stated in the balance sheet.

(ii) Market risk

The Fund is exposed to market risk due to changes in market variables such as equity prices, interest rates and exchange rates.

(1) Equity price risk

To manage equity price risk, the Social Work Training Fund Committee regularly reviews the investment portfolio and the investment guidelines for monitoring the investment activities of the Fund. It is estimated that, as at 31 March 2015, a general increase/decrease of 5% (2014: 5%) in the market prices of the equity securities held by the Fund would increase/decrease the balance of the Fund's investment revaluation reserve by about HK\$315,000 (2014: about HK\$235,000). The sensitivity analysis is based on the carrying amount of equity securities held by the Fund as at the balance sheet date and on the assumption that all other variables remain constant.

(2) Interest rate risk

Interest rate risk is the risk of loss arising from changes in market interest rates. This can be further classified into fair value interest rate risk and cash flow interest rate risk.

Fair value interest rate risk is the risk that the value of a financial instrument will fluctuate because of changes in market interest rates. Since the Fund's bank deposits bear interest at fixed rates, their fair value will fall when market interest rates increase. As they are stated at amortised cost, changes in market interest rates will not affect their carrying amounts and the Fund's deficit and equity.

Cash flow interest rate risk is the risk that future cash flow of a financial instrument will fluctuate because of changes in market interest rates. The Fund's exposure to cash flow interest rate risk is small as it has no major financial instruments bearing interest at floating rates.

(3) Foreign currency risk

(I) Exchange rate risk

The Fund maintained net financial instruments denominated in United States dollars and Renminbi at a total of USD3,327 (2014: USD3,072) and CNY3,664,378 (2014: CNY2,858,171) respectively at the balance sheet date. As Hong Kong dollar is pegged to the United States dollar within a narrow range, it is considered that the Fund had no significant exposure to foreign exchange risk relating to this currency. Since no foreign currency rate hedging is made by the Fund for Renminbi, the carrying amount of the financial instruments in Renminbi represents the maximum exposure of the Fund to foreign currency risk.

(II) Sensitivity analysis

It is estimated that as at the balance sheet date should the Renminbi strengthen/weaken by 5% (2014: 5%) against the Hong Kong dollar, with all other variables being held constant, the deficit of the Fund for the year would decrease/increase by approximately HK\$228,900 (2014: HK\$178,500).

The sensitivity analysis above was determined assuming that the change in foreign exchange rate had occurred at the balance sheet date and had been applied to the Renminbi financial instruments in existence at that date. The 5% (2014: 5%) strengthening/weakening in Renminbi represents the assessment by the Fund of a reasonably possible change in foreign exchange rate over the period until the next balance sheet date.

(iii) Liquidity risk

In the management of liquidity risk, the Fund maintains a level of cash and cash equivalents that is considered adequate to finance its operations.

(b) Fair value hierarchy of financial instruments

The following table presents the carrying values of financial instruments measured at fair value at the balance sheet date on a recurring basis, categorised into the three-level fair value hierarchy as defined in HKFRS 13 Fair Value Measurement.

	2015		2014	
	Level 1	Total	Level 1	Total
	HK\$	HK\$	HK\$	HK\$
Available-for-sale financial assets				
Equity securities listed in				
Hong Kong	<u>6,302,939</u>	<u>6,302,939</u>	<u>4,702,834</u>	<u>4,702,834</u>

No financial instruments were classified under Level 2 and Level 3. During the year, there were no significant transfers between financial instruments in Level 1 and Level 2.

The three levels of the fair value hierarchy are:

Level 1: fair value measured using only unadjusted quoted prices in active markets for identical financial instruments at the measurement date;

Level 2: fair value measured using observable inputs which fail to meet Level 1, and not using significant unobservable inputs. Unobservable inputs are inputs for which market data are not available; and

Level 3: fair value measured using significant unobservable inputs.

6. Capital management

The capital structure of the Fund consists of the donation account, the accumulated surplus account and the investment revaluation reserve. The Fund's objectives when managing capital are:

- (a) to comply with the Social Work Training Fund Ordinance; and
- (b) to maintain a capital base for carrying out the purpose of the Fund as stated in note 1 above.

The Fund manages capital to ensure that its level is adequate to fund future grants and expenditure, taking into account its projected cash flow requirements, future financial obligations and commitments.

7. Cost of administration of the Fund

The cost of administration of the Fund has been borne by the Government of the Hong Kong Special Administrative Region in accordance with section 12 of the Social Work Training Fund Ordinance.

8. Fair values of financial assets and liabilities

All financial assets and liabilities are stated in the balance sheet at amounts equal to or not materially different from their fair values.