



SOCIAL WORK TRAINING FUND

**FIFTY- FIFTH ANNUAL
REPORT**

**By the
TRUSTEE**

**For the Year ending on
31 March 2016**

**FIFTY- FIFTH ANNUAL REPORT
BY THE
SOCIAL WORK TRAINING FUND
TRUSTEE
FOR THE YEAR
ENDING ON 31 MARCH 2016**

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

**SOCIAL WORK TRAINING FUND
FIFTY-FIFTH ANNUAL REPORT BY THE TRUSTEE
FOR THE YEAR ENDING ON 31 MARCH 2016**

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 2016, 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 Jason CHOW (周展程先生)
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 2 December 2015 and 17 March 2016 during the year 2015-16. Business discussed at the meetings and by circulation of papers included –

- (a) financial projection of the Social Work Training Fund for the period from 2015-16 to 2017-18;
- (b) position of the 2015-16 Social Work Training Fund Business Plan;
- (c) 2016-17 Social Work Training Fund Business Plan;
- (d) partial sponsorship to organisations for running courses/seminars/workshops/lectures, publishing training materials and organising study tours to the Mainland; and
- (e) partial sponsorship to organisations for their social workers to attend short-term courses/seminars/conferences.

Scope of Sponsorship in 2015-16

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;
- (b) meeting needs for specific social work skills;
- (c) improving social work knowledge and skills; and/or other related management or professional competence for social work practice; 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 2015-16, the Committee received a total of eight applications from three organisations for conducting the first type of training/training-related activities in paragraph 6 above, while no application was received for publication of training materials. After deliberation, the Committee approved all applications. However, two of the eight approved applications had subsequently withdrawn by the concerned organisations. 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.

11. During the year 2015, 582 applications were received and 530 applications were approved. Among the 52 applications not approved, 21 of them fell outside the scope of sponsorship, 19 applications were submitted by applicants who already had one approved application, 10 applications were not provided with sufficient information by the specified deadline (i.e. receipt/attendance certificate etc.) and two applications were not short-term programmes (i.e. more than four months). 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 2015-16, the Committee received two applications for organising study tours to the Mainland. The applications that the Committee approved are 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 2016.

16. Only the accumulation of income generated by the capital would be disbursed as grants. The income for the year was \$841,666 while the expenditure amounted to \$959,972, making a deficit of \$118,306. The audited statements of the Social Work Training Fund as at 31 March 2016 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 2015-16**

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

Name of Organisation	Title of Training Programme
Baptist Oi Kwan Social Service	4-day Workshop on “Transition to Independence Process (TIP) Model TM ” – A strength based model for working with youth and young adults with emotional & behavioral difficulties experiencing transition to adulthood difficulties
Hong Kong Men’s Association	Breaking the Ice of Men Services: Concepts and Case Studies
The Association of Evangelical Free Churches of Hong Kong	Effective Skills on Mediation and Conflict Management
	Handling Complaints
	Workshop on Professional Consultation for Social Workers
	Workshop Series on Improving Writing Skills of Social Workers

(II) Type II - Publication of Training Materials

No application

Type III - List of Short-term Courses/Seminars/Conferences Receiving Partial Sponsorship from the Social Work Training Fund in 2015-16

(I) Professional Skills

1. 2015 Bowen Theory Conference: The Ties that Bind
2. 3rd Asia-Pacific CBR (Community-Based Rehabilitation) Congress
3. 4-Day Training on Bereavement Counselling
4. 6As Character Parenting Facilitator Training
5. A Five-day Workshop for Counselling Personnel on “Child-centered Play Therapy”
6. A Live Family Therapy Presentation Using the Satir Model: Grief and Loss (Death)
7. Accredited Play Therapy Advanced Course
8. Accredited Play Therapy Course: Introduction to Play Therapy
9. Accredited Play Therapy Training 2015
10. Accredited Play Therapy Training 2015 Part II
11. Accredited Play Therapy Training Red Stream (Part 2)
12. Advanced and Certification Focusing Weeklong 2015
13. Advanced Emotionality: An Articulation of Affect and Its Implications to Clinical Practice
14. Advanced Workshop on “New Reality Therapy” - Effective Use of “Choice Theory” in Counselling
15. Adventure Based Counselling Foundation Course 2015
16. Animal-Assisted Therapy Conference cum Workshop
17. Applying NLP in Enneagram Coaching and Counselling Course
18. Basic Concepts and Skills of Bowen Family Systems Therapy
19. Basic Course on Bowen Family Systems Theory
20. Advanced Course on Group Debriefing Skills
21. Basic Training in Gestalt Play Therapy with Children and Adolescent
22. Be a Certified Behavioral Consultant - DISC Certification
23. Bereavement Counselling on Loss of Companion Animal
24. CBT Context-based Social Competence Training for Autism Spectrum Disorder (CBT-CSCA): A 2-day Professional Training
25. CBT Experiential Learning Group
26. Certificate Course in Family Therapy

27. Certificate Course in Mental Health
28. Certificate Courses on Spiritual Well-being Assessment and Enhancement for Chinese Elders (Basic Level - Spirituality for Chinese Elders: From Conceptualization to Assessment)
29. Certificate in “Exploring Music Therapy: Working with Special Needs Children”
30. Certificate in Application of Facilitating Techniques in Musical Activities for Elderly with Dementia
31. Certificate in Application of Play Group
32. Certificate in Basic Concept and Skills of Narrative Therapy
33. Certificate in Basic Concept and Skills of Psychodynamic Therapy
34. Certificate in Basic Horticultural Therapy
35. Certificate in Classification of Mental Disorders (DSM 5) & Mental State Examination
36. Certificate in Effective Crisis Intervention and Working with Suicide Crises
37. Certificate in Foundation Training in Cognitive Behavioral Therapy (Level I)
38. Certificate in Helping Children with Special Education Needs (Kindergarten & Primary School)
39. Certificate in Management & Treatment of Borderline Personality Disorder (BPD)
40. Certificate in Playgroup Tutor Training
41. Certificate in Playwork Practice
42. Certificate in Positive Psychology for Caring Professionals
43. Certificate in Practical Debriefing Skills Training Course
44. Certificate in Teaching Students with Special Educational Needs
45. Certificate of Bereavement Counselling Course
46. Certification Course in Hypnotherapy
47. Certification in Psychological Projective Drawing
48. Certification in Sandplay Therapy
49. Certification Training in Neuro Linguistic Programming
50. Certified Dementia Care Planner (CDCP) Course
51. Certified Gambling Counsellors Training Course
52. Certified Practitioner of Art in Therapy
53. Certified Practitioner of Projective Drawing Art in Assessment
54. Child Centered Play Therapy
55. Child Centered Play Therapy with Clinical Practice

56. Child-centered Group Play Therapy: Introduction
57. Clinical Supervision Group
58. Creative Application of Directive Group Play Therapy Activities to Assist Students with Special Education Needs (SEN) on Social Emotional Attitudinal Issues
59. Critical Incident Stress Management - Group Crisis Intervention
60. Dance and Movement Transformational Therapy - Creating Change from the Inside Out
61. Diploma in Playwork Practice
62. Directive Group Play Therapy: Group Supervision and Consultation
63. EFT Core Skills Training Programme
64. Emotionality & Mood Articulation: Interpretation & Intervention in Trauma Healing (Level II)
65. Emotionality & Mood Articulation: Interpretation & Intervention in Trauma Healing (Level III)
66. Emotionality & Mood Articulation: Interpretation & Intervention in Trauma Healing (Level IV)
67. Emotion-Focused Therapy (EFT) for Depression
68. Essentials of the Satir Growth Model for Personal Growth - Basic Philosophy
69. Essentials of the Satir Growth Model for Personal Growth - Professional Preparation
70. Evidence-based Assessment and Treatment for Children with Attention Deficit Hyperactivity Disorder (ADHD) and Their Families
71. Exploring the Satir Model of Family Therapy for Personal & Professional Development
72. Expressive Arts Therapy Workshop: The Tao of Clown
73. Externship in Emotionally Focused Therapy for Couples
74. Family Reconstruction Personal Growth Experiential Workshop
75. Five-day Basic Training on Child-centered Play Therapy
76. Focusing-Oriented Therapy and Complex Trauma
77. Forum Theatre Workshop and Joker Workshop
78. Foundation & Practicum Course on Projective Drawing
79. Foundation Counselling Course on Satir Model
80. Foundation Course on Projective Drawing
81. Green Stream Foundations of Play Therapy
82. Horticultural Therapy Advanced Certificate Course
83. Horticultural Therapy Intermediate Certificate Course

84. Infant and Early Childhood Mental Health Training 2015 in Hong Kong Workshop: Attachment-based Intervention with Infants and Families
85. Intensive Gatekeeper Training Workshop on Working with Adolescent with Suicidal Tendency and Self Harm
86. Intensive Training Workshop on Working with Adolescent with Suicidal Tendency and Self Harm
87. Intermediate Course of Cognitive Behavioral Therapy
88. Intermediate Course of Narrative Therapy
89. Intermediate Course of Psychodynamic Therapy
90. International Certificate in Sensory Integration (Level One) Course
91. Introduction to Integrative Family and Systems Treatment (I-FAST) and Mental Health Treatment: Utilising Family Strengths and Resilience (Basic Course)
92. Introductory Course on Narrative Therapy
93. Kimochis Training Workshop
94. Laughter Yoga Leader Training Certificate Course
95. Level One Introductory Theraplay and Marschak Interaction Method
96. Licensed Practitioner Certificate of Neuro-Linguistic Programming for Caring Professionals
97. Lost Bereavement and Grief Counselling
98. Low Event Technical & Level I Instructor Course
99. Management & Treatment of Borderline Personality Disorder
100. Marital Therapy Blueprint and Practice Professional Training Course
101. Master NLP Practitioner Course
102. Mental Health First Aid (MHFA) Instructor Training
103. Mindful Life Coaching
104. Mymind (Advanced teacher training): Mindfulness Training for Youth with ADHD, Youth with ASD and Parallel Mindful Parenting Training
105. New Reality Therapy - Effective Use of Choice Theory in Counselling
106. One-day Workshop on “Emotion-Focused Therapy - Forgiveness and Letting Go of Anger and Hurt”
107. One-day Workshop on Geriatrics Music Therapy
108. One-day Workshop on Marital Dissolution: Uncoupling and Divorce Decision Making
109. Parenting Coordination Training
110. PCS Interviewing Model for Counselling & Coaching
111. Personal Development Facilitator

112. Personality Dimensions® Qualified Facilitator (Level 1) Qualifying Program
113. Play Therapy in Sand
114. PlayGroup Tutor Training Course
115. Post Crisis Counselor (Practicum)
116. Practicum Course on Child-centered Play Therapy
117. Practicum Course on Projective Drawing
118. Practicum in MBSR
119. Professional Conference 2015 on Trauma & Recovery cum Two-day Workshop on Innovative Treatment in Trauma - SMART
120. Professional Counselling Course on Satir Model (Unit I)
121. Professional Counselling Course on Satir Model (Unit II)
122. Professional Training for Addiction Counselor Certification
123. Professional Training on Emotionality and Clinical Practice: For Clients with Emotional and Personality Problems - Part 1: Fundamental Understanding of Emotionality and Psychosocial Intervention for Clients with Emotional and Personality Problems - Level 2
124. Projective Drawing Arts in Assessment
125. Psychodrama Workshop with your Inner Children
126. Restraint & Breakaway Instructor Refresher and Accreditation Course
127. Review, Rebuild and Reborn
128. Seminar on The Current Development and Issues of Mediation in Hong Kong
129. Sensory Integration Training for Caring Professional
130. Skill-Building Basic Training Programme
131. Smart but Scattered: Executive Dysfunction at Home and at School
132. Somatic Experiencing Certificate Program (SEP)
133. Special Learning Needs Education Course in ADD/ADHD Children
134. Summer Institute on Disability Rights and Equality
135. Summer Intensive Practicum Course on Child-centered Play Therapy
136. Supervision on Sexual Psychopathology - From Assessment to Treatment
137. Taylor-Johnson Temperament Analysis (T-JTA) Training Workshop
138. The 11th Asia Pacific Hospice Conference
139. The 11th International Expressive Arts Therapy Association Conference
The Flowing Tao of Expressive Arts
140. The Counsellor for Prepare/Enrich Inventories
141. The International School for Developmental Transformation

142. The Level I Immersion Course in Accelerated Experiential Dynamic Psychotherapy: The Butterfly Effect: Phenomenology of Transformation and Transcendence with AEDP
143. The Mindfulness-Based Stress Reduction Program (MBSR)
144. The Neurobiological Core Self & Recognition Processes in AEDP: Working with Dissociation from the Outside In
145. The Use of Guitar with a Group of Special Needs Clients
146. Three-Day Cognitive-Behavioural Therapy Training Workshop
147. Three-day Institute on Directive Group Play Therapy for the Treatment of ADHD, Low Self-Esteem and Traumatized Children
148. Training Course for Parent Educators and Facilitators of Parenting Group
149. Training Workshop on Working with Elderly with Emotional Disturbance, Self-Harm and Suicidal Tendency
150. Two-day Consultation and Group Supervision
151. Two-Day Intensive Introductory Workshop on Motivational Interviewing
152. Two-day Kimochis Training Workshop
153. Two-day Psychodrama cum Gestalt Workshop on “Enhancing Awareness and Use of Self in Working with Clients”
154. Two-Day Training Workshop on Acceptance and Commitment Therapy
155. Two-day Workshop on “How to Read Your Heart from a Simple Picture: Projective Drawing”
156. Two-Day Workshop on “The Use of Story-telling in Counselling and Conducting Therapeutic Groups”
157. Two-Day Workshop on Attachment Theory and Couple Counselling
158. Two-day Workshop on Drama Therapy
159. Two-day Workshop on Drama Therapy: Healing through Action
160. Two-day Workshop on Innovative Treatment in Trauma-SMART (Sensory Motor Arousal Regulation Treatment)
161. Two-day Workshop on: Using Expressive Arts in the Age of Anxiety
162. Two-day Workshop: Relational Interviewing with Highly Conflicted Couples Relationships
163. Two-day Workshop: Remembering Conversations with the Dying and Bereaved
164. Use of Bereavement Group in Supporting Bereaved People
165. Use of PhotoVoice: An Experiential Workshop
166. Wellness Recovery Action Plan Facilitator Training
167. Working with Adolescents in the Family Context
168. Working with Lesbian/Gay/Bisexual/Transgender Clients: Gender Identity and Sexual Orientation Issues in Counselling and Psychotherapy

169. Workshop in “Taster in Developmental Transformations”
170. Workshop on “Use of Directive Play Therapy Techniques to Support Parents of School-aged Children with Low Learning Motivation”
171. Workshop on Managing Dementia-Related Behaviours
172. Workshop on Motivational Interviewing
173. Workshop on Motivational Interviewing in Healthcare Settings: Lifestyle Changes and Adherence to Medication
174. Workshop on Using “Guided Imagery” in Counselling
175. Three-day Art Therapy Workshop for Adolescent Mental Health 2015
176. Journey to Intimacy 2015: Elementary Training for Facilitators of Courses on Emotional Intelligence and Self Development
177. Advanced Professional Rehabilitation Personnel Training Course 2014-2015 on “Catering for Diverse Learning Needs”
178. One-day Train-the-Trainers Workshop on Life and Death Education
179. The Rise and Fall of the Soul and Mental Health
180. Two-day Focusing Level 1 Workshop
181. Two-day Focusing Level 2 Workshop
182. Two-day Focusing Level 3 Workshop
183. Certificate Course in Life Planning and Counselling
184. Love and Competition in Growth
185. How to Assist SEN Children with Visual Arts
186. How to Regulate Children’s Emotions with the Use of Art Materials
187. Certificate Course in Assessment and Training of Children with Autism
188. Essentials of the Satir Model (Phase II)
189. Workshop for Parents on Satir Model in Parenting: Change in Parental Model for Developmental Growth of Children
190. Certificate Course in Management and Training of MBTI & MMTIC Facilitators
191. Course on Practical Youth Employment Counselling
192. Parental Counselling Skills and Design of Parenting Courses
193. The Counsellor for Prepare/Enrich Inventories
194. Marriage and Family Counselling Room (on-the-spot demonstration)
195. Give to Take: Personal Growth Experiential Workshop
196. Three-day Directive Group Play Therapy for the Treatment of ADHD, Low Self-Esteem and Traumatized Children
197. The 7th Seminar on Professional Social Work in Chinese Societies
198. Foundation Course on Trauma Healing

199. Intermediate Course on Trauma Healing
200. Advanced Course on Trauma Healing
201. Training Course for Horticultural Therapists
202. Horticultural Therapy Internship Programme
203. Training Course on Teaching Sensory Integration Exercise (Elementary) and Internship Programme
204. Dance with Your Heart: Introductory Workshop on Dance Therapy
205. Training Course on From Love to Intimacy Approach for Marital Therapy
206. Workshop on “Creative Use of Cards by Group Facilitators”
207. Workshop on “Training on Life Planning Cards for Facilitators”
208. Supporting Bereaved Children & Teenagers
209. “No Scars” Workshop
210. “Brain Care Octopus” Professional Sharing Session on Services for Persons with Early Dementia
211. Professional Training on Understanding and Intervention on Children Developmental Disorders
212. Certificate Course in Child Abuse Risk Assessment and Intervention Skills
213. “A Narrative Journey” Practical Workshop on Narrative Therapy
214. Training Course on From Love to Intimacy Approach for Marital Therapy Module 1: From Love to Intimacy Theory for Marital Therapy
215. Training Course on From Love to Intimacy Approach for Marital Therapy Module 3: The Rise and Fall of the Soul and Mental Health

(II) Management

1. Be a Competent Team Leader
2. Certificate Course of Foundation Coaching for Caring Professionals
3. Certificate in Effective Skills on Mediation and Conflict Management for Social Services
4. Certificate in Human Resources Management for NGOs: Performance Management: Coaching and Mentoring
5. Certificate in Internet Marketing Strategies for Social Services
6. Coaching Clinic Licensing Program
7. Effective Performance Appraisal for Social Services
8. Effective Project Management Skills for NGOs
9. Engaging the Millennials
10. Leading High Performing Team by Overcoming 5 Dysfunctions
11. Managing Difficult Employees for Social Services
12. Planning & Controlling in NGOs Projects
13. Strategic Planning & Execution - Organizational Objectives into Daily Operational Goals
14. Strategic Thinking in Practice
15. Sustainability as an Innovative Leadership
16. Certificate Course in Management of Volunteer Service

Annex III

**Number of Approved Nominations for Partial Sponsorship from the Social Work
Training Fund to Attend Short-term Courses/Seminars/Conferences
in 2015-16**

<u>Organisation</u>	<u>Number of Approved Nominations</u>
Asia Women's League Ltd.	1
Association of Baptists for World Evangelism (HK) Ltd.	1
Baptist Oi Kwan Social Service	15
Caritas - Hong Kong	8
Caritas Addicted Gamblers Counselling Centre	1
CCC Kei Wa Primary School	1
Centre for Restoration of Human Relationships Limited	1
Chi Lin Buddhist Secondary School	1
Chi Lin Home for the Elderly	1
Children's Cancer Foundation	2
Chinese YMCA of Hong Kong	9
Chiu Yang Por Yen Primary School	1
Christian Action	3
Christian Family Service Centre	9
CNEC Ta Tung School	1
Community College of City University	5
Diocesan Boys' School Primary Division	1
Neurofarmers Children Development Centre Limited	1
Eldpathy Co. Ltd.	2
Evangelical Lutheran Church Social Service - Hong Kong	6
Free Method Church	1
Fu Hong Society	12
Hans Andersen Club Limited	1

<u>Organisation</u>	<u>Number of Approved Nominations</u>
Harmony House Limited	2
Haven of Hope Christian Service	20
Heep Hong Society	1
Helping Hand	1
HKSKH Lady MacLehose Centre	2
Hok Yau Club	1
Hong Chi Association	1
Hong Kong Buddhist Hospital	1
Hong Kong Children and Youth Services	3
Hong Kong Christian Service	29
Hong Kong Family Welfare Society	61
Hong Kong Federation of Women's Centres	1
Hong Kong Juvenile Care Centre	1
Hong Kong Lutheran Social Service, LC-HKS	12
Hong Kong PHAB Association	4
Hong Kong Sheng Kung Hui Welfare Council Limited	12
Hong Kong Society for the Protection of Children	5
Hong Kong Young Women's Christian Association	12
Hospital Authority	11
International Social Service Hong Kong Branch	5
Jockey Club Cadenza Hub	2
Kam Tsin Village Ho Tung School	1
Kwun Tong Methodist Social Service	7
Marycove School	2
Methodist Centre	2
Methodist Epworth Village Community Centre	1

<u>Organisation</u>	<u>Number of Approved Nominations</u>
Mongkok Kai-Fong Association Limited	3
Neighbourhood & Worker's Education Centre Limited	1
New Home Association	2
New Life Psychiatric Rehabilitation Association	9
OIWA Limited	1
Pentecostal Church of Hong Kong	1
Po Leung Kuk	15
Pok Oi Hospital	5
Rhenish Church Grace School	1
Richmond Fellowship of Hong Kong	1
Sai Kung District Community Centre Limited	2
Scout Association of Hong Kong	1
The Friends of Scouting Jockey Club	7
Senior Citizen Home Safety Association	1
Social Welfare Department	3
Society for the Promotion of Hospice Care	2
St. James' Settlement	12
Stewards Limited	4
Suicide Prevention Services Limited	4
Tai Po Baptist Church Social Service	7
The Association of Evangelical Free Churches of Hong Kong	1
The Boys' and Girls' Clubs Association of Hong Kong	41
The Boys' Brigade, Hong Kong	1
The Chinese Rhenish Church Hong Kong Synod	2
The Chinese University of Hong Kong	3
The Comfort Care Concern Group	3

<u>Organisation</u>	<u>Number of Approved Nominations</u>
The Hong Kong Buddhist Association Children and Youth Centre	1
The Hong Kong Catholic Marriage Advisory Council	9
The Hong Kong Council of the Church of Christ in China	1
The Hong Kong Down Syndrome Association	1
The Hong Kong Federation of Youth Groups	12
The Hong Kong Polytechnic University	2
The Hong Kong Society for Rehabilitation	19
The Hong Kong Society for the Aged	3
The Hong Kong Society for the Blind	1
The Industrial Evangelistic Fellowship Limited	1
The Mental Health Association of Hong Kong	1
The Neighborhood Advice – Action Council	2
The Salvation Army	5
The Samaritan Befrienders Hong Kong	1
The Society of Rehabilitation and Crime Prevention, Hong Kong	2
The Tsung Tsin Mission of Hong Kong Social Service	1
Tung Wah Group of Hospitals	28
Wai Ji Christian Service	1
Yan Chai Hospital	3
Yan Oi Tong	1
Yang Memorial Methodist Social Service	13
YMCA of Hong Kong	1
Yuen Long Merchants Association Primary School	1
Yuen Long Town Hall Management Committee Limited	2
Yuk Yin School	1
Total:	<hr/> <u>530</u>

**Approved Applications from Organisations
for Organising Study Tours to the Mainland in 2015-16**

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 Ningxia Municipality on Social
Welfare Services

The Mental Health Association of Hong
Kong

MHAHK Study Visit to Guangdong 2016



Social Work Training Fund

Financial statements for the year ended 31 March 2016

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 2016, 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 2016, 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

3 November 2016

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

Social Work Training Fund

Balance Sheet as at 31 March 2016

	Note	2016 HK\$	2015 HK\$
NON-CURRENT ASSETS			
Held-to-maturity securities	3	1,502,430	-
Available-for-sale financial assets	4	4,862,560	6,302,939
		<u>6,364,990</u>	<u>6,302,939</u>
CURRENT ASSETS			
Interest receivable		48,123	45,728
Dividend receivable		57,412	25,668
Deposits with banks		7,051,883	8,728,215
Cash and cash equivalents	5	122,237	100,200
		<u>7,279,655</u>	<u>8,899,811</u>
CURRENT LIABILITIES			
Accounts payable		(816,737)	(789,247)
NET CURRENT ASSETS			
		<u>6,462,918</u>	<u>8,110,564</u>
TOTAL NET ASSETS			
		<u>12,827,908</u>	<u>14,413,503</u>
Representing:			
DONATION ACCOUNT		11,448,266	11,448,266
ACCUMULATED SURPLUS ACCOUNT		2,306,886	2,425,192
INVESTMENT REVALUATION RESERVE		(927,244)	540,045
		<u>12,827,908</u>	<u>14,413,503</u>

The accompanying notes 1 to 9 form part of these financial statements.



(Ms Carol Yip Man-kuen)

Director of Social Welfare Incorporated
Trustee of the Social Work Training Fund

3 November 2016

Social Work Training Fund

Income and Expenditure Account for the year ended 31 March 2016

	2016 HK\$	2015 HK\$
INCOME		
Income from held-to-maturity securities		
Interest	21,243	-
Amortised premium	(920)	-
	<u>20,323</u>	<u>-</u>
Gain on disposal of available-for-sale financial assets	328,022	-
Dividend income	256,137	245,757
Bank interest	219,560	204,514
Exchange gains	-	1,988
Refund of grants	17,624	29,610
	<u>841,666</u>	<u>481,869</u>
EXPENDITURE		
Grants	(769,662)	(772,802)
Bank charges	(200)	(250)
Exchange losses	(190,110)	-
	<u>(959,972)</u>	<u>(773,052)</u>
DEFICIT FOR THE YEAR	<u>(118,306)</u>	<u>(291,183)</u>
OTHER COMPREHENSIVE INCOME		
Items that may be reclassified subsequently to surplus or deficit:		
fair value changes on revaluation of available-for-sale financial assets	(1,255,193)	382,921
reclassification adjustment released from investment revaluation reserve upon disposal	(212,096)	-
	<u>(1,467,289)</u>	<u>382,921</u>
TOTAL COMPREHENSIVE (LOSS)/INCOME FOR THE YEAR	<u>(1,585,595)</u>	<u>91,738</u>

The accompanying notes 1 to 9 form part of these financial statements.

Social Work Training Fund

Statement of Changes in Equity for the year ended 31 March 2016

	Donation Account HK\$	Accumulated Surplus Account HK\$	Investment Revaluation Reserve HK\$	Total HK\$
Balance at 1 April 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	11,448,266	2,425,192	540,045	14,413,503
Total comprehensive loss for 2015-16	<u>-</u>	<u>(118,306)</u>	<u>(1,467,289)</u>	<u>(1,585,595)</u>
Balance at 31 March 2016	<u>11,448,266</u>	<u>2,306,886</u>	<u>(927,244)</u>	<u>12,827,908</u>

The accompanying notes 1 to 9 form part of these financial statements.

Social Work Training Fund

Statement of Cash Flows for the year ended 31 March 2016

	Note	2016 HK\$	2015 HK\$
Cash flows from operating activities			
Deficit for the year		(118,306)	(291,183)
Adjustments for:			
Income from held-to-maturity securities		(20,323)	-
Gain on disposal of available-for-sale financial assets		(328,022)	-
Dividend income		(256,137)	(245,757)
Bank interest		(219,560)	(204,514)
Exchange losses/(gains)		190,110	(1,988)
Increase in accounts payable		27,490	27,170
Net cash used in operating activities		<u>(724,748)</u>	<u>(716,272)</u>
Cash flows from investing activities			
Purchase of held-to-maturity securities		(1,504,465)	-
Purchase of available-for-sale financial assets		(1,410,814)	(1,217,184)
Proceeds from disposal of available-for-sale financial assets		1,711,926	-
Income from held-to-maturity securities received		7,610	-
Bank interest received		231,913	193,055
Dividend received		224,377	243,902
Net decrease in deposits with banks with original maturity over 3 months		<u>1,486,238</u>	<u>985,573</u>
Net cash from investing activities		<u>746,785</u>	<u>205,346</u>
Net increase/(decrease) in cash and cash equivalents		22,037	(510,926)
Cash and cash equivalents at beginning of year		<u>100,200</u>	<u>611,126</u>
Cash and cash equivalents at end of year	5	<u>122,237</u>	<u>100,200</u>

The accompanying notes 1 to 9 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 9/F, Revenue Tower, 5 Gloucester 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(e) 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) Held-to-maturity securities

Held-to-maturity securities are non-derivative financial assets with fixed or determinable payments and fixed maturity which the Fund has the positive intention and ability to hold to maturity.

Held-to-maturity securities are carried at amortised cost using the effective interest method less impairment losses, if any.

The carrying amounts of held-to-maturity securities are reviewed at each balance sheet date to determine whether there is objective evidence of impairment. If any such evidence exists, an impairment loss is recognised in the income and expenditure account as the difference between the asset's carrying amount and the present value of estimated future cash flows discounted at the asset's original effective interest rate (i.e. effective interest rate computed at initial recognition of the asset). If in a subsequent period, the amount of such impairment loss decreases and the decrease can be linked objectively to an event occurring after the impairment loss was recognised, the impairment loss is reversed through the income and expenditure account. A reversal of impairment loss shall not result in the asset's carrying amount exceeding that which would have been determined had no impairment loss been recognized in prior years.

(e) 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 difference between the net sales proceeds and the carrying value is included in the income and expenditure account, and the cumulative gain or loss previously recognised in the investment revaluation reserve

is removed from the reserve and recognised in the income and expenditure account. Where the security involved has been acquired at different dates and prices, the Fund uses weighted average method to determine the realized gains and losses.

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.

(f) 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.

(g) Revenue recognition

Interest income from deposits with banks 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.

(h) Cash and cash equivalents

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. Held-to-maturity securities

	2016 HK\$	2015 HK\$
Debt securities		
Unlisted, at cost	1,503,350	-
Less: Amortisation of premium	(920)	-
Balance at end of year	<u>1,502,430</u>	<u>-</u>
Classified as:		
Non-current assets	<u>1,502,430</u>	<u>-</u>

4. Available-for-sale financial assets

	2016 HK\$	2015 HK\$
Equity securities listed in Hong Kong, at fair value	<u>4,862,560</u>	<u>6,302,939</u>

5. Cash and cash equivalents

	2016 HK\$	2015 HK\$
Cash at banks	<u>122,237</u>	<u>100,200</u>

6. Financial risk management

- (a) The Fund's major financial instruments include its held-to-maturity securities, 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 deposits with banks, all time deposits are placed with reputable licensed banks in Hong Kong. To minimize credit risks arising from debt securities, only those classified under the investment grade by Moody's or Standard & Poor's are considered. At the balance sheet date, the credit quality of the investments in debt securities analysed by the lower of ratings designated by Moody's or Standard & Poor's was as follows:

	2016 HK\$	2015 HK\$
Debt securities by credit rating		
A1 to A3 / A+ to A-	<u>1,502,430</u>	<u>-</u>

The Fund's 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 2016, a general increase/decrease of 10% in the market prices of the equity securities held by the Fund would increase/decrease other comprehensive income and the balance of the Fund's investment revaluation reserve by about HK\$486,000 (2015: about HK\$315,000 based on a general increase/decrease of 5% in the market prices. The change in assumption used in the sensitivity analysis was due to increased volatility in global equity markets after 31 March 2016).

(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 financial instruments denominated in United States dollars and Renminbi at a total of USD7,441 (2015: USD3,327) and CNY3,485,669 (2015: CNY3,664,378) respectively at the balance sheet date. As the 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% (2015: 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\$209,000 (2015: HK\$228,900). The 5% (2015: 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.

	2016		2015	
	Level 1	Total	Level 1	Total
	HK\$	HK\$	HK\$	HK\$
Available-for-sale financial assets				
Equity securities listed in				
Hong Kong	<u>4,862,560</u>	<u>4,862,560</u>	<u>6,302,939</u>	<u>6,302,939</u>

No financial instruments were classified under Level 2 and Level 3. During the year, there were no 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.

7. 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.

8. 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.

9. 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.