



SOCIAL WORK TRAINING FUND

**FIFTY- SIXTH ANNUAL
REPORT**

**By the
TRUSTEE**

**For the Year ending on
31 March 2017**

**FIFTY- SIXTH ANNUAL REPORT
BY THE
SOCIAL WORK TRAINING FUND
TRUSTEE
FOR THE YEAR
ENDING ON 31 MARCH 2017**

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

**SOCIAL WORK TRAINING FUND
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FOR THE YEAR ENDING ON 31 MARCH 2017**

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 2017, the Committee consisted of the following members –

Chairman

Ms Carol YIP, 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 Frederick LAI, JP (黎永開太平紳士)

Mr Alvin WONG (王梓軒先生)
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 2016 and 15 March 2017 during the year 2016-17. Business discussed at the meetings and by circulation of papers included –

- (a) financial projection of the Social Work Training Fund for the period from 2016-17 to 2018-19;
- (b) position of the 2016-17 Social Work Training Fund Business Plan;
- (c) 2017-18 Social Work Training Fund Business Plan;
- (d) funding injection and investment matters of the Social Work Training Fund;
- (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 2016-17

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 2016-17, the Committee received a total of nine applications from four 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. A list of the nine 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 was first introduced in 1999-2000 while short-term training programmes held outside Hong Kong were endorsed in 2006-07.

11. In 2016-17, 540 applications were received and 486 applications were approved. Among the 54 applications not approved, 14 applications consisted of two or more levels / stand-alone training programmes in one application form; 10 applications were not provided with sufficient information by the specified deadline (i.e. receipt/attendance certificate, etc.), eight of them fell outside the scope of sponsorship, seven applications were submitted by applicants who already had one approved application, four applications were not short-term programmes (i.e. more than four months) and 11 were late applications. A list of the approved courses/seminars/conferences is at **Annex II**. The number of the approved nominations by the respective organisations is 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. In 2016-17, no application was received for organising study tours to the Mainland. Upon review, the Committee would expand the scope in 2017-18 for organising study tours outside Hong Kong.

State of the Social Work Training Fund

14. 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 1961-62, funds of around \$0.2 million were received from various sources. 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. In March 2017, \$5.0 million was injected from the Government. The capital, which may be applied for any of the stated purposes with the approval of the Chief Executive, stood at \$16,448,266 as at 31 March 2017.

15. Only the accumulation of income generated by the capital would be disbursed as grants. The income for the year was \$504,173 while the expenditure amounted to \$1,017,575, making a deficit of \$513,402. The audited statements of the Social Work Training Fund as at 31 March 2017 are shown at **Annex IV**.

Ms Carol YIP
Director of Social Welfare Incorporated
Trustee of the Social Work Training Fund

**Approved Applications from Organisations for Organising
Courses/Seminars/Workshops/Lectures in 2016-17**

<u>Name of Organisation</u>	<u>Title of Training Programme</u>
Hong Kong PHAB Association	“8 Core Management Skills” Workshop
The Lok Sin Tong Benevolent Society, Kowloon	Suicide Crisis Intervention Workshop Workshop on Facilitation Techniques and Debriefing Skills in Group Games Workshop on Identifying Mental Health Crisis in Children
Po Leung Kuk	Introduction of Art Therapy
The Association of Evangelical Free Churches of Hong Kong	Certificate in Using Expressive Arts Program in Social Services for Caring Professionals Effective Project Management for NGOs Series: Leading Project Teams Professional Consultation for Social Workers: Supervision Group Workshop on Professional Consultation for Social Workers

**List of Short-term Courses/Seminars/Conferences Receiving
Partial Sponsorship from the Social Work Training Fund in 2016-17**

(I) Professional Skills

1. 13th Hong Kong Palliative Care Symposium
2. 2016 International Psychogeriatric Association Asian Regional Meeting
3. 2016 International Symposium for Medical Social Work Professional Development and Practice in Taiwan, Hong Kong and Singapore
4. 2nd CBR World Congress
5. 50th Anniversary Symposium - Beyond Recovery : Well-being for All
6. 6As Character Parenting Facilitator Training
7. A Professional Seminar on Anxiety Disorders
8. Advance Understanding and Psychosocial Intervention with Client with Emotional Fluctuation and Borderline Personality Disorder
9. Advanced Course on Group Debriefing
10. Advanced PLAY Certification Course
11. Advanced Professional Course in the SCERTS Model for Children with Autism (Language Partner)
12. Advanced Training in Gestalt Play Therapy
13. Adventure Based Counselling Foundation Course 2016
14. Adventure Based Education and Counselling Programme
15. Adventure Training Mentor
16. An Introduction to Pre and Peri-Natal Psychology (PPNP)
17. Application of the Satir Model to Relationship Trauma and Depression
18. Application Sharing Series – Animal-assisted Therapy (AAT) and Children with Special Educational Needs (SEN)
19. Attachment and Attention: How Relationship Impact Learning
20. Basic Course on Bowen Family Systems Theory
21. Basic Training Workshop on Dementia Ability Methods: The Montessori Way
22. Be a Certified Behavioral Consultant - DISC Certification
23. Be an Effective Volunteer Coordinator
24. Brain Gym 101 Professional Certificate Course
25. Cards (悟卡) and Narrative Therapy Workshop
26. Certificate Course for Life Story Professionals

27. Certificate Course in Application of OH Cards
28. Certificate Course in Art Therapy and Counselling
29. Certificate Course in Family Therapy
30. Certificate Course in Mental Health
31. Certificate Course of Life Planning & Vocational Counselling
32. Certificate Course on Critical Incident Stress Management (CISM) - Group Crisis Intervention
33. Certificate in Advanced Horticultural Therapy
34. Certificate in Application of Psycho-Associative Cards
35. Certificate in Art Therapy
36. Certificate in Basic Concept and Skills of Narrative Therapy
37. Certificate in Basic Horticultural Therapy
38. Certificate in Bereavement Counselling for Caring Professionals
39. Certificate in Exploring Music Therapy: Working with Special Needs Children
40. Certificate in Hong Kong Law and Social Work for Caring Professionals
41. Certificate in Hong Kong Law for Social and Medical Services
42. Certificate in Horticultural Therapy Practice
43. Certificate in Life and Death Education for Caring Professionals
44. Certificate in Managing Addictive Behaviours & Impulse-control Disorders
45. Certificate in Managing Depression and Suicidal Behavior
46. Certificate in Play Therapist for Children
47. Certificate in Play Therapy
48. Certificate in Playgroup Tutor Training
49. Certificate in Playgroup Tutor Training Qualification Framework Level 3
50. Certificate in Positive Psychology - Artistic Approach
51. Certificate in Shadow Psychology & Psychotherapeutic Training
52. Certificate in Solution-Focused Therapy for Social Services
53. Certificate in Using Expressive Arts Program in Social Services for Caring Professionals
54. Certificate in Using Games and Debriefing for Caring Professionals
55. Certificate Managing Challenging Behaviours in People with Intellectual Disabilities
56. Certificate Training Programme for Instructors of Parenting Course
57. Certification Financial Quotient Instructors Course
58. Certified Dementia Care Planner (CDCP) Course
59. Certified Horticultural Therapist

60. Certified Practitioner of Child Centered Play Therapy
61. Certified Practitioner of Child Centered Play Therapy with Clinical Practice
62. Certified Practitioner of Projective Drawing Art in Assessment
63. Child-centered Play Therapy
64. Child-centered Communication & Child-parent Relationship Therapy
65. Child-centered Group Play Therapy: Introduction
66. Choice Theory and Reality Therapy Training
67. Conference & Exhibition - Quality Care for the Elderly
68. Conference among Social Work Students from Asia-Pacific Region
69. Constructing a Touching Story - Story Telling Techniques and Practices
70. Conversation with Maria, A Unique Opportunity
71. Dance and Movement Transformational Therapy - Creating Change from the Inside Out
72. Directive Group Play Therapy for the Treatment of ADHD, Low Self-Esteem and Traumatized Children
73. Directive Group Play Therapy Group Supervision and Consultation
74. Emotion Focused Therapy Training - Level One
75. Emotion, Creativity, and Meaning in Existential-Humanistic Therapy
76. Emotionality and Mood Articulation: Interpretation and Intervention in Trauma Healing (Level 1)
77. Emotion-Focused Therapy
78. Emotion-Focused Therapy - Compact Course in EFT Concepts and Skills Training
79. Emotion-Focused Therapy - Cultivating Therapeutic Presence to Work Effectively with Feelings
80. Encouraging Language Development in Early Childhood Settings
81. End-of-Life Care Education Programme Case Supervision Certificate Course 2016
82. End-of-Life Care Workshops 2016
83. Enneagram Basic Workshop
84. Enneagram Master Class
85. Essentials of the Satir Growth Model for Personal Growth - Basic Philosophy
86. Essentials of the Satir Growth Model for Personal Growth - Professional Preparation
87. Essentials of the Satir Growth Model for Personal Growth – Professional Preparation (Advance Level)
88. Experiential Course in Using of Mixed Media in Helping Professions

89. Exploring the Satir Model of Family Therapy for Personal and Professional Development
90. Expressive Arts Therapy Advanced Workshop 2016
91. Family Reconstruction Workshop
92. Family System Theories: Application in Post Modern Era II: The Ackerman Relational Approach to Family Therapy
93. Family Therapy and Working with Mental Health Issues (Level 1)
94. Five-day Basic Training on Child-centered Play Therapy
95. Focusing with Prof. Akira Ikemi
96. Foundation Certificate in Music Therapy
97. Foundation Counselling Course on Satir Model
98. Foundation Course in Marital Therapy in Practice
99. Foundation Course in Trauma Healing
100. Foundation Course on Projective Drawing
101. Four-day Externship in Emotionally Focused Therapy
102. Four-day Training on Bereavement Counselling
103. Global Career Development Facilitator
104. Guardianship, EPA and Assessment of Mental Capacity for Person with Cognitive Impairment
105. Handling Diagnosed and Suspected Psychiatric in the Community
106. Horticultural Therapist Certification Course
107. Horticultural Therapist Training Course
108. Horticultural Therapist Certification Course – Taiwanese Professor Yu-jen Kuo
109. Horticultural Therapy Elementary Certificate Course
110. Horticultural Therapy Intermediate Certificate Course
111. Integrative Play Therapy: Group Play Therapy with Anxiety Children
112. Intensive Training in Chairwork - Transforming Feelings in Emotion-Focused Therapy
113. Intermediate Course in Family Therapy
114. Intermediate Course in Trauma Healing
115. International Conference on Art Therapy 2016 - A World of Healing Arts Without Strangers
116. International Conference on Parenting in the 21st Century
117. International Laughter Yoga Leader Certification Programme
118. Introduction to Play Therapy
119. Introductory Course on Narrative Therapy

120. Kimochis Professional Training Workshop
121. Level One Theraplay & MIM
122. Linking Career Assessment & Intervention: Theory-Based Approach
123. Lost Bereavement and Grief Counselling
124. Managing Challenging Behaviours in People with Intellectual Disabilities
125. Managing Depression and Suicidal Behavior
126. MBTI Step I and Step II Certification Programme
127. MiKK Ongoing Training - Power Imbalances in Hague Convention Cases
128. Mindfulness-Based Cognitive Therapy Program
129. Moving Circle Dance & Movement Therapy Conference 2016
130. Musical Therapeutic Activities Certificate Course
131. Narrative Drawing Intervention
132. Narrative Therapy Course - Application of Narrative Therapy to Young People with Mental Health Problems
133. Narrative Therapy Workshop (Level I)
134. New Reality Therapy - Effective Use of Choice Theory in Counselling
135. NOVA Basic Course - National Community Crisis Response Team Building
136. OH Cards Level 3
137. OH Cards Workshop with Moritz Egetmeyer
138. One-day Workshop on Family Therapy for Persons with Mental Health Challenges
139. One-day Workshop on Systems-oriented Couple Therapy
140. Parental Counselling Skills and Parent-child Courses Design
141. Parenting Card Facilitator Workshop
142. Parenting Coordination (PC) Training
143. Personality Dimensions Qualified Facilitator (Level 1) Qualifying Program
144. Physical Restraint & Breakaway Instructor Refresher Course
145. Practical Workshop on the Research Study on the Application of Structured Teaching to People with Autism
146. Practicum Course on Child-centered Play Therapy
147. Practicum Course on Projective Drawing
148. Practitioner Certification Training in Neuro Linguistic Programming
149. Preparation Course for Associate Facilitator Designation
150. Professional Certificate Course in the Fundamentals of Humanistic-existential Technical Eclectic Skills
151. Professional Counselling Course on Satir Model (Unit 1)
152. Professional Development Programme on Marital Coordination

153. Professional Training on Emotionality and Clinical Practice: For Clients with Emotional and Personality Problems
154. Professional Training on the Integrated Dynamic Recovery (IDR) of Clients with Substance Abuse and Drug Addiction
155. Professional Training Programme: One-Day Workshop on Marital Therapy
156. Projective Drawing - Art in Assessment
157. Qualified Personality Dimensions Facilitator Qualifying Program
158. Seminar on Children's Voices - A Collaborative Model for Helping Divorced Families in the Local Context
159. Seminar on Psychological First Aid (PFA) for Children Who Have Experienced Disaster/Crisis Events
160. Sensory Integration Foundation Course 2016
161. Sensory Integration Training for Caring professionals
162. Service Challenge Workshop - How to Handle Complaints (Advanced)
163. Solution-focused Therapy
164. Somatic Experiencing Certificate Program
165. Supporting Bereaved Children & Teenagers
166. Surviving Trauma: Emotion-Focused Therapy (EFT) for Adult Survivors of Childhood Abuse
167. Symposium on Peer Support Service - The Power of Collaboration
168. Taylor-Johnson Temperament Analysis
169. Ten-day Advanced Training on Bereavement
170. The Advanced Gestalt Play therapy Workshop: Working with Shame and Negative Images of Self
171. The Enneagram Breakthrough
172. The Joint World Conference on Social Work, Education and Social Development 2016
173. The Neuropsychological Challenges of the Special Needs Child
174. Therapeutic Listening: Listening with the Whole Body
175. Three-day Certification Workshop : Tuning into Kids™ (TIK) & Tuning into Teens (TINT)
176. Three-day Cognitive-Behavioural Therapy Training Workshop
177. Train the Trainer
178. Training Course in the Love-to-Intimacy Approach of Marital Therapy – Module 6: Workshop on Extra-marital Affairs
179. Training Course in the Theory and Practice of Horticultural Therapy
180. Training on Somatic Experiencing and Emotions Handling Skills
181. Training Workshop: Emotional Management for Children and Adolescents with Special Education Needs

182. Training Workshop on Extra-marital Affairs Counselling
183. Trauma-Informed Expressive Arts Therapy Level Three
184. Two-day Certified Laughter Yoga Leader Course
185. Two-day Introductory Workshop on Motivational Interviewing
186. Two-day Workshop on Experience-based Counselling Approach: Entering into Client's Internal World - Empathy & Validation
187. Two-day Workshop on Multi-family Therapy
188. Two-day Workshop on Counselling to adolescents in school setting
189. Two-day Workshop on Drama Therapy (Advanced class)
190. Two-day Workshop on Horticultural Therapy
191. Two-day Workshop: Narrative Ideas and Practice Concerning Gender and Sex in Therapy
192. Two-day Workshop: The Practice of Relational Interviewing - Emotionally preparing conflicted couple relationships for possible re-unification, separation, mediation and family court rooms
193. UCLA Peers Certified Training for Educators
194. Understanding and Intervention in the Challenging Behaviours in People with Intellectual Disability: Basic Principles
195. Understanding Elderly Mental Health, DSM 5
196. Workshop on Comprehensive Training in the Assessment and Management of Dementia
197. Workshop on Assessment and Management of Deliberate Self Harm
198. Workshop on Helping High Functioning ASD Children Learn Social & Emotional Skills with Directive Group Play Therapy
199. Workshop on Managing Difficult Personalities / Customers
200. Workshop on Motivational Interviewing
201. Workshop on the Satir Model in Parenting – Happy Couples and Effective Parents
202. Workshop on Working with Adolescents: Exploring Metaphors in Existential Art Therapy
203. Workshop on Working with Trans-generational Families
204. Young People's Mental Health Series – Art Therapy: Course in Picture Books and Expression of Emotions
205. Young People's Psychological Health – Taiwanese Art Therapy: Course in Picture Books and Expression of Emotions 2016
206. Youth Mental Health First Aid (MHFA) Instructor Training
207. Youth Mental Health First Aid Course

(II) Management

1. 5S Lead Auditor Training Course
2. An Overview of Lump Sum Grant Subvention System
3. Assessment of Financial Performance and Measurements in NGOs
4. Be a Certified Behavioral Consultant - DISC Certification
5. Building a Highly Effective Team
6. Certificate Course of Foundation Coaching for Caring Professionals
7. Certificate for Module (Management for Social Enterprises)
8. Certificate in Coaching Genius and Accessing Personal Genius (APG)
9. Certificate in Managing Work Injury Cases Effectively for Social Services
10. Clinical Supervision Training for Supervisors
11. Coaching Clinic Certificate Course
12. Coaching Clinic Training Program
13. Demonstrating Social Impact with Evidence-based Assessment - Sharing of the SIA Tool Sets & Cases
14. Effective Volunteer Management - Service Debriefing Skills for Volunteer Development & Retention
15. Leadership Effectiveness with Innovation and Principles
16. Low Event Challenge Course Technique and Associate Instructor Training
17. MBTI Step I and Step II Certification Programme
18. OSC/UBS NGO Leadership Programme
19. Situational Leadership II - Public Workshops for NGOs
20. Supervision Skills - Supervising Professional Workers and Frontline Workers
Workshop 1: ABC Basics for Supervision in Social Work and Social Care
21. WorkPlace Big Five Personality Assessment Workshop

Number of Approved Nominations for Partial Sponsorship from the Social Work Training Fund to Attend Short-term Courses/Seminars/Conferences in 2016-17

<u>Organisation</u>	<u>Number of Approved Nominations</u>
Aberdeen Kai-fong Welfare Association Social Service Centre	2
Asia Women's League Limited	1
Association Concerning Sexual Violence Against Women	1
Association of Baptists for World Evangelism (HK) Limited	1
Baptist Oi Kwan Social Service	11
CCC Kei Faat Primary School	1
Caritas - Hong Kong	7
Carmel Bunnan Tong Memorial Secondary School	1
Carmel Secondary School	1
CCC Kei Wa Primary School	1
Chi Lin Buddhist Secondary School	1
Children's Cancer Foundation	1
Chinese YMCA of Hong Kong	6
Chiu Yang Por Yen Primary School	3
Christian & Missionary Alliance Church Union Hong Kong Limited	1
Christian Family Service Centre	13
Community College of City University	2
Diocesan Boys' School Primary Division	1
Eldpathy Co. Ltd.	1
Evangelical Lutheran Church Social Service - Hong Kong	6
Family Counselling Centre - The Lutheran Church - Hong Kong Synod	1

<u>Organisation</u>	<u>Number of Approved Nominations</u>
Fu Hong Society	17
Haven of Hope Christian Service	35
Heep Hong Society	1
HKSYC&IA Chan Nam Chong Memorial School	1
Hong Kong Association of Youth Development Limited	1
Hong Kong Buddhist Hospital	1
Hong Kong Cancer Fund	1
Hong Kong Children and Youth Services	7
Hong Kong Chinese Women's Club	1
Hong Kong Christian Service	26
Hong Kong Evangelical Church Social Service Limited	2
Hong Kong Family Welfare Society	34
Hong Kong Lutheran Social Service, LC-HKS	4
Hong Kong PHAB Association	8
Hong Kong Playground Association	1
Hong Kong Sheng Kung Hui Welfare Council Limited	16
Hong Kong Society for the Protection of Children	6
Hong Kong Young Women's Christian Association	23
Hospital Authority	6
International Church of the Foursquare Gospel – Hong Kong District Limited	1
International Social Service Hong Kong Branch	5
Kwun Tong Methodist Social Service	6
Life Workshop	1
Ma On Shan Ling Liang Primary School	1
Methodist Centre	5

<u>Organisation</u>	<u>Number of Approved Nominations</u>
Methodist Epworth Village Community Centre	3
Mother's Choice	1
New Territories Women & Juveniles Welfare Association Limited	1
New Life Psychiatric Rehabilitation Association	4
OIWA Limited	2
Po Leung Kuk	15
Pok Oi Hospital	4
Regeneration Society	1
SAHK	4
Scout Association of Hong Kong	2
Social Welfare Department	5
Society for the Promotion of Hospice Care	3
St. James' Settlement	7
Stewards Limited	3
Suicide Prevention Services Limited	2
Ta Ku Ling Ling Ying Public School	1
Tai Po Baptist Church Social Service	7
The Boys' and Girls' Clubs Association of Hong Kong	18
The Chinese Rhenish Church Hong Kong Synod	5
The Chinese University of Hong Kong	1
The Church of Christ in China Kei Wa Primary School (Kowloon Tong)	1
The Church of Christ in China Kei Shun Special School	2
The Church of United Brethren in Christ Social Service Division	1
The Holy Trinity Lutheran Church	1
The Hong Kong Anti-Cancer Society	1

<u>Organisation</u>	<u>Number of Approved Nominations</u>
The Hong Kong Catholic Marriage Advisory Council	6
The Hong Kong Chinese Christian Churches Union Kwong Yum Care Home	1
The Hong Kong Council of the Church of Christ in China	3
The Hong Kong Federation of Youth Groups	18
The Hong Kong Society for Rehabilitation	21
The Hong Kong Society for the Aged	1
The Mongkok Kai-Fong Association Ltd. Chan Hing Social Service Centre	5
The Neighborhood Advice – Action Council	3
The Salvation Army	6
The Salvation Army Shek Wu School	1
The Society for the Aid and Rehabilitation of Drug Abusers	2
The Society of Rehabilitation and Crime Prevention, Hong Kong	4
The Tsung Tsin Mission of Hong Kong Social Service	1
The Yuen Yuen Institute	1
Transformation At Play Limited	1
Tung Wah Group of Hospitals	23
Women Service Association	1
Yan Chai Hospital	7
Yan Oi Tong	1
Yang Memorial Methodist Social Service	12
Total:	<u>486</u>



Social Work Training Fund

Financial statements for the year ended 31 March 2017

Report of the Director of Audit



Audit Commission

The Government of the Hong Kong Special Administrative Region

Independent Auditor's Report To the Legislative Council

Opinion

I certify that I have audited the financial statements of the Social Work Training Fund set out on pages 4 to 15, which comprise the balance sheet as at 31 March 2017, and the income and expenditure account, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

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 2017, and of its financial performance and cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standards (“HKFRSs”) issued by the Hong Kong Institute of Certified Public Accountants (“HKICPA”) and have been properly prepared in accordance with section 10(1) of the Social Work Training Fund Ordinance (Cap. 1100).

Basis for opinion

I conducted my audit in accordance with section 10(2) of the Social Work Training Fund Ordinance and the Audit Commission auditing standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of my report. I am independent of the Social Work Training Fund in accordance with those standards, and I have fulfilled my other ethical responsibilities in accordance with those standards. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of the Director of Social Welfare Incorporated for the financial statements

The Director of Social Welfare Incorporated is responsible for the preparation of the financial statements that give a true and fair view in accordance with HKFRSs issued by the HKICPA

and section 10(1) of the Social Work Training Fund Ordinance, 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.

In preparing the financial statements, the Director of Social Welfare Incorporated is responsible for assessing the Social Work Training Fund's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's responsibilities for the audit of the financial statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Audit Commission auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with the Audit Commission auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control;
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Social Work Training Fund's internal control;
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Director of Social Welfare Incorporated;
- conclude on the appropriateness of the Director of Social Welfare Incorporated's use of the going concern basis of accounting and, based on the audit evidence

obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Social Work Training Fund's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Social Work Training Fund to cease to continue as a going concern; and

- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.



LIANG Kar-lun, Ken
Acting Principal Auditor
for Director of Audit

1 November 2017

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

Social Work Training Fund

Balance Sheet as at 31 March 2017

	Note	2017 HK\$	2016 HK\$
NON-CURRENT ASSETS			
Held-to-maturity securities	3	1,000,297	1,502,430
Available-for-sale financial assets	4	5,897,884	4,862,560
		6,898,181	6,364,990
CURRENT ASSETS			
Held-to-maturity securities	3	2,652,174	-
Interest receivable		73,057	48,123
Dividend receivable		57,532	57,412
Time deposits with original maturity over 3 months		4,115,574	7,051,883
Cash and cash equivalents	5	5,411,169	122,237
		12,309,506	7,279,655
CURRENT LIABILITIES			
Accounts payable		(857,857)	(816,737)
		11,451,649	6,462,918
NET CURRENT ASSETS			
		18,349,830	12,827,908
NET ASSETS			
Representing:			
DONATION ACCOUNT	7	16,448,266	11,448,266
ACCUMULATED SURPLUS ACCOUNT		1,793,484	2,306,886
INVESTMENT REVALUATION RESERVE		108,080	(927,244)
		18,349,830	12,827,908

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



(Ms Carol YIP)
Director of Social Welfare Incorporated
Trustee of the Social Work Training Fund
 / November 2017

Social Work Training Fund

Income and Expenditure Account for the year ended 31 March 2017

	2017 HK\$	2016 HK\$
INCOME		
Income from held-to-maturity securities		
Interest	54,912	21,243
Amortised premium	(19,785)	(920)
	35,127	20,323
Gain on disposal of available-for-sale financial assets	-	328,022
Dividend income	258,150	256,137
Bank interest	177,400	219,560
Refund of grants	33,496	17,624
	504,173	841,666
EXPENDITURE		
Grants	(769,632)	(769,662)
Bank charges	(200)	(200)
Exchange losses	(247,743)	(190,110)
	(1,017,575)	(959,972)
DEFICIT FOR THE YEAR	(513,402)	(118,306)
OTHER COMPREHENSIVE INCOME/(LOSS)		
Items that may be reclassified subsequently to surplus or deficit:		
fair value changes on revaluation of available-for-sale financial assets	1,035,324	(1,255,193)
reclassification adjustment released from investment revaluation reserve upon disposal	-	(212,096)
	1,035,324	(1,467,289)
TOTAL COMPREHENSIVE INCOME/(LOSS) FOR THE YEAR	521,922	(1,585,595)

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 2017

	Donation Account HK\$	Accumulated Surplus Account HK\$	Investment Revaluation Reserve HK\$	Total HK\$
Balance at 1 April 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	11,448,266	2,306,886	(927,244)	12,827,908
Fund injection	5,000,000	-	-	5,000,000
Total comprehensive income for 2016-17	<u>-</u>	<u>(513,402)</u>	<u>1,035,324</u>	<u>521,922</u>
Balance at 31 March 2017	<u>16,448,266</u>	<u>1,793,484</u>	<u>108,080</u>	<u>18,349,830</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 2017

	Note	2017 HK\$	2016 HK\$
Cash flows from operating activities			
Deficit for the year		(513,402)	(118,306)
Adjustments for:			
Income from held-to-maturity securities		(35,127)	(20,323)
Gain on disposal of available-for-sale financial assets		-	(328,022)
Dividend income		(258,150)	(256,137)
Bank interest		(177,400)	(219,560)
Exchange losses		247,743	190,110
Increase in accounts payable		41,120	27,490
Net cash used in operating activities		(695,216)	(724,748)
Cash flows from investing activities			
Purchase of held-to-maturity securities		(2,227,308)	(1,504,465)
Purchase of available-for-sale financial assets		-	(1,410,814)
Proceeds from disposal of available-for-sale financial assets		-	1,711,926
Income from held-to-maturity securities received		81,828	7,610
Bank interest received		182,248	231,913
Dividend received		258,040	224,377
Net decrease in deposits with banks with original maturity over 3 months		2,689,340	1,486,238
Net cash from investing activities		984,148	746,785
Cash flows from financing activities			
Fund injection		5,000,000	-
Net cash from financing activities		5,000,000	-
Net increase in cash and cash equivalents		5,288,932	22,037
Cash and cash equivalents at beginning of year		122,237	100,200
Cash and cash equivalents at end of year	5	5,411,169	122,237

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.

(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 recognised 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 securities involved have been acquired at different dates and prices, the Fund uses weighted average method to determine the realised 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) Other financial assets and financial liabilities

Other financial assets and financial liabilities comprise receivables, bank deposits, cash at banks and accounts payable. Other financial assets are carried at amortised cost, less impairment losses (if any). Financial liabilities are carried at amortised cost.

(g) 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.

(h) Revenue recognition

Interest income from deposits with banks and other interest-bearing financial instruments is recognised as it accrues using the effective interest method. Dividend income is recognised when the Fund's right to receive payment is established.

(i) Expenditure on grants/refund of grants

Grants are recognised as expenditure when they are approved and due for payment. Refund of grants is recognised when the right to receive payment is established.

(j) 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

	2017 HK\$	2016 HK\$
Debt securities		
Unlisted, at cost	3,673,176	1,503,350
Less: Amortisation of premium	(20,705)	(920)
Balance at end of year	<u>3,652,471</u>	<u>1,502,430</u>
Classified as:		
Current assets	2,652,174	-
Non-current assets	<u>1,000,297</u>	<u>1,502,430</u>
	<u>3,652,471</u>	<u>1,502,430</u>

4. Available-for-sale financial assets

	2017 HK\$	2016 HK\$
Equity securities listed in Hong Kong, at fair value	<u>5,897,884</u>	<u>4,862,560</u>

5. Cash and cash equivalents

	2017 HK\$	2016 HK\$
Time deposits with original maturity within 3 months	5,000,000	-
Cash at banks	<u>411,169</u>	<u>122,237</u>
	<u>5,411,169</u>	<u>122,237</u>

6. Financial risk management

(a) The Fund's major financial instruments include 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 minimise 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:

	2017 HK\$	2016 HK\$
Debt securities by credit rating		
Aa1 to Aa3 / AA+ to AA-	1,131,216	-
A1 to A3 / A+ to A-	2,521,255	1,502,430
	<u>3,652,471</u>	<u>1,502,430</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 2017, 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\$590,000 (2016: about HK\$486,000).

(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. However, 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 totaling of USD7,441 (2016: USD7,441) and CNY3,622,826 (2016: CNY3,485,669) 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% (2016: 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\$204,000 (2016: HK\$209,000). The 5% (2016: 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.

	2017		2016	
	Level 1	Total	Level 1	Total
	HK\$	HK\$	HK\$	HK\$
Available-for-sale financial assets				
Equity securities listed in				
Hong Kong	<u>5,897,884</u>	<u>5,897,884</u>	<u>4,862,560</u>	<u>4,862,560</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

In March 2017, the Government made an injection of HK\$5 million to the Fund. 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.