

HONG KONG ARCHERY ASSOCIATION

Summary of Cash Subvention

**under the Sports Subvention Scheme of Leisure and Cultural Services Department
for the Financial Year Ended 31 March 2013**

(Revised on 15 January 2014)

	HK\$	
Cash subvention from LCSD (Note 1)		
Original cash subvention allocated at the beginning of the financial year		
(i) Subvention for Personnel Expenses	775,842.00	
(ii) Subvention for Office Expenses	85,125.00	
(iii) Subvention for Programme Expenses	893,171.00	
	1,754,138.00	(a)
Add: Additional subvention from LCSD	-	(b)
Less: Subvention netted-off for 2012-13 (Note 2)	-	(c)
Total cash subvention from LCSD for the year	1,754,138.00	(d)=(a)+(b)-(c)
Expenditure (Note 3)		
Total expenditure incurred for the year 2012-13	1,658,235.81	(e)
Surplus/(Deficiency) of subvention over expenditure	95,902.19	(f)=(d)-(e)
Other income (i.e. other than LCSD subvention) (Note 4)		
(i) Entry fee / Admission fee	252,115.15	
(ii) Bank interest generated from LCSD Subvention and Reserve Fund	-	
(iii) Sponsorship / Donation	-	
(iv) Contribution from the Association (HKAA Sponsors)	13,796.35	
(v) Other Resources (Cost borne by Archers)	68,850.35	
	334,761.85	(g)
Total Surplus/(Deficiency) of income over expenditure	430,664.04	(h)=(f)+(g)

Note 1: The amount reflects the cash subvention granted to the Association as stated in the Subvention Agreement.

Note 2: This refers to the amount of subvention allocated for 2012-13 which is subsequently netted off by the LCSD within 2012-13 (e.g. due to cancellation of programmes).

Note 3: This represents the total cash expenditure incurred for subvented posts, office expenses and programme expenses (met by either LCSD subvention/sponsorship/donation/NSA/other resources).

Note 4: "Other income" excludes subvention under the Arts and Sport Development Fund.



Name of NSA: Hong Kong Archery Association

Statement of Personnel Expenses (Statement 1)

Subvented by the Leisure and Cultural Services Department for the Financial Year Ended 31 March 2013

HK\$

Cash subvention from LCSD (Revised Allocation)

745,643.00 (a)

Expenditure

(A) Expenditure met by LCSD

Approved Subvented Posts	Original Allocation (HK\$)	Revised Allocation (HK\$)#			Actual Expenditure# (HK\$)
		Additional Allocation^	Netted-off Amount	Total Net Allocation	
1. Senior Executive Director	-	-	-	-	-
2. Coaching Director	-	-	-	-	-
3. Technical Executive	-	-	-	-	-
4. Senior Sports Executive	-	-	-	-	-
5. Sports Executive	364,044.00	-	-	-	249,233.24
6. Administrative Assistant	411,798.00	-	-	-	453,207.30
7. Sports Executive (Part-time)	-	-	-	-	-
8. Administrative Assistant (Part-time)	-	-	-	-	-
Total	775,842.00	-	(30,199.00)	(30,199.00)	702,440.54 (b)

(B) Expenditure met by Sponsorship/Donation/Contribution from the Association/Other Resources

- (c)

(C) Total expenditure for Personnel Expenses

702,440.54 (d)=(b)+(c)

Surplus/(Deficiency) of LCSD subvention over actual expenditure met by LCSD

43,202.46 (e)=(a)-(b)

Other Income

(i) Sponsorship / Donation

- (f)

(ii) Contribution from the Association/Other Resources

- (g)

Surplus/(Deficiency) for Personnel Expenses

43,202.46 (h)=(a)-(d)+(f)+(g)

Savings from LCSD cash subvention

43,202.46 (i)=(e) or 0

[If (e)<0, then savings=0]

There is no need to include the approved use of Reserve Fund. The amount should be dealt with separately in the Statement of Use of Reserve Fund.

^ This includes virement of funds approved by LCSD. Please provide details of the approved virement in (+) and virement out (-).

Name of NSA: Hong Kong Archery Association

Statement of Office Expenses (Statement 2)

Subvented by the Leisure and Cultural Services Department for the Financial Year Ended 31 March 2013

Cash subvention from LCSD (Revised Allocation) HK\$ 115,324.00 (a)

Expenditure

(A) Expenditure Met by LCSD

Expenses	Original Allocation (HK\$)	Revised Allocation (HK\$)#			Actual Expenditure# (HK\$)
		Additional Allocation^	Netted-off Amount	Total Net Allocation	
Administration ExpensesΔ					
- utilities	-		-		-
- telephone/fax/IDD	-		-		6,198.00
- newspapers/periodicals advertisements	-		-		-
- photocopying charges	-		-		1,618.00
- stamps and postage	-		-		350.00
- stationery	-		-		19.00
- transportation	-		-		53.00
- computer accessories	-		-		3,588.00
- business registration fee	-		-		450.00
- repairs and maintenance	-		-		4,508.00
- sundry expenses	-		-		
office supply	-		-		290.00
web site maintenance	-		-		3,117.00
portable amplifier	-		-		1,680.00
company search	-		-		23.00
Sub-total of Administration Expenses	28,500.00	30,199.00	-	30,199.00	21,894.00
Rent and Rates	-		-		33,537.00
Audit Fee	45,375.00		-		23,950.00
Insurance Premium Fee	11,250.00		-		38,349.00
Total	85,125.00	30,199.00	-	30,199.00	117,730.00

(b)

(B) Expenditure met by Sponsorship/Donation/Contribution from the Association/Other Resources - (c)

(C) Total expenditure for Office Expenses 117,730.00 (d)=(b)+(c)

Surplus/(Deficiency) of LCSD subvention over actual expenditure met by LCSD (2,406.00) (e)=(a)-(b)

Other income

(i) Sponsorship / Donation - (f)
(ii) Contribution from the Association/Other Resources - (g)

Surplus/(Deficiency) for Office Expenses (2,406.00) (h)=(a)-(d)+(f)+(g)

Savings from LCSD subvention - (i)=(e) or 0
[If (e)<0, then savings=0]

There is no need to include the approved use of Reserve Fund. The amount should be dealt with separately in the Statement of Use of Reserve Fund.

^ This includes virement of funds approved by LCSD. Please provide details of the approved virement in (+) and virement out (-).

Δ No 'sundry' expenses should be reported.

Statement of Programme Expenses (Statement 3)

Subvented by the Leisure and Cultural Services Department for the Financial Year Ended 31 March 2013

(I) Allocation for 2012-13

Cash subvention from LCSD (Revised Allocation)

h=e

893,171.00 (a)

Expenditure

(A) Expenditure Met by LCSD

(A) Expenditure Met by LCSD		(1)				(2)		(1) - (2)		Breakdown as per Appendix
Programme	Original Cash Subvention (HK\$)	Revised Allocation (HK\$)#			Actual Expenditure# (HK\$)	Subvented ExpenditureΔ (HK\$)	Savings (if any)@ (HK\$)			
		Additional Allocation^	Netted-off Amount	Total Net Allocation						
COMPLETED PROGRAMMES										
Cat A(I) International Event Held Outside Hong Kong										
(a) 2012 Asian Grand Prix - 2nd Round		59,813.00	-		133,127.13	119,814.42		1.1		
(b) 2013 AAGP 1st Round	126,060.00	17,400.00	-	104,213.00	77,631.72	69,868.55		1.2		
(c) 2012 全國射箭奧林匹克項目錦標賽		-	-		55,851.77	50,266.59		1.3		
(d) 2012 Archery World Cup-Stage 1		27,000.00	-		54,645.94	49,181.35		1.4		
Cat A(I) Sub-total	126,060.00	104,213.00	-	104,213.00	321,256.56	289,130.90	-			
Category A Sub-total	126,060.00	104,213.00	-	104,213.00	321,256.56	289,130.90	-			
Cat B(I) National/Junior Squad Training Programme										
(a) National Squad Training		-	-		92,231.63	92,231.63		2.1		
(b) National Youth Squad Training	219,171.00	-	(37,810.97)	(37,810.97)	30,626.75	30,626.75	17,805.10	2.2		
(c) National Youth Squad Overseas Exchange Programme		-	-		40,696.55	40,696.55		2.3		
(d) Feeder Programme -Youth Squad Training	147,510.00	-	-		40,943.75	40,943.75		2.4		
(e) Feeder Programme Youth Overseas Training Camp		-	-		60,086.09	60,086.09	46,480.16	2.5		
Cat B(I) Sub-total	366,681.00	-	(37,810.97)	(37,810.97)	264,584.77	264,584.77	64,285.26			
Cat B(II) Regional Squad Training Programme										
(a) Regional Squad Training (HK/Kln)	-	-	-	-	-	-	-			
(b) Regional Squad Training (NT)	-	-	-	-	-	-	-			
(c) Regional Squad Overseas (Cancelled)	-	-	-	-	-	-	-			
Cat B(II) Sub-total	-	-	-	-	-	-	-			
Category B Sub-total	366,681.00	-	(37,810.97)	(37,810.97)	264,584.77	264,584.77	64,285.26			
Cat C(I) Training Programme										
(a) Intermediate Training Course	7,862.00	420.00	-	420.00	6,632.00	6,632.00	1,650.00	4.1		
Cat C(I) Sub-total	7,862.00	420.00	-	420.00	6,632.00	6,632.00	1,650.00			
Cat C(II) School Sports Programme										
(a) School Sports Outreach Coaching	-	-	-	-	-	-	-			
Cat C(II) Sub-total	-	-	-	-	-	-	-			
Cat C(III) Local Competition										
(a) HK Cup Archery Tournament	40,586.00	-	-		49,051.00	49,051.00		6.1		
(b) HK Target Archery Tournament (Star Shoot)	24,588.00	-	-		12,723.17	12,723.17		6.2		
(c) HK Target Archery Championship	27,798.00	-	-		36,595.87	31,100.97		6.3		
(d) 2 Days Event Single FITA (Star Shoot)	26,568.00	-	-		21,751.13	21,751.13		6.4		
(e) HK Youth Outdoor Target Archery Open Competition	17,535.00	37,810.97	-	37,810.97	12,022.90	12,022.90	67,511.02	6.5		
(f) HK Shield Archery Tournament 2012	40,790.00	-	-		39,633.00	39,633.00		6.6		
(g) HK Indoor Target Archery Tournament (Star Shoot)	14,514.00	-	-		6,571.08	6,571.08		6.7		
(h) HK Youth Indoor Archery Elimination Tournament	22,876.00	-	-		18,575.80	18,575.80		6.8		
(i) HK Youth Indoor Target Archery Open Competition 2012	17,011.00	-	-		11,136.90	11,136.90		6.9		
Cat C(III) Sub-total	232,266.00	37,810.97	-	37,810.97	208,060.85	202,565.95	67,511.02			
Cat C(IV) i Community Sports Club Programme										
(a) 荃葵射箭會射箭錦標賽2012-13	20,338.00	-	-	-	13,846.70	13,846.70	6,491.30	7.1		
(b) 中級射箭訓練班(2012I01 - 2012I02 - 2012I03)	24,450.00	-	-	-	12,831.00	12,831.00	11,619.00	7.2		
(c) 射箭技術改良班(2012R01 - 2012R03 - 2012R04)	24,450.00	-	-	-	21,100.50	21,100.50	3,349.50	7.3		
(d) The 22nd HKU Archery Open Contest	8,690.00	-	-	-	9,223.60	8,690.00		7.4		
(e) 第十四屆香港科技大學室內公開賽	7,290.00	-	-	-	-	-	7,290.00			
Cat C(IV) i Sub-total	85,218.00	-	-	-	57,001.80	56,468.20	28,749.80			
Cat C(IV) ii Formation of new CSCs & Performance monitoring										
	16,800.00	-	-	-	-	-	16,800.00			
Category C Sub-total	342,146.00	38,230.97	-	38,230.97	271,694.65	265,666.15	114,710.82			
Cat D(I) Training Programme for Officials										
(a) Judge Training Course	19,170.00	-	-	-	-	-	18,820.00	8.1		
(c) Judge Seminar	-	-	-	-	500.00	350.00		8.2		
Cat D(I) Sub-total	19,170.00	-	-	-	500.00	350.00	18,820.00			
Cat D(II) Meeting/Conference										
(a) AGM of International Federation of XXX	-	-	-	-	-	-	-			
(b) General Assembly of Asia XXX Federation	-	-	-	-	-	-	-			
(c) XXX Technical Meeting (Cancelled)	-	-	-	-	-	-	-			
Cat D(II) Sub-total	-	-	-	-	-	-	-			
Category D Sub-total	19,170.00	-	-	-	500.00	350.00	18,820.00			

Programme	Original Cash Subvention (HK\$)	Revised Allocation (HK\$)#			Actual Expenditure# (HK\$)	Subvented ExpenditureΔ (HK\$)	Savings (if any)@ (HK\$)	Breakdown as per Appendix
		Additional Allocation^	Netted-off Amount	Total Net Allocation				
AA (Part-time) for Feeder Programmes								
	12,000.00	-	-	-	15,057.00	15,507.00	-	
MPF Contribution for Part-time Officials								
	16,362.00	-	-	-	2,826.45	2,826.45	13,535.55	
Completed Programmes Total	882,419.00	142,443.97	(37,810.97)	104,633.00	875,919.43	838,065.27	211,351.63	(b)
UNCOMPLETED/CROSS-YEAR PROGRAMMES								
Uncompleted and carried forward to 2013-14								
Uncompleted/Cross Year Programmes Total	-	-	-	-	-	-	-	(c)

Programme	Original Cash Subvention (HK\$)	Revised Allocation (HK\$)#			Actual Expenditure# (HK\$)	Subvented ExpenditureΔ (HK\$)	Savings (if any)@ (HK\$)
		Additional Allocation^	Netted-off Amount	Total Net Allocation			
AA (Part-time) for Feeder Programmes	12,000.00	-	-	-	15,057.00	15,507.00	-
MPF Contribution for Part-time Officials	16,362.00	-	-	-	2,826.45	2,826.45	13,535.55
Completed Programmes Total	882,419.00	142,443.97	(37,810.97)	104,633.00	875,919.43	838,065.27	211,351.63
UNCOMPLETED/CROSS-YEAR PROGRAMMES							
Uncompleted and carried forward to 2013-14							
Uncompleted/Cross Year Programmes Total	-	-	-	-	-	-	-

Statement of Programme Expenses (Statement 3)

Continued

Subvented by the Leisure and Cultural Services Department for the Financial Year Ended 31 March 2013

HK\$

Expenditure met by LCSD Total	838,065.27	(d)=(b)+(c)
(B) Expenditure met by Sponsorship/Donation/Contribution from the Association/Other Resources	83,324.70	(e)
(C) Total expenditure for Programme Expenses	921,389.97	(f)=(d)+(e)
Surplus/(Deficiency) of LCSD subvention allocated in 2012-13 over actual expenditure met by LCSD	55,105.73	(g)=(a)-(b)-(c)
Other income		
(i) Entry fee / Admission fee	252,115.15	(h)
(ii) Sponsorship / Donation	-	(i)
(ii) Contribution from the Association/Other Resources	-	(j)
Surplus/(Deficiency) of income for Programme Expenses	223,896.18	(k)=(a)-(f) +(h)+(i)+(j)

(III) Cross-year Programmes Brought Forward from 2011-12

Programme	Original Cash Subvention (HK\$)	Revised Allocation (HK\$)#			Actual Expenditure# (HK\$)	Subvented Expenditure ^Δ (HK\$)	Savings (if any) [⊗] (HK\$)	Breakdown as per Appendix
		Additional Allocation ^Δ	Netted-off Amount	Total Net Allocation				
Brought forward from 2011-12 and completed								
(a) Hong Kong International XXX 2011								12.1
(b) Young Athletes Training Programme XXX 2012								12.2
Cross Year Programmes Total								(l)

There is no need to include the approved use of reserve fund. The amount should be dealt with separately in the Statement of Use of Reserve Fund.

Please provide breakdown of programme expenses for each completed programme at Appendix.

^Δ This includes virement of funds approved by LCSD. Please provide details of the approved virement in (+) and virement out (-).^Δ 'Subvented Expenditure' is the expenditure incurred and to be subvented by the LCSD for a completed programme after taking into account the income and maximum subvention level (as shown in the Appendix to Statement 3 for each programme).[⊗] 'Savings' is recognised for completed programmes only.

Statement of Use of Reserve Fund (Statement 4)

For the Financial Year Ended 31 March 2013

Description of Item/Programme	Approved Amount (HK\$) (a)	Actual Expenditure (HK\$) (b)	Savings# (HK\$) (c)=(a)-(b)	Breakdown as per Appendix [^]
(A) Use of Reserve Fund Approved in 2010-11				
<i>Personnel Expenses</i>				
(a)				
(b)				
<i>Office Expenses</i>				
(a)				
(b)				
<i>Programme Expenses</i>				
(a)				
(b)				
Personnel Expenses Sub-total	-	-	-	
Office Expenses Sub-total	-	-	-	
Programme Expenses Sub-total	-	-	-	
Use of Reserve Fund 2010-11 Total	-	-	-	
(B) Use of Reserve Fund Approved in 2011-12				
<i>Personnel Expenses</i>				
(a)				
(b)				
<i>Office Expenses</i>				
(a) Countdown System	40,000.00	40,000.00	-	
(b) Arrow Stopping pads	15,915.00	15,915.00	-	
(c) Desk Top Computers	11,596.00	11,596.00	-	
(d) Notebook	5,698.00	5,698.00	-	
(e) Laser Printer	999.00	999.00	-	
(f) Windows Business Office	3,800.00	3,800.00	-	
(g) Windows Access	1,960.00	1,960.00	-	
(h) NOD32 Antivirus	500.00	500.00	-	
Office Expenses Sub-total	80,468.00	80,468.00	-	
<i>Programme Expenses</i>				
(a) World Youth Championship	40,000.00	275,986.03	-	
(b) Archery world Cup 2011- Stage 4	10,000.00	23,512.02	-	
(c) All China Outdoor Archery Championships 2011	10,000.00	49,785.60	-	
(d) 17th Asian Archery Championships 2011	10,000.00	71,902.00	-	
(e) 1st Asian Archery Grand Prix 2012	10,000.00	89,186.20	-	
Programme Expenses Sub-total	80,000.00	510,371.85	-	
Use of Reserve Fund 2011-12 Total	160,468.00	590,839.85	-	
(C) Use of Reserve Fund Approved in 2012-13				
<i>Personnel Expenses</i>				
(a)				
(b)				
<i>Office Expenses</i>				
(a) Procurement of Storage Container	74,000.00	84,000.00	-	
Office Expenses Sub-total	74,000.00	84,000.00	-	
<i>Programme Expenses</i>				
(a) 2012 Asian Grand Prix - 2nd Round	40,000.00	133,127.13	-	1.1
(b) 2013 AAGP 1st Round	35,000.00	77,631.72	-	1.2
(c) 2012 全國射箭奧林匹克項目錦標賽	20,000.00	55,851.77	-	1.3
Programme Expenses Sub-total	95,000.00	266,610.62	-	
Use of Reserve Fund 2012-13 Total	169,000.00	350,610.62	-	
Total for Approved Use of Reserve Fund: (A)+(B)+(C)	329,468.00	941,450.47	-	

'Savings' is recognised for completed items/programmes only. It is taken as 'nil' if there is deficiency of income over expenditure.
Please mark 'N.A.' under 'Savings' for uncompleted items/programmes.

[^] Please provide breakdown of programme expenses for each completed programme at Appendix to Statement 4.

Statement of Changes in Reserve Fund Balance as at 31 March 2013 (Statement 5)

	HK\$	HK\$	
LCSD Approved Cumulative Balance of Reserve Fund as at 31 March 2012 (Note 1)		205,755.00	(a)
Savings for subvention for year 2012-13			
Personnel Expenses (per Statement 1)	43,202.46		
Office Expenses (per Statement 2)	-		
Programme Expenses (per Statement 3)	221,351.63		
Sub-total	264,554.09		(b)
Savings for cross-year programmes brought forward from 2011-12 (per Statement 3)	-		(c)
Savings for approved use of Reserve Fund (per Statement 4)	-		(d)
Total savings	264,554.09		(e)=(b)+(c)+(d)
Less: Extra savings arising from the excess of savings for the year 2012-13 over Reserve Fund Ceiling			
Total subvention for the year 2012-13 (Note 2)	1,692,090.00		(f)
Reserve Fund Ceiling for the year 2012-13 (Note 3)	423,022.50		(g)=(f)*25%
Extra savings [if (e)>(g), then (h)=(e)-(g), otherwise (h)=0]	-		(h)
Reserve Fund for the year 2012-13		264,554.09	(i)=(e)-(h)
Total Deposited Reserve Fund		470,309.09	(j)=(a)+(i)
Less: Use of Reserve Fund approved for 2012-13		169,000.00	(k)
Less: Extra savings arising from the excess of Total Deposited Reserve Fund over Reserve Fund Ceiling		301,309.09	(l)=(j)-(k)
Reserve Fund Ceiling for the year 2012-13 (Note 3)	\$423,022.50		(g) above
Extra savings [if (l)>(g), then (m)=(l)-(g), otherwise (m)=0]	\$0.00		(m)
Closing Balance of Reserve Fund as at 31 March 2013		301,309.09	(n)=(l)-(m)
Less: Use of Reserve Fund approved for years after 2012-13		-	(o)
Available Amount of Reserve Fund as at 31 March 2013		301,309.09	(p)=(n)-(o)

Note 1: This is the latest 'Cumulative Total of Reserve Fund up to 2011-12' as notified by the LCSD.

Note 2: This represents the total subvention granted for 2012-13, comprising both cash subvention and notional venue charges, after taking into account of additional subvention granted and net-off amount effected during 2012-13.

Note 3: Reserve Fund Ceiling is rounded down to the nearest dollars.



HONG KONG ARCHERY ASSOCIATION

Statement of Use of Extra Savings for 2008-09 and 2009-10 (Statement 6)

For the Financial Year Ended 31 March 2013

Description of Item/Programme	Approved Amount (HK\$) (a)	Actual Expenditure (HK\$) (b)	Unspent Balance# (HK\$) (c)=(a)-(b)	Breakdown per Appendix^
Personnel Expenses				
(a) Engagement of a Part-time AA	19,424.00	19,424.00	-	
(b)	-	-	-	
Personnel Expenses Sub-total	19,424.00	19,424.00	-	
Office Expenses				
(a)	-	-	-	
(b)	-	-	-	
Office Expenses Sub-total	-	-	-	
Programme Expenses				
(a)	-	-	-	D1
(b)	-	-	-	D2
Programme Expenses Sub-total	-	-	-	
Total	19,424.00	19,424.00	-	

'Unspent Balance' for completed items/programmes will be netted off in 2013-14.

Please mark 'N.A.' under 'Unspent Balance' for uncompleted items/programmes.

^ Please provide breakdown of programme expenses for each completed programme at Appendix to Statement 6.