

HONG KONG LAWN BOWLS ASSOCIATION

ANNUAL RETURN TO THE LEISURE AND CULTURAL SERVICES DEPARTMENT

FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012



Wise-Link CPA Limited

智匯會計師事務所有限公司

**HONG KONG LAWN BOWLS ASSOCIATION
ANNUAL RETURN TO THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012**

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**HONG KONG LAWN BOWLS ASSOCIATION
ANNUAL RETURN TO THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012**

PRESIDENT'S AND HONORARY TREASURER'S CERTIFICATE

We certify that the Annual Return set out in pages 4 to 31 which comprises:

- Summary of LCSD Subvention and Programmes Expenses
- Statement of Personnel Expenses
- Statement of Office Expenses
- Statement of Reserve Fund
- Statement of Extra Saving

for the financial year ended 31 March 2012 is true and correct.

President



Honorary Treasurer



Hong Kong

Date : 28 SEP 2012



Hong Kong Lawn Bowls Association



Wise-Link CPA Limited

智匯會計師事務所有限公司

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**Independent Auditors' Report to the Executive Committee of
Hong Kong Lawn Bowls Association**

香港草地滾球總會

We have been engaged to perform a reasonable assurance engagement on the accompanying Association's Annual Accounts of the subvention and the reserve fund on pages 4 to 31 (attached herewith) for the year ended 31 March 2012, which have been prepared by the Executive Committee of the Association in connection with the requirements of the Leisure and Cultural Services Department ("LCSD") of the Government of the Hong Kong Special Administrative Region ("the Government").

Respective responsibilities of the Executive Committee and auditors

The Executive Committee of the Association is responsible for the preparation of the accompanying Annual Accounts and for ensuring that they have been properly prepared from the books and records of the Association and drawn up in compliance with the provisions of the Subvention Agreement for the year 2011-12 made between the Government and the Association. This responsibility includes designing, implementing and maintaining internal controls relevant to the preparation of the accompanying Annual Accounts that are free from material misstatement, selecting and applying appropriate accounting policies. The Executive Committee is also responsible for ensuring that the Association has complied with the provisions of the Subvention Agreement, the Code of Conduct and the Procurement Guidelines which the Association has deposited with the Government.

It is our responsibility to report on whether the Annual Accounts have been drawn up in compliance with the provisions of the Subvention Agreement and the Auditor's Guide as stipulated in Clause 6(e) of the Subvention Agreement, and the Association has complied with the provisions of the Subvention Agreement, the Code of Conduct concerning the procedural requirements in processing declaration on conflict of interests and application for acceptance of advantages and the Procurement Guidelines of the Association, based on our reasonable assurance engagement, and to report our conclusions solely to you, as a body, in accordance with our agreed terms of engagement and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of this report.



**Independent Auditors' Report to the Executive Committee of
Hong Kong Lawn Bowls Association
香港草地滾球總會**

Basis of conclusions

We have conducted our work in accordance with Hong Kong Standard on Assurance Engagements 3000 "Assurance Engagements Other Than Audits or Reviews of Historical Financial Information" issued by the Hong Kong Institute of Certified Public Accountants. This Standard requires that we comply with ethical requirements and plan and perform the assurance engagement to obtain reasonable assurance whether the Annual Accounts have been properly prepared from the books and records of the Association and drawn up in all material respects in compliance with the provisions of the Subvention Agreement and the Auditor's Guide, and the Association has complied with the provisions of the Subvention Agreement, the Code of Conduct concerning the procedural requirements in processing declaration on conflict of interests and application for acceptance of advantages and the Procurement Guidelines of the Association.

We planned and performed our reasonable assurance engagement so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give our conclusions as to whether the Annual Accounts have been properly prepared from the books and records of the Association and drawn up in compliance with the provisions of the Subvention Agreement and the Auditor's Guide, and the Association has complied with the provisions of the Subvention Agreement, the Code of Conduct concerning the procedural requirements in processing declaration on conflict of interests and application for acceptance of advantages and the Procurement Guidelines of the Association. We believe that our reasonable assurance engagement provides a reasonable basis for our conclusions.

Conclusions

In our opinion, based on the foregoing, the Annual Accounts have been properly prepared from the books and records of the Association and drawn up in compliance with the provisions of the Subvention Agreement and the Auditor's Guide, and the Association has complied with the provisions of the Subvention Agreement, the Code of Conduct concerning the procedural requirements in processing declaration on conflict of interests and application for acceptance of advantages and the Procurement Guidelines of the Association.

Wise-Link CPA Limited

Certified Public Accountants

Hong Kong, 28 SEP 2012

Fan How Yat, Carrie

Practising Certificate number P04334

HONG KONG LAWN BOWLS ASSOCIATION
SUMMARY OF LCSD SUBVENTION AND PROGRAMME EXPENDITURE
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Income/ Expenditure Items	HK\$
(A) LCSD Subvention in 2011/2012	
i. Income from LCSD Subvention on Programme Expenses (Statement 1)	1,213,583
ii. Income from LCSD Subvention on Personnel Expenses (Statement 2)	545,975
iii. Income from LCSD Subvention on Office Expenses (Statement 3)	113,325
iv. Bank Interest Generated from LCSD Subvention and Reserve Fund in 2011/2012	<u>6</u>
Sub-total (a):	<u><u>1,872,889</u></u>
(B) Total Expenditure ended 31 March 2012	
i. Programme Expenses (Statement 1)	1,548,601
ii. Personnel Expenses (Statement 2)	706,358
iii. Office Expenses (Statement 3)	<u>105,178</u>
Sub-total (b):	<u><u>2,360,137</u></u>
(C) Additional Subvention for 2011/2012	
Sub-total (c):	<u><u>35,931</u></u>
(D) Net-off Subvention for 2011/2012	
Sub-total (d):	<u><u>20,952</u></u>
(E) Other Income	
i. Sponsorship	-
Sub-total (e):	<u><u>-</u></u>
(F) Surplus / (Deficit) for 2011/2012	
TOTAL	<u><u>(472,269)</u></u>
(i.e. Sub-total (a)-(b)+(c)-(d)):	

HONG KONG LAWN BOWLS ASSOCIATION
STATEMENT OF PROGRAMMES EXPENSES (STATEMENT 1)
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

App	Programme	Original Allocation (HK\$) (a)	Revised Allocation (HK\$)			Actual Expenditure (HK\$)
			Additional subvention (b)	Netted-off amount (c)	Total Revised Allocation (a)+(b)-(c)	
1.	Cat A(I) - International Events Held Outside Hong Kong)					
	(a) Asia Pacific Bowls Championships					324,027
	(b) Asia Pacific Indoor Bowls Championship 2011					28,503
	(c) World Cup Bowls Singles & World Junior Cup Bowls Singles					58,589
	(d) MAP International Bowls Challenge 2011					27,832
	(e) Japan International Open 2011					33,396
	Cat A(I) Sub-total	333,886	-	-	333,886	472,347
	Cat A Total:	333,886	-	-	333,886	472,347
2.	Cat B(I) - National / Junior Squad Training Programme					
	(a) National Squad Training					18,352
	(b) National Squad Elite Training					75,108
	(c) Junior Squad Training					99,222
	Cat B(I) Sub-total	60,140	5,040	-	65,180	192,682
3.	Cat B(II) - Regional Squad Training Programme					
	(a) Regional Squad Training					239,729
	Cat B(II) Sub-total	226,725	7,519	-	234,244	239,729
	Cat B Total:	286,865	12,559	-	299,424	432,411
4.	Cat C(I) - Training Programmes					
	(a) Lawn Bowls Training Programme 2011-2012					412,291
	(b) Lawn Bowls Training Programme 2011 - Fun Day					27,493
	(c) Young Athletes Lawn Bowls Training Scheme					128,145
	Cat C(I) Sub-total:	479,650	20,063	-	499,713	567,929

**STATEMENT OF PROGRAMMES EXPENSES (STATEMENT 1)
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012**

App	Programme	Original Allocation (HK\$) (a)	Revised Allocation (HK\$)			Actual Expenditure (HK\$)
			Additional subvention (b)	Netted-off amount (c)	Total Revised Allocation (a)+(b)-(c)	
5.	Cat C(II) - School Sports Programmes					
	(a) School Demonstration Programme					9,729
	(b) Easy Sport Programme					1,624
	(c) Outreach Coaching Programme					5,304
	Cat C(II) Sub-total:	37,155	2,797	20,952	19,000	16,657
6.	Cat C(III) - Local Competition					
	(a) Under 25 Lawn Bowls Championship 2011					10,351
	(b) Youth Novice Lawn Bowls Competition					5,461
	Cat C(III) Sub-total:	21,661	192	-	21,853	15,812
7.	Cat C(IV) - Community Sports Club Programmes					
	(a) Community Sports Club (CSC) Projects					3,360
	Cat C(IV) Sub-total:	5,280	320	-	5,600	3,360
	Cat C Total:	543,746	23,372	20,952	546,166	603,758
8.	Cat D(I)- Training Programmes for Official					
	(a) Umpire Training Course					11,438
	Cat D(I) Sub-total:	24,250	-	-	24,250	11,438
9.	Cat D(II) - Meeting / Conference Held Outside Hong Kong					
	(a) Asia Pacific Association Meeting					28,647
	Cat D(II) Sub-total:	24,836	-	-	24,836	28,647
	Cat D Total:	49,086	-	-	49,086	40,085
	Total:	1,213,583	35,931	20,952	1,228,562	1,548,601

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 1(a) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Asia Pacific Bowls Championships		
Category : A(I) International Competition		
Date of Event : 26 November 2011 - 11 December 2011		
Venue/ Destination: Australia		
No. of Athletes : 10 Athletes + 2 Team Managers		
(A) Expenditure Met by LCSD	Actual Expenditure (HK\$) (To be completed by NSA)	
	Breakdown	Amount (HK\$)
I. Board & Lodging		
1. Accommodation		82,904
2. Air Fare & Taxes	Fares \$57,480; Taxes \$37,666	95,146
3. Airport transfer	\$200 x 12 pax	2,400
4. Meals allowance		66,136
5. Overseas internal transport		40,100
6. Visa fee	\$100 x 11 pax	1,100
	Sub-total:	287,786
II. Staff Remuneration		
1. Allowance for coach (Team Manager)	\$1,800/pax x 2 pax	3,600
	Sub-total:	3,600
III. Printing & Publicity		
		500
IV. Event Related Expenses		
1. Insurance		6,152
2. Equipment		424
3. Flag presentation		3,775
4. Postage & stationery		200
5. Souvenirs		750
6. Uniform		16,120
7. Overseas fax and tel. Call		400
8. Laundry		4,320
	Sub-total:	32,141
	Total (A):	324,027
(B) Expenditure Met by NSA / Sponsors:		
1. N/A		-
	Total (B):	-
Grand Total Expenditure (A)+(B):		324,027
(C) Income:		
		Actual Income (HK\$)
1. Entry Fee: (\$)		-
2. Admission Fee: (\$)		-
(Total: \$)	Total Income (C):	-
(A) Expenditure met by LCSD:		324,027
(C) Income:		-
Maximum Subvention Level:		90%
Total Subvention:		291,624

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 1(b) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Asia Pacific Indoor Bowls Championship 2011		
Category : A(I) International Competition		
Date of Event : 2-8 October 2011		
Venue/ Destination: Malaysia		
No. of Athletes : 3 Athletes + 1 Team Manager		
(A) Expenditure Met by LCSD	Actual Expenditure (HK\$) (To be completed by NSA)	
	Breakdown	Amount (HK\$)
I. Board & Lodging		
1. Accommodation	Provided by the host	-
2. Air Fare & Taxes	Fare \$11,400; Taxes \$2,748	14,148
3. Airport transfer		800
4. Meals allowance		4,350
5. Overseas internal transport		1,849
	Sub-total:	21,147
II. Staff Remuneration		
1. Allowance for team manager		1,800
	Sub-total:	1,800
III. Printing & Publicity		
		500
IV. Event Related Expenses		
1. Insurance		1,045
2. Postage & Stationery		500
3. Uniform		2,930
4. Overseas fax and tel. Call		581
	Sub-total:	5,056
	Total (A):	28,503
(B) Expenditure Met by NSA / Sponsors:		
1. N/A		-
	Total (B):	-
	Grand Total Expenditure (A)+(B):	28,503
(C) Income:		
	Actual Income (HK\$)	
1. Entry Fee: (\$)		-
2. Admission Fee: (\$)		-
(Total: \$)	Total Income (C):	-
	(A) Expenditure met by LCSD:	28,503
	(C) Income:	-
	Maximum Subvention Level:	90%
	Total Subvention:	25,653

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 1(c) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : World Cup Bowls Singles & World Junior Cup Bowls Singles		
Category : A(I) International Competition		
Date of Event : 12-20 April 2011		
Venue/ Destination: Australia		
No. of Athletes : 4 Athletes + 1 Team Manager		
(A) Expenditure Met by LCSD	Actual Expenditure (HK\$) (To be completed by NSA)	
	Breakdown	Amount (HK\$)
I. Board & Lodging		
1. Accommodation		5,693
2. Air Fare & Taxes	Fare \$22810; Taxes \$10,424	33,234
3. Airport transfer		1,000
4. Meals allowance		10,429
5. Overseas internal transport		1,067
6. Visa fee		500
	Sub-total:	51,923
II. Staff Remuneration		
1. Allowance for coach		1,800
	Sub-total:	1,800
III. Printing & Publicity		
		300
IV. Event Related Expenses		
1. Insurance		1,105
2. Postage & stationery		300
3. Souvenirs		60
4. Uniform		2,685
5. Overseas fax and tel. Call		334
6. Laundry		82
	Sub-total:	4,566
	Total (A):	58,589
(B) Expenditure Met by NSA / Sponsors:		
1. N/A		-
	Total (B):	-
	Grand Total Expenditure (A)+(B):	58,589
(C) Income:		
		Actual Income (HK\$)
1. Entry Fee: (\$)		
2. Admission Fee: (\$)		
(Total: \$)	Total Income (C):	-
	(A) Expenditure met by LCSD:	58,589
	(C) Income:	-
	Maximum Subvention Level:	90%
	Total Subvention:	52,730

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 1(d) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : MAP International Bowls Challenge 2011		
Category : A(l) International Competition		
Date of Event : 8-15 October 2011		
Venue/ Destination: California, USA		
No. of Athletes : 2		
(A) <u>Expenditure Met by LCSD</u>	Actual Expenditure (HK\$) (To be completed by NSA)	
	Breakdown	Amount (HK\$)
I. Board & Lodging		
1. Accommodation	Arrived one day earlier	813
2. Air Fare & Taxes	Fares \$11,400; Taxes \$5,368	16,768
3. Airport transfer		400
4. Meals allowance		2,960
5. Overseas internal transport		811
6. Visa fee		2,290
	Sub-total:	24,042
II. Staff Remuneration		
1. N/A		-
	Sub-total:	-
III. Printing & Publicity		
		-
IV. Event Related Expenses		
1. Insurance		740
2. Postage & stationery		200
3. Souvenirs		500
4. Uniform		2,350
	Sub-total:	3,790
	Total (A):	27,832
(B) Expenditure Met by NSA / Sponsors:		
1. N/A		-
	Total (B):	-
	Grand Total Expenditure (A)+(B):	27,832
(C) Income:		
	Actual Income (HK\$)	
1. Entry Fee: (\$)		
2. Admission Fee: (\$)		
(Total: \$)	Total Income (C):	-
	(A) Expenditure met by LCSD:	27,832
	(C) Income:	-
	Maximum Subvention Level:	90%
	Total Subvention:	25,049

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 1(e) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Japan International Open 2011		
Category : A(I) International Competition		
Date of Event : 28-30 October 2011		
Venue/ Destination: Japan		
No. of Athletes : 3 Athletes + 1 Team Manager		
(A) Expenditure Met by LCSD	Actual Expenditure (HK\$) (To be completed by NSA)	
	Breakdown	Amount (HK\$)
I. Board & Lodging		
1. Accommodation		-
2. Air Fare & Taxes	Fares \$15,200; Taxes \$3,368	18,568
3. Airport transfer		800
4. Overseas internal transport		1,416
5. Meals allowance		5,528
	Sub-total:	26,312
II. Staff Remuneration		
1. Allowance for coach (Team Manager)		900
	Sub-total:	900
III. Printing & Publicity		
		-
IV. Event Related Expenses		
1. Insurance		720
2. Entry Fee		1,971
3. Postage & stationery		300
4. Souvenirs		360
5. Uniform		1,977
6. Overseas fax and tel. Call		856
	Sub-total:	6,184
	Total (A):	33,396
(B) Expenditure Met by NSA / Sponsors:		
1. N/A		-
	Total (B):	-
	Grand Total Expenditure (A)+(B):	33,396
(C) Income:		
	Actual Income (HK\$)	
1. Entry Fee: (\$)		
2. Admission Fee: (\$)		
(Total: \$)	Total Income (C):	-
	(A) Expenditure met by LCSD:	33,396
	(C) Income:	-
	Maximum Subvention Level:	90%
	Total Subvention:	30,056

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 2(a) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : National Squad Training		
Category : B(I) National / Junior Squad Training Programme		
Date of Event : April 2011 - March 2012		
Venue/ Destination: Hong Kong Football Club, Island East Sports Centre Indoor Bowling Green, Private Clubs		
No. of Athletes : 15		
(A) Expenditure Met by LCSD	Actual Expenditure (HK\$) (To be completed by NSA)	
	Breakdown	Amount (HK\$)
I. Board & Lodging		-
Sub-total:		-
II. Staff Remuneration		
1. Coach fees	\$229/hr x 2 hrs x 9 sess. + \$241/hr x 3 hrs x 10 sess.	11,352
Sub-total:		11,352
III. Printing & Publicity		-
IV. Event Related Expenses		
1. Postage and stationery		1,000
2. Travelling subsidy for athletes		5,360
3. Venue fee		424
4. Water		216
Sub-total:		7,000
Total (A):		18,352
(B) Expenditure Met by NSA / Sponsors:		
1. N/A		-
Total (B):		-
Grand Total Expenditure (A)+(B):		18,352
(C) Income:		Actual Income (HK\$)
1. Entry Fee: (\$)		
2. Admission Fee: (\$)		
(Total: \$)	Total Income (C):	-
(A) Expenditure met by LCSD:		18,352
(C) Income:		-
Maximum Subvention Level:		100%
Total Subvention:		18,352

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 2(b) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : National Squad Elite Training		
Category : B(I) National / Junior Squad Training Programme		
Date of Event : 4-15 April 2011		
Venue/ Destination: Kowloon Bowling Green Club and Victoria Park Bowling Green		
No. of Athletes : 42		
(A) Expenditure Met by LCSD	Actual Expenditure (HK\$) (To be completed by NSA)	
	Breakdown	Amount (HK\$)
I. Board & Lodging		
1. Accommodation	\$550/rm x 14days x 1 room	7,700
2. Meals allowance	\$200 x 14 days x 2 persons	5,600
Sub-total:		13,300
II. Staff Remuneration		
1. Coach fees	Coach \$14,000 + Asst. Coach \$8,000	22,000
2. Lecturer fee (Nutrition & Sports Psychology)		2,000
Sub-total:		24,000
III. Printing & Publicity		
		1,193
IV. Event Related Expenses		
1. Equipments rentals		400
2. Postage and stationery		189
3. Travelling expenses		1,029
4. Travelling subsidy for athletes		9,800
5. Venue fee		7,366
Sub-total:		18,784
Total (A):		57,277
(B) Expenditure Met by NSA / Sponsors:		
1. Air Fare		4,732
2. Refreshment		13,099
Total (B):		17,831
Grand Total Expenditure (A)+(B):		75,108
(C) Income:		
		Actual Income (HK\$)
1. Entry Fee: (\$)		
2. Admission Fee: (\$)		
(Total: \$)	Total Income (C):	-
(A) Expenditure met by LCSD:		57,277
(C) Income:		-
Maximum Subvention Level:		100%
Total Subvention:		57,277

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 2(c) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Junior Squad Training		
Category : B(I) National / Junior Squad Training Programme		
Date of Event : April 2011 - March 2012		
Venue/ Destination: Victoria Park & Tai Po Waterfront Park Bowling Greens and Private Clubs		
No. of Athletes : 15		
(A) Expenditure Met by LCSD	Actual Expenditure (HK\$) (To be completed by NSA)	
	Breakdown	Amount (HK\$)
I. Board & Lodging		
1. N/A		
Sub-total:		-
II. Staff Remuneration		
1. Coach fees		
Sub-total:		82,801
III. Printing & Publicity		
Sub-total:		900
IV. Event Related Expenses		
1. Postage and stationery		
2. Venue fee		
3. Water		
Sub-total:		15,521
Total (A):		99,222
(B) Expenditure Met by NSA / Sponsors:		
1. N/A		
Total (B):		-
Grand Total Expenditure (A)+(B):		99,222
(C) Income:		
		Actual Income (HK\$)
1. Entry Fee: (\$)		
2. Admission Fee: (\$)		
Total Income (C):		-
(A) Expenditure met by LCSD:		99,222
(C) Income:		-
Maximum Subvention Level:		100%
Total Subvention:		99,222

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 3(a) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Regional Squad Training		
Category : B(II) Regional Squad Training Programme		
Date of Event : April 2011 - March 2012		
Venue/ Destination: Victoria Park & Tai Po Waterfront Park Bowling Greens		
No. of Athletes : 28		
(A) Expenditure Met by LCSD	Actual Expenditure (HK\$) (To be completed by NSA)	
	Breakdown	Amount (HK\$)
I. Board & Lodging		
1. N/A		-
	Sub-total:	-
II. Staff Remuneration		
1. Coach fees		176,786
	Sub-total:	176,786
III. Printing & Publicity		
		-
IV. Event Related Expenses		
1. Postage and stationery		1,200
2. Venue fee		39,336
	Sub-total:	40,536
	Total (A):	217,322
(B) Expenditure Met by NSA / Sponsors:		
1. Uniform		22,407
	Total (B):	22,407
	Grand Total Expenditure (A)+(B):	239,729
(C) Income:		
	Actual Income (HK\$)	
1. Entry Fee: (\$)		
2. Admission Fee: (\$)		
(Total: \$)	Total Income (C):	-
	(A) Expenditure met by LCSD:	217,322
	(C) Income:	-
	Maximum Subvention Level:	90%
	Total Subvention:	195,590

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 4(a) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Lawn Bowls Training Programme 2011-2012	
Category : C(I) Training Programmes	
Date of Event : April 2011 - March 2012	
Venue/ Destination: Public Lawn Bowling Greens	
No. of Athletes : 934	
(A) Expenditure Met by LCSD	Actual Expenditure (HK\$)
(Original Allocation: \$)	(To be completed by NSA)
(Revised Allocation: \$)	Breakdown
	Amount (HK\$)
I. Board & Lodging	
1. N/A	-
Sub-total:	-
II. Staff Remuneration	
1. Intermediate instructor	\$177 x 2 hrs x 8 sess x 50 courses + \$186 x 2hrs x 8 sess x 30 courses
	230,880
2. Elementary instructor	\$229 x 2 hrs x 8 sess x 24 courses + \$241 x 2hrs x 8 sess x 16 courses
	149,632
3. Organisers	\$66 x 2 hrs x 74 courses + \$70 x 2hrs x 46 courses
	16,208
Sub-total:	396,720
III. Printing & Publicity	
1. Banners	2,220
2. Entry form	6,975
3. Poster	2,940
Sub-total:	12,135
IV. Event Related Expenses	
1. Postage and stationery	3,436
Sub-total:	3,436
Total (A):	412,291
(B) LCSD Notional Venue Charge	
Total (B):	-
(C) Expenditure Met by NSA / Sponsors:	
1. N/A	-
Total (C):	-
Grand Total Expenditure (A)+(B)+(C):	412,291
(D) Income:	
Actual Income (HK\$)	
1. Entry Fee:	
Youth Beginners Courses	\$120 x 132 pax
	15,840
Adult Beginners Courses	\$150 x 485 pax
	72,750
Youth Intermediate Courses	\$120 x 30 pax
	3,600
Adult Intermediate Courses	\$200 x 287 pax
	57,400
Total Income (D):	149,590
(A) Expenditure met by LCSD:	412,291
(D) Income:	149,590
Maximum Subvention Level:	85%
(E) Net Subvention:	223,296
Total Subvention (B)+(E):	223,296

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 4(b) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Lawn Bowls Training Programme 2011 - Fun Day		
Category : C(I) Training Programmes		
Date of Event : April - August 2011		
Venue/ Destination: Lawn Bowls Greens at Victoria Park, Island East, Siu Lek Yuen Road and Wu Shan Bowling Greens		
No. of Athletes : 232		
(A) Expenditure Met by LCSD		Actual Expenditure (HK\$)
(Original Allocation: \$)		(To be completed by NSA)
(Revised Allocation: \$)		Breakdown
		Amount (HK\$)
I. Board & Lodging		
1. N/A		-
Sub-total:		-
II. Staff Remuneration		
1. Coach fees	\$150 / hr	10,200
2. Organiser fees		3,564
3. Casual helper fees		1,800
4. Demonstrator fees		400
Sub-total:		15,964
III. Printing & Publicity		
1. Banners		2,260
2. Poster		2,940
3. Entry form		4,700
Sub-total:		9,900
IV. Event Related Expenses		
1. Postage and stationery		1,095
2. Transportation		71
3. Water		463
Sub-total:		1,629
Total (A):		27,493
(B) LCSD Notional Venue Charge		
Total (B):		-
(C) Expenditure Met by NSA / Sponsors:		
1. N/A		-
Total (C):		-
Grand Total Expenditure (A)+(B)+(C):		27,493
(D) Income:		Actual Income (HK\$)
1. Entry Fee: (\$20)		4,640
Total Income (D):		4,640
(A) Expenditure met by LCSD:		27,493
(D) Income:		4,640
Maximum Subvention Level:		85%
(E) Net Subvention:		19,425
Total Subvention (B)+(E):		19,425

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 4(c) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Young Athletes Lawn Bowls Training Scheme		
Category : C(I) Training Programmes		
Date of Event : April 2011 - February 2012		
Venue/ Destination: Wu Shan Bowling Green, Victoria Oark Bowling Green, Yuen Wo Road Playground Bowling Green & Ap Lei Chau Sport Centre - Indoor Lawn Bowling Greens		
No. of Athletes : 172		
(A) Expenditure Met by LCSD		Actual Expenditure (HK\$)
(Original Allocation: \$)		(To be completed by NSA)
(Revised Allocation: \$)		Breakdown
		Amount (HK\$)
I. Board & Lodging		
1. N/A		-
		Sub-total:
		-
II. Staff Remuneration		
1. Organiser (Selection-Event day)		\$66 x 2 hrs + \$70 x 2 hrs
		272
2. Organiser (Selection-Preparation)		\$66 x 5 hrs + \$70 x 5 hrs
		680
3. Coach (Selection)		\$229 x 4 hrs x 6 pax + \$241 x 4 hrs x 6pax
		11,280
4. Casual helper (Selection)		\$35 x 4 hrs x 4 pax x 2 times
		1,120
5. Organiser (Training)		\$66 x 75 hrs + \$70 x 75 hrs
		10,200
6. Coach (Training)		
		56,400
7. Assistant (Training)		
		14,040
		Sub-total:
		93,992
III. Printing & Publicity		
1. Banners		1,600
2. Entry form		4,090
3. Poster		2,940
		Sub-total:
		8,630
IV. Event Related Expenses		
1. Postage and stationery		1,324
		Sub-total:
		1,324
		Total (A):
		103,946
(B) LCSD Notional Venue Charge		
		18,220
		Total (B):
		18,220
(C) Expenditure Met by NSA / Sponsors:		
1. Uniform		5,979
		Total (C):
		5,979
		Grand Total Expenditure (A)+(B)+(C):
		128,145
(D) Income:		Actual Income (HK\$)
1. Entry Fee: (\$450)		\$450 x 80 pax
		36,000
2. Sales of uniform		-
3. Uniform from Sponsor		-
		Total Income (D):
		36,000
		(A) Expenditure met by LCSD:
		103,946
		(D) Income:
		36,000
		Maximum Subvention Level:
		85%
		(E) Net Subvention:
		67,946
		Total Subvention (B)+(E):
		86,166

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 5(a) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : School Demonstration Programme		
Category : C(II) School Sports Programmes		
Date of Event : 1 April 2011 - 31 March 2012		
Venue/ Destination: Various Schools		
No. of Athletes : 885		
(A) Expenditure Met by LCSD		Actual Expenditure (HK\$)
(Original Allocation: \$)		(To be completed by NSA)
(Revised Allocation: \$)		Breakdown
		Amount (HK\$)
I. Board & Lodging		
1. N/A		-
Sub-total:		-
II. Staff Remuneration		
1. Instructor	\$177 x 1.5 hrs x 8 courses + \$186 x 1.5 hrs x 5 courses	3,519
2. Assistant instructor	\$88 x 1.5 hrs x 8 courses + \$93 x 1.5 hrs x 5 courses	1,754
3. Organiser's fee	\$66 x 2 hrs x 8 courses + \$70 x 2 hrs x 5 courses	1,756
Sub-total:		7,029
III. Printing & Publicity		
1. N/A		-
Sub-total:		-
IV. Event Related Expenses		
1. Transportation		2,700
Sub-total:		2,700
Total (A):		9,729
(B) LCSD Notional Venue Charge		
Total (B):		-
(C) Expenditure Met by NSA / Sponsors:		
1. Bottled water		-
Total (C):		-
Grand Total Expenditure (A)+(B)+(C):		9,729
(D) Income:		Actual Income (HK\$)
1. Entry Fee: (\$2,890)	\$250 x 9 courses + \$160 x 4 courses	2,890
Total Income (D):		2,890
(A) Expenditure met by LCSD:		9,729
(D) Income:		2,890
Maximum Subvention Level:		70%
(E) Net Subvention:		4,787
Total Subvention (B)+(E):		4,787

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 5(b) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Easy Sport Programme		
Category : C(II) School Sports Programmes		
Date of Event : 1 April 2011 - 31 March 2012		
Venue/ Destination: Various Schools		
No. of Athletes : 8		
(A) Expenditure Met by LCSD		Actual Expenditure (HK\$)
(Original Allocation: \$)		(To be completed by NSA)
(Revised Allocation: \$)		Breakdown
		Amount (HK\$)
I. Board & Lodging		
1. N/A		-
Sub-total:		-
II. Staff Remuneration		
1. Instructor	\$177 x 4 hrs x 1 course	708
2. Assistant instructor	\$88 x 4 hrs x 1 course	352
3. Organiser's fee	\$66 x 4 hrs x 1 course	264
Sub-total:		1,324
III. Printing & Publicity		
1. N/A		-
Sub-total:		-
IV. Event Related Expenses		
1. Transportation	\$300 x 1 trip	300
Sub-total:		300
Total (A):		1,624
(B) LCSD Notional Venue Charge		
Total (B):		-
(C) Expenditure Met by NSA / Sponsors:		
1. N/A		-
Total (C):		-
Grand Total Expenditure (A)+(B)+(C):		1,624
(D) Income:		Actual Income (HK\$)
1. Entry Fee: (\$760)	\$760 x 1 course	760
Total Income (D):		760
(A) Expenditure met by LCSD:		1,624
(D) Income:		760
Maximum Subvention Level:		55%
(E) Net Subvention:		475
Total Subvention (B)+(E):		475

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 5(c) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Outreach Coaching Programme		
Category : C(II) School Sports Programmes		
Date of Event : 1 April 2011 - 31 March 2012		
Venue/ Destination: Various Bowling Greens		
No. of Athletes : 24		
(A) Expenditure Met by LCSD		
		Actual Expenditure (HK\$)
(Original Allocation: \$)		(To be completed by NSA)
(Revised Allocation: \$)		Breakdown
		Amount (HK\$)
I. Board & Lodging		
1. N/A		-
Sub-total:		-
II. Staff Remuneration		
1. Instructor	\$186 x 8 hrs x 3 courses	4,464
2. Organiser's fee	\$70 x 4 hrs x 3 courses	840
Sub-total:		5,304
III. Printing & Publicity		
1. N/A		-
Sub-total:		-
IV. Event Related Expenses		
1. N/A		-
Sub-total:		-
Total (A):		5,304
(B) LCSD Notional Venue Charge		
Total (B):		-
(C) Expenditure Met by NSA / Sponsors:		
1. N/A		-
Total (C):		-
Grand Total Expenditure (A)+(B)+(C):		5,304
(D) Income:		
		Actual Income (HK\$)
1. Entry Fee: (\$2,280)	\$760 x 3 courses	2,280
Total Income (D):		2,280
(A) Expenditure met by LCSD:		5,304
(D) Income:		2,280
Maximum Subvention Level:		55%
(E) Net Subvention:		1,663
Total Subvention (B)+(E):		1,663

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 6(a) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Under 25 Lawn Bowls Championship 2011		
Category : C(III) Local Competition		
Date of Event : 27 November, 4 December & 11 December 2011 (3 Sundays)		
Venue/ Destination: Lawn Bowling Greens at Tai Po Waterfront Park		
No. of Athletes : 54		
(A) Expenditure Met by LCSD		Actual Expenditure (HK\$)
(Original Allocation: \$)		(To be completed by NSA)
(Revised Allocation: \$)		Breakdown
		Amount (HK\$)
I. Board & Lodging		
1. N/A		-
Sub-total:		-
II. Staff Remuneration		
1. Umpire fees	Day 1: \$71/hr x 1 pax x 8 hrs + Day 2: \$71/hr x 1 pax x 5.5 hrs + Day 3: \$71/hr x 1 pax x 7 hrs	1,456
2. Organiser fees	Day 1: \$70/hr x 1 pax x 8 hrs + Day 2: \$70/hr x 1 pax x 5.5 hrs + Day 3: \$70/hr x 1 pax x 7 hrs	1,435
Sub-total:		2,891
III. Printing & Publicity		
1. Banners		250
2. Printing expenses		450
Sub-total:		700
IV. Event Related Expenses		
1. Prizes		1,480
2. Postage and stationery		200
3. Transportation		120
Sub-total:		1,800
Total (A):		5,391
(B) LCSD Notional Venue Charge		
		-
Total (B):		-
(C) Expenditure Met by NSA / Sponsors:		
1. Additional venue charge		4,960
Total (C):		4,960
Grand Total Expenditure (A)+(B)+(C):		10,351
(D) Income:		Actual Income (HK\$)
1. Entry Fee: (\$80)	\$80 x 54 persons	4,320
Total Income (D):		4,320
(A) Expenditure met by LCSD:		5,391
(D) Income:		4,320
Maximum Subvention Level:		85%
(E) Net Subvention:		910
Total Subvention (B)+(E):		910

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 6(b) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Youth Novice Lawn Bowls Competition		
Category : C(III) Local Competition		
Date of Event : 4 & 11 March 2012 (2 Sundays)		
Venue/ Destination: Ap Lei Chau Sport Centre - Indoor Lawn Bowling Greens		
No. of Athletes : 56		
(A) Expenditure Met by LCSD		Actual Expenditure (HK\$)
(Original Allocation: \$)		(To be completed by NSA)
(Revised Allocation: \$)		Breakdown
		Amount (HK\$)
I. Board & Lodging		
1. N/A		-
		Sub-total:
		-
II. Staff Remuneration		
1. Organiser's fee	\$70/hr x 19 hrs	1,330
2. Umpire fee	\$71/hr x 19 hrs	1,349
3. Marker fee	\$10/match x 130 matches	1,300
		Sub-total:
		3,979
III. Printing & Publicity		
1. Banners		250
2. Entry form		192
		Sub-total:
		442
IV. Event Related Expenses		
1. Postage and stationery		140
2. Trophy	1 set of 4 nos.	900
		Sub-total:
		1,040
		Total (A):
		5,461
(B) LCSD Notional Venue Charge		
		-
		Total (B):
		-
(C) Expenditure Met by NSA / Sponsors:		
1. N/A		-
		Total (C):
		-
		Grand Total Expenditure (A)+(B)+(C):
		5,461
(D) Income:		Actual Income (HK\$)
1. Entry Fee: (\$80)	\$80 x 56 persons	4,480
		Total Income (D):
		4,480
(A) Expenditure met by LCSD:		5,461
(D) Income:		4,480
Maximum Subvention Level:		85%
(E) Net Subvention:		834
Total Subvention (B)+(E):		834

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 7(a) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Community Sports Club (CSC) Projects		
Category : C(IV) Community Sports Club Projects		
Date of Event : April 2011 - March 2012		
Venue/ Destination: Victoria Lawn Bowls Club, City Lawn Bowls Club, Island Lawn Bowls Club and Tuen Mun Lawn Bowls Club		
No. of Athletes : N/A		
(A) Expenditure Met by LCSD		Actual Expenditure (HK\$)
(Original Allocation: \$)		(To be completed by NSA)
(Revised Allocation: \$)		Breakdown
		Amount (HK\$)
I. Board & Lodging		
1. N/A		-
Sub-total:		-
II. Staff Remuneration		
1. Monitor fee	\$70/hr x 12 hrs x 4 clubs	3,360
Sub-total:		3,360
III. Printing & Publicity		
1. N/A		-
Sub-total:		-
IV. Event Related Expenses		
1. N/A		-
Sub-total:		-
Total (A):		3,360
(B) LCSD Notional Venue Charge		
Total (B):		-
(C) Expenditure Met by NSA / Sponsors:		
1. N/A		-
Total (C):		-
Grand Total Expenditure (A)+(B)+(C):		3,360
(D) Income:		Actual Income (HK\$)
1. Entry Fee: (\$)		-
Total Income (D):		-
(A) Expenditure met by LCSD:		3,360
(D) Income:		-
Maximum Subvention Level:		85%
(E) Net Subvention:		2,856
Total Subvention (B)+(E):		2,856

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 8(a) TO STATEMENT OF PROGRAMMES EXPENSES
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Umpire Training Course		
Category : D(I) Official Training Programme		
Date of Event : April - June 2011		
Venue/ Destination: Olympic House & Craigengower Cricket Club		
No. of Athletes : 16		
(A) Expenditure Met by LCSD		Actual Expenditure (HK\$)
(Original Allocation: \$)		(To be completed by NSA)
(Revised Allocation: \$)		Breakdown
		Amount (HK\$)
I. Board & Lodging		
1. N/A		-
Sub-total:		-
II. Staff Remuneration		
1. Lecturer fees	\$328/hr x 2 persons x 12 hrs	7,872
2. Exam paper marking fees	\$200 x 14 papers	2,800
Sub-total:		10,672
III. Printing & Publicity		
		500
Sub-total:		500
IV. Event Related Expenses		
1. Hire of equipment		66
2. Postage and stationery		200
Sub-total:		266
Total (A):		11,438
(B) LCSD Notional Venue Charge		
Total (B):		-
(C) Expenditure Met by NSA / Sponsors:		
1. N/A		-
Total (C):		-
Grand Total Expenditure (A)+(B)+(C):		11,438
(D) Income:		Actual Income (HK\$)
1. Entry Fee: (\$300)		4,800
2. Re-take and exam paper re-marking fee		400
Total Income (D):		5,200
(A) Expenditure met by LCSD:		11,438
(D) Income:		5,200
Maximum Subvention Level:		70%
(E) Net Subvention:		4,367
Total Subvention (B)+(E):		4,367

HONG KONG LAWN BOWLS ASSOCIATION
 APPENDIX 9(a) TO STATEMENT OF PROGRAMMES EXPENSES
 SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
 FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : Asia Pacific Association Meeting		
Category : D(II) Meeting / Conference		
Date of Event : 4-13 December 2011		
Venue/ Destination: Adelaide, Australia		
No. of Athletes : 1		
(A) Expenditure Met by LCSD	Actual Expenditure (HK\$) (To be completed by NSA)	
	Breakdown	Amount (HK\$)
I. Board & Lodging		
1. Accommodation		5,280
2. Air Fare & Taxes	Fares \$6,405; Taxes \$3,341	9,746
3. Airport transfer		200
4. Meals allowance		6,627
5. Overseas internal transport		4,672
6. Visa fee		100
	Sub-total:	26,625
II. Staff Remuneration		
1. N/A		-
	Sub-total:	-
III. Printing & Publicity		
		-
IV. Event Related Expenses		
1. Insurance		322
2. Postage & stationery		200
3. Souvenirs		1,000
4. Overseas fax and tel. Call		500
	Sub-total:	2,022
	Total (A):	28,647
(B) Expenditure Met by NSA / Sponsors:		
1. N/A		-
	Total (B):	-
	Grand Total Expenditure (A)+(B):	28,647
(C) Income:		
	Actual Income (HK\$)	
1. Entry Fee: (\$)		-
2. Admission Fee: (\$)		-
(Total: \$)	Total Income (C):	-
	(A) Expenditure met by LCSD:	28,647
	(C) Income:	-
	Maximum Subvention Level:	70%
	Total Subvention:	20,053

HONG KONG LAWN BOWLS ASSOCIATION
 STATEMENT OF PERSONNEL EXPENSES (STATEMENT 2)
 SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
 FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Income/ Expenditure Item					
<u>Income</u>				HK\$	
LCSD Subvention				545,975	
Contribution from the Association				160,383	
Total Income				706,358	
<u>Expenditure Met by LCSD</u>					
		Revised Allocation (HK\$)			Actual Expenditure (HK\$)
	Original Allocation (HK\$)	Additional subvention	Netted-off amount	Total Revised Allocation	
	(a)	(b)	(c)	(a)+(b)-(c)	
1. Senior Sports Executive	-	-	-	-	-
2. Sports Executive	272,602	-	-	272,602	359,217
3. Administrative Assistant	273,373	-	-	273,373	335,554
Total Expenditure	545,975	-	-	545,975	694,771
Surplus / (Deficit)					(148,796)
Contribution from the Association / Other Resources:					
Part time staff					11,587
Total Expenditure					11,587

HONG KONG LAWN BOWLS ASSOCIATION
 STATEMENT OF OFFICE EXPENSES (STATEMENT 3)
 SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
 FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Income/ Expenditure Item					
<u>Income</u>				HK\$	
LCSD Subvention				113,325	
Contribution from the Association				-	
Total Income				113,325	
<u>Expenditure Met by LCSD</u>		Revised Allocation (HK\$)			Actual Expenditure (HK\$)
		Original Allocation (HK\$)	Additional subvention	Netted-off amount	
		(a)	(b)	(c)	(a)+(b)-(c)
1.	Office Administration Expenses	56,700	-	-	56,700
	- Faxline rental and installation charges, long distance call				527
	- Hire of storage				18,998
	- Newspaper and periodicals				1,624
	- Printing and artwork				27,161
	- Purchase and maintenance of office equipment and furniture				2,477
	- Stamps and postage				1,048
	- Stationery				1,795
	- Subscription fees				9,479
	- Internet, PNET charges				8,387
	- Travelling expenses				5,075
	Sub-total:	56,700	-	-	56,700
2.	Rent and Rates	-	-	-	-
3.	Audit Fee	45,375	-	-	45,375
4.	Insurance Premium Fee	11,250	-	-	11,250
	Total:	113,325	-	-	113,325
Maximum Subvention:					100%
Total Subvention:					105,178
Contribution from the Association / Other Resources:					-

HONG KONG LAWN BOWLS ASSOCIATION
STATEMENT OF RESERVE FUND
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

	HK\$	
LCSD Approved Cumulative Balance of Reserve Fund for 31 March 2011 (Note: This is the amount <u>excludes</u> the approved uses of Reserve Fund in years after 31 March 2011)	(1)	483,850
<u>Reserve Fund Calculation</u>		
Saving for the year 2011/2012	(2)	-
Reserve Fund Ceiling (25% of subvention for the year 2011-2012)	(3)	468,221
Extra Savings (if (2) > (3), (4) = (2) – (3); otherwise (4) = 0)	(4)	-
Cumulative Balance of Reserve Fund as at 31 March 2011	(1)	483,850
Approved Use of Reserve Fund for the year 2011/2012		
China Inter-port Lawn Bowls 2011		134,862
Performance Incentive Pay		21,558
Procurement of soft lawn bowls and soft jacks		121,500
	(5)	277,920
Closing balance [(a) = (2) – (4) + (1) – (5)] (a)	(a)	205,930
Reserve Fund Ceiling (25% of subvention for the year 2011/2012)	(3)	468,221
Extra Savings (if (a) > (3), (b) = (a) – (3); otherwise (b) = 0)	(b)	-
Approved Closing Balance of Reserve Fund for the year 2011/2012 (c) = (a) – (b)	(c)	205,930
LCSD Approved Uses of Reserve Fund for years after 2011/2012 (d)	(d)	-
Available Amount of Reserve Fund as at end of 2011/2012 (e) = (c) – (d)	(e)	205,930

HONG KONG LAWN BOWLS ASSOCIATION
APPENDIX 1 TO STATEMENT OF RESERVE FUND
SUBVENTED BY THE LEISURE AND CULTURAL SERVICES DEPARTMENT
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

Name of Event : China Inter-port Lawn Bowls Competition		
Category : A(II) Local International Events		
Date of Event : 21 & 22 May 2011		
Venue/ Destination: Hong Kong		
No. of Athletes : 24		
(A) Expenditure Met by LCSD	Actual Expenditure (HK\$) (To be completed by NSA)	
	Breakdown	Amount (HK\$)
I. Board & Lodging		
1. Accommodation		35,880
2. Meals allowance		46,266
3. Transportation		3,939
	Sub-total:	86,085
II. Staff Remuneration		
1. Organiser fee		4,092
2. Umpire fee		1,400
	Sub-total:	5,492
III. Printing & Publicity		
		1,798
IV. Event Related Expenses		
1. Equipment rental		500
2. Postage and stationery		655
3. Presentation dinner		45,237
4. Prizes - Medals		8,000
	Sub-total:	54,392
	Total (A):	147,767
(B) Expenditure Met by NSA / Sponsors:		
1. Prize money		60,000
	Total (B):	60,000
Grand Total Expenditure (A)+(B):		207,767
(C) Income:		
		Actual Income (HK\$)
1. Entry Fee: (\$1,500 or 4,000)		56,000
2. Sale of Presentation Dinner ticket		900
(Total: \$ _____)	Total Income (C):	56,900
Grand Total Expenditure:		207,767
Income:		56,900
Approved use of reserve fund:		134,862
Deficit:		16,005

HONG KONG LAWN BOWLS ASSOCIATION
STATEMENT OF EXTRA SAVING
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2012

	HK\$
LCSD Approved Cumulative Balance of Extra Saving for 31 March 2011	302,410
Approved Use of Reserve Fund for the year 2011/2012	
Computer Software - Adobe Standard 10.0	2,370
Part-time Staff salary (January - March 2012)	26,680
	29,050
Closing balance	273,360