

2021- 2022

ANNUAL REPORT

KIN KOINONIA
INCLUSION
NETWORK





CONTENTS

3 OVERVIEW OF KIN

4 WELCOME MESSAGE
FROM OUR PRESIDENT

6 OUR PEOPLE

11 OUR PARTNERS

12 FINANCIAL OVERVIEW
FOR FY2021-2022

14 OUR WORK

25 LOOKING AHEAD

26 GOVERNANCE

31 ANNEX A:
Financial Statements
for FY2021-2022

50 ANNEX B:
Governance Evaluation Checklist
for FY2021-2022

54 PRAYER & GIVING

OVERVIEW OF KIN

The Koinonia Inclusion Network (KIN)

is a parachurch organisation that partners with churches in Asia to enable them to include and disciple people with disabilities.



VISION

“Enabled Christian Communities”

Our vision emphasises our conviction that churches are enabled when people with disabilities are included, in line with God’s design for the Church to reflect unity in diversity.

“A person has only one body, but it has many parts. Yes, there are many parts, but all those parts are still just one body. Christ is like that too.”

– 1 Corinthians 12:12 (Easy Read Version)

CORE VALUES

- People-First
- Inclusion
- Collaboration
- Empathy
- Trust
- Brokenness
- Excellence

CORPORATE INFORMATION

KIN is a society-charity registered with the Registry of Societies and the Commissioner of Charities, Singapore. KIN has a constitution as its governing instrument.

Unique Registration Number (UEN)
T19SS0269K

Date of Registration as a Society
29 December 2019

Date of Registration as a Charity
7 July 2021

Registered Address
50 Kallang Pudding Road #07-01 AMA Building,
Singapore 349326

Honorary Auditors
Mr Chan Kong Wah, Ms Ho Shwu Ling

Banker
DBS Bank



WELCOME MESSAGE FROM OUR PRESIDENT

Welcome to the very first annual report of the Koinonia Inclusion Network (KIN)!

Here at KIN, we believe firmly in Hudson Taylor's dictum that "God's will, done in God's way, will never lack God's supply." Truly, although KIN was founded only two years ago, our team has had ample opportunity to see the enduring reality of "God's supply" in our ministry efforts. Moreover, through KIN's ministries, we have also been reminded time after time again that the loving inclusion of persons with disability in churches is indeed "God's will, done in God's way", for it echoes the gospel of Jesus Christ who welcomes all sinners to Himself.

We believe that the Bible teaches us that persons with disability are an essential part of the God's people (1 Corinthians 12:12-13), and that their presence enables the Church of God to better understand and live out its God-given mission to this world. Therefore, KIN endeavours to be a bona fide *parachurch* organisation, coming *alongside* churches to strengthen and enable them by including and discipling

people with disabilities. This is why KIN's vision is "Enabled Christian Communities". Paradoxically, it is churches that exclude persons with disability that disable themselves by rejecting these indispensable parts of Christ's body.

Since KIN was founded in late 2019 – just in time for Covid! – KIN has been blessed by God who opened many doors for ministry. In KIN's first focus area of *developing and partnering churches*, we established the Certificate for Christian Disability Ministry programme. Its first run impacted over 70 people from 35 churches across 11 denominations, with students attending from even as far away as Nepal! Churches have also responded well to our training and consultancy efforts. Since 2020, despite the Covid-19 pandemic, KIN partnered with over 30 churches across the entire denominational spectrum, impacting more than 10,000 people.

KIN's second focus has been on *research and resourcing*. Since most ministry materials are developed for

We are convicted that a movement of God is ongoing in our midst as God is calling persons with disability to Himself through His Church!

a Western audience, we established the Centre for Disability Ministry in Asia (CDMA) to produce “context-relevant resources to enable disability ministry in Asia”. Over the last year, the CDMA has published two books (*Enabling Hearts: A Primer for Disability-Inclusive Churches*, and *Enabling Communities: Bible Studies on Including People with Disabilities in Church*) and a whole series of occasional papers, which have been warmly received by the church community in Singapore and beyond.

Finally, KIN seeks to *enable creative disability missions in the Asian context*. To champion such innovation in disability missiology, we have undertaken research on disability ministry in Asia (that will soon be published in a number of Asian peer-reviewed journals). In addition, we have also partnered with international Christian disability organisations to further promote disability missions.

The whole team at KIN is energised by God’s work in our midst. We are like a team of rowers, who paddle with all

their might and in harmony! Yet, at the same time, we look up and we see the sails also fully billowing in the wind, for the Spirit of God is driving us forward! We are convicted that a movement of God is ongoing in our midst as God is calling persons with disability to Himself through His Church!

Thank you for being part of this movement! I thank all our partners – individuals, churches, and organisations – for your generous support. You have been God’s lovingkindness to us, and we know that our ministry has only been possible because of you. We look forward to further collaboration, for we know our unity in Christ Jesus pleases God!

To God be the glory!



LEOW WEN PIN
PRESIDENT

OUR PEOPLE

Management Committee

As a society, KIN's supreme decision-making authority is the General Meeting of its members. The membership elects a Management Committee (MC) to lead the organisation. The MC is responsible for overseeing strategy, governance, and stewardship for KIN.

Members of the Management Committee

| Name | Designation | Date of Appointment | Occupation |
|-----------------|--|--|--------------------------|
| Mr Leow Wen Pin | President | 29 Dec 2019 | Academic |
| Ms Jesselyn Ng | Vice President | 29 Dec 2019 | Psychologist |
| Mr Timothy Teoh | Honorary Secretary Honorary Treasurer | 26 Jun 2021 29 Dec 2019 (resigned wef 25 Jun 2021) | Social Worker |
| Ms Sarah Phua | Honorary Treasurer | 26 Jun 2021 | Accountant |
| Mr Alister Ong | Member | 26 Jun 2021 | Manager |
| Ms Carina Sim | Member | 26 Jun 2021 | Behavioural Therapist |
| Ms Janice Ho | Member | 24 Oct 2020 | KIN Staff Member |
| Ms Amy Ji | Member Honorary Secretary | 26 Jun 2021 (resigned wef 31 Dec 2021) 29 Dec 2019 (resigned wef 25 Jun 2021) | Religious Worker |
| Mr Loo Kee Wei | Member | 29 Dec 2019 (resigned wef 16 Jun 2021) | Religious Worker |

Advisory Council

Given the complexity of issues involved in disability ministry, KIN consults widely in order to bring together the best of biblical insight and professional expertise. As part of these consultation efforts, an international Advisory Council was convened to inform the ministry work of KIN.

Members of the Advisory Council (alphabetical by surname)

| Name | Occupation |
|----------------------------------|---|
| Professor Erik Carter | Cornelius Vanderbilt Professor, Department of Special Education, Vanderbilt University, USA |
| Mr Bernard Chew | Chief Executive Officer, St Andrew's Autism Centre, Singapore |
| Professor Benjamin Connor | Professor of Practical Theology & Director of the Center for Disability and Ministry, Western Theological Seminary, USA |
| Dr Dave Deuel | Catalyst for Disability Concerns, Lausanne Movement |
| Ms Anita Fam | President, National Council of Social Service, Singapore |
| Dr Ho Boon Tiong | Principal Consultant Educationist, Classpoint Consulting, Singapore |
| Dr Evelyn Law | Consultant Paediatrician, National University Hospital, Singapore |
| Ms Sherena Loh | Co-Founder and Director, Muscular Dystrophy Association, Singapore |
| Dr Ben Rhodes | (Formerly) Director, Christian Institute on Disability, Joni and Friends International Disability Center, USA |
| Mr Eugene Seow | Founder, E3Twenty, Singapore |

Members of the Advisory Council (alphabetical by surname)

| Name | Occupation |
|-------------------------------|---|
| Professor John Swinton | Chair in Divinity and Religious Studies, University of Aberdeen, Scotland |
| Pastor Alvin Tan | Senior Pastor, Bartley Christian Church, Singapore |
| A/Prof. Kenny Tan | Chief Executive Officer, St Luke's Eldercare Ltd, Singapore |
| Rev Dr Desmond Soh | Senior Pastor, Bethany Evangelical Free Church, Singapore |
| A/Prof. Wong Meng Ee | Associate Professor, Psychology and Child & Human Development, National Institute of Education, Nanyang Technological University, Singapore |
| Mr Ronald Wong | Director, Covenant Chambers LLC, Singapore |

Executive Committee

KIN's staff team is led by an Executive Committee that works together to achieve the objectives of the organisation.

Members of the Executive Committee

| Name | Designation | Date of Appointment |
|------------------|--|----------------------------|
| Janice Ho | Lead Consultant / Missions Director | 17 May 2021 |
| Cherie Ng | Manager (Programmes and Operations) / Consultant | 1 Jan 2022 |

Staff Team

At the heart of KIN's ministry is a passionate team of staff members. They bring their experience and expertise in disability ministry and other relevant areas to bear in serving churches in Singapore and beyond.



Janice Ho
Lead Consultant /
Missions Director

With a decade of practice as a paediatric occupational therapist, as well as being theologically trained, Janice leads KIN efforts to engage with churches and to guide them on their disability ministry journeys.



Cherie Ng
Manager (Programmes
and Operations) /
Consultant

Trained in early intervention as well as being a church disability ministry leader herself, Cherie organises KIN's regular training programmes and manages KIN's finances and human resources.



Joanna Ong
Research Coordinator

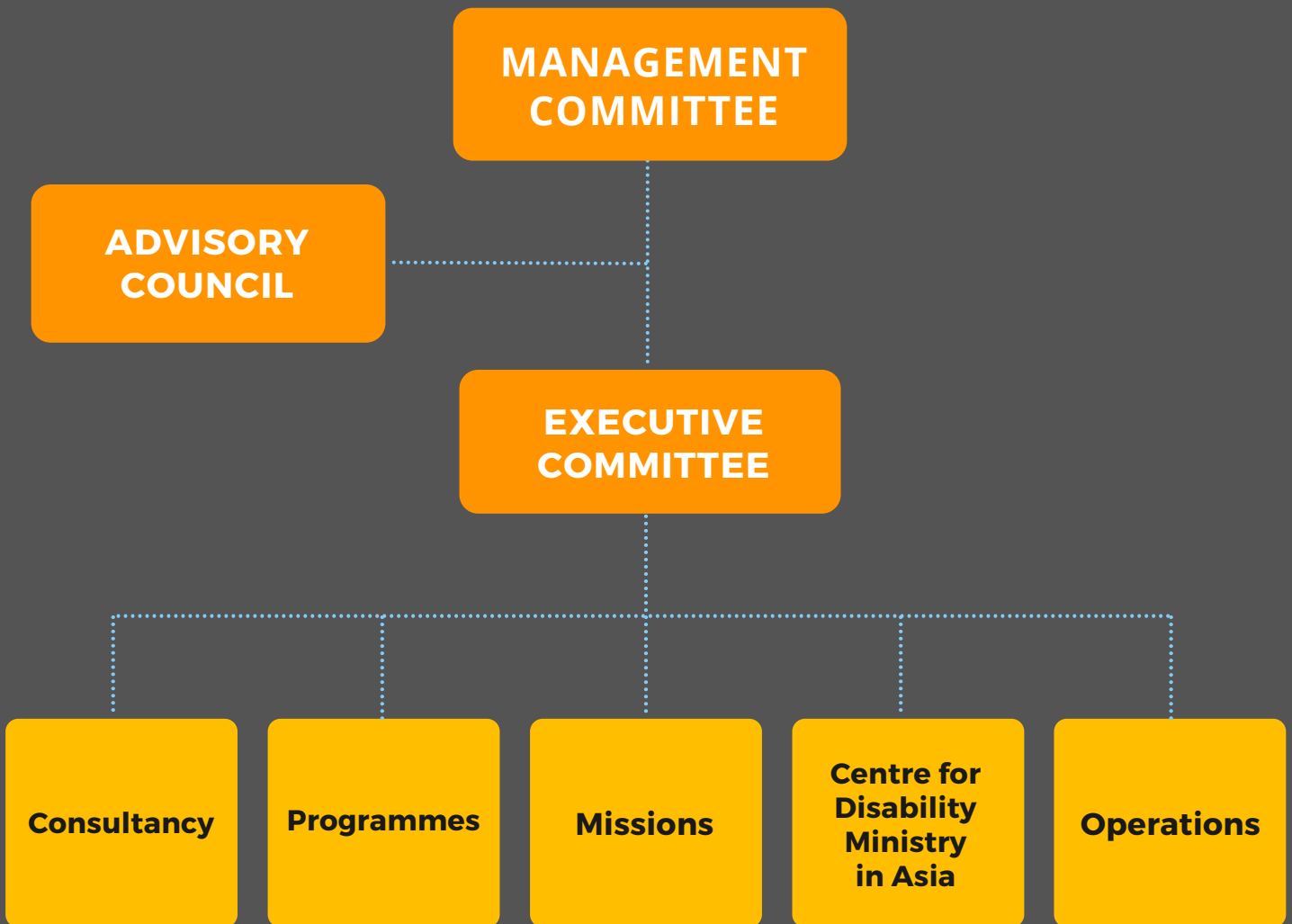
Tapping on her background in education and research, Joanna coordinates the research and publication work of KIN's Centre for Disability Ministry in Asia to serve the needs of the Church.



Teresa Ng
Consultant

As a person with low vision and a trained advocate for the visually-impaired, Teresa draws upon her rich life experiences to be an effective trainer to churches in the area of disability ministry.

ORGANISATIONAL STRUCTURE



Enabled Christian Communities

www.kin.org.sg

OUR PARTNERS

Just as it takes a whole village to raise a whole child, it also takes the whole Church to bring the whole gospel to the whole world.

KIN is thankful for its many partners who support our work of disability ministry in Singapore and beyond.



SUPPORTING CHURCHES

KIN is thankful for the following churches whose financial support has been invaluable.

- 3:16 Church
- Bethany Evangelical Free Church
- Covenant Presbyterian Church
- Emmanuel Assembly of God Church
- Seng Kang Methodist Church
- The Bible Church
- Wesley Methodist Church
- Yio Chu Kang Chapel

PARTNER ORGANISATIONS

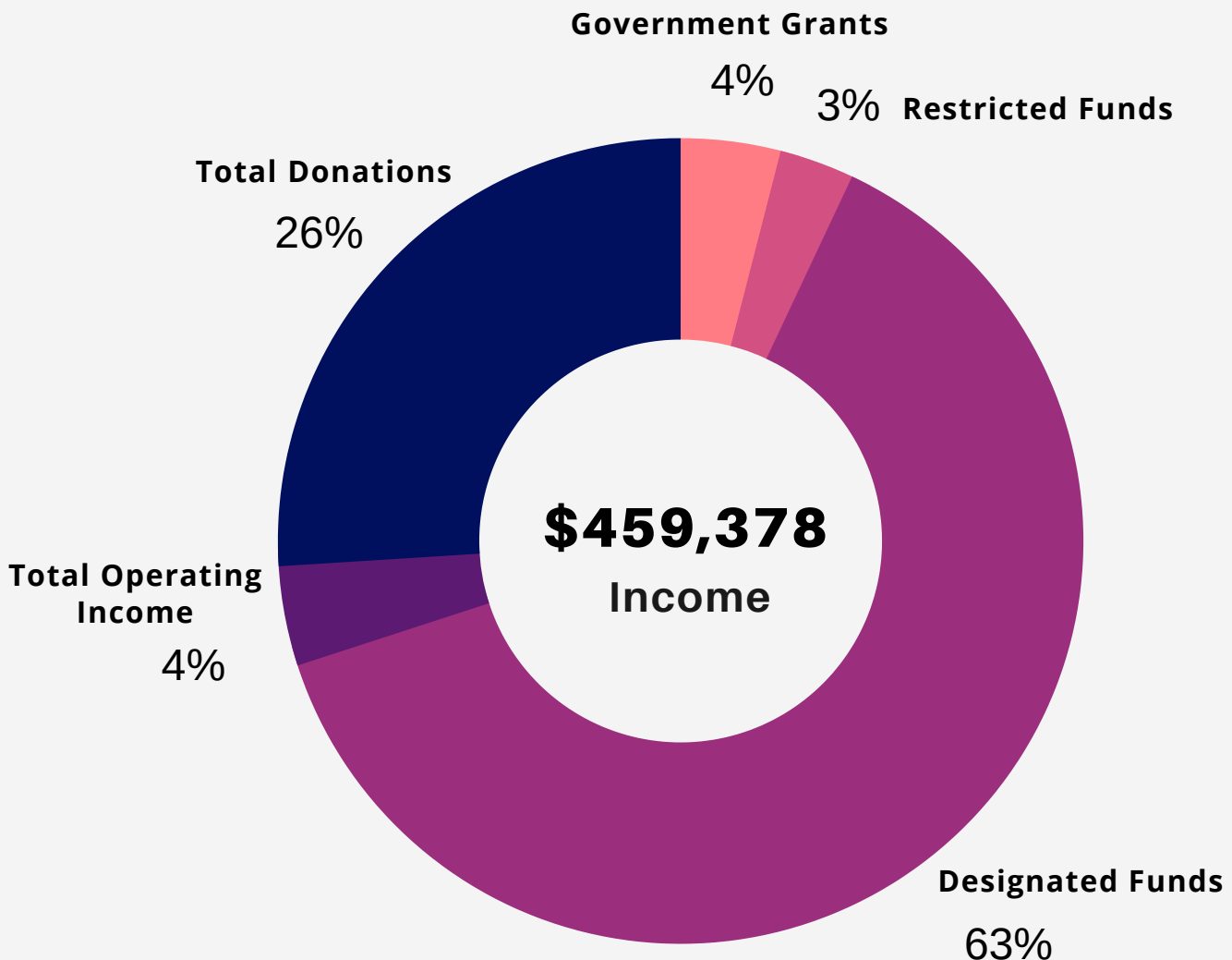
The following partnering organisations have helped to multiply the work of ministry at KIN:

- Biblical Graduate School of Theology
- Graceworks Pte Ltd
- Western Theological Seminary



FINANCIAL OVERVIEW FOR FY2021-2022

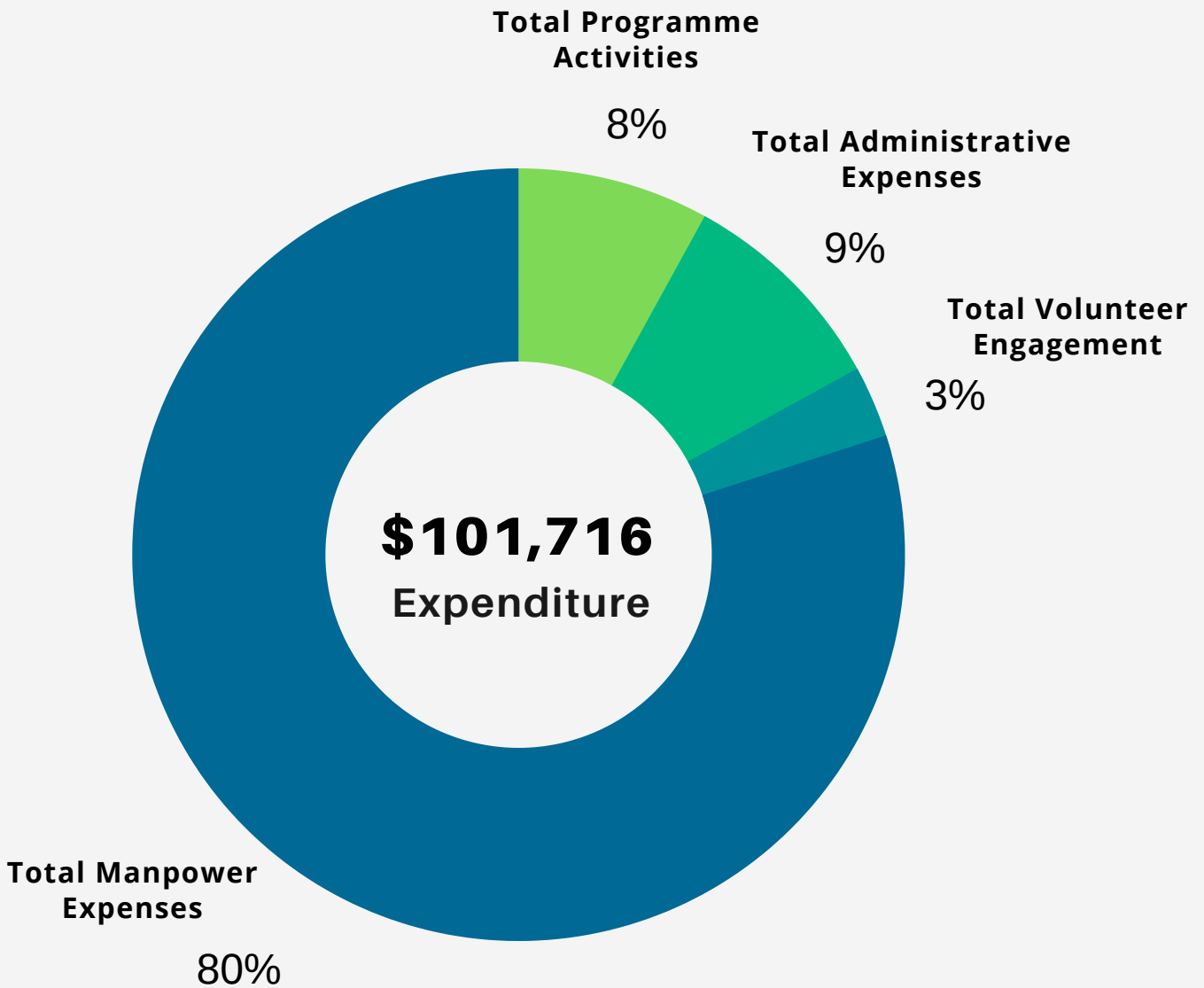
INCOME



Total income increased by \$418,398 in the financial year, largely due to the increase in designated fund collections (\$288,900) to support the manpower costs due to expansion of the staff team.

The increase was also attributed to the increase in general donations (\$84,970) and government grants received (\$17,895).

EXPENDITURE



PURPOSE OF CHARITABLE ASSETS HELD

- Joshua Fund: Designated fund set aside to support the manpower requirements of KIN. This includes staff salaries, and other related staff expenses.
- Scholarship Fund: Restricted fund set up to provide financial support for the training of disability ministry leaders by covering a portion of the cost of the Graduate Certificate in Disability Ministry offered by Western Theological Seminary (WTS), Michigan

MAJOR FINANCIAL TRANSACTIONS

None

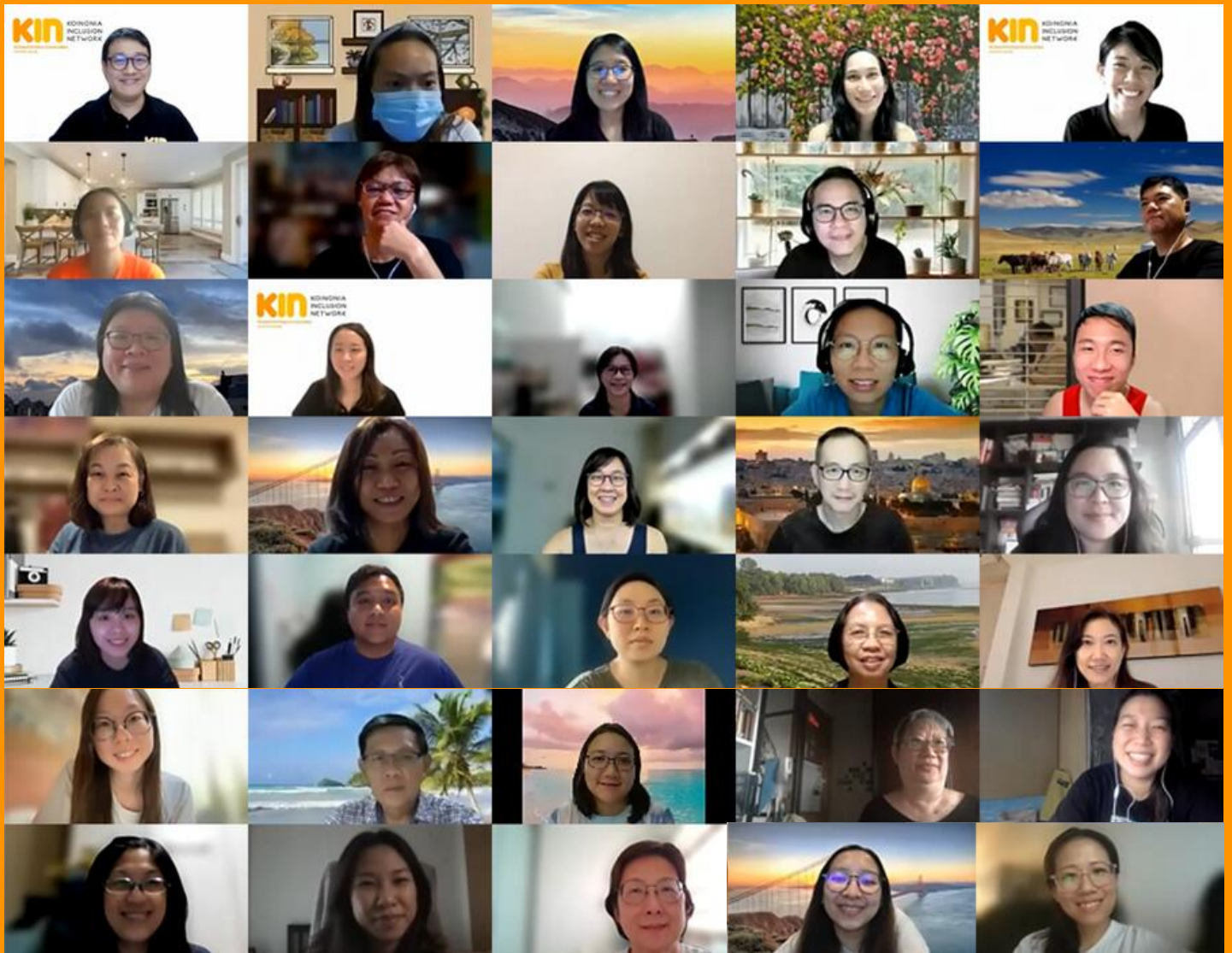
OUR

TRAINING AND DEVELOPING CHURCHES
RESEARCH AND RESOURCING CHURCHES

WORK



TRAINING AND DEVELOPING CHURCHES





CERTIFICATE
OF
CHRISTIAN
DISABILITY
MINISTRY

A. Certificate of Christian Disability Ministry

In response to the growing need faced by churches and their disability ministries for training volunteers, the Certificate of Christian Disability Ministry (CCDM) was created. The programme is grounded in biblical teaching complemented by expert insights from disability sector professionals as well as personal sharing by persons with disability and their families. Each day of the programme focuses heavily on practice (not just theory), which is then further developed through optional learning journeys and volunteer attachments to enable a rich practical understanding of disability ministry.

The CCDM comprises two modules

**MODULE:
INCLUSIVE
CHRISTIAN
COMMUNITIES**

*THE WHOLE CHURCH FOR
THE WHOLE FAMILY*



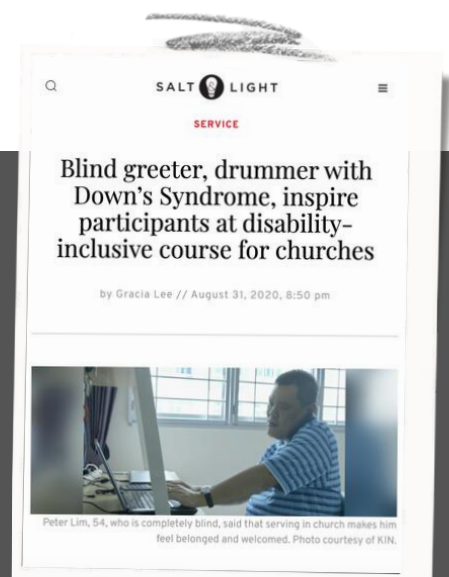
**MODULE:
INCLUSIVE
CHRISTIAN
EDUCATION**

*CHARACTER AND
COMMUNITY IN ACTION*

The *Inclusive Christian Communities* module introduces a biblical perspective of disability and how the whole church can include, pastor, and disciple special families. Most recently, a full class of over 40 students from more than 20 churches participated in the module held from February to March 2022.

The *Inclusive Christian Education* module focuses on the inclusion of people with disability in the Christian Education context. There is a focus on Sunday school ministries and the classroom context. This module will next be held in July 2022.

News Article about CCDM



B. Consultancy and Customised Training

KIN's vision is "Enabled Christian Communities", and one of the key ways that we do so is by building the capacity of the Church (in Singapore and beyond) to have a gospel-inclusion mindset so as to be disability-inclusive. KIN therefore provides both consultancy services and bespoke training programmes for churches to help them along in their disability inclusion journey. Since every church is different, KIN listens carefully to the needs of each church to provide training and consultancy that is customised to the unique context of each faith community.

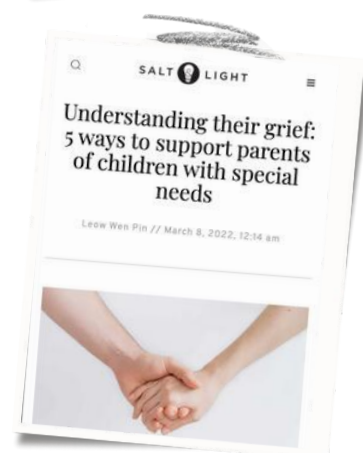
**As of 31 March 2022,
KIN has engaged with over 30 churches
and organisations across the entire
denominational spectrum:**

- 3:16 Church
- Adam Road Presbyterian Church
- Bartley Christian Church
- Bethany Evangelical Free Church
- Biblical Graduate School of Theology
- Catechesia Institute (USA)
- Chapel of Christ our Hope
- Changi Bethany Church
- Church of our Saviour
- Emmanuel Assembly of God Church
- International Baptist Church
- Faith Community Baptist Church
- Faith Bible-Presbyterian Church
- Glad Tidings Church
- Grace Assembly of God Church
- Grace Methodist Church
- Joni and Friends (USA)
- Living Hope Methodist Church
- Micah Singapore
- National University of Singapore Varsity Christian Fellowship
- Paya Lebar Methodist Church
- Petra Community
- Prinsep Street Presbyterian Church
- St James' Church
- St John's St Margaret's Church
- The Bible Church
- The City Church
- Trinity Theological College
- True Way Presbyterian Church
- University of Aberdeen (UK)
- Yio Chu Kang Chapel
- Zion Bishan Bible-Presbyterian Church



Churches and organisations impacted:
(all based in Singapore unless otherwise stated)

News Articles



An inclusive church is where:
Everyone **matters**. Everyone **disciplined**.



IMPACT STORY 1

ST JAMES' CHURCH



In 2021, KIN provided consultancy to St James' Church (SJC) which had decided to start a disability ministry with the strong support of the Vicar, The Reverend Canon Chua Siang Guan. First, KIN provided some customised workshops to help the disability ministry team identify its focus and core values, as well as to help the ministry team members clarify any theological concerns regarding disability. Second, KIN helped SJC to operationalise a congregation-wide survey to better understand the needs of the congregation vis-à-vis disability inclusion. Third, in October 2021, KIN's President, Mr Leow Wen Pin, was invited to preach at SJC to help the congregation better understand disability inclusion. During the service, SJC launched "enABLE", a disability ministry reaching out to those with special needs. KIN has continued to provide training for this ministry in 2022.



IMPACT STORY 2

SENG KANG METHODIST CHURCH



Seng Kang Methodist Church (SKMC) had an existing disability ministry, Ohana ministry. However, the leaders of SKMC wanted to deepen the culture of inclusion beyond Ohana ministry into the rest of the church. To support these efforts, KIN started by first providing a dedicated Leaders Engagement Workshop in early 2021 where the members of the Local Church Executive Committee were engaged in different facets of disability ministry. Second, to further extend the culture of inclusion, cell groups leaders from the English congregation were trained by Mrs Janice Ho on inclusion in a dedicated workshop. Third, in late 2021, a joint event run with the Board of Family Life of the Chinese Annual Conference (CAC) was organised in collaboration with Ohana Sunday (a Sunday dedicated to Ohana ministry in SKMC). Mr Leow was then invited to preach on the theme of “The Whole Church for the Whole Family” to both English and Mandarin congregations, followed by a Zoom seminar on inclusion open to all sixteen CAC churches.

LIVE ZOOM WEBINAR

Including People with Dementia in Churches: Theology and Praxis

11 December 2021 (Sat)
4:30 pm - 6:00 pm




KEYNOTE SPEAKER
Prof John Swinton
 Chair in Divinity and Religious Studies & Honorary Professor of Nursing, University of Aberdeen, Scotland

Prof. Swinton is a world-renowned authority in the field of disability theology and ministry, especially in the area of dementia. He was recently awarded the Lanfranc Award for Education and Scholarship by the Archbishop of Canterbury for his outstanding contribution to practical theology, particularly in the area of disability.



RESPONDENTS
Pastoral Response
The Venerable Wong Tak Meng
 Archdeacon for Community Services, Diocese of Singapore



Theological Response
Mr Leow Wen Pin
 Director, Centre for Disability Ministry in Asia



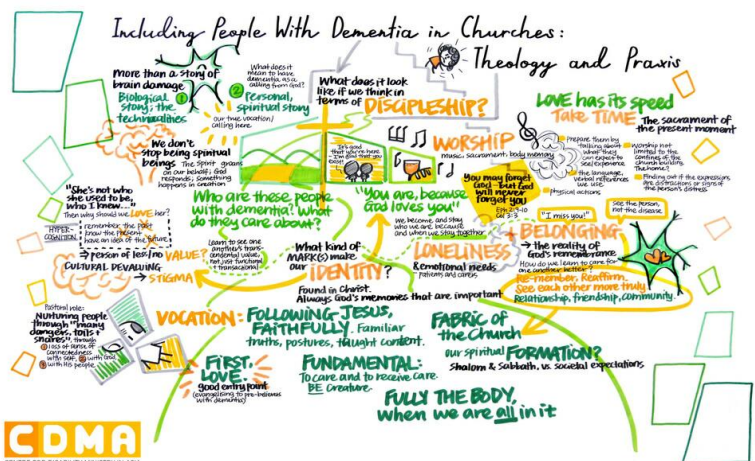
Clinical Response
Dr Lester Leong
 Clinical Director, St Luke's Eldercare

Suitable for lay people, ministry leaders, and clergy interested in caring for persons with dementia.

REGISTER NOW
bit.ly/dementia_seminar01



Organised by **KIN** **BGST** **CDMA** Supported by **St Lukes**



IMPACT STORY 3

DEMENTIA-INCLUSION ADVOCACY

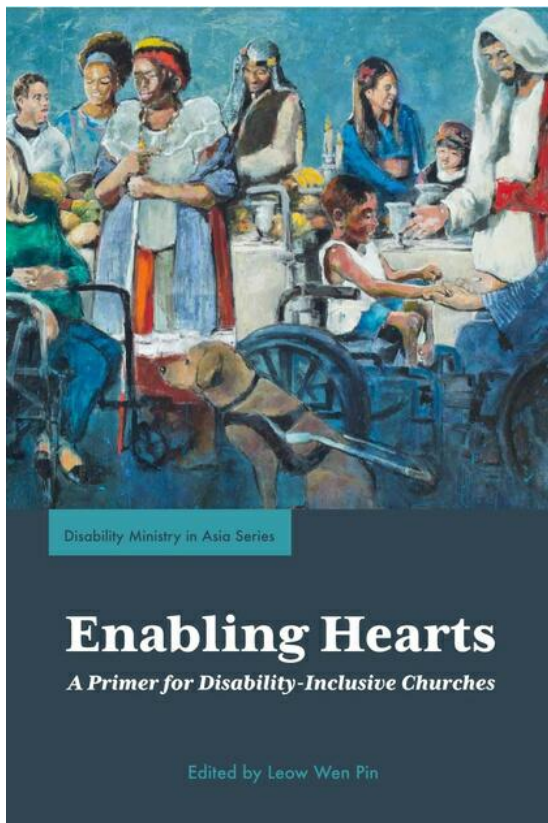
In response to the growing number of people with dementia in Singapore, KIN decided in the second half of 2021 to place increased effort on advocating for the inclusion of persons with dementia in churches. One opportunity that arose was engaging with The Bible Church on a dementia weekend. This involved Mr Leow preaching on dementia inclusion at the various English services of the church, followed by a church-wide Zoom panel discussion on the inclusion of persons with dementia (with a gerontologist and an experienced caregiver). Another avenue for advocacy involved KIN organising a Zoom seminar on Including Persons with Dementia in Church. This seminar was headlined by leading dementia authority, Professor John Swinton (University of Aberdeen), and included responses from Dr Lester Leong (St Luke's Eldercare), Archdeacon Wong Tak Meng (Diocese of Singapore), and Mr Leow (KIN). The seminar was attended by over 200 people, with over 75% of the attendees indicating a desire to follow up with KIN.



RESEARCH AND RESOURCING CHURCHES

One of the challenges faced by churches in Asia is the lack of contextualised ministry materials. This challenge is especially acute in the area of disability ministry. In order to address this problem, KIN has established the Centre for Disability Ministry in Asia (CDMA)¹ to provide context-relevant resources for the Church in Asia.

¹ In collaboration with the Biblical Graduate School of Theology.



The CDMA's launch in early 2021 coincided with the launch of *Enabling Hearts: A Primer for Disability-Inclusive Churches*, a one-stop handbook for any church interested in disability ministry. *Enabling Hearts* has been well-received locally and internationally, and a second print run was required.

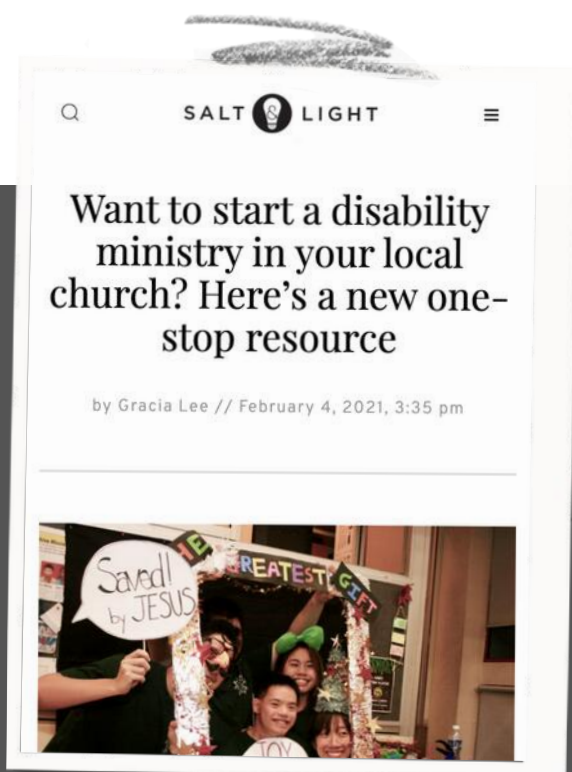
"[Enabling Hearts] has done a fine job of priming leaders for a deeper engagement, given how much of a struggle it can be to even name ableism as a problem to be encountered by the Church. In collecting so many voices from Singapore, the nuances of a different context can prove a useful foil to those across the world seeking to think and act more critically on disability issues."

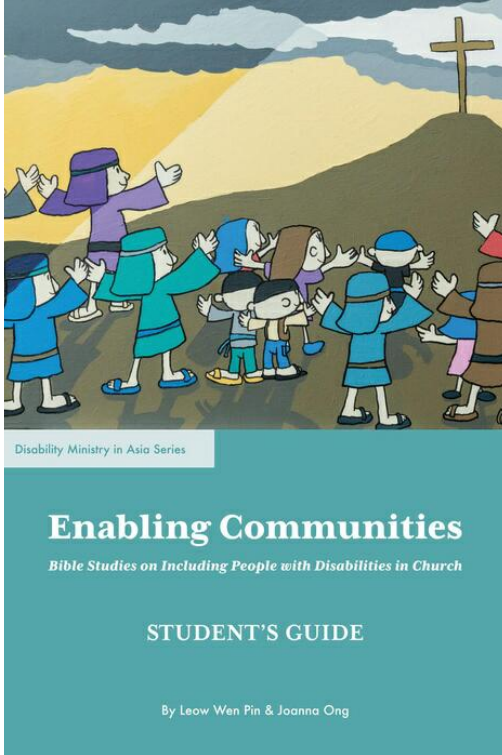
- International Journal for the Study of the Christian Church

"[Enabling Hearts] is a must-read for all pastors and church leaders to recalibrate an understanding of the nature, purpose, and discipleship of the Church in this new normal."

- The Right Reverend Dr Titus Chung,
Bishop of the Anglican Diocese of Singapore

News Article About **Enabling Hearts**





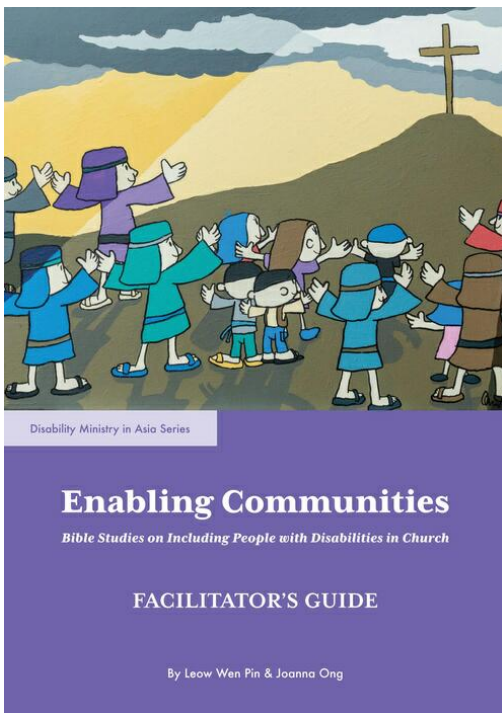
The CDMA's first volume was quickly followed up in December 2021 with the launch of **Enabling Communities: Bible Studies on Including People with Disabilities in Church**. This is a four-study guidebook based on selected New Testament texts that help small groups understand disability inclusion from a biblical perspective.

"[*Enabling Communities*] is an excellent and much-needed resource for Christians to understand biblical foundations and principles on empowering and including people with disabilities in the Church."

- Bishop Emeritus Dr Robert Solomon, The Methodist Church in Singapore

"The obvious strengths of [*Enabling Communities*] are (1) ease of comprehension, (2) multiple practical tips, and (3) concise biblical reflection on themes related to including people with disabilities [but] its most significant contribution is the inclusion of Singaporean stories... [which are] key mechanisms to bringing about "transformed living."

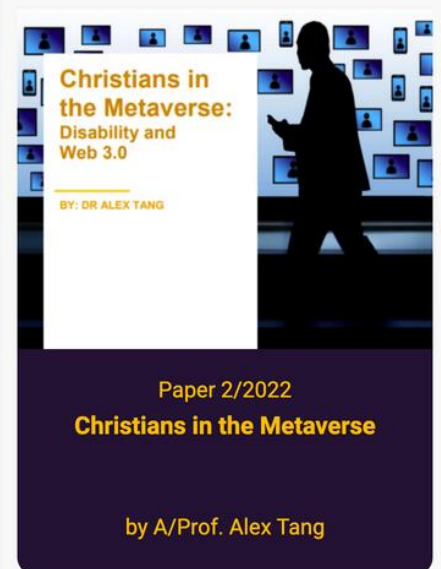
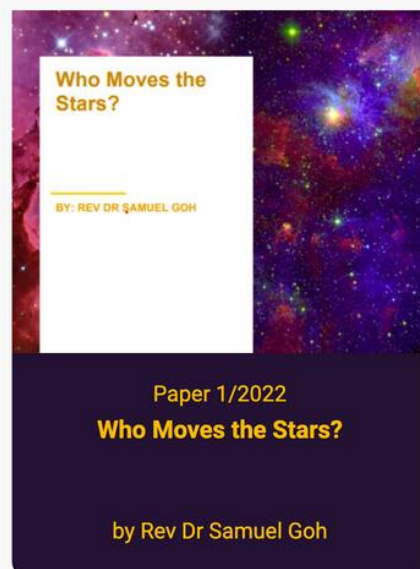
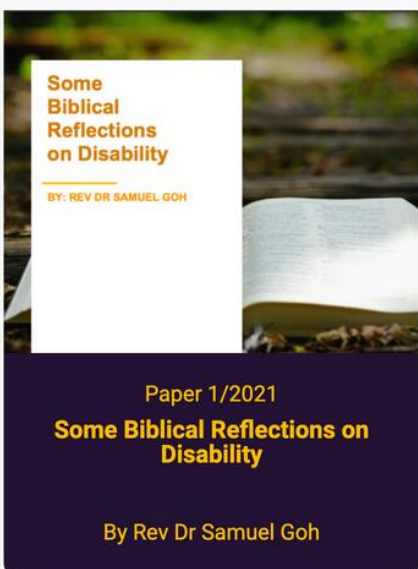
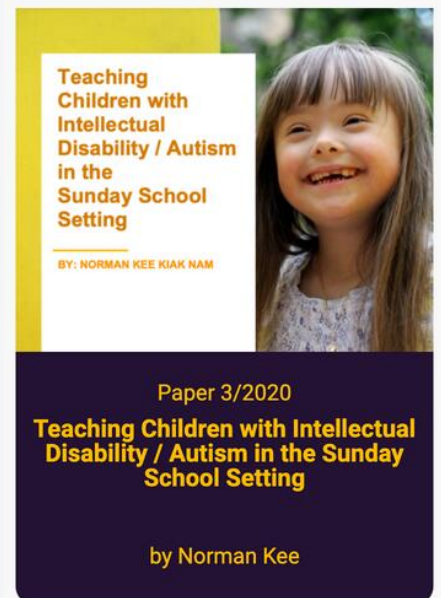
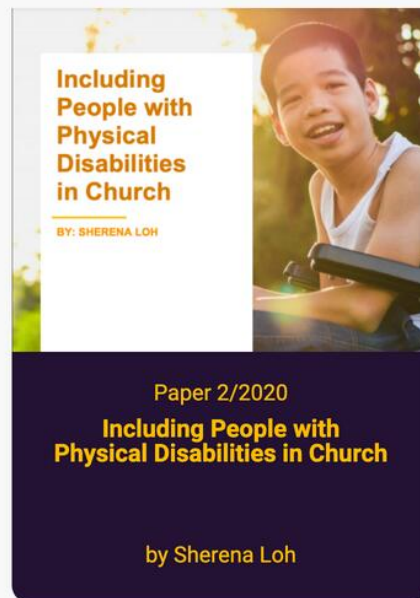
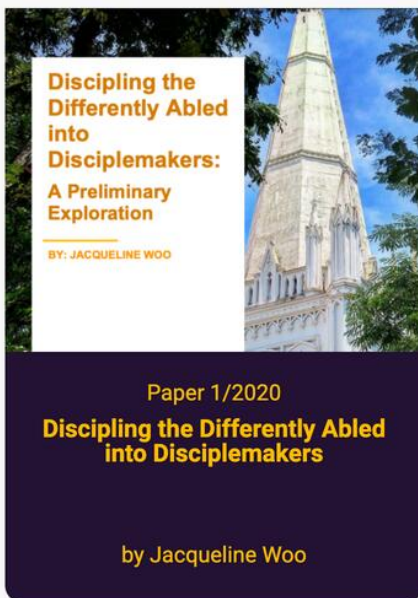
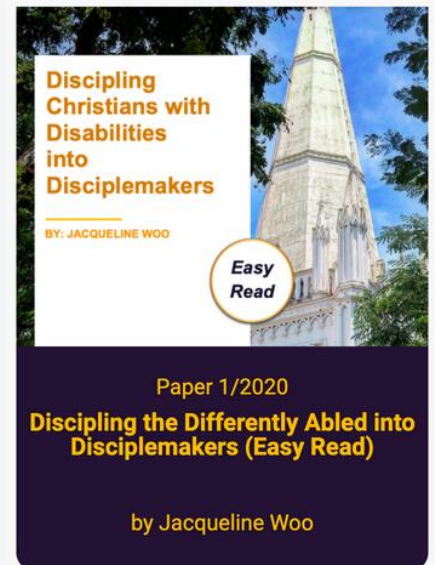
- *Journal of Disability and Religion*



News Article About Enabling Communities



Other than these books, the CDMA has also published a series of occasional papers, called the **Koinonia Papers**, which serve to equip disability ministry leaders and clergy on different aspects of disability ministry.





LOOKING AHEAD

We are very excited for the future of KIN's ministry. In particular, we foresee three areas of growth:

1 Helping churches include persons with dementia

Dementia is a rapidly growing area of disability in Singapore. Our initial efforts to promote the inclusion of persons with dementia in church have been well-received. We are now exploring partnerships with likeminded Christian organisations to further our efforts in this area. It is our conviction that the Church in Singapore has the opportunity to be a model for the Church worldwide in this area.

2 Promoting disability missions in Asia

Covid-19 has made KIN's objective of promoting disability missions in Asia difficult due to global travel restrictions. However, with the gradual loosening of said restrictions, KIN has already begun discussions with several Asian missionaries focusing on disability, as well as engaged with the Lausanne Movement's Disability Concerns Network, to craft an effective disability missions strategy for the years ahead.

3 Invest in long-term sustainability

We thank God for allowing KIN to grow rapidly in our ministry impact through the generous support of churches and individuals. To ensure that such impact is sustainable, KIN will focus on refining our business and fundraising models. KIN will also continually improve our internal processes to ensure better stewardship of what resources we have.



GOVERNANCE

ROLE OF THE MANAGEMENT COMMITTEE

The Management Committee's role is to provide strategic direction and oversight of KIN's programmes and objectives to steer KIN towards fulfilling its vision through excellent governance and stewardship. As part of its role, the following matters require the Management Committee's approval and/or oversight:



Term Limit of Board

The term of office of the Management Committee is two years. All office-bearers may be re-elected to the same or related post for consecutive terms of office. The Honorary Treasurer may only be re-elected to the post for a maximum of one consecutive term of office (resulting in a total of four consecutive years). Re-appointment of the outgoing Honorary Treasurer may be considered after a lapse of at least two years.

To enable succession planning and steady renewal, the Management Committee has a term limit of ten years. Presently, no Management Committee member has served for more than ten years.



- Yearly budget (before approval by General Meeting);
- Organisational strategy, reviewed on a yearly basis;
- Finance policies and controls, including reviewing and approving quarterly financial statements;
- Risk management;
- Human resources, including hiring and dismissal of staff members;
- New programmes/services, and monitor existing programmes/services;
- Fund raising initiatives;
- Whistle-blowing and conflict of interest matters.

BOARD MEETINGS AND ATTENDANCE

During Financial Year 2022 (1 Apr 2021 – 31 Mar 2022), a total of (a) eleven Management Committee Meetings, (b) one Extraordinary General Meeting, and (c) one Annual General Meeting were held.

The following table sets out the individual Management Committee members' attendance at the meeting:

| Name | Meeting Attendance | Notes |
|--------------|--------------------|--|
| Leow Wen Pin | 13/13 | Appointed on 29 Dec 2019 |
| Jesselyn Ng | 13/13 | Appointed on 29 Dec 2019 |
| Timothy Teoh | 13/13 | Appointed on 29 Dec 2019 |
| Sarah Phua | 8/10 | Appointed on 26 Jun 2021 |
| Janice Ho | 12/13 | Appointed on 24 Oct 2020 |
| Alister Ong | 9/10 | Appointed on 26 Jun 2021 |
| Carina Sim | 8/10 | Appointed on 26 Jun 2021 |
| Amy Ji | 4/10 | Appointed on 29 Dec 2019; Resigned on 31 Dec 2021 |
| Loo Kee Wei | 1/3 | Appointed on 29 Dec 2019; Resigned on 16 Jun 2021 |

Disclosure of Remuneration and Benefits received by Management Committee Members

No Management Committee members were remunerated for their Management Committee services in the financial year.

Disclosure of Remuneration

None of KIN's staff members received more than \$100,000 annual remuneration.

KIN has no paid staff who are close members of Management Committee members, who receive total remuneration of more than \$50,000 during the year.

Conflict of Interest Policy

All Management Committee (MC) members and staff are required to comply with the KIN's conflict of interest policy. The MC has put in place documented procedures for MC members and staff to declare actual or potential conflicts of interests on a regular and need-to basis. MC members also abstain and do not participate in decision-making on matters where they have a conflict of interest.

Whistle Blowing Policy

KIN has a whistle blowing policy in place to address concerns about possible wrongdoing or improprieties in financial or other matters in KIN.

RESERVES POLICY

The primary objective of the Charity's fund management is to safeguard its assets; to effectively and efficiently manage the usage of available working capital toward supporting the Charity's principal and related activities, and ensuring long term financial sustainability. The Charity's overall strategy remains unchanged from the prior year.

KIN's Reserves Position

| | Current Year | Previous Year |
|--|---------------------|----------------------|
| General/Unrestricted Funds (Reserves) | \$369,964 | \$26,302 |
| Restricted Funds | \$14,000 | - |
| Annual Operating Expenditure | \$101,716 | \$14,677 |
| Ratio of Reserves | 3.6:1 | 1.8:1 |

ANNEX A

FINANCIAL STATEMENTS
FOR FY2021-2022



KOINONIA INCLUSION NETWORK

(UEN. No: T19SS0269K)

**AUDITED FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED
31 MARCH 2022**

Management Committee Members

| | |
|--------------|-----------------------|
| Leow Wen Pin | <i>President</i> |
| Jesselyn Ng | <i>Vice President</i> |
| Sarah Phua | <i>Hon. Treasurer</i> |
| Timothy Teoh | <i>Hon. Secretary</i> |
| Alister Ong | <i>Member</i> |
| Carina Sim | <i>Member</i> |
| Janice Ho | <i>Member</i> |

Registered Office

50 Kallang Pudding Road
#07-01 AMA Building
Singapore 349326

| Index | Page |
|--|-------------|
| Statement of the Management Committee | 1 |
| Report of the Auditors to the Members | 2 |
| Statement of Income and Expenditure | 3 |
| Statement of Financial Position | 5 |
| Statement of Changes in Accumulated Fund | 6 |
| Statement of Cash Flows | 7 |
| Notes to the Financial Statements | 8 - 16 |

**KOINONIA INCLUSION NETWORK
T19SS0269K
STATEMENT OF THE MANAGEMENT COMMITTEE
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2022**

The Management Committee is pleased to present their statement to the members together with the audited financial statements of Koinonia Inclusion Network (the 'Charity') for the financial year ended 31 March 2022.

1. Opinion of the Management Committee

In the opinion of the Management Committee,

- (a) the financial statements of the Charity are drawn up so as to give a true and fair view of the financial position of the Charity as at 31 March 2022 and the statement of income and expenditure, changes in accumulated funds and cash flows of the Charity for the year then ended; and
- (b) at the date of this statement, there are reasonable grounds to believe that the Charity will be able to pay its debts as and when they fall due.

2. Management Committee

The Management Committee of the Society in office at the date of this statement are:

Leow Wen Pin
Jesselyn Ng
Sarah Phua
Timothy Teoh
Alister Ong
Carina Sim
Janice Ho



The Management Committee has on the date of this statement authorised these financial statements for issue.

On behalf of the Management Committee,



Leow Wen Pin
President



Sarah Phua
Hon. Treasurer

Singapore
4 June 2022

**KOINONIA INCLUSION NETWORK
T19SS0269K
REPORT OF THE AUDITORS TO THE MEMBERS
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2022**

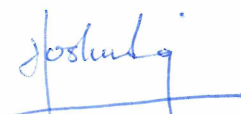
1. Opinion

We have audited the accompanying financial statements of the Charity comprising the statement of financial position as at 31 March 2022, statement of income and expenditure and statement of changes in accumulated funds and statement of cash flows for the year then ended.

In our opinion,

- (a) the financial statements of the Charity are drawn up in accordance with the provisions of the Societies Act, the Charities Act and the Financial Reporting Standards in Singapore so as to present fairly, in all material respects, the state of affairs of the Charity as at 31 March 2022 and the financial position of the Charity, statement of income and expenditure, changes in accumulated funds and cash flows of the Charity for the year then ended; and
- (b) the accounting and other records required by the regulations enacted under the Societies Act and the Charities Act to be kept by the Charity have been properly kept in accordance with those regulations.


Chan Kong Wah
Honorary Auditor


Ho Shwu Ling
Honorary Auditor

Singapore
4 June 2022

KOINONIA INCLUSION NETWORK
T19SS0269K
STATEMENT OF INCOME AND EXPENDITURE
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2022

| GENERAL FUND | Notes | 2022 S\$ | 2021 S\$ |
|---|--------------|---------------------|---------------------|
| INCOME | | | |
| Operating Income | | | |
| Book sales | | 2,300 | 4,388 |
| CCDM course fees | | 12,220 | 3,000 |
| Workshop revenue | | 5,000 | - |
| Assessment revenue | | 500 | - |
| Total Operating Income | | 20,020 | 7,388 |
| Donations | | | |
| Donations received | | 115,239 | 30,542 |
| Honoraria received | | 3,324 | 3,050 |
| Total Donations | | 118,563 | 33,592 |
| Other Income | | | |
| Government grants | | 17,895 | - |
| Total Other Income | | 17,895 | - |
| Total General Fund Income | | 156,478 | 40,980 |
| EXPENDITURE | | | |
| Programme Activities | | | |
| CCDM course videos | | - | 4,000 |
| CDMA costs | 6 | 5,730 | 7,984 |
| Marketing costs | | 2,800 | 600 |
| Total Programme Activities | | 8,530 | 12,584 |
| Volunteer Engagement | | | |
| Management committee allowances | | 1,980 | 177 |
| Volunteer engagement allowances | | 820 | 347 |
| Total Volunteer Engagement | | 2,800 | 524 |
| Administrative Expenses | | | |
| Bank fees | | 246 | 222 |
| Freight & courier | | 45 | |
| General administrative expenses | | 641 | 391 |
| Honoraria paid | | 2,654 | |
| Knowledge management platforms | | 1,186 | 745 |
| Home office setup expenses | | 175 | |
| Printing & stationery | | - | 212 |
| Training & workshops | | 247 | |
| Video & photography | | 650 | |
| Consultancy fees | | 3,180 | |
| Total Administrative Expenses | | 9,024 | 1,570 |
| Total General Fund Expenditure | | 20,354 | 14,678 |
| Net Surplus/(Deficit) - General Fund | | 136,124 | 26,302 |

The accompanying accounting policies and explanatory information form an integral part of the financial statements.

KOINONIA INCLUSION NETWORK
T19SS0269K
STATEMENT OF INCOME AND EXPENDITURE
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2022

| | Notes | 2022 S\$ | 2021 S\$ |
|---|-------|----------------|---------------|
| DESIGNATED FUND | | | |
| JOSHUA FUND | | | |
| Donations | | | |
| Donations received | | 288,900 | - |
| Total Donations | | 288,900 | - |
| Total Designated Fund Income | | 288,900 | - |
| EXPENDITURE | | | |
| Manpower | | | |
| Staff salaries, bonuses and related costs | | 75,509 | - |
| Other staff expenses | | 5,853 | - |
| Total Manpower costs | | 81,362 | - |
| Total Designated Fund Expenditure | | 81,362 | - |
| Net Surplus/(Deficit) - Designated Fund | | 207,538 | - |
| RESTRICTED FUND | | | |
| SCHOLARSHIP FUND | | | |
| Donations | | | |
| Donations received | | 14,000 | - |
| Total Donations | | 14,000 | - |
| Total Restricted Fund Income | | 14,000 | - |
| EXPENDITURE | | | |
| Scholarships | | | |
| Scholarships issued | | - | - |
| Total Scholarship costs | | - | - |
| Total Restricted Fund Expenditure | | - | - |
| Net Surplus/(Deficit) - Restricted Fund | | 14,000 | - |
| Total surplus/(deficit), representing total comprehensive income/(loss) for the financial year | | 357,662 | 26,302 |

The accompanying accounting policies and explanatory information form an integral part of the financial statements.

KOINONIA INCLUSION NETWORK
T19SS0269K
STATEMENT OF FINANCIAL POSITION
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2022

| | Notes | 2022 S\$ | 2021 S\$ |
|---|-------|----------------|---------------|
| ASSETS | | | |
| Current assets | | | |
| Cash and cash equivalents | 4 | 380,592 | 26,302 |
| Accounts receivables | 5 | 900 | - |
| Inventory - books | 6 | 3,134 | - |
| Other receivables | 7 | 7,978 | - |
| | | 392,604 | 26,302 |
| Total assets | | 392,604 | 26,302 |
| LIABILITIES AND ACCUMULATED FUNDS | | | |
| Current liabilities | | | |
| Accounts payables | 8 | 3,740 | - |
| Other payables | 9 | 4,900 | - |
| | | 8,640 | - |
| Funds | | | |
| Unrestricted Funds | | | |
| General Fund | | 162,426 | 26,302 |
| Joshua Fund (Designated) | | 207,538 | - |
| Restricted Funds | | | |
| Scholarship Fund | | 14,000 | - |
| | | 383,964 | 26,302 |
| Total liabilities and accumulated fund | | 392,604 | 26,302 |

The accompanying accounting policies and explanatory information form an integral part of the financial statements.

KOINONIA INCLUSION NETWORK
T19SS0269K
STATEMENT OF CHANGES IN ACCUMULATED FUNDS
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2022

| | 2022 S\$ | 2021 S\$ |
|---------------------------------------|----------------|---------------|
| UNRESTRICTED FUNDS | | |
| GENERAL FUND | | |
| | S\$ | S\$ |
| Balance at the start of the year | 26,302 | - |
| Surplus/(Deficit) for the period | 136,124 | 26,302 |
| Balance at the end of the year | 162,426 | 26,302 |
| JOSHUA FUND (DESIGNATED) | | |
| | S\$ | S\$ |
| Balance at the start of the year | - | - |
| Surplus/(Deficit) for the period | 207,538 | - |
| Balance at the end of the year | 207,538 | - |
| RESTRICTED FUNDS | | |
| SCHOLARSHIP FUND | | |
| | S\$ | S\$ |
| Balance at the start of the year | - | - |
| Surplus/(Deficit) for the period | 14,000 | - |
| Balance at the end of the year | 14,000 | - |
| TOTAL ACCUMULATED FUNDS | 383,964 | 26,302 |

The accompanying accounting policies and explanatory information form an integral part of the financial statements.

KOINONIA INCLUSION NETWORK
T19SS0269K
STATEMENT OF CASH FLOWS
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2022

| | 2022 S\$ | 2021 S\$ |
|---|----------------|---------------|
| Cash flows from operating activities | | |
| Surplus/(deficit) before tax | 357,662 | 26,302 |
| Operating profit before working capital changes | <u>357,662</u> | <u>26,302</u> |
| <u>Changes in working capital :</u> | | |
| Account receivables | (900) | - |
| Other receivables and prepayments | (7,978) | - |
| Inventories | (3,134) | - |
| Account and other payables | 8,640 | - |
| Cash generated from operations | <u>354,290</u> | <u>26,302</u> |
| Income tax paid | - | - |
| Net cash flows from operating activities | <u>354,290</u> | <u>26,302</u> |
| Cash flows from investing activities | | |
| Acquisition of property, plant and equipment | - | - |
| Net cash flows used in investing activities | - | - |
| Cash flows from financing activities | | |
| Interest paid | - | - |
| Net cash flows used in financing activities | - | - |
| Net increase in cash and cash equivalents | <u>354,290</u> | <u>26,302</u> |
| Cash and cash equivalents at beginning of financial year | 26,302 | - |
| Cash and cash equivalents at end of financial year | <u>380,592</u> | <u>26,302</u> |

The accompanying accounting policies and explanatory information form an integral part of the financial statements.

**KOINONIA INCLUSION NETWORK
T19SS0269K
NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2022**

These information form an integral part and should be read in conjunction with the accompanying audited financial statements.

1 General

Koinonia Inclusion Network (UEN. No. T19SS0269K) is a Society registered in Singapore under the Societies Act, Cap 311 and is a Charity under the Charities Act, Chapter 37 with its registered office and principal place of business at 50 Kallang Pudding Road #07-01 AMA Building Singapore 349326.

Koinonia Inclusion Network had obtained its charity status on 6 July 2021.

Koinonia Inclusion Network is a Charity which exists to partner Christian communities in including people with disabilities, and promote Christian missions by and to people with disabilities.

2. Summary of significant accounting policies

2.1 Basis of preparation

The financial statements of the Charity have been drawn up in accordance with Singapore Financial Reporting Standards ("FRS"). The financial statements have been prepared on the historical cost basis except as disclosed in the accounting policies below.

The financial statements are presented in Singapore Dollars (S\$), which is the Charity's functional currency.

2.2 Adoption of new and revised standards

The accounting policies adopted are consistent with those of the previous financial year except in the current financial year, the Charity has adopted all the new and revised standards which are relevant to the Charity and are effective for annual financial periods beginning on or after 1 April 2021. The adoption of these standards did not have any material effect on the financial statements.

2.3 Standards issued but not yet effective

A number of new standards, amendments to standards and interpretations are issued but effective for annual periods beginning after 31 March 2022, and have not been applied in preparing these financial statements. The Charity does not plan to early adopt these standards.

The following standards that have been issued but not yet effective are as follows:

| Description | Effective for annual periods beginning on or after |
|--|---|
| Amendments to FRS 1 Presentation of Financial Statements: Classification of Liabilities as Current or Non-current | 1 Jan 2023 |

2. Summary of significant accounting policies (Continued)

2.3 Standards issued but not yet effective (Continued)

| Description | Effective for annual periods beginning on or after |
|--|--|
| Amendments to FRS 1 Presentation of Financial Statements and FRS Practice Statement 2: Disclosure of Accounting Policies | 1 Jan 2023 |
| Amendments to FRS 8 Accounting Policies, Changes in Accounting Estimates and Errors: Definition of Accounting Estimates | 1 Jan 2023 |
| Amendments to FRS 12 Income Taxes: Deferred Tax related to Assets and Liabilities arising from a Single Transaction | 1 Jan 2023 |
| Amendments to FRS 110 Consolidated Financial Statements and FRS 28 Investments in Associates and Joint Ventures: Sale or Contribution of Assets between an Investor and its Associate or Joint Venture | Date to be determined |

The Management Committee expects that the adoption of the standards above will have no material impact on the financial statements in the period of initial application.

2.4 Property, plant and equipment

All items of property, plant and equipment are initially recorded at cost. Subsequent to recognition, property, plant and equipment are measured at cost less accumulated depreciation and any accumulated impairment losses. The cost of property, plant and equipment includes its purchase price and any costs directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. Dismantlement, removal or restoration costs are included as part of the cost of property, plant and equipment if the obligation for dismantlement, removal or restoration is incurred as a consequence of acquiring or using the property, plant and equipment.

Depreciation is calculated using the straight-line method over their estimated useful lives. Depreciation is recognised from the date that the property, plant and equipment are installed and are ready for use.

The estimated useful lives are as follows:

| | <u>Useful lives</u> |
|-----------------------|---------------------|
| Assets below S\$2,000 | 12 months |
| Assets above S\$2,000 | 36 months |

2. Summary of significant accounting policies (Continued)

2.5 Financial instruments

a) Financial assets

Initial recognition and measurement

Financial assets are recognised when, and only when, the Charity becomes a party to the contractual provisions of the financial instrument. The Charity determines the classification of its financial assets at initial recognition.

When financial assets are recognised initially, they are measured at fair value, plus, in the case of financial assets not at fair value through profit or loss, directly attributable transaction costs.

De-recognition

A financial asset is de-recognised when the contractual right to receive cash flows from the asset has expired. On de-recognition of a financial asset in its entirety, the difference between the carrying amount and the sum of the consideration received and any cumulative gain or loss that has been recognised in other comprehensive income is recognised in profit or loss.

b) Financial liabilities

Initial recognition and measurement

Financial liabilities are recognised when, and only when, the Charity becomes a party to the contractual provisions of the financial instrument. The Charity determines the classification of its financial liabilities at initial recognition.

All financial liabilities are recognised initially at fair value plus in the case of financial liabilities not at fair value through profit or loss, directly attributable transaction costs.

De-recognition

A financial liability is de-recognised when the obligation under the liability is discharged, cancelled or expires. When an existing financial liability is replaced by another from the same lender on substantially different terms, or the terms of an existing liability are substantially modified, such an exchange or modification is treated as a de-recognition of the original liability and the recognition of a new liability, and the difference in the respective carrying amounts is recognised in profit or loss.

2.6 Cash and cash equivalents

Cash and cash equivalents comprise cash at banks and on hand and are subject to an insignificant risk of changes in value.

2. Summary of significant accounting policies (Continued)

2.7 Provisions

Provisions are recognised when the Charity has a present obligation (legal or constructive) as a result of a past event, it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and the amount of the obligation can be estimated reliably.

2.8 Government grants

Government grants are recognised when there is reasonable assurance that the grant will be received and all attaching conditions are complied with.

2.9 Employee benefits

a) Defined contribution plans

The Charity makes contributions to the Central Provident Fund scheme in Singapore, a defined contribution pension scheme. Contributions to defined contribution pension schemes are recognised as an expense in the period in which the related service is performed.

b) Short-term employee benefits

Short-term employee benefit obligations are measured on an undiscounted basis and are expensed as the related service is provided. A liability is recognised for the amount expected to be paid if the Charity has a present legal or constructive obligation to pay this amount as a result of past service provided by the employee, and the obligation can be estimated reliably.

2.10 Income recognition

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the Charity and the income can be reliably measured, regardless of when the payment is made. Income is measured at the fair value of consideration received or receivable, taking into account contractually defined terms of payment and excluding taxes or duty.

a) Donations

Donations are recognised upon receipt.

b) Book sales / Course fees

The Charity produces book publications and conducts courses in relation to the objects of the Charity. Income for book sales are recognised when the books have been delivered to the customer and all criteria for acceptance have been satisfied. The books are not sold with a right of return, and the amount of income recognised is based on the transaction price, net of any volume or other rebates.

CCDM course fees are recognised when the courses are conducted.

2. Summary of significant accounting policies (Continued)

2.10 Income recognition (Continued)

c) Member & Volunteer activities/projects

Income from member activities/projects are recognised at net of collections (if any), less direct expenses incurred on such activities/projects.

d) Interest income

Interest income is recognised on a time proportion basis using the effective interest method.

2.11 Inventories

Inventories are stated at the lower of cost and net realisable value. Cost is calculated using the first-in first-out method and comprises the costs of purchase incurred in bringing the inventories to their present location and condition. Net realisable value is the estimated selling price in the ordinary course of business, less estimated costs necessary to make the sale.

When necessary, allowance is provided for damaged, obsolete and slow moving items to adjust the carrying value of inventories to the lower of cost and net realisable value.

2.12 Income taxes

The Charity, being registered under the Singapore Charities Act, Chapter 37, is exempted from income tax subject to compliance with the Income Tax Act, Chapter 134.

2.13 Fund accounting

In order to ensure observance of limitations and restrictions placed on the use of the resources available to the Charity, the financial statements of the Charity are maintained substantially in accordance with the principles of 'fund accounting', whereby the resources for various purposes are classified for accounting and reporting purposes into specific funds that are in accordance with the activities or objectives specified.

Unrestricted funds are available for use at the discretion of the Management Committee in furtherance of the general objectives of the Charity.

Designated funds are funds set aside for specific purposes, at the discretion of the Management Committee. Fund designations may be imposed or removed at the discretion of the Management Committee, in furtherance of the general objectives of the Charity.

Restricted funds are subject to restrictions on their expenditure as imposed by the donor or through the terms of the funds raised.

2. Summary of significant accounting policies (Continued)

2.13 Fund accounting (Continued)

The Joshua Fund is a designated fund set aside to support the manpower requirements of the Charity. This includes staff salaries, bonuses, and other related staff expenses.

The Scholarship Fund is a restricted fund set up to provide financial support for the training of disability ministry leaders by covering a portion of the cost of the Graduate Certificate in Disability Ministry offered by Western Theological Seminary (WTS), Michigan.

2.14 Related parties

A related party is defined as follows:

- A. A person or close member of that person's family is related to the Charity if that person:
 - (i) has control or joint control of the Charity;
 - (ii) has significant influence over the Charity;
 - (iii) is a member of the key management personnel of the Charity

- B. An entity is related to the Charity if any of the following conditions applies:
 - (i) the entity and the Charity are members of the same group.
 - (ii) one entity is an associate or joint venture of the other entity.
 - (iii) the entity is controlled or jointly controlled by a person identified in (A).
 - (iv) a person identified in (A)(i) has significant influence over the entity or is a member of the key management personnel of the entity (or of a parent of the entity).
 - (v) the entity, or any member of a group of which it is a part provides key management personnel services to the Church or to the parent of the Church.

Key management personnel

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the Charity, directly or indirectly, including any Management Committee members of the Charity.

3. Significant accounting judgments and estimates

The management is of the opinion that there are no significant judgments made in applying accounting estimates and policies that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

KOINONIA INCLUSION NETWORK
T19SS0269K
NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2022

4. Cash and cash equivalents

| | 2022 | 2021 |
|---------------|----------------|---------------|
| | S\$ | S\$ |
| Cash at banks | 380,592 | 26,302 |
| | <u>380,592</u> | <u>26,302</u> |

5. Accounts receivables

| | 2022 | 2021 |
|--|-------------|-------------|
| | S\$ | S\$ |
| Third parties | 900 | - |
| | <u>900</u> | <u>-</u> |
| Less: allowance for expected credit losses | - | - |
| | <u>900</u> | <u>-</u> |

Trade receivables are non-interest bearing and are generally on 30 days' terms.

6. Inventory - books

| | 2022 | 2021 |
|--|--------------|--------------|
| | S\$ | S\$ |
| Statement of financial position | | |
| Books | 3,134 | - |
| | <u>3,134</u> | <u>-</u> |
| Statement of income and expenditure | | |
| Inventory recognised as an expense in CDMA costs | 875 | 5,905 |
| | <u>875</u> | <u>5,905</u> |

7. Other receivables

| | 2022 | 2021 |
|-------------------|--------------|-------------|
| | S\$ | S\$ |
| Grant receivables | 7,978 | - |
| | <u>7,978</u> | <u>-</u> |

8. Accounts payables

| | 2022 | 2021 |
|---------------|--------------|-------------|
| | S\$ | S\$ |
| Third parties | 3,740 | - |
| | <u>3,740</u> | <u>-</u> |

KOINONIA INCLUSION NETWORK
T19SS0269K
NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE FINANCIAL YEAR ENDED 31 MARCH 2022

9. Other payables

| | 2022 | 2021 |
|---|--------------|-------------|
| | S\$ | S\$ |
| Provision for employees' unutilised leave | 4,900 | - |
| | <u>4,900</u> | <u>-</u> |

10. Significant related party transactions

There were no significant related party transactions nor compensation made to any key management personnel during the current nor preceding year except for the following:

| | 2022 | 2021 |
|---|--------------|--------------|
| | S\$ | S\$ |
| Publishing fee paid to Graceworks Pte Ltd | 7,541 | 5,905 |
| | <u>7,541</u> | <u>5,905</u> |

Key management personnel compensation

| | 2022 | 2021 |
|---|---------------|-------------|
| | S\$ | S\$ |
| Staff salaries, bonuses and related costs | 34,997 | |
| CPF contributions | 5,951 | |
| | <u>40,948</u> | <u>-</u> |

11. Financial risk management

The Charity is exposed to financial risks arising from its operations and the use of financial instruments. The key risks include credit risk and liquidity risk. The management committee reviews and agrees on policies and procedures for the management of these risks.

The Charity's overall risk management strategy seeks to minimise adverse effects from the unpredictability of financial markets on the Charity's financial performance. The management committee is responsible for setting the objectives and underlying principles of financial risk management for the Charity.

The following sections provide details regarding the Charity's exposure to the above-mentioned financial risks and the objectives, policies and processes for these risks. There has been no changes to the Charity's exposure to these financial risks or the manner in which it manages and measures these risks.

(a) Credit risk

Credit risk is the risk that the counterparty will default on the contractual obligations resulting in a loss to the Charity. The Charity's exposure to credit risks arises primarily from its receivables, and the Charity has adopted a policy of only dealing with creditworthy counterparties.

11. Financial risk management (Continued)

(b) Liquidity risk

Liquidity risk refers to the risk that the Charity will encounter difficulties in meeting its short term obligations due to shortage of funds. The Charity's approach to manage liquidity is an ongoing monitoring of the budgeted and actual collections and expenditure of the Charity.

12. Fund management

The primary objective of the Charity's fund management is to safeguard its assets; to effectively and efficiently manage the usage of available working capital toward supporting the Charity's principal and related activities, and ensuring long term financial sustainability. The Charity's overall strategy remains unchanged from the prior year.

13. Presentation of financial statements

Comparative figures have been reformatted to conform with the current year's presentation of the financial statements.

14. Authorisation of financial statements for issue

The financial statements for the financial year ended 31 March 2022 were authorised for issue in a meeting of the Management Committee of the Charity on 4 June 2022.

ANNEX B

GOVERNANCE EVALUATION CHECKLIST FOR FY2021-2022



GOVERNANCE EVALUATION CHECKLIST FOR FINANCIAL YEAR 2021–2022

| S/N | Code Guideline | Code ID | Response | Explanation (if code guideline was not complied with) |
|-----------------------------|---|---------|----------|---|
| Board Governance | | | | |
| 1 | Induction and orientation are provided to incoming governing board members upon joining the Board. | 1.1.2 | Complied | - |
| | Are there governing board members holding staff ¹ appointments? (skip items 2 and 3 if “No”) | | Yes | - |
| 2 | Staff does not chair the Board and does not comprise more than one third of the Board. | 1.1.3 | Complied | - |
| 3 | There are written job descriptions for the staff’s executive functions and operational duties, which are distinct from the staff’s Board role. | 1.1.5 | Complied | - |
| 4 | The Treasurer of the charity (or any person holding an equivalent position in the charity, e.g. Finance Committee Chairman or a governing board member responsible for overseeing the finances of the charity) can only serve a maximum of 4 consecutive years. If the charity has not appointed any governing board member to oversee its finances, it will be presumed that the Chairman oversees the finances of the charity. | 1.1.7 | Complied | - |
| 5 | All governing board members must submit themselves for re-nomination and re-appointment, at least once every 3 years. | 1.1.8 | Complied | - |
| 6 | There are documented terms of reference for the Board and each of its committees. | 1.2.1 | Complied | - |
| Conflict of Interest | | | | |
| 7 | There are documented procedures for governing board members and staff to declare actual or potential conflicts of interest to the Board at the earliest opportunity. | 2.1 | Complied | - |
| 8 | Governing board members do not vote or participate in decision making on matters where they have a conflict of interest. | 2.4 | Complied | - |

| S/N | Code Guideline | Code ID | Response | Explanation (if code guideline was not complied with) |
|---|--|---------|--------------|--|
| Human Resource and Volunteer ² Management | | | | |
| 9 | The Board approves documented human resource policies for staff. | 5.1 | Complied | - |
| Financial Management and Internal Controls | | | | |
| 10 | There is a documented policy to seek the Board's approval for any loans, donations, grants or financial assistance provided by the charity which are not part of the charity's core charitable programmes. | 6.1.1 | Not Complied | The charity does not engage in activities beyond its core charitable programmes. |
| 11 | The Board ensures that internal controls for financial matters in key areas are in place with documented procedures. | 6.1.2 | Complied | - |
| 12 | The Board ensures that reviews on the charity's internal controls, processes, key programmes and events are regularly conducted. | 6.1.3 | Complied | - |
| 13 | The Board approves an annual budget for the charity's plans and regularly monitors the charity's expenditure. | 6.2.1 | Complied | - |
| | Does the charity invest its reserves (e.g. in fixed deposits)? (skip item 14 if "No") | | No | - |
| 14 | The charity has a documented investment policy approved by the Board. | 6.4.3 | - | - |
| Fundraising Practices | | | | |
| | Did the charity receive cash donations (solicited or unsolicited) during the financial year? (skip item 15 if "No") | | Yes | - |
| 15 | All collections received (solicited or unsolicited) are properly accounted for and promptly deposited by the charity. | 7.2.2 | Complied | - |
| | Did the charity receive donations in kind during the financial year? (skip item 16 if "No") | | No | - |
| 16 | All donations in kind received are properly recorded and accounted for by the charity. | 7.2.3 | - | - |
| Disclosure and Transparency | | | | |
| 17 | The charity discloses in its annual report — (a) the number of Board meetings in the financial year; and (b) the attendance of every governing board member at those meetings. | 8.2 | Complied | - |

| S/N | Code Guideline | Code ID | Response | Explanation (if code guideline was not complied with) |
|-----|---|---------|----------|---|
| | Are governing board members remunerated for their services to the Board? (skip items 18 and 19 if “No”) | | No | - |
| 18 | No governing board member is involved in setting his own remuneration. | 2.2 | - | - |
| 19 | The charity discloses the exact remuneration and benefits received by each governing board member in its annual report. <u>OR</u> The charity discloses that no governing board member is remunerated. | 8.3 | - | - |
| | Does the charity employ paid staff? (skip items 20 and 21 if “No”) | | Yes | - |
| 20 | No staff is involved in setting his own remuneration. | 2.2 | Complied | - |
| 21 | The charity discloses in its annual report — (a) the total annual remuneration for each of its 3 highest paid staff who each has received remuneration (including remuneration received from the charity’s subsidiaries) exceeding \$100,000 during the financial year; and (b) whether any of the 3 highest paid staff also serves as a governing board member of the charity. The information relating to the remuneration of the staff must be presented in bands of \$100,000. <u>OR</u> The charity discloses that none of its paid staff receives more than \$100,000 each in annual remuneration. | 8.4 | Complied | - |

Notes:

¹ Staff: Paid or unpaid individual who is involved in the day-to-day operations of the charity, e.g. an Executive Director or administrative personnel.

² Volunteer: A person who willingly serves the charity without expectation of any remuneration.

“God does nothing redemptively in the world
– except through prayer.”
- John Wesley

PRAYER

Please pray alongside us for the following:

- That KIN will continue to embody gospel inclusion in all that we do as we seek to partner with churches in Singapore and beyond.
- That KIN will trust in God to provide as we seek to raise regular funding from individuals and churches to support our operations.
- That God will grow His team of labourers at KIN, bringing in the passionate people.



GIVING

“You can give without loving, but you cannot love without giving.”
-Amy Carmichael



**To make a gift to KIN,
please use one of the
following two means:**

Bank Transfer

DBS 017-906218-7

PayNow

UEN: T19SS0269K

Please drop us a note at giving@kin.org.sg after the donation is made so that we can provide you with a receipt promptly.



KIN KOINONIA
INCLUSION
NETWORK

Find us here

Mailing Address

50 Kallang Pudding Road
#07-01 AMA Building
Singapore 349326

Website

kin.org.sg

Instagram

[instagram.com/kin_enabled/](https://www.instagram.com/kin_enabled/)

Facebook

[facebook.com/koinoniainclusionnetwork](https://www.facebook.com/koinoniainclusionnetwork)

Email

admin@kin.org.sg