

# **Annual Report**

## **Financial Year July 2017 to June 2018**

This Annual Report of the Foundation of Rotary clubs (Singapore) Ltd has been prepared in accordance with the requirements as set out in the Charities (Accounts and Annual Report) Regulations 2011 and Charities (Accounts and Annual Report) (Amendment) Regulations 2012.

### **General Information**

The Foundation of Rotary Clubs (Singapore) Ltd is the umbrella body that unites the 23 Rotary clubs in Singapore. It is the charity arm of Rotary in Singapore and is an Institution of Public Character. It is also a member of the National Council of Social Service.

### **Vision**

Impacting every family and individual in need through our ideal of “Service above Self”.

### **Mission (Objects of the Foundation)**

- To support social and humanitarian causes, which are exclusively charitable.
- To work with other organisations, including Rotary clubs in Singapore, to support social and humanitarian activities.

### **Date of Incorporation**

FRCS was incorporated on 12 February 1993 as a company without share capital but limited by guarantee.

### **Registered Address**

FRCS’ registered address is 133 New Bridge Road, Social Service Hub @ Chinatown Point #04-03, Singapore 059413. The premises were allocated to FRCS by the National Council of Social Services, rent-free, for an initial period of 5 years and subsequently for another 5 years. The premises at Block 346 Clementi Avenue 5 #01-10, Singapore 120346, are used exclusively by the Rotary Family Service Centre.

### **Membership**

The members of FRCS are all the 23 Rotary clubs in Singapore:

1. Rotary Club of Bugis Junction
2. Rotary Club of Bukit Timah
3. Rotary Club of Changi
4. Rotary Club of Garden City
5. Rotary Club of Jurong Town
6. Rotary Club of Marina City
7. Rotary Club of Novena
8. Rotary Club of Pandan Valley
9. Rotary Club of Queenstown
10. Rotary Club of Raffles City
11. Rotary Club of Sentosa
12. Rotary Club of Serangoon Gardens Orchard
13. Rotary Club of Shenton
14. Rotary Club of Singapore
15. Rotary Club of Singapore East
16. Rotary Club of Singapore Heartlands
17. Rotary Club of Singapore North
18. Rotary Club of Singapore West
19. Rotary Club of Suntec City
20. Rotary Club of Tanglin
21. Rotary Club of Tanjong Pagar
22. Rotary eClub of District 3310
23. Rotary Club of Mount Sophia (Joined 30 July 2018)

The membership of a Rotary Club duly admitted to the Foundation in accordance with its M&A shall vest in the President of the Rotary Club as the nominee of the Rotary Club.

**Funding**

The Foundation is funded by the following:

- FRCS is funded by Rotary clubs and through fundraising projects of Rotary clubs and well-wishers. The SG50 Care and Share Movement also contributed substantially to FRCS' funds. FRCS also receives funding from the MSF's VCF Funds administered by NCSS.
- RFSC is funded by FRCS, NCSS, MSF and TOTE Board.

**Reserve Policy**

By Board resolution, the FRCS' reserve policy is set at 2 years expenses.

**Auditors**

Messrs RSM Chio Lim LLP was first appointed and approved at the Annual General Meeting of 28 November 2017 to audit the accounts of the FRCS for FY2018.

**Internal Auditors**

The last internal audit was conducted by Shared Services for Charities Ltd, with an independent review, submitted to the Board in FY2016/17.

**Company Secretary**

Gateway 21 Pte Ltd was appointed on 6 November 2015 to provide company secretarial services.

**Bankers**

- DBS Bank Ltd, 12 Marina Boulevard, Marina Bay Financial Centre Tower 3, Singapore 018982.
- CIMB Bank Berhad, 50 Raffles Place #09-01, Singapore Land Tower, Singapore 048623.
- Hong Leong Finance, 16 Raffles Quay #01-05, Hong Leong Building Singapore 048581.

**Panel of Legal Advisors**

- Mr Jeffrey Chan Wah Teck. He is a Senior Counsel and a Past President of the Rotary Club of Raffles City. He had served for 45 years in various capacities in the Singapore Legal Service prior to his retirement in 2018. He is presently an Adjunct Professor in the Faculty of Law of the National University and the Principal Senior Consultant at JLC Advisors LLP, a law firm. He has been associated with Rotary since the time he was an Interactor in 1967 and has held a wide range of Club and District positions including Assistant Governor. He is currently the District Community Relationship Development Chair.
- Mr P Balachandran. He is a Senior Consultant Advocate & Solicitor at Robert Wang & Woo LLP. He is a member of the Rotary Club of Singapore.
- Mr Derrick Wong. Retired in April 2018 from the law firm of Derrick Wong & Lim BC LLP. He is now a consultant at Third Wind Consultant. He is a member at Rotary Club of Marina City.

## 1. Chairman's Message



Time passes quickly. As I retire as the chairman of the Foundation of Rotary clubs of Singapore Pte Ltd (FRCS) at this AGM, Rotary International (RI) motto of “Service Above Self” is most evident during my tenure of the chairmanship of FRCS. The past six years as Chairman of FRCS have been challenging and most fulfilling.

The first two years of my tenure period was spent restructuring FRCS. Memberships of FRCS changed from individual Rotarians to membership admission via Rotary Club entity. The Board of Directors of FRCS was reduced from more than 25 members to the present 14 members.

For the next two years, an opportunity arose for FRCS to acquire and own its private premises and the establishment of a “Rotary House”. Hence, FRCS’ main focus in the ensuing years was on its acquisition of the “Rotary House” project. Under the passionate and able leadership of PDG Dr Philbert Chin, FRCS successfully raised a total of nearly S\$2 million from generous Rotarians and kind well-wishers. Coinciding with the Singapore Government’s Care and Share Matching Programme which was part of Singapore 50th anniversary celebration of Singapore independence, FRCS had in March 2016 managed to purchase an office space totaling 2,970 square feet at level 6 of Peninsula Plaza building for the establishment of a Rotary House (or Rotary Hub). We are grateful to the Singapore Government and all Rotarians, and all donors who have made this acquisition possible. Rotarians now have a permanent home that provides a common venue for the many Rotary activities and meetings, and accommodation for the permanent staff of FRCS. The Rotary House is presently tenanted out but by January 2019, FRCS will take possession of the premises and the establishment of a permanent Rotary Hub will be realized.

There remains much to be done in FRCS. FRCS secretariat need at least an annual budget of S\$200,000 for its staff cost and to administer FRCS many functions and activities relating to the Rotary Clubs. The Board in 2018 had levied an administrative fees of 5% for club’s donations which is 250% exemption from tax. In return, the Board had approved an enhanced grant of \$50,000 for the year ending June 2018 to match every \$0.50 to a \$1.00 raised for projects by Rotary clubs for community’s services in Singapore.

A retreat was held in April this year to review FRCS’ vision and mission. FRCS’s new vision is “to be a leading charity and service organization in Singapore, working with the Rotary movement to impact the community in Singapore and beyond”. FRCS new mission statement is “to unite, synergize and collaborate with Rotary clubs to carry out humanitarian activities and projects”.

During the same retreat, much was discussed and proposed on how FRCS could add value to Rotary Clubs’ activities and achievements. It was noted that many of the Presidents who are representatives of their respective Rotary clubs at FRCS have other commitments and therefore unable to allocate their time for FRCS matters. The Board has since approved the recommendation of the Strategic Planning Committee to allow Rotary clubs to appoint permanent representatives from their clubs to attend FRCS Board meetings as observers and hence reporting back to their clubs the decisions and instructions of the Board. The tenure of the Club’s permanent representative is for three years.

FRCS' main focus this year has been on ways to raise funds for the Foundation's projects and commitments to the various Singapore Rotary Clubs. FRCS has also decided to embark on a "Care for Elderly" project, and will work with PDG Chew Ghim Bok at the Bukit Gombak Community Centre (BGCC) and their plan for the establishment of a Senior Activity Centre in Bukit Gombak. Discussions have started with the Ministry of Health and the co-operation on this project between Rotary and the BGCC appear promising. A charity dinner to raise funds for this project is planned for early 2019, and a Rotary Charity Golf is also scheduled to be held in 2019.

A Rotary flag day to raise funds is planned for Saturday 15 June 2019. Similar to the arrangements for the Rotary flag day held in 2017, thirty percent of the net funds raised will be reserved for youth activities. This format is to encourage more participation by the Interactors and the Rotaractors.

Much thought has been considered to make FRCS self-sustaining. The Board has approved PDG Philbert Chin's proposal to create a Rotary Learning Institute (RLI) as a social enterprise. Like the Rotary Family Centre, the RLI will become a division of FRCS but will be operated autonomously. Details of the establishment and operation of the RLI can be found in the relevant section of the annual report.

Moving forward, FRCS will continue to assist the Rotary clubs in Singapore in organizing meaningful projects and programmes to serve the disadvantaged and needy in the community and beyond. FRCS would like to encourage Clubs to undertake long-term impactful projects that will make a difference in the lives of these people. While efforts, time, ideas and commitments are crucial for the successes of these projects, many of these programmes require funds. FRCS will spare no efforts in helping Clubs to raise funds for such worthy causes. FRCS will also step up its efforts in public relations to enhance Rotary public image so as to make aware to the public of Rotary's mission and relevance in society and encourage them to participate in Rotary activities, including the raising of funds. Through Rotary humanitarian work and continuous commitment to the Rotary mission of "Service above Self", the Foundation together with the Rotarians in Singapore will continue to aspire to make the community a better home for all.

FRCS and Singapore Rotarians are indebted to PDG Philbert Chin for his confidence, and passionate support to ensure that FRCS will always be relevant and viable for the commitments and work of all Rotary clubs in Singapore. Thank you PDG Philbert Chin for your invaluable contributions to FRCS!

I like to thank all Rotarians and volunteers who have served FRCS untiringly during the year. Some directors together with myself will be retiring at this Annual General Meeting and I especially want to thank them for their support to me all these years, and their valuable contributions to the Foundation, the Rotary clubs and to the community. I wish them all the best as they continue their Rotary journeys. Serving on the Board of FRCS has given me valuable experiences and fulfilling moments as a Rotarian of an association that I am privileged to be associated with. Thank you.

Dr Wu Dar Ching  
Chairman, Foundation of Rotary clubs (Singapore) Ltd

## **2. Board of Directors as at 30 June 2018**

The board members and officers of the Foundation from 1 July 2017 to 30 June 2018 are:



### **Dr Wu Dar Ching, Chairman**

He is a practising Cardiothoracic Surgeon at Mount Elizabeth Medical Centre. He has more than 33 years of experience working with charities. He is a former Director and Vice-chairman of the Singapore Heart Foundation. He is a Past District Governor of Rotary International District 3310. He is a member of Rotary Club of Garden City.



### **Mr Chew Ghim Bok, Vice-chairman 1**

He is Director of the SkyVen Group, a venture capital company. He has more than 24 years of experience working with charities. He is a Past District Governor of Rotary International District 3310. He is a member of the Rotary Club of Bugis Junction.



### **Dr Philbert Chin Choon Siang, Vice-chairman 2**

He is a retired Doctor. He served on the NCSS Board for 6 years. He founded “RSVP Singapore, The Organisation of Senior Volunteers” and served as its President until his retirement. He is currently a Board Member of “Samaritans of Singapore”. He has over 40 years of experience working with charities. He is a Past District Governor of Rotary International District 3310. He is a member of the Rotary Club of Singapore.



### **Dr Gong Ing San, Honorary Secretary**

He is a practising General Surgeon at Gleneagles Hospital, with special interest in Urology and Live Liver Donor Transplantation.

He is a member of the Liver Transplant Team with the ASIAN AMERICAN LIVER CENTRE. He was awarded an HMDP, JICA Scholarship to do Early Gastric Cancer Surgery in NATIONAL CANCER CENTRE, TOKYO. He has more than 30 years' experience working with Charities. He is a Charter member of Rotary Club of Changi.



### **Mr Andrew Tan Beng Hwee, Honorary Treasurer**

He is the Managing Partner of HLB Atrede LLP and has more than years of experience in working with charities. He is a member of the Rotary Club of Changi.



### **Mr Brown Pereira, Communications Committee Chair**

He is a practicing lawyer at his own law firm. Besides joining Rotary since 1999, he also does pro bono legal work for Legal Aid Bureau [LAB], Criminal Legal Aid Scheme [CLAS] and Catholic Lawyers Guild [CLG].



**Mr Chew Phak Heng, Programmes & Projects Committee Chair, Rotary Hub Committee Chair.**

He is the founder of PH Chew Consultancy Pte Ltd and CEO of PH Chew Group dealing with industrial planning and building of factory facilities for 34 years. He has more than 11 years of experience working with volunteer organizations and charities. He is a member of the Rotary Club of Garden City. He is a member, Board of Directors in The Chinese High School Ltd and Honorary Treasurer, Board of Directors in Hwa Chong International School.



**Mr Koh Wee Kwang, co-opted on 27 March 2018, Audit & Risk Management Chair**

He has more than 20 years in financial statements reporting, sustainability reporting, Enterprise Risk Management (ERM) and internal auditing. He is currently an Audit Director with CA Trust PAC. He is a firm believer in giving back to the society and has more than 5 years of experience in working with charities.



**Mr Rajamohan Munisamy, Fundraising Committee Chair**

He is the Chairman and Managing Director of Geometra Group of Companies. He has more than 8 years' experience working with voluntary welfare organisations and charities. He is the District Governor Nominee Designate of Rotary International District 3310 and a member of the Rotary Club of Pandan Valley.



**Mr Wee Leong How, Strategic Planning Chair**

He is a retired corporate executive, with over 30 years of experience in senior positions in the Civil Service and Singapore corporations. He is currently the Chairman of the Singapore Cancer Society and a member and Past President of the Rotary Club of Singapore West. He has been involved in the charity sector for about 10 years.



**Mr Wong Kwai Wah, Finance Chair until Finance Committee was dissolved**

He is a consulting partner with Management Wise Pte Ltd. An experienced corporate executive and has been involved actively with Rotary District 3310 and other NGOs. He is a Past President of Rotary Club of Changi. He has 5 years experience in the charity sector.



**Mr Yeo Chuen Eng, Rotary Family Service Centre Management Committee Chair**

He is a Director with The Standard Chartered Private Bank. He has more than 16 years working with charities. Currently, he is a Council Member of Singapore Cancer Society and Society for the Aged Sick. He is a member of Rotary Club of Singapore West.

### **3. Honorary Treasurer's Report**

#### **3.1 Appointment of auditor**

Messrs RSM Chio Lim LLP was appointed and approved at the Annual General Meeting of 28 November 2017 to audit the accounts of the FRCS for FY2018.

#### **3.2 Policy**

The compliance to Financial Reporting Standards in Singapore (“FRS”) and the related Interpretations to FRS as issued by the Singapore Accounting Standards Council was adopted for the financial year 2017/18.

#### **3.3 Reserves**

The net asset of FRCS as at 30 June 2018 was \$8.10 million consisting of restricted funds of \$7.54 million and unrestricted funds of \$0.56 million. The cash and bank balance was \$3.82 million, consisting of \$1.90 million in fixed deposits.

The current unrestricted reserve of FRCS was able to meet 1.35 years of current year operating expense of \$398,482 (excluding Rotary FSC).

During the year, fixed deposit remained the most appropriate form of investment for the cash as recommended by the Finance Committee.

#### **3.4 Income and Expenditure**

The net surplus for the current year was \$99,773 (2017: \$184,553).

Total grants to the RFSC was \$2.05 million and higher than last financial year of \$1.95 million. The increase in grant included the Ministry of Social and Family Development’s recommendation for wage increment for the sector for 2017. This translated to an increase in the Expenditure on Manpower (EOM) portion of grant for Rotary FSC by approximately 3.5%.

Total staff cost of \$1.76 million was \$0.14 million higher than the previous year. Staff cost at RFSC was \$1.63 million (2017: \$1.51 million) and was \$0.12 million more than the previous year. The activities at RFSC were mainly funded by the government as well as by FRCS. In 2017, there was a hiring of a Manager, Administration Executive and a Principal for the newly established Rotary Learning Institute (Singapore).

The activities at RFSC were mainly funded by the government as well as by FRCS. Operations of FRCS (Chinatown Point) is mainly through reserves. Some rental is generated by the Rotary Hub which supplemented the operating expenses of the Hub. The Rotary Learning Institute (Singapore) received a seed funding of \$100,000 from the general reserves of FRCS.

#### **3.5 Investments**

Fixed deposit remained the most appropriate form of investment for FRCS reserves. After the purchase of the Rotary House, the dissolution of the Investment Sub-committee was accepted by the EXCO at its meeting of 28 August 2016 and approved by the Board of Directors at its meeting of 13 October 2016. The placement of Fixed Deposit is now under the purview of the Honorary Treasurer.

#### **3.6 Representations**

All of our funds were in good credit standing. FRCS did not have any related entities apart from those already disclosed in this Report. Our principal sources of funding were as follows:

- FRCS was funded by Rotary clubs and their well-wishers. In the last financial year the SG50 Care and Share Movement also contributed substantially to FRCS’ funds.
- FRCS also received general donations and sponsorships in our fundraising activities this



year from Lee Foundation, NTUC FairPrice Foundation Ltd, Tan Chin Tuan Foundation, TOTE Board, APB Breweries, Bike Continent, Chip Eng Seng, CornerStone Wines, Frasers Hospitality, Khong Guan Biscuits and Yeo Hiap Seng

- RFSC was funded by FRCS, NCSS, MSF and TOTE Board.

### 3.7 Assets held

FRCS owns the Rotary Hub at 111 North Bridge Road, Singapore 179098 and some office furniture, office equipment and computers for its operations at its Chinatown Point office and the Rotary Family Service Centre at Clementi.

## 4. Audit & Risk Management

The Audit & Risk Management Committee was chaired by Mr Koh Wee Kwang from 27 March 2018. The committee has been renamed to Audit & Risk Management Committee from the previous Audit Committee as it takes on the role of Risk Management as well. Members of the committee were Mr Max Lum, Mr Wee Koon San and Mr Kho Kwang Ling and Ms Grace Khaw. The tenure of the committee is from 27 March 2018 to 31 December 2019. The committee had oversight of financial reporting, risk management and other governance matters to ensure that they were well managed. Shared Services for Charities Limited was appointed in August 2016 to conduct internal audit work and to prepare FRCS to comply with the new Code of Governance for Charities in 2018. In May 2017, the detailed internal audit report was shared with the management and the Board. In 2018, we have implemented a risk assessment process to ensure that FRCS's key risks are identified, regularly monitored and reviewed.

Report by Mr Koh Wee Kwang, Chairman (Audit & Risk Management Committee)

## 5. Corporate Governance

In compliance with the Code of Governance for Charities and Institutions of a Public Character the Governance Evaluation Checklist for submission to the Charities Council this financial year is as follows:

S/No.	Code Description	Code ID	Compliance
<b>BOARD GOVERNANCE</b>			
1	Are there Board members holding staff appointments? Remarks: (Skip questions 2 and 3 if "No")		No
2	If the governing instrument permits staff to become Board members, they should comprise not more than one-third of the Board.	1.1.2	Not applicable
3	Staff does not chair the Board.	1.1.2	Complied
4	There is a maximum term limit of four consecutive years for the Treasurer position (or equivalent, e.g. Finance Committee Chairman).	1.1.6	Complied  FRCS sets a maximum of 3 terms of 2 or 3 years each for the Chairman and Directors. The Honorary Treasurer is limited to a maximum of 2 terms of 2 years each. The Chairman and Directors can seek re-election after a break of at least 2 years.

S/No.	Code Description	Code ID	Compliance
5	There are Board committees (or designated Board members) with documented terms of reference.	1.2.1	Complied TORs for all committees except for Fundraising and Communications have also been reviewed in the financial year.
6	The Board meets regularly with a quorum of at least one-third or at least three members, whichever is greater (or as required by the governing instrument).	1.3.1	Complied
<b>CONFLICT OF INTEREST</b>			
7	There are documented procedures for Board members and staff to declare actual or potential conflicts of interest to the Board.	2.1	Complied
8	Board members do not vote or participate in decision-making on matters where they have a conflict of interest.	2.4	Complied
<b>STRATEGIC PLANNING</b>			
9	The Board reviews and approves the vision and mission of the charity. They are documented and communicated to its members and the public.	3.1.1	Complied
10	The Board approves and reviews a strategic plan for the charity to ensure that the activities are in line with its objectives.	3.2.2	Complied
<b>HUMAN RESOURCE MANAGEMENT</b>			
11	The Board approves documented human resource policies for staff.	5.1	Complied
12	There are systems for regular supervision, appraisal and professional development of staff.	5.6	Complied
<b>FINANCIAL MANAGEMENT AND CONTROLS</b>			
13	The Board ensures internal control systems for financial matters are in place with documented procedures.	6.1.2	Complied
14	The Board ensures reviews on the charity's controls, processes, key programmes and events.	6.1.3	Complied
15	The Board approves an annual budget for the charity's plans and regularly monitors its expenditure.	6.2.1	Complied
16	The charity discloses its reserves policy in the annual report.	6.4.1	Complied

S/No.	Code Description	Code ID	Compliance
17	Does the charity invest its reserves? Remarks: (Skip question 18 if “No”)		No
18	The charity invests its reserves in accordance with an investment policy approved by the Board. It obtains advice from qualified professional advisors, if deemed necessary by the Board.	6.4.4	Not applicable
<b>FUNDRAISING PRACTICES</b>			
19	Donations collected are properly recorded and promptly deposited by the charity.	7.2.2	Complied
<b>DISCLOSURE AND TRANSPARENCY</b>			
20	The charity makes available to its stakeholders an annual report that includes information on its programmes, activities, audited financial statements, Board members and executive management.	8.1	Complied
21	Are Board members remunerated for their Board services? Remarks: (Skip questions 22 and 23 if "No")		No
22	No Board member is involved in setting his or her own remuneration.	2.2	Not applicable
23	The charity discloses the exact remuneration and benefits received by each Board member in the annual report.	8.2	Not applicable
24	Does the charity employ paid staff? Remarks: (Skip questions 25 and 26 if “No”)		Yes
25	No staff is involved in setting his or her own remuneration.	2.2	Complied
26	The charity discloses in its annual report the annual remuneration of its three highest paid staff who each receives remuneration exceeding \$100,000, in bands of \$100,000. If none of its top three highest paid staff receives more than \$100,000 in annual remuneration each, the charity discloses this fact.	8.3	Complied
<b>PUBLIC IMAGE</b>			
27	The charity accurately portrays its image to its members, donors and the public.	9.1	Complied

The Board of Directors has reviewed and approved the refreshed the vision and mission of FRCS. Periodic strategic planning meetings are conducted to review the strategic plans for FRCS to ensure that programmes and activities are in line with its objects.

The Board of Directors approves the documented human resource policy of FRCS.

The Board of Directors ensures that adequate internal controls for financial matters are in place and reviews its financial policies, procedures, processes to ensure compliance with applicable laws and regulations. In FY2017/18 the Director who is the Chair of the Finance Committee is appointed to oversee Risk Management in FRCS. Risk management was subsequently subsumed under the Audit and Risk Management Committee.

The Finance Committee's role has been assigned to the Honorary Treasurer to reviews the financial policies and procedures of FRCS and recommends to the Board for its approval. The Honorary Treasurer also reviews the FRCS' financial performance and annual budget. The Treasurer ensures that FRCS is in compliance with the Recommended Accounting Practices for Charities and Institution of a Public Character.

Day to day management of FRCS is delegated to the EXCO according to the M&A. Board has in FY2017/18 delegated certain authority to the ED to run the FRCS office assisted by an Administrative Executive for matters not relating to the Rotary Hub, Rotary Learning (Institute) and Rotary FSC. The running of these 3 units are managed by independent Management Committees.

FRCS places its reserves in Fixed Deposits which are approved by Honorary Treasurer.

FRCS has in place processes and practices to ensure that all fundraising activities are honest and ethical. FRCS and the Rotary clubs ensure that funds and donations are used in accordance with donors' intentions and the specified purposes as communicated when soliciting for donations.

Each unit in FRCS is responsible for the compliance of the Personal Data Protection Act.

FRCS is committed to lawful and ethical behaviour in all its activities and requires the Board of Directors and employees to conduct themselves in a manner that complies with all applicable laws, regulations and internal policies.

## **6. Honorary Secretary Report**

The Administration Committee was dissolved after the AGM on 28 November 2017. Apart from the Rotary Hub, Rotary Learning Institute and Rotary FSC, the other operations of FRCS are staffed by Executive Director, Sarah Tan and a full-time Administration Executive Ms Marilyn Tan. The team supports the Board and Chairs of the Audit and Risk Management, Communications, Fundraising, Programmes & Projects as well as the Strategic Planning Committees. Bookkeeping, payroll services and IT support were outsourced for the Chinatown Office.

The Board of Directors' also decided that the EXCO meeting should be combined with the Board meeting and therefore the Board met monthly from May 2018 onwards. The attendance of the Board Members at Board meetings is as follows:

<b>S/No</b>	<b>Name</b>	<b>Appointment</b>	<b>Date Elected /Co-opted</b>	<b>Number of Board Meetings Attended</b>
1	Dr Wu Dar Ching	Chairman	Re-elected on 24 Nov 2016	8 out of 8
2	Mr Chew Ghim Bok	Vice-chair 1	Re-elected on 28 Nov 2017	4 out of 8

<b>S/No</b>	<b>Name</b>	<b>Appointment</b>	<b>Date Elected /Co-opted</b>	<b>Number of Board Meetings Attended</b>
3	Dr Philbert Chin	Vice-chair 2	Re-elected on 28 Nov 2017	6 out of 8
4	Dr Gong Ing San	Hon Secretary	Re-elected on 24 Nov 2016	8 out of 8
5	Mr Andrew Tan	Hon Treasurer	Re-elected on 24 Nov 2016	3 out of 8
6	Mr Chew Phak Heng	Director & Programme & Projects Chair	Re-elected on 24 Nov 2016	7 out of 8
7	Mr Rajamohan Munisamy	Director & Fundraising Chair	Elected on 28 Nov 2017	7 out of 8
8	Mr Wong Kwai Wah	Director & Chair of Finance Committee	Elected on 28 Nov 2017	4 out of 5
9	Mr Wee Leong How	Director & Strategic Planning Chair	Elected on 24 Nov 2016	6 out of 8
10	Mr Brown Pereira	Director & Communications Chair	Co-opted on 28 Nov 2017	2 out of 5
11	Mr Yeo Chuen Eng	Director & Rotary Family Service Centre Chair	Co-opted on 1 Aug 2016	8 (2 by proxy) out of 8
12	Mr Koh Wee Kwang	Director & Audit & Risk Management Chair	Co-opted on 27 Mar 2018	2 out of 2
13	Mr Roger Ng	Director & Rotary Hub Chair	Co-opted on 28 Aug 2018	Co-opted only after 30 June 2018
14	Mr Jayapal Ramasamy	Director & RLIS Chair	Co-opted on 28 Aug 2018	Co-opted only after 30 June 2018
15	Mr Tan Kay Hui	Director & Hon Secretary	Retired on 31 Dec 2017	3 out of 3
16	Dr Yap Lip Kee	Director & Fundraising Chair	Retired on 31 Dec 2017	1 out of 3
17	Mr. Phillip Tan Eng Seong	Director & Audit Chair	Retired on 31 Dec 2017	1 out of 3

The Board has decided to do away with a Finance Committee in view of the small size of FRCS and therefore, the purview of Finance resides with the Honorary Treasurer and the respective Treasurers of the other independent units that report direct to Board, namely, Rotary FSC, Rotary Hub, and Rotary Learning Institute (Singapore). As a result, Wong Kwai Wah's role of Director (Finance Committee) ceased in the year. Nevertheless, Kwai Wah has provided significant inputs to the area of Finance in the course of the year such as discussing and deciding the financial

operations (including GST reporting) arrangement of RLIS within FRCS with Lee Kay Beng, Treasurer of RLIS and has strongly proposed to the Board to close the operating account for the Rotary Hub which Board agreed.

Significant tasks accomplished during the year include:

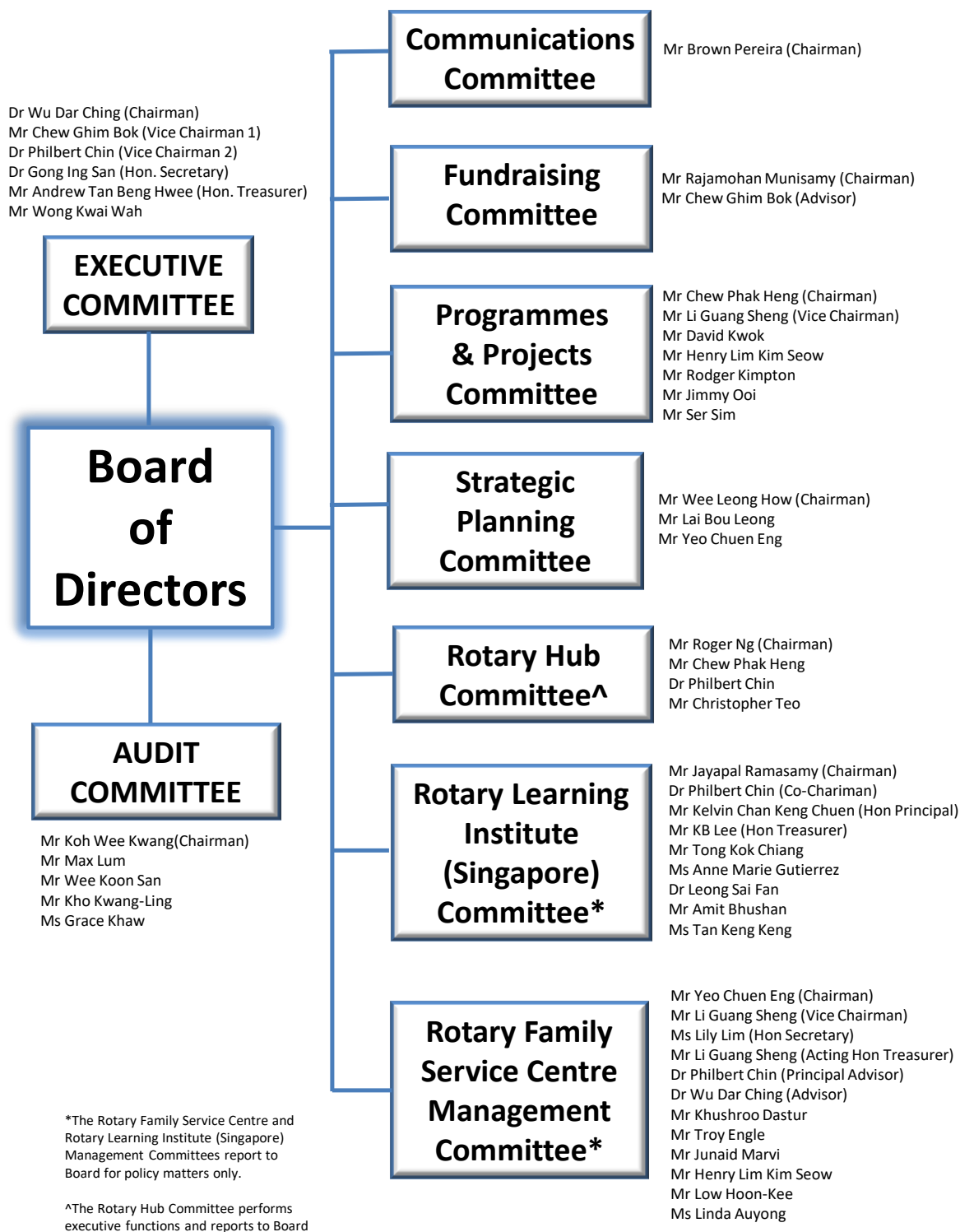
- Flag Day 2017 that was conducted on 28 October 2017.
- Charity Golf 2017 that was conducted on 8 November 2017.
- FRCS Christmas Dinner on 12 December 2017 for the new Board to connect with the Rotary Club Presidents.
- The successful renewal of 5-year lease at the Chinatown Point Social Service Hub with NCSS. Plans proposed by the ED to refurbish the Chinatown Point office to enhance security and allow Rotarians to better serve the needs of the Community has been rejected by the Board due to lack of budget.
- Board's approval of the Whistle Blowing Policy, Risk Management and IT Security Policy.
- Reviewed the role of the Programmes and Projects Committee and the processed of Grant Management. The Committee was strengthened with the recruitment of new members.
- FRCS going on board NCSS' Kaching project to streamline the donation management process
- FRCS embarking on NCSS initiative for contactless payment for the collection of donations.
- The completion of the FRCS Board Retreat on 3 April 2018. After much discussion and deliberation after 3 board meetings, the new Vision and Mission as well as the strategic directions of FRCS was approved on 24 July 2018.
- Co-opted 4 new directors after the AGM namely, Brown Pereira as Communications Chair, Mr Koh Wee Kwang as Audit and Risk Management Chair, Mr Jayapal Ramasamy as RLIS Chair and Mr Roger Ng as Rotary Hub Chair
- FRCS also engaged more with the clubs through the various fellowship events and club visits made.
- Also, more Rotary clubs were using the Foundation's facilities at Chinatown Point for meetings, eg. Rotary Club of Singapore, etc.

Report by Dr Gong Ing San, Honorary Secretary

## **7. Staffing and Organisational Chart**

As at 30 June 2018, there was 1 full-time employee and 1 secondee from NCSS at FRCS (Chinatown Point), 20 full-time employees at RFSC and 1 contractor and 1 full-time employee at Rotary Learning Institute. The Principal of the Rotary Learning Institute is not a paid staff but receives an Honorarium.

## Foundation of Rotary Club (S) Ltd Board and Committees



Accurate as of 30 June 2018

## 8. Strategic Planning Committee

Report of the FRCS Strategic Planning Committee for the Financial Year ending 30 June 2018

1. The members of the Committee are:  
Mr Wee Leong How (Chair)  
Mr Yeo Chuen Eng  
Mr Lai Bou Leong
2. Following the Committee's Strategic Planning Report to the Board in the previous Financial Year, a Board Retreat was held on 3 April 2018 to revisit the Strategic Plan of FRCS.
3. The Committee met on 19 April 2018 with ED to follow up on the retreat and submitted a report with recommendations to the Board on 24 April 2018.
4. The Board deliberated over the proposed Vision, Mission and recommendations at length over three Board Meetings and approved the Strategic Plan on 24 July 2018 for FRCS. Champions on the board were also appointed to spearhead the various action items.
5. The approved Vision and Mission Statements are:

### **Vision**

*To be a leading charity and service organisation in Singapore, working with the Rotary movement to impact the community in Singapore and beyond.*

### **Mission**

*To represent Rotary in Singapore and carry out needed humanitarian activities and projects with Rotary clubs.*

6. To achieve its mission, FRCS must first make itself relevant again to Rotary clubs and Rotarians. That can only happen if Rotary clubs see value in being a part of FRCS. That is the challenge FRCS faces and what the Strategic Plan sets out to address.
7. For a start, a communications team from FRCS has started visiting and will be visiting all Singapore Rotary clubs to share with Rotarians how FRCS can add value to Rotary clubs and how we can work together on service projects where possible and needed. The team will also gather feedback from clubs and Rotarians on what and how FRCS can do better.
8. To facilitate and improve communications with clubs, FRCS has written to request all clubs to appoint a "Permanent Representative" to FRCS. Thereafter, FRCS will communicate with Rotary clubs through the appointed Permanent Reps instead of the Club Presidents who are mostly very busy running their clubs.
9. In summary, the immediate (non-exhaustive) challenges FRCS needs to address are:
  - 9.1 Improve communication with Rotary clubs
  - 9.2 Add value to Rotary clubs in Singapore



9.3 Identify a worthy cause that can rally Rotary clubs together to work with FRCS, in much the same way that the Rotary Family Service Centre in Clementi did in the initial years.

9.4 Develop a sustainable source of regular income for FRCS to fund its projects and activities.

10. FRCS needs the support of all Rotary clubs in Singapore and welcomes feedback from all Rotarians.

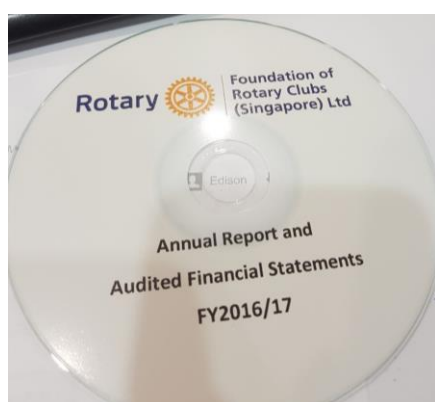
Report by: Mr Wee Leong How  
Chair, Strategic Planning Committee

## 9. FRCS Chinatown Point Office

The staff team at this office was refreshed early this financial year with the Executive Director (ED) Sarah Tan seconded from NCSS in August 2017 and Marilyn Tan joining as Administrative Executive in September 2017. The immediate tasks were to ensure that the committed activities were supported well:

- a. Flag Day 2017 on 28 October 2017
- b. Charity Golf on 8 November 2017
- c. AGM on 26 November 2017

The curve was steep for the staff team and we were glad to have pulled through. The staff team supported the Flag Day 2017 committee in secretarial support and also produced a project plan and detailed procedures for the Flag Day Chair's consideration. The team supported logistics preparations at Chinatown Point on the actual day to achieve a smooth operation and proper segregation of duty and accountability. Incident reporting was also in place in which the reported incidents were submitted for the Flag Day chair's review so that follow up actions and recommendations can be made. The staff team also supported the Charity Golf committee to achieve a well-run event. We were glad that Rotarians enjoyed the event and are grateful to the pats on the back we received for a job well done. The AGM on 26 November 2017 also proceeded smoothly and we were encouraged to hear from Rotarians who attended that this is amongst one of the most well-run AGM they have attended in recent years. This AGM is also the first time that the Annual Report is distributed in a CD format which significantly reduced the production and distribution efforts.





### Value of FRCS

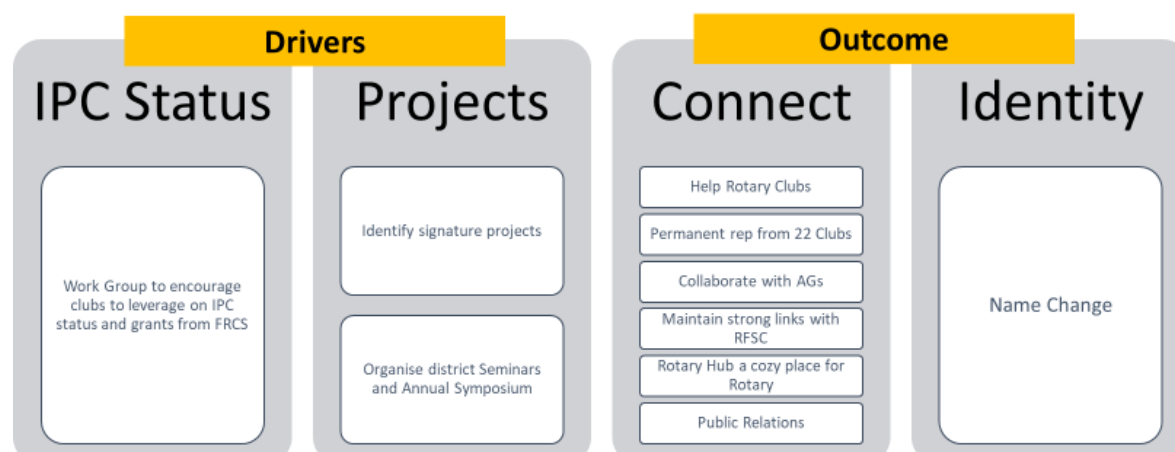
In view that the Rotary FSC, Rotary Hub and Rotary Learning Institute are out of the scope of this office, the ED sought to identify the value of the Chinatown Point Office in the course of her interactions with Rotarians. She was also curious why non-Rotarians in the community had little awareness of Rotary in view that Rotary had seeded many meaningful organisations to solve with pressing community needs like SATA, SANA, DAS, just to name a few. She is also surprised to hear that many Rotarians are not aware of the various restricted grants established for Rotary projects as these have been published annually in FRCS audited accounts.

On 26 September 2017, She then proposed to the board to establish a Social Enterprise Empowerment and Development Fund that could achieve the outcome of innovatively addressing the needs of the society whilst propagating the values of the Rotary at the same time.

In December 2017, ED got connected with SNEC and the idea was mooted for FRCS to work with SNEC for the setting up of a community node like KTPH's Kampung Wellness Centre via the Rotary community or partnering with VWOs. She suggested that FRCS could use Avoidable Blindness Fund to conduct programmes relating to eye care and the Happiness Fund (supplemented by the Rotary Cotton On Fund) can be used to encourage youths to have intergenerational projects at such nodes. The Rotary Hub and Rotary Learning institute could also be involved in working with SNEC to teach clubs on eye care, abnormality detection, surfacing for assessment, etc. This idea was subsequently shared with the Chair and ED of Rotary FSC as well as the P&P Committee and some members of the Board.

In the same month, ED shared the Social Service Strategic Thrust with various Rotarians including Board members. She also drafted and circulated to the board the proposed work plan based on the Strategic Planning Committee's recommendation. The various recommended actions were broken down into the following 2 broad categories.

## Strategic Planning Action Items



The Projects and Programmes Committee workplan was proposed to be the key driver of the FRCS Work Plan for the year as FRCS continues with its efforts to ensure compliance with legislative requirements.

## P&P Work Plan FY2017/18 – Driver of FRCS Workplan

### Strategic Objectives

Facilitate Rotary Clubs in Community Services in Singapore through iconic projects and grants disbursement

Connect clubs to internal units (RFSC, Rotary Hub, RLI) and immediate community through projects.

Effective and efficient grant management

Compliance with Charities Act and IPC Legislation

### FY2017/18 Outcomes

Reviewed processes and governance

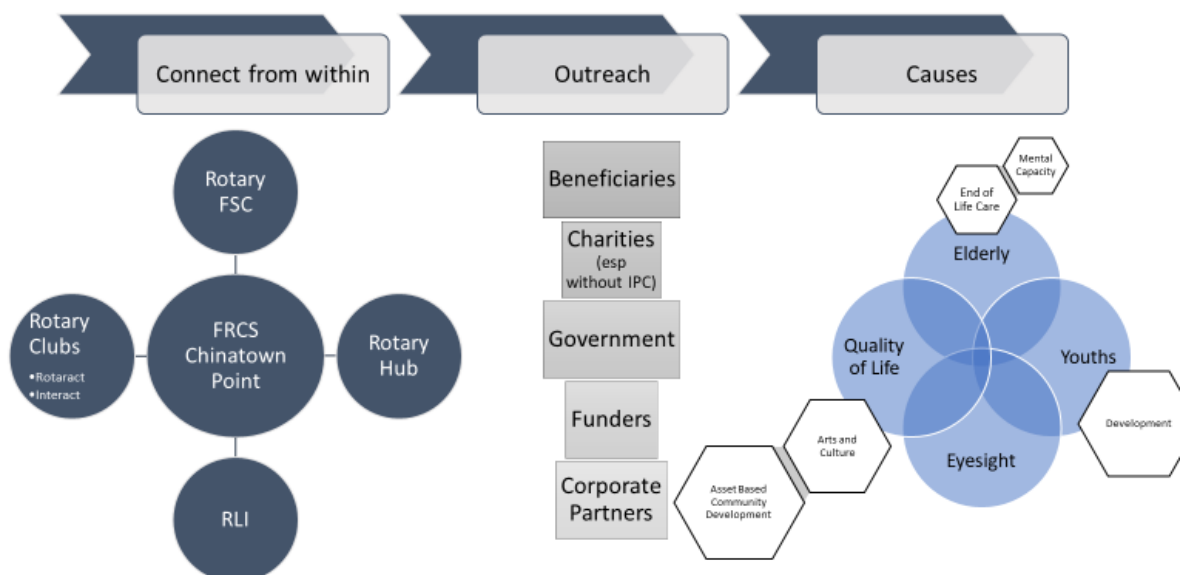
Write up on FRCS Grants and IPC obligation for Rotary Clubs

Deeper understanding of Social Service Sector in Singapore by Rotaractors and Rotary Clubs

Leverage Restricted funds through FRCS Grant Calls

In the work plan, the ED proposed for the FRCS Chinatown Point office to be the central connecting point of the various units of FRCS (RLI, RFSC, Rotary House) and Rotary movement with the community at large. ED shared that each of these units will need to work together in synergy and not as silos.

## FY2017/18 Work Plan – Charity Starts from Home



Various potential projects were also proposed to board such as organising makan trails for Rotary to get to know the various food establishments by VWOs, offer vocational help to other VWOs in the Chinatown Point Social Service Hub, coding competition for youths to complete the Check-in-for Charity Project etc. Shortly, the Board decided to have a retreat to revisit the strategic plans of FRCS which will determine the work plan for the year. The retreat was held in April 2018. Outcome of the retreat has been shared in section 8 above.

In the course of the year, through many helpful Rotarians, ED was invited to visit Rotary clubs in Singapore and in so doing, raised the awareness of FRCS to Rotarians. In April 2018, Jeffrey Chan, Chair of District Community Relationship Development Committee (DCRDC), invited ED to be a member of the committee in view of the synergy that can be created with FRCS. The first meeting was held at District 3310 District Conference (DISCON) which ED attended with full funding from NCSS. Through attending DISCON and DCRDC, ED continued to raise the awareness of FRCS to Rotarians she meet and discussed with Rotarians on how Rotary can better connect with the community through FRCS.

To the ED, FRCS's value lies in its position to help Rotary movement to fulfil at least 3 of the Rotary 5 avenues of services in Singapore, namely, Vocational Services, Community Services and Youth Services. This can be facilitated much together with the District Community Relationship Development Committee. Rotary performs a significant role as a "people developer" in the community through the Interact and Rotaract clubs. ED firmly believes that FRCS can do more in this aspect together with the Rotary Clubs as well as introduce youths to the work required in the social service sector in Singapore. FRCS being the umbrella body of Rotary in Singapore can play a key role in preserving Rotary's branding and legacy in Singapore, especially so for smaller and/or clubs which may not have gained much prominence in Singapore yet.

#### Grant Giving and Programmes

Grant giving is one way that FRCS adds value to clubs. However, the ED noticed the restricted funds established for specific causes have not been utilised much for club projects. On the other hand, the limited general reserves of FRCS have been used as Enhanced Grant to match the giving of the Clubs for community projects in Singapore. She proposed a more strategic use of the resources to direct Clubs to tap on the restricted funds instead and that the Enhanced Grant can instead, be a deferred commitment and listed as a cause for FRCS to raise funds for. In this manner, the general reserves will be much better preserved and fundraising by FRCS can be more purposeful. This was raised to the P&P Committee and the Board. A grant management manual was also drafted with a proposed streamlined grant application form for all funds held with FRCS.

The staff team facilitated the Board retreat in April 2018 that was held at the newly refurbished Rainbow Centre at Margaret Drive. The Rotary Learning Institute Management Committee was also invited for dinner and given a treat to the food prepared by "Seeds Cafe" the social enterprise café of Rainbow Centre by the ED. During the retreat, ED proposed to board to consider Rotary as a movement that includes Rotaractors and Interactors instead of confining FRCS activities to be at Rotary Club level.

Through an informal discussion with a VWO after the retreat, ED shared with the Rotary Learning Institute (Singapore) team that FRCS could potentially collaborate with strong Training and Consultancy teams identified in the various subsector in the social service (eg. Elderly, youths, health etc) to co-create and co-brand courses through RLI. Rotarians can connect such expertise of the VWOs to the overseas Rotary projects to advocate the good work of these organisations. ED suggested that FRCS could eventually be a rich data source of research done with the help of Rotarians, contributing to evidence-based research in Singapore and beyond and have these results shared with policy makers to shape more effective social policies in Singapore.

In February 2018, ED met with NCSS to obtain a list of potential projects Rotary can help local VWOs with. A sector landscape was also obtained for sharing with the clubs. Upon the good suggestion of Mr Ser Sim from Rotary Club of Marina City, FRCS compiled a list of local community projects undertaken by clubs. The above information from NCSS and clubs were shared with the club Presidents, Secretaries and Community Services Director of RY2017/18 and RY2018/19 in May 2018 to prepare the clubs for the new Rotary Year. In the same email, FRCS visit was announced, and clubs were invited to indicate their availability. A survey was also sent to

clubs to indicate the preferred charities/causes they would like to support. Board subsequently decided to put the club visits on hold.

A corner in the office has also been set aside to showcase publications by VWOs of various causes (Eg. Disability, Gerontology) to be shared with Rotarians who visit our office. These publications were collected at no cost to FRCS. We have also compiled a file with requests for help from other charities in which Rotarians can visit our office to have ideas on potential projects to embark on in Singapore.

#### Other achievements

Operationally, we have also made the following enhancements in the year:

- a. Reviewed the contracts of suppliers to achieve value for money purchases. Eg. Copier usage cost was reduced by 28%.
- b. Room booking monitoring was enhanced with the use of google script for data analysis. Security of FRCS IT access was reviewed. The Board also approved for the removal of access to FRCS gmail by non-FRCS staff/Board/committees.
- c. Usage of Office 365 for productivity gain.
- d. Embarked on NCSS Kaching project to streamline donation management and reporting process.
- e. Included contactless payment as an additional mode of collections (eg. Donations) for FRCS. FRCS will be able to receive payments through Corporate PayNOW.
- f. Continuous improvement to Board meeting administration.
- g. Worked with the building management and engaging service providers to eradicate the foul smell persistently at the Chinatown point premises over the past few years.

#### Moving Forward

2019 will mark the 25<sup>th</sup> year FRCS has achieved the status of an Institution of a Public Character. This is a significant milestone. What other achievements would Rotarians like to see in FRCS apart from value creation for Rotary? Perhaps obtaining an accreditation from CARF International and winning the Charities Governance Award in time to come?

#### Acknowledgements

The ED expressed her wish to be transited out of FRCS in September 2018. We wish to thank many well-meaning Rotarians whom have helped the team in the course of the year. We hope that these Rotarians who are not on board with FRCS can come along to raise FRCS to greater heights by serving with your vocations and contribute to effective leadership. Instead of having the same few faces straddling across multiple committees in FRCS, perhaps the board can have a policy for a Rotarian to only serve on one committee at any one time for a limited duration to allow for fresh ideas and better connections with Rotarians. Last but importantly, the ED wishes to thank Marilyn for her support, teamwork and positivity.

Report by: Ms Sarah Tan  
Executive Director, Chinatown Point Office

## 10. Rotary Family Service Centre (A division of FRCS) Management Committee

Mr Yeo Chuen Eng	Chairman
Mr Li Guang Sheng	Vice-chairman
Mr Lily Lim	Honorary Secretary
Mr Li Guang Sheng (Acting)	Honorary Treasurer
Mr Henry Lim Kim Seow	Committee Member
Dr Monica Walet	Committee Member
Mr Khushroo Dastur	Committee Member
Mr Troy Engle	Committee Member
Mr Junaid Marvi	Committee Member
Mr Low Hoon-Kee	Committee Member
Ms Linda Auyong	Committee Member
Dr Philbert Chin	Principal Advisor
Dr Wu Dar Ching	Chairman, FRCS

This year, Rotary Family Service Centre (FSC) managed 517 cases, a slight dip of 5% compared to the previous year. Financial difficulties remained as the top presenting issue managed by the Centre. There were also hikes in the number of cases presenting with emotional and marital issues. Nevertheless, the FSC had been seeing an increasing number of cases requiring a higher level of interventions considering the multiple risks, complexities and multi-faceted needs of the individuals and families.

Rotary FSC continued to run several of its signature programmes this year such as SuperMUMS!, SuperFESTIVE!, SuperSTUDENTS! and DiscoverHEROES! More than 120 children and their families had benefited from 7 runs of SuperFESTIVE! programme since its inception in 2016. SuperSTUDENTS! – Back-To-School bundles disbursement event was held in November 2017 where beneficiaries received vouchers and stationeries in preparation for the new academic year. The bundles were fully sponsored by Rotary Club of Changi with each worth \$100 and comprised a school bag, a set of stationeries as well as Popular Bookshop and Bata vouchers. In December 2017, DiscoverHEROES! – a school holiday programme for primary school children was organized with the theme ‘Overcoming Cyberbullying’. This programme was supported by Interact Club of Stamford American International School whose members put together Christmas goodie bags for the children.



*SuperSTUDENTS! beneficiaries with representatives from Rotary Club of Changi.*

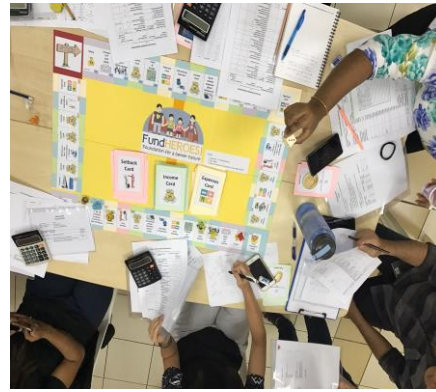
In the year, Rotary FSC developed and piloted 2 more niche programmes. First, was SuperMIND! – an 8-week Mindfulness-Based Cognitive Therapy programme for the Centre’s staff in October 2017. The programme combined ideas of cognitive therapy with meditative practices and attitudes based on the cultivation of mindfulness. Staff participated in the pilot to learn about different forms of mindfulness practices as well as cognitive therapy strategies that can be integrated into their daily living and work.



FundHEROES! was Rotary FSC's second initiative for the year, with the main aim of strengthening financial literacy of our low-income clients using a board game that was developed in-house. The programme was piloted for 8 sessions from March 2018. At every session, the participants gained knowledge and skills through playing the board game, to work on better managing their finances and debts, to be aware and utilize available upskilling and training schemes, and to reach a healthy balance between their incomes and expenses.



*Staff practising mindfulness during a SuperMIND! session.*



*FundHEROES! participants playing the board game.*

Rotary FSC continued to send its staff to overseas conferences to present research papers and to expose them to the local social service scenes. An in-house research on Understanding Factors that Promote Help-Seeking Behaviours of Female Victims of Spousal Violence was presented at the 24<sup>th</sup> Asia Pacific Joint Regional Social Work Conference held in Shenzhen, China in September 2017. Another team was sent to the International Conference on New Perspectives for Outcome-based Evaluation and Research on Family and Children's Services at Chinese University of Hong Kong also in September 2017 to present a paper on Evidence-Based Practice in Family Service Centres in Singapore. Both teams took the opportunity to visit and network with relevant social service organizations in Shenzhen and Hong Kong.



*Staff at the Shenzhen and Hong Kong conferences respectively.*

Full details of Rotary FSC's case statistics, programmes and other key highlights and achievements for the year under review can be found in its Annual Report FY2017/2018. Rotary FSC's annual report, prepared by the Executive Director Amran Jamil and his team, is enclosed with this report. The online version can also be viewed on [www.rotaryfsc.org](http://www.rotaryfsc.org).

Report by: Mr Amran Jamil  
Executive Director, Rotary FSC

## 11. The Rotary Hub

### Rotary Service Hub Management Committee - June 2017 to March 2018

Chairman	: Dr Philbert Chin	Rotary Club of Singapore	Overall Management of the Hub
Vice-Chairman	: Mr Tong Kok Chiang	Rotary Club of Tanglin	Assist Chairman, management of business
Committee Member	: Mr David Tong	Rotary Club of Singapore East	Governance & Audit
Committee Member	: Mr Chew Phak Heng	Rotary Club of Garden City	Property Management & Finance
Committee Member	: Mr Jayapal Ramasamy	Rotary Club of Singapore North	Principal, Rotary Learning Institute
Committee Member	: Mr Wee Leong How	Rotary Club of Singapore West	Community Relations
Committee Member	: Mr Erich Schneider	Rotary Club of Queenstown	Corporate Communications & Publicity
Committee Member	: Ms Joanne Kam	Rotary Club of Suntec City	Marketing & Promotions
Committee Member	: Mr Christopher Teo	Rotary Club of Shenton	Design & Renovations

The Rotary Service Hub Management Committee was formed on 13 September 2016:

- To manage existing rental/property of “Rotary Service Hub”.
- To develop & manage the new “Rotary Service Hub”.
- Oversee the development of the “Rotary Learning Institute”.

A part-time Secretariat, Ms Marie Leong was employed to provide secretariat support to this Committee that reports directly to the FRCS Board.

#### Objectives of Committee:

- To manage the Hub in a sustainable manner.
- To ensure that adequate areas are provided for all its intended activities.
- To establish a "Rotary Learning Institute" - A social enterprise serving the needs of the community, with surplus, if any, to help clubs to do good.
- To make the Hub the home for all Rotarians, Rotaractors and Interactors to bond, network and exchange ideas to serve the community.
- To provide a general secretariat to serve and support the objectives of Rotary Humanitarian Centre.
- To be an address for Rotary and Rotaract Clubs in Singapore.



In the course of the year, FRCS managed to recover \$312,547.71 in terms of GST paid for the Rotary Hub through engaging the services of Asia Pacific Business Consultants Pte. Ltd in providing the tax advisory, liaising with the tax authorities and administration of this matter. We thank Rotarian See Mee Lee in offering the professional services of her firm on this matter.

The Board upon Dr Philbert Chin's request, resolved that the Rotary Service Hub Management Committee be dissolved on 27 March 2018 and a sub-committee comprising Chew Phak Heng as Chair and Christopher Teo and Dr Philbert Chin as members of the Committee.

On 28 August 2018, Board approved the proposed Terms of Reference drawn up by Mr Chew Phak Heng with Mr Roger Ng as Chair of the Rotary Hub Committee which reports direct to the FRCS Board as an independent unit similar to Rotary FSC and Rotary Learning Institute (Singapore). The Terms of Reference is as follows:

**Rotary Hub Committee Members - September 2018 to December 2020**

*(circulated to and approved by Board on 28 August 2018)*

Advisor	: Dr Philbert Chin	Rotary Club of Singapore	
Chairman	: Mr Roger Ng	Rotary Club of Bugis Junction	Management
Vice-Chairman	: Mr Chew Phak Heng	Rotary Club of Garden City	Maintenance
Committee Member	: Ms Jenni Lau	Rotary Club of Marina City	Treasurer
Committee Member	: Ms Jona Pang	Rotary Club of Tanjong Pagar	Promotion & Marketing (Rotary Clubs)
Committee Member	: Mr Li Guang Sheng	Rotary Club of Shenton	Planning & Marketing (Rotaract & Interact Club)
Committee Member	: Ms Rytha Lew	Rotaract Club of Raffles City	Rotaract Coordinator (one year term)
Committee Member	: Mr Christopher Teo	Rotary Club of Shenton	Building Planning & Renovation

**Tenure:** 1 September 2018 to 31 December 2020

**Responsibility:**

- Establish annual budget for Rotary Hub.
- Maintain monthly/annual accounts and provide reports to the Board.
- Maintain good relationship and secure rental from the existing tenants, if any.
- Evaluate the use of facilities in Peninsula Plaza for Rotary, Rotaract and Interact Clubs.
- Upkeep the facilities, equipment and maintain the premises in its good state and function including the Chinatown Point.
- Work with Rotary Learning Institute Singapore, RLIS being one of FRCS divisions serving the needs of the community by conducting courses and classes with fees collected to sustain its operation and surplus expecting to support FRCS financially in future.

**Meeting Frequency**

- a. Minimum once every 3 months
- b. Quorum: Minimum 4 persons

**Rotary Hub premises at Peninsula Plaza (2,970 sq. ft):**

Premises is rented out to 3 tenants:

- Great Opportunity & Abundant Life (646 sq. ft.)
- Indo Suez Trading Pte Ltd. (1,075 sq. ft.)
- Singapore Association for Continuing Education (SACE) (603 sq. ft.)

Unit #06-34/35 (646 sqft) is vacant and occasionally rented out to GOAL at \$300 per 4 hours when required since they returned it in December 2017.

The plans to move in to the Peninsula premise has been deferred for 3 months from January 2019 as one of the tenants had problems with moving to their new office and requested for an extension of another 3 months. Based on the renovation contractor's recommendation that it would be less costly to renovate the premises after all tenants have been vacated, the committee has decided to defer the renovations by 3 months to January 2019. NCSS has been informed in September 2018 and approval will be sought from the Ministry of Social and Family Development for the for the deferment to move into the Hub.

The committee will also analyse the cost and locations of all clubs meeting in Singapore so as to draft out an attractive package that will entice clubs to have their meetings at the Hub whilst maintaining the financial sustainability of running cost of the Hub.

**Proposed Usage of the Peninsula Plaza premises:**

- A Multi-Purpose Hall, (the centre of its main activities), can be divided into training rooms
- Conference Rooms
- Smaller meeting rooms
- A Secretariat
- A Library
- A Store
- Postal boxes for Rotary & Rotaract Clubs
- A bonding area to promote friendship and interaction among Rotarians, Rotaractors & Interactors to bond, network and exchange ideas to serve the community

Report with inputs from Mr Roger Ng  
Chair, Rotary Hub Committee

## 12. Rotary Learning Institute (Singapore) (RLIS)

The RLIS Management Committee was formed on 9 January 2018.

### Committee:

Chairman	: Mr Jayapal Ramasamy	Rotary Club of Singapore North
Co-Chairman	: Dr Philbert Chin	Rotary Club of Singapore
Honorary Principal, Chair, Curriculum Development	: Mr Kelvin Chan	Rotary Club of Singapore North
Honorary Treasurer	: Mr Lee Kay Beng	Rotary Club of Garden City
Chair, Governance Committee	: Mr Tong Kok Chiang	Rotary Club of Tanglin
Chair, Strategic Direction & Planning Committee	Dr Leong Sai Fan	Rotary Club of Pandan Valley
Chair, Marketing & Communications Comm.	Mr Amit Bhushan	Rotary Club of Singapore North
Committee Member, Strategic Direction & Planning Committee, Curriculum Development Committee	Ms Tan Keng Keng	Rotary Club of Tanglin
Committee Member, Curriculum Development Committee	Dr Ann Marie Gutierrez	Rotary Club of Singapore

### About RLIS:

RLIS is set-up as a Division of FRCS and the Management Committee will operate independently and autonomously from the Board of Directors of FRCS.

A Social Enterprise offering impactful courses and conferences to enhance and empower participants with the needed skills to serve and share in the community.

“Rotary Learning Institute (Singapore)” is registered as a Trade Mark.

### Vision:

To be the learning institute:

- Providing the opportunity to enhance skills and serve the community better.
- Promoting lifelong friendship, excellence in vocation and sustainable service, these being the inherited culture of Rotary.

### Mission:

- To offer innovative courses to the social service community, corporations, students and the public.
- To empower and enhance participants' skills to serve the community.
- To organize events and conferences with the aim of raising the importance of Rotary values.

- To support social and humanitarian causes through surpluses achieved from its work.

#### **Staffing/Administration:**

Honorary Principal, Mr Kelvin Chan would oversee the overall administration of the Institute and a monthly honorarium is paid for this purpose and where applicable, honorarium for the conducting of classes and course curriculum development.

Ms Marie Leong was engaged as Manager via contract for service and Ms Norisah Zulhijah an Administrative Executive were hired on 1 June 2018 to support the administration of the institute.

A small office of 300 sq ft has been rented with proper infrastructure had been set-up at Peninsula Plaza #05-33 and operational on 1 June 2018.

Bookkeeping Service was outsourced to Paul Hooi & Company.

A set of SOPs had been developed for the management of the Institute.

#### **Curriculum Development:**

2 courses, “How to Write Operation Systems and SOPs for NPOs” and “Event & Media Management for NPOs” have been pre-approved by NCSS at 80% VCF Funding subsidy.

Upcoming courses:

- Legal & Statutory Compliance for VWOs
- How to Leverage on Social Media for VWOs
- Cross Cultural Intelligence for VWOs.
- Practical Treasurer’s Skills
- How to improve Productivity in VWOs

#### **Marketing & Communications:**

A marketing team led by Mr Amit Bhushan and supported by Mr Richard Ong (Rotary Club E-Club of 3310), Mr Robin Tan (Rotary Club of Sentosa) and Mr Peter Fong had developed a marketing plan to market RLIS courses to VWOs, Rotarians, Corporates, schools etc.

RLIS website was launched on 1 July 2018. Social Media platforms, Facebook page and Instagram account were set-up to publicise RLIS courses.

#### **Training:**

Training Rooms at Chinatown Social Service Hub were used for conducting the training.

The inaugural SOP course launched on 6 July 2018 was attended by 13 participants. We are expecting 20 participants for the 1<sup>st</sup> Event & Media Management course on 23 August 2018.

#### **Working Capital:**

Seed funding of \$100,000 was provided by the Foundation of Rotary clubs (Singapore) Ltd. An interest free loan of \$50,000 was provided by Mr KC Tong in FY2018/19 for a period of 2 years.

RLIS Management Committee wish to thank FRCS Board of Management and Mr KC Tong for their financial support towards this initiative.

#### **Acknowledgement:**

I would like to take this opportunity to thank RLIS Protem Committee for their contributions towards the developmental work of this initiative.

Special thanks and appreciation to RLIS Management Committee, especially to the Honorary Principal, Mr Kelvin Chan for their commitment, dedication and contributions towards the on-going developmental work and management of the Institute. They have made the launching of this 1st Rotary Social Enterprise in Singapore a reality.

Report by: Mr Jayapal Ramasamy  
Rotary Learning Institute (Singapore)

### 13. Fundraising Committee

There were 2 fundraising activities in the course of the Financial Year as detailed below. Dr Yap Lip Kee was Chair of the Fundraising Committee until 28 November 2018 and Mr Mohan Munisamy took over this role after the AGM on 28 November 2018.

#### 13.1 Flag Day 2017 – 28 October 2017

FRCS held a Flag Day on 28 October 2017. A total of about 900 students from schools and tertiary institutions participated in the Flag Day. Donations were also received from many Rotarians and through Giving Donation SG (on-line). It was heartwarming to receive support from the Rotarian family (Interactors and Rotaractors) and students who walked the streets to collect the donations and in backend logistics. A big thank you for all who donated and contributed to the success of Rotary Flag Day. With a matching grant of \$8,064 from the Singapore Totalisator Board, the net proceeds from Flag Day 2017 was about \$42,000.

In the course of the Flag Day preparation, FRCS also received help from the Robotics Club of Bukit Merah Secondary School. The students from the Robotics Club helped with the back-end administration support, checking and preparation of the Flag Day logistics that were to be distributed to the Rotary Clubs. The students were briefed on the rationale for various internal controls procedures and went away with an appreciation of how office administration and internal controls can be applied in fundraising events of charities. ED also shared with the students on FRCS and what Rotary has done in Singapore through the funds and programmes established. Rotarian Rewa Mirpuri's BoH collection was given to the teacher-in-charge as a token of appreciation. The relationship with the Robotics Club of Bukit Merah Secondary School continued after the Flag Day as FRCS subsequently supported and committed to fund the F1 in School Competition of the students with the proceeds of the Flag Day. The students were invited to share their experience with Rotarians at an FRCS event with the Clubs.

Mr Li Guang Sheng chaired the committee and members included Dr Gong Ing San, Mr Edmund Chew, Mr Chew Phak Heng, Mr Mohan Munisamy, Mr James Lee, Ms Rytha Lew, Mr Henry Lim, Mr Donny Liu, Ms Jona Pang, Mr Brown Pereira, Mr Clarence Tan and Mr Zen Tan. Dr Wu Dar Ching is the Advisor.



*The Early Birds Getting Ready!*





*It's never too young to start giving!*



*Great job by the students!*

### **13.2 FRCS Charity Golf – 8 November 2017**

FRCS held a Charity Golf event at Sentosa Golf Club on 8 November 2017. There were more than 100 golfers at the event. The net amount raised was about \$40,000 with generous donations and sponsorships from corporations and Rotarians. Contributions from the Tan Chin Tuan Foundation went towards the annual funding from FRCS to the Rotary FSC. Dr KK Tan chaired the committee with members comprising Harris Kor, Ms Lee Lye Wah, Anthony Lim, Dr Jeffrey Seow, Mark Wang, Dr Yap Lip Kee, Nelson Yeo. We thank Lee Foundation, NTUC FairPrice Foundation Ltd, Tan Chin Tuan Foundation, Asia Pacific Breweries, Bike Continent, Chip Eng Seng, Mr Choo Chiau Beng, CornerStone Wines, Frasers Hospitality, Khong Guan Biscuits, and Yeo Hiap Seng for their kind donations and sponsorship during this event.



*Participants of the Charity Golf event*

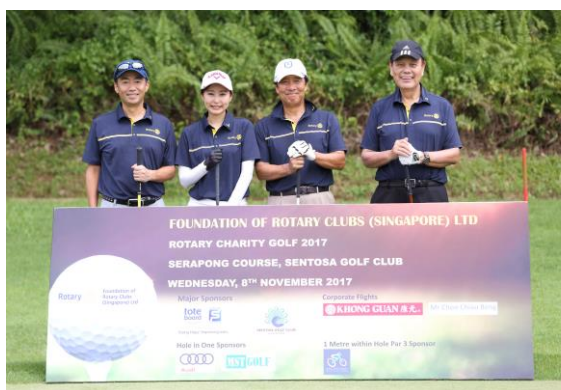




*Getting ready for a great day for a good cause!*



*Off to a flying start!*



## 14. Programmes and Projects Committee

The members of the Committee comprises the following:

Chairman	:	Mr Chew Phak Heng	Rotary Club of Garden City
Committee Member	:	Mr Rodger Kimpton	Rotary Club of Jurong Town
Committee Member	:	Mr David Kwok	Rotary Club of Tanjong Pagar
Committee Member	:	Mr Li Guang Sheng	Rotary Club of Shenton
Committee Member	:	Mr Henry Lim	Rotary Club of Bukit Timah
Committee Member	:	Mr Jimmy Ooi	Rotary Club of Singapore
Committee Member	:	Mr Ser Sim	Rotary Club of Marina City

This year, the committee is strengthened with Mr Rodger Kimpton, Mr Jimmy Ooi and Mr Ser Sim coming on board.

With Mr Chew Phak Heng, Mr Rodger Kimpton and Mr Jimmy Ooi as trustees for the Rotary Cotton Youth Fund, this would streamline the processes of Rotary Cotton On Fund application. The Committee's TOR was revised as a result and approved by the Board. A Grants Management Manual was also drafted and reviewed by the committee.

Through Mr Ser Sim's suggestion, which was well received, FRCS also collated a list of community projects performed by clubs in Singapore. This was shared with the respective Club Presidents, Secretaries and Community Services Director along with the NCSS Social Service Sector Landscape information and suggested Rotary club community projects sourced from NCSS in May 2018. The objective is to allow the clubs to understand the Social Sector landscape in Singapore and find like-minded clubs to collaborate together in community projects for the new Rotary Year starting June 2018. We thank NCSS for their help in identifying the various projects for sharing with FRCS.

FRCS effort to help clubs in fulfilling the community and vocational services aspect continues with our recent collection of publication by VWOs in our office. We have also collated the list of requests for help from VWOs in our conference room and Rotarians can feel free to drop by our office to see the latest needs in the Community to help.

Upon the invitation of Rotary Club of Marina City and Rotary Club of Raffles City, the ED also spoke about the Social Service Sector landscape in Singapore and the potential projects the Clubs can consider at their club meetings. Subsequently, she also spoke to Rotary Club of Changi and Rotary Club of Singapore East in FY2018/19.

The ED also shared the various funds established in FRCS with the Clubs and other VWOs in the Financial Year. She has also engaged other VWOs to share their needs with Rotarians.

The FRCS Board approved an enhanced grant budget of \$50,000 from FRCS general funds to be used in in FY17/18 to encourage clubs to perform community services project in Singapore. This works out to be about \$2,500 per club per project approved by the Committee. ED suggested to the P&P committee and the Board to consider restructuring the mechanisms of enhanced grant giving in view of the depleting general reserves that FRCS has. She shared that the enhanced grant could be a mechanism for FRCS to encourage more awareness of VWOs by Rotary clubs and vice versa. Therefore, she recommended for the committed enhanced grant to be provided to the VWOs 1 year after the VWO fulfills certain funding requirements to raise awareness of their cause Rotary clubs and show good accountability of the funds received from Rotary. The committed matching grants should then be listed as causes supported by FRCS during our fundraising events. In this way, the enhanced grant would be sourced through fundraising and the general reserves of FRCS be preserved for other pressing needs.

The Rotary Flag Day Youth Fund was also established from the Flag Day 2018 proceeds for Rotary clubs that participated in the Flag Day to fund youth activities until 30 June 2019 based on a budget approved by Board.

In the Financial Year, grants disbursed can be found in the audited financial statements.

### **15.1 Community Service Projects**

Significant projects supported by FRCS in the Financial Year through the various restricted funds and enhanced grants are reported in this section.



## 15.2 Rotary Cotton On Youth Fund (RCOYF)

*The trustees for the Rotary Cotton On Youth Fund (RCOYF) comprises 3 representatives from FRCS Programmes and Project Committee and 2 representatives from Cotton On Foundation.*

*The Rotary Cotton On Youth Fund's mission continues to support youth projects that create positive and measurable change in the lives of young men and women in Singapore.*

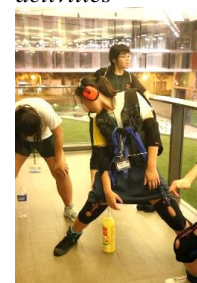
*Cotton On has expressed their wish to terminate this partnership and hence we will not be expecting further funds from Cotton On for this purpose.*

In 2017/18, \$4,000 was disbursed to Rotary Club of Singapore for the balance funding of the Samaritans of Singapore's project on Youth Suicide and \$10,000 disbursed for the Interact Leadership Training Camp.

**Interact Leadership Training Camp** – The Rotary Cotton On Youth Fund continues to support the leadership training programme, Interact Leadership Training Camp (ILTC), for new youth leaders of Interact Clubs under the mentorship and sponsorship of Rotary Clubs. This year the camp was unique in many ways. For the first time, Rotary Club of Singapore partnered Youth Corps Singapore to launch a completely new programme which included new elements such as ageing simulation, social inclusion dialogue, cross cultural communication in addition to leadership training. The camp location was also a first, with Temasek Polytechnic's Glocal Connect Village serving as host of the 3D2N stay-in camp. The camp, which started on 28 July and ended 30 July 2017, was attended by 57 Board members from 15 Interact Clubs across Singapore. It also saw the introduction of a special "Lunch with your Rotarian Advisor" session and the election to form the new board of the Interact Coordinating Committee (ICC).



*Various camp activities*



*Ageing simulation. Note the ear muffs, weighted jackets, elbow and knee braces*



*Youth Service Director, Rtn Dr Hoh Sek Tien introducing the camp programme and its objectives*

Report with inputs from Dr Hoh Sek Tien

### 15.3 Rotary My Wish Fund

The Rotary My Wish Project was initiated in 2008 to grant meaningful wishes to terminally-ill adult patients from low-income households. The hope is to bring joy and create lasting memories for the beneficiaries and their families, even if only for a day. The beneficiaries are referred to the Rotary My Wish Project by their medical social workers and healthcare providers. Many of the beneficiaries were sole breadwinners and their passing often created desperate situations for their families.

As of 30 June 2018, 148 persons have benefited from this programme. A total of \$1,124 was disbursed in FY2017/18 for 4 beneficiaries. Currently there are a total of 8 Rotarians from Rotary EClub of 3310 in this Project who are the Trustees of the My Wish Fund and will evaluate the beneficiaries' requests for FRCS' disbursement.

In June 2018, Rotary EClub of 3310 also initiated a fundraising Movie screening in October 2018 to top up the Rotary My Wish Fund. FRCS is in partnership with Rotary EClub of 3310 in this fundraising effort and the publicity of the Rotary My Wish Fund to other Rotary clubs and friends.

Report with inputs from Ms Vicky Soo  
Chairman (Rotary My Wish Fund)

### 15.4 Rotary Happiness Fund (RHF)

The "Rotary Happiness Fund" is the major project to commemorate the 40<sup>th</sup> Anniversary of the Rotary Club of Jurong Town (RCJT).

A Trustees comprising Five Rotarians are responsible for administering the disbursements of the Fund. Three Rotarians are appointed by RCJT, one by the FRCS Board and one member from the District Youth Committee (DYC). The RCJT representatives comprises Rodger Kimpton, Garry Ng and Patrick Lim whilst Chew Phak Heng represents FRCS Board and Li Guang Sheng represents the DYC. Rodger, Phak Heng and Guang Sheng are also part of the FRCS Programmes and Project Committee.

The Fund is used for funding Inter-generational projects to benefit the needy aged in Singapore. Priority will be accorded to projects benefitting those who pass the government means tests but, will not be restricted to this group if the selection committee approves the waiver of this qualifying yardstick.

After many fruitful years of cooperation, the trustees decided to wind up the Joint Venture with South West CDC, called the Roary Happiness Fund @SW-CDC. During the year, students from ACJC completed 3 Intergenerational projects - "Together Singapore" Hwa Chong "Project Platinum" and Hua Yi "Seniors activity and Bonding". The remaining funds in the JV have been earmarked for projects by Interactors at ACJC and JPJC scheduled for completion during this Rotary year 2018/19.



The future focus of the RHF with the promotional help of the FRCS will be directed at Inter-

generational projects of youth groups specifically supported by Rotary clubs in Singapore. The RHF supported several high quality inter-generational projects in Singapore during the year with the help of FRCS to raise awareness of this fund with the other Rotary Clubs.

In the Financial Year, FRCS has disbursed \$1,000 to Tampines Junior College Interact Clubs (care of Rotary Club of Raffles City) for their projects benefiting residents of Moral Home for the Aged Sick, underprivileged elderly, Lions Befrienders, wellness Centre and Evergreen Circle.



\$3,540 was also disbursed to the Rotary Club of Singapore for the award-winning “Grey Can Still Play” project by the Interact Coordinating Committee together with the Rotary Club of Singapore, Youth Corps Singapore and Metropolitan YMCA with other funding support from Canon and Management Development Institute of Singapore (MDIS).

“Grey Can Still Play” was a one-day community service event held on 17 March 2018 with Ms Tin Pei Ling, Member of Parliament for MacPherson gracing the event as Guest of Honour during the Carnival segment at the Samtas Hall of the MDIS at Stirling Road. The event brought together 100 needy seniors from the Eunos/MacPherson neighbourhoods and 227 Interactors from 14 different Interact Clubs in Singapore for a day of fun and meaningful interaction.

The project included a “mass house cleaning activity” of homes of the needy seniors in the Eunos-Macpherson area in the morning, followed by engagement activities with the seniors by the youths through a “Carnival” which included activities such as games, handicraft making, singing and a lunch party.

The objectives were to foster the spirit of volunteerism and develop organisational skills amongst our youths and promote "Inter-club" collegiality, all of which are in line with the values of the Rotary family.

The tangible outcomes were (1) cleaner homes for the seniors, (2) meaningful interaction between youths and seniors, and (3) a HAPPY afternoon of activities for the beneficiaries.



*Mass cleaning of homes at the Eunos and MacPherson areas*





*Great Job! Happy Residents and Volunteers!*



*Guest of Honour, Ms. Tin Pei Ling, MP for the MacPherson constituency lent star appeal to the event*



*FRCS ED during lunch with the elderly*



*Mass Exercise*



*Games with the Elderly*

In all, there were 6 intergenerational projects funded and 360 youth volunteers and 325 elderly who mutually benefited from the Rotary Happiness Fund and Rotary Happiness Fund @ SW-CDC.

We look forward to all the Rotary clubs in Singapore positively encouraging their youth organizations to undertake many Intergenerational projects and to make much more use of the support of the Rotary Happiness Fund.

Report by: Mr Rodger Kimpton  
Chairman (Rotary Happiness Fund)

## 15.5 Avoidable Blindness Fund (ABF)

The Avoidable Blindness Fund (ABF) is used to combat against blindness that can be avoided. The fund is also used to help those inflicted with such illnesses and others who are at risk.

In the course of the financial year, the ABF fund supported the Rotary Inter Districts 3310 & 3300 Seeing Eye to Eye 7<sup>th</sup> International Conference which was held on 7 October 2017 titled **“BLINDNESS PREVENTION IN ASEAN: ROTARY’S RESPONSE”**. The event was held at Singapore National Eye Centre (SNEC) Auditorium.

This event brought together Rotarians, Lions Befrienders, Ophthalmologists, eye hospital administrators and eye care professionals in ASEAN and various groups of volunteers. As a prelude to the conference there was a welcome fellowship on 6 October 2017 which was very well patronized by participants and speakers alike.

A total of 86 Rotarians and Guests registered for this event. An additional 27 Interactors from NPSI School and 10 Rotractors from ITE College East boosted the attendance to 123 registered participants. Guest of Honour for the event was Minister Grace Fu, Ministry of Culture, Community and Youth.

Ambassador Mr K Kesavapany, Governor Singapore International Foundation and President of RC Raffles City also spoke on the subject “ASEAN 50” and Rotary Blindness Prevention making a difference.

The conference touched on the following topics:

- i) “Preventing Glaucoma Blindness: Where are we now?” By Adjunct Associate Professor Rahat Hussein, Senior Consultant, Glaucoma Department SNEC.
- ii) “Ophthalmic Education: Enhancing Learning with Simulation” By Associate Professor Ian Yeo, Deputy Medical Director (Education) SNEC
- iii) “Diabetes Causing Blindness” By Dr Pall Singh, Senior Consultant Ophthalmologist, Tun Hussein Onn National Eye Hospital (THONEH) Malaysia.
- iv) “Risk Factors and Microbiology of Infectious Keratitis” “Results from the Asian Cornea Infectious Keratitis Study” By Adjunct Assistant Professor Khor Wei Boon, Consultant, Corneal & External Eye Disease Department SNEC.

Four Rotarians also presented their activities conducted in the area of Blindness Prevention. They were:

- i) Mr Leslie Salehuddin District 3300 RC Gombak spoke on “Eye Screening Project with “ONE SIGHT FOUNDATION” and other partners”.
- ii) Mr Yim Ken Fei District 3300 RC Damansara West delivered a presentation on “Gift of Sight ASEAN and Beyond”.
- iii) Mr Venkatachalam District 3310 RC Pasir Gudang presentation was titled “The Rotary Eye Center”.
- iv) Mr Chew Ban Seng District 3310, Rotary E-Club of 3310 presentation was titled “From Normal to Critical”.

There were also two presenters from ASEAN Countries as follows:

- i) Dr Benjamin Cabrera, from Philippines, President ASEAN Association of Eye Hospitals (AAEH) spoke on the subject: “Current Status of Blindness Prevention in Philippines”.
- ii) Dr Tjahjono D Gondhowiardjo, Consultant Ophthalmologist, Jakarta Eye Center, Council Member AAEH spoke on the topic: “Current Status of Blindness Prevention in Indonesia”

Other Presentations include:

- i) On a lighter note our first time partner Lion Eric Koh Project LRS/GOS Team Leader, LSSC enlightened members on their “Lions SaveSight Centre Singapore”.
- ii) Director Elaine Woon of Project Orbis Singapore and member of RC Singapore Heartlands spoke on the work that ORBIS is doing in the region and globally in the area of Blindness Prevention.

THE ASEAN ROTARY CIRCLE on Blindness Prevention a new initiative to bring the message of Blindness Prevention to all corners of ASEAN was launched by RRC Mr David Tong.



*Welcoming our Guest-of-Honour, Minister Grace Fu*



*Minister Grace Fu delivering her Address*



*Panel Discussion*

Reported by: Ms Dorothy Loke  
President, Rotary Club of Singapore Heartlands

## 15.6 Rotary-ITE Student Excellence Award

As early as 1997, Mr Allan Yap, Charter President of the Rotary Club of Bugis Junction (RCBJ) felt that workers in the building and construction industry should inculcate the mindset of **Do It Once Do It Right**, as the consequences of a faulty job could be dire. He felt it was important that technical training schools inculcate in youths an excellence oriented mindset.



As a result, the annual Rotary ITE Student Excellence Awards was established by Mr Allan Yap through RCBJ with FRCS as the fund custodian. The main objective of the Rotary-ITE Student Excellence Awards is for the students to build self-confidence and pride in their skills. The criteria for this award are:

- To award deserving graduating students who have excelled in their academic performance
- To inculcate a mindset of "Do it once, do it right" in school and when performing their chosen trade skills after graduation
- To encourage the practice of high ethical standards in their chosen careers

In addition to the award, the students are invited for a tea session with RCBJ Rotarians who will share about their professions and offer mentorship for the students.

The awards will be presented during a Rotary Club of Bugis Junction official function, such as the Installation Dinner or Anniversary celebrations. Senior Minister of State Mr Peter Chen presented the maiden Awards on 2 July 1998 at the Pinetree Town and Country Club to signify its importance.

In the financial year, the Rotary-ITE Student Excellence Awards 2017 ceremony was held at Jen Hotel Tanglin on 11 November, 2017. A total of \$960 was spent on this fund and a donation of \$3,000 was received from Mr Allan Yap as a top up to the fund held in FRCS' custody.



### **15.7 The Rotary Club of Singapore East Education Bursary Fund**

The Rotary Club of Singapore East Education Bursary Fund was conceived and inceptioned by Ms Low Wei Ling, President of 2011/12 and her Board of Directors. Initial inspirations were enunciated as early as December 2010. It is envisaged that this will be the long-term vision project for the Rotary Club of Singapore East (RCSE) and was successfully carried through as Major Project for RCSE's Golden 50<sup>th</sup> Anniversary in 2015/16. This is the 8th year running with the FRCS being custodians of the funds. The Fund envisions collaborations to achieve its 6-figure fund raising goals. A win for all!

The purpose of the fund is to benefit selected students who are Singaporeans and are not financially privileged. This may include but not limited to those who may already have study loans, home incomes below guidance thresholds. It is preferable that the students are not current recipients of other forms of grants/bursaries/scholarships. However, this is not a compulsory requirement. The fund benefits a wide scope of students ranging from Primary to Tertiary levels.

In line with RCSE's Membership and New Generation groups goal of identifying and grooming future members and leaders, it is envisioned that such students would grow into Rotarians in the future.

The Fund committee currently comprises of 3 members of RCSE, namely, Ms Low Wei-Ling, Mr Max Lum and Mr Robert Khan with senior advisors being Club Charter Member and Past Presidents Council Quek Shi Lei and Richard Chan who render special consultation and oversight.

In FY2017/18 \$5,500 was disbursed to benefit 11 students from the Singapore University of Social Sciences with 5-figure disbursements over the years to the qualifying tertiary institutions.

Report with inputs by Ms Low Wei-Ling, Mr Max Lum and Mr Robert Khan

### **15.8 13.3 Crohn's & Colitis Society of Singapore (CCSS)**

FRCS continues to support the growth and functioning of Crohn's & Colitis Society of Singapore (CCSS) this year, one of the many organisations proudly started by Rotarians for the community in Singapore. The membership of CCSS now stands at 136, of which, 55 are children.

Our support to CCSS includes the following:

- a. Administration of the Crohn's IBS Funds
- b. Fundraising
- c. Storage for CCSS
- d. Use of meetings rooms for CCSS Programmes for their growing membership

Rotary Club of Raffles City in partnership with the Foundation of Rotary clubs (S) Ltd organized a Charity Film Show, Star Wars: The Last Jedi at Shaw Theatres on 18 December 2017 of which CCSS is a beneficiary. The audience were provided brochures as well as a sharing by Mr Kesavapany about the support services provided by the Crohn's & Colitis Society of Singapore.

Report with inputs by Ms Nidhi Swarup

### **15.9 Projects by Rotary clubs in Singapore supported by FRCS through FRCS Enhanced Grant**

The FRCS Enhanced Grant is intended to encourage Rotary clubs in Singapore to perform community projects in Singapore with FRCS matching \$0.50 to every \$1 raised by the clubs through FRCS. The budget for the Enhanced Grant is decided by the FRCS Board and is sourced from FRCS general reserves.

FRCS received a number of Enhanced Grant applications in the course of the year and the following are some of the notable projects.

#### ***15.9.1 Donation of Milk and Diaper to Residents in Ren-Ci Nursing Home at Ang Mo Kio – Rotary Club of Garden City***

##### **Project Background**

This is one of the five local community services projects planned for Rotary Year 2017/18 by Rotary Club of Garden City to carry out a joint project with a local company, M/S In Interior Design Pte Ltd. The Committee identified the project for Ren-Ci Nursing Home at Ang Mo Kio which is a new Home completed in July 2017 to re-house 200 residents from Ren-Ci old home at Tan Tock Seng and to extend capacity to 472 beds at 10 Ang Mo Kio Avenue 8 Singapore 567727.

The Committee comprised of 5 Rotarians from RC Garden City, 2 representatives from Interior Design Pte Ltd and Ren-Ci Nursing Home Manager.



### The Budget

1. Garden City proposed to raise \$10,500 to purchase and supply milk and diapers for 200 residents in the home.
2. Interior Design Pte Ltd pledged to contribute \$5,000 to the Home for gifts and catering dinner for the residents and to donate excess balance to the Home.

### The Objective

1. To promote **Rotary Moto – Service Above Self** by getting along the members and family members for active participation.
2. To enable Rotarian family members understands the social needs of the underprivileged people in our community.

### The Report

1. RC Garden City raised \$7,200 from members and spouses and obtained \$3,033.48 enhance grant from FRCS. The Club spent \$10,233.48 for the elderly diapers/pants and milk powder. It arranged the supplier to deliver in three months for to Ren-Ci Nursing Home at Ang Mo Kio on 24 November 2017, 29 December 2017 and 22 January 2018.
2. The project partner paid for all the entertainment program, foods and gifts for the residents and donated their balance of fund \$3,000 to the Home.
3. Rotary Club of Garden City had 13 Rotarians, 3 Spouses and 3 children visited and given out gift to each of the bedridden residents. They also helped to accompany or wheelchair residents from their wards to multi-purposes hall where our project partner M/S In Interior Design Pte Ltd's staff were simultaneously entertaining the residents with games and performance.
4. More than 47 participants and volunteers interacted with the residents with foods and entertainment and bring them cheers in the new environment.





Report by: Rotary Club of Garden City, received from Mr Chew Phak Heng

### ***15.9.2 Projects by Rotary Club of Pandan Valley***

#### ***a. Pneumonia Prevention Health Talk - 24 March 2018***

The first Health Talk on pneumonia prevention was organised for elderly residents of Teck Ghee Constituency. This was planned to precede the first actual vaccination day on 7 April, 2018. The talk is to bring awareness of the common conditions of Pneumonia and the importance of vaccinations. The process will then help to identify the elderly that are in need of the vaccinations or with preconditions that will be asked to sign up for the vaccination.



*Pneumonia Prevention Health Talk - 24 March 2018*



*Stretching exercises for participants during the talk.*



***b. Pneumonia Vaccination Day - 7 April 2018***



*Officiating at the opening of Vaccination Day was our Guest of Honour, Senior Minister of State for Health & Transport, Dr Lam Pin Min.*



*Guest of Honour, Senior Minister of State for Health & Transport, Dr Lam Pin Min visited the Mobile Clinic.*



*During the registration, vaccination recipients watched a pre-vaccination video and were tested for their comprehension.*



***c. World Pneumonia Day - 26 November 2017***



***d. Chinese New Year Food Distribution Project 2018***

Date of Project: 3 February 2018

Venue of Project: Red Hill Close and Kim Tian Place

Recipients: 230 senior citizens

This annual project of RCPV was carried out in partnership with Apex Club. The funds were raised from RCPV members and friends. \$1,240.16 of the Family Aid Fund from FRCS was also utilized. The project aimed to distribute food and grocery items to about 250 senior residents on social welfare subsidy residing in one-room HDB rental flats in Redhill and Kim Tian estates.

One day before the project, grocery and food items were chosen and purchased from Sheng Siong Supermarket and Gardenia Food. The food and grocery items selected were necessities for their daily meals and well-being. One or two items specifically were added to bring the Chinese New Year festive cheers to them. Also, Ang Pows were distributed to add to the festivity.

As this was the Chinese New Year period, the recipients needed money to purchase new clothes and beautify their homes to give it a festive mood. With this in mind, RCPV decided to give them a bigger Ang Pows to make the necessary purchases. With the extra cash, we hope that they will be able to celebrate the Chinese New Year with greater joy.

At about 1pm. on the day of the project, the food items were delivered to the venue in crates and boxes. About 30 Rotarians from Rotary Club of Pandan Valley, family members, interactors and friends assembled at the venue at 11.30am to unpack and assemble the food items getting them ready for distribution.

At 1pm, the recipients who were mobile assembled in an orderly fashion in the void deck to collect the food items and ang pows.

The Rotarians and interactors were at hand to distribute and put each grocery item into bags. A few of the recipients were less mobile and weak. To help them, some Rotarians and Interactors assisted them by collecting the grocery items on their behalf.

There were about 50 recipients that were home bound for various reasons. The grocery items were packed into bags and were delivered to their homes by Rotarians and Interactors. Also, this gives us an opportunity to visit them and have a chat to inquire of their well-being, a firsthand experience that were treasured by those who visited the homes. The project was completed at 3.00 pm and Rotarians wrapped up the afternoon.



*Rotarians and Interactors distributing the food items*



*President TC giving out Ang Pow*



*Grocery packed and ready for home delivery*

Report by: Rotary Club of Pandan Valley, received from Mr Rajamohan Munisamy



### ***15.9.3 A Loaf of Love @ Teck Ghee by Rotary Club of Singapore North***

Date of Project: Every Wednesday from July 2017

Venue of Project: Teck Ghee Neighborhood

Recipients: 300 needy senior residents

This ongoing community project of RCSN was carried out in partnership with Teck Ghee Community Club since 1 October 2015. This was upgraded to be a project partnership with FRCS from July 2017 with a matching grant of up to S\$10,000 from FRCS Enhanced Grant. The budget for the project for this year was set at S\$30,000. Funds were raised from club members and friends. The project aimed to distribute bread and grocery items on a weekly basis to 300 needy senior residents that resides in one-room HDB rental flats in the neighborhood. They were shortlisted by the social welfare service of the Teck Ghee Community Club.



Grocery items like kaya, eggs, jams were chosen and ordered every month from Ang Mo Supermarket Pte Ltd. Bread was from Gardenia Food. Both vendors offered preferential and discounted pricing and delivers the items to the distribution center every week. Whole meal bread were provided instead of white bread once a month to encourage a healthier lifestyle. Bread and grocery items were chosen based on costs and feedback from residents.



The distribution takes place every Wednesday from 2.45 pm. The needy residents would collect from the distribution centre at Block 414 Ang Mo Kio Avenue 10. Joining Rotarians includes members of public and Rotaractors from ITE College Central. The Rotarians would help pack the food items into the plastic bags and help with the registration and distribution. Some Rotarians would go to the homes of those that have difficulties collecting from the center. There are about 20 of them and are usually those that have mobility issues or are too frail to walk. These visits helps the volunteers to enquire about their well-being and gain a firsthand experience of the impact of this project on the community. The project usually ends around 3.45pm.

In appreciation for our Club's participation for this project, we were acknowledged at the Lunar New Year Dinner event by the Member of Parliament for the Teck Ghee Constituency for the past 2 years.

Report by: Mr Wong Kok Kit

President, Rotary Club of Singapore North RY2018-19

Director, RCSN Community Service RY2017-18

#### ***15.9.4 The Rummikub Project - Game for Mental Fitness by Rotary Club of Bukit Timah***

In the course of the year, FRCS continued to serve the community with the sale of the stock of Rummikub sets at a subsidized rate of \$30 per set. All Rummikub sets have been sold out in early FY2018/19. The below is a sharing from Rotary Club of Bukit Timah of their initiative in this aspect.

##### **Introduction**

ROTARY CLUB OF BUKIT TIMAH (RCBT) is committed to community service projects in spirit of and in line with guidelines outlined by the Rotary International. RCBT members and the Board of Directors of RCBT unanimously embarked on “Mental Wellness for Communities in Partnership with Communities” theme for RCBT’s major projects.

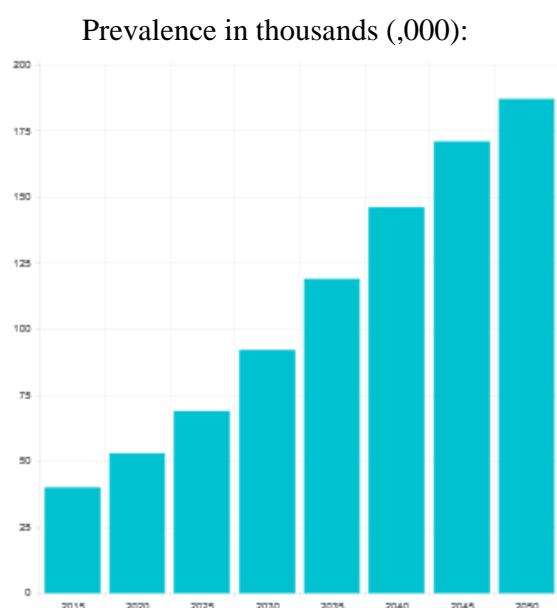
In all projects and events initiated or supported by RCBT, the theme of ‘Mental Wellness’ is one of the key elements. One of RCBT’s successful projects, “Mental Wellness through RUMMIKUB” is a subset of this theme.

RCBT has also started “Fellowship with Ukulele” during the club’s fellowship meetings that underlines the same theme. RCBT members and well-wishers have shown enthusiasm, interest and passion in projects related with this theme, by way of initiating, participating, and sponsoring. RCBT has currently established a dedicated committee of 5 members to focus on this well intended theme, so that RCBT can look forward to effective implementation to meet the objectives, engage in fund-raising and sponsorships for a worthwhile cause, and in the process, benefit personally since the current membership shows quite a number of elderly (yet young at heart) on RCBT’s membership roll.

##### **Background**

Dementia is an illness which affects the brain, causing the brain cells to die at a faster rate than normal. It is not normal ageing. As a result, the mental abilities of the person with dementia declines. This leads to failing memory, deterioration of intellectual function and personality changes.

##### **Dementia Projection in Singapore**



(Source: Alzheimer’s Disease Association)

The statistical appendix in a report to Asia Pacific members of Alzheimer’s Disease International presents individual estimates of prevalence and incidence for each of the economies included in the region, for the period between 2005 to 2050.

Of particular note is the prevalence of dementia in Singapore, where in 2005, those with dementia aged 65 years and above numbered 22,000.

By 2020 it is projected the figure will increase to 53,000, a figure which will more than triple to 187,000 by 2050.

It is estimated that currently 1 in 10 of seniors have mental illness such as dementia. (Seniors are defined as persons of age 60 and above).

It is also well-known among care-givers in health care industry that it is relatively much more difficult to provide professional care to patients with ‘mental illness’ than to even patients who had stroke or heart attack.

It is known that playing mentally challenging games helps to delay the potential onset of mental illness.

It is well known from elementary Psychology that every human being develops, from his cognitive development stage, major faculties - which may be summarized as: long and short-term memory, ability to manipulate numbers (mathematical skills), playing with words (language and communication), grasp the spatial relationships (coordination), appreciate aesthetics and make logical decisions (leadership), in addition to maintaining eye-hand coordination. One easy way to continue to protect these critical faculties even during the silver years is to continually practice these.

RUMMIKUB, in addition to providing a mildly challenging platform to practice these faculties, allows socializing with peers that is the other aspect of human psychology that can prevent depression and loneliness.

RUMMIKUB is a game that can be played by 2-4 persons, it utilizes tiles and involves numbers, colors, arrangements, clever decision making and memory. Quite a few have conveyed to us that playing this game on regular basis have improved their confidence and relationships with peers, friends, relatives and spouse.

Many of those elderly that we personally gifted the RUMMIKUB sets to, on special occasions, birthdays, anniversaries etc, have appreciated its value as ‘gift’ and told us that RUMMIKUB has helped them to engage their guests during leisure, fellowship and family occasions.

Foundation of Rotary clubs (Singapore) Ltd (FRCS) have known the importance of mental wellness through RUMMIKUB and stowed a substantial number of excellent quality RUMMIKUB sets with large fonts for benefit of Rotary clubs in Singapore as well as for general public at a very reasonable price.

#### Key Projects

##### ***RUMMIKUB PROJECT WITH DIGNITY KITCHEN (DK):***

During RY 2015-16-17 RCBT teamed up with Dignity Kitchen, the first and probably only organization in Singapore started with objective “to build and return the dignity to the disabled and disadvantaged through vocation with passion”.

A number of elderly from old folks’ homes were invited and sponsored to join in lunch/brunch cum RUMMIKUB sessions at DK. This project served dual purpose of fulfilling DK’s as well as RCBT’s objectives.

RCBT soon realized that some of the elderly from the old folks’ homes may have had mild mental illness symptoms and since we need to only approach the mentally fit, and since it was not easy at the time to distinguish, the project was temporarily suspended. RCBT plans to revive the project, if the criteria for participation (mentally fit) can be met.

##### ***RUMMIKUB PROJECT WITH CALVARY COMMUNITY CARE (C3)***

The community partners for this project include Calvary Community Care (C3), a Nonprofit organization in Singapore, who are associated with Potong Pasir Community Center (PPCC) for venue and miscellaneous facilities.



Nearly 39-40 sessions have been planned during the calendar year 2018.

The sessions commenced on 16 January 2018 as planned and shall continue till 27 November 2018 for the current season, with scope for extending this project beyond.

The sessions are conducted every Tuesday afternoon, in cozy activity rooms of Potong Pasir Community Center (PPCC).

Nearly 200 seniors are registered with C3, out of which between 30 to 40 seniors regularly enroll themselves for the RUMMIKUB Sessions, and the number is growing. Within 6 months, RCBT have loaned 10, and plan to extend to 13-15 sets of RUMIKUB for the purpose.

Young volunteers from SMU attend these sessions to help and enjoy themselves in the company of the elderly, RCBT appreciates their contribution.

We have definitely witnessed the cheers on the faces of both the elderly and the youth.

#### Plans

During the RY 2018-19, RCBT plans to approach the mental wellness theme through various angles.

- Community Centers and Community Care Centers:

RCBT plans to aggressively approach CCs and Care Centers to try to bring them on board with the “Mental Wellness through RUMMIKUB” initiative.

Success of Project with C3 (& PPCC) may serve as an ideal example. A contest is planned in August to create more interest among the elderly that are already in the program, with a view to spread the awareness island-wide by the silver jubilee of RCBT (chartered in Singapore on Valentine’s day 14 February 1995).

- Secondary Schools and Junior Colleges:

RCBT plans to approach various Secondary Schools and JCs to promote awareness of mental wellness, not just among seniors or the elderly but across the ages, in view of worldwide and local statistics on mental illness among student communities. In this venture, RCBT may take advantage of MOU between RCBT and Circle of Life that was signed in RY 2015-16. This will also help to achieve the intergenerational initiative of FRCS.

- Rotary Clubs/FRCS:

RCBT plans to work hand in glove with other Rotary clubs in Singapore and FRCS. This way we may synergize the strengths and achieve sponsorships and fundraising targets for a worthy cause.

RCBT acknowledges with thanks initiative by Rotary Club of Singapore East to have invited RCBT President and members to make a presentation to RCSE on our RUMMIKUB project.

Report by : Mr Ajitchandra Vasant Sule  
President, Rotary Club of Bukit Timah

### **15.10 Lifelong Learning Courses for Seniors**

Once again, FRCS partnered with SACE to lifelong learning courses for Seniors. In 2017, SACE conducted 56 runs of the following 18 courses benefitting 1005 participants. Singaporeans and PRs have their fees greatly subsidized by the National Silver Academy. Most of the courses are eligible for payment by SkillsFuture Credit. Courses offered include:

1	Acting Skills for Stage Performance
2	Applied Psychology for Third Agers
3	Art Appreciation Journey
4	Brain Gym for Mental Fitness
5	Caregiver Skills for Seniors
6	Choir Singing Voice Training
7	Choreographed Dance Performance Training
8	Computer Media A-Z
9	Creativity by Mature Minds
10	Emotional & Psychological Realities of Ageing
11	Food for Healthy Ageing
12	Legal Matters for Seniors
13	Mindfulness for Well being
14	Personal Analytics for Self-Development
15	Photo Stories - Basics of Photography
16	Resolving People Problems
17	Starting a Small Business
18	Video Stories

Report with inputs by Mr Goh Kim Seng

President, The Singapore Association for Continuing Education (SACE)  
/University for the Third Age, Singapore (U3A Singapore)

## 16. Communications Committee

The Communications Committee is formed in FY2016/17 by the amalgamation of the previous Rotarian Relations Committee and Public Relations Committee. As part of the action plan from the Strategic Planning report, the committee will be formulating a communications plan in to synergise with the 23 Rotary clubs and enhance the FRCS Brand in Singapore.

In the course of the year, at the suggestion of ED, FRCS has organized a Christmas Dinner in December 2017 for the newly elected FRCS Board to connect with the club presidents.



*FRSC Christmas Dinner 2017*



*Club Visit to RC Singapore East during CNY*

A factsheet and presentation materials to the clubs were drafted and a timetable for club visits in May 2018 was drawn up. However, the FRCS Board would like the club visits to be put on hold whilst the strategic planning action items were being decided upon.



*FRCS Factsheet*



*Learning journey to Enabling Village*

A learning journey at the Enabling Village was also organized in August 2018 for the Rotary clubs to visit the Enabling Village to get to know more about the disability sector and for FRCS to connect and share about the projects we have been doing. One of our beneficiaries, the Robotics Club of Bukit Merah was also invited to fellowship and share their project with the clubs.

Report by: Mr Brown Pereira  
Chair, Communications Committee

## **17. Acknowledgement**

The Foundation is most appreciative of the contributions and assistance of the following:

- Its Members, the Rotary clubs in Singapore
- The Board of Directors
- All Advisors
- All Volunteers, including Bukit Merah Secondary School Robotics Club
- All Donors and Sponsors, including Lee Foundation, NTUC FairPrice Foundation Ltd, Tan Chin Tuan Foundation, Asia Pacific Breweries, Bike Continent, Chip Eng Seng, CornerStone Wines, Frasers Hospitality, Khong Guan Biscuits and Yeo Hiap Seng which have supported the Rotary Charity Golf in 2017
- All Well-wishers
- NCSS SG50 Care & Share Movement
- The dedicated staff team

## **16. Appendices**

- Appendix I: Audited Financial Statement