

Daughters of Our Lady of the Sacred Heart Overseas Aid Fund



Annual General Meeting 14th May 2019

**Including the Presentation of 2018 Annual Report
& Audited Financial Report as at 31/12/2018**

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AGENDA

1. Prayer
2. Welcome to members; Apologies
3. Reading and confirmation of minutes of 2017 Annual General Meeting held 15th May 2018
4. 2018 Annual Report
5. Audited Financial Report of OLSH Overseas Aid Incorporated
6. Election of Office Bearers
7. Other Reports/Business

South Africa - New uniform to start school



2018 MEMBERS of DOLSH OVERSEAS AID INCORPORATED

OFFICE BEARERS

Mr Michael O'Dea AM	Consultant, Carroll & O'Dea Lawyers President
Sr Philippa Murphy	Provincial Councillor of the OLSH Congregation Vice President & Secretary
Ms Josephine Heesh	Friend of the OLSH Congregation Committee Member
Mr Ian Yum	Chartered Accountant Auditor
Sr Bernadette Koning	Member of the OLSH Congregation Executive Officer

MEMBERS of INCORPORATION

Ms Judy Beswick	Respected Ex-student of the OLSH Congregation
Ms Anne Bowen	Friend of the OLSH Congregation
Ms Kathleen Donohoe	Respected Ex-student of the OLSH Congregation
Mrs Anne Doran	Friend of the OLSH Congregation
Mrs Gloria Gallaher	Associate Member of the OLSH Congregation
Hon. Deirdre Grusovin	Respected Ex-student of the OLSH Congregation
Sr Moya Hanlen	Provincial Councillor of the OLSH Congregation
Mrs Maree Hinton	Respected Ex-student of the OLSH Congregation
Hon. Justice Tricia Kavanagh	Respected Ex-student of the OLSH Congregation
Mrs Mary Lloyd	Respected Ex-student of the OLSH Congregation
Mr Robert Malouf	Friend of the OLSH Congregation
Sr Lorraine McCleary	Provincial Councillor of the OLSH Congregation
Ms Valerie McKinnon	Social worker & Friend of the OLSH Congregation
Mrs Eileen Phillips	Respected Ex-student of the OLSH Congregation
Mrs Lilyan Staniforth	Respected Ex-student of the OLSH Congregation
Sr Mary Stevens	Provincial Councillor of the OLSH Congregation
Sr Tess Ward	Provincial Leader of the OLSH Congregation

MINUTES OF THE ANNUAL GENERAL MEETING OF DAUGHTERS OF OUR LADY OF THE SACRED HEART OVERSEAS AID INCORPORATED

Held at OLSH Provincial House Meeting Room
on 15th May 2018

Present

Sr Tess Ward
Sr Philippa Murphy
Sr Lorraine McCleary
Sr Moya Hanlen
Michael O'Dea
Josephine Heesh
Valerie McKinnon
Maree Hinton
Fr Adrian Meaney
Deirdre Grusovin
Ian Yum

Apologies

Lilyan Staniforth
Gloria Gallaher
Eileen Phillips
Trish Kavanagh
Laurie Brereton

WELCOME

The President, Michael O'Dea, opened the meeting at 5.15pm. He welcomed all present and thanked them for attending. Sr Philippa Murphy played a film about the Daughters of Our Lady of the Sacred Heart mission in South Sudan and explained the great need of the people due to the situation in South Sudan.

APOLOGIES

Apologies were noted and received, as in the table above.

MINUTES

The Minutes of the 2016 Annual General Meeting, held on 11th April 2017, having been circulated to the members prior to the meeting, were tabled and taken as read. It was moved by Sr Philippa Murphy and seconded by Sr Lorraine McCleary that they be accepted as an accurate record of the meeting. All members agreed.

ANNUAL REPORT

The Executive Officer's Report was tabled by the Executive Officer, Amanda McGreal. Amanda stated that she had taken over the role after the resignation of the previous Executive Officer and that she and Fabian Molyneux had been managing the requirements of the position until a permanent Executive Officer could take over. Amanda then thanked Barbara Davis for her service to the Overseas Aid Fund and welcomed Sr Bernadette Koning into the role. The members were encouraged to read through the detailed reports of projects for each country presented in the report on pages 9 -16. Amanda pointed out that on page 16 there were the following omissions under Name of School:

Daramalan College **Canberra** to South Africa
Our Lady of the Sacred Heart College **Kensington** to Kiribati
Our Lady of the Sacred Heart School **Darra** to General Donations
St Bernard's Primary School **Botany** to General Donations
St Mary's Catholic Primary School **Darwin** to General Donations
St Paul's School **Nightcliff** to South Sudan
St Paul's **School** Woodridge to General Donations

Michael made note of the professionalism of the report and thanked the committee and in particular Amanda and Fabian for their efforts in putting together the annual report.

On page 17, the Register of Members should no longer include Claire Bowen (deceased) and Mr Ian Yum who cannot be a member due to his position as Auditor.

FINANCIAL REPORT

Mr Ian Yum, from the firm Watson Erskine & Co Pty Ltd Chartered Accountants, read through the financial report. He asked those assembled to note that on page 21 under 'Accountability and Administration' the amount should be \$16,074 not \$716,074.

Ian noted that we are no longer paying for ACFID membership. We will instead become a member of ACNC which will be dealt with as a Special Resolution. Our Accounting expenses are 2.5% which is very low compared to other Charities. Acquittals are very important and we must be vigilant in our monitoring of these.

A motion of acceptance of the Financial Report was moved by Sr Lorraine McCleary and seconded by Sr Philippa Murphy for it to be signed, after the previously mentioned amendment (page 21) is made as an accurate record of the position of the Overseas Aid Fund. The motion was accepted by all present.

SPECIAL RESOLUTION

We need to modify our constitution to apply to ACNC for another category - a Public Benevolent Institution (PBI). Due to a change in Australian Law, organisations can now only send funds overseas to assist with development projects or disaster relief. As a PBI we can broaden our support to send funds for medical, educational, poverty relief, housing, domestic violence relief and infrastructure such as vehicles and computers. Michael O'Dea moved that this Resolution be accepted; seconded by Sr Philippa Murphy.

APPOINTMENT OF OFFICE BEARERS

Michael thanked the 2017 committee, noting how well the small team had worked together for the year, and he called for nominations for the 2018 office bearers. The following nominations were made:

- **President:** Mr Michael O'Dea ACCEPTED
Moved by Sr Lorraine McCleary. Agreed by all.
- **Vice-President and Secretary:** Sr Philippa Murphy ACCEPTED
Moved by Sr Lorraine McCleary. Agreed by all.
- **Treasurer:** Josephine Heesh ACCEPTED
Moved by Michael O'Dea. Agreed by all.
- **Executive Officer:** Sr Bernadette Koning ACCEPTED
Moved by Josephine Heesh. Agreed by all.
- **Auditor:** Mr Ian Yum ACCEPTED
Moved by Michael O'Dea. Agreed by all.

Sr Tess Ward spoke of her deep gratitude to all in attendance, and mentioned that without the Members of the Board this important work could not continue to assist so many needy people in the areas we support.

OTHER BUSINESS

Michael described some of the circumstances of the people he saw himself during his visit to South Africa two years ago.

He then thanked everyone for their attendance and closed the meeting at 6.05pm.

Members were invited to refreshments which followed.

Statement of the Goals and Objectives of Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated

The objectives of Our Lady of the Sacred Heart Overseas Aid Incorporated are:-

- a) to provide for the relief of persons in countries which are, for the time being, certified by the Minister for Foreign Affairs to be Certified Countries ("Certified Countries") pursuant to the provisions of the Income Tax Assessment Act, 1997, and, without limiting the foregoing, to include relief of persons in Angola, Kiribati, Papua New Guinea, Philippines, South Africa and South Sudan.
- b) Pursuant to objective (a) and, without limiting its generality, to provide aid in the following manner:
 - i) by the relief of persons in necessitous circumstances in Certified Countries;
 - ii) to provide education for persons in necessitous circumstances in Certified Countries;
 - iii) to provide accommodation for persons in necessitous circumstances in Certified Countries;
 - iv) to provide food and sustenance for persons in necessitous circumstances in Certified Countries;
 - v) to establish and/or construct schools and/or teaching institutions for the purposes of educating persons in necessitous circumstances in Certified Countries;
- c) To assist in the funding of relief and development work carried on by the Religious Sisters known as the Daughters of Our Lady of the Sacred Heart in Angola, Kiribati, Papua New Guinea, Philippines, South Africa and South Sudan.

The main thrust of the work of the Fund continues to be in education, health care, and social and community development. From time to time we are asked to respond to other needs but these are temporary and directed to providing only urgent, short-term aid. Our support for education, health care and development are normally on a continuing, long-term basis.

Since the establishment of the Fund it has been our consistent objective to encourage and promote self-help programs which aim to improve people's general standard of living and help establish for the local people a life-style more worthy of their human dignity. We continue to espouse the following goals:

- provision of a basic standard of living
- care of children and the elderly
- empowerment of women and other vulnerable groups
- elimination of hunger through sustainable agricultural development
- encouragement of individual and communal self-help projects

In this way we aim to create a greater solidarity with and empowerment of the local people by the sharing of our resources for their betterment and ultimate self-sufficiency.

Executive Officer's Report

Good evening and welcome to our 2018 Annual General meeting and thank you for attending. I had invited Fr Roger Purcell MSC, the new Director of the MSC Mission Office, but he was unable to attend tonight. Fr Roger replaces Fr Adrian Meaney who sadly passed away earlier this year. Fr Meaney was most generous to our Sisters in the mission areas, funding various projects for which they applied to the Mission Office. They have always been grateful to him for his support, kindness and interest.

At last year's Annual General Meeting a special resolution was passed to modify the Constitution of OLSH Overseas Aid Incorporated to support an application to the Australian Charities & Not-for-profits Commission (ACNC) for registration as a Public Benevolent Institution (PBI). We are very grateful to Josephine Heesh for preparing and submitting this application on our behalf. Approval was granted by ACNC in September 2018.

As a PBI, the Fund can distribute aid to many more needy causes in third-world countries than was possible before, such as poverty relief, hunger, employment of local people, domestic violence relief, etc. The ACNC website states that "Public Benevolent Institution is a category of charity that works to relieve poverty, sickness, suffering, distress, misfortune, disability or helplessness."

On page 16 of this report, we acknowledge the major benefactors to the Fund – those individuals or entities who have donated a substantial amount. We have many more donors, of course, who give smaller amounts, but who nevertheless give what they can. Thank you to all our generous supporters without whom none of the projects outlined in the following pages would have been possible.

My thanks go to the Board – Michael, Josephine and Philippa – for their advice and for working with me last year, despite their very busy schedules, particularly in the disbursement of funds to the mission areas for their various projects.

Sr Bernadette Koning



COUNTRY BY COUNTRY PROJECT SUMMARIES

Kiribati

Choose Life Project for the Empowerment of Women

- This ongoing project provides funds to support girls in completing secondary education and to help young women access skills training in areas such as health and education so that they will be equipped to help their own people now and in the future. Many families do not have the money needed to support their children (especially girls) in the final years of secondary schooling or in undertaking further studies in health and education. This project helps not only girls but also their families and the wider community. With the visible effects of climate change and the rising sea levels in Kiribati, qualifications will be particularly necessary if they need to migrate to another country and find employment.

AUD \$32,857

School Fees

- for the final year of secondary education for a young man from a very poor family.

AUD \$1,300

Construction of a Meeting House (*Maneaba*) on Abemama

- The heart of any Kiribati community is its *maneaba* or meeting house which is the centre of village life and the basis of island governance. It has many functions – a place where guests to the village are received, feasts are celebrated, local handcrafts are created, a place of shelter and security, etc.

AUD \$15,000

Applicant: Sr Kateia Teanako

Total funded in 2018: AUD \$49,157

Example of a Maneaba



Papua New Guinea

- New aged care facility, Boroko – basic equipment for residents' garden
- Volunteers' compound, Vunapope – solar panels
- Vunapope Secondary School – sporting equipment & Home Economics utensils

AUD \$3,000

Applicant: Sr Annette Parker

Total funded in 2018: AUD \$3,000

Philippines

OLSH Charity Clinic, Marigondon

AUD \$8,000

Tutorial & Nutrition Program in Matang Tubig

- The program is ongoing and aims to assist the pupils with their assignments, to assess their reading and comprehension skills and to do simple Maths operations and problem-solving. The maximum number per class is 10. In 2018 there were 65 children enrolled in the tutorial program.
In 2018, 45 undernourished children between the ages of 1 and 6 and 5 elderly people were assisted through the nutrition program. Once a week they were given nutritious food prepared by some mothers.

AUD \$6,152

Applicants: Sr Marivic Geraldino & Sr Cherry Villegas

Total funded in 2018: AUD \$14,152



South Africa

Ametur Project – Sr Christine Martin

- Education
- Skills Training
- Community Development



Learning to crochet



Building houses

AUD \$45,000

Bakhita Outreach – Sr Helen Armstrong

- Due to changes of administration and personnel, Bakhita was not used for residential care in 2018. So the Sisters prepared an outreach service to support the orphaned or vulnerable girls who returned to their villages. This involved regular visits to their home places with local carers accompanying the Sisters. As the background of these children is extremely poor, food parcels and toiletries were brought to them, and carers checked if they had adequate clothing and bedding. School attendance and progress and their health care were monitored.

AUD \$5,000

Holy Family Care Centre – Sr Sally Duigan

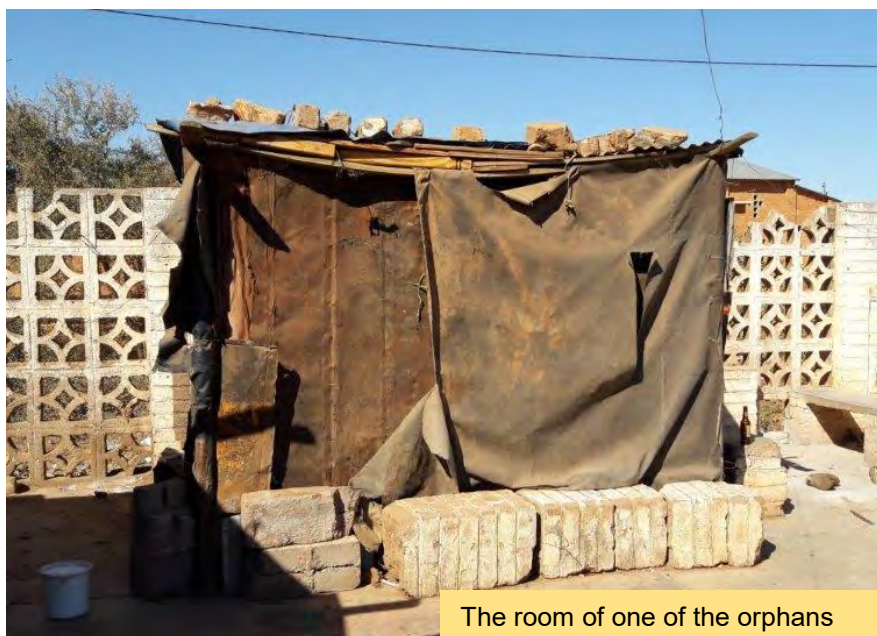
- *Ongoing development and capacity building especially through:*
 - Home-making – covering of mattresses with waterproof fabric, managing and packing clothing, bed making, preparation, cooking and serving of food, preparation of children for school, hospital, court. The children grow vegetables, raise chickens and learn to cook.
 - Maintenance – training of staff to use equipment, manage vehicles, carry out repairs, plumbing, electrical, water supply etc. Teaching children general maintenance skills.
 - Outreach – visiting families where children are reunited; assisting families to be self-supporting through garden and chicken projects.
 - Emergency funding – to meet the shortfall to cover payments for food, maintenance and utilities since the Government subsidy is very little.

- *Provision of quality holistic care for vulnerable children*
 - Health – transport to and from appointments, consultation with private health providers due to lack of Government delivery. Purchasing of extra supplements, baby formulas, nappies, special hygiene products.
 - Education – some children need home schooling as they are unable to attend regular school due to extremely poor health. Regular school liaison is necessary due to behaviour problems with some of our children.
 - Outreach – children reunited with relatives are often failing to comply with Anti-Retroviral Treatment medication and so are deteriorating in health due to different circumstances. On discharge from Holy Family, what seems will be a successful reunification does not always work out and children have to be readmitted. Outreach visits take place in liaison with Social Workers.

AUD \$50,000

Kurisanani – Sr Helen Armstrong

Kurisanani cares for more than one thousand orphans and vulnerable children (OVC) scattered throughout the large rural Diocese of Tzaneen. The project is parish-based and operates out of five parishes within the diocese. Each parish is responsible for pastoral care in up to fifteen villages. Each parish OVC coordinator has four to five assistants (carers) who visit and monitor the child-headed households and other OVC's who are cared for by their guardians or grannies. Monthly reports are submitted to Kurisanani where staff manage the finances, investigate funding and training opportunities, coordinate and distribute resources and generally support the carers. The work of coordination means that each project has to be visited regularly, in spite of the long distances and difficult terrain.



AUD \$20,500

OLSH Outreach, Nzhelele – Sr Christine Martin

On page 14 of this report, you can read what this project involves.

AUD \$25,000

Total funded in 2018: AUD \$145,500

South Sudan

Education

- Education resources
- Completion of construction of 4 satellite schools
- Accommodation for disadvantaged girls while attending secondary school

AUD \$70,500

Health

- Salary support for trained staff who are not receiving a just wage from the State Health Ministry.

AUD \$18,500

Local Community

- Emergency rations
- Water point at Mangara & Kakor
- Vehicle maintenance
- Administration costs
- Maintenance of volunteers' compound
- Women's group

AUD \$188,500

Applicants: Sr Rita Grunke & Sr Wendy Violet

Total funded in 2018: AUD \$277,500



Sr Rita with children & their teacher at satellite school at Mekerri in Jur

EVALUATION & MONITORING OF PROJECTS

SUMMARY:

At the end of each project, OLSH Overseas Aid Fund requires the project manager to provide a comprehensive report on the project and its outcomes. This includes a section in which the project is evaluated against its objectives and progress on challenges within the project.

The Fund has a standard Evaluation & Feedback form which includes the following five questions:

1. What were some of the challenges faced and overcome?
2. Were there any project outcomes that were not achieved? Why not?
3. How has this project helped the people you are working with?
4. How sustainable is this project? Will the impact of this work cease when you leave?
5. Do you have any other comment?

At each Committee meeting throughout the year, the Committee reviews the Project Acquittal forms, monitoring the outcomes, and shares any significant finding across the missions as and when appropriate.

EXAMPLE of EVALUATION & MONITORING FEEDBACK RESPONSE:

2018 OLSH OUTREACH – NZHELELE

Description of Project Over 200 orphaned and vulnerable households are in our Outreach programme which consists of a carer for every 20 children who visits homes regularly and takes activities on a Friday afternoon. The relationship of this staff member is such that advocacy, home maintenance, health and schooling issues or any behaviour problem is able to be discussed and hopefully challenged. The Management Team, which arranges all the food, transport and resources and co-ordinates peer support groups and guardian assistance, meets regularly to keep all things running smoothly. A dedicated gardening and repair team also monitors the electric fence and water supply for the entire Nzhelele mission. They also help with sport and games when the HIV+ children meet at the mission every month.

Project Outcomes The carers have done a great job to get all the children ready for school (with bags, shoes, uniforms and registration) and to settle them all into new classes.

With the summer rains, the extensive vegetable gardens and shrubbery around the mission compound have meant heavy work for those employed in that area. Sadly the drought then came to ruin the work done by the labourers in the gardens.

The special support groups – the Carers, the HIV+ children, the teenagers and the elderly guardians – have all been organized into their monthly meeting groups and are keen to come together on different days. These gatherings are helpful for self-esteem, reporting back to the Management Team, sharing situations, giving advice on what has worked in similar circumstances and exchanging local knowledge about new social workers or NGO members who have been appointed to Nzhelele Valley.

Evaluation & Monitoring

What were some of the challenges faced and overcome? For some time we had to share the convent vehicle because windscreen repair, new tyres and panel beating had to be done on the project Ute. This caused inconvenience but all worked in together over those weeks.

The Drop-in-Centre took a lot of negotiating time with locals who wanted the shared building for their use and their members to be on the staff. This issue was finally resolved by ourselves withdrawing from that particular way of supporting children and redirecting our energy where less conflict was experienced.

Were there any project outcomes that were not achieved? The vegetable gardens were a disaster because of the drought. For several weeks there was no running water on the mission and everything had to be carried in buckets. It was difficult to keep a sufficient supply of household and drinking water for the continuing staff meetings and OVC (Orphans & Vulnerable Children) support groups coming to the mission. For this reason, there was no possibility to hand water the crops and consequently they did not survive.

How has this project helped the people you are working with? There are more than 200 beneficiaries on our registration book and all of these are helped through activities, advice, support meetings, schooling, home visits, monitoring of health and presence of carers to take a personal interest in the families of those who have taken in the orphaned children. It is evident from the attendance at gatherings and the appreciation shown by those who are visited that this work is vital to the well-being of the orphans and vulnerable children. We have found that the local community are happy to have the mission in their midst and speak highly of the staff who care for the children and listen to any complaints and try to resolve issues pertaining to the community.

How sustainable is this project? Will the impact of this work cease when you leave? This project is extremely successful with little intervention from the presence of OLSH Sisters in the daily round of duties. There is a responsible Management Team in place and these members are reliable and trustworthy in reporting any situations that need intervention. They also monitor the carers and organize all the activities and the resources needed to carry out any plan that is made. The work will be able to continue under the guidance of these local people as long as the assistance with funding enables them to do the OLSH Outreach ministry in the rural villages surrounding the mission.

Any other comments? OLSH Overseas Aid Fund has contributed greatly to the health and well-being of the orphaned and vulnerable children in Nzhelele Valley. We are grateful for the funds sent to us which enable us to reach out to those most in need not only of advocacy but of uplifting living conditions and assistance with education, maintenance and nutritional supplements.



Nutritional supplements distributed to some of the orphans

ACKNOWLEDGEMENTS

Due to our donors' generous contributions during 2018, the OLSH Overseas Aid Fund continues to support the OLSH Sisters in the missions to make positive changes to the lives of poor and disadvantaged children, women and their communities.

Major Benefactors

During 2018, the major benefactors included:

- 13 Individuals donating \$5,000 or more: \$132,000
- 1 Foundation: \$20,000
- 5 Businesses: \$41,000
- 38 Pledges (monthly or quarterly donations): \$16,115
- 3 Bequests: \$32,428
- 10 Schools (see details below): \$34,331
- 11 Parishes or religious groups: \$20,620

Schools

➤ Our Lady of the Sacred Heart College, Bentleigh VIC	\$12,193
➤ Our Lady of the Sacred Heart College, Kensington NSW	\$11,972
➤ Our Lady of the Sacred Heart College, Enfield SA	\$ 453
➤ Our Lady of the Sacred Heart Primary School, Elmore VIC	\$ 2,005
➤ Our Lady of the Annunciation Primary School, Maroubra NSW	\$ 2,345
➤ Our Lady of the Sacred Heart Primary School, Darra QLD	\$ 1,121
➤ St Bernard's Primary School, Botany NSW	\$ 465
➤ St John's College, Darwin NT	\$ 2,326
➤ St Michael's Primary School, Daceyville NSW	\$ 1,000
➤ Tenison Woods College, Mount Gambier SA	\$ 451
	<u>\$34,331</u>

Volunteers

We extend our gratitude to the volunteers who work in our missions. Their help is greatly appreciated by the Sisters and by the people in the countries in which they work.

Periodic & Workplace Salary Deduction Donors

Thanks to those individuals who make regular periodic donations and the various workplaces whose staff organise periodic payments.

REGISTER OF MEMBERS

DAUGHTERS OF OUR LADY OF THE SACRED HEART OVERSEAS AID INCORPORATED

As at 31 December 2018

BESWICK	Ms Judy	4 th Floor, 131 Clarence St, Sydney 2000
BOWEN	Ms Anne	3 Gardyne St, Bronte 2024
DONOHUE	Ms Kathleen	602/170 Ocean St, Edgecliff 2027
DORAN	Ms Anne	19 Holmes St, Kingsford 2032
GALLAHER	Mrs Gloria	PO Box 187, Potts Point 1335
GRUSOVIN, AM	Hon. Deirdre	15 Virginia St, Kensington 2033
HANLEN	Sr Moya	2 Kensington Rd, Kensington 2033
HEESH	Ms Josephine	GPO Box 7105, Sydney 2001
HINTON	Mrs Maree	19 Violet St, Miranda 2228
KAVANAGH	Hon. Justice Tricia	GPO Box 4939, Sydney 2001
KONING	Sr Bernadette	4 Haig Ave, Daceyville 2032
LLOYD	Mrs Mary	2 Daunt Ave, Matraville 2036
MALOUF	Mr Robert	3 Winburn Ave, Kingsford 2032
McCLEARY	Sr Lorraine	9 Kimberley Grove, Rosebery 2018
McKINNON	Ms Valerie	11B/179 Reservoir Rd, Blacktown 2148
MURPHY	Sr Philippa	9 Kimberley Grove, Rosebery 2018
O'DEA, AM	Mr Michael	21 Waverton Ave, Waverton 2060
PHILLIPS	Mrs Eileen	20 Oxley St, Matraville 2036
STANFORTH	Mrs Lilyan	3 Mirra Place, Cromer 2099
STEVENS	Sr Mary	PO Box 346, Darwin NT 0800
WARD	Sr Tess	9 Kimberley Grove, Rosebery 2018

FINANCIAL REPORT 2018

DAUGHTERS OF OUR LADY OF THE SACRED HEART OVERSEAS AID INCORPORATED

ABN : 94 872 293 729

SUMMARY OF ANNUAL REPORT

The Daughters of Our Lady of the Sacred Heart Overseas Aid Fund remains in good financial health. We recorded just over \$560,000 in donations and, due to our low administration costs, the majority of this was dispersed to our missions.

Moving forward, the focus of the organisation will be to continue to find ways to increase our revenue through donations, such that we can maintain the support of our missions around the world.

Audited Financial Statements as at 31 December 2018

DAUGHTERS OF OUR LADY OF THE SACRED HEART OVERSEAS AID INCORPORATED

FINANCIAL REPORT 31 DECEMBER 2018

Statement by Committee of Management

Statement of Profit & Loss and Other Comprehensive Income

Statement of Financial Position

Statement of Changes in Equity

Cash Flow Statement

Notes to the Financial Statements

Independent Audit Report

Audited Financial Statements as at 31 December 2018

COMMITTEE OF DAUGHTERS OF OUR LADY OF THE SACRED HEART OVERSEAS AID INCORPORATED

STATEMENT BY COMMITTEE OF MANAGEMENT

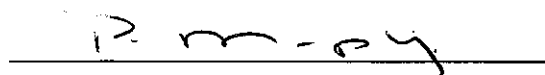
The Committee of Management for the Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated ("DOLSHOSAI") declares that DOLSHOSAI is not a reporting entity. The Committee declares that this special purpose financial report should be read in accordance with the accounting policies outlined in Note 1 to the financial statements.

The Committee declares that:

- 1) The financial statements and notes present fairly the Members' financial position as at 31 December 2018 and their performance for the year ended on that date is in accordance with the accounting policies described in Note 1 to the financial statements.
- 2) In the Committee's opinion, there are reasonable grounds to believe that DOLSHOSAI will be able to pay their debts as and when they fall due.

This declaration is made in accordance with a resolution of the Committee of Management.


Chairman – Mr Michael O'Dea


Director – Sr Philippa Murphy

14/5/19

Audited Financial Statements as at 31 December 2018

Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated

STATEMENT OF PROFIT AND LOSS AND OTHER COMPREHENSIVE INCOME For the year ended 31 December 2018

	Notes	2018 \$	2017 \$
REVENUE			
Donations & Gifts			
- Monetary		530,530	583,825
Bequests & Legacies		32,428	
Investment Income - Interest Received		194	191
Fundraising		20	
Other Income		3	
TOTAL REVENUE		563,175	584,016
EXPENDITURE			
International Aid and Development Programs Expenditure			
International Programs			
- Funds to International Programs		494,299	620,002
Fundraising Costs			
- Public			2,859
Accountability and Administration	7	15,836	16,074
Total International Aid and Development Programs Expenditure		510,135	638,935
Other Comprehensive Income			
TOTAL EXPENDITURE		510,135	638,935
TOTAL COMPREHENSIVE INCOME Surplus/(Deficit)		53,040	(54,919)

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes

Audited Financial Statements as at 31 December 2018

Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated

STATEMENT OF FINANCIAL POSITION

As at 31 December 2018

	Notes	2018 \$	2017 \$
ASSETS			
Current Assets			
Cash and cash equivalents	2	227,794	175,629
Trade and other receivables	3	<u>651</u>	<u>429</u>
Total Current Assets			176,058
TOTAL ASSETS		<u>228,445</u>	<u>176,058</u>
LIABILITIES			
Current Liabilities			
Trade and other payables	4	<u> </u>	<u>653</u>
Total Current Liabilities			653
TOTAL LIABILITIES			<u>653</u>
NET ASSETS		<u>228,445</u>	<u>175,405</u>
EQUITY			
Retained earnings	5	175,405	230,324
Current earnings		<u>53,040</u>	<u>(54,919)</u>
TOTAL EQUITY		<u>228,445</u>	<u>175,405</u>

The above Statement of Financial Position should be read in conjunction with the accompanying notes

Audited Financial Statements as at 31 December 2018

Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated

STATEMENT OF CHANGES IN EQUITY

For the year ended 31 December 2018

	Retained earnings	Total
REVENUE		
Balance at 31 December 2016	230,324	230,324
Excess of revenue over expenses	(54,919)	(54,919)
Balance at 31 December 2017	175,405	175,405
Excess of revenue over expenses	53,040	53,040
Balance at 31 December 2018	228,445	228,445

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes

CASH FLOW STATEMENT

For the year ended 31 December 2018

	Notes	2018 \$	2017 \$
Cash Flow from Operating Activities			
Grants and other receipts	8	562,981	583,825
Payments to overseas projects		(494,299)	(620,002)
Payments to suppliers and employees		(16,711)	(18,933)
Interest received		194	191
Movement in non cash items		—	889
Net (Outflow) / Inflow from Operating Activities		52,165	(54,030)
Net increase/(decrease) in cash and cash equivalents		52,165	(54,030)
Cash and cash equivalents at the beginning of the financial year		175,629	229,659
Cash and cash equivalents at the End of Financial Year		227,794	175,629

The above Cash Flow Statement should be read in conjunction with the accompanying notes

Audited Financial Statements as at 31 December 2018

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2018

Note 1. Summary of Significant Accounting Policies

The Management Committee has prepared the financial statements of DOLSHI on the basis that the entity is a non-reporting entity because there are no user dependent upon general purpose financial statements. The financial statements are therefore special purpose financial statements that have been prepared in order to meet the needs of the Association. The Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated is a not-for-profit entity for the purpose of preparing the financial statements.

This special purpose financial report has been prepared to meet the reporting requirements of the Australian Charities and Not-For-Profits Commission Act 2012.

The financial report has been prepared in accordance with the recognition and measurement requirements of the Australian Accounting Standards and Account Interpretations, and the disclosure requirements of AASB 101 Accounting Policies, Changes in Accounting Estimates and Errors, AASB 1031 Materiality, AASB 1048 Interpretation of Standards, AASB 1054 Australian Additional Disclosures and other significant accounting policies described below.

The financial report has been prepared on an accruals basis and is based on historical costs modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

The financial statements have been also prepared with consideration of the disclosure requirements in accordance to the ACFID code of conduct.

i) Impairment of Assets

At each reporting date, the entity reviews the carrying values of its assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

Where it is not possible to estimate the recoverable amount of an individual asset, the entity estimates the recoverable amount of the cash-generating unit to which the asset belongs.

ii) Trade and Other Payables

These amounts represent liabilities for goods and services provided to the association prior to the end of the financial period and which are unpaid. The amounts are unsecured and usually paid within 30 days.

iii) Trade Receivables

All trade receivables are recognised at the amounts invoiced. Recoverability of trade receivables is

reviewed on an ongoing basis. The amount of any provision is recognised in the income statement in other expenses.

iv) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

v) Goods and Services Tax

Revenues, expenses and assets are recognised net of goods and services tax, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense.

Receivables and payables are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to, the ATO is included as a current asset or liability in the balance sheet.

Cash flows are included in the cash flow statement on a gross basis. The GST components of cash flows arising from investing and financing activities which are recoverable from, or payable to, the ATO are classified as operating cash flows.

vi) Revenue Recognition

Grant revenue is recognised in the income statement when it is controlled. When there are conditions attached to grant revenue relating to the use of these grants for specific purposes, it is recognised in the balance sheet as a liability until such conditions are met or services provided.

Donations and bequests are recognised as revenue when received unless they are designated for a specific purpose, where they are carried forward as prepaid income on the balance sheet.

Interest revenue and distribution income from investments is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

All revenue is stated net of the amount of goods and services tax (GST).

vii) Income Tax

The entity is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997.

viii) Rounding

All amounts in the Financial Statements have been rounded to the nearest dollar, unless otherwise stated.

Audited Financial Statements as at 31 December 2018

Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2018

	2018 \$	2017 \$
Note 2. Current Assets - Cash and Cash Equivalents		
Cash		
Fund Bank Account	226,656	174,970
Incorporated Account	<u>1,138</u>	<u>659</u>
Cash and Cash Equivalents	<u>227,794</u>	<u>175,629</u>
Note 3. Current Assets - Trade and Other Receivables		
GST Receivable	<u>651</u>	<u>429</u>
Trade and Other Receivables	<u>651</u>	<u>429</u>
Note 4. Current Liabilities - Trade and Other Payables		
Trade and other payables	<u> </u>	<u>653</u>
Trade and other payables	<u> </u>	<u>653</u>
Note 5 Retained Earnings		
Retained Earnings at the beginning of the year	175,405	230,324
Net Surplus/(Deficiency)	<u>53,040</u>	<u>(54,919)</u>
Retained Earnings at the end of the year	<u>228,445</u>	<u>175,405</u>
Note 6. Remuneration of Auditors		
Remuneration for the audit	<u>4,140</u>	<u>2,859</u>
	<u>4,140</u>	<u>2,859</u>
Note 7. Accountancy and Administration Cost		
Accountancy and administration costs represent	15,836	16,074
2.8% of the organisation's total revenue		
Note 8. Grants and Other Receipts		
No single appeal grant or any other form of fundraising for designated purpose generated more than 10% of OLSH Overseas Aid and development revenue for the year.		



Watson Erskine Pty Ltd
Chartered Accountants

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Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated
ABN 94 872 293 729

**Auditor's Independence Declaration
to the Committee members of
Daughters of Our Lady of the Sacred Heart
Overseas Aid Incorporated**

In accordance with Section 60-40 of the *Australian Charities and Not-for-profits Commission Act 2012*, I declare that, to the best of my knowledge and belief, during the year ended 31 December 2018, there have been no contraventions of the auditor independence requirements of any applicable code of professional conduct in relation to the audit.

Watson Erskine Pty Ltd
Authorised Audit Company

IAN YUM
Director

Dated this 14th day of May 2019

Sydney, NSW



Watson Erskine Pty Ltd
Chartered Accountants

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Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated
ABN 94 872 293 729

Independent Audit Report to the Committee members of Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated

Report on the Audit of the Financial Report

Qualified Opinion

We have audited the accompanying financial report, being a special purpose financial report of Daughters of Our Lady of the Sacred Heart Overseas Aid Incorporated (DOLSH-OAI), which comprises the statement of financial position as at 31 December 2018, the statement of profit and loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the statement by committee of management.

In our opinion, except for the effects of the matter described in the *Basis of Qualified Opinion* section of our report, the accompanying financial report presents fairly, in all material respects, including:

- (i) giving a true and fair view of the DOLSH-OAI's financial position as at 31 December 2018 and of its financial performance for the year ended;
- (ii) complying with Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*; and
- (iii) complying with financial reporting requirements set out in Class Order 11/01 of the *Associations Incorporation Act 2009*.

Basis for Qualified Opinion

Cash donations are a source of fundraising revenue for DOLSH-OAI. The Committee has determined that it is impracticable to establish control over the collection of cash donations prior to entry into its financial records. Accordingly, as the evidence available to us regarding fundraising revenue from this source was limited, our audit procedures with respect to cash donations had to be restricted to the amounts recorded in the financial records. We therefore are unable to express an opinion on whether the recorded cash donations of DOLSH-OAI are complete.

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the DOLSH-OAI in accordance with the auditor independence requirements of Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for*

Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the Committee to meet the requirements of Australian Council For International Development and Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance

The Committee is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* and for such internal control as the Committee determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Committee is responsible for assessing the DOLSH-OAI's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Committee either intends to liquidate the DOLSH-OAI or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the DOLSH-OAI's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

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

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

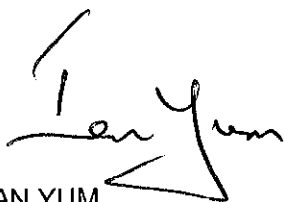
- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the DOLSH-OAI's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the DOLSH-OAI's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the DOLSH-OAI to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide the Committee with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

Watson Erskine Pty Ltd
Authorised Audit Company



IAN YUM
Director

Dated this 14th day of May 2019

Sydney, NSW