

Annex A

Prescribed Form for Posting of Basic Information and Financial Standing of Account Holder on Internet

1. Non-Financial Information

Name of Organisation: The Substation Ltd Address: 45, Armenian Street, Singapore 179936	Contact Information Name of Contact Person: Ms Julie Englefield Telephone No: 63377535 Fax No: 63372729 Email Address: Julie@substation.org Web-site Address: www.substation.org
Charity Status Charity Regn No: 01138 Charity Regn Date: 05 December 1995 Constitution: <i>Company limited by guarantee</i> Date of Establishment: 26 September 1995 ROS/RCB Regn No: 199506857R	IPC Status Effective Date : 23 Nov 2006 – 31 Dec 2009 A Member of National Arts Council Central Fund
Vision/Mission: The Substation's mission is to support research and innovation in the arts by nurturing and challenging Singapore artists, providing an open space for artistic experimentation, promoting interaction between diverse artists and audiences, facilitating critical dialogue in the arts and fostering regional and international arts reworks.	No. of Beneficiaries: <Optional> Programs/Activities * For current year: * For last year:
Patrons: Prof Tommy Koh Trustees/Board Members: Mr. Chew Kheng Chuan, Mr. Arun Mahizhnan, Mr. Peter Schoppert, Mr. Richard Eu, Mr. T.Sasitharan, Mr. Vikram Khanna, Ms Tan Pin Pin, Ms Mavis Chionh Sze Chye Key Employees: Julie Englefield, Audrey Wong Wai Yen, Lee Weng Choy Auditor: David Yeung & Co PAC	

2. Financial Information*

Income	Year 1 (S\$'000) FY 2007	Year 2 (S\$'000) FY 2008	Year 3 (S\$'000) FY 2009	% Increase/ (Decrease) [FY09 on FY08]
Donations in Cash				
- Tax Deductible	210	107	122	14
- Non-Tax Deductible ⁱ	NA	31	1	-97
Donations in Kind				
- Tax Deductible	NA	NA	NA	NA
- Non-Tax Deductible	NA	NA	NA	NA
Grants / Sponsorships	198	195	103	-47
Investment income	NA	NA	NA	NA
Investment gains	NA	NA	NA	NA
Others (please specify if material)	288	350	494	41
Total Income	696	683	720	5

Expenses	Year 1 (S\$'000) FY 2007	Year 2 (S\$'000) FY 2008	Year 3 (S\$'000) FY 2009	% Increase/ (Decrease) [FY08 on FY07]
Direct Fund-raising Expenses ⁱⁱ	NA	NA	NA	NA
Charitable Activities Expenses ⁱⁱⁱ				
- Local	165	240	297	24
- Overseas	NA	NA	NA	NA
Other Operating & Administration Expenses ^{iv}	455	435	414	-5
Others (please specify if material)	NA	NA	NA	NA
Total Expenditure	620	675	711	5
Surplus / (Deficit)	75	7	9	29

Balance Sheet	Year 1 (S\$'000) FY 2007	Year 2 (S\$'000) FY 2008	Year 3 (S\$'000) FY 2009	% Increase/ (Decrease) [FY08 on FY 07]
<u>ASSETS</u>				
Land and Buildings	NA	NA	NA	NA
Other Tangible Assets	130	112	110	-2
Investments	NA	NA	NA	NA
Inventories	NA	NA	NA	NA
Accounts Receivable	130	45	102	127
Cash & Deposits	342	459	408	-11
Others (please specify if material)	NA	NA	NA	NA
Total Assets	602	616	620	1
<u>FUNDS</u> <To breakdown by each fund as suggested below>				
Unrestricted Fund ^v	152	159	168	6
Restricted Fund ^{vi}	165	165	165	-
Endowment Fund ^{vii}	79	79	79	-
Total Funds	396	403	412	2
<u>LIABILITIES</u>				
Long-Term Liabilities	NA	NA	NA	NA
Current Liabilities	206	213	208	-2
Total Liabilities	206	213	208	-2
Total Funds and Liabilities	602	616	620	1

Other Information	Year 1	Year 2	Year 3	% Increase/ (Decrease) [Year 3 on Year 2]
Donations/Grants and Sponsorships given to other Charities (S\$000)	NA	NA	NA	NA
No. of Employees	14	12	12	-
Total Employee Costs (S\$000)	454	435	414	-5
Total Related Party Transactions ^{viii} (S\$000)	NA	NA	NA	NA
Fund-raising efficiency ^{ix}				
Ratio of reserves to annual operating expenditure ^x	1 : 0.64	1 : 0.60	1 : 0.60	-

ⁱ These include donations collected through flag days, donations that entail benefits to the donors and donations received for overseas purposes.

ⁱⁱ This refers to costs directly incurred and paid for during fund-raising. They include such costs as advertisements, printing, publicity materials, rental of premises, logistics, hiring of commercial third-party fund-raisers, organizing games of chance, etc.

ⁱⁱⁱ These are all resources applied by the charity in undertaking its work to meet its charitable objectives in the delivery of goods and services. Such costs include the direct costs of the charitable activities together with those support costs incurred that enable these activities to be undertaken

^{iv} These are expenses which relate to the general running of the charity that provide the governance infrastructure which allows the charity to operate, to generate the information required for public accountability, and the strategic planning processes that contribute to future development of the charity.

^v These are generally unrestricted funds which the IPC is free to use for its programmes and operating costs e.g. General Fund.

^{vi} These are special funds held by the IPC that can only be applied for specific purposes, e.g. Building Fund.

^{vii} These are funds which the IPC holds in trust for the benefit of the IPC as a capital fund. Generally, only interest income from Endowment Funds are used, and not the capital sum.

^{viii} Related Party Transactions refer to transactions between the IPC and another person where either person could have influence over the other. For example, if a board member of an IPC is related to a certain supplier of services for the IPC, the value of the transactions should be disclosed. Refer to the Financial Reporting Standards for the full definition of Related Party Transactions.

^{ix} This is expressed in the ratio of A to B, where A refers to Direct Fund-raising Expenses and sponsorships relating to fund-raising (where receipts have been issued by sponsors); and B refers to total donations received from fund-raising and sponsorships relating to fund-raising (where receipts have been issued by sponsors).

^x This is expressed in the ratio of C to D, where C refers to Unrestricted Funds; and D refers to Charitable Activities Expenses and Other Operating and Administration Expenses.