

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 Official opening: 16 September 1990	Contact Information Name of Contact Person: Ms Emily Hoe Telephone No: 63377535 Fax No: 63372729 Email Address: emily@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 UEN: 199506857R	IPC Status Effective Date : 01/01/2010 – 31/12/2012 A Member of National Arts Council Central Fund
Vision/Mission: <ul style="list-style-type: none">▪ <i>To develop art practitioners through experimentation and engagement in contemporary art practices</i>▪ <i>To provide platforms for art practitioners to investigate the potentials of interdisciplinary art practice</i>	No. of Beneficiaries: <Optional> Programs/Activities * For current year: * For last year:
Patrons: Prof Tommy Koh Trustees/Board Members: Mr. Chew Kheng Chuan, Mr. Peter Schoppert, Mr. T.Sasitharan, Mr. Vikram Khanna, Ms Tan Pin Pin, Mr Graham Berry, Mr Paul Khoo (as of end FY2011) Key Employees: Emily Hoe, Noor Effendy Ibrahim Auditor: Kreston David Yeung PAC (UEN 200717891W)	

2. Financial Information*

Income	Year 1 (S\$'000) FY 2009	Year 2 (S\$'000) FY 2010	Year 3 (S\$'000) FY 2011	% Increase/ (Decrease) [FY11 on FY10]
Donations in Cash				
- Tax Deductible	122	144	25	-83
- Non-Tax Deductible ⁱ	1	4	4	0
Donations in Kind				
- Tax Deductible	NA	NA	NA	NA
- Non-Tax Deductible	NA	NA	4	100
Grants / Sponsorships	104	140	228	63
Investment income	NA	NA	NA	NA
Investment gains	NA	NA	NA	NA
Others (programme, course, rental and interest income)	812	636	610	(4)
Total Income	1038	924	871	(6)

Expenses	Year 1 (S\$'000) FY 2009	Year 2 (S\$'000) FY 2010	Year 3 (S\$'000) FY 2011	% Increase/ (Decrease) [FY11 on FY10]
Direct Fund-raising Expenses ⁱⁱ	NA	NA	NA	NA
Charitable Activities Expenses ⁱⁱⁱ				
- Local	318	170	161	(6)
- Overseas	NA	NA	NA	NA
Other Operating & Administration Expenses ^{iv} (staff, finance and other)	711	717	776	8
Others (please specify if material)	NA	NA	NA	NA
Total Expenditure	1029	887	937	5
Surplus / (Deficit)	9	37	(66)	

Balance Sheet	Year 1 (S\$'000) FY 2009	Year 2 (S\$'000) FY 2010	Year 3 (S\$'000) FY 2011	% Increase/ (Decrease) [FY11 on FY 10]
<u>ASSETS</u>				
Land and Buildings	NA	NA	NA	NA
Other Tangible Assets	110	109	97	-11
Investments	NA	NA	NA	NA
Inventories	NA	NA	NA	NA
Accounts Receivable	102	106	162	53
Cash & Deposits	408	414	268	-35
Others (please specify if material)	NA	NA	NA	NA
Total Assets	620	629	527	-16
<u>FUNDS</u> <To breakdown by each fund as suggested below>				
Unrestricted Fund ^v	168	205	139	-32
Restricted Fund ^{vi}	165	165	151	-8.5
Endowment Fund ^{vii}	79	79	79	-
Total Funds	412	449	369	-17.8
<u>LIABILITIES</u>				
Long-Term Liabilities	NA	NA	NA	NA
Current Liabilities	208	180	158	-12
Total Liabilities	208	180	158	-12
Total Funds and Liabilities	620	629	527	-16.2

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	12	13	13	-
Total Employee Costs (S\$'000)	460	485	497	2.5
Total Related Party Transactions ^{viii} (S\$'000)	NA	NA	NA	NA
Fund-raising efficiency ^{ix}				
Ratio of reserves to annual				

operating expenditure ^x	1 : 0.60	1 : 0.80	1 : 0.50	-
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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.