



**Foundation Inc**

# ANNUAL REPORT

For the year ending 30 June 2009

## ABOUT US

HOPE FOR CAMBODIAN CHILDREN FOUNDATION INC. IS AN INCORPORATED ASSOCIATION REGISTERED IN TASMANIA.

**ABN** 82 131 966 197

**REGISTERED OFFICE** 44 Pindos Drive TRANMERE TAS 7007

**AUDITOR** Benedict Leung, SANDY BAY, TAS 7005

**BANKERS** NAB Oxford Street Darlinghurst NSW 2010

### CONTACT DETAILS

**GENERAL CORRESPONDENCE** PO Box 889 Surry Hills NSW 2010

**SPONSORSHIP** [hfccsponsorship@gmail.com](mailto:hfccsponsorship@gmail.com)

**FINANCE** [hfccfinance@gmail.com](mailto:hfccfinance@gmail.com)

**WEB** [hopeforcambodianchildren.org](http://hopeforcambodianchildren.org)

## OUR BOARD

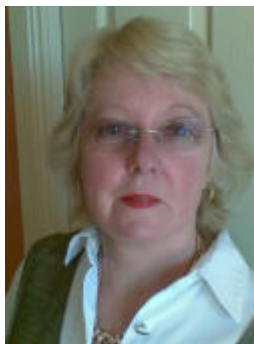
Our Board as at 30 June 2009 comprised of:

|  |   |
|--|---|
| <b>Jenny McAuley (Chair)</b><br>Victoria<br>BA & BSW (University of Tasmania)<br>Senior Public Servant and member of the Victorian Juvenile Parole Board   | <b>John Kinsella (Deputy Chair)</b><br>NSW<br>Managing Director of Billbergia Pty Ltd<br>Builder  |
| <b>Ross Smith (Treasurer)</b><br>NSW<br>Accountant<br>B Com UNSW<br>CPA (Certified Practising Accountant)<br>AAICD (Associate of the Australian institute of Company Directors)  | <b>Daphne Taylor (Secretary)</b><br>ACT<br>Retired Librarian and Teacher<br>BA  |
| <b>William Ayliffe (Public Officer)</b><br>TAS<br>Barrister<br>LLB (University of Tasmania)  | <b>David McAuley (Board Member)</b><br>VIC<br>University Student  |
| <b>Jennifer Mason-Cox (Board Member)</b><br>TAS<br>Registered Nurse<br>B.App.Sci (Nsg ) (Bachelor of Applied Science (Nursing))<br>Grad. Dip Bus Admin (Graduate Diploma Business Administration)<br>MBA (Masters of Business Administration)<br>Grad. Cert Emerg. Mgt (Graduate Certificate Emergency Management) | <b>Michael Clarke (Board Member)</b><br>TAS<br>Managing Director, Oceana Consulting PL<br>Former Secretary, Tasmanian Department of Premier and Cabinet<br>Former Deputy Secretary/Acting Secretary, Australian Department of Administrative Services<br>Former Principal Consultant to the Australian Minister for Health<br>BA JP |
| <b>Rob Ferguson</b><br>NSW<br>BA(UNSW) in Psychology (1969)<br>Retired Company Director  | <b>Fran Ferguson</b><br>NSW<br>BA (Macquarie) in Communications (1985)<br>Retired Teacher and Publicist   |
| <b>Tim Berry (Founder)</b><br>QLD<br>Primary Producer/Entrepreneur   | <b>Joy Smithers</b><br>NSW<br>Actor   |

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## CHAIRPERSON'S REPORT



### Chair's Report

This year 2008/09 has been a year of both consolidation and further development for the HfCC Australian Foundation. We are a small, independent foundation set up to develop and support services and programs for children, young people and their families who have been affected by the HIV/AIDS virus. Our work to this stage has focused in Battambang, Cambodia.

Establishing a foundation, developing a Board as a working team, developing a strategic plan and continuing to raise funds to support the ongoing work has been a significant challenge. As a Board and together with many other people who have greatly assisted us, we have achieved a great deal during this year.

In May we submitted an application for AusAID registration and accreditation to the Department of Foreign Affairs and Trade. In October 2009 we were formally notified that our application had been successful.

Thanks go particularly to Mike McAuley for all his work in writing and collating the application. We are now in the process of applying to the Australian Taxation office for Deductible Gift Recipient status and for exemption from relevant Australian taxes.

In July Board member Michael Clarke, conducted a two day workshop with the Board. The process of developing a strategic plan was very positive for the Foundation Board. It provided the Board with the opportunity to share our reasons for involvement with HfCC and to share what we individually set out to achieve. The resulting strategic plan is a representation of the collective views of board members and presents a very clear picture of what we are aiming to achieve. I would like to thank Michael Clarke for his role in leading the process and work in developing the strategic plan.

The child sponsorship program is a very important means of getting people involved in the work we are doing and also in providing funds to support the day to day care, education and health care of the 116 children living at the centre. Ninety-eight 9(98) of the children are receiving general sponsorship, five have health and dental sponsorship and three (3) are receiving sponsorship for education. There are a total of 87 individual sponsors. A number of these people have visited the centre during the year, meet the child/children they sponsor and experienced first hand the magic of HfCC children. We thank them for their ongoing support and commitment to the children. I would also like to acknowledge the wonderful work of Daphne Taylor, Alison Taylor

and Geoff Taylor for all the meticulous work they have done in redeveloping and expanding the child sponsorship program

Board members, particularly Joy Smithers and Ross Smith with assistance of many others, particularly Mark Eldridge, have organized a number of fund raising events during the year. These include a number of dinners and cocktail parties which have been held in Sydney, Canberra and Melbourne, a dinner dance, Love Letters the play. We have also been engaged in a number of guest speaker opportunities in Sydney, Melbourne, Canberra and Hobart.

The Foundation continues to work very closely with HFCC centre in Battambang, staff and children alike. During the year there have been regular visits by individual members of the Board to the centre.

David McAuley, who went to HfCC in November 2008 for 6 months, to work and volunteer coordinator and ended up managing 3 roles i.e. Resident Donor Representative, Acting Director of the centre and the Volunteer Coordinator. This has been a huge task and responsibility to take on. We have been very fortunate that David was prepared to undertake these roles and to remain working at HfCC in a voluntary capacity until such time as the Board appointed a long term resident donor representative. We are also planning to have a person take up the role of volunteer coordinator during 2010.

During the year three large container full of equipment, books, clothes, toys, medical and dental equipment and supplies, sports equipment have left Australia and been delivered to HfCC in Battambang. The process of getting the containers into Cambodia was very difficult but was achieved by the persistence and patience of staff in Cambodia. The first container sponsored completely by DHL after being packed in Sydney by Geoff and Daphne Taylor arrived at HfCC in May. The second container the contents and shipping cost having been donated to HfCC by Gerry Schwartz contained furniture, beds and many TV's. The third container fully sponsored by TOLL arrived in November. It contained school desks, chair, tables, library shelves and cupboards. The contents was donated and packed by Melbourne Grammar School in Victoria Australia. The container also had sporting clothes and equipment, casual clothes and school supplies.

I want to thank the companies and the people who have donated shipping costs, material and their time to send such wonderful and much needed goods to the children living at HfCC in Cambodia.

The newly appointed Resident Donor Representative, Mr Philip Wingate arrived and started worked at HfCC at the beginning of November. I would like to welcome Philip to the role and wish him well in his new life and work in Cambodia. We are very pleased to have him in the role and look forward to supporting him in such a critical role in our work.

One of the most exciting developments during 2009 has been the establishment of a relationship between Melbourne Grammar School in Victoria and HfCC in Cambodia. The school has adopted HfCC as a project as part of the social enterprise curricula for students in years 10 & 11. During the year members of the Board and other volunteers have visited the school, meet with teachers, students and parents to talk about our work at HfCC and to assist in developing ideas about how the students could participate in our work. A number of groups of students and teachers have become sponsors of individual children. Parents, teachers and students have raised money for projects at HfCC. One family raised money through a birthday party. Attendees made a donation to HfCC in lieu of taking a gift to the birthday people. This was very generous and illustrates how

committed and positive young people are toward assisting other young people. We are delighted to have developed a relationship with MGS and look forward to it continuing for many years.

## IN CAMBODIA

**The following are extracts from the full Donor Representatives Report which can be found as Annexure 1 to this annual report.**

HfCC centre in Cambodia has 110 children living there. There are 67 boys and 43 girls at the centre.

In 2009 sixteen (16) children were admitted into to HFCC residential program. During the year Seven (7) children were reintegrated into the community. There are currently seven (7) children/ children being transitioned into the residential program. There are 2 boys and 5 girls. Transitional care is the term used for children of house-parents or children that the centre has not formally signed into its care program because documentation and further information is needed, or their stay at HFCC is on a very temporary basis.

On of the most significant developments in the program during 2009, has been in the area of outreach and community education programs There are nine(9) families who live in the community who are receiving ongoing support.

- HFCC supports 4 babies with Milk Formula to prevent HIV from breast milk
- HFCC supports 7 families with rice every month
- HFCC supports travel costs of 2 children from rural areas to receive HIV medication.
- Other materials given to these families include clothing, toothbrushes and paste, mosquito nets, bed mats, soap, washing powder, baby bottles and school books.
- There have been a number of families and children that we have supported on a temporary basis until a different form of care could be found.
- A work agreement has been established with another non government agency to offer medical services to the 55 children living at the other centre. This consists of emergency medical services, triage and two yearly checkups for all children, with documented medical files.
- HFCC offers free schooling for 100 / 150 children from the local community.
- HFCC provides medical care to 100 / 150 children from the local community, as well as family members and relatives of these children.
- This year a dental clinic was set up by Paul Taylor and his wife Eynes. Dental checks and treatment were carried out on 40 individuals from the local community and 40 children from the other NGO centre orphanage. This was a wonderful effort by Paul and Enyes who not only undertook the work but also privately financed the establishment of the clinic.

## SUSTAINABILITY

Another significant development during 2009 was the growing of rice. Two rice harvests were completed during the year. All the children and staff assisted at each stage of the process. This year we did have to share the profits with any outside party.

In total kilograms of rice - 2.7 tonnes was grown and processed. This accounts for roughly two months of HFCC rice (including outreach rice projects). In the previous year HFCC received less than 1 tonne of rice from the harvest. This was a wonderful effort by everyone involved. It really helps to make HfCC more self sufficient and therefore sustainable.

HFCC does however need to obtain a *land and agriculture expert* from overseas to come and do an assessment of HFCC land and develop a cost effective plan. This is a priority for the Foundation in developing our work in Cambodia.

## VOLUNTEERS

A large number of volunteers have visited the centre throughout the year.

Longer term volunteers are being used in a more productive way such as formal teaching, assistance in the library, medical assistants, sports coaching, computer teaching, maintenance, record keeping, computer maintenance, painting and administrative tasks.

In January a group of people, lead by Fran and Rob Ferguson visited the centre and spent 4 days building new play equipment for the children. This was a fantastic effort as it also involved teaching some of the young male residents how to build things. These are very valuable skills to have. The end products, great outdoor equipment continues to be enjoyed by the children.

In December a group of students, ex students, parents and teacher from Melbourne Grammar School (MGS) visited the centre for 4 days. During the visit members of the group constructed a fence around the lagoon. This was a project which has needed doing for a long time. The fence serves as an important safety measure for the small children living at the centre. We greatly appreciate the work that was undertaken by the MGS group. The other projects the group worked on included assisting to set up the computer laboratory and the planting of fruit trees. There was also plenty of time for volley ball and soccer matches and just sitting around talking and getting to know each other. We really look forward to MGS visiting HfCC again during 2010.

Police checks are required for all male volunteers working at HFCC, and for the majority of female volunteers. No visitors or unauthorised individuals are left alone with the children without a member of staff present. There is a child protection policy in place at HfCC and the policy is strictly adhered to.



## CARE & EDUCATION PROGRAM

There are a range of areas that have been focused on in relation to the care and support of the children during the year.

- Child behaviour and development continues to be a focus of all the staff. Reports from local community and schools are that our children are well behaved and good in their studies.
- The children have continued to make very good progress at school. The majority, over 80 % of the children are in the top 10 students in their classes. The children work very hard both at school and in the additional classes which are provided at the centre.
- Housemothers and staff have received training and guidance in relation to discipline and positive reinforcement of the children, first aid training and other skills training.
- HFCC has taken on a more active role in the Buddhist community attending 4 Buddhist festivals this year and making donations and offerings at the local pagoda. This proved to be very successful in building relationships with local elders and families.
- Pocket money – Children under the age of 4 do not receive pocket money. Children in grades 1 to 3 receive \$2 per month, children in grades 4 to 6 receive \$3 per month, and children in grade 7 and above receive \$5 per month. For children that receive \$5 dollars they use approximately \$3 dollars of this on school fees and costs.
- In June of 2009, the Donor Representative requested that the Cambodian Ministry of Social Affairs undertake an assessment of the centre and the care programs. The feedback was very positive with only minor issues reported.
- A children's committee has been established. This provides the children and staff with a platform from which to discuss issues in the centre and ideas for development as per the recommendation of the Ministry of Social Affairs
- Food and nutrition for the children has improved with children receiving, fruits, vegetables, eggs, fish, meat, rice and bread. It was noted there is an issue with sugar content of the food. Meetings and a training program have been held with the cooks to reduce sugar in food.
- There are a number of maintenance issues that need attention at the centre. Currently maintenance work is prioritized but as the buildings get older the need for maintenance will only increase. The Foundation is looking for a volunteer, with expertise in civil engineering/building to assist develop a maintenance plan and schedule for the centre.

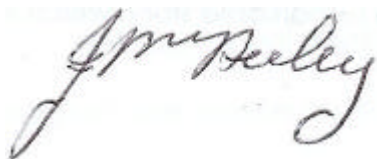
## CONCLUDING COMMENTS

The continued support and partnership with Jesuit Mission Australia has been an enormous help to the Foundation. We would like to thank Fr Phil Cotty, Edwina MacArthur and Tas Refeeq for their continued support and assistance.

I would to thank my fellow board members for their commitment and hard work to the Foundation and to the children and families we are supporting in Cambodia. I would also like to acknowledge the great assistance to the work of the Foundation of Mark Eldridge, Irwin Saul, Geoff Taylor, Alison Taylor, Mike McAuley, Pat Stanton, Patsy Dagget, Frank O'Connor and Anthony Lowe.

I would especially like to acknowledge and thank the work of my fellow Board members Joy Smithers, Ross Smith and Michael Clarke. Joy has been an inspiration and shown incredible dedication to our work with HfCC in her efforts at fundraising, organising events and initiating and implementing our Shades 4 Aids campaign. Ross Smith our treasurer has undertaken an immense amount of detailed and important accountability work required to operate a Foundation. Michael Clarke has always been available to write and rewrite letter, reports and contracts. I would like to thank each of these dedicated people for all their work. It is a pleasure to have each of them on the team.

**Finally and most importantly I would like to thank all of our individual and corporate supporters for their donations and support of our fundraising events. Without your assistance none of this would have been possible.**

A handwritten signature in black ink, which appears to read 'Jenny McAuley'.

**Jenny McAuley**  
**Chair**  
**Hope for Cambodian Children Foundation**  
**Australia**

## STRATEGIC PLAN 2009/2010 TO 2011/2012

### VISION

*Hope for Cambodian Children Foundation Inc* envisages a society:

- where all children can reach their full potential;
- where all children have meaningful futures;
- where all children play a worthwhile role within their family, Battambang province, and Cambodia, and
- which respects and nurtures their Cambodian culture.

### MISSION

Our mission is to work in partnership with the local Cambodian community, other NGO's and relevant authorities to make a difference to the lives of children in need, their families and their community.

### VALUES

*Hope for Cambodian Children Foundation Inc* is committed to demonstrate as its guiding principles:

- Quality, creativity and collaboration in our work;
- Care and compassion towards those entrusted to us;
- Integrity, ethical behaviour, honesty and trustworthiness in our behaviour;
- Respect, dignity, justice, non-discrimination and tolerance in our treatment of all;
- Proactive and responsive in our approach;
- Accountability and transparency in our operations.

## **KEY RESULT AREA 1: CARE AND DEVELOPMENT**

*relevant and culturally appropriate health, education, welfare and life-skill services.*

### **OBJECTIVES:**

1. A safe, secure and nurturing environment for the children to be maintained and further developed.
2. Health care and community services within the Centre and the local community to be expanded, refined and maintained to meet the physiological, psychological and sociological needs of the children, while respecting their cultural and spiritual values.
3. Relevant education and life skills programs at all levels to be established and maintained to enable children to become self-sufficient and to prepare them to compete in the modern world, while meeting their cultural, traditional and religious needs.
4. Appropriate outreach programs to be established and maintained to increase the self-sufficiency and sustainability of the community of which the children are a part.
5. A sport and activity program to be developed that engenders team spirit and peer support.

## **KEY RESULT AREA 2: RESOURCE SECURITY**

*sustainable, predictable financial, material and human resources to enable the maintenance and development of the organization and its programs.*

### **OBJECTIVES:**

1. Sufficient predictable and regular income to be obtained to enable sustainable staffing and services by identifying and accessing financial sources, strategies and projects.
2. Source suppliers and obtain adequate materials and equipment to implement the programs and operate the services of the Foundation.
3. Support the goals of the Foundation by identifying and recruiting staff and volunteers with relevant skills, knowledge and experience.

### **KEY RESULT AREA 3: EFFECTIVE QUALITY MANAGEMENT**

*robust, transparent and effective management systems.*

#### **OBJECTIVES:**

1. Relevant management of human resources - including recruitment, training and professional development programs for staff and volunteers – to be developed, implemented and maintained.
2. All statutory obligations, in both Australia and Cambodia, to be identified and satisfied.
3. Relevant management of financial information systems to be developed, implemented
4. Relevant management of financial information systems to be developed, implemented and maintained.
5. An appropriate arrangement to be introduced and maintained at the Battambang Centre to ensure the provision of reports on the upkeep of buildings and equipment, child movements, and other relevant matters.
6. Effective engagement of the local Cambodian community to support Foundation programs.
7. Responsible and transparent governance, including the monitoring and evaluation of the Foundation's Strategic Plan.

### **KEY RESULT AREA 4: COMMUNICATIONS**

*effective internal and external communications.*

#### **OBJECTIVES:**

1. Ensure consistent and timely information flows by establishing and maintaining appropriate communications with all internal stakeholders.
2. Enable dissemination of information to external stakeholders by establishing and developing appropriate communication and marketing mechanisms.
3. Ensure that the Foundation is receptive and responsive to all information exchanges.

## FUNDRAISING

The Hope for Cambodian Children Foundation Inc does not receive any government funding and relies solely on the generosity of individuals and the corporate sectors for its funds.

Our funds are obtained by donations, sponsorship and fundraising events.

### **We sincerely thank all of those who supported us in 2008-2009**

The following details some of our fundraising projects and events in 2008/2009.

#### **MELBOURNE COCKTAILS**

This was held in September 2008 at the premises Grant Thornton Accounting, Spring St Melbourne. The event raised more than \$5000.

#### **COCKTAILS ON THE BALCONY**

This was held at Turnbull and Partners offices in Potts Point and was possible by the provision of the venue by Lucy and Malcolm Turnbull and the generosity of Mark Eldridge from Caterinc and Tim Berry from the Midnight Shift.

This event was socially and financially successful with over \$33,000 being raised.

#### **LOVE LETTERS (by A R Gurney)**

This stage presentation was held during the Sydney Gay and Lesbian Mardi Gras season at the Factory Theatre in Sydney. It starred Joy Smithers and Andrew McFarlane, was directed by Zoe Carides and produced by Mark Eldridge.

### **LOOKING AHEAD 2009 - 2010**



In 2009-2010 we are embarking on a major fundraising project with Shades4AIDS. This will be rolled out during the year with May 1 2010 set down as Shades4AIDS day. We are inviting schools from around Australia to participate.

More details can be found on the shades4AIDS website.

***Benedict Leung***

Chartered Accountant  
ABN: 87 359 582 128

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Battery Point Tas 7004  
Telephone: 03 62238699  
Facsimile: 03 62236793  
Email: bkyleung@bigpond.com

**Hope for Cambodian Children Foundation**

**Financial Statements**

**For the Year Ended 30 June 2009**



Chartered Accountant



***Benedict Leung***

CHARTERED ACCOUNTANT

Benedict K Y Leung CA

Telephone: 03 62238699 Fax: 03 62236793

E-mail: [bkyleung@bigpond.com](mailto:bkyleung@bigpond.com)

44 Sandy Bay Road, Sandy Bay, TAS 7005

**HOPE FOR CAMBODIAN CHILDREN FOUNDATION**

Independent Auditor's Report to the Members of the Hope for Cambodian Children Foundation

I have audited the accompanying special purpose financial report of Hope for Cambodian Children Foundation which comprises of Statement of Income and Expenditure, Statement of Cash Flows and Balance Sheet for year ended 30 June 2009.

The Committee is responsible for the preparation and presentation of the financial report and the information contained therein in accordance with Australian Accounting Standards are acceptable basis for preparing and presenting the special purpose financial report. I have conducted an independent audit of the financial report in order to express an opinion on it to the committee. I disclaim any assumption of responsibility for any reliance on this report or on the financial statements to which it relates to any person other than that for which it was prepared.

**Auditor's Responsibilities**

My responsibility is to express an opinion on the special purpose financial report based on my audit. I conducted my audit in accordance with Australian Audit Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

**Independence**

In conducting my audit, I have complied with the independence requirements of the Australian professional ethical pronouncements.

**Qualification**

As an audit procedure in organisations of this type, it is not practicable for me to extend my examination of uncontrolled income, such as from Fund Raising activities, beyond the accounting for amounts received as shown by the books and records of the Hope For Cambodian Children Foundation.

**Audit Opinion**

In my opinion, except for the matters mentioned in the qualification paragraph, the special purpose financial statement of the Hope For Cambodian Children Foundation is properly drawn up so as to give a true and fair view of the financial position of the Hope For Cambodian Children Foundation as at 30 June 2009 and the results of its operations for the year then ended.

BENEDICT LEUNG  
Chartered Accountant

Date

17.12.09



Chartered Accountant



**hope**  
for cambodian children  
FOUNDATION INC

**INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2009**

|  | 2009           | 2008           |
|--|----------------|----------------|
|  | \$             | \$             |
| <b>INCOME</b>                          |                |                |
| <i>Income from Donations</i>           |                |                |
| General                                | 218,853        | 239,492        |
| Events                                 | 9,285          | 78,840         |
|  | <b>228,138</b> | <b>318,332</b> |
| <i>Income from Fundraising Events</i>  |                |                |
| Raffles and Charity Auctions           | -              | 26,745         |
| Ticket sales                           | 8,004          | 15,850         |
| Collection Boxes                       | 1,850          | -              |
| In Kind Income                         | -              | 7,278          |
|  | <b>9,854</b>   | <b>49,873</b>  |
| <b>TOTAL INCOME</b>                    | <b>237,992</b> | <b>368,205</b> |
| <b>DIRECT COST OF FUNDRAISING</b>      |                |                |
| Appeals                                |                | 2,128          |
| Events                                 | 2,534          | 62,943         |
| <b>TOTAL DIRECT COSTS</b>              | <b>2,534</b>   | <b>65,071</b>  |
| <b>GROSS PROCEEDS FROM FUNDRAISING</b> | <b>235,458</b> | <b>303,134</b> |
|  |                |                |
| Charitable Disbursements               | 12,046         | 12,355         |
| Jesuit Mission Overseas Fund           | 210,221        | 288,267        |
|  |                | 1,839          |
| <b>TOTAL</b>                           | <b>222,267</b> | <b>302,461</b> |
| <b>SURPLUS (DEFICIT)</b>               | <b>13,191</b>  | <b>673</b>     |

**hope**  
for cambodian children  
FOUNDATION INC

**BALANCE SHEET AS AT 30 JUNE 2009**

|  | 2009          | 2008       |
|--|---------------|------------|
|  | \$            | \$         |
| <b>Current Assets</b>                              |               |            |
| <b>Cash at Bank</b>                                |               |            |
| General Fund                                       | 680           | -          |
| Public Fund  | 23            | -          |
| Jesuit Mission                                     | 13,133        | 683        |
| <b>TOTAL ASSETS</b>                                | <b>13,836</b> | <b>683</b> |
| <b>Current Liabilities</b>                         |               |            |
| GST Payable  | - 38          | -          |
| <b>TOTAL LIABILITIES</b>                           | <b>- 38</b>   | <b>-</b>   |
| <b>NET ASSETS</b>                                  | <b>13,874</b> | <b>673</b> |
| <b>Accumulated Funds</b>                           |               |            |
| Accumulated funds at the end of the financial year | 13,874        | 673        |
| <b>TOTAL ACCUMULATED FUNDS</b>                     | <b>13,874</b> | <b>673</b> |

**hope**  
for cambodian children  
FOUNDATION INC

**STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2009**

|  | <b>2009</b>   | <b>2008</b> |
|--|---------------|-------------|
|  | <b>\$</b>     | <b>\$</b>   |
| <b>Cash flows from operating activities</b>  |               |             |
| <i>Cash receipts in the course of operations</i>                                   | 237,992       | 368,104     |
| <i>Cash payments in the course of operations</i>                                   | - 224,839     | - 367,431   |
| <b>Net cash provided by (used in) operating activities</b>                         | <b>13,153</b> | <b>673</b>  |
| <b>Cash at the end of the financial year</b>                                       | <b>13,153</b> |             |
| <b>Reconciliation of cash flows from operating activities to operating surplus</b> |               |             |
| <i>Operating surplus</i>   | 13,191        | 673         |
| <i>Increase (decrease) in creditors</i>  | - 38          | -           |
| <b>Net cash provided in operating activities</b>                                   | <b>13,153</b> | <b>673</b>  |

## OUR SUPPORTERS

David  
Ruth  
Janine  
Dr Azar  
Rita  
William  
Rosemary  
Mr & Mrs Beaton  
David  
Tim  
Bruce  
Denise & Michael  
Jeremy  
Diarmuid  
Jan & Tom  
Melanie  
Dannae  
Stephen  
Zoe  
George  
Simon & Rebecca  
David  
Ruth & Geoff  
Mollie  
Sean  
Michael  
Ben & Kylie  
Deborah  
Clarence  
Ellen, Grace, Kate & Hugh  
Virginia  
Luke  
Delia

Fay  
Michael  
Donna  
Norma  
Steven  
Jess  
Rob  
Fran  
Michael & Catherine  
Alfred  
John  
Marcus  
Fay  
Mr  
Janette  
Bruce  
Susanne  
Peter  
John  
Debbie  
Robyn  
Bridgitte

**Alsop**  
**Andrew**  
**Arnold**  
**Azar**  
**Azar**  
**Ayliffe**  
**Baker**  
**Beaton**  
**Berg**  
**Berry**  
**Berry**  
**Bourke**  
**Bourke**  
**Bowe**  
**Bowes**  
**Bowes**  
**Brown**  
**Carey**  
**Carides**  
**Carpenter**  
**Carter**  
**Cass**  
**Charlton**  
**Chick**  
**Clarke**  
**Clarke**  
**Colvin**  
**Corbett**  
**Cruz**  
**Daly**  
**Davey**  
**Downs**  
**Doyle**

**Duncan**  
**Eagan**  
**Edwards**  
**Fagan**  
**Fairbairn**  
**Feary**  
**Ferguson**  
**Ferguson**  
**Ferrara**  
**Fisher**  
**Fitzgerald**  
**Fry**  
**Galatis**  
**Gallagher**  
**Gavin**  
**Gemell**  
**Gervay**  
**Gibb**  
**Gibson**  
**Grainger**  
**Grant**  
**Gunn**

Camilla  
Ms  
Betty  
Stephen  
Joanne  
Todd  
Gail  
Ric  
Raymond & Kathleen  
Philip  
Dear  
Melinda  
Mark  
Eric  
John  
Riezel  
Dear  
Roseanne  
Vincent  
Joseph  
Anthony  
Jenny  
Jenny  
David  
Mike  
Prudence  
David  
William  
Stephen  
Peter  
Patsy  
Patsy  
Ronald  
Ms Mackieson & Mr  
Minahan  
Lucy  
Anthena  
James  
Michael  
Hong  
Toni & Andrew  
Dear Friend  
Guiseppe  
Nicholas  
Ross  
Kathy  
Kate  
Helena  
Susana  
Vicki  
James  
William  
Sheryl  
Damien  
Eigoush  
Phillippa

**Gustafsson**  
**Hannaford**  
**Harmon**  
**Harmon**  
**Harney**  
**Harper**  
**Harris**  
**Herbert**  
**Holmes**  
**Holmes-Smith**  
**Irani**  
**Jackson**  
**Judge**  
**Jury**  
**Kinsella**  
**Kinsella**  
**Leatherland**  
**Lette**  
**Liew**  
**Lombardi**  
**Lowe**  
**Mason-Cox**  
**McAuley**  
**McAuley**  
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**McCahey**  
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**McCahey**  
**McCredie**  
**McLaughlin**  
**McMinn**  
**Daggert**  
**Meredith**  
  
**Minahan**  
**Minato**  
**Mountakis**  
**Muldowney**  
**Newton**  
**Nguyen**  
**Noble**  
**Osborne**  
**Palumbo**  
**Papademetrou**  
**Parker**  
**Peake**  
**Pockley**  
**Popovic**  
**Porley**  
**Pridmore**  
**Quealy**  
**Robb**  
**Robbins**  
**Robison**  
**Ross**  
**Russell**

Lucy  
 Irwin  
 Mrs  
 Darwin  
 Shahrzad  
 Martin  
 Ross  
 Julie  
 Joy  
 Christine  
 Heidi  
 Phil  
 Amanda  
 Susan  
 Anna  
 Cheryl  
 Patrick  
 Nina  
 Brocke  
 Craig  
 Maxine  
 Daphne & Geoff  
 Alison  
 Christina  
 Helen  
 Bill  
 John  
 Rebecca  
 Lucy  
 Malcolm  
 Angelo  
 Tessa  
 Richard  
 Nathan  
 Coleen & Paul  
 Margaret  
 James  
 Paul  
 Keith  
 Morgan

Sassoon  
 Saul  
 Schofield  
 Shabanipour  
 Shabanipour  
 Sims  
 Smith  
 Smith  
 Smithers  
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 Sowerby  
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 Stack  
 Stancombe  
 Stancombe  
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 Stanton  
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 Stuart  
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 Taylor  
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 Tesoriero  
 Thomson  
 Tierney  
 Tobin  
 Tucker  
 Turnbull  
 Turnbull  
 Tzikas  
 Walsh  
 Warfield  
 Waring  
 Waring  
 Watson  
 Welsh  
 Wheeler  
 Wherry  
 Williams

Billbergia Pty Limited  
 The Midnight Shift  
 Grant Thornton Accounting  
 Century Venues  
 Caterinc  
 Turnbull and Partners  
 Toll  
 DHL  
 R M K Pty Limited  
 Michael Eagan Pty Ltd  
 Watts Energy Pty Limited  
 Southside Reinforcing Pty Limited  
 Bladerider Pty Limited  
 Earth Exchange Pty Ltd  
 Lencon Constructions Pty Ltd  
 Blue Water (NSW)  
 CEMEX Australia Pty Ltd  
 Advanced Foundation Solutions  
 JM Concreting (AUST)  
 P.A.R. Enterprises Pty Ltd  
 Rider Levett Bucknell NSW Pty Ltd  
 Actwell Trading Company Pty Ltd  
 Earshot Productions Pty Ltd  
 Marquestar Pty Ltd  
 Investec Bank (Australia) Ltd  
 Belconnen Library Service  
 Orchard Downs Pty Ltd  
 Hignett-Knight Insurance Brokers  
 Forus Group Pty Ltd  
 Trademark Waterproofing Pty Ltd  
 W H Electric Co Pty Ltd  
 Inline Fitouts Pty Ltd  
 J T Interior Pty Ltd Williams  
 Roraty Club of Boronia  
 Inspire Productions Pty Ltd  
 Dunmain Pty Ltd  
 North Hobart Uniting Church  
 Slide  
 NSW Rugby Union  
 Evolution Publishing



**អង្គការក្តីសង្ឃឹមនៃកុមារកម្ពុជា**  
**Hope for Cambodian Children**

## ANNEXURE 1 - DONOR REPRESENTATIVE'S REPORT

### CONTACT DETAILS

**Organisation Name:** Hope for Cambodian Children Foundation

**Centre Name:** Hope for Cambodian Children (HFCC)

**Address:** Balat Village, Norea Commune, Sangker District, Battambang Province.

**Telephone:** 053953893 - 017282011

**Website:** [www.hopeforcambodianchildren.org](http://www.hopeforcambodianchildren.org)

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- XI. Goals, Requests and Comments
- XII. Summary

This report was prepared by David McAuley, Hope for Cambodian Children Foundation's Donor Representative in Battambang, Cambodia.

### I. CHILDREN

#### NUMBER OF CHILDREN IN FORMAL CARE

| MALE | FEMALE | TOTAL |
|------|--------|-------|
| 67   | 43     | 110   |



In 2009 sixteen (16) children were admitted into care at HFCC.  
In 2009 seven (7) children were reintegrated into the community.

#### NUMBER OF CHILDREN IN TRANSITIONAL CARE AT HFCC

| MALE | FEMALE | TOTAL |
|------|--------|-------|
| 2    | 5      | 7     |

Transitional care is the term used for children of house-parents or children that the centre has not formally signed into its care program because documentation and further information is needed, or their stay at HFCC is on a very temporary basis.

#### Comments

The intake of new children follows a very specific procedure, to ensure that the children at HFCC are the poorest of the poor and those most in need. Before taking in a child permission is obtained from the local commune leader and they are registered with the Ministry of Social Affairs. All children in Formal Care have a File containing Personal Data, Biography, Birth Certificate, Family information, intake in Khmer and Registration.

The children that were reintegrated did so of their own accord and with discussions and plans made with HFCC management. Two older boys left to become farmers, three boys were reintegrated to their mothers successfully and two children live with their aunts and continue to study.

## II. STAFF

#### STATISTICS

|        |    |
|--------|----|
| MALE   | 15 |
| FEMALE | 15 |

|                  |    |
|------------------|----|
| KHMER FULLTIME   | 20 |
| KHMER PART TIME  | 7  |
| FOREIGN FULLTIME | 3  |

Staff recruited in 2009: 4 part time  
Staff departed in 2009: 2 fulltime

#### Comments

The increase in the Education project led to the hiring of 3 new teachers as well as 1 more librarian to replace Kim Eang who left to care for her sick mother. All Staff have signed job contracts aside from the 4 new staff who are currently finishing their probation. All staff have

clearly defined job descriptions in Khmer and English. The Previous director resigned in February 2009.

Staff meetings are held twice a month to discuss issues and plans. In general the staff are working very well as a team and have greatly improved during this year. In particular the house mothers have taken a greater responsibility in the centre in providing a higher level of care for the children.

### III. HEALTH PROGRAM

#### HEALTH PROJECTS FOR 2009.

##### WITHIN THE HFCC CENTRE

- Occupational therapy plans and physiotherapy plans established for the children with disabilities. Set plan of development for each special needs child.
- New HIV AIDS record keeping established to monitor CD4 count as well as other health conditions. In close contact with the Provincial Hospital and USAid. All Children HIV positive have begun ARV medication, following advice from pediatric specialists in Australia.
- Eye exams done on all children
- Fully functional Dental Clinic established in the health centre and all children received a dental check.
- Dental hygiene seminars organized through classes and the bungalows.
- Redoing HIV and HEP B tests for all children without tests on their medical files
- Staff received voluntary HIV and HEP B tests
- All children have received 1 full medical assessment in 2009, with the majority having 2.
- Improved the medical filing system to ensure case notes and follows up were made.
- Increased the health budget to meet the demands of the community and increase medications and supplies onsite.

##### OUTSIDE HFCC

- Health files started on 100/150 children living in the local community. This is the first step in expanding the health program.
- Health checks, assessments and follows ups done twice for 55 children living at CPCDO orphanage in Preytouch. A third assessment and treatment was done for this centre focusing on dental care and hygiene.
- Support for mothers and children suffering from HIV AIDS established through contact with the Provincial hospital, (monitoring health records and appointments, general health checks, additional medications and vitamins, milk for babies, hygiene supplies etc..)

In 2009 we have had 4 nurses visit HFCC to work and assist the training of our Khmer nurse, (1 nurse returning later in the year). As well as 1 dentist and 1 occupational therapist.

#### Comments

Health project has expanded in 2009 by providing healthcare and treatment to the children from the local community. It is hoped that this will progress into assisting these families as well. Khmer



nurse is continuing to train and has made significant improvement in his treatment and record keeping.

## IV EDUCATION PROGRAM

### HFCC SCHOOL

Number of children enrolled in English Education at HFCC - approximately 205

Children from HFCC - 110

Children from the local community – 95 (actively attend) 150 enrolled and recorded

- Computer classes offered for older children, currently on an informal basis, by volunteers.
- There are currently 8 streams of English classes ranging from early primary introduction to upper Secondary School.
- There is also an informal preschool in the library in the mornings
- In 2009 2 new English teachers were hired and 1 new part-time librarian.
- HFCC Offers Mathematics classes for year 5, 6 and 7 students
- Previously HFC offered Mathematics, physics and Chemistry to Year 9 students, however these students are now in grade 10, and we support their private tutoring at their school.
- HFCC pays for and organizes private classes for children in grades 9 – 12 at local schools. Some students only study 1 extra class each day, year 12 students study 5 each day. These classes are necessary in the Cambodian education system and budgeted in the education project.
- Library has been reorganized, through Daphne Taylor, with the resources re-categorised and organised to suit the needs and capabilities of the staff and children.
- Development of the librarians and their understanding of the rules and procedures of a library continues but has made a noticeable improvement in recent months.
- We have had a number of volunteers teaching and organising activities in the library, ranging from crafts, mathematics, games, music and English.
- A volunteer English class has been established in the mornings for grade 6 students.

### PUBLIC SCHOOL

- End of year reports were followed up for ALL children in HFCC, with a document noting grades, attendance and behavior written up for all of our children at public school.
- We had many children get into the top 10 in their classes, and the results for secondary were very good.
- School reports has helped identify which children require extra learning and assistance, and these tutorial classes in Khmer language have begun.

- HFCC had a strong relationship with the local schools, Balat Primary, Norea Secondary and Net Yung High School.
- We currently have 3 year 12 students, all of whom are capable of studying at university next year, career plans and counseling is continuing.
- All children over 15 have had career counseling sessions to discuss their plans, for most this is documented in their files, however work and counseling continues.

### Comments

Education at HFCC has doubled in size in 2009. We have one full-time member of staff monitoring and keeping records of both public and HFCC school, as well as working with teachers on development and training. HFCC teachers joined the "Teachers Across Borders" Seminar in January. However additional work is required on improving teaching methods, a longer-term volunteer teacher trainer would greatly benefit the education system at HFCC.

## V OUTREACH

### Total number of families receiving ongoing support – 9

- HFCC support 4 babies with Milk Formula to prevent HIV from breast milk
- HFCC supports 7 families with rice every month
- HFCC supports travel costs of 2 children from rural areas to receive HIV medication.
- Other materials given to these families include clothing, toothbrushes and paste, mosquito nets, bed mats, soap, washing powder, baby bottles and school books.
- There have been a number of families and children that we have supported on a temporary basis until a different form of care could be found.
- A work agreement has been established with CPCDO to offer medical services to the 55 children living in this centre, consisting of emergency medical services, triage and two yearly checkups for all kids with documented medical files.
- HFCC offers free schooling for 100 / 150 children from the local community.
- HFCC provides medical care to 100 / 150 children from the local community, as well as family members and relatives of these children.
- Dental checks and treatment were done on 40 individuals from the local community and 40 children from CPCDO orphanage.

## VI SUSTAINABILITY

- One Rice harvest has been completed so far this year, with all children and staff assisting in the process, we do not have to share the profits with any outside party. **Total kilograms of processed rice was 2.7 tonnes**

- This accounts for roughly two months of HFCC rice (including outreach rice projects)
- In the previous year HFCC received less than 1 tonne of rice from the harvest.

Money spent on HFCC rice fields this year was approximately USD 700  
 Money saved from two months of rice was approximately USD 1,200

Note: More money was spent on working the rice fields this year to re-irrigate the land. As such the expenses for rice crops should not be nearly as high in second crop or subsequent rice harvests.

- A Second Rice crop is planned for November 2009, outcome will depend on weather and water irrigation.
- Vegetable garden at HFCC has been stopped because it was not financially viable and productive of the children and staff's time.
- New fruit trees have been planted, as well as other trees in the centre.

## Comments

HFCC needs to obtain a land and agriculture expert from overseas to come and do an assessment of HFCC land and develop a cost effective plan. This should be seen as a priority for the foundation. Advice from local organizations here has been very limited and not cost effective. A specific plan needs to be developed.

## VII VOLUNTEERS

### LONGER TERM VOLUNTEERS (MINIMUM 1 MONTH)

The following spent more than one month volunteering at the centre during the year ended 30 June 2009.

|                          |                |
|--------------------------|----------------|
| <b>Julia Lee</b>         | South Africa   |
| <b>Tim Russel</b>        | Australia      |
| <b>Thomas Marquart</b>   | Germany        |
| <b>Nicole Rusch</b>      | Australia      |
| <b>Richard Eddington</b> | USA            |
| <b>Natalie Giuffre</b>   | Australia      |
| <b>Sally Frissell</b>    | USA            |
| <b>Nicole Rose</b>       | USA/ Australia |
| <b>Jess Feary</b>        | Australia      |
| <b>Pat Stanton</b>       | Australia      |
| <b>Merci Bremmell</b>    | Australia      |
| <b>Warren Lum</b>        | Australia      |
| <b>Craig Teague</b>      | Australia      |
| <b>Kelly Driscoll</b>    | UK             |
| <b>Ruth Atkinson</b>     | UK             |
| <b>Tony Keech</b>        | Australia      |
| <b>Jenny Mason-Cox</b>   | Australia      |

|                       |           |
|-----------------------|-----------|
| <b>Amy Trethowan</b>  | Australia |
| <b>Fergus Linacre</b> | Australia |
| <b>Anna Petrie</b>    | Australia |
| <b>Alison Taylor</b>  | Australia |
| <b>Susan Porley</b>   | Australia |

- We have had a large number of visitors and short term volunteers at the centre
- Longer term volunteers are being used in a more productive way such as formal teaching, library assistants, medical assistants, sports coaching, computer teaching, maintenance, record keeping, computer maintenance, painting and administrative tasks.
- Police checks are required for all male volunteers working at HFCC, and for the majority of female volunteers. No visitors or unauthorised individuals are left alone with the children without a member of staff present.

## Comments

To substantially improve this program a volunteer coordinator needs to be made available to manage the volunteers and assign them work, as well as showing them around town and getting them acquainted with Battambang.

## VIII CARE PROGRAM

- Child behaviour and development continues to be a focus of all the staff. Reports from local community and schools is that our children are well behaved and good in their studies.
- Our housemothers and staff continue to receive training and guidance in forms of discipline and positive reinforcement, which is proving to be very successful for the behaviour of the children.
- HFCC has taken on a more active role in the Buddhist community attending 4 Buddhist festivals this year and making donations and offerings to the local pagoda. This proved to be very successful in building relationships with local elders and families.
- Purchasing system has been established to monitor all the materials provided to children in HFCC.
- Materials provided each month – soap, shampoo, toothpaste, washing powder, books, pens, school supplies, baby milk, nappies, cleaning materials such as brooms & mops,
- Materials provided according to need and availability, casual clothes, school uniform, bowls, plates, cutlery, textbooks, toothbrushes, sheets, blankets, mosquito nets, bed mats, pillows, shoes.
- Pocket money – Children under the age of 4 do not receive pocket money. Children in grades 1 to 3 receive \$2 per month, children in grades 4 to 6 receive \$3 per month, and children in

grade 7 and above receive \$5 per month. For children that receive \$5 dollars they use approximately \$3 dollars of this on school fees and costs.

- There were some issues with violence of the older boys at the beginning of this year, and some problems with the level of care in late 2008, early 2009, However these issues have been resolved and there have been no further issues of violence with older children.
- In June of 2009, Donor Representative requested that the Ministry of Social Affairs do an assessment of the centre and its care programs. The feedback was very positive with only minor issues reported.
- A children's committee has been established to discuss issues in the centre and ideas for development as per the recommendation of the Ministry of Social Affairs
- Rules and regulations for the children have been established in English and Khmer and are currently being reviewed and discussed by the children's committee.
- Food and nutrition for the children has improved with children receiving, fruits, vegetables, eggs, fish, meat, rice and bread. It was noted there is an issue with sugar content and meetings have been held with the cook to reduce sugar in food and the children access to sugar in other forms.

## Comments

There are a number of maintenance issues that need attention at the centre. Currently maintenance work is prioritized but as the buildings get older the need for maintenance will only increase.

## IX GOVERNANCE

- There are a number of governance documents and policies in development, (written and in review)
- Staff code of conduct, volunteer code of conduct, Staff handbook, rules and regulations for children.
- All full-time staff have a personal file for contracts, job description, records and information.
- All Children have a medical file and a personal file
- Education records are kept on all children studying at HFCC
- There is a policy for staff disciplinary action, however this needs to be further developed in staff handbook
- Discipline procedures for all children was successfully introduced in 2009.

## BOARD MEMBERS

The local Cambodian Board (detailed below) of the HfCC Centre has met three times in 2009, with one planned for start of November 2009.

|                |                     |
|----------------|---------------------|
| Erwin M Liban  | Chair (HfCC Centre) |
| Mr. Chan Sothy | UN Adviser          |
| Mr. Chean Lay  | Land Commissioner   |

|                  |   |
|------------------|---|
| Mrs. Yim Sokimly | Business Owner and PTD Board Member       |
| Mr. Phoung Sith  | Ministry Of Social Affairs Representative |
| Mr. Sok Sambat   | Norea Commune Leader                      |
| Mr. Bet Norng    | Builder                                   |
| Mr. Put Try      | Deputy District Leader                    |

## X FINANCE

- A more transparent form of account keeping has been established at HFCC that gives the Donor representative greater control of the finance at the centre and the ability to clearly define all expenses and costs at HFCC.
- Receipts for purchases are filed into separate projects.
- Donor representative sign off on all receipts and all purchases.
- All banking transactions are recorded and accounted for.
- Monthly financial reports sent, monthly financial requests sent, petty cash report per month, bank statements per month.
- The HfCCFI Treasurer in Australia reviews all accounts and distributed them to Australian Bopard members on a regular basis
- These procedures are in line with AusAID requirements that all efforts are met to lessen the risk of moneys not being used in accordance with the wishes of the grantees.

### Comments

There needs to be improvement in the finance system in how the accounts are presented and made available to Australia. Currently there are no longer problems with corruption or missing money, but the accounts need to improve to be presented in a manner that is clear and easy to understand for auditors in Australia.

## XI COMMUNICATIONS BETWEEN CAMBODIA AND AUSTRALIA

During the year a number of issues relating to the improvement of communication between The Hope for Cambodian Children Foundation Inc. in Australia and the HfCC Centre in Battambang were suggested.

We are aiming at a more streamlined mode of communication with the board in Australia. All requests will now be sent initially to the Donor Representative rather than to individual staff members. In particular this includes plans for development of projects and information for sponsorship. Board members visiting HFCC will now consult the Donor Representative directly. e.

## XII SUMMARY AND CONCLUSION

**The following conclusions are made regarding the year under review:**

- The centre is continuing to improve in nearly all areas. Staff are more industrious and doing there work very well. The issues that are dealt with in staff meetings and at an administrative level are small day to day problems.

- The centre is now child focused with all the staff directing their work towards this improvement.
- There is still a lot of room to improve the projects and continue to increase the level and standard of care for the children in HFCC and the local community.
- All the current expansions that have been achieved have been done within budget.

#### **Areas that need further development**

- Sustainability
- Financial systems
- Educational training
- Social work training of staff
- Volunteer management and organisation

**END REPORT**

