

# COH ANNUAL REPORT 2018

BUILDING ACCEPTANCE, OFFERING HOPE TO  
INDIVIDUALS WITH INTELLECTUAL DISABILITY  
IN SINGAPORE



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## VISION AND MISSION

We aspire to be outstanding in providing acceptance and hope for people with Special needs in Singapore. To work and serve one another with a spirit of love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control (Galatians 5:22-23).

## CORE VALUES

To do what the Lord requires of us that is to act justly, to love mercy and walk humbly (Micah 6:8).

We value organisational effectiveness, teamwork and professionalism. Our

## PRESIDENT'S MESSAGE



As Christian Outreach to the Handicapped enter our 40th year of service, we would like to give thanks to God our Father for His goodness. It is by His grace that we are able to serve the community with love, excellence and dedication the past four decades. COH has certainly grown from strength to strength and we must recognize that it is God's strength that empowers us.

In Deuteronomy 8, the Lord God told the Israelites that He would “bring them into a good land—a land with brooks, streams, and deep springs gushing out into the valleys and hills; a land where bread will not be scarce and they will lack nothing”, but these would come to pass IF they observe the commands of the Lord and walk in obedience and reverence of Him. Therefore, as we continue in our ministry to our clients and their families, let us remember whom we serve. While it is not an easy feat to care for adults with special needs, let us soldier on with a cheerful heart.

We want to take this opportunity to thank our faithful donors, Churches, community partners and the various agencies and committees appointed by our Government such as Ministry of Social and Family Development (MSF), the National Council of Social Service (NCSS), where we are full members with, Charity under the Charity Act, Institute of Public Character (IPC) allowing us to raise funds from the public, Agency for Integrated Care (AIC) that manages Community Trust Fund (CST) from which we tap fund for some of our projects. These agencies have been of great help financially, and they have conducted seminars and cutting edge training programs to upgrade the skills of our staff, thus members of our staff are able to give the best service to our beneficiaries.

The future is bright.

COH is fabulous; stronger than ever before, and we are ready to push the limits to serve our clients fervently and faithfully.

May we continue to find favour in God's loving hands.

Thank you and may God bless you all.

Dennis Huang

24 May 2019



# MESSAGE FROM EXECUTIVE DIRECTOR



## COH - Executive Director's Report, 2018/2019

We thank God for His countless blessings in 2018. The year has been a fruitful one, as we experienced the hand of God meeting the needs of COH. This was also made possible by our generous and faithful donors, new donors and various government agencies for their grants.

This year is a very special one as we complete 40 years of ministry towards adults with special needs. God's faithfulness has sustained COH all through these years. Years of hard work, dedication and patience of our teachers and volunteers, have seen many clients improve in their well-being. Many of our clients have picked up new skills through the guidance of teachers and volunteers. The fruit of their labour can be seen in the transformed lives of our clients. All these cannot be achieved without our committed and well-trained staff and volunteers.

We look forward to another year of fruitful ministry to our clients, where we can lessen the load of family members and care-givers. Taking care of adults with special needs is, no doubt, challenging. To achieve this we will need your continuous prayers, encouragement and support. Your feedback and suggestions on improving our service will be appreciated.

Another group of supporters who have been working behind the scenes is our faithful EXCO members, who have been giving much of their time and support through their various managerial skills and expertise.

We would once again like to thank all supporters – government agencies, clients, donors, caregivers, volunteers and staff for working with us hand in hand over the years. We look forward towards working with them in the years to come to serve those with special needs who are entrusted under the care of COH.

We have done well and achieved much. Let us continue to seek out opportunities and serve our clients and their caregivers with utmost humility.

K Steven

24 May 2019





## OUR TEAM: BOARD MEMBERS



Pastor Dennis Huang  
President



Ms Ivy Goh Hui Li  
Vice President/  
Treasurer



Mr Kirindeep Singh  
Secretary



Mr Jimmy Chan  
Member



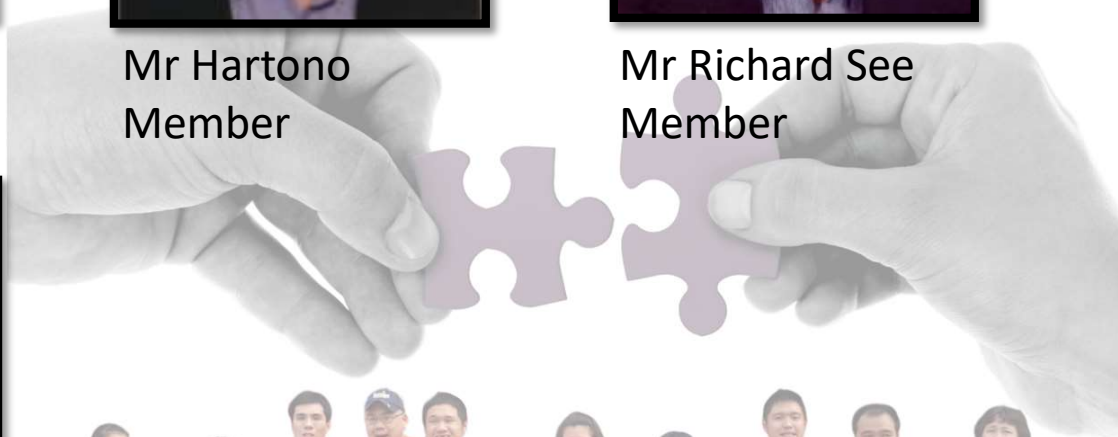
Mr Hartono  
Member



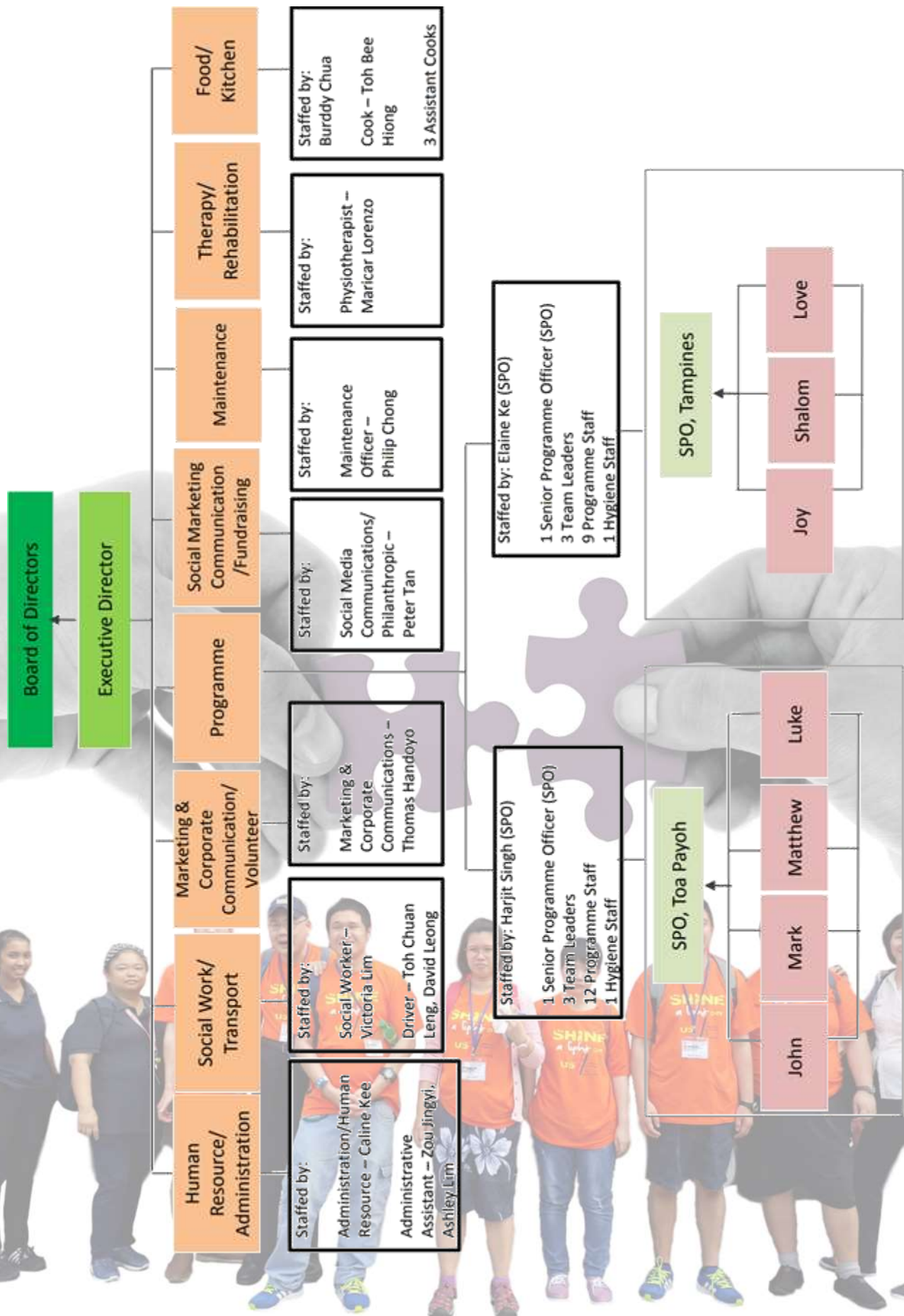
Mr Richard See  
Member



Mr Wong Wai Meng  
Member



# ORGANIZATION CHART





## 1. Governance

COH is governed by a committee, whose members are elected according to the Society's constitution. None of the Board members held staff appointments.

Presently, the Board comprises the President, Vice President/Treasurer, Secretary and four other elected Board members. The Committee charts the strategic directions of COH and ensures that the charity is run responsibly, so that the charity would continue to be effective, credible and sustainable.

## 2. Conflicts Of Interests

COH has zero risk appetite for non-disclosure and entering into conflicting transactions. All employees, key executives and Board members of COH shall provide a disclosure of their interests to the Board, in all other organizations, in which they are directors, have control, have a substantial shareholding or monetary interest, when they are newly employed or appointed and whenever there are updates.

There is also no known conflict of interest arising during the year. In addition, all staffs and Board members are required to declare on an annual basis that he or she does not have any personal or private business that might be in conflict to their functions or employment with COH.

## 3. Programme Management

The Board reviews and approves strategic plans and outcomes of COH to measure the effectiveness and efficiency of programmes and that outcomes are in line with its mission and objectives.

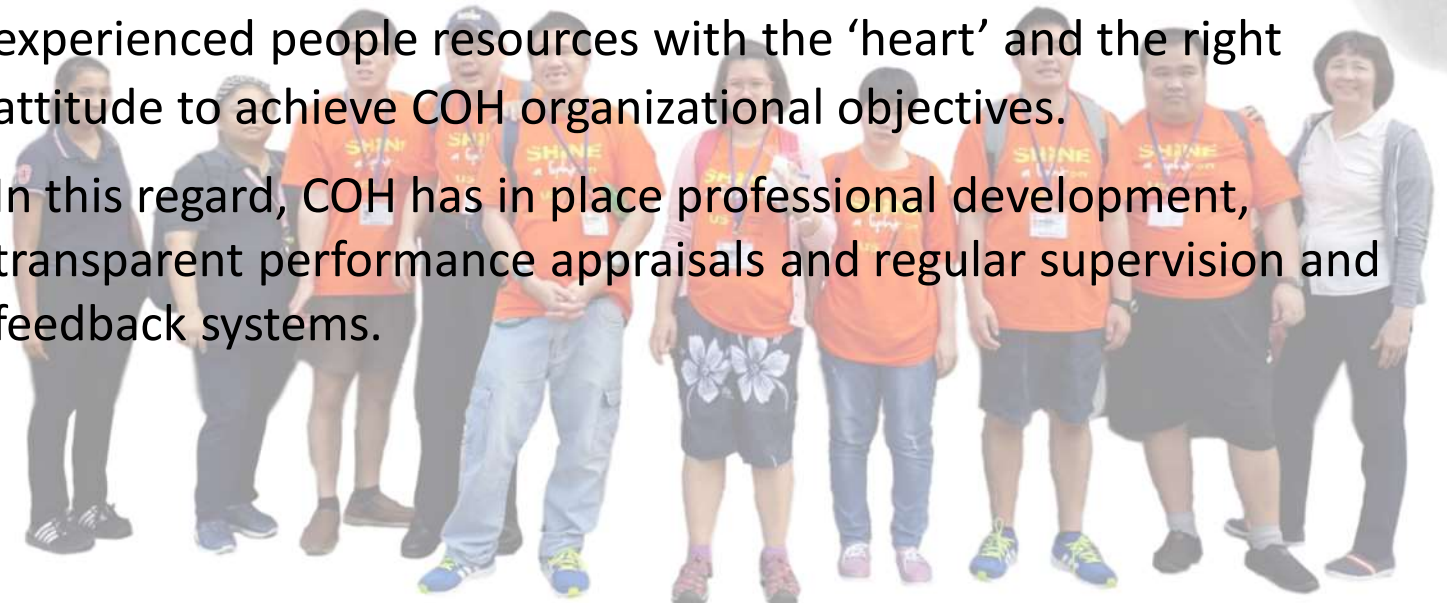
## 4. Financial Management and Controls

The Board reviews and approves an annual budget. The Board also monitors regularly its budget income and expenditures to ensure COH operates efficiently and adhere strictly to financial governance policies. The annual accounts are also audited by an independent professional audit firm.

## 5. Human Resource Management

The Board approves documented human resource policies for staff. COH recognizes that it is vital to have adequately trained and experienced people resources with the 'heart' and the right attitude to achieve COH organizational objectives.

In this regard, COH has in place professional development, transparent performance appraisals and regular supervision and feedback systems.



## 6. Reserves Policy

COH targets for at least two times of operating reserves, so as to ensure the charity's ability to serve its clients, are not subjected to the vagaries of the economy.

## 7. Fundraising Practices

COH has established guidelines on fundraising. These guidelines are based on the best practices set out by the National Council of Social Services and the Charity Council. COH does not engage any third party fundraisers.

## 8. Disclosure and Transparency

No staff is involved in setting his or her own remuneration.





## EVENTS AND COLLABORATIONS

### Chinese New Year (CNY) – 16 February 2018

The theme for COH 2018 CNY celebration was “Blessed to be a blessing”. Ps Patrick Foo was enthusiastic in sharing this theme, which was well received by the staff, clients, family, caregivers and volunteers alike.



## EVENTS AND COLLABORATIONS

### Good Friday Celebration – 30 March 2018

Good Friday, one of the most important celebrations in Christianity, was celebrated in COH with thanksgiving and sharing of God's Word.





## EVENTS AND COLLABORATIONS

### Autism Day – 2 April 2018

In solidarity with people with Autism around the world, COH started celebrating Autism Day from 2018. In this event, clients with autism and COH's staff went around the vicinity to create awareness about Autism. They distributed COH flyers and sunflowers to the passers-by and curious onlookers. The program ended with lunch.





## EVENTS AND COLLABORATIONS



### **COH Flag Day – 2 June 2018**

COH Flag Day is a day where we raise funds together with the community. We collected a total of \$127,803.59. It was a day of collecting donation from the members of the public. Staff, some clients and volunteers involved in this event, include our Board's President, Ps Dennis Huang.





## EVENTS AND COLLABORATIONS



### National Day (ND) Celebration – 3 August 2018

Clients enjoyed every moment of the ND celebration, an event that they always look forward to. The activities included, singing, preaching of the word, reciting of the national pledge, games, art and crafts, distribution of goodies to clients and a sumptuous lunch.



## EVENTS AND COLLABORATIONS

### COH Retreat and Bonding – 31 August to 1 September 2018

It was a time where COH staff and EXCO members got together for a day of fun activities. The activities included Praise and Worship and a day at Prata Journey restaurant, where they learnt to make prata and Teh Tarik.





## EVENTS AND COLLABORATIONS

### COH 39<sup>th</sup> Thanksgiving Dinner – 16 November 2018

Conrad Centennial Hotel was the venue of our memorable Thanksgiving dinner. The highlight of the dinner, was having our client, Christopher's keyboard performance. Guests consisting of staff and their families, executive committee members, organization partners and representative from churches enjoyed a sumptuous dinner and a night of fun. It was an evening of thanksgiving of God's faithfulness to COH, and appreciation to staff who work tirelessly in caring for the clients.





## EVENTS AND COLLABORATIONS



### Christmas Celebration – 14 December 2018

The joy of Christmas comes to COH every year. In 2018, clients, staff and caregivers of the EAC Tampines presented a skit of Christmas.



## EVENTS AND COLLABORATIONS

### **NECDC – Dance Workshop – 17 Jan to 12 Feb 2018**

COH has been partnering with North East CDC in providing inclusivity for people with intellectual disability. A dance workshop was funded by NECDC to train clients from EAC Tampines to learn drama art, which helps clients to express themselves. A professional choreographer was appointed by the NECDC to conduct this project.





## EVENTS AND COLLABORATIONS

### Finger Player – Puppet Show – 5 March 2018

Finger Player is one of Singapore's leading theatre companies, known for its visually and emotionally charged productions, and its signature style of puppetry. Finger Player held a free performance for our clients in Tampines. With the title of "Homecoming", the audience which consisted of clients, staff and guests, enjoyed the performance.



## EVENTS AND COLLABORATIONS



### **CHIJ – 6 March 2018**

COH's ongoing partnership with CHIJ has helped the students in understanding social service and people with intellectual disability. The students also learn to communicate and engage the clients in various activities.



## EVENTS AND COLLABORATIONS



### **United World College (UWC) SEA – Tampines**

Students from UWC visit EAC Tampines on Tuesdays and Thursdays to engage our clients in various activities, such as art and craft, games and sports. This activity provides our clients with fruitful interaction with the students, the students also learn to plan programmes and communicate with our clients.



# EVENTS AND COLLABORATIONS



**Catholic Junior College (CJC)**  
COH's ongoing partnership with CJC has been fruitful and beneficial. Students are attached to our centre to learn to care for people with intellectual disabilities. It also provides them with an opportunity to experience working in a social service sector. COH also does presentations to their students, to educate them on the work we are doing in COH.





## EVENTS AND COLLABORATIONS

### St Hilda's Secondary School

With its Service Learning Program, students from St Hilda's Secondary learn more about COH through our visit to the school. We participate in their Service Learning Programme, where we set up booth, distribute flyers, provide volunteering opportunities and share with the students about our work in COH.



## EVENTS AND COLLABORATIONS

### JTB – Japan Travel Agent in Singapore for Japanese Tourists

JTB organized a visit from a group of visitors from Japan to our EAC Tampines on 9 March 2018. In this visit, clients and the visitors from Japan had a session of singing and dancing.





## EVENTS AND COLLABORATIONS

### **CITIBANK Singapore – 25 June 2018**

Staff from Citibank Singapore brought clients from EAC Tampines to Gardens by The Bay. Warmth fills the air at Gardens by the Bay - Flower Dome, as 31 staff from Citi Singapore brought smiles to 23 clients of Christian Outreach to the Handicapped (COH) on a rainy Monday morning. Chatters and laughter could be heard, as each of them pointed and shared their favourite flowers, as they strolled around the dome.





## EVENTS AND COLLABORATIONS

### Access Path Productions and Credit Suisse

Organized by Access Path Production, staff from Credit Suisse engaged clients from EAC Tampines, with activities in the centre. COH clients were happy to play and interact with the volunteers.





## EVENTS AND COLLABORATIONS

### ONESIMUS Garden (OG)

We have been in collaboration with OG since 2017. Clients have benefited from this collaboration, as they have the opportunity to exercise their fine motor skills and participate in the weekly farming activity. Through this activity, it improves their physical and psychological well-being.





## EVENTS AND COLLABORATIONS

### JEOLLABUKDO OFFICE OF EDUCATION – Korea

Organized by Sky Tour Korea Pte Ltd, students and parents from Jeollabukdo Office of Education – Korea visited COH on 21 May 2018.

Through this visit, we shared and exchanged ideas on caring for individuals with special needs.





## EVENTS AND COLLABORATIONS

### Temasek Secondary School

COH was chosen by Temasek Secondary, for their students to learn about social service and people with special needs. On 23 May, about 40 students visited us and interacted with our clients in various fun activities.





# EVENTS AND COLLABORATIONS

## International Baptist Church

IBC is one of the churches in Singapore, which financially supports COH on a regular basis. From 2018, they committed to forging a closer partnership with COH. On 22 November 2018, a combined Christmas celebration was conducted in IBC. The church members presented songs to our clients and our clients showed their appreciate through a performance segment. The church also distributed goodies and vouchers to our clients. The celebration ended with a buffet lunch. This celebration will become a yearly event between COH and IBC.





## EVENTS AND COLLABORATIONS

### Special Olympics – 22 September 2018

COH participates regularly in the Special Olympics in Singapore. The event was conducted at CHIJ Saint Nicholas Girls' School.



# PROJECTS – COMMUNITY SILVER TRUST

## Tree Of Life (TOL)

COH restarted the TOL project in 2018. TOL was one of the successful projects that brought COH to an international level. We managed to secure fund from Agency of Integrated Care (AIC), to revive this project. This project aims to reuse recycled plastic bottles and transform them into handicrafts. The clients and teachers were trained to make handicrafts from these used plastic bottles.





# PROJECTS — COMMUNITY SILVER TRUST

## Recreational Activities

There are 3 projects under this category; Outing to places of interest, bowling and Onesimus Garden activities.

### Outing to places of interest in Singapore

Since 2018, our clients have been visiting different places of interest in Singapore, namely, Fort Siloso, etc.



# PROJECTS — COMMUNITY SILVER TRUST

## Bowling

With the funds from AIC, COH managed to engage a bowling instructor to coach our clients in bowling.

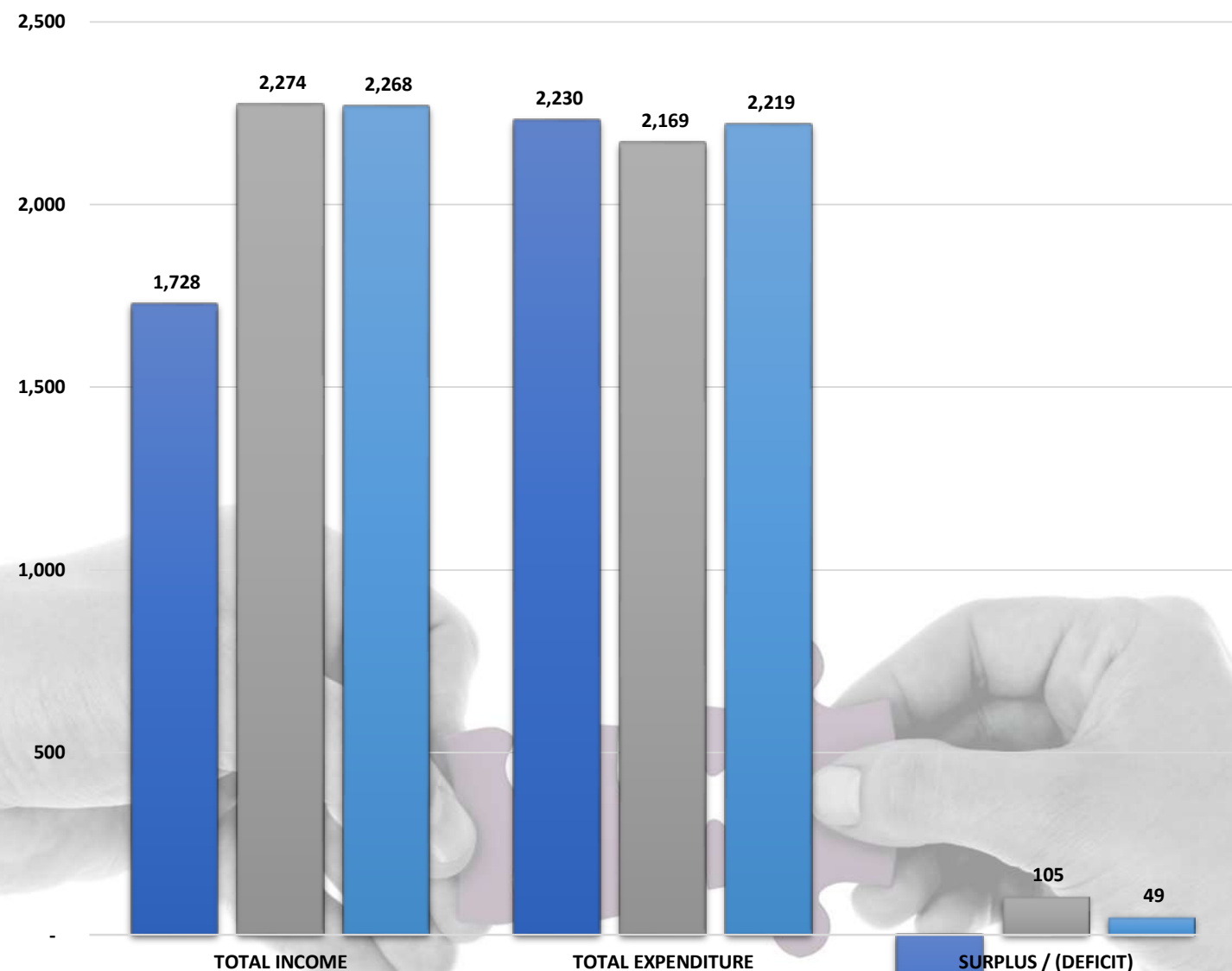
Our clients enjoys the weekly bowling sessions.



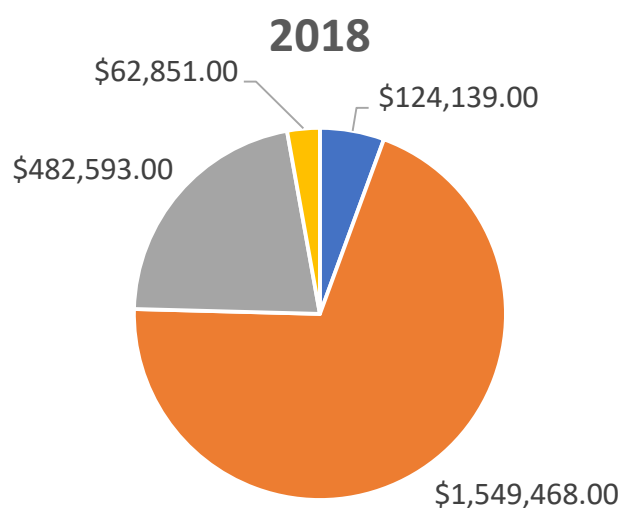


# FINANCIAL SUMMARY 2018

## Income and Expenditure (\$'000)

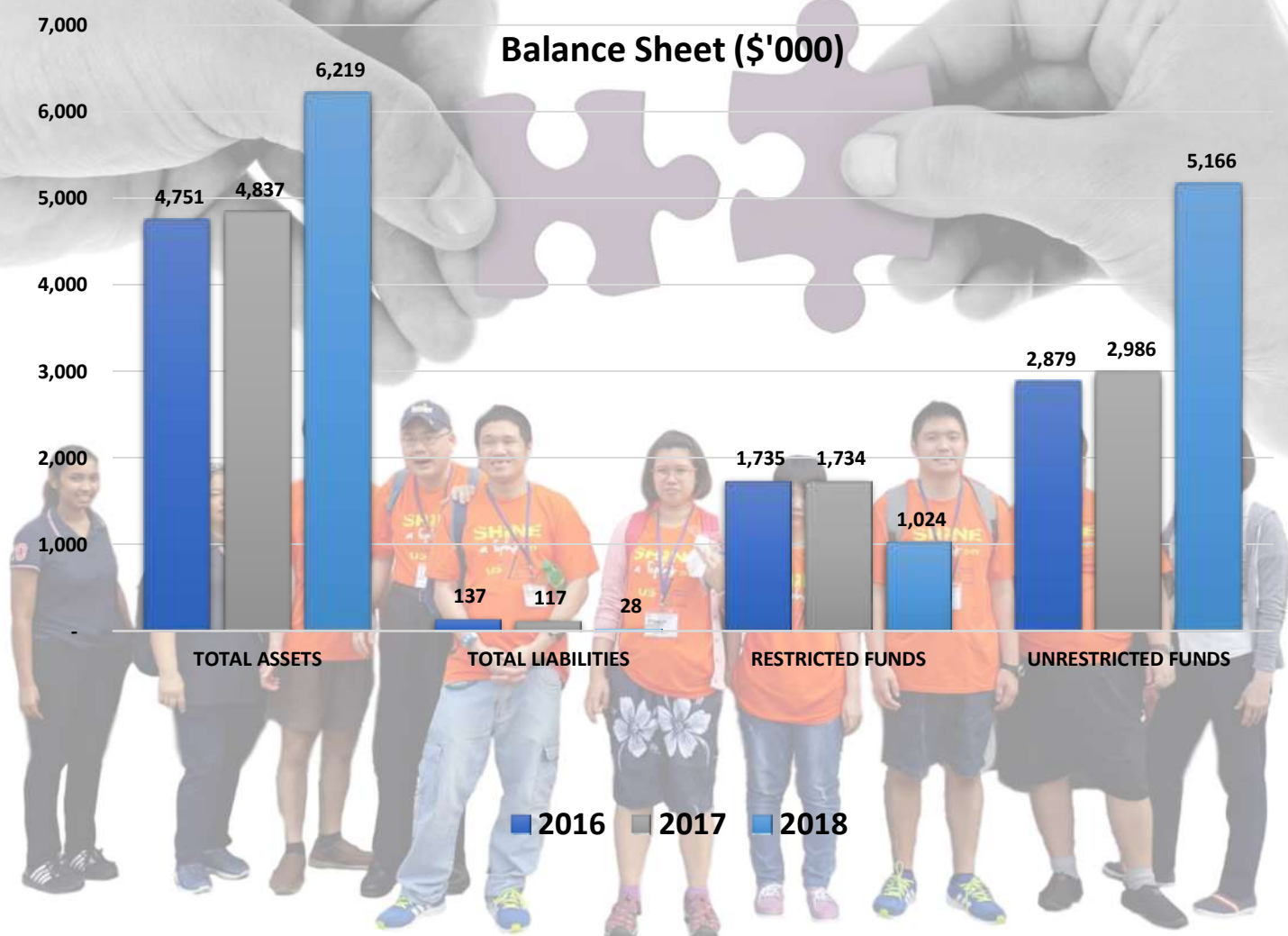


# FINANCIAL SUMMARY 2018



- Fund Generation, Governance & Admin Costs
- Employee Benefits Expenses
- Cost of charitable activities
- Amortisation and Depreciation

## Balance Sheet (\$'000)





# HOW CAN YOU HELP?

## Volunteer & Collaboration

We welcome you to volunteer and collaborate with us to make a difference in our clients' lives.

Please contact us for volunteering and collaboration opportunities.

*handoyothomas@coh.org.sg*

## Fundraising

Do contact us if you have any fundraising ideas that may benefit us.

*petertan@coh.org.sg*

## Donation

Our day activity centres and daily activities require extensive resources to sustain our daily operating costs.

We are greatly thankful and appreciate all contributions from our donors.

## Job Placement

If you are an employer or know of any employment opportunities for our clients, we would love to hear from you.

*info@coh.org.sg*



## CONTACT US

### Christian Outreach to the Handicapped

#### Headquarters

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