

CLARITY SINGAPORE

2019 ANNUAL REPORT



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About Clarity Singapore

Clarity Singapore is a Catholic charity that provides services to persons with mental health issues live meaningful lives through support, therapy, acceptance and recovery.

We aim to help anyone in all walks of life struggling with mental health conditions arising from anxiety and depression including trauma, pre and post-natal, stress, bereavement and loss, relationship and other emotional issues.

We are one of 27 Member Organisations tasked with a social mission for the church and a company limited by guarantee with IPC status. We are a member of NCSS and work in partnership with AIC to delivery community mental health intervention for the Northern region. We also collaborate with KTPH THRIVE on community mental health intervention in the Northern region.

Organisational Information

Clarity Singapore Limited is a Public Company Limited by Guarantee incorporated under the Companies Act (Cap. 50) on 10 October 2010. We are a registered charity with IPC status.

Unique Entity Number (UEN)	201021634E
Company Secretary	Belinda Young
Registered Address	12 Tannery Road, #10-01 HB Centre 1, Singapore 347722
Banker	DBS Bank Limited, 6 Shenton Way, DBS Building Tower One, Singapore 068809
Auditor	Fiducia LLP, 71 Ubi Crescent, Excalibur Centre, #08-01, Singapore 408571
Internal Auditor	Internal Auditor Audit Committee
Yishun Office Address	Block 854 Yishun Ring Road, #01-3511, Singapore 760854
Toa Payoh Office Address	7A Lorong 8 Toa Payoh, #04-01 Agape Village, Singapore 319264
Mount Alvernia Hospital Office Address	Medical Centre B #01-21, Singapore 574623
Telephone	67577990

Vision

A Catholic charity that serves persons with mental health issues to live meaningful lives through support, therapy, acceptance and recovery.

Mission

Rebuilding lives, renewing hopes for mental wellness by supporting, caring and facilitating reintegration into the community.

Principles of Service

As witness to our Catholic faith, we serve:

1. To uphold the dignity of those with mental health issues.
 2. To provide relevant information that facilitates choice of participation.
 3. To develop Personal and Family Responsibility by tapping on their resources and strengths.
 4. To balance long-term improvement with short-term relief.
 5. To empower rather than create dependency.
-

From the Chairman

The Singapore Mental Health Survey (SMHS) 2016 has indicated that 1 in 7 people in Singapore has experienced a mental health disorder and the proportion who do not seek help remains high. With an early onset of mental health in the early twenties, long delays in treatment seeking behaviours, the presence of available and easy to reach community mental health services could be a pivotal decision factor that helps to reduce treatment delays and improve help seeking behaviours. As a community mental health agency, Clarity Singapore facilitates the necessary pathways for persons with mental health issues seek professional treatment and embark on their journey of personal recovery.

We understand the importance of our role in community mental health intervention and are truly appreciative of all our supporters who have enabled us to remain true to our social mission. Your support has enabled us to delivery close to 3,500 counselling hours to over 600 beneficiaries in 2019.

Through God's Grace, we shall continue to serve.

Dr Christopher Cheok Cheng Soon
Chairman

BOARD OF DIRECTORS



Dr Christopher Cheok Cheng Soon
Chairman



Mr Joseph Tan Peng Chin
Vice Chairman



Ms Belinda Young Hsien Lin
Company Secretary & Board Member



Prof. Philip Choo Wee Jin
Board member



Ms Cynthia Phua Siok Gek
Board Member



Mr Peter Chan
Board Member



Mr Peter Lam
Board Member



Mr Benjamin Yeo
Board Member



Rev Fr Paul Staes
Board Member



Rev Deacon Clement Chen
Board Member



Sr Linda Lizada, rc
Spiritual Director

ROLE OF THE BOARD

The number of meetings attended by the Board of Directors during the financial year are as follows:

Board Meeting Attendance Record	
Names	Attendance
Dr Christopher Cheok Cheng Soon	5/5
Mr Joseph Tan Peng Chin	4/5
Ms Belinda Young Hsien Lin	4/5
Prof. Philip Choo Wee Jin	4/5
Ms Cynthia Phua Siok Gek	3/5
Mr Peter Chan	2/5
Mr Peter Lam	2/5
Mr Benjamin Yeo	5/5
Rev Fr Paul Staes	5/5
Rev Deacon Clement Chen	3/5

The role of the Chairman and the Executive Director are kept separate for independence in their respective spheres of decision-making. Board members render their service on a voluntary basis and are consequently, not remunerated.

The Charity had one key management staff with annual remuneration exceeding SGD100,000.00. A copy of the full audited financial statements can be viewed online www.clarity-singapore.org

CORPORATE GOVERNANCE

Code of Governance

S/N	Code guideline	Code ID	Response (select whichever is applicable)	Explanation (if Code guideline is not complied with)
BOARD GOVERNANCE				
1	Induction and orientation are provided to incoming governing board members upon joining the Board.	1.1.2	Complied	
2	Are there governing board members holding staff* appointments?		No	
5	The Treasurer of the charity (or any person holding an equivalent position in the charity, e.g. Finance Committee Chairman or a governing board member responsible for overseeing the finances of the charity) can only serve a maximum of 4 consecutive years. If the charity has not appointed any governing board member to oversee its finances, it will be presumed that the Chairman oversees the finances of the charity.	1.1.7	Complied	
6	All governing board members must submit themselves for re-nomination and re-appointment, at least once every 3 years.	1.1.8	Complied	
7	The Board conducts self evaluation to assess its performance and effectiveness once during its term or every 3 years, whichever is shorter.	1.1.12	Complied	
8	Is there any governing board member who has served for more than 10 consecutive years?		No	
10	There are documented terms of reference for the Board and each of its committees.	1.2.1	Complied	

CORPORATE GOVERNANCE

Code of Governance

S/N	Code guideline	Code ID	Response (select whichever is applicable)	Explanation (if Code guideline is not complied with)
CONFLICT OF INTEREST				
11	There are documented procedures for governing board members and staff to declare actual or potential conflicts of interest to the Board at the earliest opportunity.	2.1	Complied	
12	Governing board members do not vote or participate in decision making on matters where they have a conflict of interest.	2.4	Complied	
STRATEGIC PLANNING				
13	The Board periodically reviews and approves the strategic plan for the charity to ensure that the charity's activities are in line with the charity's objectives.	3.2.2	Complied	
HUMAN RESOURCE AND VOLUNTEER* MANAGEMENT				
14	The Board approves documented human resource policies for staff.	5.1	Complied	
15	There is a documented Code of Conduct for governing board members, staff and volunteers (where applicable) which is approved by the Board.	5.3	Complied	
16	There are processes for regular supervision, appraisal and professional development of staff.	5.5	Complied	
17	Are there volunteers serving in the charity?		Yes	
18	There are volunteer management policies in place for volunteers.	5.7	Complied	

CORPORATE GOVERNANCE

Code of Governance

S/N	Code guideline	Code ID	Response (select whichever is applicable)	Explanation (if Code guideline is not complied with)
FINANCIAL MANAGEMENT AND INTERNAL CONTROLS				
19	There is a documented policy to seek the Board's approval for any loans, donations, grants or financial assistance provided by the charity which are not part of the charity's core charitable programmes.	6.1.1	Complied	
20	The Board ensures that internal controls for financial matters in key areas are in place with documented procedures	6.1.2	Complied	
21	The Board ensures that reviews on the charity's internal controls, processes, key programmes and events are regularly conducted.	6.1.3	Complied	
22	The Board ensures that there is a process to identify, and regularly monitor and review the charity's key risks.	6.1.4	Complied	
23	The Board approves an annual budget for the charity's plans and regularly monitors the charity's expenditure.	6.2.1	Complied	
24	Does the charity invest its reserves (e.g. in fixed deposits)?		Yes	
25	The charity has a documented investment policy approved by the Board.	6.4.3	Complied	

CORPORATE GOVERNANCE

Code of Governance

S/N	Code guideline	Code ID	Response (select whichever is applicable)	Explanation (if Code guideline is not complied with)
FUNDRAISING PRACTICES				
26	Did the charity receive cash donations (solicited or unsolicited) during the financial year?		Yes	
27	All collections received (solicited or unsolicited) are properly accounted for and promptly deposited by the charity.	7.2.2	Complied	
28	Did the charity receive donations in kind during the financial year?		No	
DISCLOSURE AND TRANSPARENCY				
30	The charity discloses in its annual report — (a) the number of Board meetings in the financial year; and (b) the attendance of every governing board member at those meetings.	8.2	Complied	
31	Are governing board members remunerated for their services to the Board?		No	
34	Does the charity employ paid staff?		Yes	
35	No staff is involved in setting his own remuneration.	2.2	Complied	
36	The charity discloses in its annual report — (a) the total annual remuneration for each of its 3 highest paid staff who each has received remuneration (including remuneration received from the charity's subsidiaries) exceeding \$100,000 during the financial year; and (b) whether any of the 3 highest paid staff also serves as a governing board member of the charity. The information relating to the remuneration of the staff must be presented in bands of \$100,000. OR The charity discloses that none of its paid staff receives more than \$100,000 each in annual remuneration.	8.4	Complied	

CORPORATE GOVERNANCE

Code of Governance

S/N	Code guideline	Code ID	Response (select whichever is applicable)	Explanation (if Code guideline is not complied with)
37	The charity discloses the number of paid staff who satisfies all of the following criteria: (a) the staff is a close member of the family* belonging to the Executive Head* or a governing board member of the charity; (b) the staff has received remuneration exceeding \$50,000 during the financial year. The information relating to the remuneration of the staff must be presented in bands of \$100,000. OR The charity discloses that there is no paid staff, being a close member of the family* belonging to the Executive Head* or a governing board member of the charity, who has received remuneration exceeding \$50,000 during the financial year.	8.5	Complied	
PUBLIC IMAGE				
38	The charity has a documented communication policy on the release of information about the charity and its activities across all media platforms.	9.2	Complied	

CORPORATE GOVERNANCE

Funding

1. Caritas Singapore Community Council

- Annual budget to be submitted annually for grant processing.
- Funds received from Caritas Singapore are used to support services delivered in Yishun and Agape Village.

2. COMIT@North Grant

- Funds received from Agency of Integrated Care are used to support services delivered in Yishun and Agape Village for Singaporeans / Permanent Residents 18 years of age and above.

3. Community Foundation of Singapore

- Funds received to support programmes for youths as part of the YES Initiative.

4. Care & Share Matching Grant

Grant received from Care & Share Matching Grants are used for new Initiatives.

5. General Public

Reserve Policy

To establish reserves at level of at least three years of its past two years of average expenditure.

Staffing

As at 30 September 2019, there are 16 full-time staff (2018: 12 full-time staff) employed by the Charity.

Financial Summary

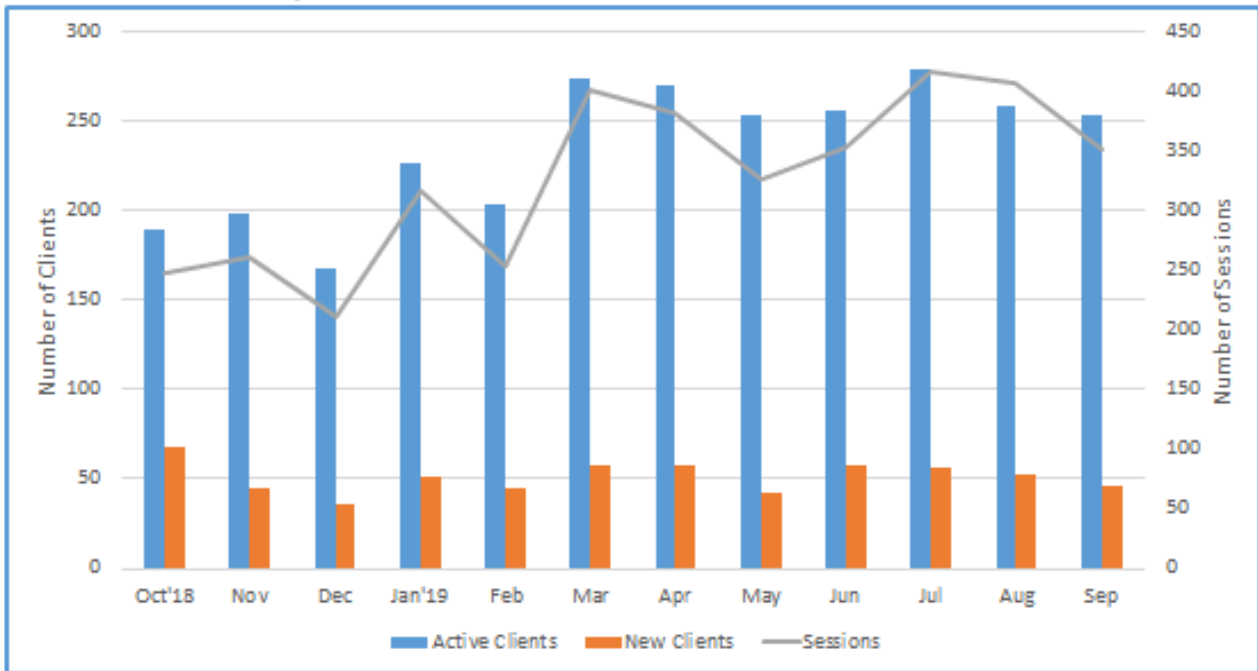
Statement of financial activities for the financial year ended 30 September 2019

	Unrestricted Fund	Restricted Funds	Total Funds
2019	S\$	S\$	S\$
INCOME			
Income from generating funds	390,769	653,922	1,044,691
Income from charitable activities	46,995	32,420	79,415
Other income	25,292	0	25,292
TOTAL INCOME	<u>463,056</u>	<u>686,342</u>	<u>1,149,398</u>
LESS: EXPENDITURE			
Cost of charitable activities	75,069	599,864	674,933
Governance and other administrative cost	211,347	215,794	427,141
TOTAL EXPENDITURE	<u>286,416</u>	<u>815,658</u>	<u>1,102,074</u>
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR	<u>176,640</u>	<u>(129,316)</u>	<u>47,324</u>

For details of our financial statements, please refer to our website www.clarity-singapore.org/annual-report/

2019 at A Glance

Our counselling services



3,931

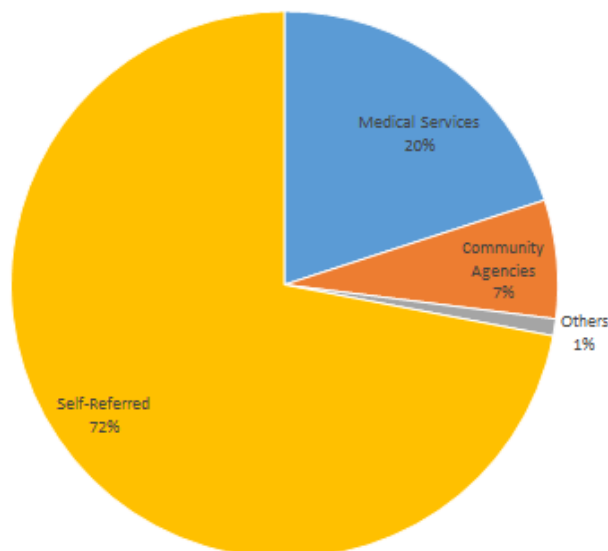
Counselling sessions were conducted

818

Clients served

613

New clients



Referral sources

2019 at A Glance

Clients with mental health issues

56%

Depressive Disorders

9%

Trauma or Stress related Disorders

49%

Anxiety Disorders

7%

Personality Disorders

10%

Obsessive Compulsive Disorders

11%

Others

Clients demographics

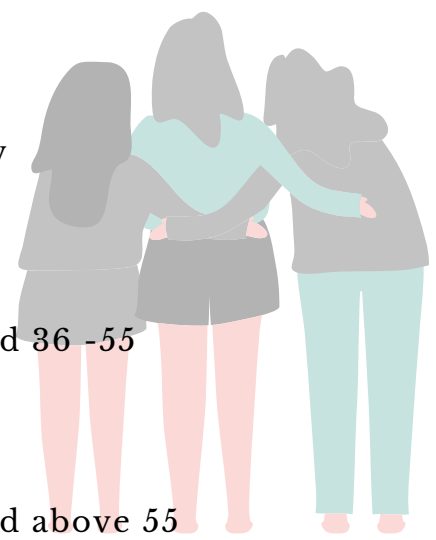
21%

Male aged 35 and below



50%

Female aged 35 and below



7%

Male aged 36 - 55

15%

Female aged 36 - 55

2%

Male aged above 55

5%

Female aged above 55

Achievement of client goals

90%

Clients achieved at least 1 goal within 9 sessions

Programmes & Services

over 200

Participants attended maintenance & recovery programmes

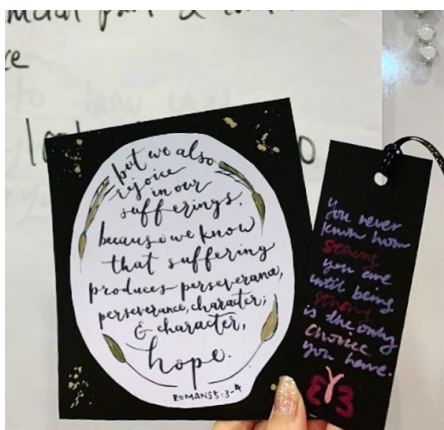
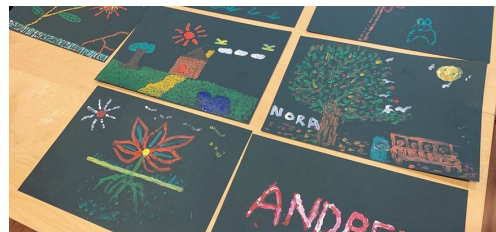


BAH Eats!

Better and Happier (BAH) Eats session to cook up a storm of spaghetti carbonara, rosemary ranch chicken kebab, soy sauce bok choy and apple crumble.

BAH Makes!

The Mandala dot painting activity using cotton wool and acrylic paint to paint flowers and leaves in Better and Happier (BAH) Makes craft session.



Youth participants in YES interest group created bookmarks/cards with the theme of 'Perseverance'. The bookmarks/cards serve as a daily reminder – that we can persevere even when the going gets tough, because we definitely have the inner strength within us to do so.

Programmes & Services



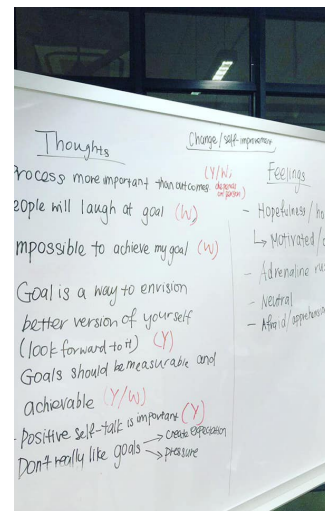
BAH Outing!

Our Better and Happier (BAH) programme participants visited the Civil Defense Heritage Gallery as part of our monthly outing!

In Your Hands

A process-oriented group for Persons-in-recovery from Obsessive-Compulsive Disorder (OCD)

A safe platform for individuals suffering from OCD to support one another towards recovery, to engage in activities to improve mental functioning and to empower participants to lead better lives



Celebrating Courageous Lives

A newly launched microsite to create a space for youths through stories, illustrations, pictures, resources and articles to connect with one another, obtain information and resources, as well as inspire others and be inspired.
<https://courageouslives.wixsite.com/clarity>.

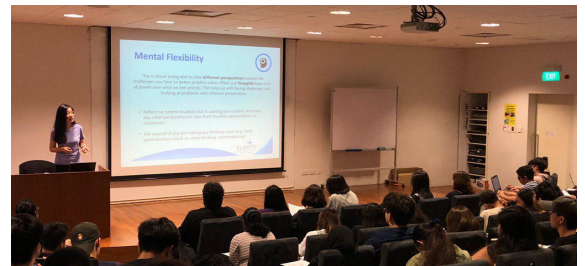
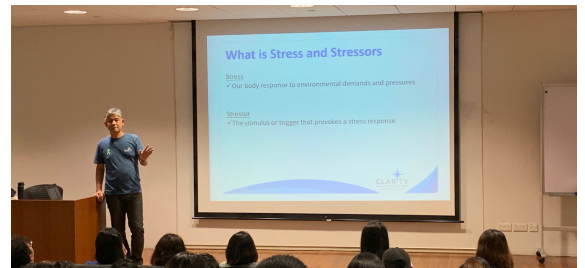
Programmes & Services



Public Talk on Obsessive-Compulsive Disorder (OCD) at National Library Board

over 600

Participants attended public education talks



Talk at Republic Polytechnic

Clarity Singapore was invited by the Agency for Integrated Care (AIC) to give a talk on stress and resilience to the students of Republic Polytechnic.

over 400

Participants attended mental wellness and training workshops



Workshop on Self-Care for Staff at Mount Alvernia Hospital

A series of workshop on self-care for the staff of Mount Alvernia Hospital where participants learnt about self-care and its techniques. It is a reminder to always make time to take care of ourselves even in the midst of our busy lives

Event Highlights

Participation in Beyond The Label Festival on 28 September 2019. The festival aimed to tackle mental health stigma and encourage support and acceptance of persons in recovery from mental health conditions.



Clarity Singapore took part in the IMH Mental Health Carnival on 26 October 2019 in celebration of World Mental Health Day

over 2,600

Visitors attended our outreach



OCD Carnival Day

Held in commemoration of OCD Awareness Week in October and organised by the OCD Network and Clarity Singapore, the OCD Carnival Day was attended by persons-in-recovery from OCD as well as their caregivers.

BAHMAS! Candy Christmas Party

Our beneficiaries were treated to a fun-filled Christmas party – Christmas @ Clarityland on 13 December 2019. Sweet candy decorations lined the venue and candy-themed clothes was the dress code for the party.



Charity Transparency Awards 2019

Clarity Singapore received the Charity Transparency Awards 2019 for the third consecutive year since 2017.

Thank You for Your Support

Our achievements were made possible because of your support, advice, guidance, contributions. It is a privilege to work with you.

Agency for Integrated Care
Care & Share Matching Grant
Caritas Singapore
Charity Council
Church of Holy Cross
COMIT@North Grant
Community Foundation of Singapore
Institute of Mental Health
FNA Group (The Cocoa Trees)
Khoo Teck Puat Hospital
Legal Options LLC
Mdm Chu Puay Hoon
Ministry of Health
Ministry of Social and Family Development

Mount Alvernia Hospital
Mr Alexander Joramsa
Mr Joo Zhi Wen, Nicholas
Mr Ong Jun Da
Mr Philip Lim Feng
Mr Stefanus Yudanto
Mr Syed Fidah bin Ismail Alsagoff
Ms Low Soo Fen
Ms P Buvanaswari
National Council of Social Service
OCD Network
Sylvia McCully School of Dancing
Ms Joanna Tan Ee Na

Programme partners:





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ANNUAL REPORT 2019



**the
garden
cafe**