



ANNUAL REPORT 2020

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About aLife Ltd

aLife is a secular, non-profit Institute of Public Character (IPC) that provides professional assistance to women in unplanned and unsupported pregnancies. It is committed to educating, advising and supporting women and their families on issues related to the unborn child and the mother's reproductive health.

aLife was founded in May 2002 by Dr Peter Chew, Consultant Obstetrician and Gynecologist and a group of professionals who wanted to nurture and promote a healthy respect for family life.

Since 2002, aLife has managed to enhance its outreach through counselling, public talks and programmes designed to be relevant to the widest segment of the Singaporean society creating awareness to transmit its mission.

aLife is a member of the National Council of Social Service (NCSS).

Organisation Information

aLife Ltd is a public company limited by guarantee incorporated under the Companies Act (cap 50) on 21 May 2002. We are a registered charity with IPC status.

UEN No.:	200204369H
Incorporated on:	21 May 2002
Charity Registration No.	1637
Registered and Postal Address	Blk 308 Shunfu Road, #01-165, S570308
Company Secretary:	WAYE Management Services Pte. Ltd.
Banks:	DBS Bank Limited
Auditors:	Helmi Talib & Co
Website:	www.alife.org.sg
E-mail:	contact@alife.org.sg
Tel:	+65 6258-8816
Fax:	+65 6258-4339

Vision

aLife perceives every child, from the moment of conception, as a precious gift, a celebration of Life!

aLife believes that every child, regardless of circumstance, is entitled to a good education and a stable, secure and nurturing environment to grow up in.

Mission

To provide pregnancy assistance to any woman confronted by an unplanned and unsupported pregnancy;

To provide a comprehensive support network for families in crisis, with a special emphasis on the marginalized and underprivileged members of society;

To improve the quality of life of children from low-income and dysfunctional households through counselling, public education and child support.



Chairman's Message

Dear Donors and Volunteers of aLife,

I would like to thank all donors and volunteers who have given generously of your time and finances to help aLife in its mission to reach out to pregnant mothers in need and young families.

2020 has been a year of challenges and also of hope. The COVID pandemic has forced us to re-think how we reach out to clients in need despite social distancing measures. In a way, it has accelerated long overdue changes in aLife we had seen coming even before COVID.

In the 12-month period from July 2019 to June 2020, aLife reached out to 231 mothers with pregnancies in crisis. In the same period of 2019, we saw 282 mothers. Reasons for the drop in referrals were due to lower numbers of mothers seeking termination of pregnancies in the public sector and less mothers who wanted to be seen by a para-counsellors.

aLife also faced challenges securing space in the various polyclinics as rooms were at a premium in such busy facilities and rightly so. We had to think of alternative ways of reaching out to our clients in a timely yet personal way, employing phone calls, instant messaging and video conferencing platforms. Our resource facilitators learnt these new skills in good spirit.

Our financial reserves have decreased to about 7 months as we struggle to find sources of donation. In previous years, concerts and dinners helped us greatly.

In an effort to diversify our services to serve the family and mothers in need, we embarked on several new programmes: ALMA - aLife Mothers' Assistance, Befriending- aLife's Befrienders of Beleaguered Mothers (ALBUM), Youth @aLife Evolve (YALE) Program and Best Buddy Support System (BUDS), SpeakEasy (a literacy programme) and Therapy programmes among others.

We are also digitizing our operational platforms to leverage on the efficiencies of an integrated platform. This will allow us access to a HR system, donor management system and volunteer management system. We are also getting a consultant to update our policies and workflows on data protection in compliance with the 2021 requirements. All these are partially subsidized by grants from the government.

We are also revamping our staff distribution and business strategy to ensure our remaining reserves can last us longer as we seek to be of new value to pregnant mothers in need and young families.

We hope for your continued support in our work as now more than ever, our society needs to focus on hope and the future in 2021.



Dr Gamaliel Tan



Board and Organisation



Dr Gamaliel Tan, Chairman



Dr Peter Chew CT, Founding Member



Mr Raphael Lee, Secretary



Mr Desmond San, Treasurer



Mr Ronnie Siew, Member



Ms Maleena Suppiah Calvert, Member



Mr Roger Ong, Member

Board Attendance

Board Member	Designation	Attendance in 2019-2020
Dr Gamaliel Tan	Chairman	4 out of 4
Mr Raphael Lee	Secretary	4 out of 4
Dr Peter Chew	Founding Member	4 out of 4
Mr Desmond San	Treasurer	4 out of 4
Mr Roger Ong	Member	4 out of 4
Mr Ronnie Siew	Member	4 out of 4
Ms Maleena Suppiah Calvert	Member	4 out of 4
Mr James Wong (resigned on 7 July 2020)	Member	1 out of 4

Management

General Manager Ms Magdalene Tan

Programme Manager Ms Dolores Prior

Administration

Administrator Ms Catherine Philemon

Accounts Executive Ms Chan Sook Kuan

Governance

Since the Code of Good Governance for Charities and Institutes of Public Character was refined in 2011, aLife attempted to adapt, if not all, of its elements as a system and guide in improving its operations. The good governance practices enhanced aLife's awareness of transparency and accountability as well as exercise the appropriate due diligence on donors and beneficiaries. During the Board meetings, the Directors assessed aLife's financial status to determine to have a healthy reserve and define and ensure its programmes and projects. As at 1 July 2019, aLife has a reserve of 8 months.

Conflict of Interest Policy

All the Board Members and employees of aLife are obliged to act in the best interest of the organization. We avoid situations where there may be real, potential or perceived conflicts of interest, which may arise where a member's personal or family interest conflicts with those of aLife. These conflicts may create problems that may result in damage to aLife's reputation which may lead to its inability to sustain operations; Influence the members' judgment and compromise objectivity when conducting the aLife's affairs; restrict free discussion resulting in decisions or actions that are not in the interests of aLife; and risk the impression that aLife has acted improperly.

Written documents are in place for Board Members and management to declare their actual or potential conflicts of interest. This written policy and procedures aim to protect both the Charity and its members from any appearance of impropriety.

Disclosure and Transparency

None of the governing board members is remunerated for their services to the Board. None of its paid staff receives more than \$100,000 each in annual remuneration.

Code of Governance

Applicable to charities with annual gross annual receipts or total expenditure from \$50,000 to less than \$500,000.

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	
	Are there governing board members holding staff ¹ appointments? (skip items 2 and 3 if "No")		No	
2	Staff does not chair the Board and does not comprise more than one third of the Board.	1.1.3	N.A.	
3	There are written job descriptions for the staff's executive functions and operational duties, which are distinct from the staff's Board role.	1.1.5	N.A.	

Code of Governance

S/N	Code guideline	Code ID	Response (select whichever is applicable)	Explanation (if Code guideline is not complied with)
4	<p>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.</p> <p>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.</p>	1.1.7	Complied	
5	All governing board members must submit themselves for re-nomination and re-appointment, at least once every 3 years.	1.1.8	Complied	
6	There are documented terms of reference for the Board and each of its committees.	1.2.1	Complied	

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				
7	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	
8	Governing board members do not vote or participate in decision making on matters where they have a conflict of interest.	2.4	Complied	
Human Resource and Volunteer ² Management				
9	The Board approves documented human resource policies for staff.	5.1	Complied	
Financial Management and Internal Controls				
10	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	

Code of Governance

S/N	Code guideline	Code ID	Response (select whichever is applicable)	Explanation (if Code guideline is not complied with)
11	The Board ensures that internal controls for financial matters in key areas are in place with documented procedures.	6.1.2	Complied	
12	The Board ensures that reviews on the charity's internal controls, processes, key programmes and events are regularly conducted.	6.1.3	Complied	
13	The Board approves an annual budget for the charity's plans and regularly monitors the charity's expenditure.	6.2.1	Complied	
	Does the charity invest its reserves (e.g. in fixed deposits)? (skip item 14 if "No")		No	
14	The charity has a documented investment policy approved by the Board.	6.4.3	N.A.	

Code of Governance

S/N	Code guideline	Code ID	Response (select whichever is applicable)	Explanation (if Code guideline is not complied with)
Fundraising Practices				
	Did the charity receive cash donations (solicited or unsolicited) during the financial year? (skip item 15 if "No")		Yes	
15	All collections received (solicited or unsolicited) are properly accounted for and promptly deposited by the charity.	7.2.2	Complied	
	Did the charity receive donations in kind during the financial year? (skip item 16 if "No")		Yes	
16	All donations in kind received are properly recorded and accounted for by the charity.	7.2.3	Complied	
Disclosure and Transparency				
17	The charity discloses in its annual report — (a) the number of Board meetings in the financial year; and	8.2	Complied	

Code of Governance

S/N	Code guideline	Code ID	Response (select whichever is applicable)	Explanation (if Code guideline is not complied with)
Disclosure and Transparency				
17	(b) the attendance of every governing board member at those meetings.	8.2	Complied	
	Are governing board members remunerated for their services to the Board? (skip items 18 and 19 if "No")		No	
18	No governing board member is involved in setting his own remuneration.	2.2	N.A.	
19	The charity discloses the exact remuneration and benefits received by each governing board member in its annual report. OR The charity discloses that no governing board member is remunerated.	8.3	N.A.	
	Does the charity employ paid staff? (skip items 20 and 21 if "No")		Yes	

Code of Governance

S/N	Code guideline	Code ID	Response (select whichever is applicable)	Explanation (if Code guideline is not complied with)
20	No staff is involved in setting his own remuneration.	2.2	Complied	
21	<p>The charity discloses in its annual report —</p> <p>(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</p> <p>(b) whether any of the 3 highest paid staff also serves as a governing board member of the charity.</p> <p>The information relating to the remuneration of the staff must be presented in bands of \$100,000.</p> <p>OR</p> <p>The charity discloses that none of its paid staff receives more than \$100,000 each in annual remuneration.</p>	8.4	Complied	

Declaration



I declare that my charity's / IPC's governing Board has approved this Governance Evaluation Checklist and authorised me to submit on its behalf. All information given in this checklist submission is true to the best of my knowledge and I have not wilfully suppressed any material fact. The full responsibility for providing accurate and updated checklist information will rest with my charity's / IPC's governing Board.

Sources of Funds

aLife is financially supported by way of monetary contributions from individual and corporate donors, programme fees and government grants.

As an Institute of Public Character (IPC), aLife issues Tax Exempt Receipts (TERs) for donations.

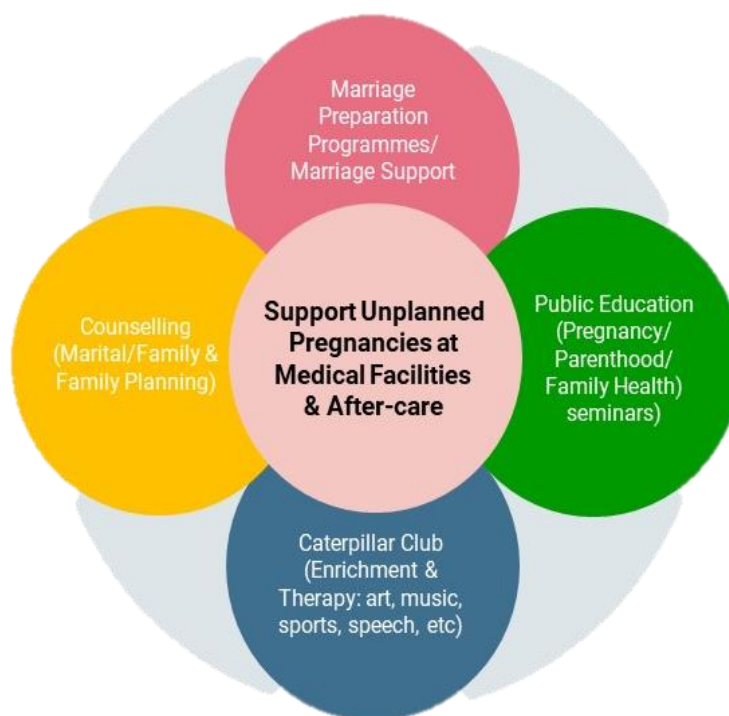
Financial Summary

Statement of Financial Activities

For the financial year ended 30 June 2020

	Unrestricted Fund (S\$)	Restricted Fund (S\$)	Total (S\$)
<u>Income</u>			
Income from generated funds	179,491	-	179,491
Income from charitable activities	16,637	213,629	229,906
TOTAL INCOME	196,128	213,269	409,397
<u>Expenditures</u>			
Cost of generating funds	(313)	-	(313)
Cost of charitable activities	(307,579)	(10,442)	(318,021)
Governance costs	(5,794)	(4,280)	(10,074)
TOTAL EXPENDITURES	(313,686)	(14,722)	(328,408)
NET INCOME (EXPENDITURE)	(117,558)	198,547	80,989

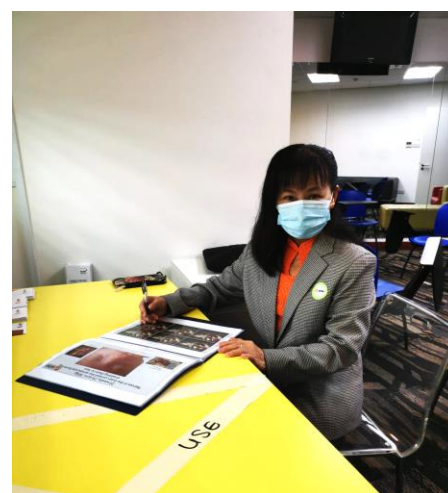
Programmes & Services



Pregnancy Counselling

aLife Ltd strives to promote the reproductive health of women. Our Resource Facilitators (RFs) are a trained and experienced team comprising certified para-counsellors and professional volunteers who are on hand at medical facilities islandwide to befriend, advise and provide a listening ear to women in pregnancy crisis.

aLife's counsellors and para-counsellors provide information, alternatives and resources when appropriate to pregnant mothers who seek termination of pregnancy. To-date, we have seen 13,665 clients, 17% of which (2,282 clients) decided to continue their pregnancies.



Programmes & Services

Marital & Family Counselling Services



aLife engages professional counsellors to provide therapeutic support to couples faced with marital crisis. aLife also provides family counselling to families requiring therapy in areas such as teen dilemmas (identity crisis, sexuality issues & eating disorders), bereavement of a loved one and depression.

MSF HOPE Scheme

In 2015, aLife was appointed by the Ministry of Social and Family Development (MSF) as a Service Provider for the Home Ownership Plus Education (HOPE) Scheme. aLife provides Family Planning Counselling Service for families in this scheme to all eligible Singapore citizens and permanent residents regardless of race, language or religion.

Marriage Enrichment Courses

aLife offers Marriage Enrichment & Preparation Courses to couples who are seriously contemplating marriage, as well as newly married couples who want to see their marriage get off to a good start, by building a good foundation. Our Marriage Enrichment course is fully supported and highly subsidized by MSF. Our programme curriculum is designed to encompass all contemporary concerns, while delving into key areas at the root of marital conflict that surface in the first couple years of marriage.

Programmes & Services

Caterpillar Club

The Caterpillar Kids' Club is a children's character-building enrichment programme for children aged 4 to 12 years old who are primarily from low-income and disadvantaged families. Through comprehensive and immersive programmes, the Caterpillar Club aims to Empower, Educate & Equip the children with necessary life skills. The programme is run by a team of competent staff and committed volunteers every Saturday during the school year, and on an ad-hoc basis during school holidays.

The Caterpillar Club aims to:

- To strengthen the character, identity and resilience of the child;
- To develop self-esteem and inculcate a strong sense of social values from an early age;
- To equip the child with necessary life skills to empower them to lead productive lives;
- To improve literacy and language skills for effective communication, self-expression and enhanced articulation;
- To identify, encourage and develop the child's innate talents; and
- To acknowledge each child's sense of self-worth and cultivate independent thinkers.



Programmes & Services

Public Education

aLife has incorporated a comprehensive package of public education programmes to address current social issues like couplehood, parenthood, family wellness and marital relationships. Topics cover fertility awareness, sexuality education, parenthood, women's and family health. aLife has also organised movie screenings-cum-talks on selected social issues in collaboration with leading healthcare service providers.

New Programmes

To provide support for women and their families, aLife has come up with a number of initiatives and new programmes:

- aLife Mothers' Assistance (ALMA)
- Youth @aLife Evolve (YALE)
- aLife Befrienders of Beleaguered Mothers (ALBUM)
- Play Therapy
- Creative Art Therapy
- SpeakEasy Programme
- Best Buddy Support System (BUDS)

These programmes started in July 2020 onwards and will be progressively rolled out in the coming months.

Acknowledgements

The Board and Management of aLife would like to thank everyone at aLife – with special mention to the committee members and advisors for their contributions in the past years. We are deeply grateful to our staff, full-time, part-time and volunteers for their tenacity and dedication in working in this Charity.

Corporate Sponsors

Abbot Singapore
A Menarini Asia-Pacific
The Boys Brigade in Singapore
CFI Pte Ltd
Dr Peter Chew Chee Tong
Gleneagles Hospital Singapore
Goldplus Universal Pte Ltd
Indrugco Pte Ltd
Lee Foundation
Prof Yap-Seng Chong
RK Pharma Pte Ltd
Starmed Specialist Centre
Temasek Foundation Cares
United Italian Trading Corporation Pte Ltd



Community Partners

Ministry of Social and Family Development (MSF)
National Volunteer and Philanthropy Centre (NVPC)
National Council of Social Service (NCSS)
Singapore Management University
Hwa Chong Institution
Raffles Institution
Temasek Secondary School
The College of Allied Educators
The Red Pencil Singapore
Ray of Hope (The Shoebox Project)
The Community Foundation of Singapore
Sembcorp Energy for Good Fund