

Hands for Hope Inc.  
Góp Một Bàn Tay



handsforhope  
GÓP MỘT BÀN TAY inc

*"Giving a Chance, Making a Difference"*

## Annual Report 2005

Website: <http://www.handsforhope.org.au>

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### **Hands for Hope Inc**

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### **Management Committee Executive Committee**

#### **President**

Mr Cuong Tran

#### **Vice Presidents**

Ms Phuong Nguyen (Internal)

Mr Nam Nguyen (External)

#### **Treasurer**

Mrs Lien Huynh

#### **Secretary**

Mr Khuong (Ethyne) Tang

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### **Committee Members**

Mr Hoang Nguyen

Mrs Nhan Nguyen

Mr Tam Nguyen

Mr Tuan Nguyen

Ms Thu Duong

Mrs Huong Tran (resigned)

Ms Trang Tran (resigned)

#### **Public Officer**

Mr Nam Nguyen

#### **Web Master**

Mr Dung Tran

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### **Partners - In Australia**

Friends of the Lepers

Association (Melbourne)

Trung Duong Association  
(Adelaide)

Oz Quest (Melbourne)

### **Partners - Overseas**

Aid to Children Without  
Parents (USA)

Au Lac Youth Group  
(Norway)

## About Hands for Hope

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### Brief History

In 1999, urgent relief for flood victims in central Vietnam brought together various organisations within the Vietnamese community in Australia. These organisations included the Vietnamese Professional Society, Hoa Nien Youth Group, Vietnamese Student Association, VoViNam and Vietnamese Women Association. The organizations had planned for the group to continue to exist, in order to allow them to quickly respond to subsequent relief effort for natural disasters in Vietnam. From this effort, Hands for Hope was established.

### Establishment

The Association is a charity and voluntary, non-profit, non-political and non religious organization established by a group of young Vietnamese Australian with a collective aim of fundraising and carrying out projects, programs and relief work to assist the poor, needy and disadvantaged people, in particular children in Vietnam. The association was inaugurated in August 2000 and was formally and legally registered on the 23<sup>rd</sup> of March 2001 as Hands for Hope Inc. (Góp Một Bàn Tay) under the Association Incorporation Act 1981.

### Mission

Strive to help underprivileged people in particular children in Vietnam, to regain their self-sufficiency so they can lead a full and productive live as part of the community.

### Vision

Our vision is to be recognized as a charitable, non-profit organization with leadership in helping people to make a difference in their lives and to earn and maintain confidence and trust from the public.

### Objectives

- To provide educational sponsorships and scholarship to poor, blind, orphaned and underprivileged children in Vietnam.
- To provide apprenticeship training grants to poor and underprivileged adolescents in Vietnam
- To provide assistance in the construction or repair of infrastructure such as schools and housing to improve the lives of poor children and communities
- To provide assistance with medical needs to sick and disabled children from poor and underprivileged background, to alleviate pain and suffering and increase the chance of a normal life.
- To develop awareness and encourage voluntary service and charitable work in Australia

## Guiding Principles

To realise our vision and mission, we follow nine guiding principles:

- A commitment to the highest ethical standards
  - A commitment to the highest of requirement of legality
  - A commitment to excellent services
  - A commitment to minimise costs of services and administration to assure utmost effectiveness
  - A commitment to integrity, where no conflict of interest exists in anyway for any volunteer or staff member. No volunteers should profit financially from their involvement in the organisation
  - A commitment to be financial transparency
  - A commitment to be accountable where finances and services are reported openly and regularly
  - A commitment to foster teamwork where mutual respect and consideration of everyone is encouraged
  - A commitment to foster collective ownership where decision-making is informed and communication is based on fairness and open-mindedness
- .....

## President's Report

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*Dear friends and supporters, volunteers and members of Hands for Hope*

It seemed only yesterday that we had our last AGM, where Tam our outgoing president delivered his annual reports and handed over the task of running Hands for Hope to a team of newly elected administrators. They say time goes by fast when you are busy and it certainly has been nothing short of that since.

I am pleased to report that one year on, Hands for Hope is going strong and growing stronger reaching out to help more and more poor and underprivileged children in Vietnam then ever with some very notable achievements.



### *Some achievement highlights for 2004-2005*

- *Admitted another 209 children from poor families into H4H's education sponsorship program.*
- *Provided corrective surgery to 35 disabled children.*
- *Collaboration with Oz Quest to build facilities for 2 schools in Hue.*

- *Collaboration with Friends of The Lepers Association to administer education grants to 56 children from families with leprosy*
- *Existing and new fund raising initiatives have netted an increase of funding by 71% and at the same time keep admin cost to below 4%*
- *Stream line many internal administration process and created a centralized database for all administration purpose*
- *Rebuild and re-launched Hands for Hope website <http://www.handsforhope.org.au>*

On top of all our major achievements Hands for Hope continues to reach out further into the community with organisations such as Rotary and Lions Club coming on board to lend a helping hand to our projects in ways of education sponsorship. At the same time, we continue to maintain and build stronger relationship with established groups such as the Au Lac group in Norway and other group from overseas and interstate, who have been assisting Hands for Hope's projects over the years.



Site visit for this year was carried out by a large contingency of Hands for Hope members who travelled to Vietnam from October 2004 to February 2005 to assess existing projects, review new projects proposals and carry out medical and infrastructure building projects. As a result, H4H increases its education sponsorship program to another 209 children in various provinces in Vietnam, all in remote and poor areas. In addition to this, 35 disabled children, were provided surgery to correct their disabilities which was mainly born from polio or cerebral palsy. Reports

have arrived that these children have recovered well and are in much better condition then before surgery, some have even been able to live like normal children. The members also carried out building projects, digging wells to provide clean drinking water to several communities and put roofs over a number of poor families with children.

Hands for Hope continues to build and expand relationships with other well known and well established organizations in mainstream Australia, of notable is the recent collaboration with Oz Quest, a volunteer organization sponsored by the Duke of Edinburgh. In January 2005, about 20 Oz Quest members travelled to Hue in Vietnam and with the assistance from Hands for Hope's representatives build facilities for 2 local primary schools. This year, Oz Quest is looking to continue this relationship to bring joy to more children. 2004 and 2005 also saw more interests from other organizations such as Rotary and Lions Club wishing to contribute towards H4H's many projects.

With increased public awareness and new fund-raising initiatives such as collection tins, business partnership, child sponsorship program together with existing programs such as the annual Walk-a-Thon and annual fund raising dinner has combined to give an increase of 71 percent in total income for the year in comparison to 2003-2004 while at the same time reducing administration cost to less then 4% of total income. This is truly an impressive result and is a



testament to the hard work and sacrifices of members and volunteers. The increase in income will allow H4H to further expand current projects and also allow funding for new projects and initiatives to reach more needy children.

Internally, H4H has undertaken many work shop and studies to stream line many aspect of our administrative processes. As a result, we now have a centralised database which aims to make life a lot simpler for monitoring the progress of each child under our education sponsorship program, it also allows the admin team to keep a closer relationship and provide more accurate reporting to sponsors of the children.



Going forward, the New Year will bring further challenges as we grow and become more recognized in the main stream community. I strongly believe the efforts we have put into our administrative process and the continuing dedication of the volunteers and members will help us overcome these new challenges. In the coming year, we will continue to work towards further efficiency and find new and innovative ways to further improve the effectiveness of our work with the children in Vietnam. We will also look at ways to allow sponsors and the children

to interact better and continue to promote the work of Hands for Hope to the wider community, to seek further support allowing us to widen our reach to more needy children in Vietnam. Finally, H4H will continue its push towards Tax Deductibility Recipient (DGR) status by lobbying politicians, religious organizations, community leaders and the general community to help us achieve this very important status.

On behalf of the Hands for Hope Management Committee, I would like to say thank you to all those who have supported our work, from business to individuals who gave a hand to make a difference, your help and support is vital to the work helping so many poor and disadvantaged children to a better future. On a personal note, I would like to thank all of the members and volunteers of Hands for Hope, for their dedication and hard work giving hope and making a difference to many children's lives. Thank you once again for all your support.

*On behalf of the Management Committee*

A handwritten signature in black ink, appearing to read 'Cuong Tran'.

*Cuong Tran  
President*



## Year 2004 - 2005 Highlights

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2004-2005 was a year of consolidation for Hands for Hope, in both our fundraising activities and operational aspects. Here are some highlights of our fundraising and social events throughout this period.

### Year 2004

#### *August*

- The preparation for our Annual Fundraising Dinner was in full swing

#### *September*

- We hosted our fourth Annual Fundraising Dinner with an attendance of about 300 people. We managed to raise over \$42,000 to assist us in helping about 1000 needy and underprivileged children in Vietnam



#### *November*

- Our annual general meeting (AGM) was held during November and a new management committee was voted in at the AGM.

#### *December*

- The new management committee kicked off the stream line project to consolidate our processes and procedure and to create a centralised database to reduce administration efforts.
- A fun end of year party was organized to celebrate the festive season and to thank our members and supporters for their dedication and continued support throughout the year in all of our fundraising efforts.
- Some members travelled back to Vietnam and visited some of our projects



### *Year 2005*

#### *January*

- 2 more of our members went back to Vietnam and visited many projects and worked closely with our partners in Vietnam to implement some new operational procedures.

*February*

- Hands for Hope had a display stall at the Tet Festival held at Linh Son Temple. We had a fun time meeting and answering some of the questions from the public and interested people in the community about our works in Vietnam



*March*

- We once again assisted the Red Cross in their March Red Shield Appeal in Footscray

*April*

- The third “Walk for the Children of Vietnam” walkathon was organized with the participation of many other organizations in the Vietnamese community. Due to a change to a new location, Yarra Bend Park, the event attracted a lower number of participants. However, we were still able to raise over \$9,000



- Picnic for members at the botanical garden.
- We kicked off our tin can appeal with 600 money tins for distribution.

*May - June*

- A member visited Vietnam and made another field trip to all our projects and prepared a report for Hands for Hope’s annual project review

*July*

- A meeting to review and assess all the old projects, and to propose and approve new projects was held in preparation for the new school year in Vietnam

*Nam Nguyen*



*\*Please note that all travel expenses incurred by our members are at their own expense.*

## Education Projects - Highlights

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Another year has gone by, Hands for Hope is delighted to report that our education projects have been well managed with great results & success. It's time to reflect on some of the highlights in year 2004-2005. Hands for Hope's primary objective is carrying out education projects which aim at providing poor & disadvantage children in Vietnam a basic education, an opportunity to have a brighter future in life. In 2004-2005 financial year, Hands for Hope spent approximately AUD \$45,000 on 17 education projects across many remote regions in Vietnam, supporting over 900 students to remain in school from primary to tertiary level.



### Highlights of year 2004-2005 school year

#### **Maintaining high standard of project selection & monitoring**

Over 5 years in operation, Hands for Hope has gained many valuable experiences in managing our projects in Vietnam. We always strive to uphold high standard in selecting & monitoring our projects. We have developed strict guidelines on projects selection & monitoring programs to ensure our projects deliver the best results & outcomes that are expected by our supporters and the general public.

For a project to be selected there are many main selection criteria such as projects in remote areas where Hands for Hope's assistance are most needed. Also a Hands for Hope representative must visit the area and assess some of the students' family status & the area's economic situation and each project must have a reliable Vietnam based representatives



In term of monitoring projects, half yearly reports from our Vietnam representatives & yearly results of students are obtained by our coordinators to ensure students actually attended school and also how well they progress in their studies. We also encourage students to write letters to their sponsors to keep the ongoing communication and enrich the relationship between sponsors and students.

#### **Hands for Hope's volunteers dedicated more time & effort**

Hands for Hope is very fortunate to have a great group of volunteers who are so dedicated to Hands for Hope's work. In year 2004-2005 many of Hands for Hope members went to Vietnam to carry out field work at their own expenses. We had all together 7 members returned to Vietnam at different time during the year to visit most of our projects & selected students and their families; reassessing our current projects and seeking new projects for the



upcoming year. Two of our members dedicated their entire 2 and 6 months travelling throughout Vietnam assessing new projects in remote places where no other charity organizations have ever reached. These members are the keys to Hands for Hope's success. We are proud of our volunteers & their dedication. We take pride in our work by ensuring the money donated to Hands for Hope are spent correctly and reached the intended targets, being the children and their education.

### **Great results that need to be shared**

Most of our sponsored children are from extremely poor families and poor communities. Despite living in such hardship, the majority of Hands for Hope sponsored children are dedicated and very focused in their study. They value highly the opportunity they have been given by their sponsors and therefore try their best to study with the hope of moving up the next grade and keeping their sponsors happy and satisfied with their performance. Approximately 80% of sponsored children in education projects are high achievers in the year 2004-2005.

Most of Hands for Hope education projects are considered as long term projects as students need to remain in school for many years before joining the working force. However, with some of our projects where there are students studying towards the end of secondary & tertiary education, there were positive results achieved in 2004-2005. Five students have graduated and become teachers in the Da Nang project. In the apprenticeship project in Hue, 15 students are now working as hairdressers, carpenters & motorbike mechanics. All of these children can now earn their living and also support their families, a brighter future awaits them.

### **Future direction**

Heading into the future, Hands for Hope will continue to strengthen our existing projects by ensuring the children are continuing in their studies from primary level through to tertiary level. Hands for Hope also sees the potential growth in apprenticeship projects where there are children who wish to learn and be trained on the job so that they can start working sooner to help themselves and their family. With more and more volunteers spending more time in Vietnam, we are continuously looking to expand our education projects to many other hard to reach regions throughout Vietnam so that many more less fortunate children can at least have a normal childhood as they should and being able to gain knowledge through education which is the key to a brighter future.

We would like to express our thanks all our supporters & sponsors, without your support we cannot achieve what we have achieved over the past years. Our success is truly your own success. We hope to have your continuous support for years to come so that Hands for Hope can continue to assist the less fortunate children in Vietnam out of poverty.

*Phuong Nguyen*  
*Project Coordinator*



## Summary of Hands for Hope's Projects 2004 – 2005 & New Project 2005- 2006

Projects/Locations	No. Students	Total Costs
<b>Education Sponsorship</b>		\$
Bac Lieu	20	700
O Mon, Can Tho	130	6,500
Dong Nai, Gia Kiem	3	340
Hue & Surrounding areas	106	4,355
An Bien, Kien Giang	22	1,575
Lam Dong, Bao Loc	80	3,200
Long An, Chau Thanh - Tien Giang	20	750
Quang Ngai	14	810
Gio Linh	23	1,400
Hai Vinh	20	1,100
Quang Tri - School for the Blind	25	6,500
Quy Nhon, Hoi Loc Island	15	1,700
Song Be, Tan Uyen	64	2,800
Leper's Children Education Sponsorship - Saigon	56	2,800
Phung Hiep - Can Tho	53	1,400
Con En - An Giang	30	1,200
Pleiku - Gia Lai	34	1,000
Tay Ninh & Can Tho	2	400
Dap Goc - A Luoi - Hue	23	930
Cai Rang	20	700
	<b>760</b>	<b>40,160</b>
<b>Van Xuan An Scholarship</b>		
Da Nang & surrounding areas	46	3,700
Hue & surrounding areas	29	2,900
Quang Ngai	9	785
	<b>84</b>	<b>7,385</b>
<b>School Constructions &amp; Repairs</b>		
Dong Mieu, Thuy Dien Hue- repaired a kitchen, toilet & playground		2,000
		<b>2,000</b>
<b>Other Projects</b>		
Hue & 15 surrounding areas (Teacher's salaries)	45	4,835
Kontum (schooling materials & stationery)	180	1,500
Vocational Training, Hue	15	1,980
Cattle Raising, Hue (\$4500 from 2003-2007)	10	-
Other short term projects		11,000
		<b>19,315</b>
<b>Total Cost</b>		<b>68,860</b>

## Financial Reports

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### HANDS FOR HOPE INC.

#### STATEMENT BY COMMITTEE

The Committee has determined that Hands for Hope Inc. is not a reporting entity and therefore there is no requirement to apply Accounting Standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views) in the preparation of these financial statements. The Committee has determined that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 3 to the accounts.

In the opinion of the Committee:

1. (a) The accompanying Profit and Loss Statement gives a true and fair view of the profit or loss of the incorporation for the financial year ended 30<sup>th</sup> June 2005 and  
  
(b) The accompanying Balance Sheet gives a true and fair view of the state of affairs of the incorporation as at the end of the financial year.
2. At the date of this statement, there are reasonable grounds to believe that the incorporation will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed by:



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Cuong Tran

Chairperson

27<sup>th</sup> November 2005



.....

Lien Huynh

Treasurer

27<sup>th</sup> November 2005

**HANDS FOR HOPE INC.**  
**PROFIT & LOSS STATEMENT**  
**FOR THE YEAR ENDED 30 JUNE 2005**

	2005			2004		
	\$	\$	\$	\$	\$	\$
<b>INCOME</b>						
Donations		17,773.75			7,178.01	
Fund Rasing Activities (including partners)		58,479.05			43,662.00	
Infrastructure		2,000.00			2,000.00	
Interest- CBA		211.73			143.28	
Interest- Term Deposits		1,464.35			1,104.73	
Grants		-			1,300.00	
Membership subscriptions		30.00			20.00	
Other donations - paintings PTL		-			500.00	
Sponsorship		13,024.38			1,365.00	
Scholarship		2,769.00			2,068.00	
Short-Term Projects		6,160.00			350.00	
Sundry		96.00				
<b>Total Income</b>			<b>102,008.26</b>			<b>59,691.02</b>
<b>EXPENDITURE</b>						
<b>Administration</b>						
Bad debt written off	300.00			300.00		
Bank charges	506.40			323.10		
Depreciation	69.75			93.00		
Internet cost -web hosting	463.00			296.00		
Membership and Subscription	35.00			35.00		
Postage	459.50			635.10		
Printing and stationery	34.66			680.00		
Project management	576.96			100.00		
Refreshments	96.29			168.65		
Sundry				960.00		
<b>Total administration expenses</b>		<b>2,541.56</b>			<b>3,590.85</b>	
<b>Other expenses</b>						
Cost of painting		2,000.00				
Cost of Fundraising Activities		13,810.67			8,351.14	
<b>TOTAL EXPENSES</b>			<b>18,352.23</b>			<b>11,941.99</b>
<b>FUNDS AVAILABLE FOR PROJECTS</b>			<b>83,656.03</b>			<b>47,749.03</b>
<b>Projects running costs</b>						
<b>Education Projects</b>						
Van Xuan An scholarships	4,600.00			2,500.00		
Education sponsorships	32,833.00			14,710.00		
Blind children sponsorships	6500.00			6250.00		
		43,933.00			23,460.00	
<b>Infrastructure Projects</b>						
Infrastructure		2,000.00			-200.00	
<b>Other Projects</b>						
Special funds	10,960.00			6,237.40		
Lop Hoc Tinh Thuong	-			2,068.00		
Teachers' salaries	4,460.00			4,611.60		
Cattle raising	-	15,420.00		4,080.91	16,997.91	
<b>Total project running costs</b>			<b>61,353.00</b>			<b>40,257.91</b>
<b>SURPLUS (DEFICIT)</b>			<b>22,303.03</b>			<b>7,491.12</b>

**HANDS FOR HOPE INC.****BALANCE SHEET AS AT 30 JUNE 2005**

	2005			2004	
	NOTES	\$	\$	\$	\$
<b>CURRENT ASSETS</b>					
Cash at bank		64,983.40			42,152.22
Term Deposit		32,138.88			31,104.73
Prepaid expense		-			331.00
Sundry debtors	(Note 1)	818.45			20.00
<b>TOTAL CURRENT ASSETS</b>			97,940.73		73,607.95
<b>NON-CURRENT ASSETS</b>					
Digital Camera		400.00		400.00	
Less accumulated depreciation		-237.25	162.75	- 167.50	232.50
Paintings	(Note 2)		1,700.00		3,700.00
<b>TOTAL NON-CURRENT ASSETS</b>			1,862.75		3,932.50
<b>TOTAL ASSETS</b>			<b>99,803.48</b>		<b>77,540.45</b>
<b>CURRENT LIABILITIES</b>			-		40.00
<b>NET ASSETS (DEFICIENCY)</b>			<b>99,803.48</b>		<b>77,500.45</b>
<b>FUNDS AVAILABLE</b>					
Retained earnings			77,500.45		70,009.33
Current year surplus			22,303.03		7,491.12
<b>TOTAL FUNDS AVAILABLE</b>			<b>99,803.48</b>		<b>77,500.45</b>

**HANDS FOR HOPE INC.  
SUPPORTING SCHEDULE TO THE BALANCE SHEET  
FOR THE YEAR ENDED 30TH JUNE 2005**

<b>NOTE #</b>	<b>DETAILS</b>	<b>\$</b>	<b>\$</b>
NOTE 1	<b>Debtors</b>		
	Memberships 2004	20.00	
	Tax withheld from the bank (Refundable)	430.20	
	Dinner collectables	250.00	
	WAT collectables	118.25	
			<b>818.45</b>
NOTE 2	<b>Paintings</b>		
	Le Thanh Nhon 2 water paintings at valuation	-	SOLD
	Phung Thuy Loan "Woman behind the window" at valuation	500.00	
	Vu Quoc 2 paintings at valuation	1,000.00	
	Vu Quoc oil on canvas "Dreaming"	200.00	
			<b>1,700.00</b>

**HANDS FOR HOPE INC.  
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2005  
NOTE 3 – STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES**

These financial statements are a special purpose financial report prepared for use by members of the incorporation. The Management Committee have determined that Hands for Hope Inc. is not a reporting entity and therefore there is no requirement to apply Accounting Standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views) in preparation and presentation of these statements.

The statements have been prepared in accordance with the requirements of the following Accounting Standards and other mandatory professional reporting requirements:

- AASB 1002 : Events Occurring after Balance Date
- AASB 1018 : Profit and Loss Accounts
- AASB 1021 : Depreciation of Non-Current Assets
- AASB 1025 : Application of the Reporting Entity Concept and Other Amendments
- AASB 1031 : Materiality

No other Accounting Standards or other mandatory professional reporting requirements have been applied.

The statements are also prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following specific accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of these statements:

**Property, Plant and Equipment**

Property, plant and equipment are included at cost or at valuation.

All assets, excluding freehold land and buildings are depreciated over their useful lives to the incorporation.