



**Children's
Cancer
Foundation**

- Whole -

*We are all in this together
United by shared differences
Sometimes, life feels like
a lonely journey
But we know we are not alone*

ANNUAL REPORT 2018

**JOURNEYING
TOGETHER**

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About

CHILDREN'S CANCER FOUNDATION

Founded in 1992, Children's Cancer Foundation (CCF) is a non-profit organisation that provides children with cancer and their families the much needed support in their battle against the life-threatening illness. Over the years, CCF has helped more than 3,000 children and their families at different stages of the illness and recovery.

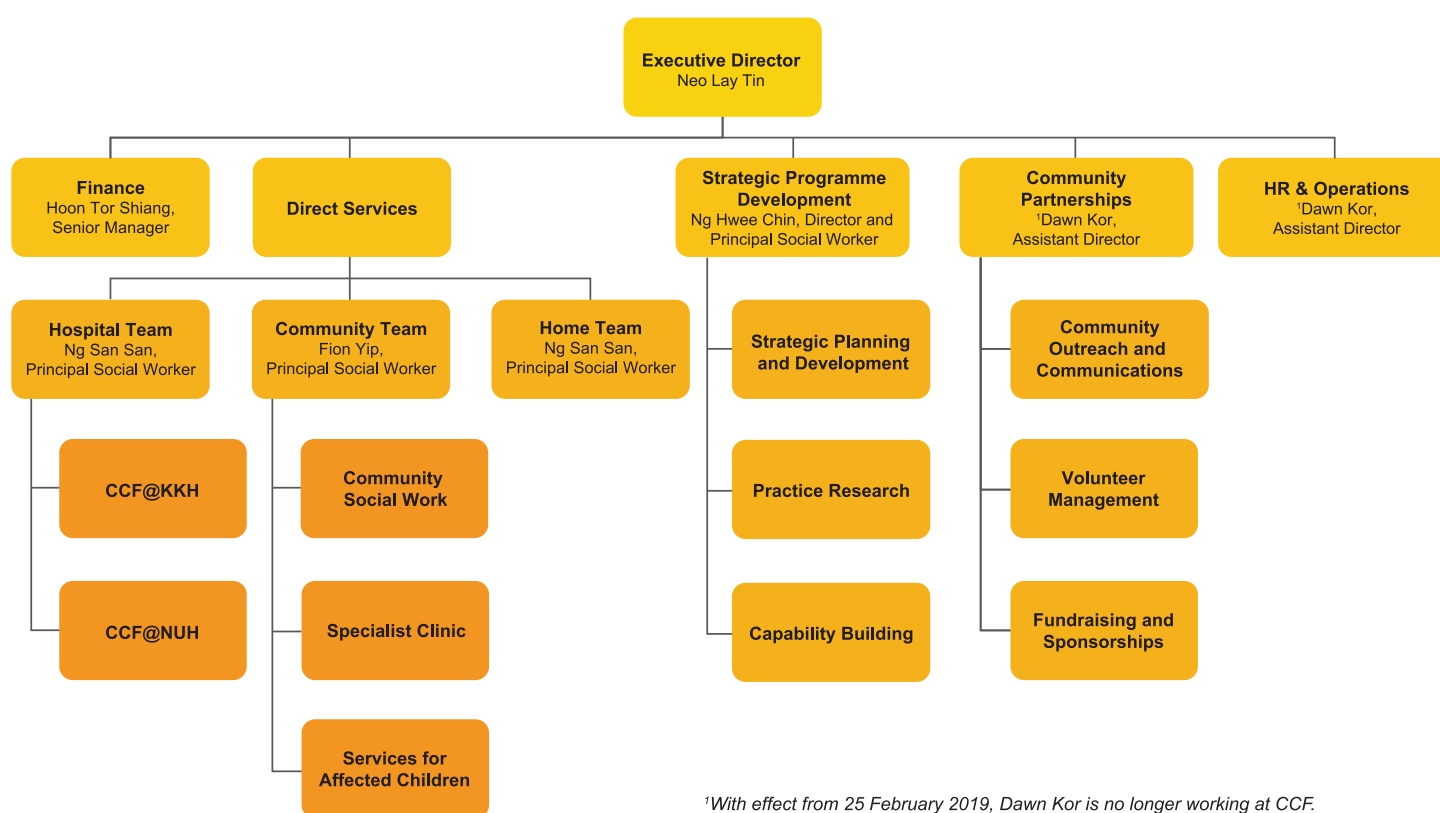
VISION

To become a leading provider of resources and psychosocial services to children and their families impacted by cancer.

MISSION

To improve the quality of life of children with cancer and their families and children impacted by cancer through enhancing their emotional, social and medical well-being.

ORGANISATION CHART



¹With effect from 25 February 2019, Dawn Kor is no longer working at CCF.

Date of Establishment
9 November 1992

Charity Registration No
0924

Charity Registration Date
2 December 1992

EXECUTIVE DIRECTOR

Neo Lay Tin

Joined in May 2011

Lay Tin is the Executive Director of Children's Cancer Foundation since February 2012.

She has more than 25 years of experience in corporate communications, spanning both the public and private sectors, covering the public utilities, financial, education, public transport, advertising and non-profit-sectors. She joined the social service sector in 2006 when she was appointed Director, Corporate Communications of National Council of Social Service.

In 2008, Lay Tin joined the Singapore Cancer Society where she helmed the organisation as its Chief Executive Officer until she left to join Children's Cancer Foundation in 2011.

PATRON'S MESSAGE



As the Children's Cancer Foundation or CCF's Patron for 22 years, it is my privilege to join like-minded donors, volunteers, partners, supporters and CCF staff to help our children and families win the battle against childhood cancer. It is heartwarming to witness the many efforts initiated by the community to come alongside CCF to advance our cause. This strong community support has spurred CCF to forge ahead and consistently deliver high quality care for our beneficiaries.

Going beyond the provision of direct client services, CCF has formed strategic alliances with medical partners in pushing the boundaries of paediatric cancer treatment to advance cure and transform care for children with cancer.

The conferment of the SingHealth Duke-NUS Tan Cheng Lim – CCF Professorship in Paediatric Oncology upon Professor Leung Wing Hang in 2018 marked an important step forward in facilitating an ecosystem that fosters medical breakthrough by integrating research, clinical care and continual education to improve patient care. Professor Leung, an internationally renowned researcher in the field of childhood cancers, bone marrow transplantation and cellular therapy, will drive research into cellular biotechnologies, establish a cell therapy programme and train the next generation of physician-scientists.

In addition, CCF also supported clinical trials helmed by researchers from the NUS on Chimeric Antigen Receptor T (Car-T) Cell immunotherapy with the aim of making pioneering transformative therapies available to children in Singapore. I am glad that CCF is playing an active part in helping to shape the future local landscape of paediatric oncology care.

CCF's steady growth over the years would not have been possible without the generous giving and support from the community. CCF's annual signature event, Hair for Hope, raised a remarkable \$4.2 million in 2018 through public and corporate donations. We are indeed humbled and at the same time encouraged by the outpouring of compassion and generosity of people from all walks of life.

It is heartwarming to note that CCF is also nurturing the giving spirit among the young. In 2018, close to 1,000 children and youths from schools and polytechnics shaved their heads to assure children with cancer that it is alright to be bald. More than 4,000 students "walked the talk" by giving back to society through volunteering with CCF.

On behalf of our beneficiaries, I convey my sincere appreciation to all our donors, sponsors, volunteers, partners, CCF Management Committee members and staff for their committed involvement in our common cause. Together, we can bring hope and make a lasting difference in the lives of our children and their families.

A/Prof Ho Peng Kee
CCF Patron

CHAIRPERSON'S MESSAGE

Since its formation in 1992, CCF has served more than 3,000 children. Including their caregivers and siblings, CCF has touched the lives of some 12,000 beneficiaries. Many of our children have recovered from their cancer ordeals, while some have left behind a lasting legacy and are dearly remembered for their bravery during such ordeals.

Children with cancer are ordinary children faced with an extraordinary life challenge. Regardless of their experiences, each child is special, more so because of their extraordinary courage, determination, and resilience. As you leaf through this Annual Report, be inspired and encouraged by their stories.

In these stories, we learn that life goes on and that dreams need not end even when cancer arises and, unfortunately, occasionally wins. Each of these stories captures different aspects of overcoming challenges from cancer and looks beyond that into their respective experiences, whether as individuals or with family, friends and the community.

When I started with CCF as a volunteer coordinator for a children's camp and, concurrently, as a volunteer tutor, I was and continue to be deeply impacted by CCF's children and their families. Witnessing their dreams and hopes fulfilled every so often affirms my belief that our lives are more than just receiving.

On behalf of the CCF Management Committee, our deepest gratitude goes to the strong and steadfast support from our donors, partners, sponsors, volunteers and CCF staff towards advancing CCF's mission. Together with CCF's children and their families, we stand together against childhood cancer.

Mr Ho Cheng Huat
CCF Chairperson



MANAGEMENT COMMITTEE (MC)

A/PROF HO PENG KEE

Patron

MANAGEMENT COMMITTEE



Ho Cheng Huat
Chairperson



Benedict Leh
Vice-Chairperson I



Chong Tsung Wen (Dr)
Vice-Chairperson II



Nancy Thio
Honorary Secretary



Emily Sim
Honorary Treasurer



Gilbert Fan (Dr)
Member



Caroline Lim
Member



Go Ashokh Menon
Member



Moh Hon Meng
Member



Quak See Ten
Member



Stanley Lim
Member



Wong Yue Jeen
Member

ADVISORS

A/Prof Chan Mei Yoke

Head and Senior Consultant, Department of Paediatric Subspecialties,
Haematology/Oncology Service, KK Women's and Children's Hospital

A/Prof Quah Thuan Chong

Senior Consultant, Division of Paediatric Haematology and Oncology,
Khoo Teck Puat-National University Children's Medical Institute, National University Health System

Dr Tay Miah Hiang

Consultant Medical Oncologist, OncoCare Cancer Centre

Dr Rosaleen Ow

Editor, Social Service Research Centre, National University of Singapore

Prof Tan Ah Moy

Senior Consultant, Division of Paediatric Haematology and Oncology,
KK Women's and Children's Hospital

Neo Lay Tin

Executive Director

MANAGEMENT COMMITTEE MEMBERS

SUB-COMMITTEES

Name/ Position	Designation/ Company	Date of Last Appointment as MC Member	MC member Since	Attendance at MC Meetings	Reasons for serving 10 years or more	AUDIT
Ho Cheng Huat <i>Chairperson</i>	Executive Vice President / ETPL	2.6.2018	1998	6/6	Provides institutional knowledge and experience which contribute to organisation's stability and continuity*	Chairperson Members Moh Hon Meng Nancy Thio Stanley Lim
Benedict Leh <i>Vice Chairperson I</i>	Former Chief Operating Officer / Wealth Management Institute	2.6.2018	2016	6/6	NA	STRATEGIC PARTNERSHIPS
Chong Tsung Wen (Dr) <i>Vice Chairperson II</i>	Urologist / Singapore General Hospital	2.6.2018	2005	3/6	Provides medical advice and inputs	Chairperson Members Chong Tsung Wen (Dr) Benedict Leh Kevin Tay (Dr) Lisa Ooi (Dr)
Nancy Thio <i>Honorary Secretary</i>	Lawyer / Neo and Lim	2.6.2018	2013	5/6	NA	SPECIAL PROJECTS
Emily Sim <i>Honorary Treasurer</i>	Director / A Write Impression Recruitment Consultancy	2.6.2018	2011	4/6	NA	Chairperson Members Benedict Leh Stanley Lim Moh Hon Meng Wong Yue Jeen Joyce Sit
Gilbert Fan (Dr) <i>Member</i>	Master Medical Social Worker / National Cancer Centre Singapore	2.6.2018	2013	5/6	NA	DIRECT SERVICES/PROGRAMME
Caroline Lim <i>Member</i>	Senior Financial Consultant / Professional Investment Advisory Services Pte Ltd	2.6.2018	2012	3/6	NA	Chairperson Gilbert Fan (Dr) Shawn Koh Terence Yow (Dr)
Go Ashokh Menon <i>Member</i>	Director / One Synergy Global LLP	2.6.2018	2017	3/6	NA	COMMUNITY PARTNERSHIPS/ VOLUNTEER MANAGEMENT
Moh Hon Meng <i>Member</i>	Director / FinTech Media	2.6.2018	2014	5/6	NA	Chairperson Members Go Ashokh Menon Christopher Yu Bernadette Ng Eng Kern Shen Arthur Lim
Quak See Ten <i>Member</i>	General Manager / Grifols Asia Pacific Pte Ltd	2.6.2018	1998	4/6	As above*	FINANCE
Stanley Lim <i>Member</i>	Managing Director, Finance/ Sindicatum Sustainable Resources	2.6.2018	2017	4/6	NA	Chairperson Members Emily Sim Caroline Lim Quak See Ten
Wong Yue Jeen <i>Member</i>	Senior Vice President/ SIA Engineering Company	2.6.2018	2008	2/6	As above*	HUMAN RESOURCE
						LEGAL ADVISOR
						Nancy Thio

Table 1.1

CORPORATE GOVERNANCE

Conduct of Affairs

The Management Committee (MC) conducts its affairs as set out in the CCF Constitution and the MC's Terms of Reference.

The MC provides guidance to the Executive Director in overseeing the smooth day-to-day operations of CCF. The MC also provides consultative, networking and resource support to the CCF Management Team to ensure smooth service delivery, compliance with all relevant laws and regulations and sustainability of CCF.

To assist the MC in the execution of its duties, the MC has delegated specific functions to various sub-committees. These sub-committees operate within the Terms of Reference approved by the MC.

The MC's decision and approval is required for the following matters:

- Corporate and service strategies and policies;
- Annual budget;
- Strategic alliances;
- Annual report and accounts;
- Interested person transactions and matters involving conflict of interest for a Director;
- Any material and significant matters.

The MC meets at least six times a year and more than half of the MC members must be present for proceedings to be valid. The MC members can also participate in decision-making via electronic communications and in writing. The number of meetings attended by the MC during the financial year can be found in *Table 1.1*.

MC Appointments

All potential MC members will be invited to serve as sub-committee members. They are encouraged to attend three MC meetings prior to their appointment as MC members. This is to familiarise them with the strategic directions and operations of the organisation, including the governance framework and MC responsibilities.

Besides briefing at meetings and email circulars, the MC members are encouraged to attend training programmes when necessary, to keep apprised of relevant new laws, regulations and changes in the charity landscape.

MC Composition and Membership

All MC members are independent and do not receive any remuneration for the services to the organisation. New MC members are selected based on:

- Knowledge of and/or specific skills set
- Management experience
- Diversity
- Alignment to CCF's vision, mission and core values

MC members are elected yearly at the annual general meeting. There is a term limit of two years for the role of Honorary Treasurer.

Risk Management and Internal Controls

The MC has overall responsibility of the charity's key risks to safeguard the charity's interests and its assets. They have an oversight function, ensuring that processes are in place, and are adequate and effective in fulfilling the mission of CCF. The audit committee assists the MC in providing risk management oversight while the ownership of day-to-day management and monitoring of existing internal control systems are delegated to the Management Team. To manage our risks, CCF conducts an internal and external audit regularly to manage and monitor the internal control systems. CCF also adopts an Enterprise Risk Management (ERM) framework to monitor strategic, operational, compliance, reputational and financial risks.

YEAR IN REVIEW

PROGRAMMES AND SERVICES



CASEWORK AND COUNSELLING

Caseload

Families supported:	554
Newly diagnosed:	136
Bereaved:	26

Casework

Casework sessions:	7,456
Counselling sessions:	2,783
Home visits:	415

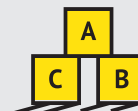


SPECIALIST CLINIC SESSIONS

Art Therapy:	336
Play Therapy:	245
Art Therapy Open Studio:	77
Expressive Arts Therapy:	52

PLACE FOR ACADEMIC LEARNING AND SUPPORT (PALS)

47 Students supported



23 Students transited to mainstream school



PALLIATIVE AND BEREAVEMENT SERVICE

Wishlink Projects:	7
Legacy Building Project:	1
Love Continues (Bereavement Open Support Group) sessions:	13



SIBLINGS SUPPORT SERVICE

No. of beneficiaries:	57
Casework sessions:	382
Counselling sessions:	152
Therapeutic Play sessions:	283
Home visits:	315

FINANCIAL ASSISTANCE



61 Families supported



THERAPEUTIC PLAY SESSIONS

Medical Play:	229
Expressive Play:	137
Developmental-Supportive Play:	211
Other Therapeutic Play:	34



SCHOOLING PROGRAMME

Beneficiaries who received school-based support:	69
Classroom talks conducted:	9
Sessions with School Personnel:	79
Participants in back-to-school group work:	77



CAREGIVERS SUPPORT SERVICE

Caregivers Massage

141 Sessions

595 Caregivers supported

Time for a Caring Chat (TCC)

25 Sessions

100 Participants



HOSPITAL PLAY SERVICE SESSIONS

Supervised Play:	2,561
Bedside Play:	512
Child Life Services:	1,352



EDUCATION AWARDS



65 Recipients



MANPOWER

62 Staff

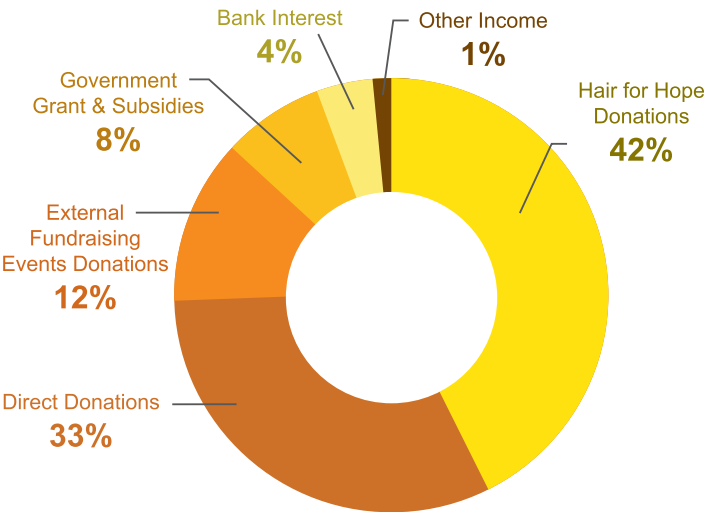


CHILDREN IMPACTED BY CANCER

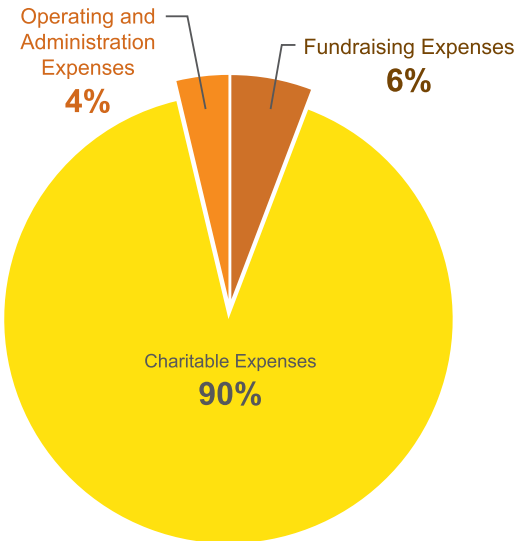
No. of beneficiaries:	107
Casework sessions:	688
Counselling sessions:	334
Therapeutic Play sessions:	540
Home visits:	530

FINANCIALS AND DONATIONS

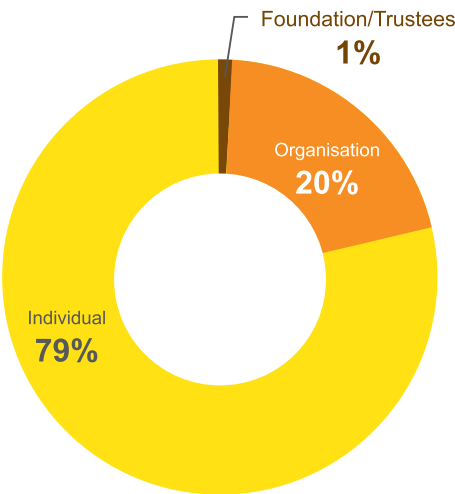
Breakdown of Total Income:
\$9,998,849



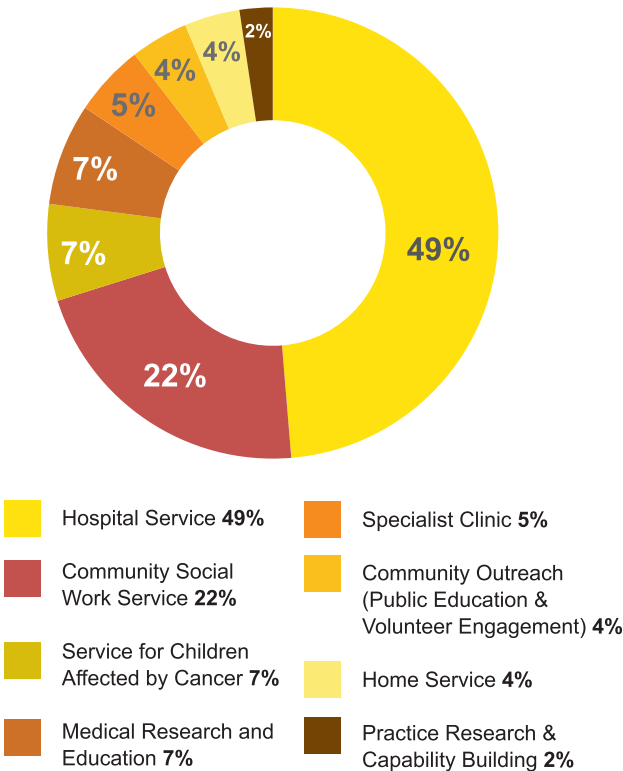
Breakdown of Total Expenses:
\$8,331,078



Breakdown of Donation by Sector:
\$8,697,014



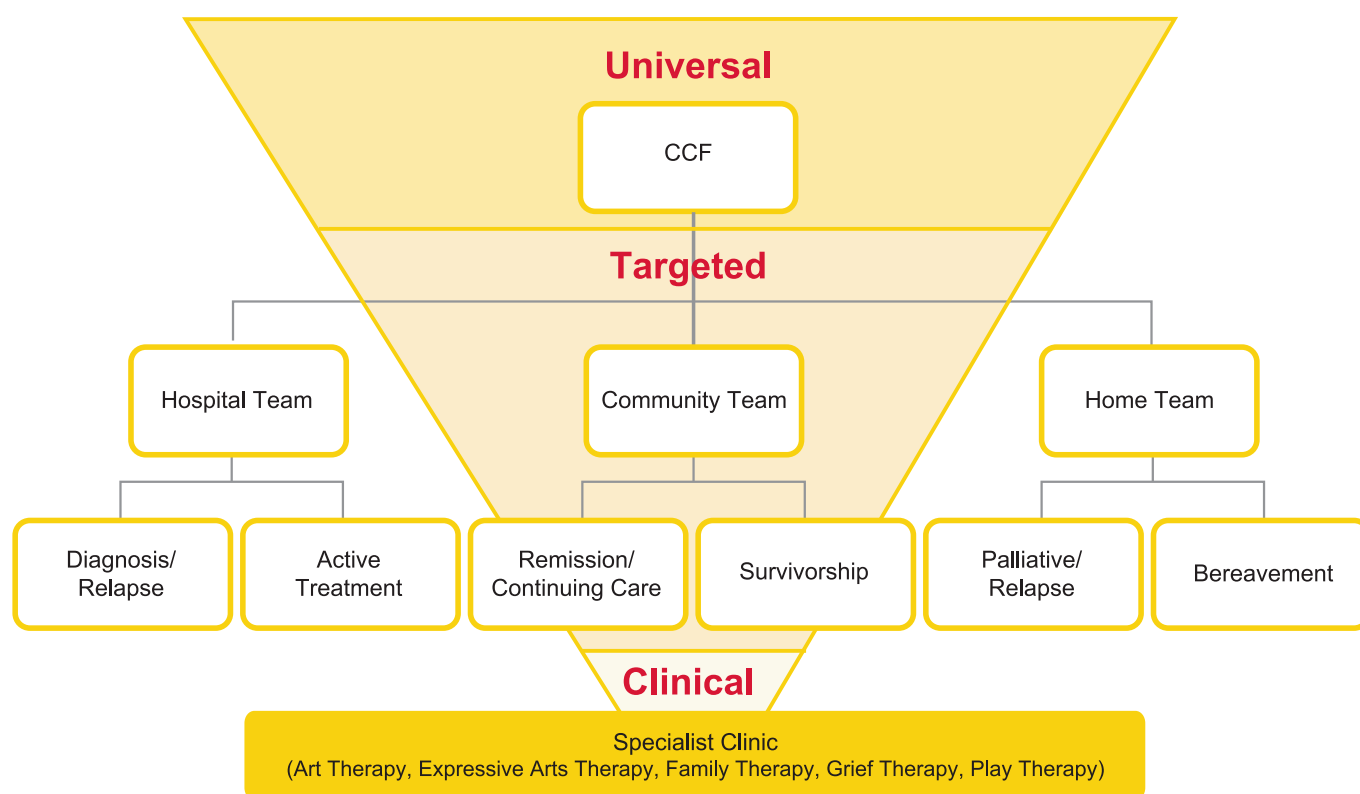
Breakdown of Charitable Expenses:
\$7,538,201



CCF INTEGRATED SERVICE MODEL

CCF adopts an integrated hospital-community-home service model to offer a spectrum of critical services to our beneficiaries.

- **In the Hospitals** - CCF helps children who are newly diagnosed with cancer and undergoing active treatment with their hospital experience. We offer emotional, financial and social support, with a focus on therapeutic play and psychotherapy for the children and support activities for their caregivers. Our caseworkers and counsellors are sited in KK Women's and Children's Hospital (KKH) and the National University Hospital (NUH) to work alongside our medical partners in the paediatric oncology wards.
- **In the Community** - With more children surviving childhood cancer, the CCF Community Social Work Team provides continual care to help enhance the quality of life for survivors. We help children return to school and support children affected by a family member who is diagnosed with cancer. In collaboration with corporate partners, we offer social and recreational activities for the children and their families. We continue to monitor and support survivors who have to cope with long-term side-effects due to cancer treatment.
- **In the Homes of the Children** - When a child is at the end stage of his/her life, it is a tremendously challenging time for the dying child and the family members. Palliative and bereavement support are critical services provided by CCF professionals to improve the quality of life of the affected families.



CORE SERVICES

CASEWORK AND COUNSELLING



When a child is diagnosed with cancer, a CCF caseworker is assigned to the child and his/her family to help them cope more effectively with the challenges arising from the diagnosis and treatment of cancer. The support provided is multi-faceted and unique to each family, depending on the diagnosis, developmental needs of the child and family as well as their ability to cope.

THERAPEUTIC PLAY



Therapeutic play uses play as a tool to help children master the cognitive, emotional, physical and social developmental milestones, and respond more constructively to the experiences associated with the cancer diagnosis. CCF provides Therapeutic Play for inpatients and outpatients, siblings and childhood cancer survivors.



Medical Play:

Helps children cope with intimidating medical procedures and hospital experiences with the use of actual medical equipment or toy representations of hospital apparatus.



Expressive Play:

Provides healthy outlets to help the children gain control of their feelings and behaviour.



Developmental-Supportive Play:

Helps support a child's holistic development through exploration, fine motor practice, general cognitive and social development.

FINANCIAL ASSISTANCE



CCF Financial Assistance scheme helps families who are facing financial hardship by easing their financial burden. This includes:

- Financial counselling
- Food and maintenance
- Transport vouchers
- Medical costs
- Special school assistance



IN THE HOSPITAL

AGAINST ALL ODDS

**Temporary loss of vision.
A potentially fatal lung infection that left him warded for 50 days.
A flesh eating bacteria that almost warranted a leg amputation.**

These were some of the harrowing experiences that CCF beneficiary, Jarenn Foo, had to face since the tender age of 12 when he was diagnosed with Acute Lymphoblastic Leukaemia.

"I will never forget 1 August 2009 because that was the day when our lives were turned into unimaginable pain and darkness," shares Zaric Foo, Jarenn's father and primary caregiver during his cancer journey.

Zaric recalls that Jarenn asked him three questions:

"Do I have cancer?"

"Am I going to die?"

"Is it painful to die?"

He was heartbroken that he had to tell his son that he had cancer and might die.

"It was terrifying to see Jarenn going through the cancer treatments. He was very weak and often suffered from severe headaches. Once he was running a high fever with bad headache. He had two seizures on the same night and an MRI scan found that the back of his brain had swelled due to chemotherapy. He even lost his vision and memory the next day! Fortunately, his vision recovered three days later after receiving some medication though the memory recovery was slower," recalls Zaric.

In 2010, both Zaric and Jarenn spent more than 50 days in the hospital because Jarenn had contracted a precarious lung infection and needed multiple blood transfusions. The infection was so life-threatening that Zaric had to be very strict with infection control measures, allowing only close friends and family to visit. Fortunately, Jarenn managed to pull through the frightening episode.

But the challenges did not stop there.

Three months later, a blood infection caused by a bacteria ate away a large chunk of flesh on his right leg. The nerves and muscle tissues were all destroyed, leaving nothing but only the bones. He was bedridden for several months and had to rely on a wheelchair for some time. It took him more than a year to be on his feet again. But no matter how hopeless or desperate the circumstances seemed, Jarenn never once complained about his predicament.

"CCF had always been a great help to us during our cancer journey. Initially, we were very fearful, because of a lack of information on his medical condition or how to deal with it. But CCF social workers and volunteers were always there for us," shares Zaric.

The Family Resource Centre at CCF@KKH was Jarenn's favourite hangout during his hospitalisation as he was able to play games and do art activities with his friends and CCF volunteers. "When the volunteers play with me, I will actually forget the pain and suffering. As for my dad, I was just glad that he could find some time to catch a breather and relax," quips Jarenn.

To thank CCF for the support rendered in their most trying times, Jarenn and Zaric participate in CCF's annual signature fundraising event - Hair for Hope since 2011 where they shave their heads to tell children with cancer that it is OK to be bald, and also to raise funds for CCF.



IN THE HOSPITAL

CCF is sited at KK Women's and Children's Hospital (CCF@KKH) and National University Hospital (CCF@NUH) where our caseworkers and counsellors work closely with the paediatric oncology medical teams to render multi-disciplinary support tailored to each family's needs, concerns and coping abilities.

FOR THE CHILDREN

- Hospital Play Service**

Aims to make the children's hospital experience less stressful through engaging them in constructive and fun activities.



2,561

Supervised Play sessions



512

Bedside Play sessions



69

Enrichment and Entertainment activities



33

Festive Celebration and Birthday Treats



6,375

Loans of books, toys, media equipment and other resources



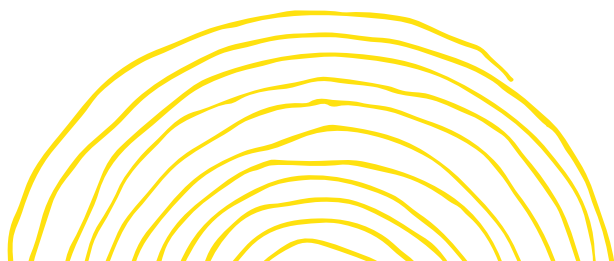
Festive celebrations:
Christmas music performance at CCF@NUH



Entertainment:
Bedside magic performance by a CCF volunteer



Supervised play at CCF@NUH
Playroom



• Child Life Services

CCF's Child Life Specialists accompany the patient through the hospitalisation and treatment journey to help the child make sense of the stressful experiences, develop effective coping strategies to manage these difficulties and find mastery and inner healing.



1,352

Child Life Services sessions



CCF Child Life Specialist using age-appropriate intervention to increase the child's understanding of an impending treatment.

FOR CAREGIVERS



Time for a Caring Chat (TCC) sessions

An open parent support group facilitated by social workers and healthcare professionals to equip caregivers with information on the medical and psychosocial aspects of their child's illness.

100

Participants

25

Sessions

Massage sessions

To enhance caregivers' well-being and encourage self-care.

595

Participants

141

Sessions



Caregivers Resource

Consists of a starter pack and guidebook to help caregivers cope with their new caregiving responsibilities.

139

Starter packs distributed

Caregivers Lounge at CCF@NUH

A space for caregivers to rest and relax in between their caregiving duties.



IN THE COMMUNITY



A DAY AT PALS THROUGH EMMA'S EYES

When CCF beneficiary, Emma Tatyana D/O Mohamed Rashied, was diagnosed with thoracic intra medullary spinal cord tumour in 2015, the once cheerful and confident child suffered from low self-esteem and was frightened by thoughts that she would never be able to walk again.

Her mother, Farlinah, enrolled her in CCF's learning centre, Place for Academic Learning and Support (PALS) so that she could meet with peers who had similar experiences and have something to look forward to everyday. Gradually, Farlinah noticed that her daughter became more confident and expressive. She is thankful to PALS for providing moral support and kindness, opportunities for motivating conversations and an environment where Emma could learn at her own pace.

Emma recounts a regular school day at PALS...

TIME	SCHEDULE
9.30AM	The school bus is here! There are two other children who are bald just like me and they tell me about their day. They are so sweet and kind.
10.00AM	We're here at PALS! I really like this place because it is so welcoming and warm. I'm not afraid because I know the people here understand what I'm going through. The Receptionist Auntie takes our temperature and pumps some sanitiser on our hands to make sure it is clean. Although I do not like the smell, I know it is needed to keep me and my friends safe.
10.00AM - 12.30PM	We have to go to class and study English. The teacher divides the class into upper and lower primary groups. She teaches my group first. After explaining the topic, I have some worksheets to do while she teaches the upper primary students. I really like the teacher because she is very patient. After English, we have Maths lessons.
12.30PM	It's lunch time! I eat home-cooked food from my lunch box while my friends eat the food catered by the school. I want to finish my meal quickly so I can head to the playroom for some fun before class starts again. There are books, electronic and board games.
1.30PM - 3.00PM	I pack the toys and go back to class when lunch ends. It is art lessons time (but every day is different). Sometimes we have mother tongue or baking or funfit lessons. Funfit lessons are really noisy because we have to move around!
3.00PM	It's time to go home! The teachers bring us to the lobby to take the school bus. (I wonder if my teachers get to go home too...)



SCHOOLING PROGRAMME

For a child recovering from cancer, returning to school after treatment is one of the integral steps to re-establishing normalcy. Yet, this can be a daunting experience. To address this, CCF's Schooling Programme offers a suite of services such as Place for Academic Learning and Support (PALS) and education award scheme to support the child's smooth transition back to school.



• Children and Youth Support Service

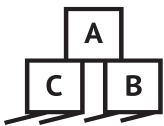
Caseworkers conduct school visits, classroom talks and engage the school authorities to support the child's unique needs before their return to school. They also work directly with the child to address any anxiety or issues that they may face after returning to school.

69 Beneficiaries received school-based support

9 Classroom talks conducted

79 Sessions with school personnel

77 Participants in back-to-school group work



• Place for Academic Learning and Support (PALS)

PALS is an interim learning centre for children aged three to 16 years who are medically unfit to return to mainstream school. The centre provides an infection-controlled environment, a holistic curriculum and personalised academic coaching to prepare the children for their eventual return to school. In 2018, PALS extended its services to include nursery classes.

47

Students supported

23

Students transitioned to mainstream schools



Racial Harmony Day celebrations



Classical Indian Music Appreciation Workshop

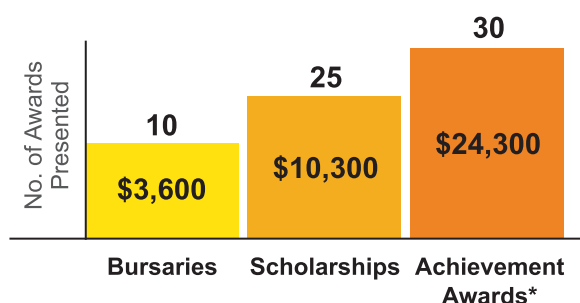


Batik Painting Workshop



• CCF Education Awards

The scheme seeks to encourage and recognise the academic performance of beneficiaries who have returned to school. In 2018, the Achievement Awards category was extended to include youths who excelled in their studies at the Institute of Technical Education (ITE).



65 Awards Presented

Total Amount **\$38,200**

*includes PSLE, N-Level, O-Level, A-Level and ITE/Polytechnic/University

A VOICE IN MUSIC

The first time Stefanie Loh composed a piano score, she was in the general ward of KK Women's and Children's Hospital, recovering from surgery for post nasal cancer.

The surgery left her speech temporarily slurred, frustrating the usually-chatty Stefanie. Schoolmates who visited her joked, "Oh, for once Stef is quiet!"

But, Stefanie found her voice in music. At night, after the hospital visiting hours, she wrote down the tunes in her head.

"Music was a way for me to express how I felt," says the 27-year-old, who plays the piano, violin, trumpet and guitar. Her band mates brought a trumpet for her to play, which lifted her spirits even further. "I became the noisiest patient in the ward," she says, laughing.

While studying music at the Nanyang Academy of Fine Arts, Stefanie applied for the CCF opportunity fund, and received her own trumpet.

The fund, administered under the CCF Survivorship Programme, helps childhood cancer survivors achieve their personal goals and aspirations.

And, Stefanie has found a way to give back. She regularly performs at CCF events. At CCF's Family Day in 2015, she performed a piano composition which she wrote in the hospital, titled "Love, Faith and Hope".

"I want to show people that cancer is not a death sentence, and that kids who have cancer shouldn't be shunned or pitied," says Stefanie, who is now a music teacher.

She adds, "Even with cancer, you can continue leading the life that you want, and doing the things that you want to do."



SURVIVORSHIP

The Survivorship programmes at CCF aim to provide continual support to childhood cancer survivors by addressing their developmental and emotional needs as they transit into a new phase of life after treatment.

• Camps and Psychosocial Events

- o We are Surventure!
- o Children's Camp
- o Youth Camp
- o Childhood Cancer Survivors' Day
- o Annual Family Retreat
- o End of Treatment Party



Youth Camp: Youth beneficiaries 'set sail' to become better captains of their own lives.



CCF organised its inaugural **Childhood Cancer Survivors' Day** themed 'Appreciate, Celebrate and Embrace' to provide a platform for survivors to connect with one another. The event was kindly sponsored by BHP Billiton.



CCF Annual Family Retreat: Family bonding and quality fun at some of Singapore's 'backyards' - Bollywood Veggies and D'Resort at Downtown East.

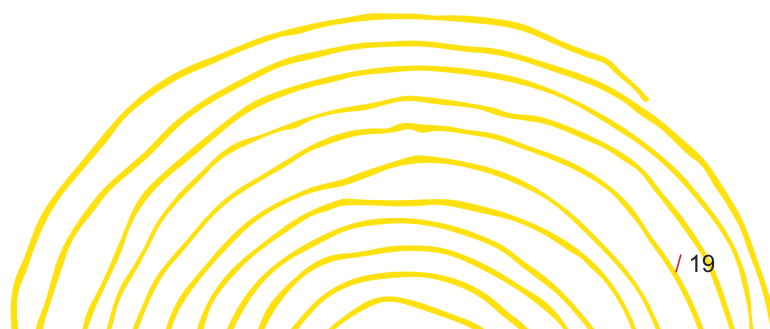
• Personal Development

- o **Opportunity Fund** allows survivors to learn and develop new life skills/ knowledge to realise their full potential.
- o **Survivors' Service Learning Project (SSLP)** serves as a platform for youth survivors to be empowered and be critically reflective through participation in community service learning projects. This year, youth survivors planned a visit to KK Women's and Children's Hospital to bring cheer to the inpatient children.



• Clubs

- o **KidsConnect** offers activities to childhood cancer survivors aged three to 12 to build their social skills through common experiences and stay connected with each other.
- o **YouthConnect** promotes social interaction among youth survivors aged 13 to 35 years through regular gatherings and events.



This year, **We are Surventure!** hosted seven survivors who experienced late-effects such as hearing, visual, physical and / or sensory limitations. They participated in bell-boating, which was specially designed for them.

Through developmentally appropriate, outdoor-based activities in the ocean or wilderness setting, the programme hopes to increase childhood cancer survivors' psychosocial adaptation and coping, by providing an outlet for normalcy as well as an opportunity for them to connect through the experience and engage in meaningful reflection with other survivors.



HEARTSONGS

CCF beneficiary, Swasthi Trinity Govinda Rajan, was only nine when doctors told her that her body was 90% occupied by Acute Lymphoid Leukaemia cells. Then, her lymph nodes and heart were already swollen and she also had a 10cm cyst on top of her pancreas. What followed was a blur of painful needles, chemotherapy and tri-monthly lumbar puncture procedures.

Although she responded well to chemotherapy initially, complications soon set in due to her low immunity. She had developed a major fungal infection and had to undergo three brain surgeries, all in the span of 10 days. The ordeal robbed her of her memory and ability to move or speak.

Trinity remembers her struggles very vividly as she was frustrated at not being able to express herself and felt that her brain didn't listen to her. But she never once gave up. "I eventually accepted my condition, but that didn't mean I couldn't do something about it. I didn't want to give up so easily."

Five years on, she is healthy, independent and has returned to mainstream school. She is also actively working towards her dream of being a singer-songwriter. When CCF introduced the first song writing and music composition workshop called 'HeartSongs' as part of the Expressive Arts Therapy programme for childhood cancer survivors in 2017, Trinity jumped at the chance.

She penned the song 'My Father's Word' which was eventually selected to be recorded into a music video. The lyrics encapsulate the feelings of despair, faith, hope and resoluteness of Trinity's cancer journey. The video premiered at CCF's annual community outreach event, Hair for Hope 2017. Trinity was glad that her song had brought hope and encouragement to fellow children who were going through similar challenges.

In the 2018's edition of HeartSongs, Trinity joined five other youth survivors to pen another stellar masterpiece titled 'Not Alone'. This upbeat number tugged at the heartstrings of netizens and was shared more than 200 times on social media!

"HeartSongs fueled my passion to write poems and express my thoughts and feelings. I also feel that it allows me to encourage others not to give up and always be courageous. If there is an opportunity to do anything they like, just grab it and go for it!", says Trinity.



SPECIALIST CLINIC

PLAY THERAPY

With the use of creative intervention, play therapists use play to help children cope with difficult emotions and find solutions to their problems by bringing about a positive change in the way children think and feel. Play is the most natural language that reflects the inner voice of children.



Using Play Therapy, the **Childhood Bereavement Programme** allows children to honour and remember their deceased loved ones. Through guided imagery, a form of relaxation technique in Play Therapy, the children are able to process their feelings after the loss of their loved ones.

32

Beneficiaries

245

Sessions

147

Home sessions



14

Participants

ART THERAPY

Art Therapy is a form of psychotherapy that uses creative process with different art materials to help clients explore and express their thoughts, feelings and concerns.

In 2018, CCF had the privilege of hosting the Second Lady of the United States, Mrs Karen Pence at CCF@KKH and shared with her the use of Art Therapy as an intervention modality. She also observed an Open Art Studio session at the Family Resource Centre and spent time interacting with CCF beneficiaries.



Art Therapy

No. of beneficiaries: 28
No. of sessions: 336
No. of home sessions: 226

Open Art Studio

No. of beneficiaries: 206
No. of sessions: 77

Parent-Child Open Studio

No. of beneficiaries: 16
No. of sessions: 6

Paint Pals

No. of beneficiaries: 4

Photovoice

No. of beneficiaries: 12

Love Leaves a Memory

No. of sessions: 6
No. of participants: 6



Through art-making processes at the Open Art Studio, beneficiaries make sense of their shared experiences and emotions while providing support to each other.



Photovoice helps youth survivors reflect and express their cancer experience through photography.



CCF hosted the Second Lady of the United States, Mrs Karen Pence who observed an Open Art Studio session at CCF@KKH.

EXPRESSIVE ARTS THERAPY

Expressive Arts Therapy adopts an integrated approach by using a range of art modalities – music, dance/movement, drama, visual arts and poetry/creative writing as a tool for psychotherapy to help children and youths process their world and manage their difficult emotions in a safe and non-threatening manner.

HeartSongs: As part of CCF's Expressive Arts Therapy programme, 'Not Alone' is a song written by a group of six youth survivors that reflects the challenges that they encountered during their treatment journey and how the support from their family and friends had helped them.



FAMILY THERAPY

Through Family Therapy, family members are guided to use their strengths to manage transitional stages or stressful life events such as a serious illness or a death of a family member.

GRIEF THERAPY

Experiencing major life changes, loss and death of loved ones can be very painful and lead to grief. Grief Therapy helps the grieving person process feelings and thoughts resulting from the loss.

SERVICES FOR AFFECTED CHILDREN

VERY IMPORTANT BROTHERS AND SISTERS (VIBS) PROGRAMME

When a child falls ill, sibling(s) too may manifest a myriad of emotional and behavioural responses to the advent of the illness. As the attention is largely directed towards the sick child, sibling(s) often feel lonely and neglected by their family. The VIBS programme aims to support, honour and empower siblings so that they may face the future with resilience in the aftermath of their brother's/ sister's cancer diagnosis.

- Siblings' Day
- Hearts Connect
- Siblings on a Mission
- VIBS Pack
- VIBS Got Mail

57 Beneficiaries
382 Casework sessions

152 Counselling sessions
283 Therapeutic Play sessions
315 Home visits



Siblings on a Mission:

Siblings went on a guided hospital tour to see for themselves the treatments associated with cancer.



Siblings' Day:

A special day dedicated to affirm the siblings. They visited Forest Adventure and built friendships among the siblings community.



VIBS Got Mail:

This promotes communication through letter writing among children with cancer, their parents and siblings during the patient's hospital stay.

CHILDREN IMPACTED BY CANCER (CIC)

When a caregiver is diagnosed with cancer, children may often be the forgotten voice in the family. They are likely to experience a disruption in their routines and difficult feelings arising from separation anxiety, fear of losing their caregivers, depression and poor family cohesion. Leveraging on CCF's experience and expertise in providing psychosocial care for children, we support these children through home-based psycho-education, counselling and therapeutic play.

Families for Life creates a special space where families can foster their identity, create symbolic representations, and have these captured in a family portrait, in order to build a continuing bond that transcends death.

Mr Ayob and his children bonds through food, which brings them many memories of cooking and travelling together. The theme of their photoshoot was picnic by the beach, with food prepared by the whole family.

No. of beneficiaries: 107
No. of casework sessions: 688
No. of counselling sessions: 334
No. of Therapeutic Play sessions: 540
No. of home visits: 530





IN THE HOMES

LOVE CONTINUES

CCF bereaved caregiver, Julia Tan, invites us into her world to understand how she copes with the loss of her 25-year-old daughter, Wei Xi, who was diagnosed with brain cancer when she was three.

Wei Xi and I, we were a team. I remember her love for the finer things in life such as a good buffet spread or a hot bath in the tub during our family staycations. We had spent almost all our time together since she was a child due to her medical history. And when she departed, it was an emotional roller coaster ride and every day was simply very confusing.

I knew that there were many types of grief. I had experienced grief before. But when it came to losing Wei Xi, it was totally different. It was overwhelming – missing her, facing reality and adjusting to life without her. It was also difficult to talk to my family. Everybody was in pain and it [the experience] was already so hard. I simply did not want to let myself affect the others.

Ironically, I am an expressive person by nature. I knew that I had to start talking about my feelings as it was necessary in helping me cope with my grief. Not having anyone to speak to was causing me to be a pressure cooker that was waiting to explode.

I was surprised when CCF social worker, San San continued to visit me even after Wei Xi departed. She had been there for us when Wei Xi was diagnosed with a second cancer and had helped us fulfill Wei Xi's final wish to visit the Universal Studios under CCF's Wishlink programme. That outing captured some of our last memories with Wei Xi. I remember asking San San how long she could support me and she replied, "As long as you need." True to her words, she was there for us for close to two years.

Her presence was truly a consolation as she offered guidance and listened to me for hours on end. I asked many questions, some of which did not have answers but the dialogues with San San helped me gain clarity in my thoughts. San San introduced me to a closed group therapy programme at CCF called 'Love Leaves a Memory' where I met other caregivers who had also lost their children to cancer. I felt understood as they shared their stories on how they coped with grief.

When the six-session group therapy concluded, all of us were thrilled that we could continue to meet over meaningful activities once a month in a newly set up CCF open group programme called 'Love Continues'. We even had the opportunity to participate in a 'Live Your Dream' series supported by zaobao.sg (of Singapore Press Holdings) where we recorded a song composition called



'Perfect Canvas' to let other bereaved caregivers know that they are not alone in this journey. The project also fulfilled our wish in dedicating a song in remembrance of our children.

When Wei Xi departed, I also made it a point to commemorate Wei Xi's anniversaries and birthdays with special activities. In 2017, I had the opportunity to celebrate Wei Xi's love for drawing with people who knew her, family and friends, through a private and cosy art exhibition held at the CCF Community Office under its Legacy Building Programme. CCF Art Therapist, Yenn, together with San San, had broached the idea as Yenn was Wei Xi's Art Therapist and knew her love for art. I was very pleased with the event and am proud of my daughter's legacy.

From a bereaved caregiver to another, I would like to encourage you if you are reading my sharing. It may be difficult at first but I hope you know that you do not have to go through this alone, and you need to be open to what others can do for you. Love continues, even as our loved ones cannot physically be with us.



PALLIATIVE AND BEREAVEMENT SUPPORT

CCF LEGACY BUILDING PROGRAMME

CCF's Legacy Building Programme aims to provide a more positive, creative and artistic way for children with cancer and their families to make meaning of their tough journey with the intent to facilitate resilience in adversity.

1

Legacy Building project

Through the CCF's Legacy Building Programme, Nurul Shafikha Bte Kamsani's dream was fulfilled when she got the chance to work with local pop band, The Sam Willows, on her very own song titled "Why Me?". This music video is a gift of love that Shafikha has left behind for her family.



WISHLINK PROGRAMME

7

Wishlink projects

CCF Wishlink Programme seeks to facilitate family bonding and meaningful memories for children with poor prognosis through fulfilling their wishes. Some of the wishes include family outings, staycations, photoshoots and birthday party.

BEREAVEMENT KIT

CCF Bereavement Kit comes in helpful in supporting the families of the dying child during the anticipatory grief period right through the first year of bereavement following the death of the child. The kit includes CCF's publications on loss and grief.

LOVE CONTINUES

Held monthly, Love Continues is an open support group that aims to promote acceptance and learning together in living with loss and grief. Creative arts are used as therapeutic tools to help bereaved caregivers integrate the reality of the loss into the ongoing story of their lives, while also reconstructing their continuing bond with their loved ones.

13

Sessions

LOVE LEAVES A MEMORY

In its third run in 2018, Love Leaves a Memory is a six-session group therapy that utilises creative processes to provide support for bereaved caregivers' coping with the loss of their child. The process of art and symbolic meaning-making releases the tension of grief and facilitates expression of emotions.

6

Sessions

6

Participants



With the support from zaobao.sg's Live Your Dream series, Lee Wei Song and Jay Lim of LWS School of Music, a group of bereaved caregivers from the Love Continues support group were able to compose a song "Perfect Canvas" to remember their children.



CCF beneficiary, 16-year-old **Nurul Shafikha Bte Kamsani**, was diagnosed with High Grade Glioma (brain tumour) in 2017. Despite her medical condition, Shafikha remained cheerful and resilient in her battle against cancer. One of her biggest dreams was to be a singer and YouTuber so that she could create a song that would bring hope and happiness to people in a similar situation. On 19 September 2018, through the CCF's Legacy Building Programme, Shafikha's dream was realised as she was given the opportunity to work with local band, The Sam Willows, on her very own song titled "Why Me?", which she wrote and recorded with the band at their studio.



**STRATEGIC ALLIANCES AND
PRACTICE RESEARCH**

CONFERMENT OF TAN CHENG LIM - CCF PROFESSORSHIP

An encounter with a teenager diagnosed with Acute Megakaryoblastic Leukaemia (a form of blood cancer from platelet-producing cells) during his house officer days in Hong Kong 30 years ago sparked Professor Leung Wing Hang's interest to find a better way to treat childhood cancer. The teen had suffered greatly from the complications arising from chemotherapy and eventually passed away. Professor Leung went on to pursue a doctorate with focus on cellular therapy at Johns Hopkins University.

Today, Professor Leung is an internationally renowned researcher in the field of childhood cancer, bone marrow transplantation and cellular therapy. Besides successfully establishing a natural killer (NK) cell transplantation programme at the St. Jude Children's Research Hospital, he also performed the world's first double transplantation utilising both NK cells and stem cells. His discoveries in NK cell biology have revolutionised and shifted the paradigms for transplantation tissue typing – from finding the best match donor for human leukocyte antigen (HLA)-typing to adopting NK-cell typing for the best HLA-mismatched donor.

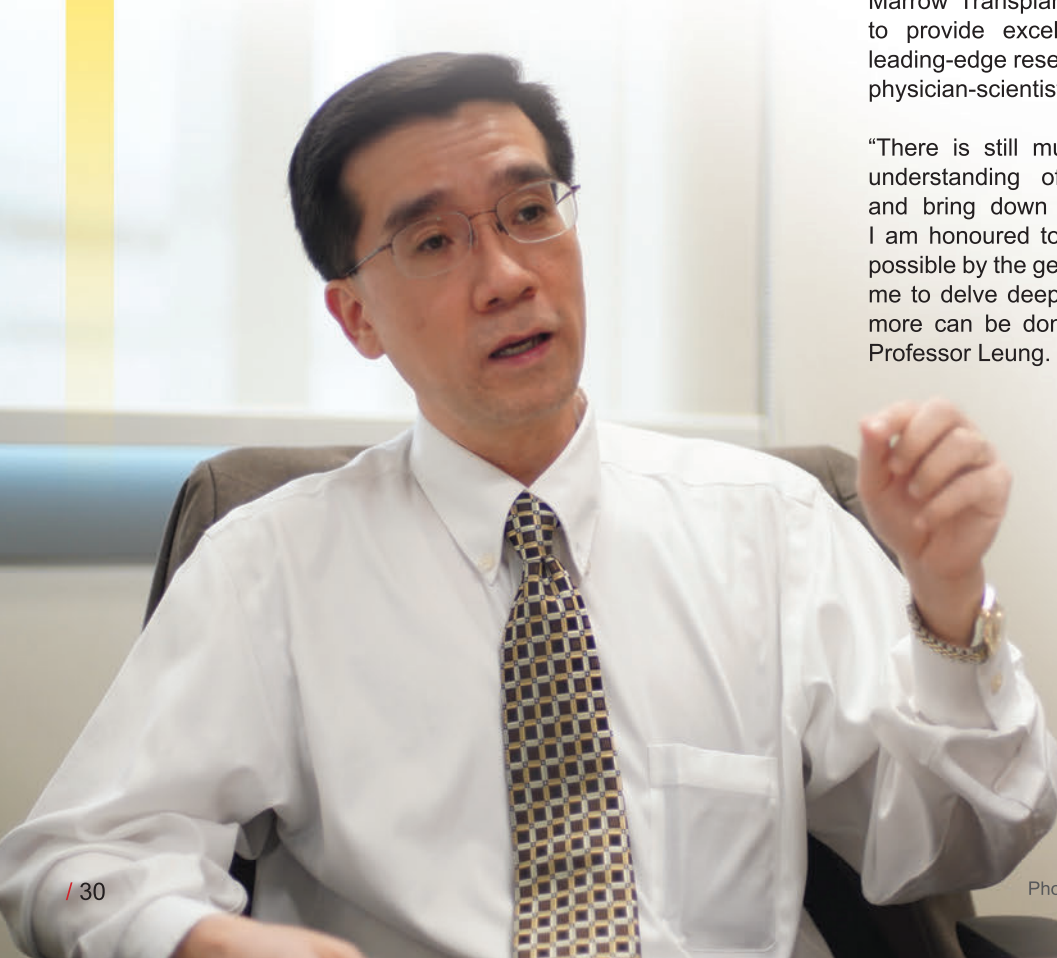
In recognition of his outstanding achievements in clinical research, Professor Leung was conferred the SingHealth Duke-NUS Tan Cheng Lim – CCF Professorship in Paediatric Oncology in 2018. The Professorship was established by CCF in partnership with SingHealth Duke-

NUS Paediatrics Academic Clinical Programme (ACP) in 2015. CCF contributed \$2.5 million and with a dollar-for-dollar matching by the Singapore government, the fund was doubled to \$5 million.

Named after the late Professor Tan Cheng Lim who was one of the pioneers in paediatric oncology in Singapore, the endowed Professorship aims to advance the practice of paediatric medicine and improve medical treatments through clinical research in childhood cancer, and promote continual learning and innovative medical research in the future generations of paediatricians in Singapore. Professor Leung currently helms the Paediatric Cellular and Immunotherapy Programme at KK Women's and Children's Hospital (KKH). As an extension of the endowed professorship, CCF has pledged to contribute a seed funding of \$1 million for a two-year period (2019-2020) to help make cellular therapy available to children with cancer in Singapore. Professor Leung continues to contribute to paediatric medicine as Senior Consultant, Haematology/ Oncology Service, Department of Paediatric Subspecialties, KKH.

Among Professor Leung's many plans under the professorship, the key focus areas include establishing a Chimeric Antigen Receptor T Cell (Car-T) and NK cell programme for Singapore in collaboration with the Health Sciences Authority, building a state-of-the-art Bone Marrow Transplant and Cell Therapy Centre (BMTCTC) to provide excellent transplant care, and conducting leading-edge research while nurturing a new generation of physician-scientists.

"There is still much work to be done to increase our understanding of immunotherapy, improve outcomes and bring down the cost to make it more affordable. I am honoured to be conferred this Professorship made possible by the generous support of CCF which will enable me to delve deeper into these areas of research so that more can be done to save precious young lives," says Professor Leung.



CCF SUPPORTS CAR-T CELL THERAPY

In 2018, CCF pledged \$2.5 million over five years to support the new initiative of CAR-T Cell Immunotherapy Programme to fund clinical trials for the treatment of relapsed or high-risk Acute Lymphoblastic Leukaemia. The programme aims to improve the survival rates for the affected children.

Professor Dario Campana and Associate Professor Allen Yeoh, from Yong Loo Lin School of Medicine, NUS lead the CAR-T programme supported by the NUHS paediatric oncology team.

A/Prof Yeoh provides insights into this new revolutionary therapy for children suffering from Acute Lymphoblastic Leukaemia (ALL) and what this means for the advancement of paediatric cancer care in Singapore and around the world.

1. What started your interests in CAR-T cell therapy?

Since 2003, we can accurately identify about 10% of children with ALL who are at very high risk of relapse using biomarkers developed in NUS and the world. While we can “tell the future”, the challenge is that there is not much we can do about it. Although we can give more chemotherapy and even bone marrow transplantations (BMT), we cure only about one out of three of these children. Relapse patients do even worse – only one in five survives despite using most of the effective drugs. We are at the limits of chemotherapy for ALL.

Immunotherapy harnesses our body's immune system to destroy the leukaemia cells. Unfortunately, our immune system is not very effective against ALL cells. CAR-T cell therapy re-programmes our immune T-cells to fight leukaemia cells and is the most exciting new “drug” against ALL that we have ever seen.

2. How does CAR-T cell therapy works and what are the objectives of the CAR-T cell research and clinical trials?

90% of ALL are of the B-type; they carry a protein called CD19 on their surface. We now can re-programme a patient's immune T-cells to destroy all cells with CD19 on the surface. These re-programmed T-cells are known as CAR-T cells. The CAR-T cells will destroy all B-ALL leukaemia cells and also the patient's normal B-cells (all B-cells carry CD19). Fortunately, humans can live without B-cells.

Since CAR-T is exceedingly precise, it kills only CD19 cells including leukaemia. This therapy has lesser side-effects to the body. As we can accurately identify patients who are very high risk and incurable using standard chemotherapy, our aim is to use CAR-T cells early to kill leukaemia cells. This helps us avoid high doses of chemotherapy and BMT that are ineffective in high risk patients. The CAR-T treatment takes two weeks to complete (compared to four weeks for BMT and two years for chemotherapy).

3. What are some of the key findings from the clinical trials carried out so far?

We successfully treated nine patients with ALL using CAR-T CD19 under our compassionate programme. All of them did exceedingly well and went into complete remission, many for the first time. Seven out of these nine remain in complete molecular remission.

4. What does the success of the clinical trials mean for the advancement of paediatric cancer care in Singapore and globally?

We can now provide a meaningful chance of cure even for the highest risk patients who are incurable by chemotherapy or BMT. Children with ALL can have access to high quality, life-saving transformational CAR-T therapy in Singapore. This is made possible with funding from CCF, Goh Foundation and the Singapore government. Through years of CCF funding, we have always brought the most promising research discoveries from the laboratory to the patients early and affordably.



STRATEGIC ALLIANCES

COLLABORATIONS WITH KK WOMEN'S AND CHILDREN'S HOSPITAL

CCF Psychosocial and Supportive Care Programme for Paediatric Oncology

Established in 2016 with KK Women's and Children's Hospital (KKH), this three-year programme aims to develop a holistic paediatric oncology and supportive care programme. This programme integrates three complementary components, namely, neuro-psychosocial support, rehabilitation and dietetics and nutritional care.

Disbursed Funding in 2018

\$579,000

(Final tranche)

Total Funding from 2016 to 2018

\$1.738m

CCF Paediatric Oncology Survivorship Programme

CCF supported the SingHealth Duke-NUS Paediatrics Academic Clinical Programme to establish the CCF Paediatric Oncology Survivorship Programme since 2016. This programme extends the work of the Singapore Childhood Cancer Registry database to develop a comprehensive model of care for long-term follow up and transition of care and support clinical trials and research. The aim is to equip childhood cancer survivors with the resources and knowledge to lead healthy and independent lives.

Disbursed Funding in 2018

\$94,000

(Third tranche)

Total Disbursed Funding to date

\$240,000

Total Committed Funding
from 2016 to 2020

\$450,000

COLLABORATIONS WITH NUS YONG LOO LIN SCHOOL OF MEDICINE

Paediatric Oncology Research

Since 2016, CCF embarked on a three-year project to support NUS in its research on combination therapy with vincristine in Childhood Ma-Spore ALL 2010 Study to investigate the underlying mechanisms in vincristine resistance in ALL cells.

Disbursed Funding in 2018

\$75,703

(Final tranche)

Total Funding from 2016 to 2018

\$206,298

COLLABORATIONS WITH NATIONAL UNIVERSITY OF SINGAPORE

CAR-T Cell Immunotherapy Programme

In 2018, CCF pledged \$2.5 million to support the new initiative of CAR-T Cell Immunotherapy Programme to fund clinical trials for the treatment of relapsed or high-risk Acute Lymphoblastic Leukaemia in children. The programme aims to improve the survival rates for the affected children.

Disbursed Funding in 2018

\$500,000

(First tranche)

Total Disbursed Funding to date

\$500,000

Total Committed Funding
from 2018 to 2022

\$2.5m

COLLABORATIONS WITH VIVA FOUNDATION

CCF Psychosocial Initiative for Brain and Solid Tumours

This initiative was established since 2016 in support of the VIVA-KKH Paediatrics Brain and Solid Tumours Programme which aims to improve care and advance research and develop a coordinated care framework to facilitate innovative therapeutic interventions for children with brain and solid tumours. CCF supports the psychosocial component comprising case management, neurocognitive screening and the validation of a clinical screening instrument to identify tumour predisposition syndromes in childhood cancer patients.

Disbursed Funding in 2018

\$400,000

(Final tranche)

Total Funding from 2016 to 2018

\$1.2m

CCF-VIVA Family Learning Exchange

Jointly organised by CCF and VIVA Foundation on 10 March 2018, the CCF-VIVA Family Learning Exchange themed “Survivorship and Late Side-effects” was held in conjunction with the 12th St. Jude-VIVA Forum. As learning partner of the 12th St. Jude-VIVA Forum, CCF pledged a total of \$40,000 to support the continuous learning and education of local medical and allied health professionals at the Forum.



Dr Alexis Clarke, Clinical Psychologist at KK Women's and Children's Hospital (KKH) spoke on the cognitive challenges faced by childhood cancer survivors.



Participants listening to a presentation by Dr Greg Armstrong, Member of St. Jude Faculty at St. Jude Children's Research Hospital on the topic of late-effects impacting survivors and their families.

PROFESSIONAL PARTNER OF GRIEF AND BEREAVEMENT CONFERENCE

In a collaboration with the Singapore Hospice Council (SHC), CCF was appointed Professional Partner at SHC's inaugural Grief and Bereavement Conference. CCF therapists presented a two-day pre-conference workshop titled 'Supporting Grieving Children and Adolescents: A Multi-Modal Exploration'. CCF social workers also presented on the topics of 'Use of Legacy Building in Grief Work', 'Partners on the Grief Journey' and 'Bereaved Parents: When a Parent Loses a Child' at the main conference.



CCF hosted Dr Amy Khor, Senior Minister of State for Health and the Environment and Water Resources at the Legacy Exhibition which showcased the artworks of CCF beneficiaries.

PRACTICE RESEARCH

CCF's research team conducts research and programme evaluation that guide service development and contribute to CCF's mission of improving the quality of life of beneficiaries.

COMPLETED

1

The aftermath of losing a caregiver to cancer: Assessment of psychosocial impacts from children and adolescents' perspectives

This study captures the voices of 13 children and adolescents, aged seven to 16, who invited us into their worlds to reveal their lived experiences in the face of their parents' cancer and eventual death.

Be it pre- or post-death period, all of them experienced some form of emotional impacts and practical disruptions in daily life. Yet, all of them had their own coping strategies, primarily by engaging themselves with some forms of activities and distracting themselves from the resulted distress.

2

An exploratory study of bereavement care in Singapore: the needs, coping experiences and service provision

A collaboration with Singapore Hospice Council, this study aims to understand and examine the needs of bereaved persons and examine how far the current support network has supported the bereaved in their grief.

IN PROGRESS

1

Awareness and perception of childhood cancer – A Singapore study

This study collates data on public's awareness and perception of childhood cancer based on a public survey of 351 participants between 18 and 70 years old.

2

Needs assessment for siblings affected by childhood cancer: Parents' Perspectives

98 parents who has a child with cancer were surveyed to find out how the child's siblings were impacted by childhood cancer and their needs. Findings from this study would provide for more informed practices and future programme development.

3

Needs of children with cancer who have returned to mainstream school

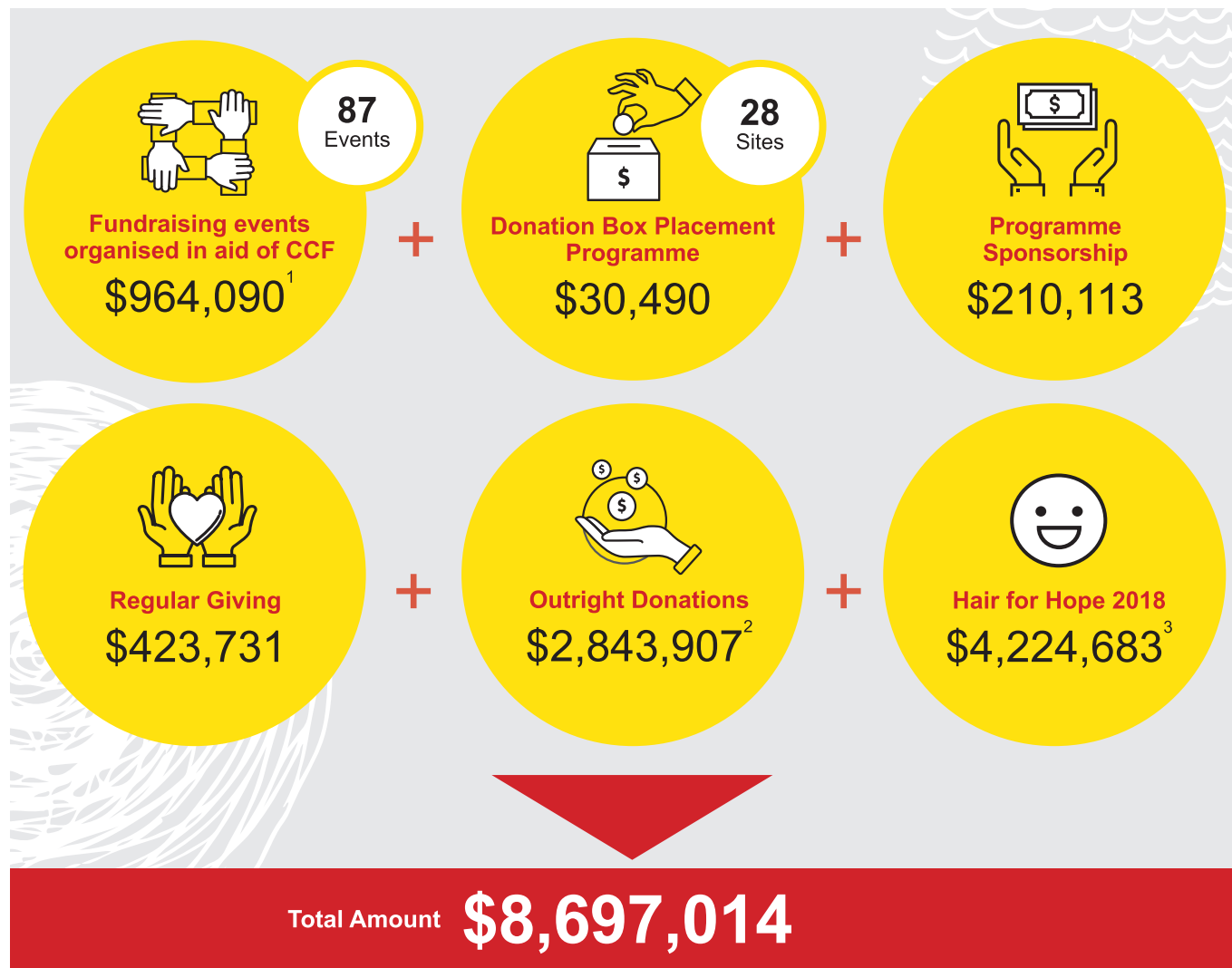
This study serves to explore the schooling needs and challenges of children with cancer through interviews with 16 parents and four teenagers.



COMMUNITY PARTNERSHIPS

FUNDRAISING AND SPONSORSHIPS

CCF is thankful for the unwavering support from like-minded individuals, corporates and community partners in 2018.



Marsh and McLennan Companies, Singapore organised the MMC Walk & Run for Children with Cancer 2018 and raised \$263,091 for CCF.



Thome Ship Management Pte Ltd has supported CCF since 2014. Besides the annual charity bowl which raised \$23,444 in 2018, their staff also volunteered their time to organise social and recreational events for CCF beneficiaries.

¹ Amount includes actual donations received in 2018 only and excludes donations raised from sales of merchandise

² Amount excludes income from trust funds and sales of merchandise

³ Amount excludes sales of merchandise and grant

HAIR FOR HOPE 2018

Held for the 16th consecutive year, CCF's signature annual community outreach and fundraising event, Hair for Hope, is the only headshaving event in Singapore that serves to raise childhood cancer awareness and funds for CCF. The two-day main event was held at VivoCity on 28 and 29 July 2018 and raised more than \$4.2million.

Donations from the event will go towards funding the free programmes and services by CCF for children with cancer and their families and children impacted by cancer.



5,487

Shavees
(4,586 males, 901 females)



52

Satellite Partners

Total donations raised

\$4,224,683

Event-related expenses

6% of the total amount raised



Celebrity couple from Kandie Network, Kate Pang and Andie Chen, lent their support at Hair for Hope main event.



More than 3,000 shavees turned up at the two-day main event at VivoCity.

Thank You to our Sponsors

Annually, CCF seeks sponsorships for Hair for Hope to help defray the costs of organising the event. We are thankful to have the kind support from the following sponsors for Hair for Hope 2018:

Sponsorship Title	Organisation
Major Sponsor	Tote Board
Official Venue	VivoCity
Official Hairstylist	QB Net International Pte Ltd
Official Brand Partner	MOTHERS & SONS
Official Digital Partner	Seamless Communications
Official Logistics Partner	CWT Limited
Official Digital Outdoor Media	Mediacorp OOH Media
	Singapore Press Holdings Limited
Official Print Partner	White Paper Communications Pte Ltd
Official Radio Stations	Power 98FM and 88.3JIA FM
Official Photo Booth Partner	Selfiprint Singapore Pte Ltd
Official Partners	LA VIDA
	Pal Pictures
Supporting Hairstylists	BLD Lifestyle Pte Ltd
	EC House Pte Ltd
	Hair Fitness
	KC Group Pte Ltd
	Shunji Matsuo Pte Ltd
	We Need a Hero Pte Ltd

VOLUNTEER MANAGEMENT

At CCF, we value our volunteers who have selflessly contributed their time, talents and efforts to journey with our children and families. Their spirit of giving has brought much joy and smiles to our beneficiaries.

Volunteer Engagement	Number of Volunteers
30 Group orientation sessions	330 Registered volunteers
106 Play Personnel	642 Corporate volunteers
35 Befrienders	4,319 Student volunteers
19 Tutors	
12 PALS volunteers	



CCF Funfit Volunteer Instructor, Mr Richard Wee Siow Kiang, was awarded an Honourable Mention in the Volunteer Category of the Healthcare Humanity Awards 2018. Richard put his Mixed Martial Arts skills to full use by developing the Funfit Programme for children attending CCF's learning centre, PALS.

“As a volunteer, your contribution touches every child and helps them re-discover themselves, regain confidence and learn new skills”. - Richard Wee

Social & Recreational Events	Number of Beneficiaries
53	333

CCF beneficiaries enjoyed building their very own Hexen House at a Christmas workshop organised by MUJI Singapore. MUJI has been supporting CCF since 2015 through fundraising initiatives and as a Donation Box Placement Programme partner.



PUBLIC EDUCATION



#HumansofCCF Roving Exhibition

The #HumansofCCF Exhibition was held at Tampines Library, Tampines Hub, VivoCity, Heartbeat@Bedok, Suntec City and Toa Payoh HDB Hub between April and December. The exhibits acknowledged the concerted efforts of different stakeholders in supporting children with cancer and providing them with opportunities to grow in strength and realise their potential.

#HumansofCCF Roving Exhibition garnered visitorship of about 845,000 across all six venues.

International Childhood Cancer Day (ICCD)

CCF commemorated International Childhood Cancer Day (ICCD) in the month of February with a social media campaign featuring four inspiring stories of CCF stakeholders – CCF beneficiary and caregiver, Terry and Irene; CCF Advisor, A/Prof Chan Mei Yoke; childhood cancer survivor and CCF volunteer, Celeste Lee Phuy Boon; and CCF volunteer, Christopher Tay – to encourage more individuals to support and raise childhood cancer awareness among their family and friends.

Youth for Causes

CCF worked closely with 10 teams who participated in the Youth for Causes (YFC) 2018 programme. The teams, together with their volunteers, organised initiatives such as merchandise sales, busking and concerts from May to August to raise \$150,704 in support of CCF.

Team Shatter Cancer from St. Joseph's Institution International raised \$37,578 for CCF.



MAJOR DONORS AND SPONSORS

CCF would like to extend our gratitude to all donors and partners for their generous giving and support. Donors and partners listed below (in alphabetical order) have donated or organised events that raised \$5,000 and above. While we have taken great care to ensure accuracy of the list, we seek your kind understanding for any inadvertent omission on our part.

Organiser of Events – HAIR FOR HOPE SATELLITE EVENTS

\$100,000 and above

Kong Meng San Phor Kark See Monastery
St. Joseph's Institution International

\$50,000 and above

BHP
Deutsche Bank AG
GLOBALFOUNDRIES Singapore Pte Ltd
Kong Hwa School
PLAY@GOVTECH
Singapore Refining Company Private Limited
Sunflower Childcare Group Pte Ltd
Wildlife Reserves Singapore Pte Ltd
Youth Corps Singapore

\$30,000 and above

Abbvie Operations Singapore Pte Ltd
Defence Science and Technology Agency
Halliburton Far East Pte Ltd
Holy Innocents' Primary School
Hwa Chong Institution
Montfort Junior School
Montfort Secondary School
Orange Business Services Singapore Pte Ltd
Phillip Futures Pte Ltd
Red Hat Asia Pacific Pte Ltd

\$5,000 to \$29,999

Bernhard Schulte Shipmanagement
(Singapore) Pte Ltd
Building and Construction Authority
Changi Simei Citizens' Consultative Committee
Civil Aviation Authority of Singapore
DHL Singapore
Edgefield Primary School
Gambas Community Emergency and
Engagement Committee (C2E)
Go Ahead Loyang Pte Ltd
Hapag-Lloyd Pte Ltd
Health Sciences Authority
Kajima Overseas Asia (Singapore) Pte Ltd
Kuehne + Nagel Pte Ltd
National Heritage Board
Nee Soon South Zone E RC
Nexus International School
PageGroup
PON Asia Holding Pte Ltd
Rainbow Centre
Senoko Energy Pte Ltd
Sentosa Development Corporation
Singapore Polytechnic
Singapore Technologies Kinetics Ltd
ST Electronics (Info-Comm Systems) Pte Ltd
Temasek Polytechnic
Thermo Fisher Scientific
Victoria School

Organiser of Events –
HAIR FOR HOPE GROUPS

\$50,000 and above

Little Green Shophouse

\$30,000 and above

Botak United

\$5,000 to \$29,999

501st + Rebel Legions & Friends
AMGEN
BAXTER HEALTHCARE SA
CabbyCare Charity Group
Catholic High School Student Leadership Board
CenturyLink
Credit Suisse AG
DHS HFH 18
Fresenius Medical Care
MSD International
Roche Shavees
SCIEX
SCS (Singapore Computer Society)
St. Bernadette Angels
Sysmex Gives Back
T K TECH '84
We Are One

DONATION BOX PROGRAMME PARTNERS

\$5,000 to \$29,999

Cluny Lease Pte Ltd
MUJI (Singapore) Pte Ltd

Organiser of Events –
FUNDRAISING

\$100,000 and above

Marsh & McLennan Companies, Singapore
Jason Cai

\$50,000 and above

The Toronto-Dominion Bank

\$30,000 and above

AmorePacific Singapore Pte Ltd
Roche Singapore Technical Operations Pte Ltd
Taster Food Pte Ltd (Din Tai Fung Singapore)

\$5,000 to \$29,999

Air Line Pilots Association Singapore
Anglo-Chinese School (International)
BlueTel Networks Pte Ltd
Clarksons Platou Asia Pte Limited
ConnectinAsia LLP
Credit Suisse AG
CrimsonLogic Pte Ltd
Dancepointe Academy
Ding Yi Xuan Art Centre
Exquisites Jewels
Fitness Family
IBC Asia (S) Pte Ltd - An Informa Business
Inter Island Manpower Pte Ltd
Kent Ridge Secondary School
Kingsmen Ooh-Media Pte Ltd
Koh Suan Lam
Little Petals Preschool Pte Ltd
Medtronic International Ltd
MUJI (Singapore) Pte Ltd
National University of Singapore Rotaract Club
Pizza Hut Singapore Pte Ltd
Smiling Star Eduhub Pte Ltd
St. Joseph's Institution International Elementary
Temasek Polytechnic
The Ultimate Pte Ltd
Thome Ship Management Pte Ltd
Wells Fargo Bank N.A., Singapore Branch
ZEON Chemicals Singapore Pte Ltd

CORPORATE DONORS

\$100,000 and above

Tote Board

\$50,000 and above

Chew How Teck Foundation
MFS International Singapore Pte Ltd
The New Eden Charitable Trust

\$30,000 and above

AmorePacific Singapore Pte Ltd
Fox-Chem Pte Ltd
HSBC Insurance (Singapore) Pte Ltd
L'oreal Singapore Pte Ltd
MS First Capital Insurance Limited
Qualcomm Foundation Fund @ Give2Asia
Taster Food Pte Ltd (Din Tai Fung Singapore)

\$5,000 to \$29,999

Aastar Pte Ltd
Aetna Insurance Company Limited
AIA Singapore Private Limited
Air Line Pilots Association Singapore
Allied World Assurance Company, Ltd
Amber Electronics Pte Ltd
Aslan Pharmaceuticals
Aviva Ltd
AXA Insurance Pte Ltd
Axis Specialty Limited
BHP
Bloomberg L.P
BlueTel Networks Pte Ltd
CL2 Engineering Pte Ltd
Dancepointe Academy
Donna iBoutique Pte Ltd
Edwards Lifesciences Foundation
ERGO Insurance Pte Ltd
Exquisites Jewels
FAB Holdings Pte Ltd
General Filter Pte Ltd
Go Ahead Loyang Pte Ltd
Holland Village Methodist Church
HP Logistics & Services Pte Ltd
Hsuen Chow Pte Ltd
IBC Asia (S) Pte Ltd - An Informa Business
Idea Style Furniture Sdn Bhd
Insight Adjusters and Surveyors Pte Ltd
Inter Island Manpower Pte Ltd
Ironshore Insurance Limited, Singapore Branch
Isaac Manasseh Meyer Trust Fund
Kajima Overseas Asia (Singapore) Pte Ltd
Karexparts Pte Ltd
Khai Huat Trading (1975) Pte Ltd
Korean Reinsurance Company
Leung Kai Fook Medical Co Pte Ltd
Li Teck Chuan Cin Tong
Liberty Insurance Pte Ltd
Liberty International Underwriters Pte Ltd
MS Amlin Asia Pacific Pte Ltd

CORPORATE DONORS *(cont'd)*

\$5,000 to \$29,999

MSIG Insurance (Singapore) Private Limited
MUJI (Singapore) Pte Ltd
Natixis (Singapore)
Ng Kim Suan Foundation c/o Community
Foundation of Singapore
NTUC Income Insurance Co-Operative Limited
Orange Business Services Singapore Pte Ltd
Pat's Schoolhouse (Claymore, Prinsep & Tanglin)
Phoenix Investors Pte Ltd
Pizza Hut Singapore Pte Ltd
QB Net International Pte Ltd
QBE Insurance (Singapore) Pte Ltd
RSM Chio Lim LLP
SEA Consortium Pte Ltd (X-press Feeders)
Sirius International Insurance Corporation
Smiling Star Eduhub Pte Ltd
Sonangol Asia Limited
St. Joseph's Institution International
STA Travel (Pte) Ltd
Tata Consultancy Services Asia Pacific Pte Ltd
The Great Eastern Life Assurance
Company Limited
The Ultimate Pte Ltd
Thome Ship Management Pte Ltd
Tokio Marine Insurance Singapore Ltd
TransRe
UNITED OVERSEAS INSURANCE LIMITED
Westpac Banking Corporation
Wing Ship Marine Services Pte Ltd
ZEON Chemicals Singapore Pte Ltd
Zion Global Marketing Pte Ltd
Zurich Insurance Company Limited
(Singapore Branch)

INDIVIDUAL DONORS

\$100,000 and above

Estate of Lim Shan Shan
Winarto P Kurniawan

\$50,000 and above

Gan Saing Imm

\$5,000 to \$29,999

Ace Tan	Lawrence Lua Gek Pong
Agnes Hon Lin Chow	Lian Ju Han
Alan Ang Soon Teck	Lim Bee Kwan
Alvin Chua Ting	Lim Boon Cheong
Ang Beng Choo	Lim Hong Leong
Anjali Mohan Ramchand	Loh Yee Ping
Apelles Poh Hong Pang	Lum Chin Weng
Carl Aslan Jason Morton Firth	M Tito
Catherine Kheng	Nah Lee Choo Jessie
Chan Hian Siang	Ng Chong Wee
Chang Wan Loong	Ng Kee Wee
Chang Yoke Foong	Ng Kok Choong
Charlyene Choo	Nigel Wong Hai Tor
Chia Teck Hwee	Nyi Nyi Lwin
Choo Bee Ling Elaine	Ong Boon Hor
Choo Chiau Beng	Ong Seng Gee
Chua Siao Leng	Oon Wee Min
David Lam	Ow Fook Choi
Dora Tan	Owyang Lai Fong Patricia
Ee Yew Weng Darrell	Phua Sin Hun
Elisa Ding Kit Yeng	Rajendran Reshveen
Fong Wei Sze	Rogers Christopher Paul
Francis Goh	Sng Bee Sim
Gerald William White	Soong Wei San
Goh Jia Le	Tan Hwee Khoon
Goh Pei Shan Melissa	Tan Se Hok
Goh Theng Kie	Tng Chye Soon
Hendricks Sutiono	Wenda Loong Yuen Beng
Heng Hock Peng John	Wong Pui Ying
Hui Hwa Koh-Minjoot	
In Memory of Khoo Hwee Hua	
In Memory of Leong Quee Wan	
In Memory of Linda Tan Yit Muay	
In Memory of Mdm Neo Buck Lan	
Kang Khiaw Ming	
Karolina Lestiadi	
KC Ang	
Koh Chin Koon	
Koo Mei Chin	

Organiser of Events –
STUDENT PROJECTS/ SCHOOL

\$30K and above

Shatter Cancer
Team Super

\$5,000 to \$29,999

Gongshang Primary School
Mayflower Primary School
Project Orenda
Serangoon Junior College
Team Hachiu
Team Resalire
The Dreamsworld Project



CODE OF GOVERNANCE AND FINANCIAL REPORT

Code of Governance – Governance Evaluation Checklist

for CCF (1 Jan 2018 – 31 Dec 2018): Enhanced Tier

Code Guideline	Code ID	Compliance
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 appointments?		No
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
All governing board members must submit themselves for re-nomination and re-appointment, at least once every three years.	1.1.8	Complied
The Board conducts self evaluation to assess its performance and effectiveness once during its term or every three years, whichever is shorter.	1.1.12	Complied
Is there any governing board member who has served for more than 10 consecutive years?		Yes
The charity discloses in its annual report the reasons for retaining the governing board member who has served for more than 10 consecutive years.	1.1.13	Complied
There are documented terms of reference for the Board and each of its committees.	1.2.1	Complied
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
Governing board members do not vote or participate in decision making on matters where they have a conflict of interest.	2.4	Complied
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
The Board approves documented human resource policies for staff.	5.1	Complied

Code Guideline	Code ID	Compliance
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
There are processes for regular supervision, appraisal and professional development of staff.	5.5	Complied
Are there volunteers serving in the charity?		Yes
There are volunteer management policies in place for volunteers.	5.7	Complied
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
The Board ensures that internal controls for financial matters in key areas are in place with documented procedures.	6.1.2	Complied
The Board ensures that reviews on the charity's internal controls, processes, key programmes and events are regularly conducted.	6.1.3	Complied
The Board ensures that there is a process to identify, and regularly monitor and review the charity's key risks.	6.1.4	Complied
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)?		Yes
The charity has a documented investment policy approved by the Board.	6.4.3	Complied
Did the charity receive cash donations (solicited or unsolicited) during the financial year?		Yes
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?		Yes
All donations in kind received are properly recorded and accounted for by the charity.	7.2.3	Complied

Code Guideline	Code ID	Compliance
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
Are governing board members remunerated for their services to the Board?		No
Does the charity employ paid staff?		Yes
No staff is involved in setting his own remuneration.	2.2	Complied
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
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
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

In compliance with Code 8.4 of the Code of Governance, in terms of remuneration band, the breakdown below shows a two-year comparison by headcount.

Remuneration Band	FY 2018	FY 2017
\$100,001 - \$200,000	6	7

In compliance with Code 8.5 of the Code of Governance, no CCF staff is a close member of the family belonging to the Executive Head or a governing board member of the charity.

Statement of Financial Activities

Year Ended 31 December 2018

	Unrestricted Funds 2018 \$	Unrestricted Funds 2017 \$
Incoming resources		
Donations	3,267,637	4,027,700
Gifts in kind	4,720	9,136
Income from fundraising activities	5,429,377	4,935,402
Interest income	406,103	335,558
Grant income	759,990	560,701
Trust income	40,996	-
Other incoming resources	90,026	64,256
Total incoming resources	9,998,849	9,932,753
Less: resources expended		
Costs of generating voluntary income	226,134	224,232
Fundraising expenses	255,896	301,925
Charitable activities expenses	7,538,201	8,065,266
Governance costs	30,774	29,690
Other operating and administration expenses	280,073	247,209
Total resources expended	8,331,078	8,868,322
Net surplus for the year	1,667,771	1,064,431

Audited by: RSM Chio Lim LLP

For the full audited financial statement, please visit CCF website at https://www.ccf.org.sg/who/an_report.htm.

Statement of Financial Position

As at 31 December 2018

	Note	2018	2017
ASSETS		\$	\$
Non-current assets			
Plant and equipment		206,773	265,187
Total non-current assets		206,773	265,187
Current assets			
Other receivables		446,239	330,702
Other non-financial assets		45,449	60,704
Cash and cash equivalents		29,688,440	28,090,896
Total current assets		30,180,128	28,482,302
Total assets		30,386,901	28,747,489
FUND AND LIABILITIES			
Fund			
Unrestricted fund			
Accumulated fund	3	29,551,169	27,883,398
Total fund		29,551,169	27,883,398
Non-current liabilities			
Provision, non-current		74,365	74,365
Total non-current liabilities		74,365	74,365
Current liabilities			
Other payables		761,367	789,726
Total current liabilities		761,367	789,726
Total liabilities		835,732	864,091
Total fund and liabilities		30,386,901	28,747,489

Statement of Changes in Accumulated Fund

Year Ended 31 December 2018

	2018	2017
	\$	\$
Current year:		
Balance at beginning of the year	27,883,398	26,818,967
Changes in fund:		
Net surplus for the year	1,667,771	1,064,431
Balance at end of the year	29,551,169	27,883,398

Statement of Cash Flows

Year Ended 31 December 2018

	2018	2017
	\$	\$
Cash flows from operating activities		
Net surplus for the year	1,667,771	1,064,431
Adjustments for:		
Depreciation of plant and equipment	142,423	171,277
Loss on disposal of plant and equipment	-	1,348
Interest income	(406,103)	(335,558)
Operating surplus before changes in working capital	1,404,091	901,498
Other receivables	(34,155)	285,529
Other non-financial assets	15,255	75,424
Other payables	(28,359)	(155,900)
Net cash flows from operating activities	1,356,832	1,106,551
Cash flows from investing activities		
Purchase of plant and equipment	(84,009)	(246,987)
Interest received	324,721	288,236
Net cash flows from investing activities	240,712	41,249
Net increase in cash and cash equivalents	1,597,544	1,147,800
Cash and cash equivalents, statement of cash flows, beginning balance	28,090,896	26,943,096
Cash and cash equivalents, statement of cash flows, ending balance	29,688,440	28,090,896

Notes to the Financial Statements

31 December 2018

1. Related party relationships and transactions

The financial reporting standard on related party disclosures requires the reporting entity to disclose: (a) transactions with its related parties; and (b) relationships between parents and subsidiaries irrespective of whether there have been transactions between those related parties. A party is related to a party if the party controls, or is controlled by, or can significantly influence or is significantly influenced by the other party.

A related party includes the board of management committee, members of other sub-committees and key management of the Foundation. It also includes an entity or person that directly or indirectly controls, is controlled by, or is under common or joint control with these persons; members of the key management personnel or close members of the family of any individual referred to herein and others who have the ability to control, jointly control or significantly influence by or for which significant voting power in such entity resides with, directly or indirectly, any such individual.

All board of management committee, members of other sub-committees and staff members of the Foundation are required to read and understand the conflict of interest policy in place and make full disclosure of interests and relationships that could potentially result in a conflict of interests. When a conflict of interest situation arises, the members or staff shall abstain from participating in the discussion, decision making and voting on the matter.

The members of the board of management committee are volunteers and receive no monetary remuneration for their contribution, except for reimbursement of out-of-pocket expenses.

In addition to the transactions and balances disclosed elsewhere in the notes to the financial statements, this item includes the following:

Significant related party transactions:

	Related party	
	2018 \$	2017 \$
Annual funding to Singapore Cord Blood Bank Limited in which a management committee member is a director	100,000	200,000

Key management compensation:

	2018 \$	2017 \$
Salaries and other short-term employee benefits	800,181	894,218

The above amounts are included under employee benefits expense.

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the Foundation, directly or indirectly. Key management personnel comprise the Executive Director and the direct reporting senior officers.

2. Employee benefits expense

	2018 \$	2017 \$
Short term employee benefits expense	3,738,807	3,454,071
Contributions to defined contribution plan	608,866	537,111
Other benefits	190,749	104,510
Total employee benefits expense	4,538,422	4,095,692

The employee benefits expense is charged and included in resources expended as follows:

	2018 \$	2017 \$
Costs of generating voluntary income	136,265	141,935
Charitable activities expenses	4,157,623	3,734,679
Other operating and administration expenses	244,534	219,078
	4,538,422	4,095,692

3. Reserve policy

	<u>2018</u> \$	<u>2017</u> \$	Increase/ (Decrease)%
Unrestricted fund ("Reserve")	<u>29,551,169</u>	<u>27,883,398</u>	5.98
Ratio of reserve to total resources expended for the year	<u>3.55:1</u>	<u>3.14:1</u>	

The Foundation shall maintain a reserve that is equivalent to at least 3 years of its operating expenses. This is to ensure continuity in providing the necessary services to its beneficiaries.

With the unanimous approval of the board of management committee, the Foundation is able to draw down from its reserve to meet its operating expenses to ensure ongoing services are not disrupted.

On a yearly basis, the board of management committee reviews the amount of reserve that is required to ensure that the reserve is adequate to fulfil the continuing obligations of the Foundation.

4. Commitments

- a) Another three non-profit organisations share its community space with the Foundation and the latter has agreed to bear certain maintenance incurred for the community space. The maintenance charged in the statement of financial activities for the reporting year was \$217,585 (2017: \$209,696). Future committed payments related to the maintenance of the community space as of 31 December 2018 are as follows:

	2018 \$	2017 \$
Within one year	174,436	174,435
After 1 year but within 3 years	43,609	218,044
	218,045	392,479

- b) The Foundation has committed a 3-year funding to NUH for Bone Marrow Transplant Coordinator, on terms agreed by both parties for the period from June 2018 to May 2021, capped at the amounts listed below:

Period	Approved Funding amount \$	Actual Disbursed amount \$
Year 1 June 2018 to May 2019	100,000	68,689 (till 31 December 2018)
Year 2 June 2019 to May 2020	105,000	—
Year 3 June 2020 to May 2021	105,000	—

- c) The Foundation has committed funding of \$450,000 to SingHealth Duke-NUS Paediatrics Academic Clinical Programme for the purpose of establishing the CCF Paediatric Oncology Survivorship Programme on terms agreed by both parties. Funding of \$71,000, \$75,000 and \$94,000 have been disbursed in 2016, 2017 and 2018 respectively. The Foundation intends to disburse the remaining \$210,000 in two yearly tranches ending in 2020.
- d) The Foundation has committed funding of \$400,000 to Singapore Cord Blood Bank Limited on terms agreed by both parties. A total of \$200,000 and \$100,000 have been disbursed in 2017 and 2018 respectively. The remaining \$100,000 will be disbursed in 2019.
- e) The Foundation has committed funding of \$2,500,000 to National University of Singapore for the advancement of research and education in the treatment of childhood cancers, with utmost priority given to the CAR-T cell immunotherapy for the treatment of relapsed or high-risk Acute Lymphoblastic Leukemia in children. A total of \$500,000 has been disbursed in 2018. The remaining \$2,000,000 will be disbursed in four yearly tranches ending in 2022.
- f) The Foundation has committed funding of \$1,000,000 to KKH Health Fund for the expansion of the Tan Cheng Lim – CCF Professorship in Paediatric Oncology under the SingHealth Duke-NUS Paediatrics Academic Clinical Programme. This will provide the seed funding to establish the Paediatric Bone Marrow Transplantation and Cellular Therapy Centre to make cellular therapy available to children with cancer in Singapore. Disbursement of funds will be made in two yearly tranches in 2019 and 2020.

UEN NO. S92SS0103J

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