



BILBY COMMUNITY DEVELOPMENT LTD.



ANNUAL REPORT FY22/23

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ORGANISATION PHILOSOPHY

OUR VISION

Resilient youths meaningfully impacting communities.

OUR MISSION

To provide the opportunities and platforms to support the growth and development of youths.



Bilby Community Development Ltd., affectionately known as Bilby, was set up in late 2019, with the goal to provide opportunities for youths to grow and develop in their areas and interests. Through these efforts, we hope to be able to support their psychosocial and emotional development, care for their well-being, and to motivate them to strive for excellence, and cultivate resilience.

We aspire to provide as much opportunities as we can for the multitude of aspirations and interests that these youths have - to let them know as long as they are interested and invested, we will believe in them and support their aspirations.

And hence, the birth of Bilby and our goal: To provide a safe space for youths to learn and grow, to explore and try different things, to be well-supported through the many different transitions they go through in youthhood to young adulthood.

Through their development, we strive to support their growth and character development, so that these youths become resilient and upstanding citizens who will give back to the community.

OUR BOARD OF OVERSIGHT



ROGER ONG,
CHAIRMAN



SAMANTHA TAN,
TREASURER



LAI MUN LOON,
MEMBER



GWEN GUO,
MEMBER



RAHUL MEHNDIRATTA,
MEMBER



JARREN MAH,
MEMBER



***CHAN WEN JIE,**
MEMBER

Board Attendance

Members	21/04 2022	13/06 2022	06/10 2022	13/12 2022	07/01 2023	23/03 2023	Att. %
Roger Ong	✓	✓		✓	✓	✓	83.3
Samantha Tan	✓	✓	✓	✓	✓	✓	100.0
Lai Mun Loon	✓	✓	✓	✓		✓	83.3
Gwen Guo	✓	✓	✓	✓	✓	✓	100.0
Rahul Mehndiratta	✓	✓	✓	✓	✓		83.3
Jarren Mah	✓	✓		✓			50.0
Chan Wen Jie*	✓	✓	✓	✓	✓	✓	100.0

*Individual is also a paid staff, holding executive position in the organisation. In compliance with good governance practices, the individual does not participate in the voting nor decision making process of any matters that presents a potential Conflict of Interest (i.e. his remuneration as a paid staff). The individual is the highest paid staff of Bilby Community Development Ltd., and the organisation has no staff who receives more than \$100,000 in annual remuneration.

MESSAGE FROM OUR CHAIRMAN

"It brings me great pleasure to note that we founded Bilby Community Development Ltd (Bilby) in late 2019, successfully registering as a Charity in 2021 and becoming a member of NCSS in 2022.

Bilby was established under ACRA as a Company Limited by Guarantee (CLG), with the goal of empowering and encouraging students & youths, as well as community members to make decisions in all aspects of their developmental life. Bilby upheld its traditions and extended out to underserved areas, where everyone enjoys essential rights and human development in order to live a life of dignity and honour without discrimination based on creed, colour, ethnicity, language, or gender. Our selfless team of staff and volunteers were recognised for remarkable efforts in our MOE schools and MacPherson CC under its Youth Network.

Bilby made an outstanding contribution to the society's correct acknowledgement of community development among the youth. Bilby, in addition to successfully operating during the pandemic years, opened a much-needed outreach and engagements to our youth

In terms of mental health, character development, resilience, and their academic perusals, Bilby has expanded its network throughout the country reaching to more than 250 students.

The generosity of our donors, well-wishers, volunteers, and partner organisations was likewise unrivalled. They showed complete faith and confidence in our team's talents and indicated a desire in providing us with the resources we need to accomplish our aspirations of providing services to mankind with integrity.

We anticipate similar support and encouragement in 2023/24 for the implementation of new initiatives as the Board and Staff work together for the betterment of our youths."

Roger Ong,
Chairman
Bilby Community Development Ltd.



"The young-once, were once upon the young-ones. Let's honour and respect both, and be youthful in our hearts and spirits once again."

OUR WORK

In line with our organisation vision, Bilby's goal is to create resilient youths who will meaningfully impact the greater community through their efforts in the foreseeable future. And to achieve that, we strive to curate programmes and services that are meaningful and educational, and just as importantly, supportive of and engaging for the youths.

Our work focuses on building positive characters in the youths we serve through engagement and mentoring, supporting their psychosocial and emotional development, and providing the platforms and opportunities for them to learn and explore different skillsets. We serve a wide spectrum of youths from the at-risk, to high-needs, underprivileged, those in need of mental or emotional support, to those who just requires a supportive figure in their life.

To serve and support these youths, we have conducted the following in the Year 2022/23:

1. Youth Engagement Programmes (School-Based)
2. Youth Engagement Programme (Community-Based Youth Drop-In Centre)
3. Outreach Events



YOUTH ENGAGEMENT PROGRAMME

(SCHOOL-BASED PROGRAMMES)

Bilby runs its Youth Engagement Programmes within Secondary Schools, fostering meaningful connections with the youths who partake in the sessions and activities at the Student Activity Centre. Through this, our deployed Youth Workers and Youth Mentor Volunteers interact with the youths using a diverse range of engagement styles - through sports, board and tabletop games, music, art, etc. - offering them support in their psychological and social well-being.

Our Youth Workers will also design and execute workshops tailored to enhancing the youths' social and emotional competencies (such as self-awareness, emotional regulation, stress management, conflict resolution). Additionally, skill-oriented workshops are conducted to equip these youths with valuable aptitudes and stimulate their exploration of different interests (such as arts and crafts, music, cooking).

Through this diverse array of activities and workshops, our primary objectives has also revolved around furnishing the youths with essential psychosocial and emotional support for their well-being. Numerous youths harbour concealed worries and apprehensions they may not express out. However, through their participation in these sessions, with the extended engagement by our Youth Workers, it creates a comfortable and safe space for them to open up and confide in us. Subsequently, our Youth Workers will invest the time and effort to aid these youths and collaboratively work with them to find the best approach to help them navigate through their circumstances.

This programme has brought to light numerous youths with urgent issues (such as self-harm, mental health challenges, family conflicts, suicidal thoughts). By highlighting these issues, we are able to refer them to the appropriate channels for further assistance. Simultaneously, our Youth Workers remain steadfast in offering emotional support to these youths through this demanding transitional phase.



YOUTH ENGAGEMENT PROGRAMME

(COMMUNITY-BASED YOUTH DROP-IN CENTRE)

IN COLLABORATION WITH MACPHERSON YOUTH NETWORK

In November 2022, Bilby joined the team at MacPherson Youth Network to contribute to their endeavour in connecting with and involving the youths residing in MacPherson. Since then, we have manned the Youth Drop-In and Activity Centre situated at MacPherson Community Club. Our role was to extend the outreach efforts to vulnerable and high needs youths in the locality, providing them with the social and emotional support to them to help them navigate through life.

Since our involvement, we have engaged with about 15 youths through sports, games, arts & crafts sessions, and having meaningful conversations with them. During these sessions, we consistently monitor their academic progress as well as their well-being, stepping in to support them as and when they require the support. Over time, these youths have also found solace in spending time at the centre with our Youth Workers, visiting regularly to socialise and hang out and sharing about their day and the challenges they encounter.

As we strive to enhance our services and better serve the youth community in MacPherson, we look to be more involved in orchestrating activities and programmes, as well as intensifying our outreach to engage a larger number of youths. Through our collective and collaborative efforts with MacPherson Youth Network, we hope to provide more mentoring and assistance to the youths in the locality, ensuring their well-being and supporting them as they navigate through their youthhood.



OUTREACH EFFORTS & EVENTS

In FY 2022/23, our team conducted some projects with the objective to engage and enrich the youths that we work with.

Through these projects, we managed to motivate our youths in their academics, bring a smile to their faces, and to give them the opportunity to make new friends and try out activities they may not have the chance to.

EXAM WELFARE PACK GIFTING 2022

In August 2022, Bilby fundraised \$6,300.00 to prepare and distributed 420 Exam Welfare Gift Packs to the youths that we work with across our programmes.

The Exam Welfare Gift Packs were thoughtfully prepared: Stationeries for the youths to power through their papers, nutritious snacks to fuel their energy, Coffee Bean Drinks voucher for the pick-me-up during their long study session, and a fidget cube to help alleviate some stress and fidgeting.

Needless to say, the Gift Packs were well-received, and the youths thoroughly enjoyed the gifts!



OUTREACH EFFORTS & EVENTS

KITE FLYING & PICNIC @ MARINA BARRAGE

In March 2023, during the School Holiday, Bilby conducted a Kite Flying & Picnic Event at Marina Barrage. This was an opportunity for most of the youths to have a go at kite flying - something they have never done before.

We provided snacks, drinks, and the kites for the youths, while they snacked, munched away, ran around, and flew their kites non-stop from 4.30pm to 7.00pm. They showed their resilience, never giving up on trying to get the kites flying up in the winds. They showed their tirelessness, trying non-stop and having fun all through the evening.

And most importantly, they showed how much they enjoyed the outing, not wanting to head home even when we are wrapping up. It was truly a memorable and fun event for them, as much as it was for us.



THE YEAR 2022/23 IN NUMBERS



Over 250 youths engaged and supported across our 10 programmes!

Collectively through our efforts, our team of 16 Youth Workers engaged over 250 youths across our programmes and services.

These programmes and services included:

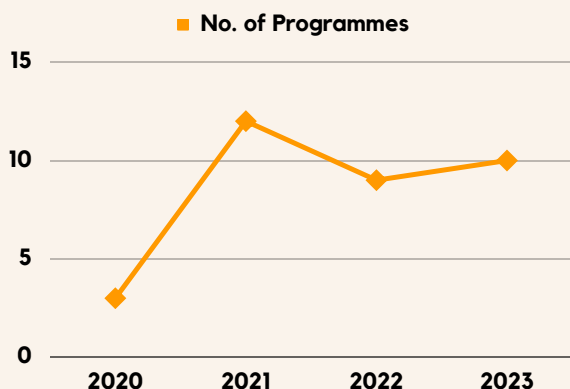
- Workshops to support the development of the youths' social emotional competencies and mental health awareness
- Sports, arts, and crafts to enrich the youths' learning experience and hone their skillsets
- Drop-in Centres and Engagement Programmes to meaningfully engage and mentor youths
- Case work and interventions for youths who require the additional support

THE YEAR 2022/23 IN NUMBERS

The Year 2022/23 was one of slow but gradual growth. We saw more youths come across our way through our work and outreach, and committed more sessions and hours into our work with them. And through it all, managed to highlight more high risk cases, intervened and supported them where necessary.

As it goes, the more hours we put in, the more youths we can reach.

And the more youths we can reach, the more we can provide support and help out.



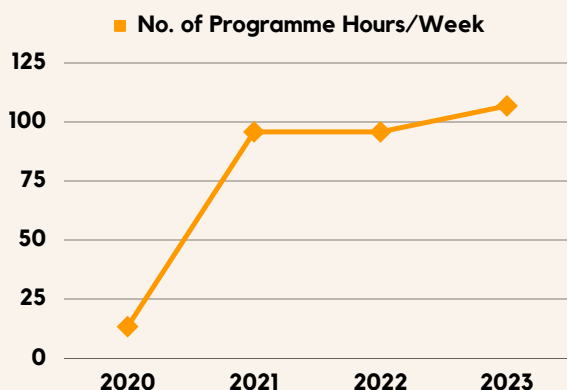
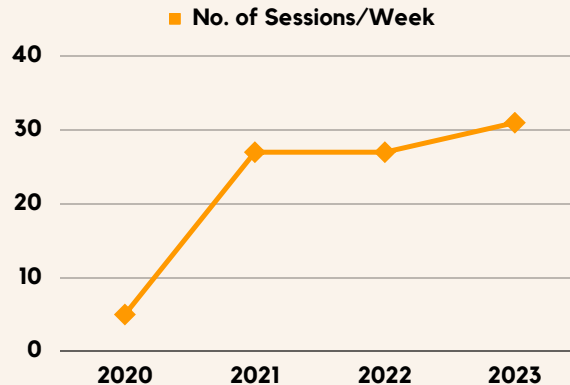
Our good work and efforts saw continuation of some programmes, as well as new programme partners through the year.

From 2022, of the 9 partnering schools, 6 continued their services with us in 2023.

We also started 1 programme that is community-based, collaborating with MacPherson Youth Network.

Though the number of programmes fell from 2021 to 2022, the number of sessions per week increased.

Instead of running programmes once a week, we began running our programmes more frequently to better engage with the youths.



With more sessions and longer hours, we get to spend more time in each programme - meaning each youth also gets more time, attention, and effort spent with them.

This allows us to spend more quality time with more youths, allowing us to engage them better and identify those who require the additional support.

MESSAGE FROM OUR YOUTHS

Spending over 100 hours a week, engaging with over 250 youths throughout the year, our Youth Workers have spent their time, attention, and efforts to support their development.

And these youths know it.

Practising gratitude, they have also taken some time to send our Youth Workers words of appreciation for all the help we have rendered to them through the time they spent with us.

"Thank you for helping us in the past few weeks !!! It has made a difference to us !!!"

"Thank you so much for helping me in managing my worries and showing me ways to pull through it"

"you are very friendly and kind! i enjoy talking to u"

"U GUYS ARE AMAZINGGGG"

"thank you for always talking to me and for entertaining me and my friends thru out the first two terms"

"Thanks for dealing with my immaturity throughout your time here and looking out for all of us as if we are your little children, i wish you all live a very good life ahead :)"

"To Tas: thank you for being my best friend I could've ever asked for."

"You awesome."

"love you bro"

"Thank you for listening to me when I was really down"

"I would like to thank you for being here with me in my journey"

"the youth workers are like my own siblings and whenever i come in , they welcome me :)"

"I really appreciate you for playing with me and friends and helping my friendship issues"

"Thank u Mr hong for being such a good cher to us"

"I would love to thank you for guiding me since it's my first time:)"

"YOU'RE A REALLY AMAZING PERSON TO TALK TO AND RELY ON"

"THANK YOU MS DOLLY AND MS FATIMAH. I LOVE YOU GUYS. Thank you for listening to me about what I feel sad about and thank You for listening about my interests"

"thank you for spending time with me when I was alone"

"Miss Razza please stay here until I graduate!"

YEAR 2022/23 IN REVIEW

As the world gradually returns to a sense of "normalcy" with the lifting of restrictions, we found ourselves picking up the paces to match the energy of the youths. In the Year 2022, we successfully carried out our programmes and services in full swing.

After two years of limitations, small groups restrictions, and adherence to social distancing, we were finally able to operate without hindrance, and our team was just as thrilled and motivated as the youths we work with. We conducted overnight camps, learning journeys, and a wide variety of outdoor activities - all aimed at catering to the youths' enthusiasm and energy.

As we continued to explore fresh avenues to engage with and support youths in Singapore, our programmes and services expanded throughout the progressing year.

We managed to start our first **COMMUNITY-BASED YOUTH DROP-IN CENTRE** in partnership with MacPherson Youth Network, provided **EXAM WELFARE PACKS** to motivate and spur our youths on for their Final Year Examinations, and successfully executed our first event during the March Holidays - **KITE FLYING & PICNIC @ MARINA BARRAGE!**

Having established our footing in a post-restriction environment and recognising the capabilities of our team, the Year 2022/23 became a year of numerous firsts, and helped propelled our community-focused efforts.

Heading into Year 2023/24 strong with a robust lineup of programmes in place, we eagerly look to forge more partnerships with community partners, agencies, and other organisations to be able to provide more opportunities and platforms for our youths to venture, explore, and experience.

We aspire to conduct more community-oriented outreach and efforts, to meaningfully engage the youths we serve (and expanding our reach)! All these of course, not forgetting our school-based programmes, as we look to expand on our school-based work and to be able to provide more support for the youths we work with.

SUPPORT US

We are still a young organisation, working on limited resources to fulfil our mission, and working towards our vision.

With what we have, and what we can give, we are always looking at new innovative ways to reach out and support the youths of Singapore.

We have a dream to establish a Youth Centre - an all-in-one one stop service for youths where they can socialise, participate in activities, be mentored by our team, and receive the necessary help and support to help them transit through their life challenges. But that is a million dollars project for the foreseeable future.

For now, as we work towards establishing ourselves and towards our dream, we are constantly on the look out for partnerships and programme opportunities to support as many youths as we can.

If you have the extra resource to spare and believe in our cause, consider supporting us by donating to us!

If you represent an agency, corporation, or establishment, and wish to explore how we can partner up and provide new opportunities for these youths, feel free to reach out to us as well! We are more than glad to have a chat and explore ideas!

Or if you have some free time and wish to contribute to our efforts, consider joining us as a volunteer!

CORPORATE INFORMATION

NAME	Bilby Community Development Ltd.
TYPE OF BUSINESS ENTITY	Company Limited by Guarantee (CLG)
UNIQUE ENTITY NUMBER (UEN)	201942228D
INCORPORATION DATE	13 December 2019
REGISTERED BUSINESS ADDRESS	2 Pereira Road #04-01 2Connectt@TS Singapore 368024
REGISTERED CHARITY	w.e.f. 28 April 2021
NCSS MEMBERSHIP	w.e.f. 01 December 2022
BUSINESS CONTACT	+65 8857 6897
BUSINESS EMAIL ADDRESS	bilby@bilbycdl.com
BUSINESS WEBSITE	https://www.bilbycdl.com/

Submission Form for Governance Evaluation Checklist (Basic Tier)

Please note that this checklist is based on the Code of Governance (2017).

Instructions: Please fill out the boxes. Input the explanation if the selection is non-compliance for each field.

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

S/N	Code guideline	Code ID	Response (select whichever is applicable)	Explanation (if Code guideline is not complied with)
Board Governance				
1	Induction and orientation are provided to incoming governing board members upon joining the Board.	1.1.2	Complied	
	Are there governing board members holding staff¹ appointments? (skip items 2 and 3 if "No")		Yes	
2	Staff does not chair the Board and does not comprise more than one third of the Board.	1.1.3	Complied	
3	There are written job descriptions for the staff's executive functions and operational duties, which are distinct from the staff's Board role.	1.1.5	Complied	
4	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	
5	All governing board members must submit themselves for re-nomination and re-appointment , at least once every 3 years.	1.1.8	Complied	
6	There are documented terms of reference for the Board and each of its committees.	1.2.1	Complied	
Conflict of Interest				
7	There are documented procedures for governing board members and staff to declare actual or potential conflicts of interest to the Board at the earliest opportunity.	2.1	Complied	
8	Governing board members do not vote or participate in decision making on matters where they have a conflict of interest.	2.4	Complied	
Human Resource and Volunteer² Management				
9	The Board approves documented human resource policies for staff.	5.1	Complied	
Financial Management and Internal Controls				
10	There is a documented policy to seek the Board's approval for any loans, donations, grants or financial assistance provided by the charity which are not part of the charity's core charitable programmes.	6.1.1	Complied	
11	The Board ensures that internal controls for financial matters in key areas are in place with documented procedures .	6.1.2	Complied	
12	The Board ensures that reviews on the charity's internal controls, processes, key programmes and events are regularly conducted.	6.1.3	Complied	
13	The Board approves an annual budget for the charity's plans and regularly monitors the charity's expenditure.	6.2.1	Complied	
	Does the charity invest its reserves (e.g. in fixed deposits)? (skip item 14 if "No")		No	
14	The charity has a documented investment policy approved by the Board.	6.4.3		
Fundraising Practices				
	Did the charity receive cash donations (solicited or unsolicited) during the financial year? (skip item 15 if "No")		Yes	

15	All collections received (solicited or unsolicited) are properly accounted for and promptly deposited by the charity.	7.2.2	Complied	
	Did the charity receive donations in kind during the financial year? (skip item 16 if "No")		No	
16	All donations in kind received are properly recorded and accounted for by the charity.	7.2.3		
Disclosure and Transparency				
17	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? (skip items 18 and 19 if "No")		No	
18	No governing board member is involved in setting his own remuneration.	2.2		
19	The charity discloses the exact remuneration and benefits received by each governing board member in its annual report. OR The charity discloses that no governing board member is remunerated.	8.3		
	Does the charity employ paid staff? (skip items 20 and 21 if "No")		Yes	
20	No staff is involved in setting his own remuneration.	2.2	Complied	
21	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	

Notes:

¹ Staff: Paid or unpaid individual who is involved in the day to day operations of the charity, e.g. an Executive Director or administrative personnel.

² Volunteer: A person who willingly serves the charity without expectation of any remuneration.

Declaration

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