

Hong Kong Paralympians Fund

Guidelines on Application

Introduction

The Hong Kong Paralympians Fund (the Fund), set up with a \$50 million grant from the General Revenue, is administered by the Social Welfare Department and overseen by a Management Committee comprising mainly non-officials from the sports and the rehabilitation fields, with the assistance of a Grants Sub-committee. The Fund disburses grants to the following categories of programmes with a view to providing support to athletes with disabilities during all stages of their sporting career and thereafter:

Scope of the Programme

At Career Stage

(a) Development of target sports

The Fund will provide grants to sporting organisations for hiring of coaches and enhancing technical support for target sports programmes with the aim of assisting the athletes with disabilities in international competitions such as the Paralympic Games and the World Championships.

(b) Subsistence Grant to athletes with disabilities

While athletes with disabilities contribute their time and effort to participate in international events and pursue sporting excellence, they may have to give up their employment or study. The Fund will provide direct financial assistance to athletes with disabilities so that they can resign from work, take unpaid leave, work part-time or temporarily suspend their study to pursue sporting excellence.

Post-career Stage

(c) Employment facilitating grant for retired athletes with disabilities

Athletes with disabilities who have contributed their time and effort to pursue sporting excellence and represented Hong Kong in international sports have in

some way sacrificed their study or careers. When they retire from sports, they need to develop a career to earn a living. Their valuable experience and expertise in sports will have great influence on other athletes with disabilities. The Fund will provide a time-limited grant to assist in their job attachment in a sports related field (e.g. to be trained as assistant coach) or other suitable employment or vocational training.

Eligibility

(a) Development of target sports

This grant is open to applications from well-established sporting organisations in Hong Kong.

(b) Subsistence Grant to athletes with disabilities

The grant is open to applications from current athletes with disabilities who have produced outstanding international performance, and those with such potential, as recommended by well-established sporting organisations in Hong Kong.

(c) Employment Facilitating Grant for retired athletes with disabilities

The grant is open to applications from athletes with disabilities who have been officially retired as an athlete from or after 2000 Paralympic Games, with recommendations from well-established sporting organisations, and a supporting statement from the prospective employer or training institute in Hong Kong.

Applicants for individual grants in respect of (b) and (c) above must be holders of a Hong Kong Identity Card at the time of application. For (c), applicants should also meet the three-year residence policy.

Disbursement of Grants

(a) Development of target sports

Amount of such grants will depend on the number of such applications and the support-worthiness of the applications concerned.

(b) Subsistence Grant to athletes with disabilities

Monthly grant of not more than \$2,500 be paid to each eligible athlete with disabilities, depending on the number of such applications and the support-worthiness of the applications concerned (please refer to Annex A for details).

(c) Employment facilitating grant for retired athletes with disabilities

A maximum sum of not more than \$60,000 per year be paid to each eligible retired athlete with disabilities for a maximum of two years, depending on the number of such applications and the support-worthiness of the applications concerned.

The release of grants will be reviewed on a half-yearly basis.

Selection Criteria

The Management Committee will consider applications for the grants in accordance with the following vetting criteria:

(a) Development of target sports

- whether the proposed sports programme has achieved world-wide level, such as the Paralympic Games or the World Championships;
- whether the scope and nature of the application can assure the support for development of the sport programme; and
- whether the applying agency is considered to be capable of properly managing and using the grant.

The Grants Sub-committee will consider applications for individual grants in accordance with the following vetting criteria:

(b) Subsistence Grant to athletes with disabilities

- whether the applicant is support-worthy in terms of his/her performance

record in the previous two years at international competitions such as the Paralympic Games or the World Championships (please refer to Annex A for details);

- whether the applicant is committed to participating in training programmes;
- whether the applicant has recommendations from his/her coach;
- in addition, consideration will be given to whether the applicant has given up his/her wages/jobs or deferred his/her education to pursue sporting excellence*; and
- the applicant participating in events that require more than one team member according to the rule will be assessed with the same weighting as other individual events when considering his/her achievement.

** Those applicants with a job or is pursuing education can still apply and be considered by the Grants Sub-committee*

(c) Employment Facilitating Grant for retired athletes with disabilities

- whether the applicant has represented Hong Kong at international competitions such as the Paralympic Games/World Championships;
- whether the applicant has been retired as an athlete from or after 2000 Paralympic Games; and
- whether the applicant has even engaged in open employment.

For more details on the application for Employment Facilitating Grant, please refer to Annex B.

Application Procedure

Applications should be submitted either in person or by mail to the Secretariat, Hong Kong Paralympians Fund, c/o Rehabilitation and Medical Social Services Branch, Social Welfare Department, Room 901, 9/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong.

Applications will be invited on an annual basis. Late or incomplete applications will not be considered. Application forms can be obtained from the Social Welfare Department at the above address (Tel.no.: 2892 5345) or download from the Department's website (<http://www.swd.gov.hk>). **The Deadline for submission of applications for respective categories of grant is:**

Target sports: 17 December 2007

Employment Facilitating Grant for retired athletes with disabilities:
17 December 2007

Subsistence Grant to athletes with disabilities: 4 January 2008

Personal Data

In accordance with the Personal Data (Privacy) Ordinance, information provided by the applicants will be used for the purpose of assessment of the application for grants. Applicants have the right to request access to the information they provided and the right to correct such information. Such requests should be made in writing to the Social Welfare Department (Attn.: Access to Information Officer) at Room 949, 9/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong.

Award of Grants

Successful applicants are required to sign an agreement which lays down the terms and conditions of the grant, and to report any changes in circumstances that may warrant termination of payment. The Social Welfare Department reserves all rights to accept or disqualify a successful applicant, terminate the grant or ask for a refund.

Social Welfare Department
November 2007

Hong Kong Paralympians Fund

Eligibility Criteria for the Subsistence Grants - REVISED

(recommended by Task Group on 7 August 07 and endorsed by Management Committee)

Category	Category A	Category B	Category C	Category D
Annual Grant	\$25,000 (\$2,080 pm)	\$18,000 (\$1,500 pm)	\$12,000 (\$1,000 pm)	\$8,004 (\$667 pm)
Paralympic Games	Medallist (minus- one rule)	Medallist; or 4 th – 8 th and top 1/3	4 th – 8 th and top 1/2	-
World Champ (on at least a two-year cycle)	Medallist (minus-two rule)	Medallist; or 4 th – 8 th and top 1/3	4 th – 8 th and top 1/2	
<ul style="list-style-type: none"> ▪ FESPIC Games/Asian Para. Games/Regional Champ (on a four-year cycle)³ ▪ INAS-Regional Champ ▪ World Games/Cups (for MH, PH, deaf) ▪ Special Olympics World Games (overall results) 		Medallist and top 1/3	4 th – 8 th and top 1/3	4 th – 8 th and top 1/2
<ul style="list-style-type: none"> ▪ Special Olympics Regional Games (overall results) ▪ Asian Pacific Games (for MH, PH, deaf) 			Medallist and top 1/3	Medallist; or 4 th – 8 th and top 1/2
<ul style="list-style-type: none"> ▪ All China Games for the Disabled ▪ Open / International Champ ▪ Invitational Special Olympics (overall results) 				Medallist (minus-two rule) *(athletes cannot use the same result to apply for the grant in the second year)

Notes to Eligibility

- (1) Ranking (Asian and World) and team results (with medals) will both be considered where necessary
- (2) While an athlete's sporting achievements in the previous two years would be considered, given

the four-year cycle of some major Games, where appropriate the results in the last major Games would also be included for consideration.

- (3) Discretion will be used where special consideration is warranted. Flexibility will be exercised in determining category C and category D.
- (4) Where appropriate, regard will be given to the types of sports and number of participants in the All China Games for the Disabled and Open/International Championship when determining the category of support above category D.
- (5) If available funds fall short of the required amount of grants, recipients may have to receive a pro-rated amount instead of the maximum level of support.
- (6) If the grant received by the recipient is suspended for whatever reasons no new nominations for replacement will be considered.
- (7) In respect of events for athletes with mental disabilities, INAS-FID World Athletic Championships, INAS-FID World Swimming Championships and INAS World Table Tennis Championships are held on a four-year cycle.
- (8) In respect of events for athletes with physical disabilities, IBSA World Athletic Championships & Games for judo, IPC World Athletics Championships, IPC World Bowls, IPC Table Tennis Championships and IPC World Wheelchair Fencing Championships are held on a four-year cycle.
- (9) World Cup for Bocci is a quadrennial event, which is organized prior to the Paralympic Games year and is of the same level of competitiveness as World Championships.

**Brief on
Hong Kong Paralympians Fund
Employment Facilitating Grant for Retired Athletes with Disabilities**

Introduction

Athletes with disabilities who have contributed their time and effort to pursue sporting excellence and represented Hong Kong in international sports have in some way sacrificed their study or careers. When they retire from sports, they need to develop a career to sustain their self-esteem and earn a living. Their valuable experience and expertise in sports will have great influence on other disabled athletes. The Hong Kong Paralympians Fund (the Fund) will provide a time-limited financial support through the provision of the employment facilitating grant to assist in their job attachment in a sports related field (e.g. to be trained as an assistant coach), other suitable employment, vocational training or education programme.

Eligibility

- (a) The Grants Sub-committee of the Fund will take into account the following conditions when vetting the applications:
- The applicant has officially retired as an athlete from or after 2000 Paralympic Games;
 - The applicant has represented Hong Kong at international competitions, and has attained outstanding sports achievements equivalent to those under Category A of subsistence grants of the Fund, and the sports achievement must be substantiated by supporting documentation e.g. official results, press reviews etc;
 - The applicant has recommendations from his / her sporting organisation;
 - The applicant has supporting statement from the prospective employer or training institute in Hong Kong;
 - The applicant will have a grace period of two years following retirement during which to apply for grants; and
 - The applicant must be a holder of a Hong Kong Identity Card at the time of application and should meet the three-year residence requirement. Discretion will be used where special consideration is warranted.

- (b) The employment facilitating grant will not support any applicant whose application is for training purposes but at the same time is expecting to receive a grant from the Hong Kong Athletes Fund managed by the Hong Kong Sports Institute.
- (c) The above vetting principles and criteria will be used as the basis of reference for recommendation. The Grants Sub-committee will look to individual merits and the availability of funds to decide the number of recipients and the level of support provided. Discretion will also be used in cases where special consideration is necessary.

Category of grants

Each applicant can apply for the grant of either (i), (ii) or both (the maximum total for (i) and (ii) should not exceed \$60,000 per year) be as set out below:

- (i) **Job attachment / open employment:** a maximum sum of \$60,000 per year for employment assistance.
- (ii) **Education programme:** a maximum amount of \$40,000 per year for education or vocational training programmes. Official tuition fee receipts are required for reimbursement of the grants.

Monthly grants, a maximum total of not more than \$60,000 per year, will be disbursed to each successful applicant for a maximum of two years through his / her sports association. The amount of monthly grant to be disbursed for each individual case will be subject to the support-worthiness of the application and the nature of the job, education or vocational training programmes. The release of grants will be reviewed half-yearly as to the support-worthiness of the applications.

Application Procedures

Applications should be submitted via the applicant's sports association either in person or by mail to the Secretariat, Hong Kong Paralympians Fund, c/o Rehabilitation and Medical Social Services Branch, Social Welfare Department, Room 901, 9/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong. Applicants shall refer to Appendix for guidance notes on applications.

Guidance Notes on Application

Hong Kong Paralympians Fund Employment Facilitating Grant for Retired Athletes with Disabilities

Applicants

1. Applicants shall consider and prepare the career or training plan best suitable to them with assistance of the sports associations and other parties concerned prior to their retirement from the sports field. They can seek employment services from the non-governmental organisations running supported employment or on-the-job training programmes through referrals from the sports associations or by direct approach.
2. Applicants can apply for financial support for the certificate / diploma / degree course that is offered by qualified training institutes in Hong Kong. Courses that are offered by approved overseas colleges / universities may be funded if no comparable courses are offered locally. The eligibility of the course for the application will be subject to the endorsement by the Grants Sub-committee.
3. Applicants shall submit proof of satisfactory completion of the previous term of study to the sports association before subsequent installments be paid. Applicants, who fail to complete the studies, will not be required to refund grants. However, subsequent grants will be terminated.
4. In principle, each successful applicant is only entitled to enter the job attachment or education programme once in order to maximize use of limited resources. Ex-participants may be re-admitted into the programme as long as the maximum 2-year grant has not been exhausted.
5. If the available funds fall short of the required amount of grants, each successful applicant may have to receive a pro-rated amount instead of the maximum level of support.
6. Successful applicants, receiving the employment facilitating grants will no longer be qualified for other categories of grants, such as subsistence grants

under the Fund even if they resume their role as athletes sooner or later.

7. Applicants should complete and submit the application form with attachments of supporting documents via their sports association either in person or by mail to the Secretariat, Hong Kong Paralympians Fund, c/o Rehabilitation and Medical Social Services Branch, Social Welfare Department, Room 901, 9/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong.
8. Applications will be invited on an annual basis. Late or incomplete applications will not be considered. Application forms can be obtained from the Social Welfare Department at the above address (Tel. no.: 2892 5345) or the respective sports associations. Applicants can also download the forms from the Department's website (<http://www.swd.gov.hk>). Applicants may refer to the application forms for deadlines for submission.
9. In accordance with the Personal Data (Privacy) Ordinance, information provided by applicants will be used for the purpose of assessment of the application for grants. Applicants have the right to request access to the information they provided and the right to correct such information. Such requests should be made in writing to the Social Welfare Department (Attn.: Access to Information Officer) at Room 949, 9/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong.

Sports Association

1. The sports association shall provide assistance to the athletes in preparing the career or training plan prior to their retirement from the sports field.
2. The sports association may arrange job attachments in its own set-ups. It is expected that the hours of work during the job attachment period should be similar to a real work setting, say 8 hours a day for 5 to 6 days a week. Nevertheless, the organisation may vary the hours of a job attachment according to different work settings to reflect different work requirements.
3. The sports association shall monitor the attendance and performance of the successful applicant and keep proper records.

4. The sports association shall arrange for the receipts of grants to be duly completed and signed by the successful applicant and shall retain the original receipts for audit purposes.
5. The sports association shall ensure that no successful applicant who drops out from the job or education programme, be paid the grant.
6. The sports association shall arrange for the successful applicant to sign an individual undertaking, which declares that he / she has not received such a grant before, and lays down the terms and conditions of the grant, and he / she will report any changes in circumstances that may warrant termination of payment. The Social Welfare Department reserves all rights to accept or disqualify a successful applicant, terminate the grant or ask for a refund.
7. The sports association shall arrange for the successful applicant and his / her supervisor to complete progress reports (reporting period to be specified on the form).
