



Sharing Session for Small NGOs on Social Welfare Development Fund (SWDF) and Lotteries Fund (LF)

27 April 2010

SWDF – General Requirements for IT Projects

- Should be in line with the overall IT Strategy in HK and the prevailing IT Strategy for the Social Welfare Sector
- Replacement / upgrading of standalone PCs and the related peripherals including printer, scanner and USB flash drive, etc. would be **excluded**

SWDF – General Requirements for IT Projects

- Will not consider the following IT projects during the first phase of the SWDF
 - Intranet including setting up of Local Area Network
 - Client Information System
 - Proposal on consultancy service and IT strategic planning / strategic plan development, etc.

Use of SWDF – IT Projects within the Supported Scopes

- To upgrade business system for enhancing NGO's management capacity or facilitating re-engineering
 - Examples are projects for :
 - productivity improvement
 - human resource management
 - accounting & financial management
 - service management

Use of SWDF – IT Projects within the Supported Scopes

- To develop or enhance NGOs' corporate websites for subvented social services
- To improve the service delivery or enhance e-services such as e-parenting, e-volunteerism, etc

Use of SWDF – IT Projects within the Supported Scopes

- To cover staff cost in drawing up proposal and overseeing the IT projects
 - *NGO should absorb the extra expenditure exceeding the approved amount by its own resources other than LSG or LSG Reserve*

Contribution from NGOs

- 15% of the cost of business system upgrading projects, which is lower than the 20% contribution required under previous BIP Scheme

Contribution from NGOs

- NGO's contribution should be wholly absorbed by its own resources and should not be charged to LSG or LSG Reserve, unless SWD's special approval has been sought beforehand

Vetting of Applications

- All IT-related applications to be vetted by ISTB in consultation with Joint Committee on Information Technology (JCIT) for the Social Welfare Sector
- All applications are subject to endorsement of Lotteries Fund Advisory Committee (LFAC) and the Financial Services and Treasury Bureau (FSTB) as appropriate

Reporting Requirements

- IT projects: progress reports and final evaluation reports as advised by ISTB

Notification of Application Results

- NGOs will be notified of the application results and the approved funds for Phase 1 after completion of vetting and endorsement procedures

Thank you