

**Frequently Ask Questions
Social Welfare Development Fund (SWDF)**

Q1: Can NGOs apply for use of the remaining balance of SWDF arising from the rejected proposals in the first round application in Phase 1?

A1: Yes. For any fund remaining from the rejected proposals in the first round application, NGOs may submit applications again for use of such remaining fund in the 2nd round application (i.e. around early 2011).

Q2: How can NGOs apply for charging the 15% contribution of project under Scope B to LSG Reserve?

A2: NGOs should make the application for charging the contribution to their LSG Reserve with detailed justifications provided in the composite application form for SWD's consideration.

Q3: Can NGOs submit only one IT application to ISTB first and then submit the composite application to Subventions Section later?

A3: An NGO may submit its IT application to ISTB first and then the full set of its composite application to Subventions Section later on fulfilling the following conditions:

- (a) While submitting the separate IT application to ISTB, the NGO should in parallel submit Part I of the composite application duly signed by NGO Board Chairpersons to show the overall planning of the proposed usage of SWDF in Phase 1; and
- (b) The full set of composite application on non-IT applications should be submitted to Subventions Section by 30 June 2010; and
- (c) If more than one IT projects are to be applied, all such IT projects should be submitted to ISTB in one IT application to facilitate a comprehensive vetting.

Q4: For the proposal of business system upgrading project under Scope B, can NGOs apply for SWDF to replace the existing gas-fueled kitchen in the subvented service unit by electrical kitchen for fuel cost reduction and energy-saving purpose?

A4: As such proposal will involve possible structural modifications and installation of fuel systems in the subvented service unit, SWD will also need to consider it from the service and technical perspectives. From service angle, the electrical kitchen is normally regarded as above-standard provisions, which will be considered only for individual case with special need demonstrated. From the technical

angle, it is essential that concrete and sufficient information is provided to prove that the proposed electrical kitchen can save fuel cost significantly in the aspects of initial setting up expenditure, maintenance package and payback period when compared with the existing energy system in the kitchen. Besides, other possible alternatives such as upgrading the existing gas-fueled equipment in the kitchen to meet the target of fuel cost reduction should first be exhausted.