

**Proposal for Community-based Support Projects for
People with Disabilities and their Families
Guide to Application**

Objective

To provide innovative community-based care and support service responsive to the individual needs of people with disabilities (PWDs) and their families with particular emphasis on relieving parents/carers and provide them a better quality of life.

Service Components

The project proposals should be responsive to the needs of the PWDs. They can include one or more service components but not limited to the following:

- family-based respite service;
- holiday care service;
- personal development programme for young PWDs and children come from low income families with disabled parents;
- support programme for autistic persons living at home;
- post-discharge support programme for discharges of residential care homes;
- home care service such as escort for medical appointment, shopping, marketing, cleansing, bathing etc;
- specialized programme for management of challenging behaviour; and
- any other innovative projects.

Each project proposal should not contain more than three service elements.

Target Users

- People with disabilities and their families who are living in the community.
- Children from low income families with disabled parents are also target users for the personal development programme but not the others.

Date of Commencement

- Successful projects are expected to commence operation on 1 October 2005.

Budget and Payment Arrangement

- The applicant organization is required to propose the budget for the whole project with details of staffing structure provided.
- If the project is integrated in nature with multiple service components, breakdown of the proposed budget and service outputs by each service component is required.
- The budget for each project should **not exceed \$5 million for 3 years**.

Payment Arrangement

- Each successful project will be funded for a period of not more than 36 months.
- The release of funding is on a quarterly basis.

Monitoring and Evaluation Mechanism

- The applicant organization should include in the proposal their suggested output/outcome measures and the level of attainment they expect to achieve, in particular objective/measurable outcome indicators showing the effectiveness of the service in enabling PWDs to stay in the community.
- A mid-term evaluation will be conducted in March 2007, i.e. 17 months after operation. Where appropriate, there might be adjustment to the output level and the related funding for individual project basing on the performance in the first 17 months.

Information to be Included

- Please refer to the **Annex** for the details.

Implementation Schedule

<u>Date</u>	<u>Task</u>
8 June 2005	Invitation of proposals
11 July 2005	Closing of submission of proposals
July- August 2005	Vetting of proposals
August 2005	Announcement of result
1 October 2005	Commence of services

Assessment of Applications

Applications will be assessed with reference to the information provided in the proposal. Each proposal will be vetted based on its quality, including :

- innovative design;
- efficient operation;
- monitoring and evaluation mechanism;
- cost effectiveness; and
- meeting the community care needs of PWDs.

Rehabilitation and Medical Social Services Branch
Social Welfare Department
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