

By Email Only

Our Ref. : SWD 0075-0005-0010-
0015-2627-0000A-P001
Tel. No. : 2832 4329/ 2116 5347
Fax No. : 2151 0573

17 December 2025

Chairpersons / Heads of non-governmental organisations
providing subvented welfare services

Dear Sir / Madam,

**Invitation to Application for
Allocation from the Lotteries Fund
Block Grant for 2026-27**

I am pleased to inform you that the allocation from the Lotteries Fund (LF) for the provision of the Block Grant (BG) for 2026-27 is now open for application.

Background

The LF provides an annual non-recurrent BG on non-governmental organisations (NGOs) basis to meet the costs of minor works and routine replenishment of furniture and equipment (F&E) in respect of their services units providing welfare services subvented by the Social Welfare Department (SWD) so that the physical environment of their welfare service units can be maintained in decent conditions. In March 2009, the Lotteries Fund Advisory Committee (LFAC) supported the recommendation of the Lump Sum Grant Independent Review Committee that BG allocation for each NGO be set at a sum equal to 1.5% of its recurrent subventions. To provide better support for and meet the needs of small NGOs, they will be provided with either 1.5% of their annual recurrent subventions or \$15,000, whichever is higher, in their BG allocations.

The BG will be disbursed to successful NGOs in equal instalments on a quarterly basis within the financial year. NGOs are given the flexibility to use the BG within its ambit and the pre-set parameters set out in Chapter 4 of the prevailing LF Manual to best meet the needs of their service units providing SWD-subvented services including unforeseen requirements such as emergency repairs. The main conditions for the use of BG are set out in **Annex 1**. The use of BG is subject to payment and control

procedures as well as monitoring measures set out in the LF Manual. NGOs are required to set up and implement appropriate control and monitoring systems.

BG for 2026-27

If you wish to apply for BG for 2026-27, please return the duly completed application form in **Annex 2** by fax (Fax No: 2151 0573), by hand or by post on or before **6 January 2026 (Tuesday), 6:00 p.m.** to -

Lotteries Fund Projects Section
Social Welfare Department
Room 3601- 02, 36/F
Dah Sing Financial Centre
248 Queen's Road East
Wan Chai
Hong Kong

Please note that **late applications will NOT be considered.**

Acknowledgement of LF Grant

To publicise the welfare aspect of the LF, beneficiary NGOs are required to make a general acknowledgement in their annual report of the financial support they receive from the LF. If you wish to apply for an exemption from making acknowledgement on very exceptional grounds, please refer to paragraph 7.2.6 of the prevailing LF Manual. A separate application should be submitted for seeking exemption, if necessary, together with the application form for BG.

Points to note

When processing the BG applications, we will check the audited annual financial statements of NGOs for the year ending 31 March 2025 which should be submitted to Finance Branch of SWD no later than 31 October 2025. If the related document is outstanding, we cannot process the BG application for 2026-27 of the NGO concerned. Furthermore, SWD may withhold the quarterly disbursement of BG for 2025-26 and reserve the right to claw back the allocated BG.



For enquiries, please contact our following colleagues for assistance –

Post	Name	Tel. No.	Email address
Social Work Officer (Lotteries Fund) 2	Miss Ruby LI	2832 4340	tsz_yan_li@swd.gov.hk
Executive Officer II (Lotteries Fund) 3	Aidan LAI	2832 4376	aidan_lai@swd.gov.hk
Executive Officer II (Lotteries Fund) 4	Miss Victoria CHAN	2116 5347	victoria_tk_chan@swd.gov.hk
Executive Officer II (Lotteries Fund) 6	Miss Betsy LIANG	2832 4332	betsy_bs_liang@swd.gov.hk

Yours faithfully,

(Ms Emily HO)
for Director of Social Welfare

Encl.