

Points to Note for Partnership Fund for the Disadvantaged (PFD)
(Eighth Round Dedicated Portion Application)

1. The PFD (Eighth Round Dedicated Portion Application) is open for application on **29 December 2021** with the deadlines of submission as follows:
 - a. Phase I: **29 April 2022**
 - b. Phase II: **31 October 2022**

(Application Guide para. 4.2.5)

2. All applicant welfare NGOs/Schools are required to complete the prescribed application form for the Eighth Round Dedicated Portion Application. **Submission of applications using the incorrect form will not be considered.**

(Application Guide para. 4.2.1)

3. Allocation of fund for each approved Proposal will continue to be capped at the maximum of **HK\$4.5 million**.

(Application Guide para. 3.1.1)

4. For this Eighth Round Dedicated Portion Application, each applicant school is allowed to submit **one consolidated application** which may include a series of programmes and activities serving its students and/or students from other schools. As individual welfare NGO may be serving different districts, each welfare NGO may submit **a maximum of five applications** provided that each application serves the target students in a different district and that the welfare NGO concerned demonstrates the ability to deliver all the projects within the specified period of time.

(Application Guide para. 3.1.3)

5. The project proposal shall be delivered in **Hong Kong** to provide services, programmes and activities which will benefit directly the welfare of the target students.

(Application Guide para. 2.2.1(f))

6. The project proposal is required to meet the needs, abilities and characteristics of the target students with effective strategies and measures to recruit a reasonable number of suitable target students and their parents. The output and outcome targets with measurable indicators shall be set out in the project proposal.

(Application Guide para. 2.2.1(c)&(d))

7. The project proposal or any part of the programme seeking a matching grant from the dedicated portion **shall not start before the approval of the matching grant is given.**

(Application Guide para. 2.2.1(j))

8. Applicant welfare NGOs/Schools are required to provide the information and documents about the partnering business corporation(s) and the donation including written confirmation of the amount and nature of the contributions issued by partnering business corporation(s), basic information introducing the partnering business corporation(s) and copy of the business registration certificate(s), translation and quotations, if applicable, of contribution in kind into monetary terms, background information of the trusts/foundations including registration document of the trust/foundations, and proof of the set-up and management of the charitable trusts/foundations by the business corporation(s), etc. if applicable.

(Application Guide para. 4.1.1(e))

9. The applicant welfare NGO/school has to obtain and confirm the committed business donation(s) for the project proposal in the application. Donation(s) received by the applicant welfare NGO/school should not be earlier than one year before the launching of the Eighth Round Dedicated Portion Application on 29 December 2021, which means only donation(s) received **on or after 29 December 2020** will be counted for the purpose of matching from the dedicated portion.

(Application Guide para. 2.2.1(i))

10. **Low priority** will be given to the project proposal seeking funding to upgrade facilities and/or purchase of equipment, or the related proportions of the funding sought will be heavily cut so that the dedicated portion may benefit the target students more directly.

(Application Guide para. 2.3.1(b))

11. Applications with the same substance as other previously approved projects may be considered having regard to the benefits of the programmes demonstrated for their target students.

(Application Guide para. 2.3.1(e))

12. The applicant welfare NGO/school shall critically examine and fully declare any actual, potential or perceived conflict of interest in the proposed partnership

between the applicant welfare NGO/school, its Board members or key personnel involved in the project and its business partner(s), including specifying whether the applicant welfare NGO/school, its Board members or key personnel involved in the project has any previous or ongoing business dealings with the business donor(s). If any actual, potential or perceived conflict of interest is declared in the application form, the applicant welfare NGOs/schools are also required to provide details and set out actions taken or to be taken to remove/mitigate the conflict of interest by submitting a completed standard form for declaration of conflict of interest.

(Application Guide para. 4.1.1(f) and 4.1.2(d))

13. The Application Form should be duly signed by the **Board Chairperson** of the applicant welfare NGO or **School Principal** of the applicant school.

**Secretariat for the Partnership Fund for the Disadvantaged
29 December 2021**