Hong Kong Paralympians Fund
(2027-28)

Grant for the Development of Target Sports

Application Form

The information you provide in this application form is the basis for assessing eligibility for the Grant for the Development of Target Sports of the Hong Kong Paralympians Fund (the Fund). **Please submit ONE application form for each target sports to be developed**. However, **for application of Administrative Overhead, please submit only ONE application** regardless the number of applications for Development of Target Sports and／or Time-defined Funding Support for Developing Target Sports (please refer to **Annex**). **The Guidelines on Application of the Fund and its annexes should be read when completing this application form**. Application form and Guidelines can be downloaded from the Social Welfare Department website : (https://www.swd.gov.hk/en/pubsvc/rehab/cat_fundtrustfinaid/hkpf/).

Please submit the completed application form either by post (according to postmark) or by hand to the following address on or before **4 January 2027 (Monday), 5:00pm**. **Late submissions or incomplete application form will NOT be considered**.

The Secretariat, Hong Kong Paralympians Fund
Rehabilitation and Medical Social Services Branch
Social Welfare Department
Unit 201, 2/F, THE HUB
23 Yip Kan Street
Wong Chuk Hang, Hong Kong

(A) Name and address of Sports Organisation

(B) Target sports to be developed

(C) Amount of grant applied for developing the target sports in (B) above

(D) Objectives and measurable targets for developing the selected target sports
(Please use a separate sheet if additional writing space is required.)

(E) Implementation plan and individual programmes for achieving the objectives and measurable targets as stated in (D)
(Please use a separate sheet if additional writing space is required.)

(a) Implementation plan

(b) Individual programmes

(Please state the individual programmes in order of priority and include the following information) –

- ***Name of Programme***

- ***Number of Training Sessions***

- ***Date, Time and Venue of Training Sessions***
  (Please indicate if the venue is subvented by LCSD)

- ***List of Participating Athletes***

- ***Number of Coaches and other staff***
  (please specify the posts of other staff and if both coaches and other staff are also serving another programme at specific time)

- ***Whether the programme is applying for／supported# by other source of funding (should the application be approved, the Sports Organisation would be required to acknowledge that the approved items under the Fund is not subsidised by other source of public funding.)***

  ☐ ***Applying for*** ☐ ***Supported by*** ☐ ***Not Applicable***

  Source of funding: _____

  Amount with breakdown: ***(coach fee)*** _____

  (venue charges) _____

  (administration fee) _____

Please "✓" in ☐
Please delete for "#" as appropriate

(F) Calculation breakdown of the applying grant amount in (C)
(Please use a separate sheet if additional writing space is required.)

Expenses Item	**Unit Price (i)**	**Quantity (with breakdown) (ii)**	**Total Amount (iii) = (i)x(ii)**	**Amount Supported By Other Funding Source (Please specify funding source) (iv)**	**Amount Required (v) = (iii)-(iv)**
e.g. Coach Fee	e.g. $300 per hour	e.g. 240 hours a year (5 hours a week, 20 hours a month, 240 hours a year)	e.g. $72,000	e.g. $21,000 by Arts and Sport Development Fund (Sports Portion)	e.g. $51,000
Total Amount Required [Should Tally with (C)] :					

(G) Priority
(if more than one application submitted in 2027-28 under the same organisation, please indicate 1, 2, or 3 in order of priority)

(H) Records of Achievement in the target sports to be developed

- Provide information on **three of the best performances** in order of merit at **international competitions** in which your sport association has participated in the period between **January 2025 to December 2026**.
- Support all your achievements with **documentation** (e.g. official results, press reviews, etc.).
- Use a separate sheet if additional writing space is required.

Date	**Category of Sports** **[with reference to Annex B of the Guidelines on Applications, e.g. Regional Championships, World Cup Series, etc.]**	**Name of Competition & Venue** ^	**Event** ^	**Results / Position**	**No. of Competing Countries / Regions**	**Type of Supporting Document** **[official result/press review /others (please specify)]**

^ ***Please provide both English and Chinese versions for record purpose.***

(I) Declaration

I declare that the information I have provided in this application is true and correct and that the same proposal is not used for the application for other funding. I understand that non-conformity with the implementation plan and individual programmes as listed in part (E) above without valid reasons, or breach of terms in the Agreement might result in cessation of funding and a refund in whole or in part of the payment.

Signature: _____ Date: _____

Name: _____ (English) _____ (Chinese)

Position at the Sports Organisation:

_____

Day time contact tel. no.:

_____

Email address: _____

Organisation Chop:

_____

Name of Sports Organisation:
_____

Annex

Hong Kong Paralympians Fund
(2027-28)

Administrative Overhead

Application Form

This application form should be submitted together with the application form(s) of Development of Target Sports and／or proposal form(s) of Time-defined Funding Support for Developing Target Sports. Sports organisations may apply more than one item of the following seven administrative overhead items and is required to provide detailed proposed usage of each administrative overhead item applied in the box below. **Regardless the number of applications** on Development of Target Sports and／or Time-defined Funding Support for Developing Target Sport**s** to be submitted, each sports organisation is required to **submit only ONE application for Administrative Overhead**.

i. service planning and management, coordination support and quality assurance;
ii. human resource management;
iii. accounting management and financial monitoring
iv. risk management, internal audit and control;
v. publicity, public relations, corporate communication and service promotion;
vi. provision of office, activity venue and equipment, daily consumables; and
vii. information technology facilities and support.

Please state the item(s) applied and detailed proposed usage of each administrative overhead item applied. (Please use a separate sheet if additional writing space is required.)