

Points to Note for Partnership Fund for the Disadvantaged (PFD)
(Fifteenth Round Regular Portion Application)

1. The PFD (Fifteenth Round Regular Portion Application) is open for application on **29 December 2021** with the deadlines of submission as follows:
 - a. Phase I: **30 June 2022**
 - b. Phase II: **31 October 2022**

(Application Guide para. 4.2.5)

2. Bona-fide charitable **welfare** NGOs having tax-exempted status under Section 88 of the Inland Revenue Ordinance (Cap. 112) may apply for matching grants from the PFD.

(Application Guide para. 2.1.1)

3. All applicant welfare NGOs are required to complete the prescribed application form for the Fifteenth Round Regular Portion Application. **Submission of applications using the incorrect form will not be considered.**

(Application Guide para. 4.2.1)

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

(Application Guide para. 3.1.1)

5. Each applicant welfare NGO is allowed to submit and may be approved of a **maximum of ten applications** in the Fifteenth Round Regular Portion Application (i.e. during the period of 29 December 2021 to 31 October 2022), provided that they can demonstrate the ability to deliver all the projects within the specific period of time.

(Application Guide para. 3.1.3)

6. The project proposal is required to target a social problem, preferably with elements of early intervention and preventive measures, with strategic plan to reach and provide support and services for a reasonable number of disadvantaged persons. It is also required to illustrate output and outcome evaluation with measureable indicators.

(Application Guide para. 2.3.1(a))

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

(Application Guide para. 2.2.1(b))

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

(Application Guide para. 2.2.1(f))

9. Applicant welfare NGOs 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(c))

10. The applicant welfare NGO 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 should not be earlier than one year before the launching of the Fifteenth Round Regular 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 PFD.

(Application Guide para. 2.2.1(e))

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

(Application Guide para. 2.3.1(b))

12. Applications with the same substance as other previously approved projects **may not be considered** unless a new service component, which may include new service elements, new service scope, new target clientele, or new geographical coverage, has been added. Application with proven outcome and/or output effectiveness may be allowed to repeat only once.

(Application Guide para. 2.3.1(e))

13. The applicant welfare NGO shall critically examine and fully declare any actual, potential or perceived conflict of interest in the proposed partnership between the applicant welfare NGO, its Board members or key personnel involved in the project

and its business partner(s), including specifying whether the applicant welfare NGO, 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 NGO is also required to provide details and set out actions taken or to be taken to remove/mitigate the conflict of interest in the application form by submitting a completed standard form for declaration of conflict of interest.

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

14. The Application Form should be duly signed by the **Board Chairperson** of the applicant welfare NGO.

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