



## **Foundation Fund for the Aged**

*This Circular substitutes Administration Circular No. 31/2020 issued on 15 December 2020.*

Foundation Fund for the Aged (hereinafter referred to as the "Fund") was raised by the late Mr LEUNG On-fook in 1998 and was set up in March 1999 after the endorsement by the Executive Committee.

### **A. Aims & Objectives**

The Fund aims to provide resources for our Scout units to organize activities for the elderly, hence benefiting them physically and mentally. It also aims to achieve the purpose of the Scout Movement to develop our youth members through their involvement in organization and participation in the elderly services and activities.

### **B. Eligibility**

1. The Fund is open to all Branches, Regions, Districts and Scout Groups of the Association organizing activity to serve the elders in Hong Kong. Only one application should be submitted for each project. If the project is jointly organized by a number of Scout units, only one application from one of the organizing units should be submitted.
2. To make effective use of resources, the Fund will prioritize projects which meet the aims and objectives of the Fund. Priority will be given to applications which contain the element of "developing young people for the purpose of the Scout Movement".
3. Four calls for submission of applications will be made each year. Applicants could only apply for the subsidy twice for every year and once for every call.

### **C. Scope, Guidelines & Maximum Amount of Subsidy**

1. For any purchase of goods, only consumable items will be subsidized.
2. Subsidy will be reimbursed based on actual amount spent. The subsidized items and maximum amount of subsidy are as follows:

| <u>Subsidized Items</u>        | <u>Maximum Amount of Subsidy (HK\$)</u>                            |
|--------------------------------|--------------------------------------------------------------------|
| Gifts to the elderly           | \$80 per elder                                                     |
| Refreshments for the elderly   | \$10 per elder                                                     |
| Meals for the elderly          | To be decided case by case                                         |
| Transportation for the elderly | Based on actual amount spent                                       |
| Transportation for Scout units | Based on actual amount spent                                       |
| Meal allowance for Scout units | \$55 per Scout member<br>(for activity lasts for 4 hours or above) |
| Consumable items               | To be decided case by case                                         |

3. Should there be any other expenses related to the project that are not listed above, please state on the application form for consideration.

4. Maximum Amount of Subsidy for Each Project:

| Applicant Unit  | Maximum Amount of Subsidy (HK\$) |
|-----------------|----------------------------------|
| Scout Group     | \$ 10,000                        |
| Scout District  | \$ 15,000                        |
| Region / Branch | \$ 20,000                        |

**D. Application Deadline**

1. Applications will be considered on a quarterly basis. The deadlines for application and dates of notification of result are as follows:

|                        |          |         |              |             |
|------------------------|----------|---------|--------------|-------------|
| Application Deadline   | 15 March | 15 June | 15 September | 15 December |
| Notification of Result | 8 April  | 8 July  | 8 October    | 8 January   |

2. Applications should be submitted to Development Branch by deadline. All activities must be held after the date of notification of approval.

**E. Application & Reimbursement**

1. The completed "[Foundation Fund for the Aged – Application Form](#)" (DEV/04) should be submitted to Development Branch, Scout Association of Hong Kong, Room 1020, 10/F, Hong Kong Scout Centre, Scout Path, Austin Road, Kowloon, in person or by post on or before the said application deadline.
2. The person-in-charge of the project will be informed of the application result by email. Successful applicant unit should submit the "[Foundation Fund for the Aged – Project Report](#)" (DEV/05), photos of the project (at least 4 photos), the original invoices and receipts to Development Branch within 1 month after the project for assessment and reimbursement.

**F. Remarks**

1. The forms can be obtained from Development Branch or downloaded from the Scout Association of Hong Kong website: SAHK website → Circulars & Forms → Forms → Development Branch.
2. Incomplete or late applications will not be considered.
3. Assistant Chief Commissioner (Development) reserves the final decision on all applications.
4. Copyright of the photographs submitted by the applicants will be transferred to Scout Association of Hong Kong for non-profit usage, no copyright royalty or reward shall be paid to the applicants. Prior consent from the applicant units are not required and Scout Association of Hong Kong has the right to modify, use, duplicate, publish, exhibit, distribute and promote the photographs submitted.

**G. Enquiry**

Please contact the staff of Development Branch at 2957 6377.



Jimmy LAU  
Development Commissioner