



Scout Development Funding Scheme (SDFS)

This circular supersedes the Special Circular No. 1/2004 dated 15 September 2004. Please note that the title of the Scheme has been re-named as "**Scout Development Funding Scheme**" (Formerly known as "District/Scout Group Development Funding Scheme").

Objective of the Scheme

The Association has been fortunate to have some donors of valuable prizes for the Raffle Campaign in the past few years and therefore accumulated some surplus from its Raffle expenditure. The fund will be used to finance Scouting activities with the purpose to retain and/or expand membership in Districts and Scout Groups, and community service projects organized by AHQ Branches and Regions.

Eligibility

The Scheme is open to all Branches, Regions, Districts and Scout Groups of the Association.

Funding Criteria

The following nature of activities/projects would be considered:

1. Activities aimed at retention and/or expansion of membership.
2. Community service projects organized by Regions and / or AHQ Branches.
3. Scouting activities / projects in response to the youth policy of the Government of the Hong Kong Special Administrative Region.

Application Procedures

1. Send complete the application form together with relevant information to the Administration Branch, 10/F, Hong Kong Scout Centre, Scout Path, Austin Road, Kowloon. (Please indicate "Application for Scout Development Funding Scheme" on the envelope). Scout Groups should send a copy of the application to respective District Commissioner. Districts' applications should be copied to respective Branch / Regional Commissioner.
2. If the District Commissioner or Branch / Regional Commissioner does not support any application, he/she should inform Deputy Chief Commissioner (Operations) immediately and give written reasons within one month.
3. Applications may be submitted at any time throughout the year and the Scheme will be suspended at any time when funds have depleted.
4. Application result will be available in about two months.

Payment

1. Amount of subsidy per application will normally not exceed HK\$50,000. The "SDFS" Committee has full discretion to approve partial or full subsidy.
2. Partial or full payment of subsidy will be directly credited to the successful Unit's bank account before the activity. In case of partial payment, the balance will be released when the activity report and financial report have been submitted.
3. Any surplus of subsidy over expenditure should be refunded to the Association.
4. In the event of cancellation of the activity, the full amount of subsidy should be refunded to the Association unless there are sufficient grounds.

Reports

1. The subsidized units should submit to the "SDFS" Committee a report of the activity, records, such as photos and related information etc, publications and financial reports together with receipts within one month after the activities. Original receipts for subsidy items and photocopy of receipts for non-subsidy items should be submitted and certified by the Leader-in-charge.
2. The subsidized units which fail to submit the above reports and related receipts before the deadline may be disqualified and would be required to refund the subsidy to the Association.

Enquiry

For enquiry on the Scheme, please call 2957 6399.


(Garson LEE)
for Chief Commissioner