

## Scout Association of Hong Kong Samson Sun Scout Fund Application Procedures

Objective : To subsidise youth Scout members having financial difficulties to have their Scout uniform.

- Eligibility :
1. Cub Scouts, Scouts, Venture Scouts or Extension Scouts who have financial difficulties may apply.
  2. This application form should be completed by the member's parent or guardian, with copies of relevant supporting documents e.g. Scout Record Book showing the name of member, photo, personal particulars and Scouting history, enrollment form, verifying letter from the Group, etc.
  3. Applicant must submit the following documents:

Current Financial Assistance Received	Documents Required	Subsidy
Comprehensive Social Security Assistance	Copy of certification issued by Social Welfare Department	Full
Senior Secondary Fee Remission (Full)	Copy of certification issued by Student Financial Assistance Agency or Original of certification from School	Full
Senior Secondary Fee Remission (Half)		Half
School Textbook Assistance (Full)		Full
School Textbook Assistance (Half)		Half

4. The application should be recommended by Group Scout Leader and endorsed by **District Commissioner**. (The application should be recommended by Scout Leader concerned if there is no Group Scout Leader.)
5. Completed application form with District Commissioner's endorsement and supporting documents should be submitted to Chief Commissioner via the Administration Branch. The Chief Commissioner has full discretion to grant the subsidy.
6. A **voucher** will be mailed to the successful applicants via their respective Groups. The applicant can obtain approved items upon presentation of the voucher at the Scout Shop.
7. **Samson Sun Scout Fund** is open for application throughout the year. Applicants who submit before the 15<sup>th</sup> of the month will be notified of the result at the end of that month. Applications without sufficient supporting documents may delay approval.

Subsidised items : Successful applicants holding voucher can redeem the following items at Scout Shop:

Section		Sponsored Items for Full subsidy	Sponsored Items for Half subsidy
Cub Scout	(M)	Uniform : Short-sleeved Shirt, Shorts, Belt, Stockings Accessories : Hong Kong Emblem, Membership Badge, Cap, Cap Badge and Woggle	Uniform : Short-sleeved Shirt, Shorts Belt
	(F)	Uniform : Short-sleeved Shirt, Culottes, Belt, Stockings Accessories : Hong Kong Emblem, Membership Badge, Cap, Cap Badge and Woggle	Uniform : Short-sleeved Shirt, Culottes Belt
Scout	(M)	Uniform : Short-sleeved Shirt, Shorts, Belt, Stockings Accessories : Hong Kong Emblem, Membership Badge, Beret, Hat Badge and Woggle	Uniform : Short-sleeved Shirt, Shorts Belt
	(F)	Uniform : Short-sleeved Shirt, Culottes, Belt, Stockings Accessories : Hong Kong Emblem, Membership Badge, Beret, Hat Badge and Woggle	Uniform : Short-sleeved Shirt, Culottes Belt
Venture Scout	(M)	Uniform : Short-sleeved Shirt, Trousers, Belt Accessories : Hong Kong Emblem, Membership Badge, Beret, Hat Badge and Maroon Tie	Uniform : Short-sleeved Shirt, Trousers Belt
	(F)	Uniform : Short-sleeved Shirt, Skirt, Belt Accessories : Hong Kong Emblem, Membership Badge, Beret, Hat Badge and Maroon Tie	Uniform : Short-sleeved Shirt, Skirt Belt

**Scout Association of Hong Kong  
Samson Sun Scout Fund Application Form**

**CONFIDENTIAL**

*Please read the overleaf application procedures carefully*

Ref No. : \_\_\_\_\_  
(Office Use)

**To be completed by Applicant's Parent or Guardian**

Name of applicant : ( Last Name ) \_\_\_\_\_ (First Name) \_\_\_\_\_

Group No. : \_\_\_\_\_ \*Cub Scout / Scout / Venture Scout / Extension Scout Sex : \_\_\_\_\_

Name of parent or guardian : ( Last Name ) \_\_\_\_\_ (First Name) \_\_\_\_\_

Relationship with applicant : \_\_\_\_\_ Occupation : \_\_\_\_\_

Name of company : \_\_\_\_\_ Tel (Office) : \_\_\_\_\_

Address : \_\_\_\_\_ Tel (Home) : \_\_\_\_\_

Current financial assistance, if any, received by the applicant **【Please attach supporting documents, for details, please refer to the application procedures at the back】** :

( Please put a tick 「✓」 in the appropriate box )

<input type="checkbox"/> Comprehensive Social Security Assistance	<input type="checkbox"/> Senior Secondary Fee Remission (Half)
<input type="checkbox"/> Senior Secondary Fee Remission (Full)	<input type="checkbox"/> School Textbook Assistance (Half)
<input type="checkbox"/> School Textbook Assistance (Full)	

Special financial difficulties : \_\_\_\_\_

I hereby declare that the information given in this application form and the supporting documents provided are true and correct.

Date : \_\_\_\_\_ Signed by applicant's parent or guardian : \_\_\_\_\_

Personal particulars and other related information provided by you voluntarily in this application form will only be used by the Association for processing your application and relevant purposes. We may not be able to process your application if information so provided is insufficient or incorrect.

**Recommended by Group Scout Leader (GSL) or Scouter-in-charge (SIC)**

I recommend to grant \* **FULL / HALF** subsidy to our Group member, \_\_\_\_\_.

Rank : \_\_\_\_\_

Signature : \_\_\_\_\_

Group No : \_\_\_\_\_

Name (in Block) : \_\_\_\_\_

Date : \_\_\_\_\_

Contact No. : \_\_\_\_\_

**Endorsed by District Commissioner (DC)**

I have reviewed the applicant's information, and hereby:

- agree with the recommendation of GSL or SIC.
- disagree with the recommendation of GSL or SIC.

Reason : \_\_\_\_\_

District : \_\_\_\_\_

Signature of DC : \_\_\_\_\_

Date : \_\_\_\_\_

Name (in Block) : \_\_\_\_\_

**For Administration Branch Only**

**Date Received**    /    /

Result :        \*Full subsidy / Half subsidy / (No subsidy)    Reason : \_\_\_\_\_ )

Handled by : \_\_\_\_\_

Approved by : \_\_\_\_\_

Date : \_\_\_\_\_

Date : \_\_\_\_\_

\*Please delete whichever inapplicable

Name of GSL or SIC : \_\_\_\_\_

Name of GSL or SIC : \_\_\_\_\_

Correspondence Address : \_\_\_\_\_

Correspondence Address : \_\_\_\_\_

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