

HKEX Impact Funding Scheme (Applicable to Local Charitable Institutions) Frequently Asked Questions (FAQs)

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I. Eligibility

1. Eligibility of the Scheme:

A: Local Charitable Institutions that:

- a) Registered under Section 88 of the Inland Revenue Ordinance (Cap 112);
- b) Do not receive government's regular subvention (Except for funding for project-based services and services awarded by the way of bidding); and
- c) Provide charitable services to local communities in Hong Kong

II. Scope of Fund

1. What is the HKEX Impact Funding Scheme (Applicable to Local Charitable Institutions)?

A: The Hong Kong Council of Social Service (HKCSS), in partnership with HKEX Foundation, has set up the HKEX Impact Funding Scheme (the Scheme). The Scheme supports non-subvented NGOs to undertake new services/ideas or enhance their current services focusing on the four focus areas of HKEX Foundation, i.e. Financial Literacy, Diversity and Inclusion, Poverty Relief and Environmental Sustainability, serving a wide spectrum of people in need in our community and addressing social and environmental challenges of the society.

Please click [HERE](#) to find out more about HKEX Foundation.

2. What is the funding amount for each project?

A: HKD500,000 to HKD 1,000,000 per project.

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3. What is the duration of proposed project?

A: The duration of proposed project should be within 12-months. (Starting from 1 June 2024 at the earliest and to be completed on or before 31 May 2025, each project can have 2 months for preliminary preparation before the project starts)

4. Any advantages if my application include all the focus areas?

A: The assessment will be based on the vetting criteria, including social impact and its relevance with the focus areas, project content and planning and sustainability and cost effectiveness.

5. Can I submit more than one application?

A: Yes, as long as the application meets the eligibility and focus area of the Scheme.

6. Can I apply again to continue on a project previously supported by HKEX Impact Funding Scheme?

A: Yes. However, we encourage applicants to design innovative solutions. Therefore, applicants need to show enhancement built on the project(s) previously funded.

7. Can I accept any donation or sponsorship from sources other than the Scheme?

A: If any donation or sponsorship for the project is anticipated, it should be reflected in the budget with details of the donation or sponsorship.

III. Application Procedure

1. When is the application period?

A: Please refer to the application timeline below:

| Item | Schedule |
|---|---|
| Application Start | 2pm, 1 November 2023 |
| Application Deadline | 5pm, 1 December 2023 |
| Screening and Interview (If the applicant did not receive any interview invitation, the application could be considered unsuccessful) | January 2024 (Interview tentatively scheduled between Mid-January) |
| Result Announcement | Late February 2024 |

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|---|---|
| Project Period | 1 June 2024 to 31 May 2025 (Within 12 months) |
| <i>Note: Towards the application deadline, the online system may be overloaded due to large volume of applications. To ensure timely completion of your online application, it is advisable to submit the application as early as possible.</i> | |

2. How do I apply?

A: Please click [HERE](#) to submit an application online.

3. Where can I find details of the Scheme?

A: Please click [HERE](#) for more details.

4. What are the application procedures?

A: Applicants should follow the application procedures below:

- i. Eligible NGOs must submit their applications through the online system before the application deadline (i.e. before 5:00 p.m. on 1 December). Late submission will not be accepted.
- ii. HKCSS will coordinate all successful online applications and verify the information.
- iii. After the first round of vetting, HKCSS will invite the shortlisted NGOs to attend interview by the HKEX Foundation and the HKCSS. If applicants did not receive any interview invitation, the application could be considered unsuccessful.
- iv. The interviews will be held in January 2024 and the results will be announced before the end of February. Only successful applicants will be notified.

5. What application documents are required?

A: The following documents are required to complete the application:

- Duly completed online application
- Approval letter issued by the Commissioner of Inland Revenue, under section 88 of the Inland Revenue Ordinance
- The latest audited accounts or certified management accounts of the organisation
- Organisation's certificate of incorporation or registration document under the relevant ordinance(s)
- Organisation structure chart

6. When will the result be announced?

A: HKCSS will invite the selected NGOs to attend interview by the HKEX Foundation and the HKCSS in January 2024 and the results will be announced before the end of February. If the applicant did not receive any interview invitation, the application could be considered unsuccessful.

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- 7. If I cannot submit all required information and document by the application deadline, can I submit it later?**

A: No, incomplete applications will not be considered.

- 8. Can I amend my application details after submission?**

A: No, once your application is submitted, no edits can be made.

- 9. Apart from this online platform, can I submit my application by fax, post or other methods?**

A: No, all applications must be submitted through the online application system:

<https://ifsngo.hkcss-co-creation.org.hk/>

- 10. Can I apply funding from the Scheme for new project management staffs or administrative staffs? Or it is required to assign current staffs to work on this project?**

A: Yes, applicants could decide on hiring additional staff or arrange existing staff to assist the project. Please fill in the details in the manpower budget of the application system.

IV. Selection and Interview

- 1. Will all applicants be invited to the interview?**

A: HKCSS will invite the selected NGOs to attend interview by the HKEX Foundation and the HKCSS in January 2024 and the results will be announced before the end of February. If the applicant did not receive any interview invitation, the application could be considered unsuccessful.

- 2. When will be the interview?**

A: Interview will be held in January 2024. Selected applicants will be invited to the interview by email containing details of the interview.

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V. Technical Enquiries about Online Application

1. If the applicants forgot password, what should they do?

A: Please press “Forgot Password” on the front page of the online application system. Then follow the written instructions on the page.

2. What should the applicants do if he/she does not receive any email for set up / reset the password?

A: Your email service provider’ spam filters may mark our email as spam automatically. Please be reminded to check with your spam folders in your email account.

3. What is the minimum IT requirement for this Online Scholarship Application System?

A: Online Application System is applicable for most of the internet browsers. In order to enjoy the best user experience, we recommend you use the following standard browsers e.g. Google Chrome, Firefox, Safari or Edge

4. Am I able to save my application for further editing before submission?

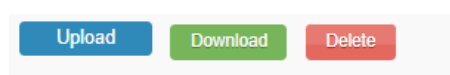
A: Yes. You can press “Save” button in order to save your application. Please note that the Online Application System does not have an auto-save function. We recommend you to save the application constantly.

5. If my internet connection was interrupted during the application process, what should I do?

A: Please log in the system again. The system will display your last-saved information. We recommend you to save the application constantly.

6. How do I know whether the documents are successfully uploaded?

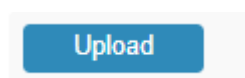
A: If the documents are uploaded, it will display as below:



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7. If I wish to re-upload the document, what should I do?

A: You can press the following button to re-upload the documents.



Please note that the old document will be replaced by the new documents.

8. If I have to amend something while I am on the confirming page, what should I do?

A: You can still amend the information, as long as you still haven't submitted the application. Please click "Back" to go back to the edit page to edit the information.

9. What should I do if the expenses item cannot be divided into "Quantity" and "Unit Cost"?

A: Please enter "1" as "Quantity" and enter the total amount in "Unit Cost". The actual quantity should be listed in item description.

10. How do I know the application has been successfully submitted?

A: A notification email will be sent to you once we receive your application. If you have not received the notification email, please log in the Application System and check whether you have properly submitted the application or not.

11. Will I receive the copy of my application submitted?

A: Yes, you will receive the notification email will be sent to you once we receive your application, together with the copy of your application submitted. Your email service provider's spam filters may mark our email as spam automatically. Please be reminded to check with your spam folders in your email account.

12. Can I review or amend the submitted application?

A: If you have submitted the application, you can ONLY REVIEW the application information. Please note that the information cannot be amended once the application is submitted.

Enquiry

Hong Kong Council of Social Service

Email: scheme_hkex@hkcss.org.hk