



陳廷驊
基金會
The D. H. Chen
Foundation

Project Fuel 2.0

雪中送炭計劃 2.0

COVID-19 Emergency Funding Program

Resilience comes stronger
when we navigate together

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Calling for Applications

Resilience

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Project Introduction

Mindful of the lingering impact of the COVID-19 pandemic, and dedicated in continuing to support the philanthropic sector, The D. H. Chen Foundation presents Project Fuel 2.0 which will provide emergency financial support to Hong Kong's small-sized, non-subsided non-government organizations (NGOs) in order to maintain their core operations amid this challenging period.

Leveraging the success of Project Fuel over the past year in fostering a co-learning spirit among NGO peers, Project Fuel 2.0 will also include the Fellowship Program, offering various networking and exchange opportunities to awarded NGOs, and empowering them to be more resilient in the face of adversity.

In addition to meeting urgent needs of our community, The D. H. Chen Foundation aspires to foster a healthy and long-term development within the NGOs, as well as collaboration among like-minded stakeholders to drive bigger impact.

Project Content

All awarded NGOs are entitled to **both financial and fellowship support** implemented in two stages:



Stage I: Financial Support (to be awarded within Q3 2021)

Supporting each awarded NGO's core operating expenses, with a maximum of HK\$750,000*.

Core operating expenses include:

Critical manpower, office rental, utilities, insurances, regular professional services (e.g., audit, legal), on-going marketing cost, regular I.T. infrastructure (e.g., internet, basic software subscriptions), miscellaneous (e.g., recurrent storage fee, stationery)

Stage II: Fellowship Program (to commence in Q4 2021)

Co-creating a 6-month Fellowship Program** by all awarded NGOs to deliver networking and capacity building resources in order to nurture their long-term sustainable growth, while building meaningful connections within the sector

* The amount of the financial support shall be subject to the Foundation's final decision.

** Fellowship Program details & schedule to be developed subject to the Foundation's decision.

Eligibility for **Application**



1. Registered independently as a tax-exempt organization under section 88 of the Inland Revenue Ordinance; subsidiaries of an organization are not eligible to apply.
2. Proven track record in prominently serving the Hong Kong community in recent 3 years
3. Not currently receiving regular subventions from Social Welfare Department
4. Annual expenditure* under HK\$10,000,000 in previous financial year (2019/20 or 2020)
5. Ability to continuously and consistently demonstrate plans and actions to achieve the organization's mission and vision in supporting Hong Kong community in the face of the COVID-19 pandemic and new normal
6. Not a past Official Awardee of Project Fuel
7. Not currently engaged in a multi-year or program-based partnership with The D. H. Chen Foundation

* Annual expenditure shall include all types of expense from capital investment, operation to direct services.

Application Procedure



1. Please submit application using the online application system : <http://bit.ly/projectfuel2021> (Applicant will need a Google account to access to the application system)
2. Please fill in all necessary information and submit all supplementary documents through the online application system in ONE single submission.
3. Application starts from June 1, 2021 at 12pm to June 15, 2021 at 12pm
4. Any application without submitting all valid documents along with the online application prior to the deadline will not be considered.
5. Only shortlisted applicants will be notified by phone and be invited to a panel meeting within 2 months after the application deadline. Details will be further announced at notification stage.

Organization Description



Please prepare responses (bullet-point form preferred) for the following items:

Requirement: maximum 400 English words or 1000 Chinese words per question.

Responses to be uploaded within the online application as ONE Word document attachment.

1. How does your organization's nature of work stand out among other NGOs? This may include any service innovations, particular social gaps that your organization addresses, or the distinct values under which your organization serves the greater good.
2. What are the organization's prominent services to the Hong Kong community in the past three years? Please include figures with regards to your outputs on an annual basis.
3. What kinds of long-term and sustainable impact have your organization achieved or envisioned to bring to the community? Please provide supporting case studies or logic model, if any.
4. How has the work of the organization been affected by the COVID-19 pandemic? What have you done so far to continue achieving your mission amidst these challenges?

Supplementary Documents



Please upload all the following documents within the online application in **ONE** single submission:

1. Inland Revenue Ordinance Section 88 tax exemption certificate
2. Company or society registration certificate
3. Most recent set of annual audited accounts available (2019/20 or 2020)
4. Income & donation summary in previous Financial Year (2019/20 or 2020) (Please categorize each funding source with the relevant amount)
5. Full organizational structure and employee list (with job description and salary amount per staff) in April 2021
6. Core operation expenses* (with descriptions and expenses breakdown per item) in April 2021

* Critical core operation costs includes critical manpower, office rental, utilities, insurances, regular professional services (e.g., audit, legal), on-going marketing cost, regular I.T. infrastructure (e.g., internet, basic software subscriptions), and miscellaneous (e.g., recurrent storage fee, stationery).

Program **Timeline**



Open Application : June 1, 2021 at 12 pm to June 15, 2021 at 12 pm

Panel Meeting of Shortlisted Applicants: by mid-July 2021

Stage 1 Funding Disbursement: in Q3 2021

Stage 2 Fellowship Program Commencement: in Q4 2021

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For Enquiry:

projectfuel@dhchenfoundation.com

* Please provide us with your contact number via email.
Our team will get in touch with you at our earliest
convenience.



www.dhchenfoundation.com

