

For discussion  
on 17 December 2013

## **Legislative Council Subcommittee on Poverty**

### **Community Care Fund**

#### **Purpose**

This paper briefs Members on the work progress of the Community Care Fund (CCF) and the proposal to extend one supernumerary Administrative Officer Staff Grade C (AOSGC) (D2) post in the Home Affairs Bureau (HAB), and seek Members' views in this regard.

#### **Background**

2. The CCF is a trust fund established in early 2011 under the Secretary for Home Affairs Incorporation Ordinance (Cap. 1044) with the Secretary for Home Affairs Incorporated as its trustee. Its main objective is to provide assistance to people facing economic difficulties, in particular those who fall outside the social safety net or those within the safety net but have special circumstances that are not covered. In addition, the CCF may implement measures on a pilot basis to help the Government identify those that can be considered for incorporation into the Government's regular assistance and service programmes.

3. In late 2010, the Chief Executive appointed the Steering Committee on the CCF as chaired by the Chief Secretary for Administration to oversee and co-ordinate the work of the CCF. An Executive Committee and four Subcommittees (Education, Home Affairs, Medical and Welfare) were set up under the Steering Committee to support the operation of the CCF.

4. The terms of the above-mentioned committees/subcommittees ended in end 2012 and the CCF has since 2013 been

integrated into the work of the reinstated Commission on Poverty (CoP). The CCF Task Force, set up under the CoP as chaired by the Chief Secretary for Administration, is responsible for advising the CoP on the CCF's various arrangements (including investment, finance and administrative operations), as well as the formulation of assistance programmes, the co-ordination and overseeing of the implementation of assistance programmes and the reviewing of their effectiveness. The CCF Task Force will also liaise closely with other CoP task forces and provide mutual support, so as to draw up programmes to provide assistance to the underprivileged. The membership and terms of reference of the CoP and the CCF Task Force are at [Annex 1](#).

5. The Finance Committee (FC) of the Legislative Council (LegCo) approved the injection of \$5 billion into the CCF in May 2011, and approved in July the same year an additional injection of \$1.5 billion for implementation of the programme to provide a one-off allowance of \$6,000 to new arrivals. The FC also approved in June 2013 an additional injection of \$15 billion into the CCF to strengthen the poverty alleviation efforts.

## **Work Progress**

### Assistance Programmes

6. Since its establishment, the CCF has launched 24 assistance programmes under the medical, education, housing, welfare and home affairs areas for target beneficiary groups including children, the elderly, persons with disabilities, patients, new arrivals and ethnic minorities, etc. People outside the existing safety net or the coverage of the Government's short-term relief measures have been successfully identified and provided with assistance. As at end November 2013, more than 550 000 person-times<sup>1</sup> have benefited under these programmes. The total commitments for these programmes exceed \$2.9 billion. As at end November this year, the CCF has disbursed around

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<sup>1</sup> Nearly 200 000 people have benefited under the programme to provide a one-off allowance of \$6,000 to new arrivals.

\$1.36 billion to various implementing agencies<sup>2</sup>. The latest progress of the programmes is set out at Annex 2.

7. The CCF also implemented measures on a pilot basis to help the Government identify those that have been proven effective for incorporation into the regular assistance programme. Among these, the programme providing subsidy to needy patients of Hospital Authority (HA) for the use of Samaritan Fund subsidised drugs has been incorporated into the regular assistance programme (i.e. the Samaritan Fund) since September 2012. The two programmes of financial assistance for non-school-attending ethnic minorities and new arrivals from the Mainland for taking language examinations and subsidy for non-school-attending ethnic minorities and new arrivals from the Mainland participating in language courses have been incorporated into the regular support services of the Home Affairs Department from September 2013. In addition, the following three programmes which are proven to have effective poverty alleviation impact or are meeting the needs of the target beneficiaries will also be regularised:

- (a) Subsidy to meet lunch expenses at whole-day primary schools for students from low-income families;
- (b) Subsidy for Comprehensive Social Security Assistance (CSSA) recipients who are owners of Tenant Purchase Scheme flat for more than five years; and
- (c) Training subsidy for children who are on the waiting list for subvented pre-school rehabilitation services.

8. After the additional injection of \$15 billion this June, the CCF has rolled out/ re-launched the following assistance programmes:

- (1) Special subsidy to persons with severe physical disabilities for purchasing medical consumables related to respiratory support medical equipment: This programme provides persons with severe physical disabilities requiring constant attendance and living in the community who are not

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<sup>2</sup> Including the disbursements to beneficiaries and the staffing and administrative expenses of the implementing agencies.

receiving CSSA but are from financially vulnerable households, with a special subsidy for a maximum of 12 months (a maximum of \$2,000 per month) for purchasing medical consumables related to respiratory support medical equipment. The funding provision is \$10.9 million and it is estimated that about 500 persons will benefit.

- (2) Extra travel subsidy for needy special school students: This programme provides eligible needy students from special schools with an extra 50% travel subsidy on top of the Student Travel Subsidy as disbursed by the Student Financial Assistance Agency. The funding provision is \$3.27 million and it is estimated that around 1 700 students will benefit in a school year.
- (3) Enhancement of the flat rate grant under the School Textbook Assistance Scheme: This programme provides students who are eligible for subsidy under the School Textbook Assistance Scheme with an additional \$500 or \$1,000 flat rate grant. The enhancement is also applicable to primary and secondary school students receiving CSSA. The funding provision is \$292.36 million and it is estimated that about 348 000 students will benefit.
- (4) Enhancement of the financial assistance for needy students pursuing programmes below sub-degree level: This programme implements a tuition fee reimbursement scheme for eligible students pursuing programmes below sub-degree level for full or half fee reimbursement. The programme also provides eligible students with a flat rate academic expense grant. The funding provision is \$64.89 million and it is estimated that about 8 000 students will benefit.
- (5) One-off living subsidy for low-income households not living in public housing and not receiving CSSA: This programme provides assistance to persons who could not benefit from the Budget's relief measures to relieve their financial pressure. The subsidy is \$3,500 for one-person households, \$7,000 for two-person households and \$10,000 for

three-or-more-person households. The funding provision is \$638.33 million and it is estimated that more than 78 700 households (over 210 000 persons) will benefit.

- (6) Re-launching the programme of subsidy for CSSA recipients living in rented private housing: This programme provides a one-off subsidy to households living in rented private housing paying rents which exceed the maximum rent allowance under the CSSA Scheme. The subsidy is \$2,000 for one-person households and \$4,000 for two-or-more-person households. The funding provision is \$56.81 million and it is estimated that over 17 000 households will benefit.

9. In addition, through continuous review of the existing programmes, the CCF can timely identify which programmes need to be revised or extended, so that the assistance can be provided in an effective manner. Over the past few months, the CCF has extended the implementation/ received a new round of applications for six programmes, namely the special care subsidy for the severely disabled, the training subsidy for children who are on the waiting list for subvented pre-school rehabilitation services, the special subsidy to persons with severe physical disabilities for renting respiratory support medical equipment, the subsidy to meet lunch expenses at whole-day primary schools for students from low-income families, the after-school care pilot scheme, and the subsidy for HA patients for specified self-financed cancer drugs which have not yet been brought into the Samaritan Fund safety net. Also, through enhancing the arrangements of the following programmes, persons in need can receive more appropriate assistance:

- (1) The eligibility criteria of the programme of special subsidy to persons with severe physical disabilities for renting respiratory support medical equipment has been relaxed to cover persons at the age of 60 or above. In other words, there is no longer any age limit for beneficiaries.
- (2) For the three programmes of special care subsidy for the severely disabled, special subsidy to persons with severe

physical disabilities for renting respiratory support medical equipment and special subsidy to persons with severe physical disabilities for purchasing medical consumables related to respiratory support medical equipment, the income limit has been relaxed to 150% of the Median Monthly Domestic Household Income (MMDHI). In addition, there are three tiers of subsidy levels, i.e. full grant or three quarters or half of the subsidy rates, which will be given according to the family income of the beneficiary (not more than 100% of MMDHI, more than 100% to 125 % of MMDHI, and more than 125% to 150% of MMDHI).

- (3) For the programme of relocation allowance for eligible residents of sub-divided units in industrial buildings who have to move out as a result of the Buildings Department's enforcement action, the income limit of one-person households has been adjusted from 75% to 100% of MMDHI. The levels of the subsidy amount of the programme have also been raised.

10. In addition to the above, a trial incentive scheme to further encourage CSSA recipients of the Integrated Employment Assistance Programme for Self-reliance to secure employment will be rolled out in April 2014 under the CCF. The scheme aims to further encourage able-bodied CSSA recipients to take up employment and leave the CSSA net. During the implementation period of the trial incentive scheme, the amount of earnings from employment of the participant above the current maximum amount of the disregarded earnings, which will not be disregarded under the CSSA Scheme, will be accumulated in the form of incentive payment. When the amount of incentive payment accumulated reaches the target which is two times of the asset limit for the participant and his family members under the CSSA Scheme, the CCF will release the full amount of the target incentive payment to the participant for him to leave the CSSA net. The funding provision of this programme is \$226.62 million and it is estimated that 2 050 CSSA recipients will benefit. The CCF is also exploring the following:

- (1) to consider expanding the existing eligibility criteria of the elderly dental assistance programme progressively, taking into account the progress of the implementation and the experience gained, so that more elders who are facing economic difficulties and do not receive CSSA will benefit; and
- (2) to launch a pilot scheme on providing living allowance for the carers of the elderly persons from low-income families, so as to help the elderly to age in place.

### Financial Position

11. Apart from the Government's injection mentioned at paragraph 5 above, bank accounts have been opened to accept donations from the community. The amount of donations pledged is about \$1.8 billion, some of which are made by yearly instalments over three years. As at end November this year, the actual amount of donations received under the CCF is around \$1.418 billion.

12. A deposit of \$15 billion in total has been placed with the Hong Kong Monetary Authority<sup>3</sup> (HKMA) to earn a high investment return that is linked to the performance of the Hong Kong Exchange Fund. The remaining amount of the CCF funding has been deposited with banks for Hong Kong dollar and Renminbi time deposit, so as to earn interest income and meet the cash flow requirements for financing the assistance programmes and other liquidity needs. Assuming the rate of investment return in future is 2% to 5% per annum, the funding available of the CCF from 2013-14 to 2016-17 will be around \$1.7 billion to \$2 billion per year.

13. As at end November this year, the balance of the CCF stood at around \$20.5 billion, mainly including the placement of \$15

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<sup>3</sup> i.e. a placement of \$5 billion in June 2011 and a placement of \$10 billion in July 2013.

billion and the investment return of \$455 million at the HKMA, as well as around \$5.08 billion of bank deposits<sup>4</sup>.

14. In future, focus group meetings on specific issues and public consultation sessions will continue to be held in order to gauge the views of the community and stakeholders on the work of the CCF, with a view to introducing more appropriate assistance programmes. Other task forces under the CoP are looking into the needs of different disadvantaged groups (including students from low-income families, persons with disabilities, ethnic minorities, new arrivals and single-parent families, etc.) and considering whether the Government's support for them is sufficient, with a view to achieving poverty alleviation, reduction and prevention. The CoP will make use of the CCF to introduce pilot schemes where necessary.

15. The CoP and the CCF Task Force will continue to monitor the implementation of various assistance programmes. Government departments and other organisations entrusted to implement the programmes are required to submit periodic progress and financial reports to the CCF Task Force for review of the programmes. Prior to launching brand-new programmes which are pilot in nature and the funding provision of which is expected to exceed \$100 million, the Government will consult this Subcommittee or relevant Panels of the LegCo. We will continue to report regularly to this Subcommittee the financial position of the CCF and the implementation progress of its programmes every six months, and will provide the evaluation reports of the programmes. The information will also be uploaded to the CCF website for easy reference by the public.

## **Proposal for Extending a Supernumerary AOSGC Post**

### Justifications

16. HAB has set up the CCF Secretariat (Secretariat) to coordinate cross-bureau/departmental efforts to support the CCF in

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<sup>4</sup> But excluding the balance of around \$300 million under the programme to provide a one-off allowance of \$6,000 to new arrivals. Unused funds (including interest), if any, will be returned to the Government after the completion of the programme.

mapping out and implementing assistance programmes. At its meeting on 6 May 2011, the FC approved the creation of a supernumerary AOSGC post (D2) in HAB for three years. The post, designated as Principal Assistant Secretary (Community Care Fund) (PAS(CCF)), is responsible for leading the work of the Secretariat, including collating community views, mapping out assistance programmes, allocating funding, monitoring the implementation and evaluation of programmes, etc.

17. The supernumerary post of PAS(CCF) will lapse on 6 May 2014. As set out above, we expect that the CCF will continue its important role in plugging the gaps in the existing system, launching assistance programmes and pilot schemes to help people who are facing economic difficulties and providing assistance to people who could not benefit from the Government's short-term relief measures, so as to support the Government's overall poverty alleviation efforts. Therefore, HAB shall continue to provide dedicated directorate support to the CCF to ensure its smooth operation. PAS(CCF) will be responsible for the following tasks:

- (1) Leading the Secretariat in taking forward the initiative of the CCF

PAS(CCF) will lead the Secretariat to serve and support the CCF Task Force and the CoP on all matters in relation to the administration of the CCF, including policy setting, strategic planning and evaluation from time to time of the modus operandi and implementation of the CCF initiative.

- (2) Liaising with bureaux/departments/stakeholders

The CCF initiative involves a wide range of subjects covering portfolios of different bureaux/ departments. PAS(CCF) will liaise closely with relevant bureaux and departments as well as stakeholders on supporting the CCF Task Force and the CoP in assessing the implications of possible assistance programmes, prioritising competing demands for assistance under the CCF, monitoring implementation progress of and evaluating the effectiveness of assistance programmes, as well as co-ordinating the incorporation of those programmes which are proven effective into the Government's regular assistance programme and service.

- (3) Engaging the public and stakeholders in mapping out the assistance programmes

To ensure that views from different quarters can be taken into account when drawing up the assistance programmes, PAS(CCF) will assist to conduct consultation regularly, including organising public consultation sessions and focus group meetings, to gauge views from the public and stakeholders on the operation, target beneficiaries and assistance programmes of the CCF. Efforts will also be coordinated in mapping out the targets and scope of the assistance programmes under the CCF and launching those endorsed by the CCF Task Force and the CoP.

- (4) Ensuring prudent deployment of funds from the CCF for meeting its overall objective

PAS(CCF) will assist the CoP and the CCF Task Force in overseeing the financial management and overall funding allocation of the CCF and monitoring its operation and use, including the formulation of investment strategy of the CCF.

- (5) Implementing CCF programmes

The Secretariat is responsible for implementing some of the CCF programmes<sup>5</sup>, in particular those which assist people who could not benefit from the Government's short-term relief measures. PAS(CCF) will lead the Secretariat to devise programme details and monitor the implementation and evaluation of the programmes. The Secretariat is now implementing the programme to provide a one-off living subsidy for low-income households not living in public housing and not receiving CSSA (see paragraph 8(5) above).

18. The job description of PAS(CCF) is set out at Annex 3. Since the CCF initiative and the planned programmes will continue to operate in the coming years, we propose extending the PAS(CCF) post

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<sup>5</sup> The programmes implemented by the Secretariat in the past include the programme to provide a one-off allowance of \$6,000 to new arrivals, the subsidy for low-income elderly tenants in private housing and the subsidy for low-income persons who are inadequately housed.

until 30 June 2017. In the early half of 2017, HAB will review the need for further extending the post in the light of the CCF's operation.

### Non-directorate Support

19. PAS(CCF) is now supported by a team of 16 non-directorate staff (comprising civil servants from the Administrative Officer, Executive Officer, Treasury Accountant, Accounting Officer, Clerical and Secretarial grades and non-civil service contract staff) to provide professional and administrative support for the Secretariat. The organisation chart of the Secretariat is at Annex 4.

### Alternatives Considered

20. We have critically examined whether the other seven AOSGCs who are responsible for different policy areas in HAB can absorb the tasks of the PAS(CCF) post. As set out below, they are already fully committed to their existing work and it is operationally not possible for them to take up the whole range of duties on the CCF without adversely affecting the discharge of their own schedule of duties.

21. Apart from the PAS(CCF) post, there are three other AOSGCs under the Civic Affairs Branch of HAB. Their purviews include taking forward the Service Corps and the Funding Scheme for Youth Internship in the Mainland, planning for the Youth Hostel Scheme, promoting civic education outside schools, providing secretariat support to the Family Council in promoting the family core values, coordinating legal aid and free legal advice policy matters, formulating measures for promoting the development of social enterprises, handling matters related to gambling policy, etc.

22. There are also four AOSGCs under the Recreation and Sport Branch, the Culture Branch and West Kowloon Cultural District Branch of HAB. They focus on various tasks under their respective policy areas, including further promoting the culture of "Sport for All" in the community, monitoring the redevelopment project of the Hong Kong Sports Institute, enhancing the development of "Elite Sport", planning for the Multi-purpose Sports Complex at Kai Tak, co-ordinating the funding and support policy for performing arts groups, strengthening the training of art administrators and the availability of spaces for arts creation for artists, enhancing support to small and medium sized arts groups and nurturing of budding artists, further promoting Hong Kong's cultural exchanges with the Mainland and overseas countries, overseeing the

promotion of public art, the enhancement of services of public museums and public libraries, the preservation of intangible cultural heritage items and the promotion of Cantonese Opera; overseeing the performance and work progress of the West Kowloon Cultural District Authority (WKCD), and overseeing the interface issues between arts and cultural facilities operated by the WKCD and those operated by the Leisure and Cultural Services Department, etc.

23. The details of the work schedules of the other seven AOSGCs in HAB are at Annex 5.

### Financial Implications

24. The additional notional annual salary cost at mid-point for extending the supernumerary AOSGC (D2) post is \$1,739,400 whereas the full annual average staff cost, including salaries and staff on-cost, is \$2,503,000. We will fully recover from the CCF the staff cost of the supernumerary AOSGC post and the 16 non-directorate staff posts mentioned at paragraph 19 above.

### Advice Sought

25. Members are invited to provide views on the progress of CCF's work and the proposal of extending the supernumerary PAS(CCF) post.

26. Subject to Members' views, we plan to submit the proposal of extending the supernumerary PAS(CCF) post to the Establishment Subcommittee in January 2014 for the approval at the FC meeting in February 2014.

Home Affairs Bureau  
December 2013

**Commission on Poverty**  
**Membership**

**Name**

**Occupational/ Professional**  
**Background**

**Chairman**

Chief Secretary for Administration  
(Chairperson of the Social Security and  
Retirement Protection Task Force)

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**Non-official Members**

Ms Amy Chan Lim-chee, JP

Manager, Racing Development Board,  
The Hong Kong Jockey Club/  
Principal, Apprentice Jockeys' School,  
The Hong Kong Jockey Club

Ms Sylvia Chan May-kuen

Principal, Ma On Shan Ling Liang  
Primary School

Ms May Chan Suk-mei, BBS, JP

Director, News and Public Affairs  
Department, Commercial Radio Hong  
Kong

Mr Clement Chen Cheng-jen, SBS, JP  
(Chairperson of the Education, Employment  
and Training Task Force)

Executive Director, Tai Hing Cotton  
Mill Limited

Dr Henry Cheng Kar-shun, GBS

Chairman and Executive Director, New  
World Development Company Limited

Hon Cheung Kwok-che

Legislative Council Member

Professor Stephen Cheung Yan-leung, BBS, JP  
(Chairperson of the Social Innovation and  
Entrepreneurship Development Fund Task  
Force)

President, The Hong Kong Institute of  
Education

Mr Chua Hoi-wai  
(Chairperson of the Special Needs Groups Task  
Force)

Chief Executive, The Hong Kong  
Council of Social Service

Dr Stephen Frederick Fisher, SBS

Director General, Oxfam Hong Kong

Hon Frederick Fung Kin-kee, SBS, JP

Legislative Council Member

**Name****Occupational/ Professional  
Background**

Mr Ho Hei-wah, BBS	Director, Society for Community Organisation
Ms Lam Shuk-ye, SBS	President, Hong Kong Federation of Trade Unions
Dr Law Chi-kwong, SBS, JP (Chairperson of the Community Care Fund Task Force)	Associate Professor, Department of Social Work and Social Administration, the University of Hong Kong
Hon Leung Che-cheung, BBS, MH, JP	Legislative Council Member
Ms Li Fung-ying, SBS, JP	Non-Executive Director, Zanwell Limited/ Honorary President, United Labour Chi Hong Association Limited
Hon Michael Tien Puk-sun, BBS, JP	Legislative Council Member/ Chairman, G2000 (Apparel) Limited
Dr David Wong Yau-kar, BBS, JP (Chairperson of the Societal Engagement Task Force)	Permanent Honorary President, The Chinese Manufacturers' Association of Hong Kong
Dr Rosanna Wong Yick-ming, JP	Executive Director, The Hong Kong Federation of Youth Groups

**Ex-officio Members**

Secretary for Home Affairs	--
Secretary for Labour and Welfare (Vice-chairperson of the Social Security and Retirement Protection Task Force)	--
Secretary for Education	--
Secretary for Food and Health	--

**Vice-chairpersons of the other Task Forces**

Mr Bunny Chan Chung-bun, SBS, JP (Vice-chairperson of the Community Care Fund Task Force)	Chairman, Prospective Holdings Limited/ Chairman, Kwun Tong District Council
Mr Cheung Kin-fai, MH (Vice-chairperson of the Special Needs Groups Task Force)	Director, Joint Council for the Physically and Mentally Disabled Hong Kong

**Name****Occupational/ Professional  
Background**

Dr Philemon Choi Yuen-wan, SBS, JP  
(Vice-chairperson of the Education,  
Employment and Training Task Force)

Honorary General Secretary,  
Breakthrough Limited

Miss Leonie Ki Man-fung, SBS, JP  
(Vice-chairperson of the Societal Engagement  
Task Force)

Executive Director, New World  
Development Company Limited

Dr Joseph Lee, GBS, JP  
(Vice-chairperson of the Social Innovation and  
Entrepreneurship Development Fund Task  
Force)

Group Chairman, Wofoo Plastics  
Limited

**Terms of Reference**

- (1) examine the current poverty situation and causes of poverty in Hong Kong with a view to identifying favourable conditions for personal development, self-reliance and social mobility; and set poverty line as a tool for gauging the poverty situation and assessing the effectiveness of poverty alleviation policies;
- (2) review existing policies and formulate new policies to achieve the objectives of preventing and alleviating poverty and social exclusion, promoting social mobility as well as providing an appropriate safety net to better help the disadvantaged overcome material deprivation and improve livelihood;
- (3) co-ordinate and monitor the implementation of poverty prevention and alleviation policies and evaluate measures funded by the Community Care Fund, the Social Innovation and Entrepreneurship Development Fund and other relevant government funding sources as appropriate;
- (4) engage stakeholders and advise on ways to promote tripartite partnership among the Government, the business sector and community organisations in poverty alleviation, including the development of social enterprises;
- (5) promote district-based poverty alleviation measures to better meet the specific needs of local residents; and
- (6) monitor the poverty situation in Hong Kong.

**Community Care Fund Task Force**  
**Membership**

<b><u>Name</u></b>	<b><u>Occupational/ Professional Background</u></b>
<b><u>Chairperson</u></b>	
Dr Law Chi-kwong, SBS, JP	Associate Professor, Department of Social Work and Social Administration, the University of Hong Kong
<b><u>Vice-chairperson</u></b>	
Mr Bunny Chan Chung-bun, SBS, JP	Chairman, Prospectful Holdings Limited/ Chairman, Kwun Tong District Council
<b><u>Members of the Commission on Poverty</u></b>	
Hon Cheung Kwok-che	Legislative Council Member
Mr Chua Hoi-wai	Chief Executive, The Hong Kong Council of Social Service
Mr Ho Hei-wah, BBS	Director, Society for Community Organisation
Hon Michael Tien Puk-sun, BBS, JP	Legislative Council Member/ Chairman, G2000 (Apparel) Limited
<b><u>Co-opted Members</u></b>	
Miss Ophelia Chan Chiu-ling, BBS	Retired/ former Assistant Director of Social Welfare
Ms Chang Siu-wah	Director, the ABM Hong Kong Swatow Baptist Church Community Service Association
Dr Cheung Wai-lun, JP	Director (Cluster Services), Hospital Authority
Dr Saimond Ip	Chief Executive Officer, OnePort Limited
Mr Frederick Lai Wing-hoi, JP	Service Head, Youth and Community Service, Caritas – Hong Kong
Mr Lau Ming-wai, BBS, JP	Vice-chairman and Non-Executive Director, Chinese Estates Holdings Limited

<u>Name</u>	<u>Occupational/ Professional Background</u>
Dr Sigmund Leung Sai-man, JP	President, Hong Kong Dental Association
Dr Donald Li Kwok-tung, SBS, JP	Director, Family Medical Practice Limited
Miss Nancy Tsang Lan-see, JP	Director, Heep Hong Society
Dr Yuen Pong-yiu	Principal, Tin Ka Ping Secondary School

#### Ex-officio Members

Permanent Secretary for Education (or his representative)	--
Permanent Secretary for Food and Health (Health) (or his representative)	--
Permanent Secretary for Home Affairs (or his representative)	--
Permanent Secretary for Labour and Welfare (or his representative)	--
Director of Home Affairs (or his representative)	--
Director of Social Welfare (or his representative)	--

#### Terms of Reference

- (1) advise the Commission on Poverty (CoP) on the Community Care Fund's various strategies and arrangements (including investment, finance and administrative operations), as well as the formulation of assistance programmes (including target beneficiaries, assistance amounts, handling of cross-sectoral issues and setting priorities);
- (2) co-ordinate and oversee the implementation of assistance programmes and review their effectiveness, as well as advising the CoP on the incorporation of programmes into the Government's regular assistance programme and service;
- (3) liaise closely with other CoP task forces and provide mutual support, as well as making timely report on work progress and plans to the CoP; and
- (4) collaborate with the CoP and other CoP task forces to prepare for the annual Poverty Summit, report the progress of the CoP's work to the public, and exchange with the members of the public and various sectors of the community on promoting poverty alleviation work.

Assistance Programmes under the Community Care Fund (CCF)

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
<p>(1) Setting up the School-based Fund (Cross-boundary Learning Activities) to subsidise primary and secondary school students from low-income families to participate in cross boundary learning activities and competitions</p> <p>(A subsidy of not more than \$3,000 for each benefited student to participate in cross-boundary learning activities and competitions respectively)</p>	<p>July 2011 (a three-year programme)</p>	<p>194.66</p>	<ul style="list-style-type: none"> <li>● Students receiving full or half grant from the Student Financial Assistance Agency (SFAA);</li> <li>● students receiving Comprehensive Social Security Assistance (CSSA); or</li> <li>● students meeting the “financially needy” criteria as determined by individual schools.</li> </ul>	<p>34 959 persons</p>	<p>Around 85.63</p>	<p>The programme was initially set up to subsidise eligible students to participate in cross-boundary learning activities. The scope of the programme was expanded in July 2012 to subsidise eligible students to represent Hong Kong to take part in cross-boundary competitions.</p> <p>Evaluation is being planned and the progress will be reported to the CCF Task Force in future.</p>

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
<p>(2) Subsidy for patients of Hospital Authority (HA) for specified self-financed cancer drugs which have not yet been brought into the Samaritan Fund (SF) safety net but have been rapidly accumulating medical scientific evidence and with relatively higher efficacy</p> <p>(To subsidise the drug costs borne by patient beneficiaries for the relevant drug treatment)</p>	August 2011 (current funding provision for three years)	214.13 <sup>1</sup>	<ul style="list-style-type: none"> <li>The prevailing SF financial assessment mechanism and its sliding scale are adopted as the financial assessment criteria.</li> </ul>	1 908 person-times <sup>2</sup>	Around 168.54 <sup>2</sup>	<p>The programme initially covered six specified self-financed cancer drugs and was expanded to nine subsequently.</p> <p>The evaluation results were reported to the former Steering Committee on the CCF in May 2012.</p> <p>All patients whose applications were approved in the first year of operation (i.e. from August 2011 to July 2012) had completed treatment on or before 30 November 2013.</p>

<sup>1</sup> Including the administrative and audit expenses of this programme and programme (11) below.

<sup>2</sup> This refers to the applications/subsidy for drug costs approved for beneficiaries as at 30 November 2013.

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
(3) Subsidy to meet lunch expenses at whole-day primary schools for students from low-income families  (The subsidy level is determined by the actual fee charged by lunch suppliers and the subsidy is directly paid to lunch suppliers through the schools)	September 2011 (a three-school year programme)	529.207	● Whole-day primary school students receiving full grant from SFAA and having lunch as arranged by their schools.	56 387 persons <sup>3</sup>	Around 395.43	The former Steering Committee on the CCF was briefed on the evaluation results in May 2012 and it supported the regularisation of the programme by the Education Bureau (EDB). As the Government is studying the mode of operation of the programme after it is incorporated into regular assistance programme, the CCF agreed to continue the provision of subsidy to eligible primary school students in the 2012/13 and 2013/14 school years.

<sup>3</sup> This is the number of benefited students in the 2011/12 school year. The estimated number of benefited students in the 2012/13 school year is 62 000.

<b>Assistance programme (Disbursement amount)</b>	<b>Implementation date</b>	<b>Funding provision (\$ million)</b>	<b>Major eligibility criteria</b>	<b>Beneficiary statistics (as at 30 November 2013)</b>	<b>Disbursements (\$ million) (as at 30 November 2013)</b>	<b>Progress and evaluation</b>
(4) Financial assistance for non-school-attending ethnic minorities and new arrivals from the Mainland for taking language-related international public examinations  (Reimbursement of relevant examination fees to beneficiaries on an accountable basis)	September 2011 (a two-year programme)	1.05	<ul style="list-style-type: none"> <li>● Passed the family/household-based means-test establishing eligibility for CSSA Scheme, student financial assistance schemes or HA Medical Fee Waiving Mechanism; or</li> <li>● household income below 75% of the Median Monthly Domestic Household Income.</li> </ul>	428 persons	Around 0.45	<p>The evaluation results were reported to the Commission on Poverty (CoP) in July 2013.</p> <p>The programme has been incorporated into the Home Affairs Department (HAD)'s regular support services from late September 2013.</p>
(5) Subsidy for the severely disabled persons aged below 60 who are non-CSSA recipients, requiring constant attendance	September 2011 (extension of implementation in November 2012 and	142.68	<ul style="list-style-type: none"> <li>● Aged below 60 and receiving Higher Disability Allowance under the Social Security Allowance Scheme as at 31 July</li> </ul>	3 111 person-times	Around 69.15	<p>The evaluation results were reported to the CoP in May 2013.</p> <p>In August 2013, the CoP approved to extend</p>

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
<p>and living in the community</p> <p>(According to the monthly household income of the applicants, the subsidy is disbursed in “full grant” (\$2,000 per month); “three-quarters” (\$1,500 per month) or “half grant” (\$1,000 per month).)</p>	<p>further extension in November 2013)</p>		<p>2013;</p> <ul style="list-style-type: none"> <li>● living in the community as at 31 July 2013; and</li> <li>● household income not exceeding 150% of the Median Monthly Domestic Household Income.</li> </ul>			<p>again the implementation of the programme for one year and relax the income limit to 150% of the Median Monthly Domestic Household Income for the new round of applications. There are three levels of subsidy amount according to the monthly household income of the applicants.</p> <p>The programme has been extended again in November 2013 to provide a maximum of 12 months of subsidy.</p>

<b>Assistance programme (Disbursement amount)</b>	<b>Implementation date</b>	<b>Funding provision (\$ million)</b>	<b>Major eligibility criteria</b>	<b>Beneficiary statistics (as at 30 November 2013)</b>	<b>Disbursements (\$ million) (as at 30 November 2013)</b>	<b>Progress and evaluation</b>
(6) Subsidy for CSSA recipients who are owners of Tenant Purchase Scheme flats for five years or above and not eligible for rent allowance under the CSSA Scheme  (A subsidy of \$2,000 per household)	September 2011 (a one-off subsidy programme which has been completed)	1.73	● CSSA households meeting the relevant criteria as at 1 July 2011.	825 households	1.65	The former Steering Committee on the CCF was briefed on the evaluation results in May 2012 and it supported the programme's regularisation by the Social Welfare Department (SWD). The Government is now planning for the programme's incorporation into regular assistance programme.
(7) Subsidy for elders aged 65 or above from low-income families who are on the waiting list for Integrated Home Care Services	October 2011  (extension of implementation in December 2012)	15.256	● Aged 65 or above; living in the community; and have been on the waiting list for IHCS (Ordinary Cases) on	1 341 persons	Around 5.18	The former Steering Committee on the CCF approved in November 2012 to extend the implementation of the programme (the new

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
(IHCS) (Ordinary Cases) for household cleaning service and escorting services for medical consultations  (A monthly subsidy of not more than \$560)			or before 31 October 2012; and ● household income not exceeding 75% of the Median Monthly Domestic Household Income.			round of applications closed in end March 2013) and the provision of subsidy for existing beneficiaries. Eligible elders may receive the subsidy until 31 March 2014 the latest.  The evaluation results were reported to the CoP in May 2013.
(8) Subsidy for CSSA recipients living in rented private housing and paying a rent exceeding the maximum rent allowance under the CSSA Scheme	The Programme was first launched in October 2011	33.671	● CSSA households living in rented private housing paying actual rents which exceed the maximum rent allowance under the CSSA Scheme as at 1 July 2011.	22 605 households	32.085	The evaluation results were reported to the CoP in May 2013.  The CoP approved to re-launch the programme at its meeting in May 2013.

<b>Assistance programme (Disbursement amount)</b>	<b>Implementation date</b>	<b>Funding provision (\$ million)</b>	<b>Major eligibility criteria</b>	<b>Beneficiary statistics (as at 30 November 2013)</b>	<b>Disbursements (\$ million) (as at 30 November 2013)</b>	<b>Progress and evaluation</b>
(When the programme was first launched: a subsidy of \$1,000 for one-person household; and \$2,000 for two-or-more-person household)						
(When the programme is re-launched: a subsidy of \$2,000 for one-person household; and \$4,000 for two-or-more-person household)	The programme was re-launched in September 2013	56.81	<ul style="list-style-type: none"> <li>● CSSA households living in rented private housing paying actual rents which exceed the maximum rent allowance under the CSSA Scheme as at 1 July 2013.</li> </ul>	3 882 households	Around 10	Disbursement of subsidy to eligible CSSA households is in progress.
(9) Training subsidy for children from low-income families who are on the waiting list for subvented pre-school rehabilitation services	December 2011 (extension of implementation in November 2012 and further)	68.145	<ul style="list-style-type: none"> <li>● On the waiting list for subvented pre-school rehabilitation services on or before 30 June 2013; and</li> </ul>	2 233 persons	Around 31.82	The former Steering Committee on the CCF was briefed on the evaluation results in May 2012 and it supported the programme's

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
(A monthly subsidy of not more than \$2,615)	extension in July 2013)		<ul style="list-style-type: none"> <li>● household income not exceeding 75% of the Median Monthly Domestic Household Income.</li> </ul>			<p>regularisation by SWD. The Government is now planning for the programme's incorporation into regular assistance programme.</p> <p>The CCF Task Force endorsed in July 2013 to extend again the implementation of the programme (the new round of applications closed on 31 October 2013).</p>
(10) Relocation allowance for eligible residents of sub-divided units in industrial buildings who have to move	December 2011	4.43	<ul style="list-style-type: none"> <li>● Persons who have passed the family/household-based means-test establishing eligibility for CSSA</li> </ul>	140 households (204 persons)	Around 0.39	BD has inspected 47 target industrial buildings, and has so far identified suspected cases of unauthorised sub-divided units in 10

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
<p>out as a result of the Buildings Department (BD)'s enforcement action</p> <p>(An allowance of \$2,500 for one-person household, \$5,500 for two-to-three-person household; and \$7,100 for four-or-more-person household)</p>			<p>Scheme, student financial assistance schemes, HA Medical Fee Waiving Mechanism or Work Incentive Transport Subsidy; or</p> <ul style="list-style-type: none"> <li>● household income not exceeding 100% of the Median Monthly Domestic Household Income for one-person households; and not exceeding 75% of the Median Monthly Domestic Household Income for two-or-more-person households</li> </ul>			<p>of them. BD has taken enforcement action against these cases and enforcement action was completed in one building. BD will continue to follow up the enforcement actions in other industrial buildings.</p> <p>Evaluation is being planned and the progress will be reported to the CCF Task Force in future.</p>

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
(11) Subsidy for needy patients of HA who marginally fall outside the SF safety net for the use of SF subsidised drugs  (To subsidise the drug costs borne by patient beneficiaries for the relevant drug treatment)	January 2012	4.293	● The prevailing SF financial assessment mechanism was adopted by applying a more relaxed patient contribution ratio than that for the SF i.e. the patient's maximum contribution ratio is 20%.	281 person-times <sup>4</sup>	4.293 <sup>5</sup>	The programme had been incorporated into the regular mechanism of the SF with effect from 1 September 2012.
(12) Subsidy for non-school-attending ethnic minorities and new arrivals from the Mainland participating in language courses	March 2012	0.5	● Passed the family/household-based means-test establishing eligibility for CSSA Scheme, student financial assistance schemes or HA	136 persons	Around 0.05	The evaluation results were reported to the CoP in July 2013.  The programme has been incorporated into HAD's regular support service from late

<sup>4</sup> The programme ceased operation on 31 August 2012, and this is the actual figure of the beneficiary statistics.

<sup>5</sup> The programme ceased operation on 31 August 2012, and this is the actual expenditure of the programme.

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
(A subsidy of \$350 to \$700 is provided for participating in dedicated language courses of the Employees Retraining Board)			Medical Fee Waiving Mechanism; or ● household income below 75% of the Median Monthly Domestic Household Income.			September 2013.
(13) Subsidy for low-income elderly tenants in private housing  (A subsidy of \$4,000 for one-person elderly household, \$8,000 for two-person elderly household and \$12,000 for three-or-more-person elderly household)	July 2012 (A one-off subsidy programme with the application period closed on 31 January 2013)	11.89	● Elderly households aged 65 or above; ● not receiving CSSA; ● household income and rent not exceeding the specified limits; and ● not owning any property in Hong Kong.	2 095 households (2 599 persons)	Around 10.40	The evaluation results were reported to the CoP in May 2013.

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
(14) After-school care pilot scheme  (The subsidy cap for each project is \$500,000)	September 2012 (a two-school year programme)	69.2	<ul style="list-style-type: none"> <li>● Primary one to Secondary three students receiving CSSA or SFAA full grant (expanded to cover Primary one to Secondary three students receiving half grant in 2013/14 school year); and</li> <li>● participating schools or non-government organisations (NGOs) have discretion to include needy students who do not meet the above criteria, but the number of these students should not exceed 25% of the total number of student beneficiaries.</li> </ul>	17 877 person-times	Around 45.56	<p>The CCF agreed to extend the programme to the 2013/14 school year. A total of 93 schools and NGOs participate in the programme in the 2013/14 school year.</p> <p>The progress of evaluation will be reported to the CCF Task Force in future.</p>

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
<p>(15) Elderly dental assistance programme</p> <p>(A maximum subsidy of \$12,015 for dental services for each beneficiary (including \$8,000 for dentures, \$3,960 for denture-related dental care and \$55 for registration and dental check-up), a referral fee of \$50 for each referral by NGOs, and an accompanying service fee of \$70 per hour based on the actual duration of accompanying service provided (if applicable))</p>	<p>September 2012 (expected to be a two-year programme)</p>	<p>100</p>	<ul style="list-style-type: none"> <li>● Aged 60 or above;</li> <li>● not receiving CSSA; and</li> <li>● users of the IHCS or “Enhanced Home and Community Care Services” subvented by SWD as at 31 December 2012 and are paying level 1 or level 2 fee charge of the above services.</li> </ul>	<p>654 persons</p>	<p>Around 4.51</p>	<p>915 eligible elders have been referred to receive the dental services under the programme.</p> <p>The interim evaluation results were reported to the CoP at its meeting in September 2013.</p> <p>The CCF Task Force has set up a working group to consider expanding progressively the eligibility criteria of the programme, taking into account the progress of implementation and the experience gained, as well as factors such as the number of participating dentists.</p>

<b>Assistance programme (Disbursement amount)</b>	<b>Implementation date</b>	<b>Funding provision (\$ million)</b>	<b>Major eligibility criteria</b>	<b>Beneficiary statistics (as at 30 November 2013)</b>	<b>Disbursements (\$ million) (as at 30 November 2013)</b>	<b>Progress and evaluation</b>
(16) Subsidy for owners' corporations of old buildings  (Eligible owners' corporations can be granted a subsidy with the total amount capped at \$20,000 for relevant expenditure items on an accountable basis)	October 2012 (a three-year programme)	67.2	<ul style="list-style-type: none"> <li>● Residential or composite buildings aged 30 years or above; and</li> <li>● average rateable value of the residential units does not exceed \$120,000 for urban area and \$92,000 for New Territories.</li> </ul>	558 owners' corporations	Around 2.18	<p>Among the 4 400 eligible owners' corporations, about 2 800 have indicated their intention to make an application.</p> <p>The progress of evaluation will be reported to the CCF Task Force in future.</p>
(17) Subsidy for low-income persons who are inadequately housed  (A subsidy of \$3,000 for one-person household; \$6,000 for two-person household; and \$8,000 for three-or-more-person household)	October 2012 (a one-off subsidy programme with application period closed on 8 April 2013)	174.43	<ul style="list-style-type: none"> <li>● Persons renting on a monthly basis rooms/cubicles, cocklofts or bedspaces in private permanent housing; persons renting bedspaces offered under HAD's Singleton Hostel Programme; persons</li> </ul>	25 768 households (59 010 persons)	Around 150.17	The evaluation results were reported to the CoP in May 2013.

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
			residing in temporary housing; or homeless persons; <ul style="list-style-type: none"> <li>● household income and rent not exceeding the specified limits;</li> <li>● not receiving CSSA; and</li> <li>● not owning any property in Hong Kong.</li> </ul>			
(18) Special subsidy to persons with severe physical disabilities for renting respiratory support medical equipment  (According to the monthly household income and annual household disposable financial	January 2013 (extension of implementation in September 2013)	6.61	<ul style="list-style-type: none"> <li>● Living in the community and receiving Higher Disability Allowance (HDA) under the Social Security Allowance (SSA) Scheme as at 30 June 2013;</li> <li>● persons who have to rent the respiratory</li> </ul>	31 persons	Around 0.34	The CoP approved in July 2013 to enhance the programme (including lifting the age limit for target beneficiaries and extending the implementation of the programme). The CoP also approved in August to relax the

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
resources, the subsidy is disbursed in “full grant” (\$2,500 or \$2,000 per month); “three-quarters” (\$1,875 or \$1,500 per month) or “half grant” (\$1,250 or \$1,000 per month))			<p>support medical equipment without any relevant assistance, and are still receiving HDA under the SSA Scheme at the same time; and</p> <ul style="list-style-type: none"> <li>● household income not exceeding 150% of the Median Monthly Domestic Household Income and the annual household disposable financial resources not exceeding \$180,000.</li> </ul>			<p>income limit to 150% of the Median Monthly Domestic Household Income for the new round of applications. There are three subsidy levels according to the monthly household income and annual household disposable financial resources.</p> <p>Persons who may meet the eligibility criteria have been invited to submit applications on or before 31 December 2013. Subsidies will be disbursed from the end of 2013 onwards.</p> <p>The progress of evaluation will be</p>

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
						reported to the CCF Task Force in future.
<p>(19) Special subsidy to persons with severe physical disabilities for purchasing medical consumables related to respiratory support medical equipment</p> <p>(According to monthly household income, the subsidy is disbursed in “full grant” (a maximum of \$2,000 per month); “three-quarters” (a maximum of \$1,500 per month) or “half grant” (a maximum of \$1,000 per month))</p>	September 2013 (a one-year programme)	10.9	<ul style="list-style-type: none"> <li>● Living in the community and receiving HDA under the SSA Scheme as at 30 June 2013;</li> <li>● persons who have to use the respiratory support medical equipment but do not receive any relevant subsidy to purchase related medical consumables, and are still receiving HDA under the SSA Scheme at the same time; and</li> <li>● household income not exceeding 150%</li> </ul>	Data not yet available	Data not yet available	<p>Persons who may meet the eligibility criteria have been invited to submit applications on or before 31 December 2013. Subsidies will be disbursed from the end of 2013 onwards.</p> <p>The progress of evaluation will be reported to the CCF Task Force in future.</p>

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
			of the Median Monthly Domestic Household Income and the annual household disposable financial resources not exceeding \$180,000.			
(20) Extra travel subsidy for needy special school students  (The enhanced travel subsidy is 50% of the amount of travel subsidy an eligible student can receive on top of the Student Travel Subsidy (STS) disbursed by the SFAA)	October 2013 (a two-school year programme)	3.27	● Needy special school students from Primary one to Secondary six who are physically disabled, visually impaired, hearing impaired, mildly, moderately or severely intellectually disabled, and are receiving full grant or half grant of STS	1 525 persons	Around 1.45	Subsidy was disbursed to more than 80% of the eligible students.

<b>Assistance programme (Disbursement amount)</b>	<b>Implementation date</b>	<b>Funding provision (\$ million)</b>	<b>Major eligibility criteria</b>	<b>Beneficiary statistics (as at 30 November 2013)</b>	<b>Disbursements (\$ million) (as at 30 November 2013)</b>	<b>Progress and evaluation</b>
			from the SFAA.			
(21) Enhancement of the flat rate grant under the School Textbook Assistance Scheme (STAS)  (An additional grant of \$1,000 or \$500, depending on the conditions)	October 2013 (a one-school year programme)	292.36	<ul style="list-style-type: none"> <li>● Primary and secondary students receiving full and half grant under the STAS (an additional grant of \$1,000 and \$500 respectively for each student); and</li> <li>● Primary and secondary students on CSSA (an additional grant of \$1,000 for each student)</li> </ul>	294 045 persons (including 219 365 students meeting the eligibility criteria for the STAS under SFAA and 74 680 students on CSSA)	Around 247.56 (including around \$172.88 million disbursed by SFAA and around \$74.68 million disbursed by SWD)	Subsidy was disbursed to more than 80% of the eligible students.
(22) Enhancement of the financial assistance for needy students pursuing programmes below sub-degree	October 2013 (a one-school year programme)	64.89	<ul style="list-style-type: none"> <li>● Target beneficiaries of the “Tuition Fee Reimbursement Scheme” are students enrolling in</li> </ul>	Tuition Fee Reimbursement Scheme: 51 persons	Tuition Fee Reimbursement Scheme: Around 0.55	VTC has received some 3 420 applications and vetting of these applications is in

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
<p>level</p> <p>(Including the “Tuition Fee Reimbursement Scheme” and the “Flat-rate Academic Expense Grant”)</p>			<p>eligible courses below sub-degree level;</p> <ul style="list-style-type: none"> <li>● Target beneficiaries of the “Flat-rate Academic Expense Grant” are students enrolling in eligible courses with duration of one year or above; the grant amount will be on par with the enhanced flat-rate grant receivable by eligible primary and secondary students after enhancement i.e. \$2,094 and \$1,047 for each full-grant and half-grant student respectively) in the 2013/14 school</li> </ul>	<p>Flat-rate Academic Expense Grant : 699 persons (including 50 Vocational Training Council (VTC) students and 649 Yi Jin Diploma students)</p>	<p>Flat-rate Academic Expense Grant : Around 1.16 (including \$0.08 million for VTC students and \$1.08 million for Yi Jin Diploma: students)</p>	<p>progress. It is expected that vetting of these applications will be completed in December 2013 and disbursements will be made by January 2014.</p> <p>As for the students pursuing Yi Jin Diploma, nearly 30% (i.e. 649) of the eligible students have been granted the Flat-rate Academic Expense Grant by SFAA.</p>

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
			year).			
(23) One-off living subsidy for low-income households not living in public housing and not receiving CSSA  (A subsidy of \$3,500 for one-person household; \$7,000 for two-person household; and \$10,000 for three-or-more-person household)	December 2013	638.33	<ul style="list-style-type: none"> <li>● Persons renting on a monthly basis private permanent housing, industrial buildings or commercial buildings; persons renting bedspaces offered under the HAD's Singleton Hostel Programme; persons residing in temporary housing; homeless persons; or persons residing in vessels;</li> <li>● monthly household income and rent not exceeding the specified limits;</li> <li>● not receiving CSSA;</li> </ul>	Programme not yet implemented	Programme not yet implemented	The programme will be rolled out on 2 December 2013.

Assistance programme (Disbursement amount)	Implementation date	Funding provision (\$ million)	Major eligibility criteria	Beneficiary statistics (as at 30 November 2013)	Disbursements (\$ million) (as at 30 November 2013)	Progress and evaluation
			and ● not owning any property in Hong Kong.			
(24) Incentive Scheme to Further Encourage CSSA Recipients of the Integrated Employment Assistance Programme for Self-reliance (IEAPS) to Secure Employment	Scheduled for April 2014 (a three-year programme)	226.62	● 2 050 CSSA recipients are selected from the IEAPS cases to participate in the scheme.	Programme not yet implemented	Programme not yet implemented	The CCF Task Force has set up a working group to follow up on the implementation arrangements and evaluation of the scheme. Preparation work, such as inviting NGOs to assist in the implementation of the scheme, is in progress.

**Job Description**

**Principal Assistant Secretary (Community Care Fund)**

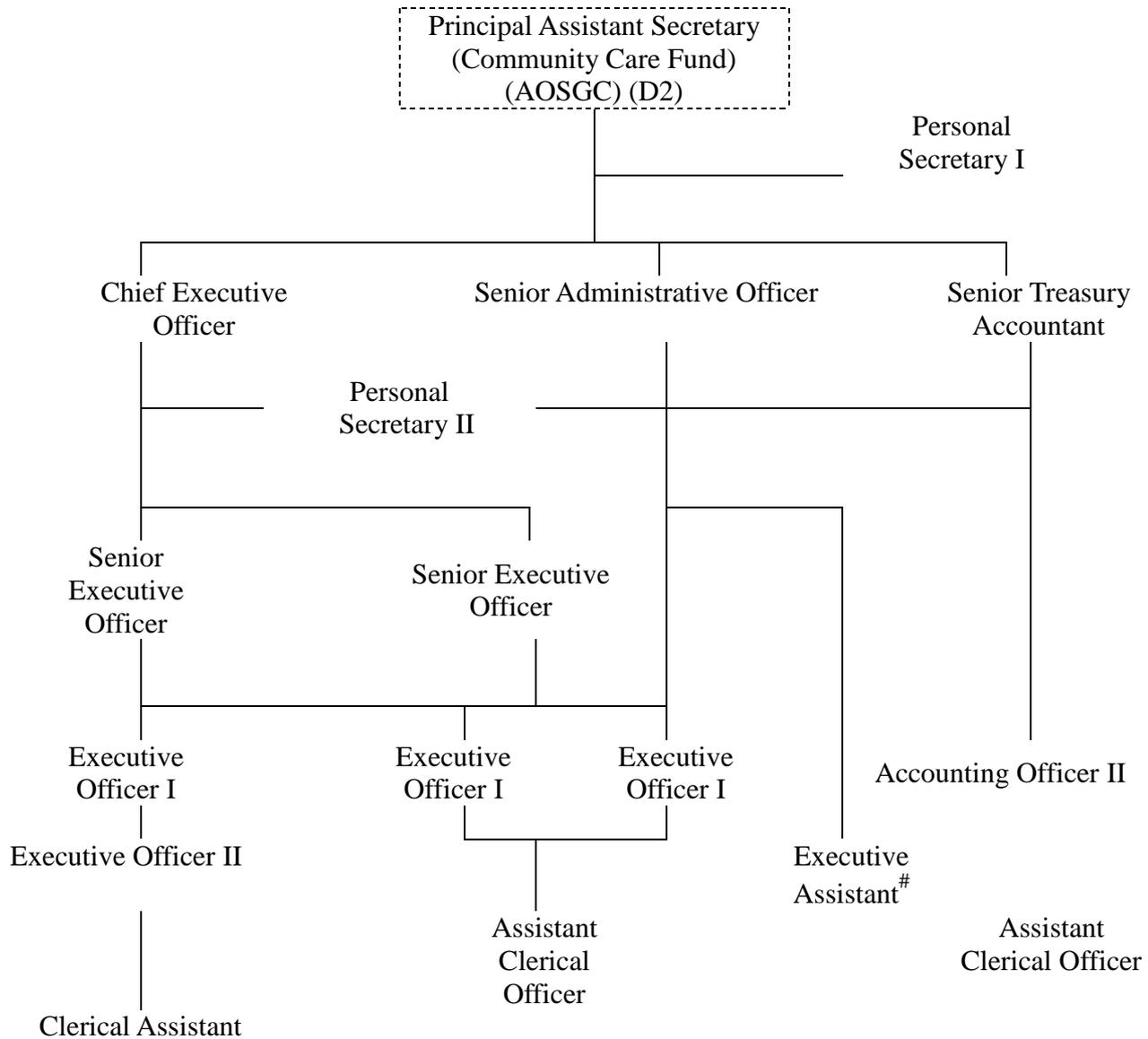
**Rank:** Administrative Officer Staff Grade C (D2)

**Responsible to:** Deputy Secretary for Home Affairs (1)

**Main Duties and Responsibilities:**

1. To lead the Community Care Fund (CCF) Secretariat to provide support to the Commission on Poverty (CoP) and the CCF Task Force under the CoP, and oversee and co-ordinate efforts to take forward the CCF initiative;
2. To assist in the policy setting, strategic planning of the modus operandi and implementation of the CCF initiative;
3. To liaise closely and co-ordinate efforts with relevant policy bureaux, departments and other organisations as well as stakeholders in the community in the planning and implementation of the CCF initiative;
4. To conduct consultation, collate public views, and co-ordinate efforts for mapping out the targets and scope of the assistance programmes under the CCF;
5. To assist in overseeing the financial management and overall funding allocation of the CCF, including the formulation of investment strategy; and
6. To monitor the operation and use of the CCF and implement assistance programmes of the CCF.

**Organisation Chart  
of the Community Care Fund Secretariat  
in the Home Affairs Bureau**



**Legend:**

- Supernumerary AOSGC post proposed to be extended.

# Non-civil service contract staff

**Duties and Responsibilities of  
the Other Principal Assistant Secretaries in the Home Affairs Bureau**

- (1) PAS(Civic Affairs)1 is responsible for youth matters (including subventions for the uniformed groups), Youth Square, Service Corps, Youth Hostel, civic education and national education outside schools, non-charitable fund-raising permits under the Summary Offences Ordinance, postage stamp policy, volunteerism policy and Neighbourhood Level Community Development Projects. The officer is also appointed as the secretary to the Commission on Youth and the Committee on the Promotion of Civic Education.
- (2) PAS(Civic Affairs)2 is responsible for legal aid and free legal advice policy matters, family matters, maintenance and wills. The officer is also responsible for housekeeping matters of the Legal Aid Department and subventions for the Duty Lawyer Service and the Legal Aid Services Council, and is appointed as the secretary to the Family Council.
- (3) PAS(Civic Affairs)3 is responsible for gambling policy, social enterprises policy, information policy, entertainment licensing, matters relating to public sector advisory and statutory bodies, liaison with religious bodies, and matters relating to the Board of Management of the Chinese Permanent Cemeteries and the Chinese Temples Committee. The officer is also responsible for the Trust Fund in Support of Reconstruction in the Sichuan Earthquake Stricken Areas, and the Secretary for Home Affairs Incorporated properties and trust funds, and is appointed as the secretary to the Betting and Lotteries Commission, the Ping Wo Fund Advisory Committee and the Social Enterprise Advisory Committee, as well as responsible for overseeing the operation of the public affairs forum.
- (4) PAS(Recreation and Sport) is responsible for sport policies and strategies; matters relating to the Sports Commission, the Elite Sports Committee, the Major Sports Events Committee and the Sir David Trench Fund Committee, and administration of the Sir David Trench Fund for Recreation (Main Fund); resources management of the Hong Kong Sports Institute Ltd, the Sports

Federation & Olympic Committee of Hong Kong, China and the Outward Bound Hong Kong; planning and coordination of territory-wide sports and recreation public works projects, and land matters relating to sports and recreational use. The officer is also responsible for the Football Task Force, redevelopment of the Hong Kong Sports Institute and the Kai Tak Multi-purpose Sports Complex.

- (5) PAS(Culture)1 is responsible for policy on arts and cultural software, funding and development of performing arts policy, the Arts Development Fund, subventions for major performing arts groups, and cultural exchange between Hong Kong and the Mainland, Macao and Taiwan (including the “Mainland/HK Closer Economic Partnership Arrangement” and the Hong Kong – Taiwan Cultural Co-operation Committee). The officer is also responsible for the Sub-committee on Funding for Performing Arts and the Sub-committee on Arts Education under the Advisory Committee on Arts Development; the arts portion and the portion related to the Hong Kong Arts Development Council of the Arts and Sport Development Fund; as well as housekeeping of the Hong Kong Arts Development Council and the Hong Kong Academy for Performing Arts.
- (6) PAS(Culture)2 is responsible for policies on public and private museums, public libraries, public art with regard to visual arts, planning of cultural and performance facilities of the Leisure and Cultural Services Department (LCSD), intangible cultural heritage and development of Cantonese Opera, as well as cultural exchange between Hong Kong and other countries. The officer is also responsible for matters relating to the Hong Kong Jockey Club Music and Dance Fund, the Lord Wilson Heritage Trust and the Hong Kong Arts Centre.
- (7) PAS(West Kowloon Cultural District) is responsible for monitoring the performance of the West Kowloon Cultural District Authority (WKCDA) in fulfillment of its objectives and roles as stated in the WKCDA Ordinance and overseeing the interface issues between arts and cultural facilities operated by WKCDA and those operated by LCSD, as well as liaising with WKCDA to oversee the institutional set-up and establishment of the governance mechanism for museum and performing arts venues. The officer is also responsible for monitoring the progress in planning of

programmes and services by WKCDA for the opening of Phase 1 facilities in WKCD and overseeing WKCDA's policy and work in nurturing local arts talents, engaging stakeholders and building up audiences, as well as housekeeping of WKCDA.