



伊利沙伯女皇弱智人士基金  
QUEEN ELIZABETH FOUNDATION  
FOR THE MENTALLY HANDICAPPED

香港添馬添美道2號  
政府總部西翼十一樓  
11/F, West Wing,  
Central Government Offices,  
2 Tim Mei Avenue, Tamar,  
Hong Kong

來函檔號 Your Ref. :  
本處檔號 Our Ref. : ( ) in QEFMH 3 Pt. 11  
電話 Telephone : 2810 3831  
傳真 Fax : 2543 0486

10 December 2024

Dear Sir/ Madam,

**Queen Elizabeth Foundation for the Mentally Handicapped –  
Application for Grants 2024**

This is to inform you that the Council of the Queen Elizabeth Foundation for the Mentally Handicapped (the “QEFMH”) is inviting applications for grants 2024 for promoting the welfare of persons with intellectual disability; helping persons with intellectual disability to live independently; equipping persons with intellectual disability with vocational skills to enhance their employment opportunities; catering for the special needs of the aged persons with intellectual disability; as well as improving the rehabilitation service for persons with intellectual disability in an innovative way.

There are three schemes under the QEFMH –

- (a) **“General Support Scheme”** includes minor capital works projects, home-based or community-based rehabilitation services for persons with severe intellectual disability, public education programmes, etc.;
- (b) **“Scheme to Support Persons with Intellectual Disability for Independent Living Facilities”** aims at improving the living environment for persons with intellectual disability and their independent living skills so that they can enjoy higher quality of living; and
- (c) **“Scheme to Support Aged Persons with Intellectual Disability”** aims at enhancing the rehabilitation services for aged persons with intellectual disability, providing a suitable environment for them for positive and active ageing. In recent years, the Council of the QEFMH has funded projects to provide screening services (including basic health check, vision, hearing, dental, orthopaedics and podiatric screening, etc.) for persons with intellectual disability, so that carers can identify early symptoms of ageing in persons with intellectual disability for proper follow-up and referral service.



Similar to previous years, projects with the following themes will be accorded a higher priority -

- (a) projects to strengthen early identification/ intervention and to enhance learning experience;
- (b) projects to maximise development potentials to enhance employment opportunities and independent living skills and maximise potential through participation in arts and sports; and
- (c) projects to promote health awareness to alleviate early symptoms of ageing and other health-related problems and achieve positive and active ageing.

A Guide to Application for a Grant from the Foundation (the "Guide") and an Application Form are enclosed. The Application Form can also be downloaded from <http://www.lwb.gov.hk/eng/forms/> under "Download Forms" section. Please study the Guide carefully and note the following requirements when completing the Application Form –

- (a) Applicants should provide details on how the equipment to be acquired or services to be provided will be deployed to achieve the objective of the scheme concerned;
- (b) For the estimated amount of the expenditure item(s) on the Annex of the Application Form, if the estimated expenditure amount is at or exceeds \$10,000, not less than two quotations should be provided. If the estimated expenditure amount is less than \$10,000, not less than one quotation should be provided as far as practicable ;
- (c) For applications with the total amount of grant requested exceeding \$200,000, elements of "Sustainability" and "Dissemination" should be included. Examples are feasible plans to sustain the key activities after the completion of the project, deliverables/ expected outcomes that have good value for sharing and/ or high potential to benefit a wider reach of the community through different means; and
- (d) Specimen signatures endorsed by the head of the organisation/ authorised persons on the application form will be used for verification of all application-related documents. Please inform the Council Secretariat of QEFMH in writing in case of any changes.

To facilitate processing your application, please send the **signed hardcopy** of the duly completed application form and supporting documents to the Council Secretariat of the Foundation **by registered mail** (Secretary, Council of the Queen Elizabeth Foundation for the Mentally Handicapped c/o Rehabilitation Division, Labour and Welfare Bureau, 11/F, West Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong), **as well as the soft copy of the full set of**

**documents by email (qefmh@lwb.gov.hk).** The closing date for submission of applications is **10 January 2025.**

The time required for processing the applications will vary depending on the number of applications received and the complexity of the applications. Hence, organisations are advised to exercise flexibility in designing the project schedule. **The Council of the Foundation will inform applicants of the application results in writing around end of March 2025. Applicants should not make any financial commitment for their projects before their applications are approved. The applicant shall bear all responsibilities for any financial commitment made without the approval of the Council of the Foundation.**

For enquiry, please feel free to contact the undersigned on 2810 3831.

Yours faithfully,



( Ms Linda POON )

for Secretary, Council of the Queen Elizabeth  
Foundation for the Mentally Handicapped

Encl.

c.c. Chairman and Members of the Council of QEFMH - with encl.