

Application Procedures

Number of eligible person(s) in the household

- | | | |
|-------------------|---|---|
| 1 person | → | applications to be accepted starting from 2 July 2020 |
| 2 persons | → | applications to be accepted starting from 3 August 2020 |
| 3 persons | → | applications to be accepted starting from 1 September 2020 |
| 4-or-more persons | → | applications to be accepted starting from 5 October 2020 (i.e. applications to be accepted from all eligible households (irrespective of household size)) |



Submit your application to the service unit near your residence by post or in person –

- | | | |
|-----------------------------------|---|--|
| General households | → | service units accepting general applications |
| Households with elders only | → | elderly service units |
| Households with young people only | → | youth service units |
| Homeless persons | → | service units accepting applications from homeless persons |



Submit the duly completed application form with copies of the following documents –

- (1) Hong Kong Identity Cards of the applicant and all household members;
- (2) (if applicable) a receipt for renting accommodation in private housing, an industrial building, a commercial building or social housing, or documentary proof of staying in a hostel/shelter;
- (3) documentary proof of your bank account if you choose to receive the subsidy through bank transfer;
- (4) (if applicable) supporting documents to prove that the household member concerned is incapable of managing his/her own affairs or mentally incapacitated; and
- (5) (if applicable) supporting documents to prove that the parent is renting accommodation in a non-subsidised place of a private residential care home for the elderly, or that the household member is renting accommodation in a non-subsidised place of a private residential care home for persons with disabilities, or that the household member is residing in a university student hostel.



*The service unit will initially examine your application, and you may be required to clarify or submit additional information to the service unit as necessary. If you have been picked at random for a means test or home visit, please be fully co-operative and provide the required information.



*The Secretariat will further vet your application, including checking household information against the data held by the Land Registry and the Social Welfare Department.



Successful application: you will receive a notification of application result from the Secretariat / service unit and receive the subsidy through bank transfer or in the form of an order cheque.



Unsuccessful application: you will receive a notification of application result from the Secretariat / service unit. If you disagree with the application result, you can seek a review in writing with justifications within 14 days upon receipt of the notification.

* For applications with all required supporting documents, the service unit and the Secretariat will take about two months to process and arrange disbursement of subsidy. The time is for reference only. Subject to the circumstances of individual applications and the overall number of applications received under the Programme, the time required may vary.