**Annex 3.3 (1 of 5)**

**Assessment of Funding and Service Agreement services/ Funding and Service Agreement-related activities/Non-Funding and**

**Service Agreement services**

**(Template)**

Funding and Service Agreement (FSA) concerned:

Service Programme/Project:

Funding source of the Service Programme/Project**#** :

| **Assessment**  **Service**  **Programme/Project**  **(to be completed by NGO)** | **Same as FSA/**  **Relevant to FSA/**  **Different from FSA**  **(Assessed by Non-Governmental Organisation (NGO))(Note 1)** | **Remarks, if any**  **(to be completed by NGO)** | **Same as FSA/**  **Relevant to FSA/**  **Different from FSA**  **(Assessed by Social Welfare Department (SWD), if applicable) (Note 1)** | **Remarks, if any**  **(to be completed by SWD)** |
| --- | --- | --- | --- | --- |
| 1. **Purpose and Objectives** | 🗆 Same as FSA  🗆 Relevant to FSA  🗆 Different from FSA |  | 🗆 Same as FSA  🗆 Relevant to FSA  🗆 Different from FSA |  |
| 1. **Service Nature** | 🗆 Same as FSA  🗆 Relevant to FSA  🗆 Different from FSA |  | 🗆 Same as FSA  🗆 Relevant to FSA  🗆 Different from FSA |  |
| 1. **Service Contents** | 🗆 Same as FSA  🗆 Relevant to FSA  🗆 Different from FSA |  | 🗆 Same as FSA  🗆 Relevant to FSA  🗆 Different from FSA |  |
| 1. **Target Service Users** | 🗆 Same as FSA  🗆 Relevant to FSA  🗆 Different from FSA |  | 🗆 Same as FSA  🗆 Relevant to FSA  🗆 Different from FSA |  |
| **Assessment (Note 2)** | **🗆 Same as FSA**  (Regarded as FSA services)  **🗆 Relevant to FSA**  (Regarded as FSA-related activities)  **🗆 Different from FSA**  (Regarded as non-FSA services) |  | **🗆 Same as FSA**  (Regarded as FSA services)  **🗆 Relevant to FSA**  (Regarded as FSA-related activities)  **🗆 Different from FSA**  (Regarded as non-FSA services) |  |
| **Use of Premises (if applicable)** | 🞎 the service programme/project is proposed to be operated on the premises of a subvented service unit, which is allowed under the prevailing terms and conditions of the land lease/tenancy agreement |  | 🞎 there is no objection to the use of premises for operating the service programme/project as proposed  🞎 it is not acceptable for the service programme/project to be operated on the premises of the subvented service as proposed |  |
| **🗆** Please tick as appropriate  # Please attach supplementary information of the Service Programme/Project, if applicable  Note1: Please refer to the Checklist for Assessment of FSA services/FSA-related activities/Non-FSA services  Note2: Regarded as **FSA services** if criteria (a), (b), (c) and (d) are the same as FSA. Regarded as **FSA-related activities** if criteria (a) and (b) are the same as FSA; (c) and/or (d) is/are relevant to FSA. Regarded as **non-FSA services** if any of the criteria (a), (b), (c) or (d) is different from FSA | | | | |

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**Annex 3.3 (3 of 5)**

**Annex 3.3 (4 of 5)**

**Checklist for Assessment of FSA services/FSA-related activities/Non-FSA services**

| **CriteriaNote** | **FSA services**  **(Same as FSA)** | **FSA-related activities**  **(Relevant to FSA)** | **Non-FSA services**  **(Different from FSA)** |
| --- | --- | --- | --- |
| 1. **Purpose and Objectives** | * Same purpose and objectives as the FSA | * Same purpose and objectives as the FSA | * Different purpose and objectives from the FSA. |
| 1. **Service Nature** | * Same scope of services in preventive, supportive or remedial nature; and/or * Same direct services such as counselling services, therapeutic groups, developmental and socialisation programmes, accommodation and meals, etc. | * Same scope of services in preventive, supportive or remedial nature; and/or * Same direct services such as counselling services, therapeutic groups, developmental and socialisation programmes, accommodation and meals, etc. | * Scope of services through direct and/or indirect services, is/are different from the FSA. |
| 1. **Service Contents** | * Same service contents components / categories / types of service; and/or * Allowance / in-kind assistance meeting the purpose and objectives. | * Service contents are in line with FSA – components / categories / types of service; and/or * Allowance / in-kind assistance supporting the purpose and objectives. | * Service contents are different from FSA – components / categories / types of service; and/or allowance/in-kind assistance not meeting the purpose and objectives of FSA. |
| 1. **Target Service Users** | Same target service users –   * specified age group; * carers / family members of service targets; * residents of a district or within a specified geographical boundary; * specified disabilities or level of impairment; * specified social conditions / special needs or disadvantaged circumstances. | Target service users in line with FSA –   * Relevant persons with family relationship with the target service users; and/or * Relevant persons / professionals providing support services to the target service users; and/or * Relevant persons residing in / relating to the specified service/geographical boundaries. | Different target service users –   * persons beyond the specified age group. |
| ***Case examples*** | * An **Integrated Children and Youth Services Centre (ICYSC)** running a service project to facilitate residents of a new housing estate to familiarise with community resources for enhancing social integration and functioning | * An **On-site Pre-school Rehabilitation Services (OPRS)** team produces a training package for parents with children with special needs **for sale in the public** (i.e. not the target service users under FSA) | * A **Neighbourhood Elderly Centre**  running community pharmacy service for members of the public |
| 1. **Purpose and Objectives of the FSA** | * to build a supportive, socially inclusive and responsive environment to address and respond to the needs and challenges of children and youth in collaboration with community stakeholders   *(same)* | * to provide support for parents/carers on positive attitude and effective skills in raising their children with special needs   *(same)* | * to enable elderly persons to continue to stay in the community, to lead a healthy, respectful and dignified life, to enhance their positive and contributory role and to involve the public to build up a caring community   *(different)* |
| 1. **Service Nature of the FSA** | * flexible application of social work intervention strategies in different platforms (i.e. centre, school, or community)   *(same)* | * services provided by a multi-disciplinary team   *(same)* | * provide a range of comprehensive services including dementia care services to elderly persons, carers and the community at large, as stipulated in the Specifications on Re-engineering Community Support Services for Elders   *(different)* |
| 1. **Service Contents of the FSA** | * developmental and socialisation programmes; and community engagement programmes   *(same)* | * talks, workshops, seminars on knowledge and skills in raising children with special needs   *(in line with FSA)* | * educational and developmental activities / mutual support groups and training activities, counselling cases   *(different)* |
| 1. **Target Service Users of the FSA** | * children and youth between the ages of 6 and 24   *(same)* | * parents / carers of the children under the age of 6 with mild disabilities who are attending kindergartens (KGs)/KG-cum-Child Care Centres (CCCs)   *(in line with FSA)* | * elderly persons aged 60 or above; carers/volunteers   *(in line with FSA)* |

Note: Regarded as **FSA services** if criteria (a), (b), (c) and (d) are the same as FSA.

**Annex 3.3 (5 of 5)**

Regarded as **FSA-related activities** if criteria (a) and (b) are the same as FSA; (c) and/or (d) is/are relevant to FSA.

Regarded as **non-FSA services** if any of the criteria (a), (b), (c) or (d) is different from FSA.