

REPORT ON THE DISASTER RELIEF FUND 2014-15

INTRODUCTION

This report gives an account of the activities of the Disaster Relief Fund (the Fund) in 2014-15.

DISASTER RELIEF FUND

2. The Fund was established on 1 December 1993 following the introduction of a resolution under section 29 of the Public Finance Ordinance (PFO) in the Legislative Council (LegCo). It is to provide a ready mechanism for Hong Kong to respond swiftly to international appeals for humanitarian aid in relief of disasters that occur outside Hong Kong. The Fund is topped up at the start of each financial year and, as necessary, during the financial year, depending on calls for relief and the size of the Fund balance and commitments then.

3. As with all other funds covered by PFO, the Financial Secretary has been designated as the administrator of the Fund. The LegCo Finance Committee's consent is required for each disbursement exceeding \$8 million. The Fund is audited by the Audit Commission annually and the audited accounts are submitted to LegCo for information¹.

4. All disbursements of grants from the Fund are made on the advice of the Disaster Relief Fund Advisory Committee (the Committee). Established on 1 February 1994, the Committee is chaired by the Chief Secretary for Administration and made up of both official and non-official members. It advises on the policy and practices regarding the disbursement of funds for disaster relief, the size of grants made to specific recipients and monitors the use of grants. The membership of the Committee in 2014-15 is at **Annex A**.

¹ The Director of Audit submits a report on the accounts of the Government of the Hong Kong Special Administrative Region to LegCo in around November every year. The accounts of the Disaster Relief Fund are included in that report.

PERFORMANCE IN 2014-15

Grants Approved

5. In 2014-15, 18 applications (30 in 2013-14) were received from relief organisations. Among them, 15 (24 in 2013-14) were approved, two (four in 2013-14) were rejected and one was withdrawn (two in 2013-14). Of the seven relief organisations which successfully applied for grants, one was granted funding from the Fund for the first time. The total amount of grants approved was \$47.21 million (\$171.42 million in 2013-14) and the number of beneficiaries was estimated to be around 520 000. A summary of the disbursement by relief programmes is as follows –

Relief programmes for	Amount of grants made
* earthquake victims in Yunnan Province, Mainland (six cases)	\$23.07 million
* flood victims in Hunan Province, Guizhou Province and Guangxi Zhuang Autonomous Region, Mainland (three cases)	\$10.66 million
* flood victims in Jammu and Kashmir, India (three cases)	\$6.80 million
* flood victims in Bosnia and Herzegovina, and Serbia (two cases)	\$4.18 million
* flood victims in Malawi (one case)	\$2.50 million

A list of approved programmes and related statistics are at **Annex B**.

Processing Time of Applications

6. Grants are made from the Fund to provide swift response to international appeals for humanitarian aid for relief to disasters that occur outside Hong Kong. The time required for processing an application by the Secretariat of the Committee (the Secretariat) is targeted at within 12 working days from the date of receipt of full information from the applicant to the date of notification of the result. In 2014-15, apart from the withdrawn case, all

applications were processed within the target timeline. The average processing time of the 17 applications from relief organisations was seven working days.

Evaluation Reports from Grant Recipients

7. Relief organisations in receipt of grants from the Fund are required to submit to the Committee an evaluation report and the audited accounts of the approved relief programme within six months upon completion of the project. In this regard, all the 18 reports due for submission in 2014-15 (including 15 reports in respect of grants approved in 2013-14) were received and examined by the Secretariat. All of these reports were accepted as they had satisfactorily met the following targets²–

- (a) Use of grants – all grants were used for the approved purposes. The condition that not more than 5% of an individual grant should be used to cover overheads or other administrative costs was met. Among the 18 relief programmes, a balance of unused grants of about \$2.49 million from nine programmes had been returned to the Fund.
- (b) Number of beneficiaries – all relief programmes achieved the target number of beneficiaries³. The 18 programmes in aggregate provided emergency relief to some 560 000 disaster victims. The relief items received by the beneficiaries included food (e.g. rice, cooking oil, flour, canned food, bottled water, etc.), blankets/quilts, mats, mosquito nets, cooking utensils, water containers, lighting products, water filters and purification tablets, hygiene items, clothing, infant/women necessities, folding beds, tarpaulins and temporary roofing materials.
- (c) Timeliness of programme completion – all relief projects were delivered according to the approved schedules³.

² The targets include those prescribed in the guidelines and conditions for the approved grants but were subsequently revised due to changes in circumstances with approval sought from the Committee separately.

³ They include revised targets/variations subsequently approved.

8. For grants made in 2014-15 with audited accounts and evaluation reports due for submission in 2015-16, the Secretariat will closely monitor their submissions. All submissions by the relief organisations will be examined by the Secretariat and circulated to Members of the Committee for reference. The outcome of such examination will also be reported in the next annual report of the Fund.

9. For grants made to governments outside Hong Kong, the recipient authorities are also required to submit an evaluation after the completion of the relief programme. In 2013, a grant of \$100 million was approved for making a donation to the Provincial Government of Sichuan in support of their disaster relief efforts in connection with the major earthquake that hit the Lushan County of Ya'an, Sichuan Province. In January 2015, the Government of the Hong Kong Special Administrative Region received a final report from the Ya'an Municipal People's Government on the use of the \$100 million donation. According to the report, the donation was put into effective use in the procurement of different categories of emergency rescue and relief equipment, which have greatly facilitated the accessibility and emergency relief operations in the earthquake-stricken areas. A summary of the report was submitted to LegCo for perusal in February 2015.

OPERATION OF THE FUND

Guidelines and Conditions for Approval of Grants

10. To enable a fair and objective assessment of funding applications using a consistent approach, the Committee has devised a set of guidelines and conditions for the disbursement of grants at **Annex C**.

11. In 2014-15, the Committee further introduced the following measures to streamline the operation of the Fund such that a relief organisation applying for a grant –

- (a) needs only to provide details of the targeted relief location(s) up to the township/municipality level in the funding application, and will be required to provide further geographical details (e.g. up to village level) only if there is overlapping of the targeted localities with another applicant's relief programme for the same disaster;

- (b) is given more flexibility in making minor adjustments to an approved relief programme without the need for seeking prior approval from the Committee, whereby the number of beneficiaries in the individual targeted localities, the quantities of relief items distributed and/or the budget for individual spending items may be adjusted within a margin of 20% (either increase or decrease) against the original estimates in the approved programme provided there is no change to the amount of the approved grant and no reduction of the total number of beneficiaries⁴; and
- (c) will be notified of the outcome of an application for other adjustments to the approved programme which require prior approval of the Committee within eight working days from the date of receipt of all requisite information in full from the applicant by the Secretariat.

Monitoring of the Use of Grants

12. To monitor the use of grants made to relief organisations, the following control measures are put in place such that the relief organisation concerned should –

- (a) report to the Committee the critical project milestones, including the commencement date and completion date of a project, within one month from the respective scheduled date;
- (b) seek prior approval of the Committee should there be signs of deviation from the approved targets, inclusive of the schedule, relief area, number of disaster victims benefited etc., save for those minor adjustments as referred to in paragraph 11(b) above;
- (c) obtain at least three quotations in each procurement exercise to ensure that the procurement of relief materials is conducted in a fair and open manner;

⁴ The flexibility allowing a relief organisation to increase the total number of beneficiaries and/or quantities of the approved relief items within a margin of 20% against the original estimates without the need for seeking prior approval of the Committee was first introduced in 2013-14. This further relaxation is applicable to relief programmes approved after 16 June 2014.

- (d) acknowledge the funding support by displaying prominently the wording of “*Funded by the Government of the Hong Kong Special Administrative Region*” or “*Funded by the Disaster Relief Fund, Government of the Hong Kong Special Administrative Region*”. The acknowledgement can either be displayed on a banner on site when executing the relief programme, or on the relief materials to be distributed to the beneficiaries; and
- (e) submit an evaluation report and audited accounts on the use of the grant within six months upon completion of the relief programme. The evaluation report submitted should comprise an overall assessment of the programme in terms of the number of victims benefited and the total time used to provide emergency relief to them. Other information such as a statement of need, project goal, relief items, records of the quotations, timeliness of relief actions, coordination with other relief organisations, publicity and acknowledgment, monitoring effort and project finance, etc. should also be provided, where applicable.

The evaluation report and the audited accounts submitted under (e) above are to be examined by the Secretariat to ensure that the grant conditions are duly complied with, and will be circulated to Members of the Committee for perusal. They are also subject to review by the Audit Commission during the annual audit of the Fund.

13. In 2014-15, these control measures have been further refined. Relief organisations are required to –

- (a) notify the Committee within one month of any minor adjustments of the approved programme, which they are generally allowed to make without the need for seeking prior approval from the Committee as referred to in paragraph 11(b) above; and
- (b) provide photographs in the evaluation report indicating that the requirement at paragraph 12(d) above has been duly complied with.

GRANTS APPROVED SINCE ESTABLISHMENT OF THE FUND

Summary

14. By 31 March 2015, the Committee has received a cumulative total of 424 applications by relief organisations for grants from the Fund. Of these, 346 applications amounting to \$806.48 million were approved, representing a success rate of 81.60%. For the remaining 78 applications, 57 were rejected as they did not comply with the guidelines for approval and 21 were withdrawn by relief organisations. In addition, 21 grants amounting to \$944.82 million were made to governments outside Hong Kong. Altogether, 17 relief organisations and eight governments/authorities have received grants totalling \$1,751.30 million from the Fund. The beneficiaries were mostly victims of earthquakes/tsunamis, floods, typhoons/cyclones and droughts/famines. Relevant information and statistics are set out in the ensuing paragraphs.

Distribution of Grants by Recipients

15. Of the 17 relief organisations which have received grants from the Fund, World Vision Hong Kong, The Salvation Army, Hong Kong Red Cross, Oxfam Hong Kong and Amity Foundation, Hong Kong were the five which have received the largest amount of grants totalling \$662.50 million, representing 37.83% of the total amount approved. Statistics on distribution of grants by recipients are at **Annex D**.

Distribution of Grants by Countries/Geographical Regions

16. 77.75% of the total approved grants (amounting to \$1,361.68 million) were used for carrying out relief programmes in the Mainland; and 17.08% (amounting to \$299.18 million) for programmes in other places in Asia. The remaining 5.17% (amounting to \$90.44 million) were for programmes in Africa, Latin America, Oceania and Europe. Statistics on distribution of grants by countries/geographical regions are at **Annex E**.

Distribution of Grants by Nature of Disaster

17. 33.24% (122 cases) of all programmes approved on the advice of the Committee were for the relief of earthquake/tsunami victims; 32.70% (120 cases) for flood victims; 12.26% (45 cases) for typhoon/cyclone victims; 11.99% (44 cases) for drought/famine victims; 6.27% (23 cases) for snowstorm victims and 3.54% (13 cases) for other disasters. Statistics on distribution of grants by nature of disaster are at **Annex F**.

Secretariat

Disaster Relief Fund Advisory Committee

December 2015

Disaster Relief Fund Advisory Committee
Membership in 2014-15
2014-15 年度賑災基金諮詢委員會
成員名單

Chairman

Chief Secretary for Administration) *ex-officio*
政務司司長) 當然委任

Members

Executive Council Members 行政會議成員

The Honourable CHENG Yiu-tong, GBS, JP
鄭耀棠議員, GBS, JP

The Honourable Starry LEE Wai-king, JP
李慧琼議員, JP

Legislative Council Members 立法會成員

The Honourable CHEUNG Kwok-che
張國柱議員

Dr the Honourable Priscilla LEUNG Mei-fun, SBS, JP
梁美芬議員, SBS, JP

Other Members 其他成員

Dr Alice YUK Tak-fun, JP
郁德芬博士, JP
(*up to 31 December 2014*)
(至二零一四年十二月三十一日止)

Mr Leo KUNG Lin-cheng, BBS, JP
孔令成先生, BBS, JP

Dr TIK Chi-yuen, SBS, JP
狄志遠博士, SBS, JP
(*from 1 January 2015 onwards*)
(由二零一五年一月一日起)

Secretary for Financial Services and the Treasury
財經事務及庫務局局長

) *ex-officio*
) 當然委任

Secretary for Labour and Welfare
勞工及福利局局長

) *ex-officio*
) 當然委任

Secretary

Chief Executive Officer (Administration)
總行政主任(行政)

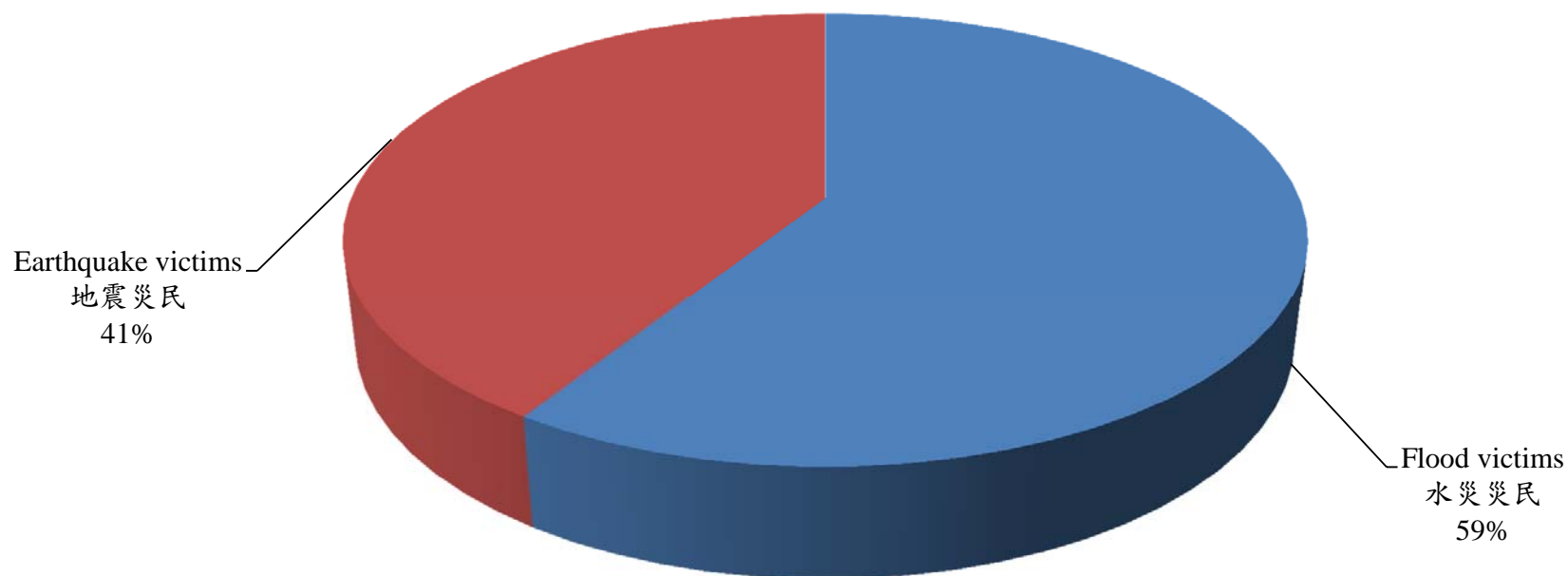
**DISASTER RELIEF FUND
GRANTS APPROVED IN 2014-15**

**賑災基金
2014-15 年度批出款項
1.4.2014-31.3.2015**

	Applicant 申請機構	Date of Approval 撥款日期	Beneficiaries 受惠人士	Nature of Programme 項目內容	Relief Areas 賑災地區	Grant Approved 批出款項 (\$million 百萬元) <i>Rounded to two decimal places 約至小數點後兩個位</i>	
1	World Vision Hong Kong 香港世界宣明會	16.6.2014	Flood victims 水災災民	Food kits, non-food item kits, hygiene kits and baby kits 食物包、生活用品包、衛生包及嬰兒用品包	Bosnia and Herzegovina 波斯尼亞和黑塞哥維那	1.95	
2	Amity Foundation (Hong Kong) 愛德基金會(香港)	4.7.2014	Flood victims 水災災民	Rice, cooking oil, quilts and mosquito nets 食米、食用油、夏被及蚊帳	China - Guangxi Zhuang Autonomous Region and Hunan 中國 - 廣西壯族自治區及湖南	5.14	
3	Oxfam Hong Kong 樂施會	4.7.2014	Flood victims 水災災民	Food kits, water kits, environmental kits, hygiene kits and disinfection kits 食物包、食水包、環境清潔包、個人衛生包及消毒用品包	Bosnia and Herzegovina and Serbia 波斯尼亞和黑塞哥維那及塞爾維亞	2.23	
4	Amity Foundation (Hong Kong) 愛德基金會(香港)	20.8.2014	Earthquake victims 地震災民	Rice, cooking oil, quilts, mosquito nets and folding beds 食米、食油、蚊帳、棉被及摺床	China - Yunnan 中國 - 雲南	6.32	
5	World Vision Hong Kong 香港世界宣明會	20.8.2014	Earthquake victims 地震災民	Rice and cooking oil 食米及食油	China - Yunnan 中國 - 雲南	3.07	
6	Oxfam Hong Kong 樂施會	20.8.2014	Flood victims 水災災民	Rice 食米	China - Guizhou 中國 - 貴州	1.02	
7	World Vision Hong Kong 香港世界宣明會	20.8.2014	Flood victims 水災災民	Rice, quilts and family kits 食米、棉被及家庭用品包	China - Hunan, Guizhou and Guangxi 中國 - 湖南、貴州及廣西	4.50	
8	Save the Children Hong Kong 香港救助兒童會	10.9.2014	Earthquake victims 地震災民	Family kits 家庭用品包	China - Yunnan 中國 - 雲南	4.00	
9	The Salvation Army 救世軍	10.9.2014	Earthquake victims 地震災民	Long sleeved crews, long johns and household kits 保暖長袖內衣褲及生活用品包	China - Yunnan 中國 - 雲南	3.68	
10	Oxfam Hong Kong 樂施會	10.9.2014	Earthquake victims 地震災民	Folding bed, waterproof fabrics and quilts 摺床、防水帆布及棉被	China - Yunnan 中國 - 雲南	5.61	
11	CSDCU Education Fund^{Note} 德教社教育基金^註	22.9.2014	Earthquake victims 地震災民	Coats and quilts 棉衣及棉被	China - Yunnan 中國 - 雲南	0.40	
12	Save the Children Hong Kong 香港救助兒童會	15.10.2014	Flood victims 水災災民	Blankets, tarpaulins, hygiene kits and solar lamps 毛氈、防水帆布、衛生包及太陽能燈	India - Jammu and Kashmir 印度 - 查謨-克什米爾邦	1.91	
13	CEDAR Fund 施達基金會	15.10.2014	Flood victims 水災災民	Rice, pulses, cooking oil, salt, blankets and polythene sheets 食米、豆子、食油、食鹽、毛氈及防水帆布	India - Jammu and Kashmir 印度 - 查謨-克什米爾邦	2.89	
14	World Vision Hong Kong 香港世界宣明會	24.10.2014	Flood victims 水災災民	Food kits, chlorine tablets, hygiene kits, non-food item kits and tarpaulins 食物包、氯片劑、衛生包、生活用品包及防水帆布	India - Jammu and Kashmir 印度 - 查謨-克什米爾邦	2.00	
15	World Vision Hong Kong 香港世界宣明會	17.3.2015	Flood victims 水災災民	Food kits, blankets, insecticide-treated nets and cooking sets 食物包、毛氈、蚊帳及煮食用具	Malawi 馬拉維	2.50	
Note 註	A first-time recipient of grant from the Disaster Relief Fund 首次獲得賑災基金撥款之救援機構					Grand Total 總數	47.21

DISASTER RELIEF FUND
RATIO OF BENEFICIARIES BY NATURE OF DISASTER FOR GRANTS APPROVED IN 2014-15
(AS AT 31 MARCH 2015)

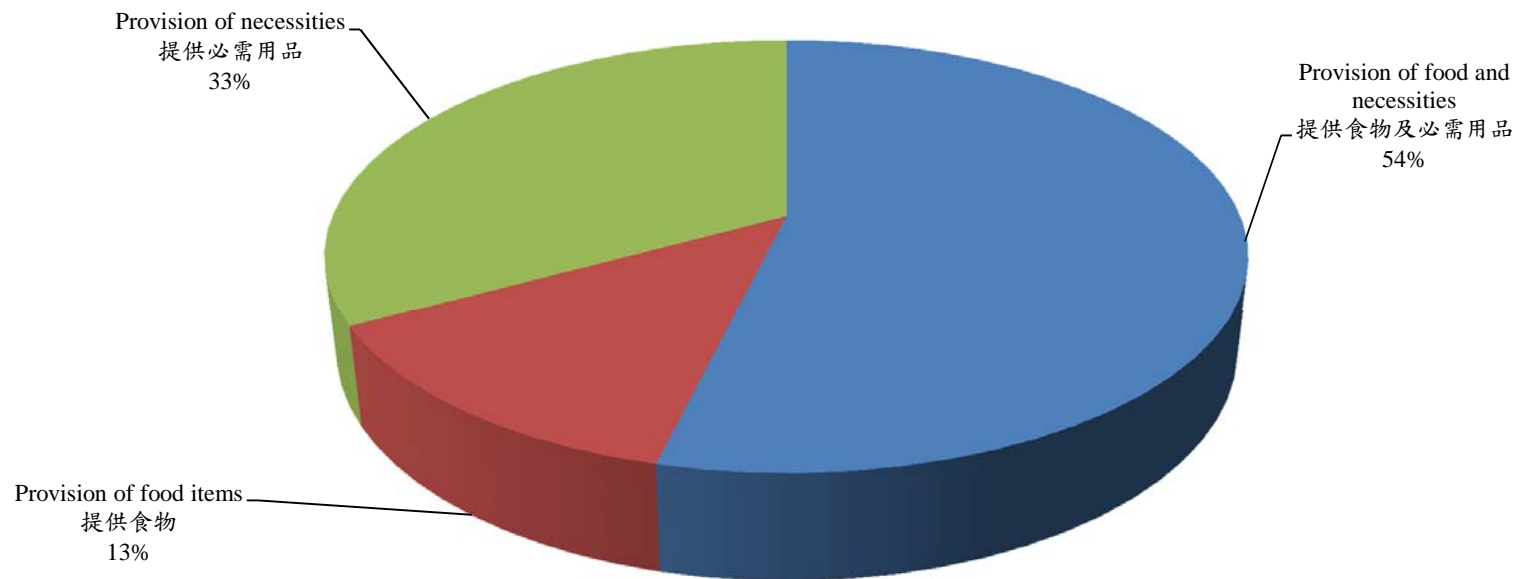
賑災基金
2014-15年度批出款項按災禍類別劃分的受惠人士比率
(截至2015年3月31日)



Total estimated number of beneficiaries : Around 520 000
預計受惠人士總數：約五十二萬人次

DISASTER RELIEF FUND
NATURE OF PROGRAMMES APPROVED IN 2014-15
(AS AT 31 MARCH 2015)

賑災基金
2014-15年度獲撥款賑災計劃的項目內容
(截至2015年3月31日)



Total number of grants 撥款項目總數：15

Food items include rice, pulses, cooking oil, salt, food kits and water kits, etc..
食物包括食米、豆子、食油、食鹽、食物包及食水包等。

Necessities include waterproof fabrics, mosquito nets, folding beds, quilts/blankets, hygiene items, household items, cooking utensils, baby kits, solar lamps, and warm clothes, etc..

必需用品包括防水帆布、蚊帳、摺床、棉被/毛氈、衛生用品、家居用品、煮食用具、嬰兒用品、太陽能燈及保暖衣服等。

**Guidelines for Grants from the Disaster Relief Fund
(July 2013)**

I. Coverage

- (1) Grants should only be made in cases of a specific disaster, not an on-going problem.
- (2) Grants should only be made in cases of disasters of such nature and scale that stimulate a response by the international community.

II. Assessment of Proposals

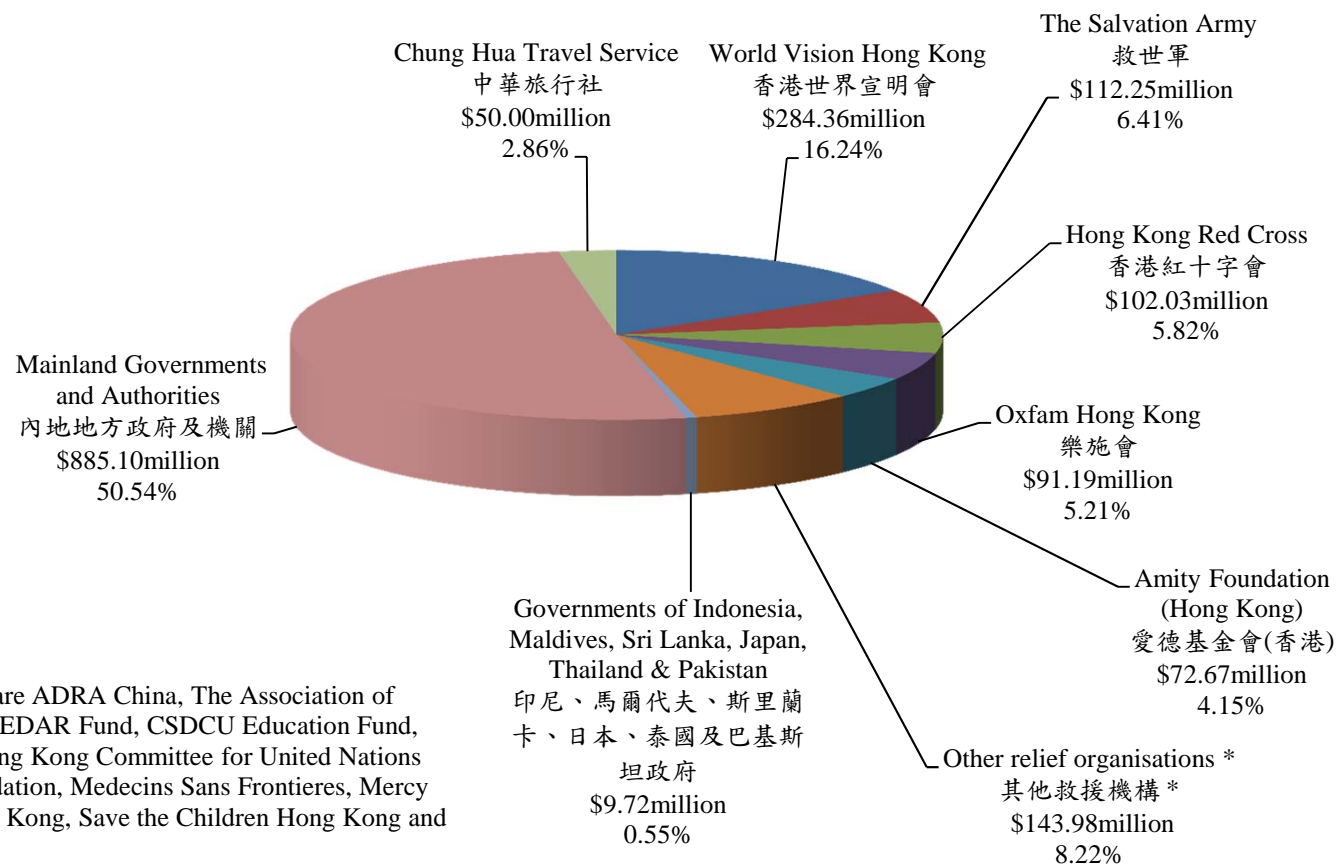
- (3) Grants should be made in response to-
 - (a) an appeal made to the international community by a government or a relief organisation for disaster relief aid in the country or locality concerned; or
 - (b) an application submitted by a locally registered relief organisation^{Note} for a disaster relief project being or to be carried out by the organisation. Retroactive funding is not supported.
- (4) The appeal/application should be based on humanitarian grounds. Political considerations will not be taken into account.
- (5) The appeal/application should have received a measure of public support in Hong Kong.
- (6) Any application by a relief organisation should be supported by a proposal outlining the nature and scale of the aid project, the number and type of beneficiaries and the size of grant required.
- (7) The relief organisation should have demonstrated a sound track record in providing similar types of disaster relief services and activities.

^{Note} The relief organisation should be a charitable organisation exempted from tax under Section 88 of the Inland Revenue Ordinance, Cap. 112.

- (8) The size of the grant should be sufficient to make an impact.
- (9) When there is more than one application of a similar nature and for the same disaster, regard should be given to the likely number of beneficiaries, the promptness with which the relief may be provided and the nature of the relief to be provided.

III. Conditions of Grant

- (10) Individual grants should take the form of one-off cash payments.
- (11) The grant should be given to the government concerned or to a reputable relief organisation in the field.
- (12) Up to 5% of the grant may be used to cover overheads or other administrative costs. The rest should be spent entirely on disaster relief services and activities.
- (13) The government/relief organisation concerned should be required to submit an evaluation report and/or an audited account as appropriate to the Government of the Hong Kong Special Administrative Region on the use of the grant within a specified period.



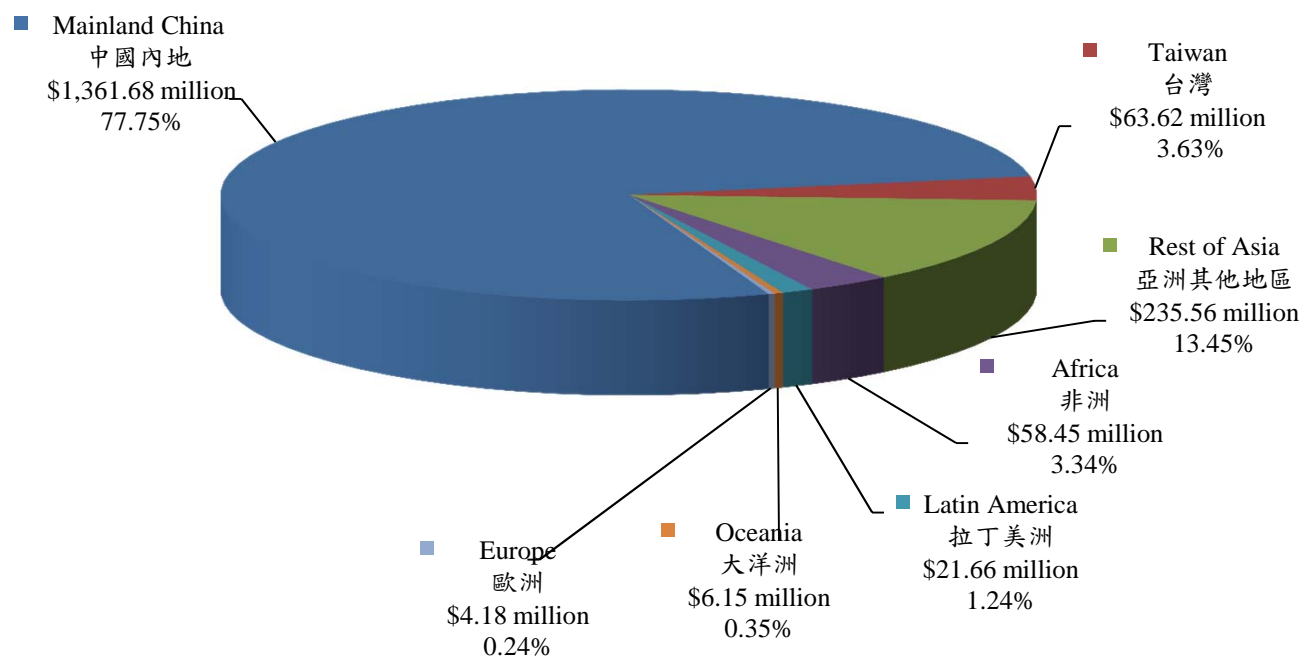
* The other relief organisations are ADRA China, The Association of Chinese Evangelical Ministry, CEDAR Fund, CSDCU Education Fund, Habitat for Humanity China, Hong Kong Committee for United Nations Children's Fund, Jian Hua Foundation, Medecins Sans Frontieres, Mercy Corps, Operation Blessing Hong Kong, Save the Children Hong Kong and Social Workers Across Borders.

*其他救援機構包括安澤國際救援協會(中國)、中國福音事工促進會、施達基金會、懲教社教育基金、中華仁人家園協會、聯合國兒童基金香港委員會、建華基金會、無國界醫生、國際美慈組織、慈福行動、香港救助兒童會及無國界社工。

Total grant: \$1,751.30 million
撥款總額：17.5130 億元

DISASTER RELIEF FUND
DISTRIBUTION OF GRANTS BY COUNTRIES/GEOGRAPHICAL REGIONS
SINCE ESTABLISHMENT OF FUND
(AS AT 31 March 2015)

賑災基金
 自基金成立以來按受助國家/地區劃分的撥款
 (截至2015年3月31日)



Total grant: \$1,751.30 million
 撥款總額：17.5130 億元

DISASTER RELIEF FUND
NUMBER OF PROGRAMMES APPROVED BY NATURE OF DISASTER
SINCE ESTABLISHMENT OF FUND
(AS AT 31 MARCH 2015)

賑災基金
 自基金成立以來按災禍類別劃分的撥款
 (截至2015年3月31日)

