

3. Details on Application: Application Eligibility, Application Procedure and Subsidy Payment

(D) Individual Arts Practitioners with Work Cancelled Due to the Epidemic

Application Eligibility [Category D]

- 3.22 Individual arts practitioners with work cancelled due to the epidemic are referred to as **Category D**.
- 3.23 **Category D** applicants should be Hong Kong residents with arts and cultural work in programmes (such as performances, exhibitions or associated key activities) originally to be held between 29 January and 30 June 2020 but are cancelled or postponed due to the epidemic and temporary closure of either venues under LCSD or other commonly used legitimate arts venues.
- 3.24 HKADC takes into account that HAB supports the arts sector with the Anti-epidemic Fund through arts and cultural organisations other than HKADC. To avoid subsidy overlap, some of the individual arts practitioners who may receive support from other organisations will not be covered by the HKADC Support Scheme. The work that individual arts practitioners is involved in does not include:
- LCSD’s cultural programmes/ presentations/ sponsored programmes (excluding LCSD’s sponsored venues/ ticketing);
 - Programmes presented by the nine major performing arts groups;
 - Programmes presented by the Hong Kong Arts Festival;
 - Programmes funded by HKADC’s “Project Grant”, “Matching Fund Scheme”, “Cultural Exchange Grant”, “Arts-in-School Partnership Scheme”, “Literary Arts Publication In Media Project” or “Hong Kong Literary Arts Archive”;
 - Arts teaching activities (please refer to clause 3.29);
 - Entertainment shows or trade shows in Hong Kong Convention and Exhibition Centre, Kowloonbay International Trade & Exhibition Centre, Hong Kong Coliseum, Queen Elizabeth Stadium, etc.
- 3.25 For arts practitioners working for grant recipients of HKADC’s 2019/20 “Year Grant”, “Literary Arts Platform Project” and “Eminent Arts Group Scheme” (i.e. Category A), ACDFS⁴ of HAB and Venue Partnership Scheme of LCSD, they may apply for subsidy under Category D for unpaid remuneration if they are not fully remunerated by the relevant arts organisations.
- 3.26 **Category D** is applicable for individual arts practitioners with affected school touring work (excluding arts teaching activities) originally to be held

⁴ Organisations that finished two Springboard Grants and those still receiving “Project Grants” in the 7th and 8th round of ACDFS funding exercise

between 29 January and 30 June 2020 but are cancelled/ postponed due to the epidemic. Individual arts practitioners with school touring work (including kindergartens, primary and secondary schools, tertiary institutes and special schools) commissioned/ engaged by Government Bureaux/ Departments and/or their Advisory & Statutory Bodies (e.g. Action Committee Against Narcotics, Corruption Prevention Advisory Committee of the Independent Commission Against Corruption, Standing Committee on Language Education and Research etc., excluding Leisure and Cultural Services Department) during the above affected period can apply for the subsidy.

3.27 Temporary closure of arts venues due to the epidemic

3.27.1 Eligible venues include:

- Performing arts venues under LCSD (excluding the Hong Kong Coliseum and Queen Elizabeth Stadium)
- Other commonly used legitimate arts venues such as West Kowloon Cultural District's venues for hire, Tai Kwun, Hong Kong Arts Centre, Jockey Club Creative Arts Centre, Cattle Depot Artist Village, Fringe Club, Asia Society Hong Kong Centre, Youth Square in Chai Wan, and Haw Par Music.

3.27.2 Eligible venues do not include:

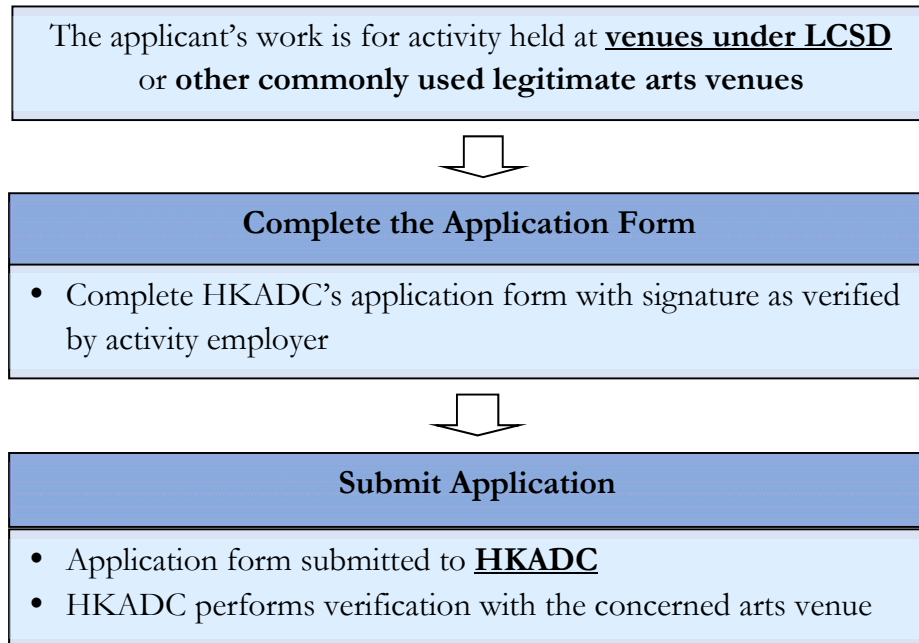
- Hong Kong Convention and Exhibition Centre, AsiaWorld-Expo, Kowloonbay International Trade and Exhibition Centre, community halls/centers, primary and secondary schools, commercial galleries and hotels, etc.

3.28 Applicants may apply subsidy for work from more than one arts activity. However, the maximum subsidy amount is \$7500 for each person.

3.29 As there are considerable number of privately taught arts courses, training courses and extra-curricular courses in the market, it is relatively difficult at the moment to identify and target arts educators with needs. Consequently, the current scope of the subsidy may not target all beneficiaries. Arts educators who give interest class in a school or a subvented non-governmental organisations may approach the Education Bureau or Social Welfare Department for the second round of the Anti-epidemic Fund.

Application Procedure [Category D]

3.30 Applicants can refer to the following application procedure flow chart:



3.31 Applicants must ensure that the employer for the affected activity signed and/or chopped the application form. Otherwise, HKADC is unable to process the application.

3.32 The application form can be downloaded from the HKADC website (<http://www.hkadc.org.hk>). Please send the completed application form to HKADC by e-mail at supportscheme@hkadc.org.hk, or by mail/in person to Hong Kong Arts Development Council at 10/F, 1063 King's Road. Please mark "Support Scheme for Arts & Cultural Sector" on the envelope if the application is by mail/in person. **Applicants do not need to send the same application to HKADC both by email and by mail/in person.**

Subsidy Payment [Category D]

3.33 In general, the HKADC Administration Office can complete processing the application within four weeks after receiving the application. HKADC will issue a notice by mail or e-mail to the individual arts practitioner applicant on the outcome of the application. The payment will be disbursed to the successful applicant through direct bank deposit.

“Support Scheme for Arts & Cultural Sector” Application Form

Introduction

- 1 The Legislative Council Finance Committee approved on 21 February the injection of \$30 billion into establishing the Anti-epidemic Fund under the Financial Secretary Incorporation Ordinance (Cap. 1015), and has channelled HK\$150 million to establish the “Arts and Culture Sector Subsidy Scheme”(“Scheme”). The “Support Scheme for Arts & Cultural Sector” is a one-time project launched by the Hong Kong Arts Development Council (HKADC) with funding provided by the Anti-epidemic Fund. HKADC is the implementation organisation for the Anti-epidemic Fund under the “Arts and Culture Sector Subsidy Scheme”.
- 2 This form is for “Support Scheme for Arts & Cultural Sector” applications by individual arts practitioners.
- 3 **Before completing the application form, please read the “Application Guideline”** and follow the listed guidelines, HKADC is expected to disburse the approved subsidy within approximately one month after receipt of an eligible application.
- 4 Please send the form by e-mail to supportscheme@hkadc.org.hk, or by mail to the HKADC Administration Office at 10/F, 1063 King’s Road, Quarry Bay, Hong Kong. Application submitted in person should be deposited in the collection box at HKADC Administration Office. Please **submit one application only** by e-mail/mail/in person. Multiple applications will delay application processing.
- 5 HKADC is entrusted by the government to process some of the “Support Scheme for Arts & Cultural Sector” applications. Personal data collected in this application form will be used by HKADC, Home Affairs Bureau or Leisure and Cultural Services Department for purposes related to Anti-epidemic Fund application. Any personal data provided will be handled in accordance with the Personal Data (Privacy) Ordinance (Cap. 486).
- 6 Data subjects have a right to request access to and correction of their personal data provided in the application form in accordance with the Personal Data (Privacy) Ordinance (Cap. 486). Requests for making access to and/or correction of personal data in the application form, please contact HKADC by phone at 2827-8786.
- 7 For enquiries, applicants are welcome to contact HKADC by phone at 2827-8786.

A. Personal Information

1.Chinese Name (as on ID card)	English Name (as on ID card)
2. HKID Card No. (including letter or digit in bracket)	
<input style="width: 100%; height: 20px; border: none; border-bottom: 1px solid black;" type="text"/>	
3.Contact Number	4. E-mail Address

B. Beneficiary’s Bank Information (To avoid any unnecessary delay in payment processing caused by inaccurate bank accounts’ details, successful applicants will be requested to provide copies of bank statement / bank book / ATM card for verification. All the information will be destroyed after completion of this “Scheme”)

1.Name of Account Holder (must be identical to name on ID card)	2.Bank Name
3. Bank Code Branch Code Account Number	
<input style="width: 100%; height: 20px; border: none; border-bottom: 1px solid black;" type="text"/>	

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Date Received	Application Number
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C. Detail on Arts Activities Affected by Epidemic (Required)

(a). Activities not funded by HKADC (Please use separate sheet if more than 3 activities)

Name of activity	Date of activity	Activity venue (e.g. Ko Shan Theatre, <u>Theatre</u>)	Position hired	Name & Contact no. of employer	Remuneration	Signature/Chop of employer
1.						
2.						
3.						

(b). Activities by Grant recipients of HKADC's "Year Grant", "Eminent Arts Group Scheme", "Literary Arts Platform Project", or LCSD's "Venue Partnership Scheme", or HAB's "Arts Capacity Development Funding Scheme" (Please use separate sheet if more than 1 activity)

Name of activity	Date of activity	Activity venue (e.g. Ko Shan Theatre, <u>Theatre</u>)	Position hired	Name & Contact no. of organisation/ responsible person	Original total amount of remuneration	Amount of remuneration paid	Amount of remuneration applied for	Signature/Chop of responsible person of organisation
1.								

(c). School Tour engaged/commissioned by Government Bureaux/Departments and/or Advisory and Statutory Bodies (Please use separate sheet if more than 1 activity)

Name of activity	Date of activity	Activity venue (e.g. Ko Shan Theatre, <u>Theatre</u>)	Position hired	Name of organizer	Name & Contact no. of organisation/ responsible person	Remuneration	Signature/Chop of responsible person of organisation
1.							

Total [(a)+(b) +(c)] : \$

D. Declaration (Please tick “✓” the boxes)

- I hereby declare that the information provided in this form are all accurate and authentic. I understand that if I knowingly or willfully make any false statement or withhold any information, it will render me liable to prosecution.
- I hereby declare that I read and understand fully the contents of this application form as well as the “Guide to Application”.

Signature of Applicant	Name of Applicant
	Date

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<p>[C(a)] Activity and venue information verified</p> <p>Activity 1. Yes / No</p> <p>Activity 2. Yes / No</p> <p>Activity 3. Yes / No</p> <p>Activity 4. Yes / No</p>	<p>[C(b)] Activity and venue information verified</p> <p>Activity 1. Yes / No</p>
Name/Title and Signature of Officer	Date

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<p>[C(a)] Activity and venue information verified</p> <p>Activity 1. Yes / No (Eligible : Y / N / D)</p> <p>Activity 2. Yes / No (Eligible : Y / N / D)</p> <p>Activity 3. Yes / No (Eligible : Y / N / D)</p> <p>Activity 4. Yes / No (Eligible : Y / N / D)</p>	<p>[C(b)] Activity and venue information verified</p> <p>Activity 1. Yes / No (Eligible : Y / N / D)</p>
	<p>[C(c)] Activity and venue information verified</p> <p>Activity 1. Yes / No (Eligible : Y / N / D)</p>
Name/Signature of Processing Officer and Date	Name/Signature of Supervising Officer and Date