

Nam Cheong Street Modular Social Housing

Guidance Note

1. Objective

“Sharing Economy” is the main concept of the project, it aims to develop a new living model which allows the households to share their belongings, skills and time. Through the sharing of daily necessities, skills and time, the households can establish a strong neighbourhood network among the household and the community.

2. Project Highlight

Library of Things:	Set up a sharing platform to promote the concept of "Library is Everywhere", encourage residents to contribute a small corner of their home to place their shared items to their neighbours.
Library of Skills:	To recruit and explore the skills / knowledge of the residents, such as hair cutting, homework tutoring, cooking etc., so that the residents can share their skills with each other.
Library of Times:	To promote the concept of "Time Sharing", households can earn time coupon by contributing their abilities or expertise, and exchange time coupon for the services and daily necessities they need.
Saving Matching Scheme:	To encourage households to prepare for the future, we encourage households to participate in the Saving Matching Scheme, which based on a 1:1 matching principle, with a maximum of \$200 per household per month. If the household save \$4,800 for two years, the household will receive our matching savings of \$4,800, as a contingency fund for leaving the scheme, such as home moving and purchase of new home furniture.

3. Unit Information

- **Location** : 202-220 Nam Cheong Street, Sham Shui Po, Kowloon

Total Units : 89

- **Types of unit:**

Types of unit	Nos. of Unit	Nos. of residents	Nos. of Households
1-person household unit (130 Square feet)	35	35	35
2-person household unit (179 Square feet)	29	58	29
3-person household unit (224-292 Square feet)	23	69	23
*Accessible units (293 Square Feet)	2	2-4	2
Total:	89	164 to 166	89

* If applying for an accessible unit, one of the family members must be a person with Non-temporary indoor dependence on wheelchair for mobility.

4. Fixture & Facilities

- 1 block with 4-storey, No elevator
- Each unit have separate toilet and bathroom with electric water heater, open kitchen with electric cooker
- Equipped with electric water heaters, exhausted fan and window-type air conditioner (* Subject to the Licensing agreement)

5. Fees

- Monthly rent, equal to the maximum level of the rent allowance under CSSA scheme and generally not exceeding 25% of household income benchmarking the rental assistance scheme of the Housing Authority
- Electricity & Water charges on "user pays" principle
- Deposit
- Stamp Duty
- Management Fee

6. Accommodation Period

- 2 years (**The exact date of occupation will be subject to the latest announcement by the Hong Kong Council of Social Service)

7. Terms and Conditions (* Subject to the Licensing Agreement)

- For residential use only;
- No drilling or hanging anything on the walls;
- No smoking inside the unit;
- No flames cooking inside the unit;
- No pets inside the unit without prior written consent of the Landlord

8. Eligibility

1. Living in subdivided units and having queued for Public Rental Housing (PRH) for not less than 3 years;
 - Currently living in inadequate housing; or
 - Low income family with urgent housing needs;
2. Having a full-time job or applied for Comprehensive Social Security Assistance (CSSA); or Eligible for PRH application i.e. the income and total net asset not exceeding the limits set out by Hong Kong Housing Authority
3. The unit will give priority to applicants who have not benefited from other forms of social housing schemes
4. Successful applicants are committed to adhere to the project concept of Nam Cheong Street Modular Social Housing, are willing to contribute to the neighborhoods, and actively participate in volunteer activities, including sharing things & skills with the neighborhood, etc.

9. Application Procedure

Open Application

Interested applicants please read the guidance notes carefully and prepare the relevant supporting documents before submitting the application; Please submit the completed application form and copies of relevant supporting documents by the following methods:

Online Application:

- Submit online application at the designated website <https://twsocialhousing.ievent.hk>. The applicant will instantly receive an Online Application Record (with Application No.) via this webpage and email as provided by the applicant after successfully submitted the application form and relevant supporting document. The applicant may print or save a copy of the said Online Application Record for reference or enquiries in future.
- If the application has been successfully submitted online, applicants do not have to submit again by post or by hand, otherwise it would be considered as duplicated application.
- Deadline for Online Application: 5:30 p.m. on 5 June 2020. (The applicant must complete filling in the requested information and press the 'Submit Application' button before the deadline).

Or

By mail:

- Download the application form, guidance notes and related attachments at <http://bit.ly/tungwah-socialhousing>;
- Please send the completed application form and copies of relevant supporting documents to: M Floor, Shop 5, Hong Ning House, Tung Fai Gardens, 17 Po Yan Street, Sheung Wan; (**Please indicate Application for "Nam Cheong Street Modular Social Housing" on the envelope)
- Deadline for application: 5 June, 2020 (*postmark date should not be later than the closing date). Applications which are delivered belatedly due to insufficient postage or returned to the applicants by post office will not be processed;
- A confirmation of receipt will be sent to the applicants within 14 working days after the deadline of application

Interview Arrangement

- Applicant and family members are requested to bring the original and copy of the supporting documents to attend the interview (see the list of supporting documents)
- Insufficient information / documents will delay the application processing or even result in disqualification of the application
- If the applicant is absent from the interview without prior notice, the application will be cancelled;
- Home visit will be arranged if necessary

Assessment Mechanism

✓ Housing Needs of the applicant

- Urgency of moving out from the present living place
- Environment and safety condition of current living place
- Relationship between the co-residents / neighbours
- Family and supportive network

✓ Contribution to the neighbourhoods

- Agree with the project rationale and propose realistic action plan to support neighbours and the community
- Willing to build up and practice the concept of “Library is Everywhere”
- Willing to contribute their time to participate in different community activities and services

✓ Ability of personal capabilities

- Ability of financial management
- Willing to Self-discipline and self-management and follow the rule of tenant agreement
- Emotion management and interpersonal skills
- Have a concrete and workable move out plan at the end of the agreement

Application Result and move-in arrangement

- The results of the interview will be announced between late June and mid-July, through telephone and written notice to the applicant;
- Successful applicants are required to reply the acceptance of offer within 7 working days after receiving the confirmation notice;
- The move-in arrangements will be subjected to the latest announcement by the Hong Kong Council of Social Service;
- The units allocated according to the actual needs of the applicant / family members;
- If there are large number of applications, the operator do not exclude the possibilities of drawing lots to decide the successful applicants. The result of the draw will be subject to our announcement.

10.



Enquiry Hotline : 9728 9622



socialhousing@tungwah.org.hk



南昌街組合社會房屋



Part 11 Supporting Documents

1. Identity Documents of Applicant and Family Members	
Copy of the identification documents of individual family members	<input type="checkbox"/> Hong Kong Smart Identity Card (for persons aged 11 or above) <input type="checkbox"/> Birth Certificate (for persons aged below 11) <input type="checkbox"/> One-way Permit / travel document / passport or related supporting documents (persons who have arrived in Hong Kong for less than 7 years, documents permitting them to land in Hong Kong with the stamp showing the initial date of entry are required).
Copy of relationship proof	<input type="checkbox"/> Birth certificate or notary public certificate. <input type="checkbox"/> Adoption or Appointment of Guardians documents issued by judicial authorities / government departments. <input type="checkbox"/> Declaration
Copy of documents on marital status for married persons	<input type="checkbox"/> Certificate of Marriage. For customary marriage celebrated in Hong Kong, the original of a statutory declaration. <input type="checkbox"/> For the spouse of an applicant / a family member who has no right to land in Hong Kong, a declaration specifying the same together with copy of the certificate of marriage and the identity document of his / her domicile (both front and back sides). <input type="checkbox"/> For a marriage registered on the mainland but without the relevant document, copy of the notary public certificate.
Divorced persons, unmarried single parent or widowed persons	<input type="checkbox"/> Copy of court order of divorce (for proceedings in Hong Kong, the certificate of making Decree Nisi Absolute (Divorce) (Form 6 or 7B)). <input type="checkbox"/> For applications including children under the age of 18, copy of the court order for the custody of children. <input type="checkbox"/> Copy of documents and declaration relating to divorce proceedings under process. <input type="checkbox"/> For separated cohabitants, the female should submit the original of a statutory declaration stating the date of separation after co-habitation and arrangements for the custody of child(ren); while the male should submit a copy of the court order for the custody of child(ren). <input type="checkbox"/> For deceased spouse, copy of the marriage certificate and death certificate. <input type="checkbox"/> Declaration.
Proof of Address	<input type="checkbox"/> Copy of any document bearing the Applicant's residential / correspondence address in Chinese / English (e.g. electricity or water bill).
Proof of rent	<input type="checkbox"/> Copy of rent receipt or tenancy agreement.
Proof of public housing application	<input type="checkbox"/> Copy of a blue acknowledgement card bearing an application number offered by the Hong Kong Housing Authority.
With pregnancy of 16 weeks or above	<input type="checkbox"/> Copy of medical proof issued by registered medical practitioners.
For having long term diseases/disabled family member	<input type="checkbox"/> Copy of medical / disability proof issued by registered medical practitioners or recognized medical personnel.
2. Income Proof and Relevant Declarations for Applicant and Family Members (For the past 6 months)	
Salaried employee (with a regular employer)	<input type="checkbox"/> Copy of Employer Certificate, tax bill, pay slip or bank passbook etc.
Salaried employee (with no regular employer) / Self-employed person	<input type="checkbox"/> Declaration with relevant documents
Comprehensive Social Security Assistance (CSSA) recipient	<input type="checkbox"/> Declaration on the source of financial support together with copy of documents indicating the amount of Comprehensive Social Security Assistance and the Certificate of Comprehensive Social Security Assistance Recipients (for Medical Waivers)
Where Applicant or Family Member are on retirement, unemployed or without any employment	<input type="checkbox"/> Declaration on the source of financial support
Deposit Record	<input type="checkbox"/> Copy of the deposit record of individual family members, e.g. bank passbook, monthly statement etc.
Leased / Vacant land / Landed properties	<input type="checkbox"/> Copy of the latest demand note for rates and government rent <input type="checkbox"/> Declaration
Other sources of income (dividends, bonus, Dividends/ giving-outs of insurance policies, regular interest on fixed deposits, pension, contributions from relatives, etc)	<input type="checkbox"/> Copy of pension documents <input type="checkbox"/> Declaration