

BEAT DRUGS FUND ASSOCIATION

FULL REPORT (Supplementary Report)

(To be completed by grantee within 2 months of completion of the project)

- (A) Project reference no.: BDF 130014
- (B) Project title: To purchase a 16-seater mini bus for Au Tau Youth Treatment Centre
- (C) Name of grantee: The Society for the Aid and Rehabilitation of Drug Abusers
- (D) Amount of grant approved: \$599,600.00 (including external audit fee)
- (E) Amount of grant spent: \$587,914.30 (excluding external audit fee)
 (Including those not yet claimed from the Association)
- (F) Date of commencement: 1 June 2014
- (G) Date of completion: 31 July 2015 (6-month mini-bus service period is not included)

(H) Evaluation on Output Indicators
 (Please list the output indicators as stated in the implementation plan and give an evaluation on the accumulative output achieved. Prior approval should be obtained from the Association in case of revision in output indicators or targets.)

	Description of Indicator (with targets)	Target Population	Output Achieved So Far and % of Target	Remarks (Please provide explanation for underachievement and report any remedial action taken (or planned))	For official use
Output indicator 1 (Updated as at 20 Apr 2016)	Utilization rate of the vehicle (No. of times used) during the first six months of service. (78 times of return trip)	All users of the vehicle	84 times of return trips. Output achieved.	Utilization record of the vehicle is attached in Form1.	<input type="checkbox"/> TM <input type="checkbox"/> TNM
Output indicator 2					<input type="checkbox"/> TM

	Description of Indicator (with targets)	Target Population	Output Achieved So Far and % of Target	Remarks (Please provide explanation for underachievement and report any remedial action taken (or planned))	For official use
					<input type="checkbox"/> TNM
Output indicator 3					<input type="checkbox"/> TM <input type="checkbox"/> TNM
Output indicator 4					<input type="checkbox"/> TM <input type="checkbox"/> TNM
Output indicator 5					<input type="checkbox"/> TM <input type="checkbox"/> TNM
Output indicator 6					<input type="checkbox"/> TM <input type="checkbox"/> TNM

- (I) Evaluation on Outcome Indicators
(Please list the outcome indicators as stated in the implementation plan and give an evaluation on the outcome. Relevant Excel data file should be submitted with this report. Prior approval should be obtained from the Association in case of revision in outcome indicators or targets.)

	Description of Indicator (with targets)	Evaluation Method Used (e.g. pre- and post-test survey, post-test survey, focus group, staff observation, participant's feedback form)	Data Collected Results	Remarks (Please report any remedial action taken (or planned) to improve programme effectiveness)	For official use
Outcome indicator 1	Not applicable.				<input type="checkbox"/> TM <input type="checkbox"/> TNM
Outcome indicator 2					<input type="checkbox"/> TM <input type="checkbox"/> TNM
Outcome indicator 3					<input type="checkbox"/> TM <input type="checkbox"/> TNM
Outcome indicator 4					<input type="checkbox"/> TM <input type="checkbox"/> TNM
Outcome indicator 5					<input type="checkbox"/> TM <input type="checkbox"/> TNM
Outcome indicator 6					<input type="checkbox"/> TM <input type="checkbox"/> TNM
Outcome indicator 7					<input type="checkbox"/> TM

	Description of Indicator (with targets)	Evaluation Method <u>Used</u> (e.g. pre- and post-test survey, post-test survey, focus group, staff observation, participant's feedback form)	Data Collected <u>Results</u>	<u>Remarks</u> (Please report any remedial action taken (or planned) to improve programme effectiveness)	<u>For official use</u>
					<input type="checkbox"/> TNM

- (J) Other Monitoring and Evaluation Mechanism
(If other monitoring and evaluation mechanism has been proposed under the project implementation plan, the status should be report here.)
Nil.

- (K) Results of individual activity within the report period **not** reported under sections (H) and (I)
(Please list, in order of the commencement dates of the activities, the names, dates, locations, brief description of the activities organised, and results achieved by each activity not reported under sections (H) and (I) of this form (in terms of the type, number and man-times of participants, the type and number of deliverables, and the case handled)

<u>S/N of Activity as in the IP^a</u>	<u>Name of Activity</u>	<u>Date</u>	<u>Location</u>	<u>Brief Description of Activity</u>	<u>Results Achieved</u> (in terms of the type, number and man-times of participants, the type and number of deliverables, and the case handled, etc.)	<u>For Official Use</u>
1	Confirmation of the specification of the 16-seater mini bus	June 2014		Specify the requirements of the 16-seater mini bus.	Confirmed the specifications of the 16-seater mini bus.	<input type="checkbox"/> TM <input type="checkbox"/> TNM
2	Contact suppliers	July 2014		Compile a list of potential suppliers.	A list of potential suppliers compiled.	<input type="checkbox"/> TM <input type="checkbox"/> TNM
3	Prepare and invite tenders	July / August 2014		Prepare tender invitations to be sent to the companies in the supplier list.	Sent out tender invitations to six companies in the supplier list.	<input type="checkbox"/> TM <input type="checkbox"/> TNM
4	Tendering procedure (tender invitations)	August 2014		Receive and open tender replies. Shortlist qualified tenderers. Form a tendering board.	A total of four replies were received. A tender board was formed.	<input type="checkbox"/> TM <input type="checkbox"/> TNM

<u>S/N of Activity as in the IP^a</u>	<u>Name of Activity</u>	<u>Date</u>	<u>Location</u>	<u>Brief Description of Activity</u>	<u>Results Achieved</u> (in terms of the type, number and man-times of participants, the type and number of deliverables, and the case handled, etc.)	<u>For Official Use</u>
5	Selection of tenderers	August 2014 – February 2015		Compare offerings from the shortlisted tenderers. Select and confirm the successful tenderer.	Tender board compared and considered all four offerings, and recommended to award the contract to Crown Motors Ltd. with the bid at the lowest price at HK\$587,914.30 after trade-in.	<input type="checkbox"/> TM <input type="checkbox"/> TNM
6	Seek approval from BDF	February 2015		Seek approval from BDF to endorse the award of contract to the successful tenderer.	Received approval from BDF on 12 Feb 2015 to proceed with the purchase of the 16-seater mini bus with Crown Motors Ltd.	<input type="checkbox"/> TM <input type="checkbox"/> TNM
7	Purchase of 16-seater mini bus and application of government licence	February 2015 – June 2015		Confirm order with the successful tenderer. Apply for government licence.	Order confirmation with Crown Motors Ltd. to purchase the 16-seater mini bus. Application of government licence with Transport Department. First registration completed by 10 June 2015.	<input type="checkbox"/> TM <input type="checkbox"/> TNM
8	Body colouring of the 16-seater mini bus	June 2015		Arrange body-colouring of the 16-seater mini bus. Apply for display of advertisement with Transport Department to show the required logos and wordings on the mini bus body.	Arranged body-colouring of the 16-seater mini bus. Application and obtaining approval from Transport Department for display of advertisement on the mini bus body.	<input type="checkbox"/> TM <input type="checkbox"/> TNM

<u>S/N of Activity as in the IP^a</u>	<u>Name of Activity</u>	<u>Date</u>	<u>Location</u>	<u>Brief Description of Activity</u>	<u>Results Achieved</u> (in terms of the type, number and man-times of participants, the type and number of deliverables, and the case handled, etc.)	<u>For Official Use</u>
9	Delivery of the 16-seater mini bus	End July 2015		Supplier to deliver the 16-seater mini bus.	The 16-seater mini bus was delivered to Au Tau Youth Treatment Centre on 27 July 2015.	
10	Project commences (Updated as at 20 Apr 2016)	1 August 2015 (To complete on 31 Jan 2016)		Project is to commence after the delivery of the 16-seater mini bus and last for 6 months	The 16-seater mini bus was put into service started from 27 July 2015.	
11	Projection completion and submission of project end report (Updated as at 20 Apr 2016)	1 February 2016 – 31 March 2016		Project completes after 6 months from the date of commencement.	Full report with 6-month mini bus service report attached in Form1.	
12	Auditing (Updated as at 20 Apr 2016)	April 2016 - June 2016		Audit of the project	To submit Audit Report a) covering 1 June 2014 to 31 May 2015, and b) covering 1 June 2015 to 31 July 2015.	

^a IP stands for Implementation Plan

- (L) Overall evaluation of the project
(Please assess whether and state how the objectives of the project as stated in your Beat Drugs Fund application for the project are achieved.)

This new 16-seater mini bus is an important vehicle to Au Tau Youth Treatment Centre (ATYC). It meets the daily transportation needs of ATYC for its trainees' admission, doctor's appointments, attending court hearings, purchase of daily necessities, visits of their families, as well as ATYC's staff, volunteers, social workers and visitors. It facilitates ATYC trainees' participation to external visits and activities including vocational training and examinations, games and contests, sessions of sharing, etc. These can not only enable their better understanding of the society's latest situation and needs so that they can more easily integrate into the society after discharge from the Centre, but also strengthen their self-confidence to resist taking drugs again after quitting.

- (M) Project slippage
(Please state if there has been any project slippage and give the reasons for the slippage.)
NIL.

- (N) Photographs (Updated as at 20 Apr 2016)
(Please provide, with brief description, the photographs, pamphlets, videos, publications, etc. concerning the project to the Association for reference. As this report and other materials produced may be made accessible to the members of the public through the library of the Hong Kong Jockey Club Drug InfoCentre and website of Narcotics Division, etc., prescribed consent should be obtained from the data subjects (especially the beneficiaries) concerned if the photographs can enable the identification of them. Otherwise, the related faces should be blurred or a note should be made here by the grantee that such photographs shall not be made available to the members of the public.)



Pic.1 Outlook of the 16-seater minibus (1)



Pic.2 Outlook of the 16-seater minibus (2)



Pic.3 Seatbelts installed (1)



Pic.4 Seatbelts installed (2)

Signature : _____

Name : Cheng Miu Nar

Job Title of the : Superintendent of Au Tau Youth Project-in-charge Centre

Telephone no. : 2478 7026

Date : 21 April 2016

Signature : _____

Name : Mr. Lee King Fai

Job Title of Senior Officer of : Acting Superintendent of Social Service grantee

Telephone no. : 2527 7723

Date : 21 April 2016

Official chop of :
the organisation

