

**“Enhancing Employment of People with Disabilities through Small Enterprise”
Project (3E Project)
Frequently Asked Questions (FAQ)**

1. Are there any restrictions on the business nature?

The business to be applied should be legal under the jurisdiction of HKSAR, and the number of persons with disabilities (PWD) employed for the business should not be less than 50% of the total number of persons on the payroll for the business. The business should be operationally viable and should be self-sustaining after three years following the date of commencement.

2. What is the eligibility criteria for application?

The applicant should be a statutory organisation or an organisation registered under the laws of the HKSAR (e.g. The Companies Ordinance¹ (Cap. 622), the Societies Ordinance (Cap. 151), etc.) that falls into one of the following categories –

- a charitable institution or trust of a public character with tax-exempted status under Section 88 of the Inland Revenue Ordinance (Cap. 112); or
- a social enterprise with experience for at least two years in the relevant field of the proposed business before submitting application; or
- a non-profit-making organisation with active engagement in welfare and charitable activities for at least two years before submitting application.

3. Can applicant organisations apply for the Project in collaboration with other parties?

To facilitate cross-sector collaboration, first-time applicants (i.e. applicants that do not have prior experience in the business nature/mode of operations of the proposed business) are encouraged to engage their own business advisors to provide guidance and business advice to enhance competitiveness and performance of the funded Businesses. Applicant should provide information on its business advisor which is expected to provide business advice to enhance competitiveness and performance of the business.

¹ Except for applicants registered as a company limited by shares.

If the business has not been exempted from tax under section 88 of Inland Revenue Ordinance (Cap. 112), the applicant should undertake in its contract signed with the Social Welfare Department (SWD) that no profit, remuneration or other benefit in money or money's worth shall be given by the Business to its founder, owner or any member of its board of directors. Profit distribution is not allowed. In any event, the profit derived should only be used for the creation of more employment opportunities and improvement of the working conditions for PWDs or other welfare purposes as approved by SWD.

4. Can applicant organisations apply for the Project in support of a business that has commenced operation?

No, businesses that have already commenced operation are not eligible to apply for the Project. Only applications for setting up a new business are eligible.

5. Is there any timeline for submitting the application?

Applications are received year-round. The Project Secretariat will conduct preliminary screening and may seek clarification or supplementary information from the applicant. The Project Assessment Panel will consider the proposal and formulate their recommendations on the applications.

6. Is there any funding limit?

The maximum amount of a grant is \$3 million per application.

7. How will the approved funding be disbursed?

Payment of the grant for the capital expenditure will generally be made on reimbursement basis. Disbursement of the operating grant will be based on specific milestones in the development of the Business, taking into account the circumstances of individual cases. Under normal circumstances, the grant for the operating loss will be paid quarterly to the applicant or it may be paid at any other intervals as considered appropriate by SWD.

For more details about the Project, please refer to the Guide to the Project ([link](#)) or contact the Project Secretariat at 3586 3446.

The Secretariat of “Enhancing Employment of People with Disabilities through Small Enterprise Project”

Social Welfare Department

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