

PROCEDURE FOR APPLICATION OF CASH GRANT

- A The Developer shall submit the following documents to apply for the Cash Grant, as part of their Development Application to URA for planning approval:
- i) Application Form (Appendix 2-2);
 - ii) Plans and Sections of the proposed Underground Pedestrian Link (UPL), clearly marking out and annotating the extent of the UPL and staircase, escalators, lifts, etc. which are intended to form part of the claim for the Cash Grant. The items to be claimed shall correspond to the items which have been set out in the “APPLICATION FORM FOR CASH GRANT.” (Appendix 2-2)
- B The approval of each application is subject to evaluation by URA and funding availability. ***URA will issue an in-principle approval letter stating the estimated reimbursement amount to the Developer***, if the application is successful. The final amount to be reimbursed is subject to the verification of the actual construction cost. ***Please note that the Provisional Permission/Written Permission for the Development Application shall not be taken as the in-principle approval of the Cash Grant.***
- C The Developer shall ***resubmit a new application for the in-principle approval of the Cash Grant***, if there is a subsequent change in the amount of funding required or if there is a change in extent, alignment or area of the UPL from the last WP plans for the development. This shall be ***done as part of an Amendment to the earlier WP submission***, and updated copies of the items set out in Paragraph A above shall be provided. Please note that any further changes in reimbursement amount is also subject to evaluation and funding availability at the point of application. If supported, a new in-principle approval letter reflecting the revised estimated reimbursement amount will be issued to the Developer, alongside the WP for the amendment submission.
- D The Developer is required to ensure that the Fixed, Variable components for the UPL Construction Works and the Consultancy fees and related costs to be claimed are clearly itemised and separately listed from other non-UPL items in the Tender documents for building the UPL, as set out in Part VI of Appendix 2-2.
- E The Developer is required to commence works on site within one year from the date of the first Cash Grant in-principle approval and complete the UPL within a five-year period from the date of the first Cash Grant in-principle approval, failing which URA shall have the right to withdraw the in-principle approval for the Cash Grant.

- F The Developer can seek reimbursement through the Scheme after receipt of Temporary Occupation Permit (TOP) or Certificate of Statutory Completion (CSC) for the UPL.

The documents to be submitted include:

- i) A valid in-principle approval letter from URA for the reimbursement of the cash grant
- ii) Application Form (Appendix 2-2) with the updated computations for the cash grant claim;
- iii) As-built Plans and Sections of the completed UPL and the items claimed, as in point ii of Paragraph A;
- iv) Contract documents incorporating priced bills of quantities of the separately itemised fixed and variable components for the UPL construction works;
- v) Documentation of actual construction cost of the completed UPL works supported by accepted quotations/variation orders, final payment/s including invoices, etc for the items claimed;
- vi) Temporary Occupation Permit (TOP) or Certificate of Statutory Completion (CSC); and

Certification by:

- 1) Qualified Person that the UPL has been completed according to the approved plans;
- 2) Professional Quantity Surveyor that the actual construction costs are based on the final amount paid which are true and correct in accordance with the works; and
- 3) Developer that the payments have been made according to the claimed items set out in the "APPLICATION FORM FOR CASH GRANT" and that the UPL has been completed according to the approved plans.