

















2016 - 2017 1st Round

HSIN CHONG - K.N. GODFREY YEH EDUCATION FUND FOR JOINT STUDENT PROJECTS

HK\$230,000

is available as subsidies for joint projects to be undertaken by students from at least three of the nine institutions:

City University of Hong Kong **Hong Kong Baptist University Hong Kong Shue Yan University Lingnan University** The Chinese University of Hong Kong The Education University of Hong Kong The Hong Kong Polytechnic University The Hong Kong University of Science and Technology The University of Hong Kong

Application form and details about the subsidies are available at the **Centre of Development and Resources for Students (CEDARS)**

3/F, Meng Wah Complex

Enquiries: 2859 2305 Website: http://cedars.hku.hk

Closing date for 1st Round: 28 November 2016

* Subject to the availability, the Fund will be open for the second round application some time in February 2017

Hsin Chong - K.N. Godfrey Yeh Education Fund for Joint Student Projects 2016 – 17 (1st Round)

The Incorporated Trustees of the Hsin Chong – K. N. Godfrey Yeh Education Fund will make available **HK\$230,000** to award subsidies for joint student projects to be undertaken by the nine institutions, namely, City University of Hong Kong, Hong Kong Baptist University, Hong Kong Shue Yan University, Lingnan University, The Chinese University of Hong Kong, The Education University of Hong Kong, The Hong Kong Polytechnic University, The Hong Kong University of Science and Technology and The University of Hong Kong.

PURPOSE

The purpose of the subsidies is to enhance mutual understanding and cooperation among students of the tertiary institutions and to encourage creative and constructive endeavours which are conducive to students' learning and overall development. A joint student project is a project that is organized jointly by students from *at least three or more tertiary institutions as listed above.* The project can be on any subject matter which may or may not be related to the applicants' subject of studies. The project can be undertaken locally or aboard.

ELIGIBILITY

The Fund shall be open for application by all *full-time* students of the nine institutions as individuals or student societies.

ASSESSMENT CRITERIA

Awards will be on a competitive basis, and consideration will be given to the overall merit of each application including creativity and originality of the project; its contribution to the promotion of student activities and student services in general and its overall viability in implementation. Priority will be given to worthwhile projects which involve a large number of students whether as participants or organizers.

AMOUNT OF AWARD

The award is intended as a subsidy for encouragement of project. Normally they only cover part of the total expenses required. However, full subsidies may be awarded for distinguished projects. Successful applicants are expected to make proper acknowledgement of the Incorporated Trustees of the Hsin Chong – K. N. Godfrey Yeh Education Fund on the promotion materials of their projects.

PROJECT COMPLETION DATE

Under normal circumstances projects must be completed on or before 31 August 2017.

REIMBURSEMENT OF FUND

All recipients are required to submit to *the Centre of Development and Resources for Students (CEDARS)* a report, a financial statement together with *original receipts of expenditures within ONE month upon completion of the project* for onward submission to the Secretary of the Selection Committee for Hsin Chong - K.N. Godfrey Yeh Education Fund for Joint Student Projects. The Secretary of the Selection Committee will arrange payment to the project leader if the report and the financial statement are in order.

ADMINISTRATIVE PROCEDURES

- 1. The Selection Committee will assess the applications and make recommendations to the Secretary of the Trustees for approval of the Board.
- 2. The Secretary of the Selection Committee will inform the applicants of the result of their applications. Such information will also be sent to the nine institutions for information.
- 3. Allocation of project funds would be in the form of reimbursement.

4. The work schedule will be as follows:

Date/Period

Invitation of 1st round applications November 2016

Deadline for submission of applications 28 November 2016

Assessment of applications

(Interviews will be conducted if necessary)

Early December 2016

Recommendations to Hsin Chong December 2016

Commencement of projects December 2016

Announcement of results January - February 2017

Completion of projects End of August 2017

Submission of report, financial statement &

original receipts

Within one month upon completion of

project

Application form and details about the subsidies are available at the Centre of Development and Resources for students (CEDARS)

Hsin Chong - K.N. Godfrey Yeh Education Fund for Joint Student Projects

Application Form 2016-17 (1st Round)

(Please type or write clearly in black)

Signature of Project Leader	Chop of Society Date (if applicable) ***********************************	
Contact Telephone No	Email	
Institution & Faculty/Department		
Society being represented & Position	(if relevant)	
Name	Student No	
Particulars of the Second Contact Pers	rson	
Contact Telephone No	Email	
Address		
Course & Year of Studies		
Institution & Faculty/Department		
Society being represented & Position	(if relevant)	
Name	Student No	
Particulars of Project Leader		
Amount of Subsidy Approved by Oth	ner Organizations / Under Application (HK\$)	
Amount of Subsidy Applied (HK\$) _		
Name of Proposed Project		

Please attach a proposal which gives details of the following:

- A. Particulars of Project Organizers
 - For Student Societies: Name of societies and respective institutions
 - For individuals: Name of students with respective institutions, faculties/departments, course and year of studies, address & contact no.
- B. Particulars of the Proposed Project
 - Objectives, methods in achieving the objectives, proposed dates, proposed venue (if conducted locally), destination & itinerary (if conducted abroad), details of target participants (no. of students & staff from each institution, other participants), contribution to the promotion of student activities and student services in general.
- C. Budget plan (subsidies expected from Hsin Chong, other subsidies approved by other organizations or under application, other sources of income and expenditures in details)

Completed application form together with the detailed proposal should be sent to the Centre of Development and Resources for Students (CEDARS). For enquiries, please contact CEDARS at 2859 2305 (3/F, Meng Wah Complex).

Name of advisor	Tel. No
Position	
racuity/Dept	Institution/Organization
	Date
Signature	Date
Signature	
Signature Recommendation by staff of this studying.	Date
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(Information provided in this application form will only be used for processing the application for Hsin Chong - K.N. Godfrey Yeh Education Fund for Joint Student Projects 2016-17. The application form and supporting documents will not be returned.)