Hsin Chong - K.N. Godfrey Yeh Education Fund for Joint Student Projects 2023 – 24 (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 ten 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 Hang Seng 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 ten 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 2024.

REIMBURSEMENT OF FUND

All recipients are required to submit to the ***Student Development Services*** in which the project leader is studying a report, a financial statement together with ***original receipts of expenditures within one month upon completion of the project or on 16 September 2024, whichever is earlier*** 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 results of their applications. Such information will also be sent to the ten 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	9 October – 8 November 2023
Deadline for submission of applications	8 November 2023
Assessment of applications (Interviews will be conducted if necessary)	The week between 27 November and 6 December 2023
Recommendations to Hsin Chong	On or before 13 December 2023
Commencement of projects	December 2023
Announcement of results	Mid - January 2024
Completion of projects	End of August 2024
Submission of report, financial statement & original receipts	Within one month upon completion of the project or Mid-September 2024, whichever is earlier

Application form and details about the subsidies are available at
https://www.cityu.edu.hk/sds/web/studentlife_funds.shtml