

**The Cheng YH and Chan LY Millennium Trust 2024 Application Guidelines**  
**(Hong Kong SAR)**

**1. Aim**

The Cheng YH and Chan LY Millennium Trust was set-up to enable deserving students who may wish to embark on a dedicated academic programme, special interest course or community-based project. In this regard, the academic programme could be a specific course (outside of the student's main course of study), the special interest could be learning a skill and the community project could be to benefit certain segment of the society or neighbourhood.

**2. Value and Scope**

The Trust will provide a grant amount per selected submission of between HKD20,000 and HKD60,000.

The grant is applicable for the following activities:

- i) Dedicated academic programme
- ii) Special interest course
- iii) Community-based project

The grant will cover the following expenses (where applicable):

- Programme fees
- Project seed money
- One-time return flight on economy class
- Overseas lodging

Please note that the grant will not cover the tuition fees for your main course of study.

**3. Selection Criteria**

Applicants will be selected based on demonstrated passion through co-curricular achievements or otherwise, as well as financial capability.

**Eligibility:**

- i) Hong Kong SAR permanent resident, or has the right of abode in Hong Kong SAR

- ii) Full-time Diploma or Undergraduate student enrolled at one of the following schools as of 31 December 2023:
- City University of Hong Kong
  - The University of Hong Kong
  - The Chinese University of Hong Kong
  - Hong Kong Baptist University
- iii) Receiving financial assistance from [Tertiary Student Finance Scheme \(TSFS\)](#) or [Financial Assistance Scheme for Post-secondary Students \(FASP\)](#)

*Note: The Cheng YH and Chan LY Millennium Grant reserves the right to request more information and additional supporting documents if necessary.*

#### **4. Required Documents**

Applicants should provide the following:

- i) A completed copy of The Cheng YH and Chan LY Millennium Trust 2024 Application Form with all supporting documents
- ii) Proof of Income of all working members in the household, e.g. Salary statement / Employer's Return of Remuneration and Pensions [IR56B] / Notification by an employer of an employee who is about to cease to be employed [IR56F] / Return of payroll emoluments for civil servant [IR56C] / Notification of remuneration paid to persons other than employees [IR56M], etc
- iii) A photocopy of your HKID card (front and back) and student ID card
- iv) Notification of Result for TSFS or FASP showing award of financial support, and amount of grant / loan awarded
- v) Photocopies of other financial aid awarded for the same project / course / activity
- vi) Photocopies of scholarships / grants / financial aid awarded (if any)

#### **5. Application Process**

The Cheng YH and Chan LY Millennium Trust 2024 will open for application on **15 November 2023**. Applications must be submitted by email to:

[TCYH CLY MillenniumTrust Secretariat@mapletree.com.sg](mailto:TCYH_CLY_MillenniumTrust_Secretariat@mapletree.com.sg)

The application will close on **15 January 2024**. Late or incomplete submissions will not be considered.

Shortlisted applicants will be notified via email by **31 January 2024**.

Shortlisted applicants will need to attend an in-person interview on or about **15 February 2024**.

Successful applicants of the Grant will be notified by **1 March 2024**.

Funding will be disbursed to successful applicants by **15 March 2024**.

## **6. Interview Date and Venue**

The interview will be held on or about **15 February 2024**. Applicants will be advised on the interview venue and timing, should they be shortlisted.

## **7. Interview Process**

The shortlisted applicant will be assessed by a panel of judges during an interview.

## **8. Deliverables**

The programme or project funded by the Grant should conclude by **15 August 2024**.

Recipients of the Grant will be required to submit the following by **31 August 2024**.

- i) A write up of not more than 500 words, and photos to share your learning experience/journey and how the Grant benefitted you

## **9. Contact Us**

Should you have questions, please reach out to

[TCYH CLY MillenniumTrust Secretariat@mapletree.com.sg](mailto:TCYH_CLY_MillenniumTrust_Secretariat@mapletree.com.sg).

**The Cheng YH and Chan LY Millennium Trust 2024**  
**Checklist and Application Form (Hong Kong SAR)**

Applications must be submitted by **email** to:

**[TCYH CLY MillenniumTrust Secretariat@mapletree.com.sg](mailto:TCYH_CLY_MillenniumTrust_Secretariat@mapletree.com.sg)**

Closing date: **15 January 2024**

Late or incomplete submissions will not be considered.

Shortlisted applicants will be notified via email by **31 January 2024**.

**1. THE CHENG YH AND CHAN LY MILLENNIUM TRUST APPLICATION CHECKLIST**

Please submit all required documents in this checklist:

- A completed copy of The Cheng YH and Chan LY Millennium Trust 2024 Application Form
- Proof of Income of all working members in the household
- A photocopy of your HKID card (front and back)
- A photocopy of your student ID (front and back)
- Notification of Result for TSFS or FASP showing award of financial support, and amount of grant / loan awarded
- Photocopies of other financial aid awarded for the same project / course / activity
- Photocopies of scholarships / grants / financial aid awarded (if any)
- Any other supporting documents

**Important Notes:**

Please  tick the relevant boxes in the application form below. Submit the completed and signed application form with all the required documents by **15 January 2024** to The Cheng YH and Chan LY Millennium Trust.

**Important Dates:**

- Application opening: **15 November 2023**
- Application closing: **15 January 2024**
- Shortlisted applicants will be notified by: **31 January 2024**
- Interview date: **on or about 15 February 2024**
- Successful applicants to be notified by: **1 March 2024**
- Funding disbursed to successful applicants by: **15 March 2024**
- Programme or project funded by the Grant to conclude by: **15 August 2024**
- Grant recipients to submit write up and photos by: **31 August 2024**

**2. APPLICANT'S PERSONAL PARTICULARS**

Name in English (as in HKID card):	Please attach a passport-sized photograph:  <div style="border: 1px solid black; width: 150px; height: 150px; margin: 20px auto; text-align: center;">           Attach photo here         </div>
Name in Chinese (if there is a Chinese name in HKID card):	
Date of Birth (DD/MM/YYYY):	
Age (as of 31 Dec 2023):	
HKID Card No.:	
Nationality:	Have the Right of Abode in Hong Kong SAR <input type="checkbox"/> Yes <input type="checkbox"/> No
Residential Address:   Mailing Address (if different from Residential Address):	

<b>Email Address:</b>		<b>Contact No.:</b>		
<b>Education Institution &amp; Course of Study (if any):</b>		<b>Year of Study:</b>		
<b>Level of Study:</b> *Full-time students only <input type="checkbox"/> Diploma <input type="checkbox"/> Undergraduate Degree <input type="checkbox"/> Others (please state):				
<b>3. FAMILY'S PERSONAL PARTICULARS</b>				
<b>Relationship to Applicant</b>	<b>Full Name (as in HKID / Passport)</b>	<b>DOB (DD/MM/YYYY)</b>	<b>Occupation (If student, please state which level e.g. Pri, Sec, Uni, etc)</b>	<b>Gross Monthly Income (HKD) (Please attach Proof of Income in your application)</b>
<i>Note: The Cheng YH and Chan LY Millennium Trust reserves the right to request more information and additional supporting documents if necessary.</i>				
<b>Adjusted Family Income (AFI) provided in TSFS or FASP application</b>				
AFI= $\frac{\text{Gross annual family income} - \text{Deductible medical expenses (Note 1)}}{\text{Number of family members} + 1 \text{ (Note 2)}}$				
Notes: 1. Only the medical expenses incurred by the applicants and/or their family members who are chronically ill or permanently incapacitated are deductible from family income. Applicants should provide the relevant medical receipts for the period from 1 April 2022 to 31 March 2023. The maximum amount of deductible medical expenses for each family member in the 2023/24 academic year is \$22,790.				
2. For single-parent families of 2 to 3 members, the "plus 1 factor" in the divisor of the AFI formula will be increased to "plus 2".				
(e.g. HKD184,000 gross monthly – HKD0 deductible medical expenses ÷ 4 family members + 1 = HKD36,800 Adjusted Family Income)				
<b>HKD _____</b>				

**Net Asset Value per Family Member** provided in TSFS or FASP application

Net Asset Value per Family Member=

$$\frac{\text{Total net value of the family's fixed assets and liquid assets}^{(\text{Note 3})}}{\text{number of family members}}$$

Notes: 3. Excluding the value of the family's first home and the assets of the applicants' grandparents and siblings.

Debts of family members are not deductible from the total value of family assets.

**HKD** \_\_\_\_\_

**Please state your source(s) of funds for daily expenses if you are receiving external aid:**

\*please attach relevant documents in your application.

- Private / Government Financial Aid (e.g. TSFS / FASP / NLSPS, etc)       Others:

Name of Scheme:

**Are you currently receiving or pending to receive any external scholarships / bursaries / grants / subsidies? \*If yes, please attach relevant documents in your application.**

- Yes                                       No

**Type of Residence:**

- Public Housing (Room Type:      )       Private Housing (flat / apartment)       Private Housing (other types e.g. villa / bungalow / village house, etc)

**Ownership of Residence:**

- Rented                                       Partially Paid                                       Fully Paid

**4. DETAILS OF PROPOSED PROJECT / COURSE**

**Name of Proposed Project / Course:**

\*Please note that the grant will not cover the tuition fees for your main course of study.

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**Name of School / Company / Course Provider (if applicable):**

**Are you currently receiving or pending to receive any other financial support for this project / course? \*If yes, please attach relevant documents in your application.**

- Yes                                       No

**Expected Duration:**

**Start Date:**

**End Date:**

**Country of Programme / Project:**

- Local (Hong Kong SAR)       Overseas

Please state country:

**Provide an overview of the proposed project and how the grant will help to further your learning and development (not more than 500 words):**

**Targets to be achieved:**

**If the above proposal is an academic course or learning programme, please confirm and provide details if you have already applied and been accepted:**

- Yes (provide details):       Not Applicable

**If the above proposal is a community project, please confirm if you (or your team as the case may be) have already implemented the project, or if the project has been implemented based on information available you:**

- Yes       Not Applicable



**Any other information which you wish to disclose which may be useful for the Trustees to consider and review the application (not more than 200 words):**

**5. BREAKDOWN OF EXPENDITURE**

*\*please attach any documentation relating to applicable fees where possible*

*\*you may attach a separate document if you need more space*

<b>S/N</b>	<b>Item</b>	<b>Cost (HKD)</b>
1		
2		
3		
4		
5		
6		
7		
8		
<b>Total Grant Amount Requested:</b>		<b>HKD</b>

**6. DECLARATION BY APPLICANT**

I hereby declare that all the particulars given and informed in this application are true and correct. I did not willfully withhold or suppress any other relevant information.

I understand that:

- Submission of any false information will render my application void.
- The Cheng YH and Chan LY Millennium Grant's decision is final and it reserves the right not to disclose its reasons for approving or disapproving an application.
- The Cheng YH and Chan LY Millennium Grant reserved the right to withdraw, suspend or terminate the scholarship at any time if any conditions are not met.
- The Cheng YH and Chan LY Millennium Grant reserves the right to claim for reasonable compensation if the scholarship is terminated due to conditions not being met by the recipient.

By submitting my personal data and my family members' personal information, I consent to The Cheng YH and Chan LY Millennium Grant contacting me and sending me more information about the scholarship. I also consent to the use of my contact details by The Cheng YH and Chan LY Millennium Grant to contact me and send me more information about The Cheng YH and Chan LY Millennium Grant's activities.

\_\_\_\_\_  
**Signature of Applicant**

(Signature of Parent/Guardian if applicant is under 18 years old)

**Date:**