



# 2020 – 2021

## 2<sup>nd</sup> Round

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

**HK\$55,880**

is available as subsidies for joint projects to be undertaken by students from **at least three** of the ten 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 Hang Seng 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  
**Centre of Development and Resources for Students (CEDARS)**

Website: <http://cedars.hku.hk> Enquiries: 39172305

Closing date for 2<sup>nd</sup> Round: **10 March 2021**

# **Hsin Chong - K.N. Godfrey Yeh Education Fund for Joint Student Projects 2020 - 21 (2<sup>nd</sup> Round)**

The Incorporated Trustees of the Hsin Chong – K. N. Godfrey Yeh Education Fund will make available **HK\$55,880** 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 abroad.

## **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 2021.

## **REIMBURSEMENT OF FUND**

All recipients are required to submit to 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 ten institutions for information.
3. Allocation of project funds would be in the form of reimbursement.
4. The work schedule will be as follows:

	<u>Date/Period</u>
Invitation of 1 <sup>st</sup> round applications	22 February – 10 March 2021
Deadline for submission of applications	10 March 2021
Assessment of applications (Interviews will be conducted if necessary)	Mid to Late March 2021
Recommendations to Hsin Chong	Late March 2021
Commencement of projects	Late March 2021
Announcement of results	April 2021
Completion of projects	End of August 2021
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)  
and the webpage of CEDARS (<http://cedars.hku.hk>)**

**Hsin Chong - K.N. Godfrey Yeh Education Fund**  
**for Joint Student Projects**  
**Application Form 2020-21 (2<sup>nd</sup> Round)**  
(Please type or write clearly in black)

1. Name of Proposed Project \_\_\_\_\_
2. Amount of Subsidy Applied (HK\$) \_\_\_\_\_
3. Amount of Subsidy Approved by Other Organizations / Under Application (HK\$) \_\_\_\_\_
4. Particulars of Project Leader  
Name \_\_\_\_\_ Student No. \_\_\_\_\_  
Society being represented & Position (if relevant) \_\_\_\_\_  
Institution & Faculty/Department \_\_\_\_\_  
Course & Year of Studies \_\_\_\_\_  
Address \_\_\_\_\_  
Contact Telephone No \_\_\_\_\_ Email \_\_\_\_\_
5. Particulars of the Second Contact Person  
Name \_\_\_\_\_ Student No. \_\_\_\_\_  
Society being represented & Position (if relevant) \_\_\_\_\_  
Institution & Faculty/Department \_\_\_\_\_  
Contact Telephone No \_\_\_\_\_ Email \_\_\_\_\_

\_\_\_\_\_  
Signature of Project Leader

\_\_\_\_\_  
Chop of Society  
(if applicable)

\_\_\_\_\_  
Date

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**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 via email ([cedars@hku.hk](mailto:cedars@hku.hk)) to the Centre of Development and Resources for Students (CEDARS). For enquiries, please contact CEDARS at 3917 2305 (3/F, Meng Wah Complex).**

6. To facilitate the consideration of Selection Committee, please invite your advisor to comment on the proposed project.

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Name of advisor \_\_\_\_\_ Tel. No. \_\_\_\_\_

Position \_\_\_\_\_

Faculty/Dept \_\_\_\_\_ Institution/Organization \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

7. Recommendation by staff of Centre of Development and Resources for Students (CEDARS).

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Name of staff \_\_\_\_\_ Tel. No. \_\_\_\_\_

Position \_\_\_\_\_ University/Institution \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_