

Special funding for Innovative Student Engagement Activities

Background:

To encourage the recognized Student Societies organize more innovative activities that can reach out to more students and promote stronger sense of belonging to OUHK, the Committee on Student Affairs has introduced the special funding for Innovation Student Engagement Activities at its 76th meeting.

Purposes of the Fund:

1. To promote stronger sense of belongings to OUHK through the activities organized by student societies and OUHKSU.
2. To encourage students in organizing more innovative activities, so as to develop their leadership skills, interpersonal skills.

The application details are as shown as following table:

1. Eligibility:	<ul style="list-style-type: none">- This is open to all recognized student societies and they are welcome to conduct joint activities.- The budget has to be commensurate with the size of the participants. Any endorsed programme is eligible to apply for programme funding capped at a ceiling of \$200 per head with an overall ceiling of \$40,000. Final decision rests with Committee on Student Affairs.- The proposed activities should not apply or should not have applied for funding through the regular exercise at the same time.- The actual attendance list has to be submitted for audit purpose.- Any substantial deviation below target may result in reduced subsidy.
2. Required documents:	<ul style="list-style-type: none">- Programme proposals should be submitted to Student Affairs Office on or before designated deadline.- Clear objective(s), budget, programme details, intended outcomes should be mentioned in the proposal as well.

3. Selection criteria:	1) Alignment with the objective of promoting sense of belonging; 2) Innovation of the programme proposed; 3) Scale; and 4) Value for money.
4. Submission deadline:	1 st batch: 5 February 2018 2 nd batch: 24 September 2018 3 rd batch: 4 February 2019
5. Reimbursement procedures:	<ul style="list-style-type: none"> - The applicant must submit an evaluation report with profit and loss statement, supported with original copies of receipts. The evaluation report must be signed by the Chairman and Treasurer with society stamp. The signed report with supporting documents should be submitted to SAO within two months after the completion of the activity. - The applicant must submit five photos of the activity to report the number of audience during the event. - A form of Activity Report and Reimbursement Claim (Form S_ARRC) could be used for reimbursement claims. - Late submission would not be processed and no reimbursement would be made.

The Best Programme awards will be given to the organizing committees of the 4 programmes which are the best and the details are as shown as following:

Best programme awards:	4 Awards of \$3,000 will be given to the organizing committees of the 4 programmes which are the best in terms of: <ul style="list-style-type: none"> - Promoting sense of belonging - Innovation - Size of audience - Most Cost-effective
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Please contact your designated SAO staff of your society for any further enquiries.