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| **Gifted Education Fund**  **Programme No.**  **(for official use)**  **Application for Funding Support to Provide**  **Off-school Advanced Learning Programmes for Gifted Students[[1]](#footnote-1)**  **Application Form** |

Please read the **Guide to Applicants** carefully before you fill out this application form. This form can be downloaded from the website of Application for Funding Support to Provide Off-school Advanced Learning Programmes for Gifted Students.

(<https://www.edb.gov.hk/en/curriculum-development/curriculum-area/gifted/ge_fund/gef/asp.html>)

One application form should be completed for each programme. An organisation may submit more than one application. The application form this year has been updated and **previous application forms are no longer valid and acceptable**.

**Part A Programme particulars**

1. Title of programme:

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| (English) |
| (Chinese) |

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| 2. | Theme(s) of programme (delete as appropriate):  STEAM-related Mentorship Programme/ Humanities and Social Science Research Programme/ Apprenticeship and Entrepreneurship Programme/ Self-initiated Research Study/ Others (please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) |
| 3. | Target beneficiary (*preferably between 20 to no more than 50 students; e.g. 20 students at Secondary 2 and 3)*: |
| 4. | Programme period: Total \_\_\_ months [preparation *(preferably within 3 months)*: \_\_\_ months; programme delivery *(preferably within 6 to 9 months)*: \_\_\_ months] |
| 5. | Grant sought: Total HK$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 6. | Particulars of organisation:   |  |  |  | | --- | --- | --- | |  | **Applicant organisation** | **Supporting organisation(s) (if any)** | | Name (English) |  |  | | Name (Chinese) |  |  | | Head of organisation[[2]](#footnote-2) |  |  | | Post title |  |  | | Address |  |  | |
| 7. | Particulars of programme leader: |

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| --- | --- | --- | --- |
| Name and post | (English) | | |
| (Chinese) | | |
| Telephone number | (Office hours) | (Outside office hours) |  |
| Email address |  | Fax number |  |

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| **Part B Summary of programme proposal**  Please provide a summary of the proposed programme below in **one A4 page with font size no smaller than 12**. |
| |  |  | | --- | --- | | 1. | Goals and objectives: | | 2. | Selection mechanism of gifted student participants *(e.g. information provided in the student application form/ a written test/ an interview)*: | | 3. | Programme implementation:  Major preparation work *(e.g. manpower arrangement, preparation of programme materials)*  Brief description of the programme *(e.g. Phase 1: 30 hours of general introduction to foundation knowledge and skills related to meteorology; Phase 2: 30 hours of in-depth study of more advanced topics; Phase 3: 3 months of independent project under mentorship; Phase 4: Showcase of students’ achievement in a public event)*  Duration and frequency of meeting *(e.g. 9 months [one 3-hour lesson/ meeting per week])*  Manpower and staff recruitment *(e.g. recruitment of 1 full-time programme assistant to assist in the administration of the programme)*  Collaboration with other parties/ organisations *(e.g. collaboration with a local professional body)* | | 4. | Grant sought and expenditure items (in HK$):   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Staff Cost | Equipment | Services | General expenses | Contingency | Others  (please specify) | Total grant sought | |  |  |  |  |  |  |  | | | 5. | Expected learning outcomes and tangible deliverables of students: | | 6. | Current networks with primary and secondary schools (if any) or proposed promotion plan to boost student enrolments: | | 7. | Proposed quality assurance mechanism: *(e.g. set up a quality assurance team, conduct quality review meetings once every 3 months, evaluate students’ learning effectiveness and collect feedback through interviews and questionnaires, etc.)* | | |
| **Part C Programme proposal**  Please elaborate on the proposed programme in **no more than 20 A4 pages with font size no smaller than 12**. The programme proposal will be assessed in accordance with, but not limited to, the criteria under three areas, i.e. (I) programme needs; (II) programme feasibility; and (III) expected programme outcomes. The words in italic in the boxes below serve to provide some hints to help the applicant organisation to complete this proposal. Please delete these words while completing the proposal. | |
| **(I) Programme needs**   |  |  | | --- | --- | | **Rationale** | *(Why do you propose this programme?)* | | **Goals and objectives** | *(e.g. Goal: to further unleash the potential of gifted students*  *Objectives: - to enhance the ability of gifted students in integration and application of knowledge and skills across disciplines to solve advanced meteorological problems; and*   * *to develop students’ positive values and attitudes to cope with adversities)* |   **(II) Programme feasibility**   |  |  | | --- | --- | | **Target beneficiary** | *(e.g. 20 students at Secondary 2 and 3)* | | **Pre-requisite** | *(e.g. Students should demonstrate outstanding performance in science/ mathematics in schools and possess basic computer programming knowledge.)* | | **Selection mechanism** | *(e.g.* *information provided in the student application form/ a written test/ an interview [please elaborate])* | | **Programme period** | *(e.g. Preparation: 3 months [from Feb 2024 to Apr 2024; Programme delivery: 9 months [from May 2024 to Jan 2025])* | | **Medium of instruction** | Programme material: *(e.g. English)*  Class teaching/ discussion: *(e.g. English supplemented with Cantonese, if necessary)* | | |

**Key implementation details:**

(Please elaborate on the lesson content, learning and teaching activities, mode [online/ face-to-face], number of sessions, etc. at different periods of the programme. Enough details need to be provided to show the features and feasibility of the programme. Insert row[s] in the table below and/ or stagger the implementation of the programme into phases if necessary)

|  |  |
| --- | --- |
| **Implementation period**  **(MM/YY to MM/YY)** | **Content/ Activities/ Mode/ Sessions** |
| *(e.g. May 2024 to Jan 2025)* | *(e.g. Phase 1: Acquisition of foundation knowledge on meteorology and use of cloud computing technique to simulate the path of a tropical cyclone and estimate the relevant storm surge: 8 topics on meteorology/ numerical analysis in 8 face-to-face lessons [3 hours each] plus 6 hours on computer programming [a total of 30 hours in 3 months])* |
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**Manpower plan:**

(Please insert row[s] if necessary)

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| --- | --- | --- | --- |
|  | **Post** | **Qualifications/**  **Work experiences** | **Roles/ Duties**  (please specify: full-time / part-time / total number of months/ hours) |
|  | *(e.g. one programme assistant)* | *(e.g. a Bachelor degree or above in Science-related fields and at least 3 years of relevant experience in organising training programmes for secondary students)* | *(e.g. full-time; to assist in the administration of the programme throughout the programme period)* |
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**Budget plan:**

(Please refer to the “Guidelines on Budget Planning” at **Annex I** of the **Guide to Applicants**)

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| **Items** | | **Particulars with justifications** | | **Breakdown** | | **Amount (in HK$)** |
| Staff cost | |  | |  | |  |
| Equipment | |  | |  | |  |
| Services | |  | |  | |  |
| General expenses | |  | |  | |  |
| Contingency | |  | |  | |  |
| Others  (please specify) | |  | |  | |  |
| **Total grant sought** | | | | | |  |
|  | | | | | | |
| |  | | --- | | **Respective roles of applicant organisation and supporting organisation(s) (if applicable):** | | **Current networks with primary and secondary schools (if any) or proposed promotion plan to boost student enrolments** *(e.g. arrange an online briefing session to introduce the programme to schools)***:** | | | | | | | |
| **(III) Expected learning outcomes and quality assurance**   |  | | --- | | **Expected learning outcomes and tangible deliverables of students:**  *(e.g. By the end of the programme, students should be able to master cloud computing technique to solve advanced metrological problems including…;students will present a research paper/ a model in a showcase event)* | | **Proposed quality assurance mechanism:**  *(The proposed mechanism should include composition of the quality assurance team and appropriate measures such as the frequency and modes of evaluation to be conducted, training and pre-lesson preparation among instructors, etc. to upkeep the quality of the programme.)* | | | | | | |
| **Part D Declaration and consent** | | | | | |
| 1. I have read and fully understood the **Guide to Applicants**. I certify that our organisation meets the eligibility criteria for application and that there is no duplication of funding for the same programme(s) from other government sources. 2. I certify that all the information given in this application is true and accurate. I understand that any inaccurate information will render the application invalid, any grant approved will be withheld and any payment made must be refunded to the Gifted Education Fund. 3. I have read the Personal Information Collection Statement stipulated in **Annex II** of the **Guide to Applicants**. I agree that the information provided in this application will be used by the Gifted Education Fund Secretariat and related government bureaux/ departments to process the application and for other directly related purposes. 4. I understand that proposals submitted will be processed on a competitive basis for the Gifted Education Fund and the Education Bureau reserves the right of final decision in the selection process. | | | | | |
|  | | **Applicant organisation** | | **Supporting organisation(s) (if any)** | |
| Signature of Head of organisation | |  | |  | |
| Name and post title | |  | |  | |
| Name of organisation | |  | |  | |
| Official chop of organisation | |  | |  | |
| Date | |  | |  | |

**Reminders**

1. Please submit this application form with the programme proposal to the **Gifted Education Fund Secretariat** by hand or by post with a postmark date **no later than 6 p.m., 22 September 2023 (Friday)**.

Address: Room E328, 3/F, East Block,

Education Bureau Kowloon Tong Education Services Centre,

19 Suffolk Road, Kowloon Tong, Kowloon

1. List of documents to be submitted:

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|  | One original duly completed application form with the programme proposal |
|  | A USB flash drive or a DVD containing the soft copy of the application form with e programme proposal |
|  | A photocopy of the applicant organisation’s relevant registration document, if applicable (e.g. Business Registration Certificate, exemption from tax under section 88 of the Inland Revenue Ordinance, etc.) |

1. Off-school advanced learning programmes for gifted students refer to education programmes designed to expose gifted students to high quality and challenging learning experiences in their areas of talent or, where suitable, in a wider range of disciplines or even across disciplines. [↑](#footnote-ref-1)
2. For example, Head of department/ faculty of a post-secondary institution or Chairman/ Executive Director of an organisation [↑](#footnote-ref-2)