New Asia College, The Chinese University of Hong Kong
Mr. Wong Wing Ping Student Enrichment Memorial Fund —
Application Guidelines

Introduction

"Mr. Wong Wing Ping Student Enrichment Memorial Fund" was established by College alumnus Mr. Wong Wing Ping's family in accordance with his last wishes. The "Dream A Little Dream Scheme" which is supported by the Fund aims at encouraging students to realize their dreams based on their aspirations and abilities. Examples of such activities are listed as follows:

- Competition: Participation in local or overseas competitions in relation to sports, arts or creativity. Priority will be given to applicants who are representing the College, CUHK or Hong Kong
- Outbound activity: Travelling to overseas and Mainland places to explore projects for the purpose of acquiring a good understanding of human civilization and contributing to the well-being of our society
- Community service: Organization of activities for serving the needy
- Any other innovative and constructive activities

Eligibility

The fund is open for application from students of the New Asia College. Applications can be submitted by individual students or a group. In the cases of a group, at least half of the members shall be from the New Asia College.

Application Procedures

Applicants have to submit a proposal providing the details of the activity, including the objective, target (if any), programme and budget of the activity.

Selection Procedures

The College will consider the activity based on the proposal submitted by applicants. Applicants may be invited to an interview to present the proposal.

Amount of Subsidy

The amount of granted subsidy depends on the nature of the activity and the number of applications received, with an expected amount of HK$60,000 in total annually (the maximum grant for each activity is HK$30,000, or 80% of the total expenditure, whichever is lower). The payment will be made on a reimbursement basis, upon completion of the activity.

Responsibilities of Grantees

1. If any group member is a graduating student, the subsidized activity must be completed by the end of the respective academic year, i.e. 31 July. If the activity will continue after that, the College may exercise its discretion to approve the activity.
2. Grantees shall submit the following items **according to the deadline stated on the notification letter**:
   - A 800 to 1,000-word report (either in Chinese or English), and five to six photographs (each of size over 1MB or above) for the College's retention, publication or display in other College exhibitions.
   - A financial report and all relevant receipts (please provide **original** copies; for airfare, please provide the receipts and the boarding passes) for the College to disburse the subsidy to grantees.
3. **If the project will last more than six months, a progress report is expected** (around 300 words, either in Chinese or English), with the submission deadline stated on the notification letter.
4. Grantees may be required to share their experience at College events (e.g. Bi-Weekly Assemblies, gatherings with donors).
5. Late submission of receipts or failure to attend sharing session(s)/give a presentation can result in cancellation of the approved subsidy.

Remarks:

1. Applicants can only apply for one type of College subsidy for the same activity.
2. Applicants should specify other source(s) of subsidy applied for and the amount (if any). False information may result in forfeiture of the subsidy.
3. Should there be any change(s) to the activity, the applicant shall inform the College as soon as practicable.
4. Applicants are encouraged to clarify the rights and responsibilities with the service provider concerned to protect their interests, and such responsibilities shall be reasonably practicable.