



“Shaw College – Make a Wish Scheme 2023/24” Scheme Guidelines

1. Scheme Background and Objective

Shaw College places great emphasis on whole-person education of students, and strives to provide various learning opportunities. Make a Wish Scheme aims to encourage students to think out of the box, and to explore projects that would promote their development and create positive impact on the society (including the College, University, local or international society).

Make a Wish Scheme encourages students to take actions of what they have been dreaming of. It is believed to be a crucial learning process to arouse the creativity of students and strengthen their confidence, planning and organisation skills. More importantly, students will get themselves connected to the society and make a difference to the world.

2. Scheme Details

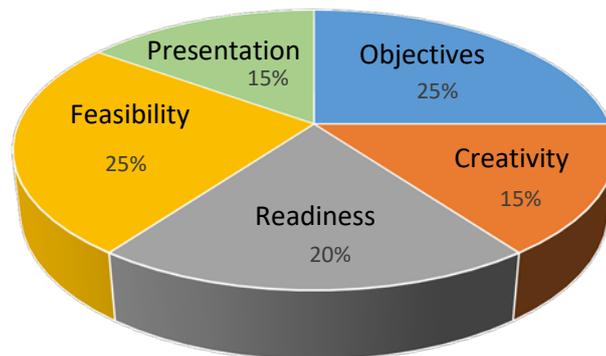
Eligibility

- 1) Full-time undergraduate students of Shaw College.
- 2) Applicants may submit the application either on individual or team basis, consisting of no more than 10 persons.
- 3) To facilitate mutual exchange and learning, team comprising of local and non-local students from different disciplines are encouraged.

Quota and Subsidy Amount

- 1) Not less than 6 projects will be subsidised this year.
- 2) Each project will receive subsidy of no more than HK\$50,000, or up to 80% of the actual expenditure, whichever is lower.

Assessment Criteria



Objectives	The project facilitates personal development and create positive impact(s) on the society (including College, University, local or international society)
Creativity	The project is creative, unique and with innovative ideas
Readiness	Demonstration on the readiness by elaborating what students have been doing to pursue the dream
Feasibility	The proposal includes clear objectives, practical timeline and achievable targets
Presentation	The proposal is well presented with detailed information

Timeline

Open for Applications	Sep 2023
Application Deadline	5 Feb 2024, 9am
Selection Interview	Feb 2024
Announcement of Results	Mar 2024
Execution of the Project	Before 31 Jul 2024
Project Sharing	Sep 2024

Enquiry

Ms. Yan YIP (Tel: 3943 1549 / Email: yanyip@cuhk.edu.hk)

3. Application Details

Applicants are required to submit the below documents to yanyip@cuhk.edu.hk **on or before 5 Feb 2024 (Monday), 9am, with email subject as “Application for Shaw College Make a Wish Scheme 2023/24 – Project Name”**.

1. Application Form(https://www.shaw.cuhk.edu.hk/sites/default/files/public_file/Make-a-Wish-Scheme_ENG_App_form_1.docx)
 - Member list, contact information and project abstract
2. Proposal (Chinese: no more than 2,000 words ; English: no more than 3,500 words)
 - Project name (both Chinese and English)
 - Origin of the dream
 - Project objectives and expected achievements
 - Implementation plan
 - Implementation timeline
3. Budget Plan
(https://www.shaw.cuhk.edu.hk/sites/default/files/public_file/Shaw_Make_a_wish_budget_plan.xlsx)
 - In Hong Kong dollars, please take the exchange rates of Hang Seng Bank for foreign currency as reference as appropriate
 - Please provide supporting documents for items in the budget plan (i.e. quotation of tickets or accommodation, screen capture on price of specific item)

4. Terms, Regulations and Important Notes

1. The subsidised project should be completed by the end of the 2023/24 academic year (i.e. 31 July 2024).
2. Any projects related to coursework would not be considered.
3. The subsidy amount is determined by the panel according to the assessment criteria. Selected project will be granted half of the approved subsidy at the beginning of the project. Another half will only be reimbursed upon successful completion of the project and fulfillment of all requirements. Unused balance should be fully returned to the College after the completion of the project.
4. The subsidy should be used on the project only.
5. The subsidy cannot be used for any purchases of hardware (e.g. electronic appliances, musical instrument, etc.)
6. Project report, financial report with original receipts and video sharing should be submitted to the College one month after project completion.
7. Subsidised student(s) may be invited to share the experience with fellow students.
8. Subsidised student(s) are required to sign an agreement with Shaw College to confirm the acceptance of all terms and regulations.
9. Application may be affected if applicants have recorded demerit or warning letter.
10. Shaw College reserves the right to change the terms, regulations and important notes of the Scheme.