

APPLICATION GUIDELINE FOR SUBSIDY APPLICANTS

Please read the following carefully before completing the subsidy application form:

Eligibility Criteria of Subsidy Applicant

The applicant should fulfill the eligibility criteria:

- a) have 3 years of experience in the field of rehabilitation, or 3 years of experience in social welfare of which at least 2 years are related with rehabilitation and disability;
- b) be in genuine need of such training opportunities or those who could further the sharing with overseas experts and introduce new ideas and techniques to Hong Kong on his/her returns;
- c) be currently engaged in or related to the field of rehabilitation in Hong Kong;
- d) have the ability to contribute to and benefit from the event;
- e) be fluent, both spoken and written, in the official language of the event;
- f) be or over 18 years of age;
- g) be sponsored by an agency member of the Hong Kong Joint Council for People with Disabilities (Joint Council) or Hong Kong Council of Social Service (HKCSS);
- h) be work in a Chest member agency.

Responsibilities of Selected Applicant

The selected applicant should:

- a) participate in the event fully, otherwise the priority for subsidy will be given to other applicants;
 - b) undertake preparatory work for joining the event;
 - c) share responsibilities among other delegates, represent the Joint Council and HKCSS to participate in the activities and network with the international and regional communities;
 - d) undertake responsibilities to report and follow up the ideas and experience gained from the event build up with other member organizations of the Council after returning to Hong Kong;
 - e) submit a written report within three months after the completion of the event;
 - f) be prepared to return to Hong Kong and continue to contribute to the rehabilitation field.
- (* Delegates are required to attend a review meeting after returning to Hong Kong to evaluate the event on whole, and to prepare for a report-back seminar. The objective of the report-back seminar is to share with the participants the observations and valuable insight gained from the event. In principle, delegates are required to prepare the report-back seminar within 3 months after the event. In case delegates think that it is not appropriate to organize a report-back seminar, other formats of sharing should be suggested to the Council for consideration and decision.

Selection

A Selection Committee will be formed by members of the Joint Council. The decision of the Selection Committee will be final without appeal.