

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).

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.