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**The Dreamer Lab Award (DLA)**

**2023-2024**

**Programme Details**

**Sensitivity towards**

**social needs**

**Exploration**

“The Dreamer Lab Award” (DLA) aims to encourage university students to address environmental and social issues, care for the neglected group in the community, and build a sustainable society with an innovative approach. Through self-initiated projects, the DLA awardees can strengthen their personal qualities and realize their dreams in and outside Hong Kong.

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| 1. **Applicants could submit at most one application to each of the local and non-local tracks.**
* For individual application, applicants can apply for a subsidy of HK$10,000.
* For team application, applicants can apply in a group of 2 or above for a subsidy of HK$30,000.

**The proposal targets to local community.****The proposal involves an outbound trip.*** Only team applications will be accepted.
* Applicants can apply in a group of 2 to 4 participants for a subsidy of 50% of the proposed budget or total expenses, whichever is lower. The ceiling amount of $10,000 per person.
1. **Prior consideration will be given to projects with entrepreneurial elements (i.e. establishing social enterprise).**

**For application to the non-local track,**1. **If the applicant’s proposal has gained subsidy from another source, s/he can still enroll for the DLA but the subsidy granted will not exceed the total expenses.**
2. **Applicant must identify and invite AT LEAST ONE local partner from the destination (e.g. international NGOs, community centers, local schools, etc.)**
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| **Assessment Criteria** | **Local Track** | **Non-local Track** |
| **Impact** | * Deal with the identified environmental and social issues in a practical way.
* Care for the neglected group in the community.
* Raise awareness of the public and/ or HKBU community towards the identified social issue.
 | **30%** | **35%** |
| **Creativity** | * Show unique and innovative ideas.
* Provide creative solutions in response to the identified social needs.
 | **30%** | **25%** |
| **Sustainability** | * Assist or address the identified group or issue without comprising the needs of others in the future.
* Able to achieve self-financing.
 | **20%** | **0%** |
| **Learning Elements from Destination** | * Able to name and elaborate on specific community issues common in HK and the destination.
* Able to relate the learning elements from the destination to the benefits of HKBU or the Hong Kong community.
 | **0%** | **20%** |
| **Organisation** | * Provide a detailed and presentable execution plan.
* Able to identify and consider possible risks and provide solutions.
* Efficient use of the Budget
 | **20%** | **20%** |
| **Total**  |  | **100%** | **100%** |

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| **Eligibility:** | Full-time HKBU undergraduate students from UGC-funded programmes  |
| **Project location:** | In and outside Hong Kong  |
| **Application and selection procedures:** | * The completed application should be sent to lqc@hkbu.edu.hk by **23:59 pm on 12 Oct 2023 (1st Round) OR 12 January 2024 (2nd Round).**
* Selected applicant(s) will be invited to attend an interview

**NOTE: 2nd round of application may not open if the budget was fully committed in the 1st round .** |
| **Requirements for selected applicants:** | 1. Before the project launch
* Consult the staff of the Leadership Qualities Centre (at least twice)
* Submit a finalised proposal
1. During the project execution
* Share your experience on social media
* Report work progress to the staff of the Leadership Qualities Centre regularly
1. After completion of the project
* Post-activity survey, reflective report, photos, and a video.
* Selected groups may be invited to showcase their experience or outcomes from the activity in the current or following academic year.
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| **Timeline of application submitted in semester 1: < for applications submitted in semester 2, the project should complete latest by August 2024>** |  |
| **Award payment:** | Local Track* Successful applicants will receive 50% of the award amount within 2 months after the result announcement.
* The remaining 50% will be given to the successful applicants upon the completion of the projects and the completed submission of the required report.
* LQC reserves the right to withdraw the award if the applicant failed to fulfill at least 20% of the agreed KPIs after the first phase of the project.

Non-local Track* The full award amount will be given to the successful applicants upon completion of the approved trip and the completed submission of the required report.
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 **夢想實驗室**

**The Dreamer Lab Award (DLA)**

**2023-2024**

**Application Form**

Please read the programme details carefully and submit your application form to Leadership Qualities Centre (lqc@hkbu.edu.hk) by **23:59pm on 12 October 2023, OR 12 January 2024. < Office address and opening hours: https://sa.hkbu.edu.hk/lqc/about/about-lqc>**

1. **Type of application**

[ ] Individual (Local Track) [ ] Group (Local Track) [ ] Group (Non-local Track)

1. **Applicant information**

**The first on the list is the representative of the group**

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| --- | --- | --- | --- |
| Full Name (Eng) | Student ID | Study Programme / Study Year | Contact No. |
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1. **Project basic information**

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| Project Name: |  |
| Objectives:(Please elaborate the issue(s) you concern with and explain how your project responds to the relevant issue(s)). You may relate to the Sustainable Development Goals (SDGs)  |  |
| Project outline: |  |
| Service target andno. of expected beneficiaries: |  |
| Evaluation Methods on measuring impacts of your project: |  |

1. **Project details（You may relate to the points on the assessment criteria on your elaboration）**

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| Project implementation methods and schedule: (for non-local track, please elaborate the reasons for selecting the specific destination for the project) |  |
| Operation and management method: | *(Eg. Will the student(s) primarily be responsible for the operation and management? Or the teacher/staff will be consulted? Or will the project be co-managed with the partner organization/group?)* |
| Partner organization/group, if applicable (for the non-local track, a local partner from the destination is required)  |  |
| Resources allocation (e.g. manpower): |  |

1. **Expected Difficulties/ Risks and Solutions**

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| **Expected Difficulties/ Risks**  | **Solutions** |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |

1. **Budget**

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| --- | --- | --- | --- |
| **Income** | **Unit Cost (HKD)** | **Quantity** | **Subtotal (HKD)** |
| Eg. Other funding from XXXX | $1,000 | 1 | $1000 |
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| **Total:** |  |
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| **Expense** | **Unit Cost (HKD)** | **Quantity** | **Subtotal (HKD)** |
| Eg. Supermarket Coupons | $100/Coupon | 30 | $3000 |
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| **Total:** |  |

**For Application for the Non-local Track only**

Besides the above-mentioned income, do you intend to apply for additional funding from other sources for this project?

[ ] Yes, please specify the sources and amount: [ ] No

Amount requested from DLA: HK$

**#Applicant may attach appendix with this application form on any additional information.**

1. **Interview Timeslots**

*\*Please choose* ***at least 3 timeslots*** *you are available below. Group applications may send representatives.*

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| **For 1st round applicant(s)** |  |  |  |  |  |  |  |
| 19/10/2023(Thu) | 09:30-10:00 | 10:00-10:30 | 10:30-11:00 | 11:00-11:30 | 11:30-12:00 | 12:00-12:30 |  |  |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |  |  |
| 20/10/2023(Fri) | 09:30-10:00 | 10:00-10:30 | 10:30-11:00 | 11:00-11:30 | 11:30-12:00 | 12:00-12:30 |  |  |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |  |  |
| 13:30-14:00 | 14:00-14:30 | 14:30-15:00 | 15:00-15:30 | 15:30-16:00 | 16:00-16:30 | 16:30-17:00 | 17:00-17:30 |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |

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| **For 2nd round applicant(s)** |  |  |  |  |  |  |  |
| 18/1/2024(Thu) | 09:30-10:00 | 10:00-10:30 | 10:30-11:00 | 11:00-11:30 | 11:30-12:00 | 12:00-12:30 |  |  |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 13:30-14:00 | 14:00-14:30 | 14:30-15:00 | 15:00-15:30 | 15:30-16:00 | 16:00-16:30 | 16:30-17:00 | 17:00-17:30 |
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| 19/1/2024(Fri) | 09:30-10:00 | 10:00-10:30 | 10:30-11:00 | 11:00-11:30 | 11:30-12:00 | 12:00-12:30 |  |  |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |  |  |
| 13:30-14:00 | 14:00-14:30 | 14:30-15:00 | 15:00-15:30 | 15:30-16:00 | 16:00-16:30 | 16:30-17:00 | 17:00-17:30 |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |

1. **Ace Leaders Scheme**

**Do you want to join ACE Leaders Scheme and keep up with the updates on Leadership Qualities Centre's upcoming programmes/ activities? (For more details, please refer to** [**https://sa.hkbu.edu.hk/lqc/ld/active-citizenship-and-engagement-leaders-scheme-ace-leaders-scheme**](https://sa.hkbu.edu.hk/lqc/ld/active-citizenship-and-engagement-leaders-scheme-ace-leaders-scheme)**)”**

**More Details**

[ ] Yes [ ] No

1. **Declaration**

As the applicants of Dreamer Lab Award, I/the group,

1. attest to all the information given in this application form is correct and accept that information provided will be used in connection with the award, including for emergencies, if necessary;
2. if granted the award, I/the group will comply with the programme requirements of the Dreamer Lab Award and oblige to submit the relevant documents, receipts and reports required by the Office of Student Affairs (HKBU). I/the group also understand that the award will be withheld if I/the group fail to fulfill all the requirements;
3. declare all activities seeking sponsorship are non-profit making and will not be used for commercial purposes for any individual or organisation;
4. understand that once the applicant representative signs this declaration, it indicates that all the other applicants provided in this application form also agree to the content of the application form and understand the term of the declaration;
5. declare that the submitted project and video are original works that do not infringe any rights or intellectual property of any other persons or parties;
6. agree that the Office of Student Affairs (HKBU) reserves all copyrights and owner’s rights of the photos, videos, articles, and reports I/the group submitted;
7. agree that the Office of Student Affairs (HKBU) reserves the right to accept and/or reject any entries and has the authority to amend any judging criteria deemed necessary;
8. agree that if I/the group do not achieve the plan on time or meet the requirement on performance, the Office of Student Affairs (HKBU) reserves the right to cancel/ collect the Partial/Total amount of subsidy of applicant(s);
9. agree that if I/the group is required to submit a new application and proposal to the Office of Student Affairs (HKBU) if any modification of the proposal is needed. I/ the group understand that the subsidy amount will be re-calculated due to the change of proposal, the Office of Student Affairs (HKBU) reserves the right to recall a partial amount of the subsidy;
10. read and agree to the “PRIVACY POLICY STATEMENT AND PERSONAL INFORMATION COLLECTION STATEMENT” at <https://bupdpo.hkbu.edu.hk/policies-and-procedures/pps-pics/>; and
11. agree that the decision of the Office of Student Affairs (HKBU) shall be final, in case of any disputes over the result of the Dreamer Lab Award.

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| Signature of applicant/applicant representative: |  |  |
| Name of applicant/applicant representative: |  |  |
| Date: |  |  |