

can help young people understand and explore development opportunities available to Hong Kong young people arising from the National 14th Five-Year Plan and the development of the Guangdong-Hong Kong-Macao Greater Bay Area.

Briefing Session

5. Schools are encouraged to collaborate with NGOs under the Funding Scheme in organising life planning activities. An online briefing session organised by the HAB and the Youth Development Commission (YDC) to explain the details of the Funding Scheme and provide an opportunity for NGOs and schools to virtually meet each other and explore possible collaboration under the Funding Scheme has been arranged. The online briefing session will be conducted in Cantonese. The details are as follows:

Date: 16 February 2022 (Wed)

Time: 4:00 pm – 5:00 pm

6. Schools are cordially invited to attend the online briefing session. Interested schools are invited to complete and return the enrolment form (**Appendix 2**) to the Secretariat to the Youth Development Commission by fax or email on or before 12:00 noon on 14 February 2022. Quota is limited and will be allocated on a first-come-first-served basis. The Secretariat will confirm enrolment status and further details of the online briefing session by email after the enrolment deadline. Salient points of the online briefing session will be uploaded onto the YDC webpage (<http://www.ydc.gov.hk/ylpa/en/>) afterwards.

Enquiries

7. For enquiries, please send email to the responsible Section of Funding Scheme for Youth Life Planning Activities of the HAB (ylpa@hab.gov.hk).

K K LEE
for Secretary for Education

Funding Scheme for Youth Life Planning Activities (2022-25)

Background

1. Life planning is an ongoing and life-long process. The Government has since 2014 adopted a series of measures to help young people realise their life planning as early as possible, and assist them in keeping abreast of the development trends of the local market as well as the industry prospects in Hong Kong, so as to facilitate their informed choices in relation to academic pursuits and career aspirations. Among others, the Education Bureau and the Home Affairs Bureau (HAB) have respectively introduced different schemes and measures to support schools in providing career guidance services and life planning education for students. In respect of youth employment, the Labour Department also provides young people (including school leavers) with various services such as employment advisory services, pre-employment training courses, on-the-job training, etc., with a view to boosting their competitiveness in employment and helping them get equipped for joining the labour market.
2. The Funding Scheme for Youth Life Planning Activities (the Funding Scheme) was introduced by the HAB in 2014 to support NGOs, in collaboration with secondary schools, in organising various life planning projects, such as thematic talks, workshops, workplace visits, job attachments, etc. These projects not only cater to the needs of students, but also cover training courses and activities for teachers and parents to enhance their awareness of life planning and multiple pathways.
3. In November 2021, a focus group session on the Funding Scheme was conducted to gather feedback from different stakeholders (including school representatives and NGOs under the Funding Scheme) as well as to tap their experience in implementing life planning activities. NGOs and schools that have previously participated in the Funding Scheme agree with its concept and the mode of operation where the Government provides funding support for NGOs to organise projects with schools. The Government has implemented various enhancement measures with a view to promoting greater synergy between NGOs and schools under the Funding Scheme in recent years. Looking forward, we will continue to enhance the Funding Scheme so as to facilitate the provision of comprehensive life planning activities to young people, especially those that can help young people understand and explore development opportunities available to Hong Kong young people

arising from the National 14th Five-Year Plan and the development of the Guangdong-Hong Kong-Macao Greater Bay Area. More details are set out in the ensuing paragraphs.

Scheme Highlights

4. The key features of the Funding Scheme are listed at below:

- Each project proposal shall provide life planning activities covering all the required categories set out in the Guide to Application for a period of 3 years (i.e. from September 2022 to August 2025) to at least 5 secondary schools and at least 100 participating secondary students/parents/teachers/former students who have graduated or left for less than 6 months.
- An applicant NGO will serve as the organiser of the proposed project. It shall collaborate with secondary schools to plan, organise and implement the proposed project. The applicant NGO is free to design the activities of different nature under the project such as seminars, workshops, counselling services, job attachments, etc. so long as it seeks the consent of the schools with which it will collaborate (Collaborating Schools) for the proposed activities and arrangements. An applicant should also ensure the activities under the proposed project could meet the needs of individual Collaborating Schools.
- An applicant NGO is required to enclose, in its application form, letters of intent each signed by the authorised signatory of the Collaborating School to indicate that each of them has agreed in principle to the applicant's proposed project under the Funding Scheme. The applicant is required to ensure that each of its Collaborating Schools (excluding those joining the Pairing under Clearing Round (please refer to paragraphs 6 and 7 below) due to unsuccessful applications for funding support by NGOs in the main round of the Funding Scheme) will support only one application per round and sign only one letter of intent.
- To refine the division of labour between an NGO and its Collaborating Schools and to ensure there is no duplication of resources between both parties, the applicant must specify clearly, in its application form, the respective roles and duties of the organisation and of its Collaborating Schools, their allocation of resources for hosting various types of life planning activities, and how they can achieve synergy.
- The proposed project shall neither be profit-making, fund-raising, commercial, religious or political in nature, nor be in direct conflict with the policies of the Government (for

instance, a proposed project with job attachments for students in tobacco or alcoholic-related companies will not be considered).

- The proposed project must provide activities covering the categories in (a) to (d) below:
 - (a) activities on academic pursuits, such as experience sharing of subject selection for further study, visits to higher education institutes, mock release of Hong Kong Diploma of Secondary Education Examination results, mock interviews for further studies, etc.;
 - (b) activities on career aspirations, such as industry sharing, career experience, job attachments, mock interviews for workplace, workplace visits, job shadowing, etc.;
 - (c) activities on awareness of multiple pathways, such as self-understanding, personal planning, goal setting and reflection, understanding of the development opportunities arising from the National 14th Five-Year Plan and the development of the Guangdong-Hong Kong-Macao Greater Bay Area, etc.; and
 - (d) activities on individual capacity building, such as positive mindset, stress management, inter-personal skills, career and life development participation and formation, life skills (such as communication, team-work and problem solving), etc.

Among others, the sum of the number of activities mentioned in (a) and (b) must account for at least two tenth (20%) of the total number of activities, while the number of activities in each category in (c) and (d) must account for at least one tenth (10%) of the total number of activities respectively.

- In addition to implementing the activities in the 4 categories abovementioned, the applicant NGO may also apply for additional funding support to provide secondary school students/leavers in need with in-depth, comprehensive and continuous personal support service in order to inspire and guide them to actively explore multiple pathways, plan their personal development paths according to their own interests and build the necessary skills to achieve their goals.
- The applicant NGO may implement life planning activities via physical and online/electronic and virtual means to ensure that the activities under the proposed project can flexibly meet the needs of individual Collaborating School.
- Merits will be given to a proposed project which targets at the following groups or offer the following activities –
 - parents;
 - teachers;
 - former students who have graduated or left for less than 6 months;

- activities designed to meet the needs of specific groups of students (for instance, non-Chinese speaking students or students with special educational needs (SEN));
 - activities which may allow students to gain direct experience at work, such as job attachments, work trials or workplace visits etc.;
 - activities to be implemented in stages or progressively with a view to providing participants with a more comprehensive service through enriching their understanding and knowledge on life planning gradually; and
 - contents/design of activities which are innovative.
- Proposed Projects must not create any additional consequential expenditure to the Government.
5. The detail of the Scheme could be obtained from the homepage of the YDC's website (<http://www.ydc.gov.hk/ylpa/en/>).

Pairing under Clearing Round

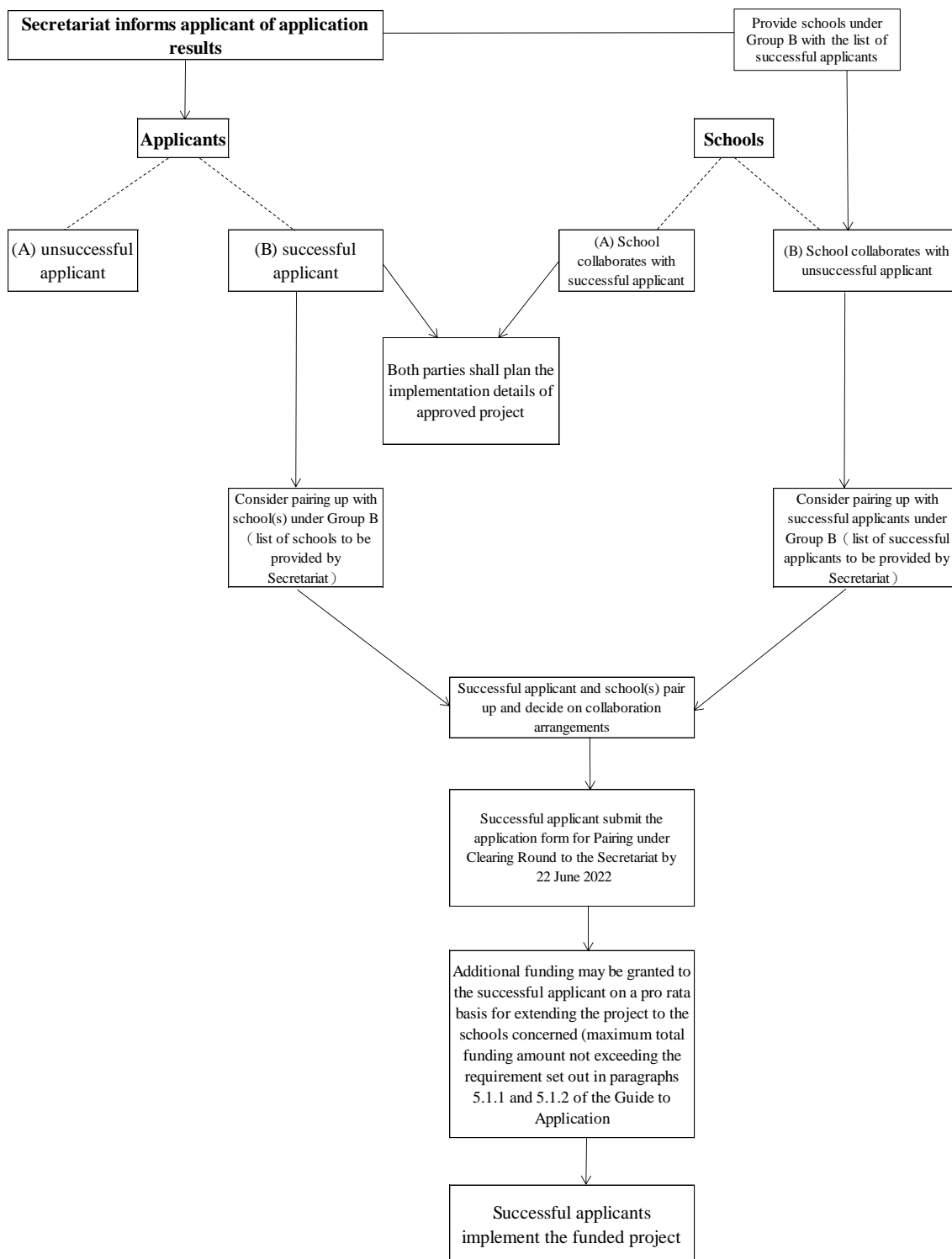
6. To enable more schools to benefit from the Funding Scheme and to prevent schools from being excluded from the Funding Scheme due to unsuccessful applications by NGOs, the YDC will launch the Pairing under Clearing Round immediately after announcing the application results of the main round so that the schools partnering with unsuccessful applicants are provided with an opportunity to choose another successful NGO for collaboration. Successful NGOs may also take the initiative to contact the schools concerned and accept the schools as their service targets. This will help expand the coverage of the Funding Scheme and ensure that all secondary schools in the territory willing to collaborate with NGOs have the opportunity to participate in the Funding Scheme.
7. When announcing the application results of the main round, the YDC Secretariat will provide the respective lists of successful applicant NGOs and of the schools partnering with unsuccessful applicant NGOs to both parties, inviting them to pair up at their own discretion and consider their collaboration arrangements. The successful applicant NGOs are required to submit the application forms for Pairing under Clearing Round and the original letter(s) of intent from the additional Collaborating School(s) to the Secretariat before 22 June 2022 or the application deadline specified by the YDC. If a successful applicant NGO manages to pair up with additional schools at this stage, additional funding support may be granted to the successful applicant NGO on a pro rata basis and on the premise that the amount does not exceed the funding ceiling set out in the Guide to Application. The flow chart for the Pairing under Clearing Round is shown in the **Annex**.

Schedule for Implementation

8. The tentative time schedule for the implementation of the Funding Scheme is summarised as follows for reference only:

Time Schedule	Key Arrangements
28 January 2022	Invitation for applications
16 February 2022	Online briefing for NGOs and schools
2 March 2022	Deadline for applications
May/June 2022	Announcement of results for the main round application, and invitation for applications from successful applicants under Pairing under Clearing Round
July/August 2022	Announcement of application results of the Pairing under Clearing Round
August of 2022	Execution of the Agreements between the Government and successful applicants
September 2022	Projects commence

Pairing under Clearing Round



Secretariat of Youth Development Commission
Home Affairs Bureau
13/F, West Wing, Central Government Offices
Tamar, Hong Kong

(Fax No. : 2591 6002)

(Email Address : ylpa@hab.gov.hk)

**Funding Scheme for Youth Life Planning Activities (2022-25)
Briefing Session - Enrolment Form**

Details of Online Briefing Session

Date: 16 February 2022 (Wed)

Time: 4:00 pm – 5:00 pm

We confirm the following representative will attend the online Briefing Session:

Name

Title

Email

(Due to limited quotas, the online Briefing Session can only accommodate one representative from each school.)

Name of School : _____

Contact Person : _____

Telephone No. : _____

Fax No. : _____

Email Address : _____

Date : _____

Remark: Please complete this Enrolment Form if you wish to attend the online Briefing Session. The completed Enrolment Form should reach the Secretariat of Youth Development Commission by fax or email on or before 12:00 noon on 14 Feb 2022. Owing to limited capacity, quota will be provided on a first-come-first-served basis. We will confirm enrolment status and provide further details of the online briefing session by email after the enrolment deadline.