**Cross-institutional Student-led Social Projects
Call for Applications**

EAGLE Global Youth Leadership Hub
Student Affairs Office, The Hong Kong Polytechnic University

The call for applications for Cross-institutional Student-led Social Projects (CSSP) 2025/26 will offer a maximum of HK$80,000 to award subsidies for selected projects to be undertaken by project groups from UGC-funded universities in Hong Kong.

The purpose of CSSP is to foster mutual understanding and collaboration among students from universities, and to encourage creative and constructive initiatives that enhance learning and holistic development while making a positive social impact.

**Organised by:**

EAGLE Global Youth Leadership Hub (the EAGLE Hub),
Student Development Section (SDS), Student Affairs Office (SAO),
The Hong Kong Polytechnic University (PolyU)

**Supported by:**

University & College YMCA Department (Uni-Y),
The Chinese YMCA of Hong Kong

**The selected project groups will:**

1. Be granted a funding to launch a social project.
2. Leverage resources and advice from PolyU’s professional network to implement their innovative ideas into reality.
3. Make an impact to the community, possibly through the network of [The Chinese YMCA](https://ymca.org.hk/en/) of Hong Kong to reach a wider range of recipients.

**Project Types**

1. Community Service-based Projects (up to HK$5,000 per project)
2. Social Innovation and/or Tech-based Projects (up to HK$20,000 per project)

Projects should be undertaken locally. The approved funding amount for each project will be announced after reviewing and/or revising of proposals upon the approval of the selection panel of CSSP.

Each group will have to work with a designated project administration staff and/or a project advisor, who will monitor and provide guidance throughout the project and for any entailed commitments.

**Eligibility**

CSSP is open for applications from all current full-time UGC-funded undergraduates from the listed universities in Hong Kong. Applications should be submitted in groups of 4-8 persons, with

1. Students from at least two of the listed UGC-funded universities, and
2. A group leader / co-leader from PolyU.

**Listed Universities**

1. City University of Hong Kong
2. Hong Kong Baptist University
3. Lingnan University
4. The Chinese University of Hong Kong
5. The Education University of Hong Kong
6. The Hong Kong Polytechnic University
7. The Hong Kong University of Science and Technology
8. The University of Hong Kong

**Assessment Criteria**

Project groups are invited to submit a comprehensive project proposal (refer to the Appendix). Applications will be assessed through various aspect, including but not limited to, the diversity of group members (e.g., universities, study majors, local/non-local student combinations, etc.), the project feasibility, social impact, innovation, effectiveness, etc.

**Project Completion Date**

Under normal circumstances, projects must be completed on or before 17 Apr 2026.

**Reimbursement of Fund**

The project leader or co-leader from PolyU is required to submit, in-person to **PolyU SAO**,the project report and a financial statement – together with ***all original receipts of expenditures –*** *by 21 Apr 2026, or within one month after project completion, whichever is earlier*. PolyU SAO will arrange for the reimbursement to the designated PolyU project leaders or the project member only when the financial statement, and all other required documentations are in order.

**Timeline**

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| **Date / Period** | **Item** |
| 30 Sep – 4 Nov 2025 | Call for applications |
| 4 Nov 2025 | Submission deadline  |
| 6 Oct – 13 Nov 2025 | Assessment on applications (Interviews will be conducted if necessary) |
| 14 Nov 2025 | Announcements of final results |
| 16 Nov 2025, 13.00 – 18.00 @ PolyU (Room N102) | Project induction, proposal review and peer presentation session\* |
| On or before 22 Dec 2026 | Project commencement |
| Btw. 1 Feb – 13 Mar 2026 | Interim evaluation session\* (at least 1 session) [Schedule separately with the designated project administration staff and/or the project advisor] |
| On or before 17 Apr 2026 | Completion of projects |
| 18 Apr 2026, 14.00 – 17.00@ PolyU | Evaluation and reflection session\* |
| 21 Apr 2026 | Submission deadline of the final report, financial statement & all original receipts (or within one month after project completion, whichever is earlier) |

\*Mandatory session and all project members are required to attend in person.

**Enquiries:** **sao.sds@polyu.edu.hk**

**Cross-institutional Student-led Social Projects 2025/26
Application Form**

EAGLE Global Youth Leadership Hub
Student Affairs Office, The Hong Kong Polytechnic University

**COVER SHEET**

|  |  |  |
| --- | --- | --- |
| **Proposed Project Name** | : | Click or tap here to enter text. |
|  |  |  |  |  |
| **Project Nature** | : | [ ] Community Service-based Project | / | [ ] Social Innovation and/or Tech-based Project |
| **Fund Amount Applied** | : | HK$ | Click or tap here to enter text. |

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| **First Contact Person** (Must be the project leader / co-leader AND a current full-time UGC-funded undergraduate student from PolyU) |
| Full Name in English | : | Click or tap here to enter text. |
| PolyU Student ID No. | : | Click or tap here to enter text. |
| School/Department | : | Click or tap here to enter text. |
| Programme | : | Click or tap here to enter text. |
| Year of Studies | : | Click or tap here to enter text. | Senior Year Entry : | [ ]  Yes | [ ]  No |
| Hong Kong Mobile No. | : | +852 Click or tap here to enter text. |
| Contact Email  | : | Click or tap here to enter text. |
| Nationalities | : | Click or tap here to enter text. | Student Identifier :  | [ ]  Local | [ ]  Non-local |

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| **Second Contact Person** (Must be a current full-time UGC-funded undergraduate student from one of the listed UGC-funded universities) |
| Full Name in English | : | Click or tap here to enter text. |
| Student ID No. | : | Click or tap here to enter text. |
| University | : | Click or tap here to enter text. |
| School/Department | : | Click or tap here to enter text. |
| Programme | : | Click or tap here to enter text. |
| Year of Studies | : | Click or tap here to enter text. | Senior Year Entry : | [ ]  Yes | [ ]  No |
| Hong Kong Mobile No. | : | +852 Click or tap here to enter text. |
| Contact Email  | : | Click or tap here to enter text. |
| Nationalities | : | Click or tap here to enter text. | Student Identifier :  | [ ]  Local | [ ]  Non-local |

**Personal Information Collection Statement (PICS)**

1. This programme and its application are managed by the Student Development Section of the Student Affairs Office.
2. All information given in this application will be treated in STRICT CONFIDENCE.
3. The personal data you provide will be used by the Student Affairs Office (SAO) of The Hong Kong Polytechnic University (PolyU) for administration, assessment, reporting and emergencies.
4. SAO may verify the personal data with the relevant department(s) in PolyU and disclose the personal data and information provided to those relevant parties including individual donors, for the above-mentioned purposes.
5. The provision of all the personal data requested in this application is obligatory and failure to provide these data and the required documents (if any) may affect your participation in this programme / project / activity.
6. The personal data and information provided will be kept for a period of no more than four years under normal circumstances.
7. Under the Personal Data (Privacy) Ordinance in Hong Kong, you may request for access to, and/or correction of your personal data in relation to your application. If you wish to do so, please write to sao.sds@polyu.edu.hk.

**Declarations**

1. We declare that all the information given above is correct and complete to the best of our knowledge and belief. We agree that our personal data may be used by SAO for administration, assessment, reporting and emergencies.
2. We understand that the programme / projects / activities may be demanding and requires strong commitment. We declare to remain diligent and committed to complete the requirements.
3. We agree to abide by the rules and regulations imposed in the programme / projects / activities, as well as to participate fully and co-operatively with the PolyU staff and others whilst during the programme / projects / activities.
4. We agree that SAO can take, obtain, use photos and videos of the projects / activities for reporting, evaluation and future publicity purposes.
5. We confirm that we are over the age of 18.

**Signatures**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Click or tap here to enter text. |  | Click or tap here to enter text. |  | Click or tap here to enter text. |
|  | First Contact Person a.k.a.Project Leader / Co-Leader |  | Second Contact Person |  | One of the other Project Members |
|  |  |  |  |  |  |
| Full Name(s) in Block Letter: | Click or tap here to enter text. |  | Click or tap here to enter text. |  | Click or tap here to enter text. |
|  |  |  |  |  |  |
| Role(s) in the Project: | Click or tap here to enter text. |  | Click or tap here to enter text. |  | Click or tap here to enter text. |

**APPENDIX**

**Proposal Submission**

Please attach a proposal (in PDF format) together with the cover sheet, which includes:

1. **Person Particulars of Project Leader, Co-Leader (if any), and All Project Members**
	* Full name in English
	* Student ID No., University, School/Department, Programme, Year of Studies (please indicate for senior year entry)
	* Hong Kong Mobile No., Contact Email
	* Nationality, Student Identifier (Local / Non-local student)
	* Role(s) in the project
2. **Proposal Contents** (max. four A4 pages, including but not limited to)
	* Project background (with research and/or survey support)
	* Needs / gaps identified
	* Project objectives
	* Project theme (e.g., integration, ethnic minorities, elderly service, geotechnology, etc.)
	* Project format and methodology (incl. explanation on how the needs / gaps are met)
	* Details of target beneficiaries (no. of service targets, participants, etc.)
	* Progress timeline (with proposed dates and venue if any)
	* Promotion methods
	* Evaluation methods
	* Resources and manpower (e.g., resources related to The Chinese YMCA of Hong Kong, volunteers, etc.)
3. **Detailed Budget Plan** (max. one A4 page, including)
	* List of expenditures
	* List of other sources of income, if any
	* Prior approval has to be obtained from CSSP for other sources of income

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| Send your full application with the cover sheet and complete proposal to **PolyU SAO ||** **sao.sds@polyu.edu.hk** by **4 Nov 2025** |

Information provided in the application will be used for processing the application for EAGLE Global Youth Leadership Hub: Cross-institutional Student-led Social Projects 2025/26. The forms and documents will not be returned.