

Council for Sustainable Development  
2009/2010 Sustainable Development School Award Programme

Objectives

- ♦ To introduce the concept of sustainable development (SD) to students;
- ♦ To raise students' awareness of the importance of SD;
- ♦ To encourage students to apply the SD concept in their daily lives and to spread the message to their families and within their communities; and
- ♦ To create a SD network at the community level and build capacity for interested parties to organize and participate in public engagement processes or other SD-related events in future.

Target Group

All secondary schools in Hong Kong

Duration

The programme will start from January 2009 till 31 August 2010.

Programme Contents

The Gold, Silver and Bronze Awards will be presented to qualified schools to recognize their efforts in promoting and practising the SD concept. The criteria are set out below.

**Bronze Award:**

A school will be qualified for a Bronze Award if it has, during the programme period, participated in 3 or more events/activities sponsored by the Council for Sustainable Development (the Council) or the Sustainable Development Fund, or relevant activities organized by local non-government organizations specializing in promoting SD and endorsed by the Council, with a total attendance of 400 student counts or more. An updated list of activities for participating schools to join will be available at the Council's Online Resource Centre, <http://www.susdev.gov.hk/resourcecentre/indexb5.htm>

**Silver Award:**

A school will be qualified for a Silver Award if it has, during the programme period, initiated a campaign which promotes the concept of SD and encourages such practices among students in the school, in addition to meeting the qualifications for a Bronze Award. There is no specific requirement on the activity type of the campaign and it could be in any kinds of format such as carnival, exhibition, competition, game booth, talk/seminar, drama, planting activity, guided tour, visit or etc.

**Gold Award:**

A school will be qualified for a Gold Award if it has, during the programme period, initiated a campaign to involve parents, local residents and/or institutions and organizations with a view to promoting SD awareness and practices at the local community level, in addition to meeting the qualifications for a Silver Award. There is no specific requirement on the activity type of the campaign and it could be in any kinds of format as mentioned above.

**“Best of the Best” Award:**

This Award will be presented to the school with outstanding performance among the Gold Award winning schools for each round of the Programme.

**“Devotion to Promotion of Sustainable Development Honors Award”:**

This Award will be presented to the school which is qualified for the Gold Award for three consecutive years in order to recognize its efforts and contributions to the promotion of SD.

Evaluation criteria

Participating schools are required to submit a report (a sample format of report will be provided by the Secretariat of the Council) to the Council for assessment on or before 31 August 2010. Here below are the evaluation criteria:

- ♦ For the Bronze Award level, participating schools have to provide in the report details of the activities in which they participated during the period, including the number of teachers and students involved, and give a brief account of the benefits and experience gained from their participation.

- ◆ For the Silver Award level, in addition to those required of a Bronze Award entrant, participating schools should also provide in their reports details of the activities organized in the school, such as the theme, content, time and attendance, and give an account of the effectiveness of the activities in promoting the SD concept and practices in school.
- ◆ For the Gold Award level, in addition to those required of a Silver Award entrant, participating schools should also provide details of the events or activities organized at the local community level, including the theme, content, location, time, collaborating partners, target groups, frequency and attendance, and give a brief account of the effectiveness of the activities in promoting the SD concept and practices in the community.

#### Reimbursement for Participating Schools

- ◆ Reimbursement (the maximum amount of reimbursement for each level of award per school is stated below) will be offered for participating schools as a token of appreciation and support. The reimbursement is applicable for compensating the schools' expenditure on joining fees and transportation cost for the relevant SD activities, and/or material costs for the SD campaigns/projects to be organized in the school and/or the community.
  - Gold Award - HK\$10,000
  - Silver Award - HK\$5,000
  - Bronze Award - HK\$2,000
- ◆ Reimbursement will be offered on actual expenses basis and participating schools are required to submit an expenditure forecast (a sample format of expenditure forecast will be provided by the Secretariat of the Council) to the Council for approval on or before 30 September 2009.
- ◆ Participating schools are required to submit an expenditure report (a sample format of expenditure report will be provided by the Secretariat of the Council) listing out all items of expenditures and being attached with all invoices and receipts (original copy) of expenditures to the Council for assessment on or before 31 August 2010.

### Application procedures

- ♦ For enrollment of the 2009/2010 SD School Award Programme, please complete the reply slip at Annex 2 (Reply Slip) and return it to the Council Secretariat by fax at 3150 8168 on or before 30 June 2009.
- ♦ Participating schools for Gold and Silver Awards are required to submit a proposal (a sample format of proposal will be provided by the Secretariat of the Council) to the Council for evaluation on or before 30 September 2009 by providing the concept with relevant details of the campaign or project they are planning to organize in the schools or at the local district level. It is aimed to ensure that the proposed campaign or project is in line with the evaluation criteria of the Programme.

### Remarks

- ♦ Participating schools have to submit a report and an expenditure report [attached with all invoices and receipts (original copy) of expenditures for reimbursement claim] to the Council for assessment on or before 31 August 2010. Schools are also required to submit campaign related photos, worksheets and any relevant documents to the Council for assessment, education and publicity purposes.
- ♦ All applications of reimbursement claim will be processed and completed by the end of November 2010.
- ♦ The Council will hold an award presentation ceremony in late 2010 and details will be announced later.
- ♦ Interested schools are requested to provide their telephone numbers, email addresses and names of contact persons for follow-up.
- ♦ For an update of the activities on SD, please visit our online resource centre at <http://www.susdev.gov.hk/resourcecentre/index.htm>
- ♦ For any enquiries, schools may call the Secretariat at 3150 8180 (Ms Venus CHAN) during the implementation period of the Programme, and the Secretariat will contact the schools regularly for follow-up.