

LEWI SOCIAL IMPACT PARTNERSHIP FUND

APPLICATION FORM

Please complete every section. Type directly into this form, or print and complete it in block letters. Submit the completed form together with all supporting documents as ONE PDF file to lewi@hkbu.edu.hk, with "LEWI Social Impact Partnership Fund Application" in the subject line.

Application round: Round 1, 2026/27 Deadline: 31 December 2026

SECTION A • PROJECT INFORMATION

Project title (English)	
Project title (Chinese)	
Proposed start date	
Proposed completion date	
Amount requested (HKD)	
Project theme(s)	☐ Diversity ☐ Equality ☐ Social justice ☐ Community engagement ☐ Policy innovation ☐ Other (please specify): _____

Project summary (not more than 150 words)

Sustainable Development Goals — tick the SDG(s) the project addresses

☐ SDG 1 No Poverty	☐ SDG 2 Zero Hunger	☐ SDG 3 Good Health & Well-being
☐ SDG 4 Quality Education	☐ SDG 5 Gender Equality	☐ SDG 6 Clean Water & Sanitation
☐ SDG 7 Affordable & Clean Energy	☐ SDG 8 Decent Work & Economic Growth	☐ SDG 9 Industry, Innovation & Infrastructure
☐ SDG 10 Reduced Inequalities	☐ SDG 11 Sustainable Cities & Communities	☐ SDG 12 Responsible Consumption & Production
☐ SDG 13 Climate Action	☐ SDG 14 Life below Water	☐ SDG 15 Life on Land
☐ SDG 16 Peace, Justice & Strong Institutions	☐ SDG 17 Partnerships for the Goals	

SECTION B • HKBU STUDENT TEAM

At least two HKBU students are required. The first row is the team leader, who will be the main contact point for the project. Add rows if necessary.

Role	Name (as on student card)	Student no.	Programme / Year	Email	Phone
Leader					
Member					
Member					
Member					

SECTION C • PARTNER ORGANISATION (NGO)

Name of organisation (English)	
Name of organisation (Chinese)	
Charity / society registration no.	
Website	
Main service area(s)	
Contact person • name and position	
Contact person • email and phone	

Role of the partner organisation in this project (not more than 150 words)

--

SECTION D • COLLABORATION AND COMMUNITY IMPACT

D1. How will the students and the NGO colleagues work together as co-creators? Set out the division of work and how decisions will be made jointly. (not more than 250 words)

--

D2. Who is the community served? State the target group and the estimated number of beneficiaries.

D3. Expected deliverable(s) — e.g. community workshop, policy brief, toolkit, exhibition, short film.

D4. How will the work continue after the funding period ends?

SECTION E • BUDGET SUMMARY

Give a summary here and attach the itemised budget. Supported items include temporary project assistants and student helpers, honoraria for guest speakers and community partners, materials and services, local travel, and vouchers or souvenirs for service users. NOT supported: equipment (computers, printers, audio-visual and personal electronic appliances), salaries of HKBU or NGO staff, overseas travel, reference books, gifts or meals for HKBU students only, and expenses incurred before the award date.

No.	Budget item	Brief justification	Amount (HKD)
1			
2			
3			
4			
5			

6			
TOTAL AMOUNT REQUESTED			

Has this project applied for or received funding from any other source?	☐ No ☐ Yes (give details below)

SECTION F • CHECKLIST OF SUPPORTING DOCUMENTS

- ☐ Completed application form
- ☐ Project proposal (2–3 pages)
- ☐ Itemised budget
- ☐ Letter of support from the partner organisation, signed by an authorised officer
- ☐ Brief profile / CV of every team member

SECTION G • DECLARATION

We declare that the information given in this application is true and complete. We understand that:

1. the grant may only be used for the purposes set out in this application, and expenditure must be kept within the approved budget;
2. all expenditure must be accounted for with original receipts and/or payment vouchers submitted to the Finance Office, and reimbursement requests must reach FO at least two weeks before the account closing date;
3. an interim report, and a final report with a financial statement, must be submitted as required by LEWI, and any unspent balance will be clawed back;
4. the team must present the project at the Community Engagement and Policy Innovation Showcase, and supply photos and/or video clips of the project activities for reporting purposes;
5. LEWI and HKBU must be acknowledged in all publicity and outputs arising from the project;
6. ethical clearance must be obtained from the University before any fieldwork involving human subjects begins.

Personal data collected in this form will be used solely for processing this application and for administering the Fund, and will be handled in accordance with the Personal Data (Privacy) Ordinance.

	Student team leader	Authorised officer of the partner organisation
Name		
Position		
Signature		
Date		

Organisation chop	—	
--------------------------	---	--

FOR LEWI USE ONLY

Date received		Reference no.	
Amount approved		Approved by / date	

Enquiry · David C. Lam Institute for East-West Studies (LEWI), Room 1303, Dr. Wu Yee Sun Building, Baptist University Road Campus, Hong Kong
 Baptist University, Kowloon Tong, Hong Kong · Tel (852) 3411 5352 · Fax (852) 3411 5128 · lewi@hkbu.edu.hk