



藝術同參與 傷健共展能
Arts are for everyone

ARTS WITH THE DISABLED ASSOCIATION HONG KONG

香 港 展 能 藝 術 會

An affiliate of VSA

國際展能藝術會成員

A member of The Hong Kong Council of Social Service

香港社會服務聯會機構會員

Awardee of Hong Kong Arts Development Awards:

榮獲香港藝術發展獎：

Award for Arts Promotion 2014

藝術推廣獎 2014

Award for Arts Education (Non-School Division) Gold Award 2012

藝術教育獎 (非學校組) 金獎 2012

Award for Arts Promotion (Group/Organisation Category) Bronze Award 2012

藝術推廣獎 (團體/機構組) 銅獎 2012

Strategic Partner and Sponsor
策略伙伴及贊助：

利希慎
LEE HYSAN
FOUNDATION

藝燃薪---展能藝術計劃 — 「展能藝術發展基金」

Artists with Disability Ignition Partnership Scheme— “Artists with Disability Development Fund”

申請須知 Application Brief

1 宗旨 Aim

- 1.1 由利希慎基金贊助，展能藝術發展基金（以下簡稱「發展基金」）於 2013 年成立，目的是培養及資助本港的傑出殘疾人士，在本地或前往海外進行藝術發展計劃。基金可作以下用途：
 - a. 修讀各類型藝術課程；
 - b. 進行為自己籌劃合適的藝術發展計劃，包括：與藝術相關的學習及進修計劃。
- 1.1 Funded by Lee Hysan Foundation, Artists with Disability Development Fund (“the Fund”) is established in 2013. It aims at financing and assisting outstanding Hong Kong persons with disabilities for **local** or **overseas** arts studies or specific development path in the arts. Applicants can apply for the Fund for the followings purposes:
 - a. To take formal training in the arts field,
 - b. To implement tailor-made development plans, such as taking arts courses or perusing further education.
- 1.2 在計劃期間及完成計劃後，香港展能藝術會（以下簡稱「本會」）將安排以下活動予受資助的展能藝術家：
 - a. 與不同背景的藝術工作者合作，累積藝術經驗；
 - b. 透過各社區藝術及公眾教育活動，促進殘疾人士與社會大眾之間的認識及交流，為本港的展能藝術發展付出努力，推動社會共融。
- 1.2 Arts with the Disabled Association Hong Kong (“ADA”) will provide opportunities for grantees to engage in the followings during and upon completion of his/ her development plan:
 - a. To exchange with professional art practitioners, educators and mentors, to expand and excel their experience in the arts,
 - b. To contribute significantly to the development of arts and promote social inclusion via cooperation between persons with disabilities and the public in educational and arts programmes.

2 申請資格 Eligibility Criteria

申請人必須 The applicant must :

- a. 是香港永久居民 be a permanent resident of Hong Kong ; 及 and,
- b. 為 30 歲或以下之殘疾人士 be a person with disability aged 30 or below.

3 評審準則及程序 Selection Criteria and Procedure

3.1 發展基金將頒授予擁有傑出藝術表現，並希望透過發展項目進一步提昇藝術造詣及資歷的殘疾人士。評審程序包括審視申請者所提交的證明文件、面試的表現、及其他評審的結果。評審委員可全權決定批款金額。每年揀選最多三位藝術家。

3.1 The selection of the recipients for the Fund will be made by an assessment committee on the basis of demonstration of artistic talent according to the evidences of the submitted documents, performance in the interview or assessment, any other results, or how the Fund allows the recipients to develop their professional profile. The amount of fund granted will be decided at the sole discretion of the committee. A maximum of three artists will be awarded each year.

4 成功申請者該履行的義務 Obligations of Grantees

4.1 成功申請發展基金的人士需與本會簽署有關聲明，並履行以下承諾，否則本會有權取消對其計劃的資助，或要求申請者償還全數或部分發展基金：

- a. 於接獲成功申請通知後三個月內開展其藝術發展計劃，否則須書面向本會交代原因及獲本會同意；
- b. 以發展基金的協助完成所報讀的課程及所籌劃的計劃；
- c. 於計劃完成後三個月內，向本會提交報告書及有關資料，若發展計劃超過一年，須遞交中期報告（包括：錄像、錄音、出版刊物、照片等）、收支報告及單據正本；
- d. 受領發展基金的人士在受資助期限內，需在學業及品行方面，維持良好表現；
- e. 獲發展基金者於進行其藝術發展計劃期間或完成計劃後一年內，須積極協助本會計劃推廣展能藝術，其中包括須接受本會之邀請參與至少六次由本會舉辦的活動，並同意本會使用其資料、相片及其他紀錄，以作推廣展能藝術發展之用。

4.1 The Grantees are obliged to perform the following or he/she will be required to repay such sum, not exceeding the total amount of the award so received.

- a. Start his/her development project within 3 months upon receiving of official confirmation letter, or a written explanation should be submitted to acquire consent of the Fund.
- b. Complete the intended course or development plan.
- c. Submit reports together with the originals and non-returnable copies of all bills, invoices or receipts and any recordings (including video, publication, photos etc) within three months of the completion date. Submission of progress report is required for plan over 1 year.
- d. Maintain good grades and good behavior during the periods of their funded programmes.
- e. Help to promote ADA's mission of "Arts are for everyone", and in particular, attend at least six activities organized by ADA during his/her development plan and within one year upon completion of the plan. ADA reserves the rights to use his/ her information, photos and other records for promotional purpose.

5. 申請的處理流程 Application Processing Flow Chart

提交申請書 Submission of Application	<ul style="list-style-type: none">- 申請人必須於計劃截止申請日期前提交，逾期提交的申請概不受理。 Submit application before deadline, late application is not accepted. (註：本年度之截止日期為 2018 年 4 月 9 日 Application Deadline: 9/4/2018)
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初步評審及面試** Preliminary Interview	<ul style="list-style-type: none">- 入圍的申請人將於截止日期後的一個月內獲邀出席面試。 Successful applicants will be informed to attend an interview within one month after the application deadline.
↓	
公佈結果** Notification of Result	<ul style="list-style-type: none">- 成功申請者將於 2018 年 6 月內收到書面通知。 Written notification will be sent to successful applicants in June 2018.
↓	
簽署承諾書及撥款安排** Signing of Agreement and Disbursement of Funding	<ul style="list-style-type: none">- 獲資助者須與本會簽署一份承諾書，以確保獲資助者會履行計劃書內容。 The successful applicant must sign an agreement with ADA to undertake the responsibility of implementing the plan and performing associated obligations.- 簽署承諾書後六星期內，將獲發第一期資助金（金額按不同計劃而定）。 The first installment (amount depends on the type of project) is released six weeks after the signing of the agreement.- 如獲資助計劃需時超過一年方能完成，資助金則會按比例逐年發放。 For development plans which extend over one year, the funding will be released in an annual pro-rata basis.
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進行計劃** Plan Implementation	<ul style="list-style-type: none">- 獲資助者須按計劃書執行其發展計劃。 The successful applicant must implement the development plan according to the submitted proposal.- 除個別具連續性的課程（例如：兩年制碩士課程）外，一般獲資助的計劃須於一年內完成。 Except courses that have a continuing requirement (e.g. a two-year Master Degree), all successful applicants must finish their plan within one year.- 所有計劃，必須於三年內完成。 The funding will only support development plan that can be completed within three years.
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計劃完成 Plan Completion	<ul style="list-style-type: none">- 獲資助者須提交計劃完成的證明（如：畢業證書）。 Documentation / materials showing completion of the plan must be submitted when the plan is completed (e.g. certificate of graduation).
↓	
提交計劃報告 Submission of Project Report	<ul style="list-style-type: none">- 資助額為港幣十萬元以下，須於三個月內提交計劃報告及財政報告；資助額為港幣十萬元或以上，須於六個月內提交計劃報告及核數報告。 For funding under HK\$100,000, Project Report and Financial Report must be submitted within three month after completion of the plan. For funding of HK\$100,000 or above, Project Report and Audited Accounts must be submitted within six months after completion of the plan.- 最後一期資助金額（總資助額 20%）會在審核完計劃報告後的一個月內發放。 The final installment (20% of the approved funding) will be released within one month after ADA has reviewed the Project Report.

**如申請人在遞交申請至計劃進行期間獲其他基金資助該計劃，必須立即通知本會並提交相關文件

Applicants must inform ADA and submit related documents immediately if they receive any form of sponsorship to their development plan during application and/or implementation of their development plan.

6. 申請辦法及查詢 Application Method and Enquiry

6.1 在計劃接受申請期間，可於本會網頁www.adahk.org.hk下載申請表格，或到本會辦事處索取（地址：香港銅鑼灣福蔭道 7 號銅鑼灣社區中心 4 樓）。請把填妥之申請表格，連同下列文件的影印本，於截止日期前交回本會總辦事處：

- a. 個人陳述及創作歷程
- b. 藝術評核證明副本
- c. 演出或藝術創作之相關資料，包括活動單張、相片、錄音及錄像
- d. 計劃的財政預算
- e. 兩封推薦信

6.1 During the application period, application forms can be downloaded from ADA's website www.adahk.org.hk, or obtained from ADA main office (4/F, Causeway Bay Community Centre, 7 Fook Yum Road, Causeway Bay, Hong Kong). Completed forms must be returned to ADA's main office with the following documents before the closing date.

- a. Personal Statement and Creative Experience
- b. Certificates of Artistic Assessments
- c. Recordings of the applicant's performance and artworks (including publicity materials and photos of previous activities, video or sound recording)
- d. Budget of the plan
- e. Two Reference Letters

6.2 如有查詢，歡迎致電 2286 2503 或電郵 fionhung@adahk.org.hk，聯絡本會職員洪澄欣小姐。

For enquiry, please contact Ms Fion Hung at 2286 2503 or email to fionhung@adahk.org.hk

7. 接受及截止申請日期 Dates of Commencement and Closing of Application

開始接受申請日期：2018 年 2 月 8 日

Commencement Date: 8 February 2018

截止申請日期：

Closing Date:

2018 年 4 月 9 日（星期一），下午 6 時

6:00pm, 9 April 2018(Mon)

備註：所有申請需以密封形式提交，信封面請註明「展能藝術發展計劃 — 『展能藝術發展基金』」並於截止如期前，送至「香港展能藝術會」。郵寄申請以郵戳日期為準。

Remark: Application must be submitted in a sealed envelope, titled "Artists with Disability Development Scheme (Artists with Disability Development Fund)", in person or by post to "Arts with the Disabled Association Hong Kong". Application submitted by post must be postmarked by the deadline.

如需要本報告之其他格式，請與我們聯絡。

Please contact us for alternative formats of this document if needed.