



Munsang College
Plan for Capacity Enhancement Grant 2013-2014

Method of Collecting Teacher's Opinion : Questionnaire for evaluating last year's operation and consulting teachers on the implementation in the new school year.

Estimated amount of Grant from Education Bureau : HK\$516,616

Major Concerns		Implementation	Expectation	Period	Resources Required	Performance Indicators	Assessment Mechanism	Person in charge
a.	Assisting the Music Department to further develop music talents of students	To employ a teaching assistant	To reduce the workload of the teacher concerned by allocating non-teaching duties to the teaching assistant	September 2013 to August 2014	Total Salary + MPF : about HK\$153,707.4	Performance of students in school and inter-school contests	Feedback from the teacher concerned	Vice-principal & Head of the Music Department
b.	Assisting work of the Centre for the Advancement of Renewable Energy (CARE)	To employ an Administrative Officer of the Green Campus Project	To promote green education in the education sector	September 2013 to August 2014	Total Salary + MPF : about HK\$176,904	Participation rates in HKISSAC & green school events	Feedback from the students and teachers concerned	Vice-principal & Head of Physics Department
c.		To employ a library assistant		September 2013 to August 2014	Total Salary + MPF : about HK\$131,040		Feedback from teachers	Vice-principal & Head of Library Committee
d.	Developing students' talents through activities organized by clubs	To sponsor activities organized by clubs & societies		September 2013 to August 2014	Total FEE: about HK\$13,000	Stretching of students' potentials through exposure to different activities	Feedback from the teachers concerned and general observation	Head of Co-curricular Activity (CCA) Committee
e.	Further widening of students' horizon	To sponsor high achievers for joining study tour		September 2013 to August 2014	Total Sponsorship : about HK\$48,500		General observation	Vice-principal & Head of Publicity & Alumni Affairs Committee
f.	Sponsoring AFS exchange students	To sponsor AFS exchange students with sundry expenses		September 2013 to August 2014	Total Sponsorship : about HK\$5,000		General observation	Vice-principal & Head of Publicity & Alumni Affairs Committee
g.	Students being able to better understand the School Major Concern and the importance of Environmental Conservation.	Green Education	To arouse students' awareness of the School Major Concern and Environmental Conservation	September 2013 to August 2014	Total Fee : about HK\$2,000		Feedback from students through questionnaire survey and general observation	Vice-principal & teachers concerned



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h.	Further lighting up students' mind with the beauty of art	Aesthetic Development	To nurture students' aesthetic sense by developing their talents in music and visual arts	September 2013 to August 2014	Total Fee : about HK\$20,000	Stretching of students' potentials in music & visual art	Feedback from the teachers concerned and general observation	Heads of the Music & VA Departments
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Income & Expenditure Summary on CEG for 2013/2014 :

	HK\$	HK\$
1. Budgeted Amount of Grant to be received		
Budgeted Balance brought from 2012/2013		296,965.00
Estimated amount of CEG for 2013/2014		516,616.00
Estimated amount of grants available as at 1/9/2013		813,581.00
2. Budgeted Expenses		
Budgeted expenditure for		
a Employing a Teaching Assistant	153,707.40	
b Employing an Administrative Officer of the Green Campus Project	176,904.00	
c Employing a Library Assistant	131,040.00	
d Sponsorship for activities organized by clubs & societies	13,000.00	
e Sponsorship for high achievers joining study tours	48,500.00	
f Sponsorship for AFS exchange students	5,000.00	
g Green Education	2,000.00	
h Aesthetic Development	20,000.00	
Total Budgeted Expenditure for 2013/2014		550,151.40
Budgeted Surplus of Income over Expenditure to be carried forward to 2014/2015		263,429.60