

Ho Lap College (Sponsored by the Sik Sik Yuen)
Capacity Enhancement Grant (CEG) Plan (2019-2020)

Our School has read and understands the ground rules and procedures in the utilization of the Capacity Enhancement Grant (CEG). The following plan on the use of the CEG is drawn up after full consultation with teachers:

Item	Details	Time Frame	Budget	Evaluation Criteria (Indicator)	People Responsible
To relieve teachers' workload so that teachers can concentrate on curriculum development and coping with learning needs of students.	<ul style="list-style-type: none"> ➤ To employ two teaching assistants to provide support to teachers ➤ To provide afterschool support to students to establish good learning habits ➤ To implement the curriculum plans, e.g. To organize learning activities, revise learning materials and evaluate the learning process and outcomes 	September 2019 to August 2020	2×\$15,000×12×1.05 =\$378,000	<ul style="list-style-type: none"> ➤ Teacher Questionnaires – over 70% of teaching staff agreed relevant strategies have : <ul style="list-style-type: none"> ■ Establish students' good learning habit. ■ Enhanced capacity of teachers to concentrate on curriculum development and enhancement of learning and teaching 	Academic Committee
To relieve teachers' workload and assist teachers on the implementation of STEM Education.	<ul style="list-style-type: none"> ➤ To employ one STEM assistant to provide support to teachers ➤ To maintain e-learning platform and corresponding equipment for students to conduct e-learning and STEM education. ➤ To implement the curriculum plans related to STEM education e.g. To organize learning activities and competitions, revise learning materials and evaluate the learning process and outcomes 	September 2019 to August 2020	\$22000×12×1.05 =\$277,200	<ul style="list-style-type: none"> ➤ Teacher Questionnaires – over 70% of teaching staff agreed relevant strategies have : <ul style="list-style-type: none"> ■ Facilitated better arrangements in the organization of e-learning activities ■ Raised students' interest, and the learning needs of students had been taken care of in the above learning activities ■ Enhanced capacity of teachers to concentrate on curriculum development and enhancement of learning and teaching 	Academic Committee IT Committee`
Total:			\$655,200		