Funding Programme of Research Projects on Equal Opportunities 2017/18

Briefing Session

March 2017

Outline

➢ Equal Opportunities Commission and 4 Anti-Discrimination Ordinances

➢ Research in EOC

➢ Funding Programme of Research Projects on Equal Opportunities 2013/14 and 2017/18

➢ Application Guidelines and Funding Procedures

➢ Deliverables

➢ Budget Sample(s)

➢ Q & A

Equal Opportunities Commission

➤ Equal Opportunities Commission is a statutory body set up in 1996.

➤ 4 Anti-Discrimination Ordinances are currently in force:

1. Sex Discrimination Ordinance, 1996

2. Disability Discrimination Ordinance, 1996

3. Family Status Discrimination Ordinance, 1997

4. Race Discrimination Ordinance, 2009

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Research in EOC: Highlights

Commissioned Research	Study on Discrimination against Ethnic Minorities in the Provision of Goods, Services and Facilities, and Disposal and Management of Premises
	Equal Opportunities Awareness Survey 2015
	Study on Pregnancy Discrimination and Negative Perceptions Faced by Pregnant Women and Working Mothers in Small and Medium Enterprises
Internal Research	A Study on the Challenges Encountered in the Siting of Integrated Community Centres for Mental Wellness and other Social Welfare Facilities in Hong Kong
	A series of surveys on sexual harassment (sports sector, education sector, foreign domestic helpers, flight attendants, etc.)
Funding Programme	Funding Programme of Research Projects on Equal Opportunities

Funding Programme of Research Projects on Equal Opportunities: Overview

➤ 1st round in 2013/14 and 2nd round in 2017/18

➤ Objectives:
1. To work towards the elimination of discrimination falling within the scope of the 4 anti-discrimination ordinances
2. To promote the principles of these 4 ordinances

Funding Programme of Research Projects on Equal Opportunities 2013/14 (1)
(available at EOC website)

Harassment Prevention Policy Checklist to Community Colleges, Primary and Secondary Schools
Research on Ethnic Minorities' Employment in Different Sectors in Hong Kong
Research of 25 Common Misunderstandings of Visually Impaired Persons
Gender Stereotyping and Social Media
Baseline Survey on Attitudes of Human Resources Practitioners towards Employment of People with Physical Disabilities

Funding Programme of Research Projects on Equal Opportunities 2013/14 (2)
(available at EOC website)

Breaking through the Barriers – Ethnic Minority Success Stories and their Implications for Policy Intervention in Hong Kong
Elimination of Sexual Harassment and Discrimination against Sales Promoters in Retail Industry
Disability Awareness: A Baseline Study in the Property Management Sector
Security Services in the Work with Trans People that Would Lead to Sexual Harassment
Gender and Sexual-Orientation Harassment: Experiences of LGBTQ Students in Secondary Schools
Empowerment through Business: South Asian Entrepreneurship in Hong Kong

Funding Programme of Research Projects on Equal Opportunities 2017/18

➢ Preference will be given to projects on one or some of the following priority areas listed in the EOC's strategic workplan:

1. Pursue with the Government on the EOC's Discrimination Law Review (DLR) and educate the public on the four anti-discrimination ordinances, including what the gaps are and gaining their support for the recommendations in the DLR and their views made known to the Government

2. Advocate education and employment opportunities and access to public services for ethnic minorities

3. Advocate education and employment opportunities and access to public services for persons with disabilities

4. Foster a friendly environment free from discrimination and harassment

Eligibility

1. Established not-for-profit educational bodies
2. Registered not-for-profit organizations
3. Academics attached to universities and other degree-awarding institutions in Hong Kong

➢ With track record on equal opportunities related work
➢ Eligibility proof is required
➢ Joint application is allowed, but a principal organization must be identified and a Person-in-charge must be appointed.

Other Requirements

➢ Proposed research project should meet the objectives of the Funding Programme and not be of a fund-raising, profit-making, commercial, religious or political nature.

➢ The EOC will not fund any project which accepts sponsorship or any kind of financial support from a third party.

➢ Research projects which have been completed or in progress at the time of making the application will not be considered.

➢ All activities of the proposed research projects should be carried out in Hong Kong.

➢ All funded research projects must be carried out and completed within one year after commencement.

Application Procedures and Deadline of Application

➢ Deadline: 18 April 2017 (Tuesday) 5:00pm

➢ Applicants should deliver the following documents to the EOC Office by post or in person on or before the application deadline:

- ✓ An original completed application form plus 2 duplicated copies
- ✓ Documentary proof of eligibility to apply
- ✓ Other relevant support documents, if any

➢ Completed application form and details of the proposed research projects in either English or Chinese are accepted.

Application Form, Research Proposal, Estimated Budget, etc.

➢ Application form is downloadable from EOC website

➢ Research proposal should include: title, objectives, research question(s), analytical framework, research design, time schedule, expected results, social impacts and deliverables

➢ Estimated budget should include: estimated expenditure of individual items and amount requested from the EOC for each individual item. *(Examples will be given …)*

➢ Other relevant information (e.g. track record of related projects and publications, CV of the Person-in-charge, etc.)

➢ Max. 10 A4 pages

Assessment Criteria

> Approval of applications is based on the following criteria:

1. Applicant's knowledge of the proposed research topic

2. Innovation and social impact of the proposed research project

3. Applicant's track record and experience in delivering research projects

4. Qualifications of the applicant and the research team

5. Applicant's capacity to engage and mobilize manpower or other types of resource to complete the proposed research project

6. Cost-effectiveness of the proposed research project

Funding Limit Per Project

➢ Maximum amount: HK$50,000

➢ HK$100,000 in special cases with exceptional justifications

Deliverables

- A final report in either English **<u>or</u>** Chinese with an executive summary in bilingual (English **<u>and</u>** Chinese) format

- A presentation of the research findings in a press conference to be held at the EOC Office

- A mid-term progress report for research projects lasting more than 6 months

- A financial report

- All receipts of reimbursed expenses

Funding Procedures

➢ Funding will be administered by providing an advance of 50% of the approved fund for launching the research projects and residual 50% or balance of fund for completion.

➢ Funded organizations will normally be required to settle the approved budget expenditure on a reimbursement basis.

➢ Funds should be expended according to the approved itemized budget. If any of the itemized expenses exceed 10% of the original estimate, the organization concerned should submit an explanation to the EOC in writing, and request for advance approval from the EOC.

Guidelines for the Use of Funding: Points to Note

- Funded organizations should adhere to the following procedures when **purchasing materials and services**
  - Obtain more than one quotation for an individual item which costs more than $1,000 or service which costs more than $6,000
  - Contact at least 3 vendors/contractors if an individual item costs more than $10,000
  - Generally the organization should choose the lowest quotation

- **Overhead charges or administrative top up**
  - Not funded

- **Allowance for staff responsible for the research project**
  - Salary expenditure will not be subsidized
  - Consideration will be given to short-term or temporary workers employed on a one-off basis
  - No extra allowances will be provided for existing staff

A Budget Sample: "Knowledge of Anti-Discrimination Ordinances among South Asians in Hong Kong"

	Item	Estimated Expenditure	Amount Requested from the EOC
1.	A questionnaire survey with 600 South Asians in 3 South Asian-concentrated districts	$18,000 ($30 each X 600 questionnaires)	$18,000
2.	3 South Asian volunteers to answer enquires about questionnaire	$12,000 ($100 per day X 20 days X 2 months X 3 volunteers)	$12,000
3.	Translation fee of questionnaire into 6 South Asian languages	$7,200 (120 hours ($60 per hour X 20 hours X 6 part-time assistants))	$7,200
4.	2 Part-time assistants to carry out coding and data input of the questionnaires	$14,400 (240 hours ($60 per hour X 40 hours X 3 months X 2 part-time assistants))	$14,400
5.	6 workshops to introduce 4 anti-discrimination ordinances to South Asians		
	➢ Venue fee	$6,000 ($500 per hour X 2 hours X 6 workshops)	$0
	➢ Promotion: design and printing of posters	$1,000	$1,000
6.	Miscellaneous		
	➢ Photocopying	$1,000	$1,000
	➢ Stationery	$1,000	$1,000
Total:		$60,600	**$54,600**

Disclaimer:

Not all items shown here will be funded, subject to the decision of the EOC Board Members.

Don't ......

Item	Estimated Budget
Questionnaire survey of South Asians	$15,000
Souvenirs to the survey respondents	$2,000
Computer software for data analyses	$8,000
3 Part-time research assistants	$12,000
Person-in-charge's fee for data analysis	$5,000
Rental fee of conference venue	$2,000
Miscellaneous	$2,000
Overhead charges (10%)	$4,600
Total	$50,600

Breakdown / unit cost/ number of questionnaires/ number of hours

Not funded

More Details

Points to Note

- Please refer to the Guide to Application for "Allowed maximum amount for research items".

- Applications without necessary details and required documents will not be considered.

- The copyright for the funded research projects should be shared between the funded organization and the EOC. When publication is made, the EOC as the funding organization should be acknowledged.

- The Person-in-charge of the research project should advise the EOC concerning any significant changes to the details of the funded research projects (including the change of Person-in-charge, the change of research design, the adjustment of sample size, the extension of the project duration, etc.) in writing.

Important Dates

Deadline of Submitting Applications	18 April 2017
Notification of Results	Before 18 July 2017

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