

**Community Investment and Inclusion Fund Committee
Assessment and Evaluation Sub-committee**

Terms of Reference

- (a) To advise the CIIF Committee on a set of assessment criteria, process and mechanisms that are efficient, effective and appropriate for individual CIIF applications and that can best achieve the objectives of the CIIF;
- (b) To meet as required to consider the initial assessments of individual applications undertaken by the CIIF Secretariat, undertake additional vetting considered necessary for selected proposals in order to complete the assessment and draw up recommendations in respect of each application to the CIIF Committee for final endorsement;
- (c) To advise the CIIF Committee on appropriate performance and outcome measures, performance monitoring and reporting channels for individual CIIF projects;
- (d) To advise the CIIF Committee on relevant, realistic and achievable measures to evaluate the overall performance and impact of strategies promoted by the CIIF;
- (e) To advise the CIIF Committee on the appropriate scope, methodologies, cost-effective mechanisms and realistic timeframe to monitor, evaluate, analyse and report to key stakeholders on the aggregated achievements of projects against the overall objectives of the Fund to enhance social capital;
- (f) To review and recommend changes to the assessment criteria and process as and when appropriate for the endorsement of the CIIF Committee;
- (g) To undertake any subsequent follow-up tasks (e.g. performance reports) as assigned by the CIIF Committee; and
- (h) To advise the CIIF Committee on social capital development strategies, facilitate the promotion and mainstreaming of good practices and enable experience and knowledge transfer in furthering social capital development in Hong Kong through the operation of the Fund.

Membership

(as of 2 January 2013)

	<u>Name</u>	<u>Professional Background</u>
Chairman:	Prof Joe LEUNG Cho-bun, MH, JP ¹	Professor of Department of Social Work and Social Administration of the University of Hong Kong
Vice-Chairperson:	Mr CHIA Kok-onn	Director of Grace Financial Limited/ President of Hong Kong Venture Capital and Private Equity Association
	Dr Alice CHONG Ming-lin	Associate Professor of Department of Applied Social Studies of College of Liberal Arts and Social Sciences of the City University of Hong Kong
Members:	Mr YEUNG Ka-sing, GBS, JP ²	Retired/ Former Chairman of Hong Kong Housing Society
	Mr David CHAN Wai-ming, MH, JP	District Councilor of Tsuen Wan District Council
	Ms CHAU Chuen-heung, BBS, MH, JP	Vice Chairman of Islands District Council/ Chairman of Hong Kong Outlying Islands Women's Association
	Mr Vincent CHENG Wing-shun	District Councilor of Sham Shui Po District Council
	Ms Adela LAI Shuet- fun	Retired/ Former Cluster Manager (OSH & Community Health) of Kowloon West Cluster of Hospital Authority

¹ Vice-chairperson of the CIIF Committee.

² Chairperson of the CIIF Committee.

<u>Name</u>	<u>Professional Background</u>
Dr Kevin LAU Kin-wah	Managing Director of Hanville Company Limited and Time Mission Limited/ Executive Consultant of Hong Kong General Chamber of Small and Medium Business
Ms Lilian LAW Suk-kwan, JP	Executive Director of Boys' and Girls' Clubs Association of Hong Kong
Prof Albert LEE	Director of Centre for Health Education and Health Promotion of the Chinese University of Hong Kong
Ms LUI Oi-ling	Principal of Heung Hoi Ching Kok Lin Association Buddhist Chan Shi Wan Primary School
Dr Ricky SZETO Wing-fu	Executive Director of Hung Fook Tong Holdings Limited/ Head of Department (Admin) of Department of Business Administration of the Hong Kong Shue Yan University
Ms Gabriella WONG Siu-ling	Agency Director of Hong Kong Children and Youth Services

Ex-official
Members:

Secretary for Labour and Welfare or representative
Director of Social Welfare or representative
Director of Home Affairs or representative