

ITEM FOR FINANCE COMMITTEE

**HEAD 156 – GOVERNMENT SECRETARIAT :
EDUCATION AND MANPOWER BUREAU
Subhead 700 General non-recurrent
New Item “Youth Sustainable Development and Engagement Fund”**

Members are invited to approve the creation of a new commitment of \$50 million for setting up the Youth Sustainable Development and Engagement Fund.

PROBLEM

We need to make available resources to experiment pilot schemes and promote opportunities for training, placement and employment for young people.

PROPOSAL

2. The Secretary for Education and Manpower proposes to create a commitment of \$50 million to set up a Youth Sustainable Development and Engagement Fund (the Fund).

JUSTIFICATION

3. The Commission on Youth has prepared a report entitled “Continuing Development and Employment Opportunities for Youth”. One of the recommendations in the report is to set up a fund for new initiatives and pilot projects for non-engaged youth. We support the proposal and believe that the creation of this fund would help foster the development of trial schemes and promote the employment opportunities for youth.

/Administration

Administration of the Fund

4. Subject to Members' agreement to the setting up of the proposed commitment, the Permanent Secretary for Education and Manpower (PSEM), as Controlling Officer, will be responsible and accountable for expenditure under the commitment. She will see to it that the Task Force on Continuing Development and Employment-related Training for Youth (Task Force), which she co-chairs with Dr Choi Yuen-wan, Philemon (Chairman of the Commission on Youth), is administering the proposed Fund in accordance with stated objectives and the agreed operation framework. The Task Force was appointed by the Chief Executive for a term of two years from 1 March 2004 to 28 February 2006 to co-ordinate and evaluate the various youth training and employment programmes in Hong Kong. It comprises representatives from the social welfare sector, business sector, training and retraining bodies, sports sector, education and academic sector, young people as well as government departments. At its first meeting held on 25 March 2004, the Task Force discussed the proposed modus operandi of the Fund, the details of which are now set out in the ensuing paragraphs.

Ambit of the Fund

Strategic focus of the Fund on pilot projects and services

5. The Government and non-governmental organisations are providing a wide variety of projects and activities targeted at non-engaged youth. They include the following –

- (a) various pre-employment training programmes including the apprenticeship schemes, certificate and diploma courses provided by various training organisations such as the Vocational Training Council, the Construction Industry Training Authority and the Clothing Industry Training Authority;
- (b) “Project Yi Jin” co-ordinated by the Education and Manpower Bureau and run by training institutions under the Federation for Continuing Education;
- (c) the Youth Pre-employment Training Programme and Youth Work Experience and Training Scheme administered by the Labour Department;
- (d) the one-year trial Youth Self-employment Support Scheme as announced in the 2004 Policy Address;

/(e)

- (e) special job attachment, employment start-up and enhanced employment programmes/projects, programme assistants and peer counsellors schemes provided by non-governmental organisations and co-ordinated by the Social Welfare Department;
- (f) projects related to the continuing development, employment and social participation of youth subsidised by the Community Investment and Inclusion Fund; and
- (g) other activities and services targeted at non-engaged youth provided by various social welfare agencies and voluntary organisations.

6. To ensure effective use of limited resources, the Task Force advises and PSEM agrees that the Fund should be strategically deployed to fill any service gaps not addressed by existing programmes or services. The aim should be to foster the promotion of opportunities for training, placement and employment for non-engaged youth.

Strategic project categories for non-engaged youth

7. Based on the recommendations of the Commission on Youth's Report on Continuing Development and Employment Opportunities for Youth, the Task Force has identified a number of areas in which there may be opportunities to further develop pilot projects and services for the non-engaged youth. These areas are as follows –

- (a) programmes that aim to motivate non-engaged youth to seek self-improvement and work;
- (b) modern apprenticeship schemes;
- (c) training for sports-related careers;
- (d) training for creative and cultural industries; and
- (e) training and employment programmes in the Mainland of China.

Encl. 1 The details of the scope of the projects under the five areas are set out in Enclosure 1(a) to Enclosure 1(e).

8. The Task Force proposes and PSEM agrees that the Fund should focus initially on pilot projects and services in these five strategic areas. To take the initiatives forward, five focus groups have been formed under the Task Force. Experts and service agencies from the respective fields have been invited to contribute ideas on suitable and useful projects to help fill existing service gaps. Young people have also joined the focus groups to provide input from the users' perspective. Service agencies participating in the discussion with the focus groups have been invited to submit detailed proposals for consideration by the Task Force.

Vetting of pilot projects and services for non-engaged youth

9. A vetting committee comprising four to six members of the Task Force will be set up. The vetting committee will be responsible for conducting initial assessment of individual project proposals submitted by the service agencies and drawing up funding recommendations to the Task Force for final endorsement. Funding will be provided to service agencies for meeting the various expenses of the pilot projects. Under the current plan, we hope to pilot projects in the first nine months of the Fund's establishment, and conduct a review one year after the projects are launched. The funding criteria and information to be submitted by the service agencies for consideration by the Task Force are set out in Enclosure 2.

Encl. 2

Other eligible projects and programmes

10. Apart from funding pilot projects and services which directly target at non-engaged youth, the Task Force proposes and PSEM intends to use the Fund to support research projects on problems related to non-engaged youth and assessment of existing youth training and employment programmes, the outcome of which would help formulate appropriate long-term policies and initiatives to address the problem of non-engaged youth. The Task Force also noted that while many youth workers possess rich frontline social work experience, further training could be provided to enhance their skills in motivating the non-engaged youth to seek employment or pursue education. The Task Force thus considers and PSEM agrees that the Fund should also be used to subsidise training programmes of this nature. The Task Force will seek advice from relevant stakeholders to further deliberate on how suitable training programmes for youth workers and research projects can be identified.

/Amount

Amount of funding and experimenting period of pilot projects

11. To accommodate more pilot projects and to benefit more young people, the Task Force has proposed and PSEM agrees to set a funding ceiling of \$3 million per project. In addition, organisations or institutions which apply for the Fund are expected to bear at least 30% of the total expenditure of the projects to demonstrate their commitment. Each pilot project will be for a period of not more than one year. We will review and modify, where necessary, these administrative details in the light of experience.

Monitoring mechanism

12. Organisations receiving financial assistance from the Fund will have to introduce suitable internal mechanism to monitor the progress of their projects. They will have to submit to the Task Force a final evaluation report on the effectiveness of the projects and a financial report with supporting records for auditing purposes. The Task Force will arrange visits to monitor the progress of the sponsored projects, and conduct a comprehensive review on the overall effectiveness of all the programmes in late 2005.

13. These organisations will have to evaluate the progress and effectiveness of their projects based on a number of performance indicators, such as enrolment rate, completion rate, level of satisfaction of the participants, etc. They can also introduce other suitable project-specific performance indicators.

FINANCIAL IMPLICATIONS

14. The cash flow of the Fund will depend on the progress of its various programmes. For budgetary purpose, we assume the allocations and cashflow to be as follows –

	2004-05 \$ million	2005-06 \$ million	Total \$ million
(a) Pilot projects and services for non-engaged youth	20	20	40
(b) Programmes and activities designed for youth workers	2	2	4
(c) Research studies on the problem and needs of non-engaged youth and other relevant topics	2	2	4
(d) Administrative expenses	1	1	2
Total	25	25	50

15. If Members approve the proposal, we will provide sufficient funding out of the approved commitment to meet the cash flow required in the relevant years. For 2004-05, we have already earmarked the funding required under Head 106 Miscellaneous Services Subhead 789 Additional commitments.

BACKGROUND INFORMATION

16. In his 2004 Policy Address, the Chief Executive announced the establishment of a fund to experiment trial schemes and promote opportunities for training, placement and employment for young people as recommended by the Commission on Youth's Report on Continuing Development and Employment Opportunities for Youth. The Government has accordingly earmarked \$50 million for the fund.

17. We consulted the Legislative Council Panel on Manpower on the above proposals on 22 April 2004. Members were generally supportive of the proposals but requested additional information on the scope of the proposed pilot projects under each of the five strategic areas to be supported by the Fund. We provided the required information (Enclosure 1(a) to Enclosure 1(e)) to the Panel on Manpower for its meeting on 20 May 2004 and Members did not raise any further comment.

Education and Manpower Bureau
June 2004

**Programmes which Aim at Motivating Non-engaged Youth
to Seek Self-improvement and Work**

Project Guidelines

1. Objectives	To assist non-engaged youth to rebuild self-image, regain self-confidence and reset life goals; to raise their motivation to study or work; to encourage them to re-establish communication and ties with their families and society, as well as to take on vocational training, resume their studies or take up employment.
2. Targets	Non-engaged youth. Priority will be given to those young people who have been de-motivated as a result of repeated failures in their pursuit of studies or seeking employment.
3. Training Elements	It is recommended that the following training modules be included – (a) aptitude and individual assessments: assess participants' life styles, attitudes, expectations towards themselves, interests, abilities and aspirations, with a view to assisting the trainers to better understand the characteristics of individual trainees for the purpose of identifying work plan objectives and training focus as well as providing suitable services for them; (b) knowing oneself and to help set personal goals; (c) relationship building: facilitate young persons to develop mutual trust in interpersonal relationships and foster their personal development; (d) language and vocational skills training; and (e) follow-up support services: suitable and adequate support services for young persons in accordance with their aspirations to facilitate their continuing development and meaningful engagement.

4. Performance Indicators	The responsible organisations can introduce other project-specific performance indicators, in addition to the following mandatory ones – (a) enrolment rate; (b) completion rate; (c) corroboration of evidence on attitudinal change; and (d) level of satisfaction of participants.
5. Review Mechanism	The responsible organisations should formulate a review mechanism for monitoring the progress of the project and evaluating its effectiveness. The mechanism should include – (a) progress reports and an internal monitoring mechanism; (b) a comprehensive evaluation report with recommendations for further improvement upon completion of the project; (c) financial report and relevant records; and (d) site visits to training activities by the Task Force.
6. Continuing Development	Participants to be provided with follow-up services and referrals to suitable progression paths for continuing development and meaningful engagement.

Modern Apprenticeship Schemes

Project Guidelines

1. Objectives	To provide non-engaged youth with personalised training and counselling services through job attachments under the guidance and care of mentors. The purpose is to help them adapt to the transition from school to work, identify their own interests, abilities and vocational aptitude, and find out the most suitable progression path.
2. Targets	Non-engaged youth who have a will to work, particularly those who wish to join the labour market but find it difficult to adapt to the workplace.
3. Training Elements	It is recommended that the following elements be included – (a) Equipping - understand oneself and vocational aptitude, set personal goals and receive training on trade-specific and generic skills and skills required by the workplace. The programme should include both lectures and practical work; (b) Mentoring - mentors identified by the service providers will be responsible for the overall management of the programmes for each individual participant. As companions and guides, the mentors will provide the youth with personalised training and counseling, and give them encouragement, recognition and emotional support during the training period; and (c) Pathfinding - provide the youth with real job opportunities so that through job attachment, they can better understand their vocational aptitude and abilities, which will help them identify their career paths in the future. The mentors will monitor and review the progress of individual participants based on their personal work schedules.

4. Job Attachment Elements	<p>The responsible organisations should provide the following information –</p> <ul style="list-style-type: none">(a) the background of the employers and the duration of the job attachments;(b) the training roles and responsibilities of employers who provide the job attachments;(c) the nature of work, skill requirements, responsibilities, salaries and fringe benefits, working hours, environment of the job attachments and insurance ; and(d) any fees payable by the trainees.
5. Performance Indicators	<p>The responsible organisations can introduce other project-specific performance indicators, in addition to the following mandatory ones –</p> <ul style="list-style-type: none">(a) enrolment rate;(b) completion rate;(c) level of satisfaction of participants; and(d) level of satisfaction of employers or trainers who have participated in the job attachment. <p>There should be end-of-term assessment to evaluate the value-addedness (based on the performance of the apprentice in the pre-test and post-test) of the programme.</p>
6. Review Mechanism	<p>The responsible organisations should formulate a review mechanism for monitoring the progress of the project and evaluating its effectiveness. The mechanism should include –</p> <ul style="list-style-type: none">(a) progress reports and an internal monitoring mechanism;(b) a comprehensive evaluation report with recommendations for further improvement upon completion of the project;(c) financial report and relevant records; and(d) site visits to training activities by the Task Force.
7. Continuing Development	<p>Participants to be provided with follow-up services and referrals to suitable progression paths for continuing development and meaningful engagement.</p>

8. Remarks	Pilot industries for the Modern Apprenticeship Schemes may include beauty care, health care, hairdressing, flower arrangement, Chinese catering or other cuisine. Organisations interested in the Schemes can also suggest other sectors which are suitable for the youth and have promising employment prospect.
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Training for Sports-related Careers

Project Guidelines

1. Objectives	To equip non-engaged youth with basic knowledge and skills in sports-related careers and to help them build up self-images, enhance their motivation to study or work, as well as foster their future employment opportunities in the sports field through related training.
2. Targets	Non-engaged youth who are interested in sports-related careers.
3. Training Elements	It is recommended that the following elements be included – (a) basic training on knowledge and skills in sports-related careers, as well as training on soft skills and attitudes; and (b) workplace attachment.
4. Workplace Attachment Elements	The responsible organisations should provide the following information – (a) the background of the employers and the duration of the job attachments; (b) the training roles and responsibilities of employers who provide the job attachments; (c) the nature of work, skill requirements, responsibilities, salaries and fringe benefits, working hours, environment of the job attachments and insurance; and (d) any fees payable by the trainees.

5. Performance Indicators	<p>The responsible organisations can introduce other project-specific performance indicators, in addition to the following mandatory ones –</p> <ul style="list-style-type: none">(a) enrolment rate;(b) completion rate;(c) level of satisfaction of participants; and(d) level of satisfaction of employers or trainers who have participated in the job attachment. <p>There should be pre-test and post-test to assess the benefits to trainees in both cognitive and affective terms.</p>
6. Review Mechanism	<p>The responsible organisations should formulate a review mechanism for monitoring the progress of the project and evaluating its effectiveness. The mechanism should include –</p> <ul style="list-style-type: none">(a) progress reports and an internal monitoring mechanism;(b) a comprehensive evaluation report with recommendations for further improvement upon completion of the project;(c) financial report and relevant records; and(d) site visits to training activities by the Task Force.
7. Continuing Development	<p>Participants to be provided with follow-up services and referrals to suitable progression paths for continuing development and employment in sports-related careers.</p>
8. Remarks	<p>The focus will be put on the development of novel projects and programmes.</p>

Enclosure 1(d) to FCR(2004-05)15

Training for Creative and Cultural Industries

Project Guidelines

1. Objectives	To provide the non-engaged youth with induction training on the knowledge and know-how required by the creative and cultural industries. The purpose is to help nurture their interests in the industries, build up confidence and develop their potentials through the training provided.
2. Targets	Non-engaged youth who are interested in the creative and cultural industries and are devoted to working in the industries.
3. Training Elements	It is recommended that the following elements be included – (a) basic training on the knowledge and skills required by the creative and cultural industries, as well as training on soft skills and attitudes; and (b) workplace attachment.
4. Workplace Attachment Elements	The responsible organisations should provide the following information – (a) the background of the employers and the duration of the job attachments; (b) the training roles and responsibilities of employers who provide the job attachments; (c) the nature of work, skill requirements, responsibilities, salaries and fringe benefits, working hours, environment of the job attachments and insurance; and (d) any fees payable by the trainees.

5. Performance Indicators	<p>The responsible organisations can introduce other project-specific performance indicators, in addition to the following mandatory ones –</p> <ul style="list-style-type: none">(a) enrolment rate;(b) completion rate;(c) level of satisfaction of participants; and(d) level of satisfaction of employers or trainers who have participated in the job attachment. <p>There should be pre-test and post-test to assess the benefits to trainees in both cognitive and affective terms.</p>
6. Review Mechanism	<p>The responsible organisations should formulate a review mechanism for monitoring the progress of the project and evaluating its effectiveness. The mechanism should include –</p> <ul style="list-style-type: none">(a) progress reports and an internal monitoring mechanism;(b) a comprehensive evaluation report with recommendations for further improvement upon completion of the project;(c) financial report and relevant records; and(d) site visits to training activities by the Task Force.
7. Continuing Development	<p>Participants to be provided with follow-up services and referrals to suitable progression paths for continuing development and employment in creative and cultural industries.</p>
8. Remarks	<p>Creative and cultural industries cover a wide range of sectors which mainly include advertising, architecture, art, antiques and crafts, design, digital entertainment, film and video, music, performing arts, publishing, software and information technology services, television and radio. Training providers should carefully consider which sectors are able to provide genuine employment opportunities for the non-engaged youth who are low in motivation and educational attainment.</p>

Enclosure 1(e) to FCR(2004-05)15

Training and Employment Programmes in the Mainland

Project Guidelines

1. Objectives	To provide non-engaged youth with training and job attachment opportunities in the Mainland so as to broaden their horizons, foster personal development, raise their motivation in pursuing continuing education or taking up employment, and enhance their opportunities for taking up employment in the Mainland.
2. Targets	Non-engaged youth who have an interest in receiving training and taking up employment in the Mainland. Those aged below 18 should obtain written approval from their parents or guardians.
3. Training Elements	It is recommended that the following training modules be included – (a) Training to prepare for employment in the Mainland: the laws governing Hong Kong people working in the Mainland, general information about employment conditions in the Mainland, life and culture of the Mainland as well as the trade and economic relations between the Mainland and Hong Kong, Putonghua, soft skills and work attitude, as well as detailed arrangements of training and job attachment in the Mainland; and (b) Training or Workplace attachment in the Mainland: on-the-job training of work knowledge and skills, and group sharing sessions led by counsellors or social workers.

4. Training and Job Attachment Arrangements in the Mainland	<p>The responsible organisations must provide the following information –</p> <ul style="list-style-type: none">(a) the background of the employers which provide the job attachments;(b) the training roles and responsibilities of employers who provide job attachments;(c) the nature of work, skill requirements, responsibilities, working hours and environment of the job attachments;(d) the arrangements of board and lodging, transport, medical care, salaries and allowance, fringe benefits, insurance, recreation and support network provided by the employers for the participants in Mainland;(e) the supervision, emotional support, counselling and peer support group provided for the participants in the Mainland by the counsellors or professional social workers;(f) any fees payable by the trainees; and(g) the responsibilities of and support to be provided by the parents or guardians of the participants.
5. Performance Indicators	<p>The responsible organisations can introduce other project-specific performance indicators, in addition to the following mandatory ones –</p> <ul style="list-style-type: none">(a) enrolment rate;(b) completion rate;(c) level of satisfaction of participants; and(d) level of satisfaction of employers or trainers who have participated in the job attachment. <p>There should be pre-test and post-test to assess the benefits to trainees in both cognitive and affective terms.</p>

6. Review Mechanism	<p>The responsible organisations should formulate a review mechanism for monitoring the progress of the project and evaluating its effectiveness. The mechanism should include –</p> <ul style="list-style-type: none">(a) progress reports and an internal monitoring mechanism;(b) a comprehensive evaluation report with recommendations for further improvement upon completion of the project;(c) financial report and relevant records; and(d) site visits to training activities by the Task Force.
7. Continuing Development	<p>Participants to be provided with information about continuing education on preparing for working in the Mainland and would be referred to suitable opportunities of working in the Mainland.</p>
8. Remarks	<p>To focus on the development of novel projects or programmes and encourage cross-sector collaboration. In addition to the employers who will provide job attachments in the Mainland, the projects may involve other suitable partners and the provision of other support services (in both Hong Kong and the Mainland).</p>

Funding Criteria and Information to be submitted by Interested Organisations in respect of Pilot Projects and Services for Non-engaged Youth

Funding Criteria

Funding will be project-based. The Task Force will assess the suitability for funding for individual programmes against the following criteria –

- (a) the programme has clear objectives and targets at non-engaged youth (especially those who have not benefited from existing programmes and projects);
- (b) it can generate sustainable benefits to the continuing development, training, employment and meaningful engagement of non-engaged youth in the longer term;
- (c) it can bring in innovative ideas and strategies in addressing the problem of non-engaged youth;
- (d) it is non-profit-making, and financially and technically feasible;
- (e) the responsible organisation(s) possess(es) the relevant experience and expertise in the provision of personal development, training, placement and employment programmes for non-engaged youth; and
- (f) the project falls within one of the identified strategic areas.

2. In view of the fact that one of the objectives of the Fund is to encourage the responsible institutions and organisations to develop innovative and effective programmes and projects and to facilitate cross-sector collaboration, the Task Force will accord funding priority to those projects in receipt of support from or are organised in collaboration with the business sector.

3. In addition, to encourage more institutions and organisations to bring in innovative plans by making use of the Fund, the Fund will not subsidise programmes from individuals or the Government. This can also ensure that the Fund will not duplicate or replace financial resources for existing services run by the Government.

/Information

Information to be submitted by Interested Organisations

4. Interested organisations will be required to provide the following information for vetting purpose –

- (a) details of the organisation (such as their aims and objectives, history, composition, experience and expertise in offering youth training and employment programmes);
- (b) clear objectives of the proposed project, and how they can foster innovative ideas and strategies in tackling the problem of non-engaged youth;
- (c) target groups to benefit, expected number of beneficiaries, how they will identify and recruit the target group;
- (d) details of the project (including operational plan, budget and timeframe);
- (e) intended outcomes of the project with performance indicators;
- (f) any proposed additional monitoring and evaluation mechanism in addition to that required by the Task Force;
- (g) financial and staffing plan;
- (h) possible future of the project, with particular focus on its sustainability;
- (i) contributions of resources from other parties; and
- (j) other components, such as training plans for staff and volunteers, etc.
