


MEMORANDUM

REVISED

TO : All Agency Members
Concerned Government Departments/Organizations

FROM : Chua Hoi Wai 
Business Director (Policy Advocacy and International Networks)

SUBJECT : INTERNATIONAL ASSOCIATION FOR COMMUNITY DEVELOPMENT HONG KONG CONFERENCE
(JUNE 24 - 27, 2007; HONG KONG)

DATE : April 23, 2007

I am pleased to inform you that the Hong Kong Council of Social Service has secured funding from the Community Chest to subsidize 40 delegates on 50% basis to attend the captioned event.

Basic information of the event, the estimated expenses per delegate, the revised subsidy application criteria can be found at HKCSS website:

< <http://www.hkcss.org.hk/IRN/events0708/SubsidizedEvents0708.htm> > .

To apply for subsidy, please complete the Subsidy Application Form which can be downloaded at the above website. If you have difficulties with internet access, please contact us to make alternative arrangement. Completed form should reach the International and Regional Networking, the Hong Kong Council of Social Service, Room 1305, Duke of Windsor Social Service Building, 15 Hennessy Road, Wanchai, Hong Kong on or before **May 11, 2007 (Friday)**. Please mark "**Confidential**" on the envelope and all information will be treated in strict confidence. ***Please note that late applications will not be considered.***

Successful applicants joining our Hong Kong delegation are required to complete a Feedback Form within one month after the completion of the event.

Should you have any queries on the subsidy application procedures, please contact Ms Noel Chow, Programme Executive, International and Regional Networking at 2864-2994 or by email to <noel.chow@hkcss.org.hk> .

Thank you for your attention and I look forward to your active participation.

cc Ms Jane Tsuei
Business Director, Service Development and Liaison
The Hong Kong Council of Social Service