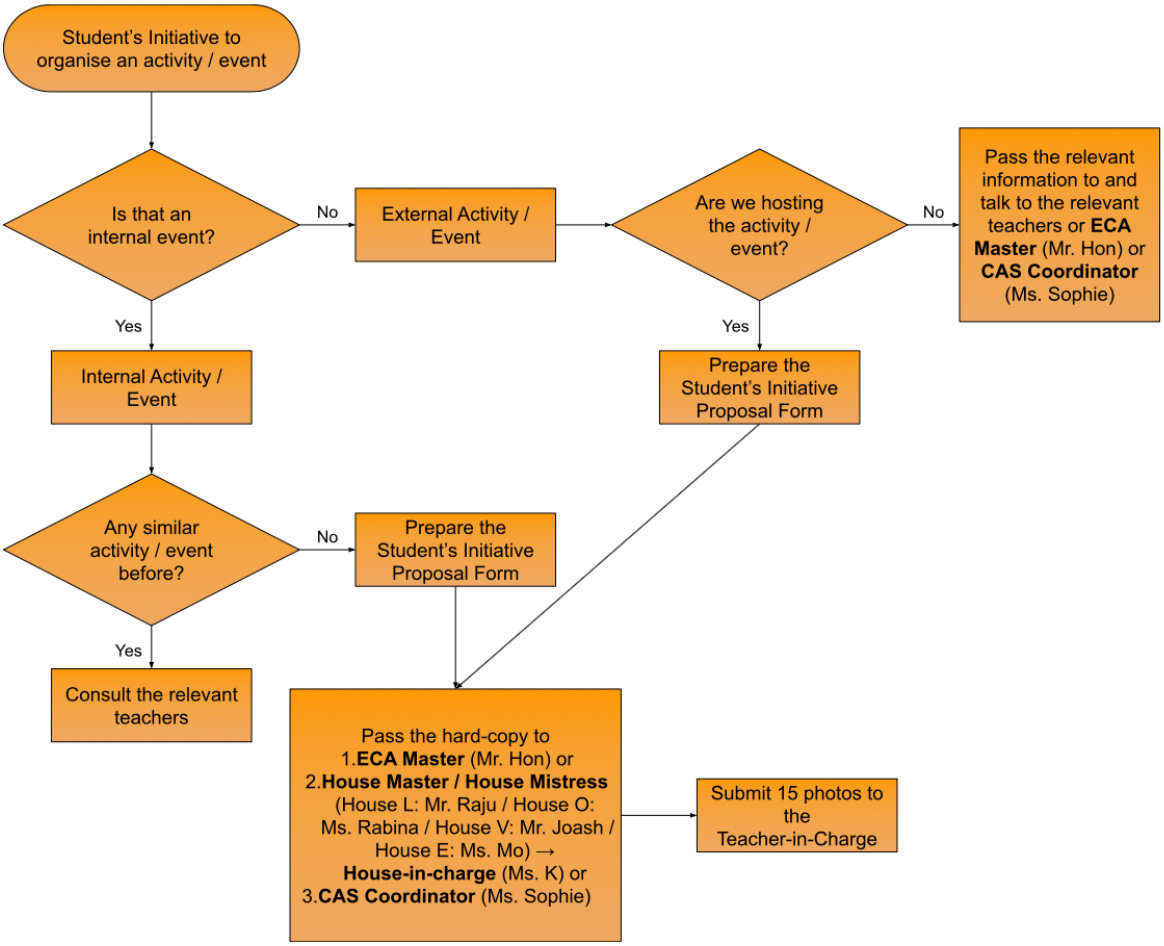
DeliaGP Students' Initiatives /

Creativity, Activity, Service (CAS)

Responsibility of the Students with New Initiatives



Delia Memorial School (Glee Path)

Student's Initiative Proposal Form

GENERAL INFORMATION	
Club/Team (if applicable):	
Teacher(s)-in-charge / Teacher Advisor (if applicable):	
Date/Time/Duration:	
Venue:	
Target Students / Teachers:	
Partnering Organization (if applicable):	
Name of the Activity / Event:	
DESCRIPTIONS OF THE ACTIVITY / EVENT	
Objectives:	
Details of the activity/event:	

Promotion Strategies* (pls ✓the appropriate box(es))*:

- ☐ Posters in School TVs
- ☐ Posters and Captions in School Social Media
- ☐ Announcement through PA System
- ☐ Hanging Banners
- ☐ Promotion during 7:30am - 8:00am at School Entrance
- ☐ Others (please specify):

Budget (List of Items):

Item	**Unit Price (HK$)**	**No. of Items**	**Sub-Total (HK$)**
Example: Basketballs	HK$200	5	HK$1,000
		Grand-Total (HK$):	

Evaluation Method(s) for the Activity / Event (pls ✓the appropriate box(es)):	
☐ Reflections ☐ Questionnaires to Participants ☐ Others (please specify):	
Proposed by:	
Date of Submission:	
Signature of Teacher(s)-in-charge / Teacher Advisor (if applicable):	
Approved by:	(ECA Master / House-in-Charge / Head of SA / Principal)
Approval Date:	

Points-to-Note:

- Your completed proposal should pass to one of the following teachers at least one month in advance of the activity / event commences. If not, you may not be authorised to organise it.
  - ECA Master (Mr. Hon) or
  - House Master / House Mistress (House L: Mr. Raju / House O: Ms. Rabina / House V: Mr. Joash / House E: Ms. Mo) → House-in-charge (Ms. K) or
  - CAS Coordinator (Ms. Sophie)
- DeliaGP has the final decision on any dispute.