

## Capacity Enhancement Grant 2025 – 2026

| Task Area                      | Major area(s) of Concern  | Strategies / Tasks   | Benefits Anticipated   | Time Scale            | Resources Required                      | Success Criteria  | Method(s) of Evaluation | People-in-Charge                 |
|--------------------------------|---|--|--|-----------------------|---|---|-------------------------|----------------------------------|
| Enhancing capacity of teachers | To support work of teachers which could facilitate student learning and development | To employ 1 IT Assistant to help with daily administration work coordination of IT Department, and other work that could help release part of load of teachers | Some of the administration work and duties of teachers could be relieved | Sept 2025 to Aug 2026 | Salary of IT Assistant <b>\$295,974</b> | Teachers daily administration work shared out by IT Assistant | Performance appraisal   | VP & Panel Head of IT Department |

**Total: \$295,974**