



LANTAU  
CONSERVATION  
FUND  
大嶼山保育基金

# Lantau Conservation Fund Application 2024-2025

## 大嶼山保育基金申請 2024-2025


27/12/2024

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01



Background of LCF  
大嶼山保育基金背景

# Challenges to Lantau Conservation 大嶼山保育面對的挑戰

- Conservation resources are largely privately-owned  
許多保育資源由私人擁有
- Fragmented land ownership  
土地業權分散
- Motivate local communities, landowners, NGOs, etc., to collaborate in taking forward conservation projects through financial incentive and support  
透過經濟誘因和支援鼓勵社區、土地擁有人和非政府機構等參與保育項目



# Background of LCF 大嶼山保育基金背景

- The Government announced the Lantau Tomorrow Vision in 2018 Policy Address  
政府在2018年施政報告中公布明日大嶼願景
- Conserving Lantau: Protection and Enhancement, Public Involvement, Public Enjoyment  
大嶼山保育方向：保護環境加強保育、公眾參與、公眾享用
- Set up the \$1 billion LCF  
成立十億元的「大嶼山保育基金」



# Background of LCF 大嶼山保育基金背景



# Conservation and Related Projects - Project Streams

## 保育和有關項目 — 項目類別



**NATURE CONSERVATION**  
自然保育



**CULTURAL CONSERVATION**  
文化保育



**VILLAGE REVITALISATION**  
鄉村活化

Conservation Management Agreement (MA)  
保育管理協議項目

Research  
研究項目

Education and Engagement (E&E)  
教育和參與項目

# Conservation and Related Projects - Project Streams

## 保育和有關項目 — 項目類別

- Conservation Management Agreement (MA)  
保育管理協議項目

Conservation projects (nature conservation, cultural conservation and/or village revitalisation) involving management and conservation of privately-owned land and/or buildings of conservation value, by engaging land/building owners to contribute, enhance and revitalise the ecological/nature/cultural/historical significance of the site

保育項目(自然保育、文化保育及 / 或鄉村活化)，涉及管理及保育具保育價值的私人擁有土地及 / 或建築物，當中鼓勵土地 / 建築物擁有人參與，提升和活化有關地點的生態 / 自然 / 文化 / 歷史價值





# Conservation and Related Projects - Project Streams

## 保育和有關項目 — 項目類別

- Research  
研究項目

Conservation-related scientific research or culture and local history research

與保育相關的科學研究或文化和地區歷史的研究



# Conservation and Related Projects - Project Streams

## 保育和有關項目 — 項目類別

- Education and Engagement (E&E)  
教育和參與項目

Initiatives or activities for community involvement, public education and promotion in relation to conservation and related purposes

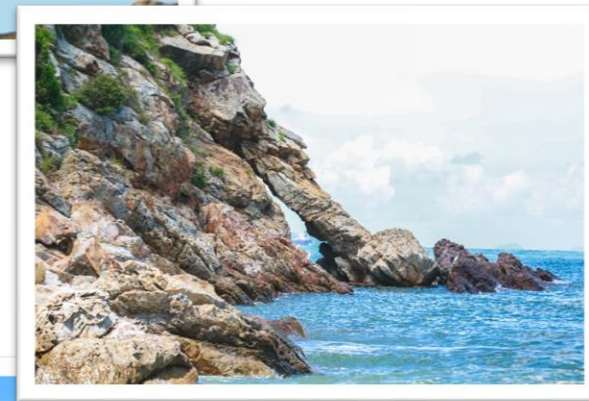
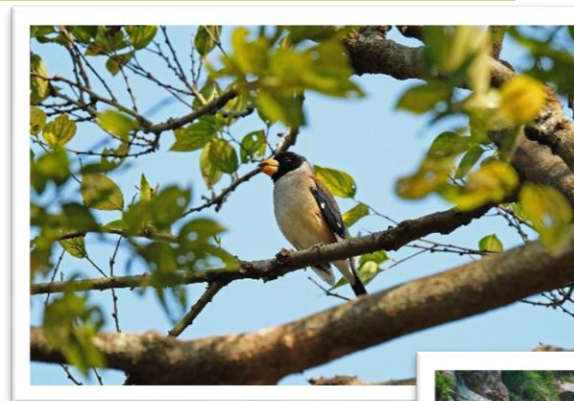
與保育相關的社區參與、公眾教育和宣傳計劃或活動



# Conservation and Related Projects - Project Streams

## 保育和有關項目 — 項目類別

- Conservation efforts may include natural environment, ecology, culture, history, rural character, landscape, geomorphology and other relevant elements  
所涵蓋的保育工作範圍可包括自然環境、生態、文化、歷史、鄉郊特色、地形、地貌和其他相關元素
- Aim: The environmental capacity can be enhanced, culture and rural character can be conserved and sustainable development of Lantau can be promoted  
目標：提升環境實力；保育文化和鄉郊特色；以及推動大嶼山的可持續發展



21 non-official members from a wide range of fields (including Chairperson)  
二十一名來自廣泛領域的非官方成員 (包括主席)

+

4 official members  
四名官方成員

02



# Application Arrangement 申請安排



# Eligibility 申請資格

- **Local tax-exempt charities 本地獲豁免繳稅的慈善機構**  
(only accept applications from organisations having legal personality  
只接受擁有法人資格的機構申請)
- **Local registered and non-profit-making companies 本地註冊的非牟利公司**
- **Local post-secondary education institutions 本地專上教育院校**  
(degree-awarding higher education institutions listed on the Education Bureau's  
website & the member institutions which provide manpower training under the  
Vocational Training Council 教育局網站所列可頒授學位的高等教育院校和職業訓  
練局轄下提供人力培訓的成員機構)

# Eligibility 申請資格

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- The Applicant Organisation is allowed to collaborate with other supporting/sponsoring bodies.  
申請機構可與其他支持 / 資助團體攜手合作
- Each application must be submitted by a single organisation  
每宗申請須由單一機構提出。

## Scope of Support 資助範圍

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- Within one of the defined project streams  
屬指定三類項目類別之一
- Contribute to conservation of Lantau, or raise community awareness of the local community, or engage the community in conserving Lantau  
對大嶼山保育作出貢獻；或提高當地社區的保育意識；或鼓勵社區保育大嶼山
- Benefit to community as a whole & non-profit-making  
整體上惠及社區和非牟利性質



# Funding and Duration Limits 資助及年期上限

Streams 類別	Funding Limit 資助上限 (HK\$ million 百萬港元)	Duration Limit 年期上限
Conservation MA 保育管理協議	13.0	3
Research 研究	2.5	3
Education & Engagement 教育及參與	2.0	2

- Lower threshold limit for application is set at \$250,000  
申請資助金額的下限設為 \$ 250,000

# Application Form & Guide 申請表格和申請指引

- Application Form and Guide to Application can be downloaded from the LCF website:  
申請表格和申請指引可於大嶼山保育基金網站下載: [www.lcf.gov.hk](http://www.lcf.gov.hk)



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[News and Stories](#)
[Application](#)
[Approved Projects](#)
[Quick Links and Resources](#)




## How To Apply

— [Home](#) > [Application](#) > [How To Apply](#)

Who Can Apply










How To Apply

When To Apply

Priority Project

FAQ

### Relevant materials for application:

- Guide to Application for Conservation and Related Projects of the Lantau Conservation Fund (Guide to Application)  [UPDATED]
- Application Form for Lantau Conservation Fund – Conservation and Related Projects (Research Project / Conservation Management Agreement Project)  [UPDATED]
- Application Form for Lantau Conservation Fund – Conservation and Related Projects (Education and Engagement Project)  [UPDATED]
- (Re-submission Only) Application Form Appendix A – Re-submission Form  [NEW]
- (Research Projects Only) Application Form Appendix B – External Assessors  [UPDATED]
- Budget – Template and Sample  [UPDATED]
- Sample Agreement – Main Text & Schedule A to D  [UPDATED]
- Sample Agreement – Schedule E – Progress Report – Template  [UPDATED]
- Sample Agreement – Schedule E – Completion Report – Template  [UPDATED]
- Sample Agreement – Schedule F – Notes for Auditors of Grantees and Sample Auditors' Report 

# Application Submission 提交申請

Application  
Submission  
提交申請

Applicant Organisation and  
Project Team  
申請機構和項目團隊

Person-in-charge, project leader, structure of the project team, CV, etc.

機構負責人、項目負責人、項目團隊架構、簡歷等

Details of Proposed Project  
建議項目細則

Conservation purpose, location, conservation measures, target groups, publicity and promotional plan, performance indicator of project, written consent, implementation schedule, etc.

保育目的、地點、保育措施、目標群組、宣傳及推廣計劃、項目表現指標、書面同意、推展時間表等

Financial matters  
財務事項

Budget, fund disbursement schedule, etc.

預算、資助發放時間表等

# Application Submission 提交申請

Application  
Submission  
提交申請

External Assessor\*  
外間評審專家\*

Each project application nominates 3 external assessors

每個項目申請需提名3位外間評審專家

**\*APPLICABLE TO  
ALL PROJECTS  
所有項目適用**

Agreement Confirmation  
協議確認書

submit one **signed Agreement Confirmation** for each application

須就每份申請遞交一份**已簽署的協議確認書**

**NEW  
新**

\* Need to declare any past and present relationship between the Person-in-charge of organisation or the Project Leader and the assessor

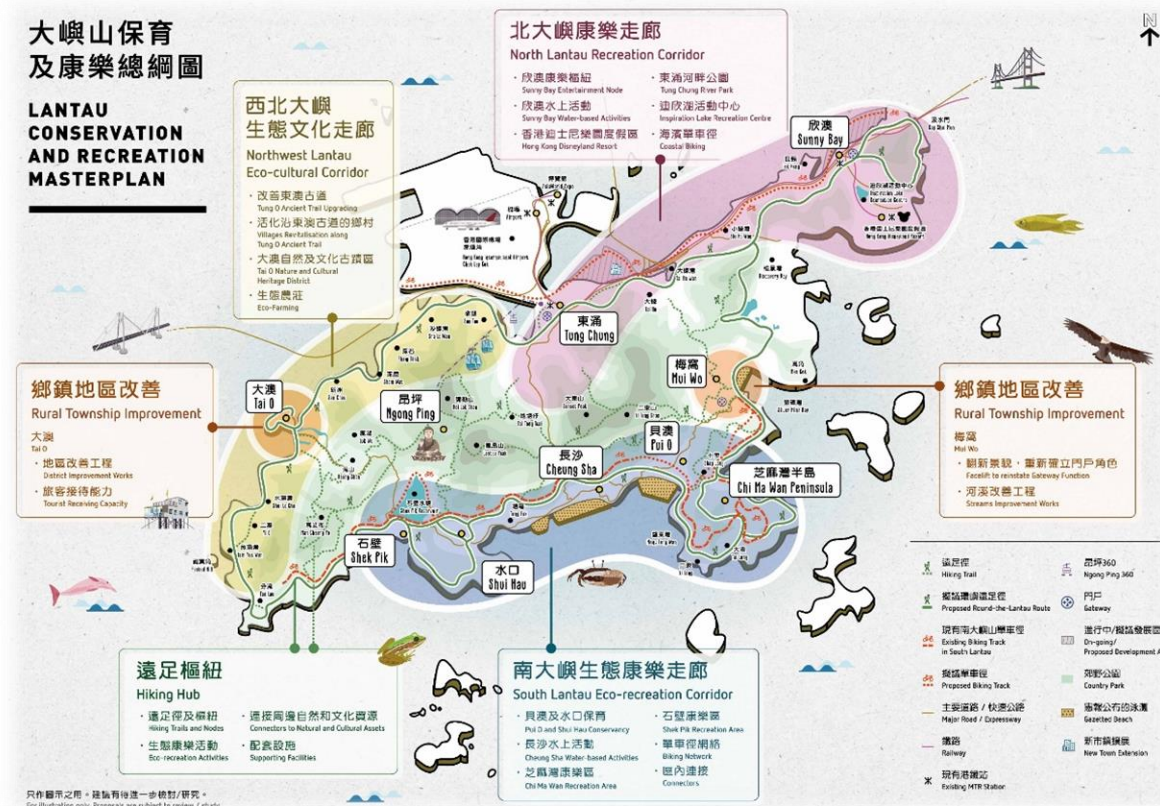
須申報機構負責人或項目負責人與各評審專家所有過往及現在的關係

# Assessment Criteria 評審準則

- |  |     |
|--|-----|
| ➤ Overall benefits to achieve conservation purpose<br>項目對達成保育目標的整體效益 | 40% |
| ➤ Quality of proposal<br>項目方案質素                                      | 30% |
| ➤ Applicant Organisation's capability<br>申請機構的能力                     | 20% |
| ➤ Quality of Budget<br>預算質素  | 10% |

# Priority Projects 優先項目

- Projects that match with the planning intention of the Lantau Conservation and Recreation Masterplan 符合《大嶼山保育及康樂總綱圖》所概述的規劃意向的項目



# Priority Projects : Conservation Themes

## 優先項目 – 保育主題

### Nature Conservation 自然保育

- Species 物種 :
  - (i) understudied taxa groups on Lantau that have potential conservation concern  
未經充分研究且具潛在保育價值的大嶼山生物分類群
  - (ii) conservation on threatened, ecologically important or keystone species  
保育受威脅物種、具重要生態價値物種及關鍵物種
- Ecosystem services of key habitats on Lantau 大嶼山關鍵生境的生態系統服務
- Urban biodiversity 市區生物多樣性

# Priority Projects : Conservation Themes

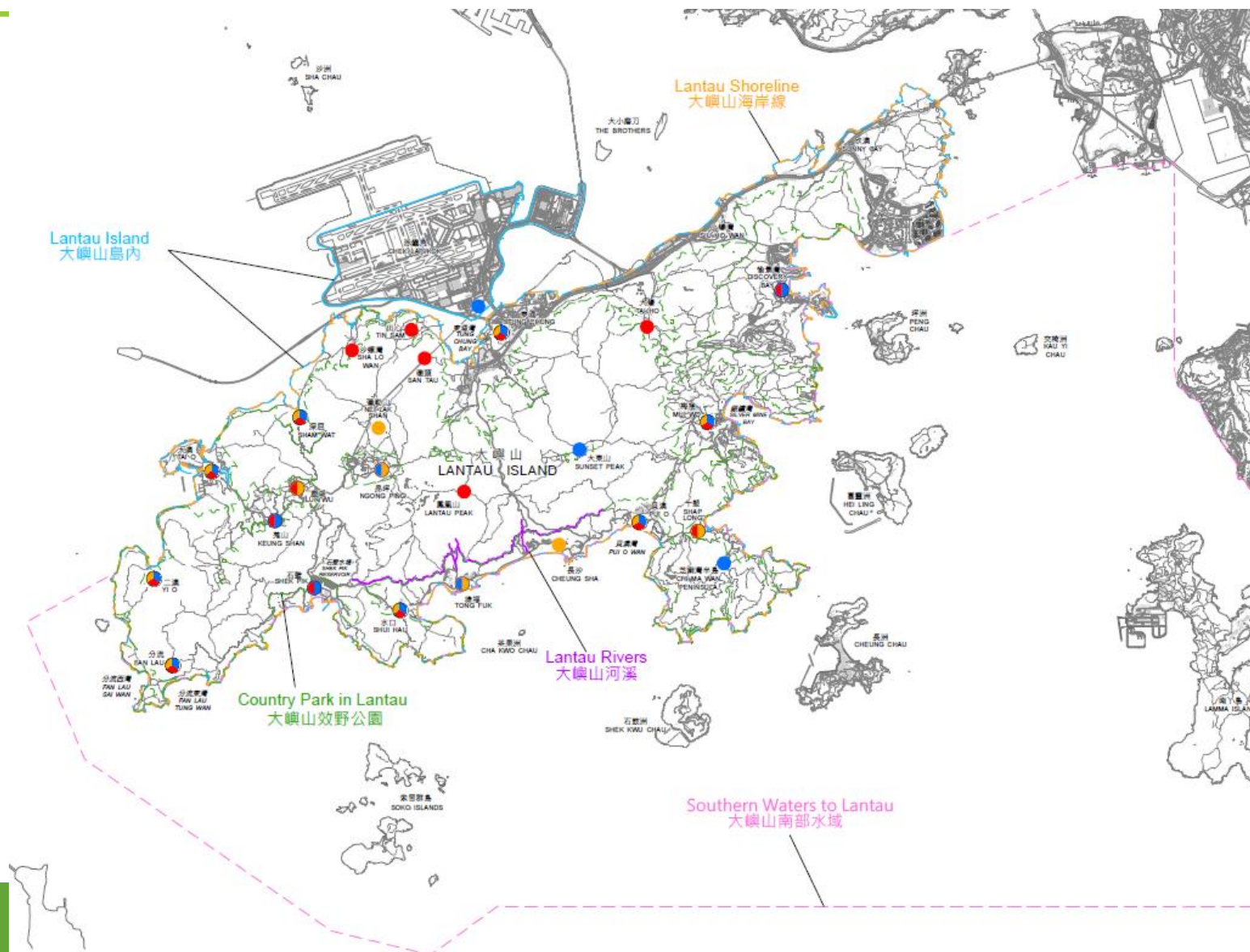
## 優先項目 – 保育主題

### Culture Conservation 文化保育

- Village traditions of Lantau 大嶼山的鄉村傳統
- Military built heritage of Lantau 大嶼山的軍事文物建築
- Socio-economic landscape of Lantau 大嶼山的社會經濟風貌
- Rural village settlement on Lantau: formation, configuration and associated components  
大嶼山鄉郊村落：形成、布局與相關組成部分
- Details please refer to the LCF website 詳情可於基金網頁瀏覽：  
<https://www.lcf.gov.hk/en/application/priority-project.html>



# Distribution of Approved Projects 獲批項目分佈



## Legend 圖例

### Approved Projects 獲批准項目

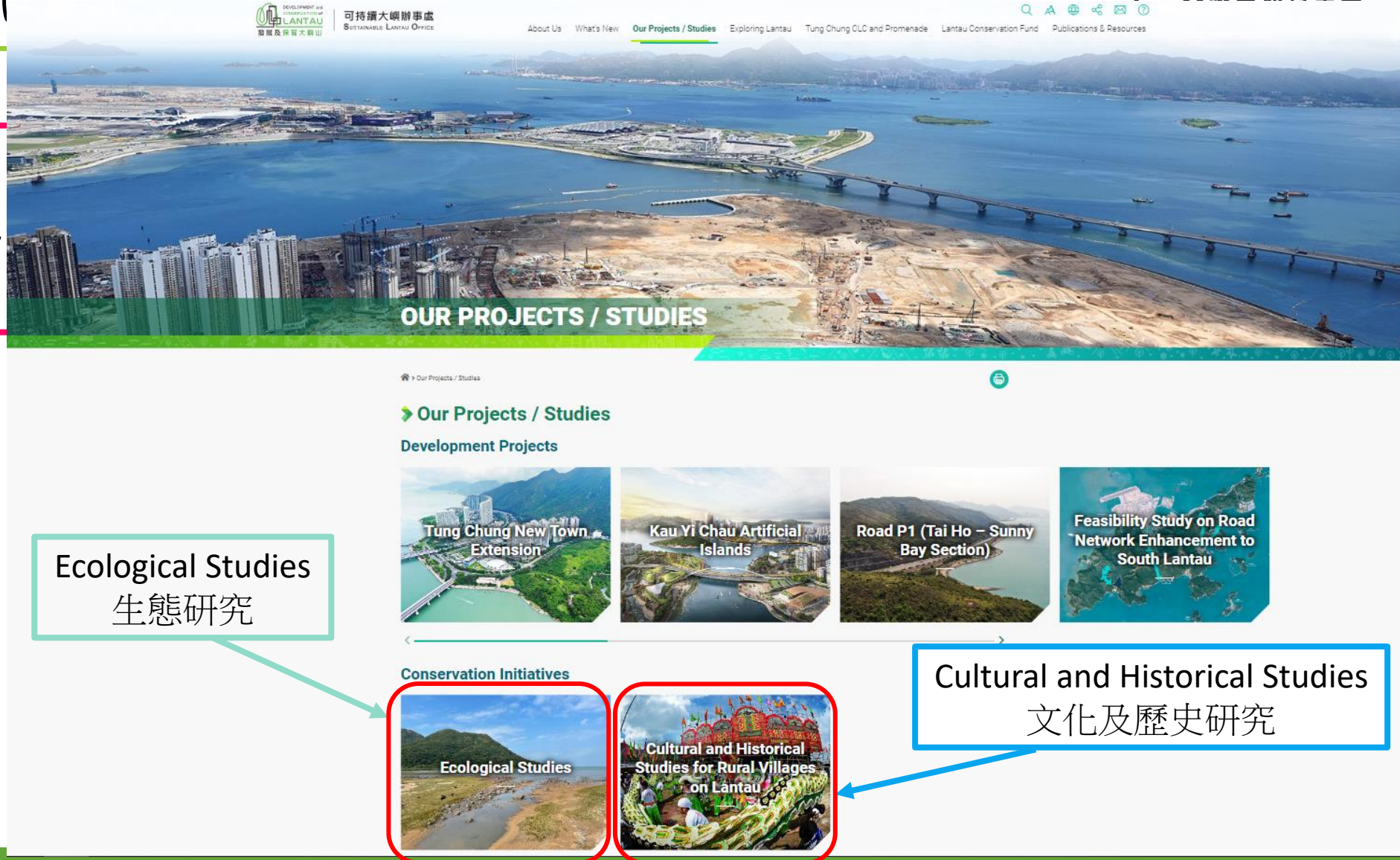
- 2020-21
- 2021-22
- 2022-23
- 2020-21 & 2021-22
- 2020-21 & 2022-23
- 2021-22 & 2022-23
- 2020-21, 2021-22 & 2022-23

- Lantau Rivers  
大嶼山河溪
- Country Park in Lantau  
大嶼山郊野公園
- Lantau Shoreline  
大嶼山海岸線
- Southern Waters to Lantau  
大嶼山南部水域
- Lantau Island  
大嶼山島內

# Conservation Related Information 保育相關資訊

## Sustainable Lantau Office website

<https://www.lantau.gov.hk/en/our-projects/index.html>



The screenshot displays the 'OUR PROJECTS / STUDIES' section of the website. It features a large aerial photograph of Lantau Island with a green overlay. Below the photo, the text 'OUR PROJECTS / STUDIES' is prominently displayed. The page is organized into two main sections: 'Development Projects' and 'Conservation Initiatives'. Under 'Development Projects', there are four project cards: 'Tung Chung New Town Extension', 'Kau Yi Chau Artificial Islands', 'Road P1 (Tai Ho - Sunny Bay Section)', and 'Feasibility Study on Road Network Enhancement to South Lantau'. Under 'Conservation Initiatives', there are two project cards: 'Ecological Studies' and 'Cultural and Historical Studies for Rural Villages on Lantau'. The 'Ecological Studies' and 'Cultural and Historical Studies for Rural Villages on Lantau' cards are highlighted with red boxes. External callout boxes are present: a green box on the left labeled 'Ecological Studies 生態研究' with an arrow pointing to the 'Ecological Studies' card; and a blue box on the right labeled 'Cultural and Historical Studies 文化及歷史研究' with an arrow pointing to the 'Cultural and Historical Studies for Rural Villages on Lantau' card.

Ecological Studies  
生態研究

Cultural and Historical Studies  
文化及歷史研究

# Sharing Ecological Data of Lantau

## 分享大嶼山生態數據

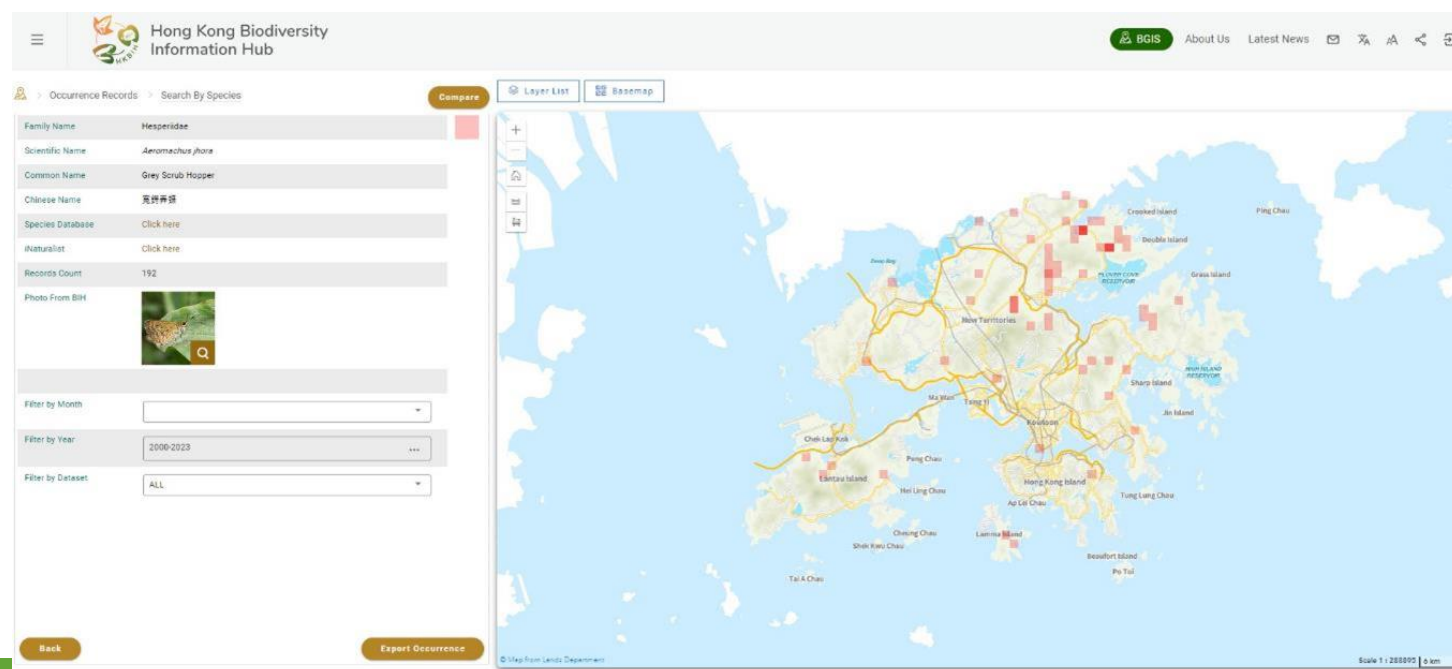
### Biodiversity Geographic Information System (BGIS) 生物多樣性地理信息系統

- The Hong Kong Biodiversity Strategy and Action Plan 香港生物多樣性策略和行動計劃
- The Agriculture, Fisheries and Conservation Department collates existing data and developing a web-based information hub and a centralised database.  
漁農自然護理署整理現有數據，建立一個網上資訊樞紐及中央數據庫，以改善生物多樣性的知識共享
- Launched in 2024 已於2024年推出
- As a GIS-based data sharing platform that facilitates the sharing of data  
促進本地物種空間數據的分享

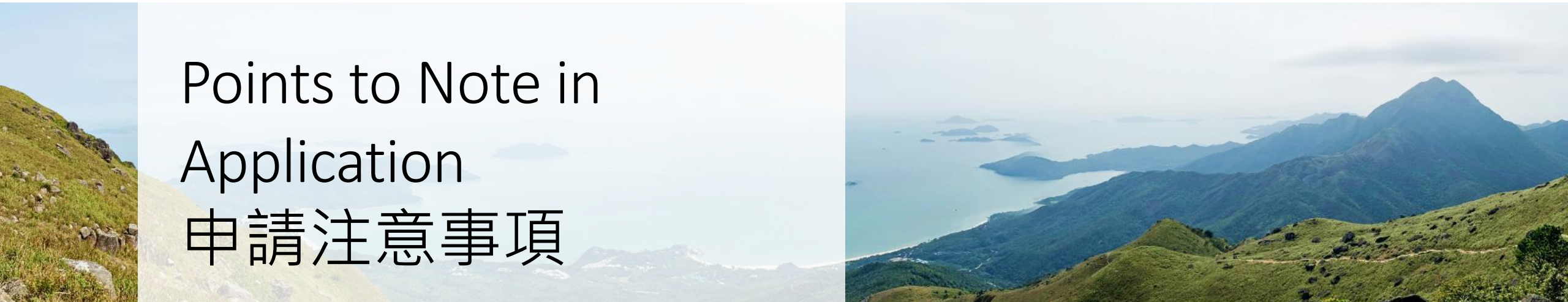
# Sharing Ecological Data of Lantau 分享大嶼山生態數據

## Biodiversity Geographic Information System (BGIS) 生物多樣性地理信息系統

- Approved LCF projects (applicable nature conservation projects) are required to provide ecological data in a prescribed format  
大嶼山保育基金的獲批項目 (適用的自然保育項目) 需要根據規定的格式提供生態數據



03



Points to Note in  
Application  
申請注意事項

## General Matters 一般事項

- The application shall clearly explain how the project can contribute to the conservation of Lantau or raise conservation awareness of the local community, or engage the community in conserving Lantau  
申請須詳細解釋該項目如何可以實現大嶼山的保育目標; 或提升當地社區的保育意識; 或鼓勵社區保育大嶼山
- Encourage to engage, collaboration and share knowledge with local people as part of capacity building and creating positive societal impacts  
鼓勵與當地居民互動協作及/或作知識交流，以培養他們保育大嶼山的能力，為社區帶來正面影響

## General Matters 一般事項

- Collaboration organisation means those organisation(s) which willing to provide support to the project, for example sponsorship in terms of money, manpower, resources etc.  
合作機構是指一些願意為項目提供支援的團體，例如：金錢贊助、免費提供人力、物力支援等
- If the collaboration organisation will charge for such support(s) which has been included in the budget, procurement requirements stated in the agreement have to be compiled with  
倘若合作機構會為其所提供之支援收取費用，而這費用包括在項目預算內，便需要遵從協議所述之採購規定

# Conservation Agreement Management Project

## 保育管理協議項目

- Projects with built heritage conservation, should include (1) a baseline programme; (2) proposed arrangement for public appreciation; and (3) publicity programme  
涉及保育歷史建築的項目，須包括(1) 基線計劃; (2) 開放予公眾參觀的擬議安排; 及 (3) 宣傳計劃
- **Provision of public access and publicity should comprise at least 50% of the project period**  
**開放予公眾及進行宣傳計劃的時間應佔項目期至少50%**
- If failed to provide public access and publicity for at least 50% of the project period, may request Grantee to implement measures to fulfill the requirement **without additional funding support**  
如未能於項目期至少50%開放予公眾及進行宣傳計劃，可要求獲資助機構在**沒有額外資助**下推行措施以滿足相關要求



# Conservation Agreement Management Project

## 保育管理協議項目

- Grantee's responsibility to ensure the structural safety of the building(s) for public access  
獲資助機構有責任確保有關建築的結構安全，可開放予公眾使用
- Owner's written consent should be provided as far as possible with the submission  
遞交申請時應盡量附上土地擁有人的書面同意

# Research Project 研究項目

- Application from a post-secondary education institution shall be made through its research office  
凡屬專上教育院校所提出的研究項目申請，須經由其研究辦事處提交
- If the current appointment of the project leader cannot cover the whole project period, the research office shall further undertake that at least one successor to the project leader from the same institution must be included in the project  
如項目負責人的受聘年期未能涵蓋整段項日期，研究辦事處須進一步承諾，有關項目最少會有一位來自同一院校的繼任人

# Statutory Procedure 法定程序

- Applicant Organisation's responsibility to ascertain statutory requirements involved in the implementation of the proposed project, such as planning applications, place of public entertainment licence, environmental impact assessments, etc.  
申請機構有責任確定擬議項目所涉的法定要求，例如規劃申請、相關牌照及法定許可等
- Specify its plan, budget and time frame for obtaining such endorsements in the application  
須在提出申請時訂明取得所需批准的計劃、預算和時間
- Fund for the parts of the proposal or activities of the application requiring relevant endorsements would only be released after all statutory requirements are complied with  
申請方案內的部分項目或活動須取得有關當局批准，相關的基金資助只會於所有法定要求獲遵辦後發放

# National Security 國家安全

- The Government reserves the right to disqualify Application Organisation (AO) on the grounds that AO, including but not limited to the representatives responsible for and involved in the application, has engaged, is engaging, or is reasonably believed to have engaged or be engaging in acts or activities that are likely to cause or constitute the occurrence of offences endangering national security or otherwise the exclusion is necessary in the interest of national security, or is necessary to protect the public interest of Hong Kong, public morals, public order or public safety.  
政府保留權利以申請機構曾經參與、正在參與或有理由相信申請機構曾經或正在參與可能導致或構成發生危害國家安全罪行的行為或活動為由，取消申請機構的申請資格，又或為維護國家安全，或為保障香港的公眾利益、公共道德、公共秩序或公共安全，而有必要剔除申請機構的申請資格。

# National Security 國家安全 (Cont')

- Even after the application is approved, the Government may immediately terminate the relevant agreement upon the occurrence of any of the following events:  
即使有關申請已獲批准，如果出現下列任何一種情況，政府可立即終止有關協議：
  - AO, including but not limited to our representatives responsible for and involved in the application, has engaged or is engaging in acts or activities that are likely to constitute or cause the occurrence of offences endangering national security or which would otherwise be contrary to the interest of national security;  
機構曾經參與或正在參與可能會構成或導致發生危害國家安全罪行或不利於國家安全的行為或活動；
  - the continued engagement of our organisation/contractor or the continued implementation/performance of the LCF project is contrary to the interest of national security; or  
繼續委聘機構 / 承辦商或繼續推行該大嶼山保育基金資助項目將不利於國家安全；或
  - the Government reasonably believes that any of the events mentioned above is about to occur.  
政府合理地相信上述任何一種情況將會發生。
- If the application is approved and during implementation stage, the appearance of publicity materials containing any message (whether, explicit and/or implicit) which will/may possibly constitute or cause the occurrence of any offences endangering national security or otherwise may be contrary to the interest of national security should strictly be prohibited.  
有關申請如獲批准並實行項目時，宣傳品的外觀嚴禁包含（不論明示及 / 或暗喻）一些將會 / 可能構成或導致發生危害國家安全罪行或不利國家安全的訊息。

# Owners' Consent 擁有人的同意

- Provide written consent from the land owner(s)/tenant(s)/relevant government department(s) concerned as far as possible during the application stage; if only oral consent obtained, provide information as far as possible (e.g. name(s), lot number(s))  
在申請階段盡量提供由有關土地擁有人 / 租客 / 政府部門作出的書面同意，如只取得口頭同意，須盡量提供相關詳情（如姓名、地段編號）
- If funding support is granted, such written consent must be made available prior to the signing of agreement and execution of the project  
如獲批出資助，便須在簽訂協議及執行項目前取得有關書面同意

Name 名稱	Lot No. or Address of Premises Involved 涉及的地段編號或物業地址	Role & Duties under Project 角色及項目下的職責	Agreement in principle to implement project* 原則上同意推展項目*
e.g.: Chan Tai Man 例：陳大文	e.g. DD123 Lot no. 12	e.g.: lend land for use in the project 例：借出土地供項目使用	例：Confirmed落實 / <del>To Be</del> Confirmed待定

# Performance Indicator 表現指標

- Gauge the effectiveness of the project  
評估項目的成效
- Accept both qualitative and quantitative indicators  
量度「質」與「量」的指標均可
- Tailor-made indicators based on activities and programme by the Applicant Organisation, e.g. 申請機構因應活動和時間表度身訂制指標, 例如:
  - ❖ Area of land conserved/managed  
保育 / 管理面積
  - ❖ Number of education and engagement programmes organized and the number of participants  
舉辦教育及參與項目的數目和參與人數

# Budget 預算

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- Provide a detailed budget of each income and expenditure item in Excel format (sample can be downloaded from the LCF website)  
提供列出收支項目的詳細預算 (以Excel格式編製，有關預算範本可從基金網站下載)
- Expenditure item should be grouped into categories, e.g. project staff costs  
開支項目應分門別類, 例如項目員工薪金



# Budget 預算

## Project Staff Salary 項目員工薪金

- Total amount below **50%** of the approved grant or actual expenditure, whichever is less (except research projects) 資助總額不超過獲批准資助金額或項目實際開支的**50%**，以款項較少者為準 (研究項目除外)

## Administrative and Overhead Costs 行政及經常支出

- Not applicable for Applicant Organisations (including post-secondary education institution) receiving Government subvention 不適用於接受政府補助的申請機構(包括專上教育院校)
- Total amount below **10%** of the approved grant or actual expenditure, whichever is less 資助總額不超過獲批准資助金額或項目實際開支的**10%**，以款項較少者為準

# Fund Disbursement Schedule 資助發放時間表

	Milestone 里程碑	Proportion 份額
Initial Disbursement 首次發放款項	<ul style="list-style-type: none"> <li>Signing of agreement 簽定協議</li> </ul>	<ul style="list-style-type: none"> <li>20% - 25% of the approved grant 獲批准的資助金額的20至25%</li> </ul>
Interim Disbursement 中期發放款項	<ul style="list-style-type: none"> <li>Completion of specific milestone (details to be proposed by the Applicant Organisation to suit the nature of individual project) 完成指定里程碑 (由申請機構按個別項目的性質所建議)</li> <li>Submission of progress report 遞交進度報告</li> </ul>	<ul style="list-style-type: none"> <li>To be proposed by the Applicant Organisation 由申請機構建議</li> </ul>
Final Disbursement 最後發放款項	<ul style="list-style-type: none"> <li>Completion of project 完成項目</li> <li>Approval of completion report &amp; final audited accounts 完成報告及最終審計帳目獲批</li> </ul>	<ul style="list-style-type: none"> <li>10% of the approved grant or actual outstanding payment 獲批准的資助金額的10%或實際的未付款項</li> </ul>

Provide quantitative milestones  
盡量填寫能量化的里程碑

\* The **post stamp** of postal application must be **on or before the invitation close date**

郵寄申請以**郵戳日期**為準，必須為**截止日期或之前**

## Points to Note in Application 申請注意事項

- The original hard copy of the Application Form must be signed by a person-in-charge of the Applicant Organisation with an official organisation/company chop stamped.  
申請表格正本必須由申請機構的負責人簽署，並蓋上申請機構的印章。
- Submit soft copy of Application Form (fillable pdf) and other required supporting documents by email or in CD-ROM  
以電郵或光碟遞交申請表格(可填寫的PDF)及其他所需文件的軟複本
- The original hard copy of the Application Form must be signed by a person-in-charge of the Applicant Organisation with an official organisation/company chop stamped. Otherwise, the application will not be considered  
如申請表格正本沒有可接受機構負責人的簽名，或沒有蓋上機構印章，該申請將不獲考慮
- **BOTH** hardcopy **AND** softcopy of the application **MUST** be submitted on or before the invitation closing time. Submission after the deadline will not be considered.  
申請表的正本**及**軟複本**必須在截止時間或之前提交**。截止日期後提交的申請將不獲考慮。

# Points to Note in Application 申請注意事項

- Checklist for Application Submission (Appendix 1 of Guide to Application) - **submit one signed Agreement Confirmation for each application**  
提交申請核對清單 (申請指引附錄1) - 須就每份申請遞交一份已簽署的協議確認書
- If application was previously rejected, should state clearly in Appendix A to Application Form the revisions/amendments made  
如申請曾被拒，應在申請表格的附錄 A 中清楚訂明作出的調整 / 修訂
- A maximum of **10 pages** for supplementary information (if necessary)  
最多不超過**10頁**的補充資料 (如有需要)
- ❖ No textual explanation, only photos, diagrams, illustrations, tables, charts, etc. for illustration purpose  
不應包括進一步解釋項目詳情的文字，主要以相片、圖片、插圖、表格、圖表等協助表達理念

# Points to Note in Application 申請注意事項

- Keep your content clear, precise and concise, avoid repeating similar information in different parts of the application form  
保持內容清晰簡潔，避免於申請表格的不同部分重覆相似的內容
- Please DO NOT amend the format of the application form  
請不要更改申請表格的格式
- Reasonable font size : at least 12 points  
字體不要過小：最小12點

# Considerations of Application 申請審批考量

- Uniqueness for Lantau 對大嶼山的獨特之處
- Contribution towards nature / culture conservation and village revitalization on Lantau 對大嶼山自然 / 文化保育和鄉村活化的貢獻
- Engage relevant expert(s) in the project team 項目團隊內有相關方面的專家
- Maximise the number of participants 盡量增加可參與人數
- Field-based learning on Lantau & means to reach out to others not joining the activities  
於大嶼山實地舉辦項目的活動，並運用不同方式令未能參加的人士亦可以接觸項目的資訊

# Considerations of Application 申請審批考量

- Tailor-make materials for different participants (e.g. primary students, secondary students, general public, participants with basic knowledge)  
為不同的參加者打造適合他們程度的教材
- Use environmentally friendly means (e.g. electronic publication vs hardcopy)  
使用環保的方法 (例如 電子書刊 vs 紙本書刊)
- Reasonable and justified budget breakdowns and implementation programmes  
合理及具明確分項的預算和項目推展時間表
- Sustainability of projects after project period 項目完結後的可持續性
- Evaluation of project effectiveness 分析項目的效益

## 04

# Points to Note in Project Implementation 項目推展注意事項

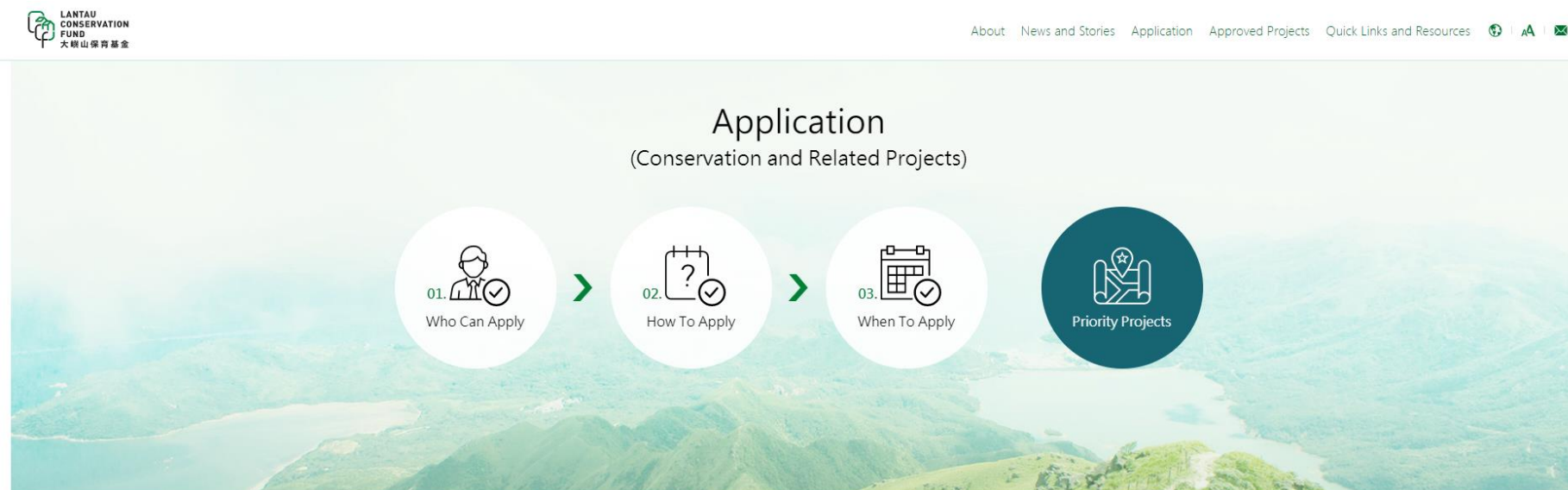




# Points to Note in Project Implementation

## 項目推展注意事項

- Grantee shall sign an agreement with the Government for each project  
獲資助機構需要與政府就項目簽訂協議
- The sample agreement for terms and conditions to be observed during project implementation can be downloaded from the LCF website for reference.  
協議內容包括在項目推展期間所須遵守的條款和條件。協議範本可於大嶼山保育基金網站下載



- Request for additional funding after project approval will not be considered  
項目獲批准後，要求額外資金的申請將不獲考慮

# Reallocation of Fund 資助款項調配

## 1. Approved items within the same category 同一類別的核准開支項目

- Grantee may reallocate funds of approved items within the same category  
獲資助機構可調配同一類別內核准開支項目的資助

	Particulars 分項詳情	Unit Cost (\$) 單位成本	Quantity 數量	Total (\$) 總計
1.	Transportation 交通			
1.1	28-seat car rental for transportation of visitors (\$1000/day x 10 times) 租借28座車以作訪客交通 (一日\$1000 x 10次)	1,000	10	10,000
1.2	5.5T lorry rental for delivery of equipment (\$500/day x 10 times) 租借5.5噸貨車以作運送設備 (一日\$500 x 10次)	500	10	5,000
			Sub-total 小計	15,000

# Reallocation of Fund 資助款項調配

## 2. Items not on approved budget 開支項目不在核准預算

- Provided that items are reasonable & approved cap not exceeded; prior written approval required  
合理開支項目及不超出核准上限；需先得書面同意


	Particulars 分項詳情	Unit Cost (\$) 單位成本	Quantity 數量	Total (\$) 總計
1.	Transportation 交通			
1.1	28-seat car rental for transportation of visitors (\$1000/day x 10 times) 租借28座車以作訪客交通 (一日\$1000 x 10次)	1,000	10	10,000
1.2	5.5T lorry rental for delivery of equipment (\$500/day x 10 times) 租借5.5噸貨車以作運送設備 (一日\$500 x 10次)	500	10	5,000
			Sub-total 小計	15,000

New item  
新開支項目

# Reallocation of Fund 資助款項調配

3. Exceeding approved cap for a category  
超出開支類別的核准上限
- Not exceeding 15% of the original approved cap  
不超出原資助上限的15%
  - Otherwise, prior written approval from Secretariat required  
否則需先得秘書處書面同意

	Particulars 分項詳情	Unit Cost (\$) 單位成本	Quantity 數量	Total (\$) 總計
1.	Transportation 交通			
1.1	28-seat car rental for transportation of visitors (\$1000/day x 10 times) 租借28座車以作訪客交通 (一日\$1000 x 10次)	1,000	10	10,000
1.2	5.5T lorry rental for delivery of equipment (\$500/day x 10 times) 租借5.5噸貨車以作運送設備 (一日\$500 x 10次)	500	10	5,000
			Sub-total 小計	15,000



# Reallocation of Fund 資助款項調配

4. Any unused fund for projects staff costs (except research projects) and audit fees is not allowed to be reallocated to other expenditure categories  
有關員工薪金(研究項目除外)和核數費用如有未用盡的款項，**不得**分配至其他開支類別

# Procurement & Auditing

## 採購及審計

### Procurement 採購

- Comply with the requirements set out in the agreement, such as number of quotations  
符合協定內的規定，例如報價數量

### Audited Accounts 審計帳目


- Audited by independent certified public account (practising)  
經獨立執業會計師審計

# Variations of Agreement 協議修訂

- Change that may affect the original purpose and/or expected outcome and benefit of project, such as change of key project staff, reduction in area of conservation/number of activities, etc.  
一些可影響項目原本目的及 / 或預期成果和成效的改變，例如更換主要項目人員，減少保育面積或活動數目等
- Prior written approval required  
需先得書面同意



05



Key Dates  
重要日期

# Key Dates 重要日期



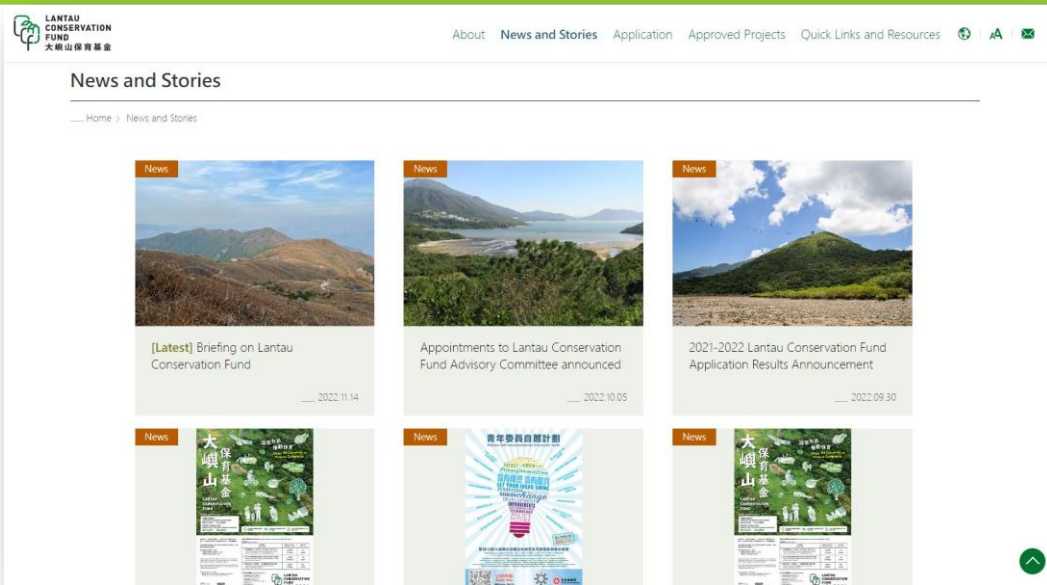
\* The **post stamp** of postal application must be **on or before the invitation close date**

郵寄申請以**郵戳日期**為準，必須為**截止日期或之前**

## Key Dates 重要日期

- The original hard copy of the Application Form shall be delivered to the Secretariat of the Lantau Conservation Fund Advisory Committee at 12/F, 1063 King's Road, Quarry Bay, Hong Kong on or before 5:00pm on the invitation closing date  
申請表格正本須於**截止日期下午五時或之前**送往香港鰂魚涌英皇道1063號12樓大嶼山保育基金諮詢委員會秘書處
- The electronic-input Application Form shall be sent by email to [lcfac@cedd.gov.hk](mailto:lcfac@cedd.gov.hk) or submitted in a CD-ROM together with the original hard copy of the Application Form on or before 5:00 pm on the invitation closing date  
電子輸入格式申請表格須於**截止日期下午五時或之前**以**電郵發送至 [lcfac@cedd.gov.hk](mailto:lcfac@cedd.gov.hk)**或**以光碟連同申請表格正本**一同遞交。
- Late application will not be considered  
遲到的申請將不獲考慮

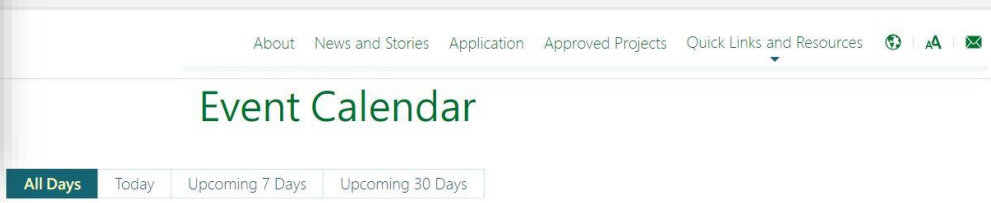
# Latest News of LCF 基金最新資料



News and Stories

Home > News and Stories

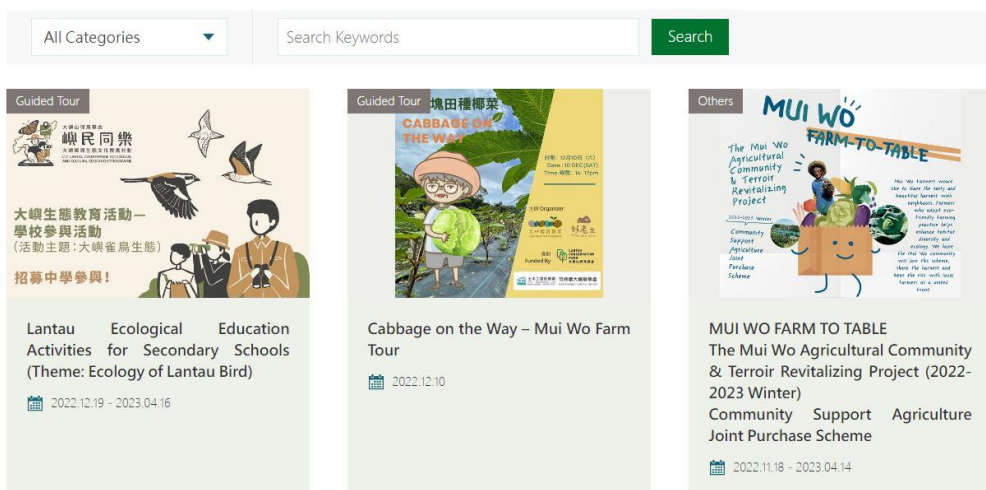
- [Latest] Briefing on Lantau Conservation Fund (2022.11.14)
- Appointments to Lantau Conservation Fund Advisory Committee announced (2022.10.05)
- 2021-2022 Lantau Conservation Fund Application Results Announcement (2022.09.30)



Event Calendar

2022-12-02

All Days Today Upcoming 7 Days Upcoming 30 Days



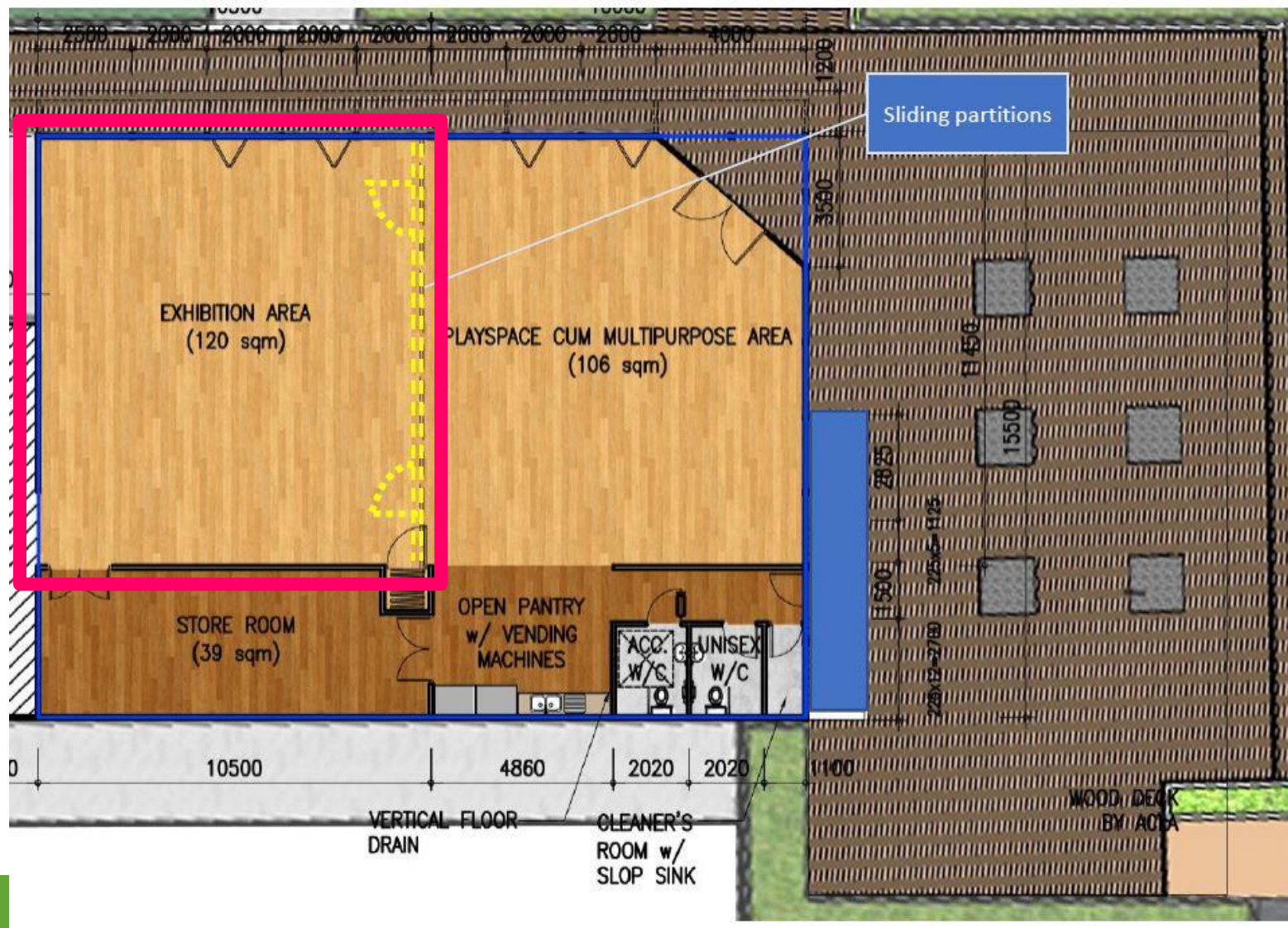
All Categories Search Keywords Search

- Guided Tour 嶼民同樂**  
大嶼生態教育活動—學校參與活動  
(活動主題: 大嶼雀鳥生態)  
招募中學參與!
- Guided Tour 塊田種椰菜**  
CABBAGE ON THE WAY  
2022.12.10
- Others MUI WO FARM-TO-TABLE**  
The Mui Wo Agricultural Community & Terroir Revitalizing Project (2022-2023 Winter)  
Community Support Agriculture Joint Purchase Scheme  
2022.11.18 - 2023.04.14

Please visit  
請瀏覽

LCF.gov.hk

# Tung Chung Community Liaison Centre (Extension) 東涌社區聯絡中心(新翼)



Welcome to reserve Tung Chung Community Liaison Centre Extension for exhibition purpose

Opening Hours:  
9am – 5pm  
Tuesday to Sunday  
(Close on Mondays and public holidays)

# Tung Chung Community Liaison Centre (Extension) 東涌社區聯絡中心(新翼)

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public holidays)

