



**LANTAU
CONSERVATION
FUND**
大嶼山保育基金

Lantau Conservation Fund Briefing Session
大嶼山保育基金簡介會

20/11/2020

Lantau Conservation Fund Briefing Session

大嶼山保育基金簡介會



- Hold at Central Library with live streaming
於中央圖書館舉行，同步網上直播
- In Cantonese with simultaneous interpretation to English
以廣東話進行，並設英語即時傳譯

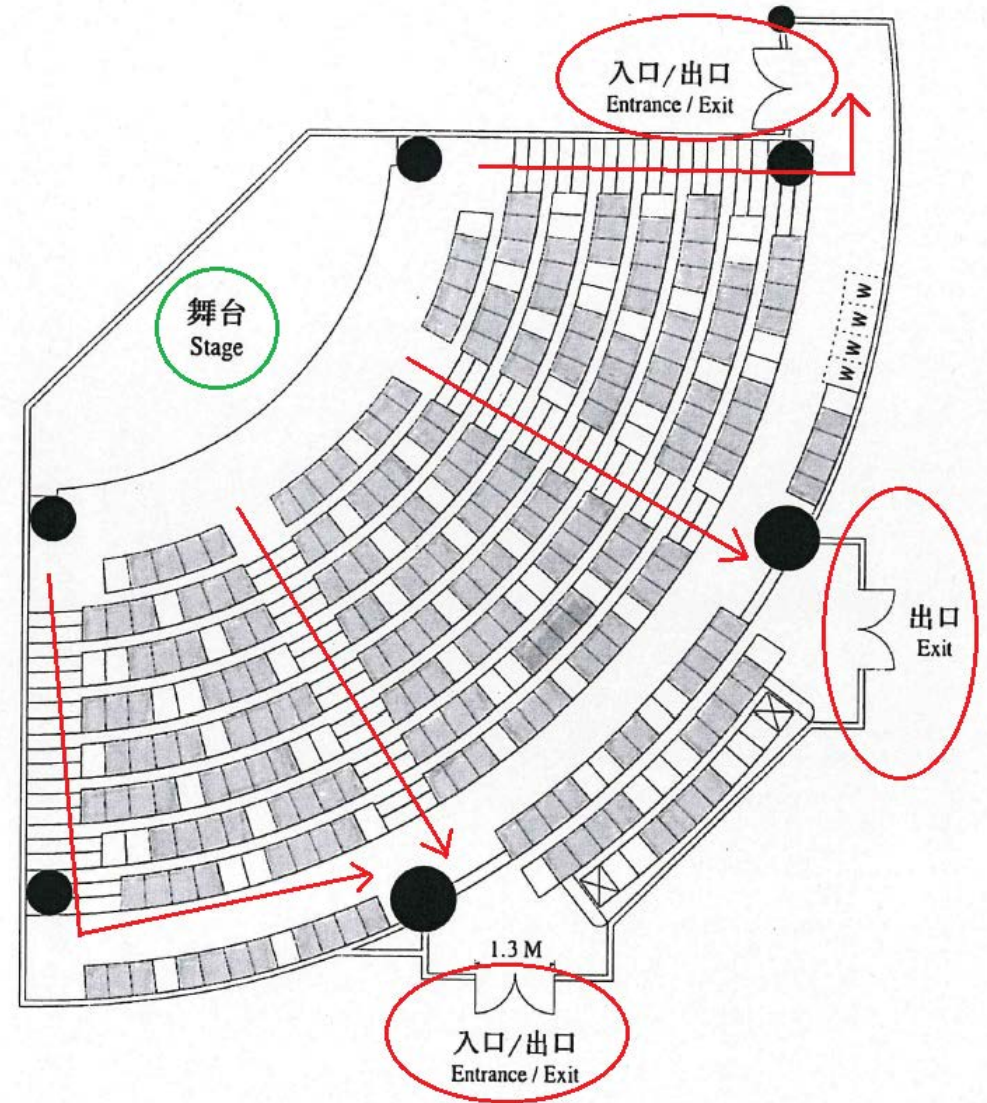
Rundown 流程

時間 Time	流程 Rundown
14:30 - 14:40	簡介 Introduction
14:40 - 15:15	《大嶼山保育基金》簡報 Presentation of the Lantau Conservation Fund
15:15 - 15:55	問答環節 Q&A Session
15:55 - 16:00	總結 Closing Remarks
16:00	簡介會完結 End of Briefing

- At venue: raise hand to speak or write your questions on forms
現場: 舉手或用提問表格發問
- Live streaming: write your questions using “Live event Q&A”
網上直播: 在「即時活動問與答」留言發問

Points to Note at Central Library 會場注意事項


- Escape route
逃生路線
- Photography & video recording
拍照及錄影



Content 內容

1. Background of Lantau Conservation Fund (LCF)
大嶼山保育基金背景
2. Application Arrangement
申請安排
3. Points to Note in Application
申請注意事項
4. Points to Note in Project Implementation
項目推展注意事項
5. Tentative Key Dates
暫定重要日子

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，當中會鼓勵土地 / 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



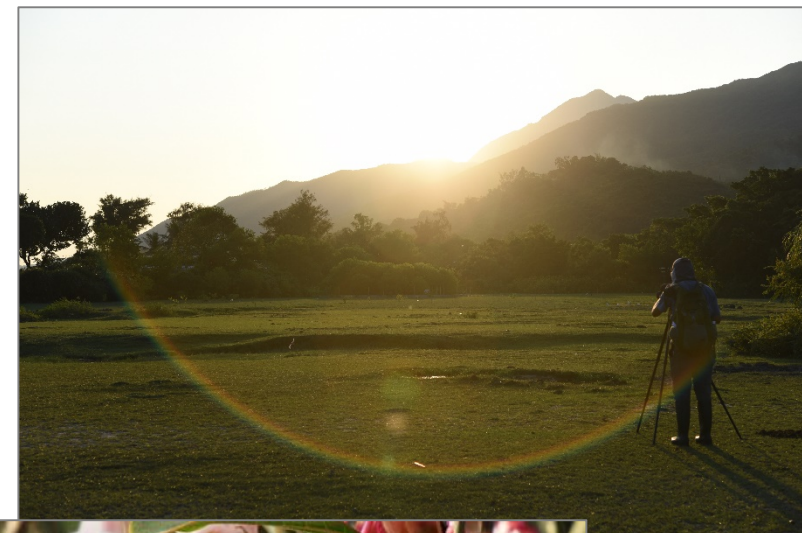
Conservation and Related Projects - Project Streams

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

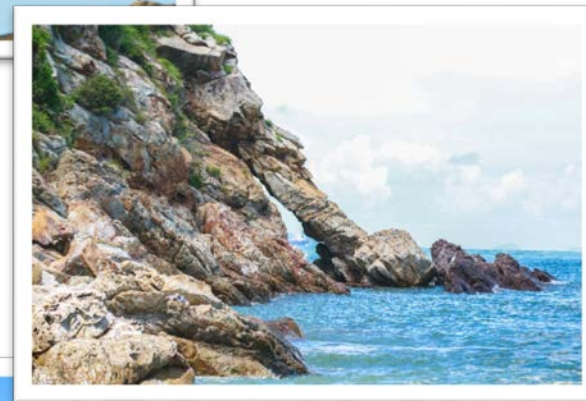
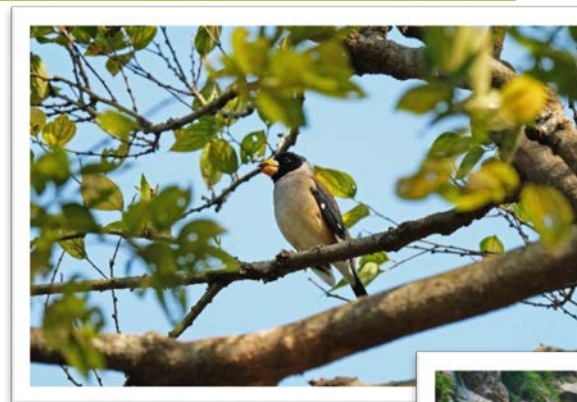
與保育相關的社區參與、公眾教育和宣傳計劃或活動



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



14 non-official members from a wide range of fields (including Chairperson)
十四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

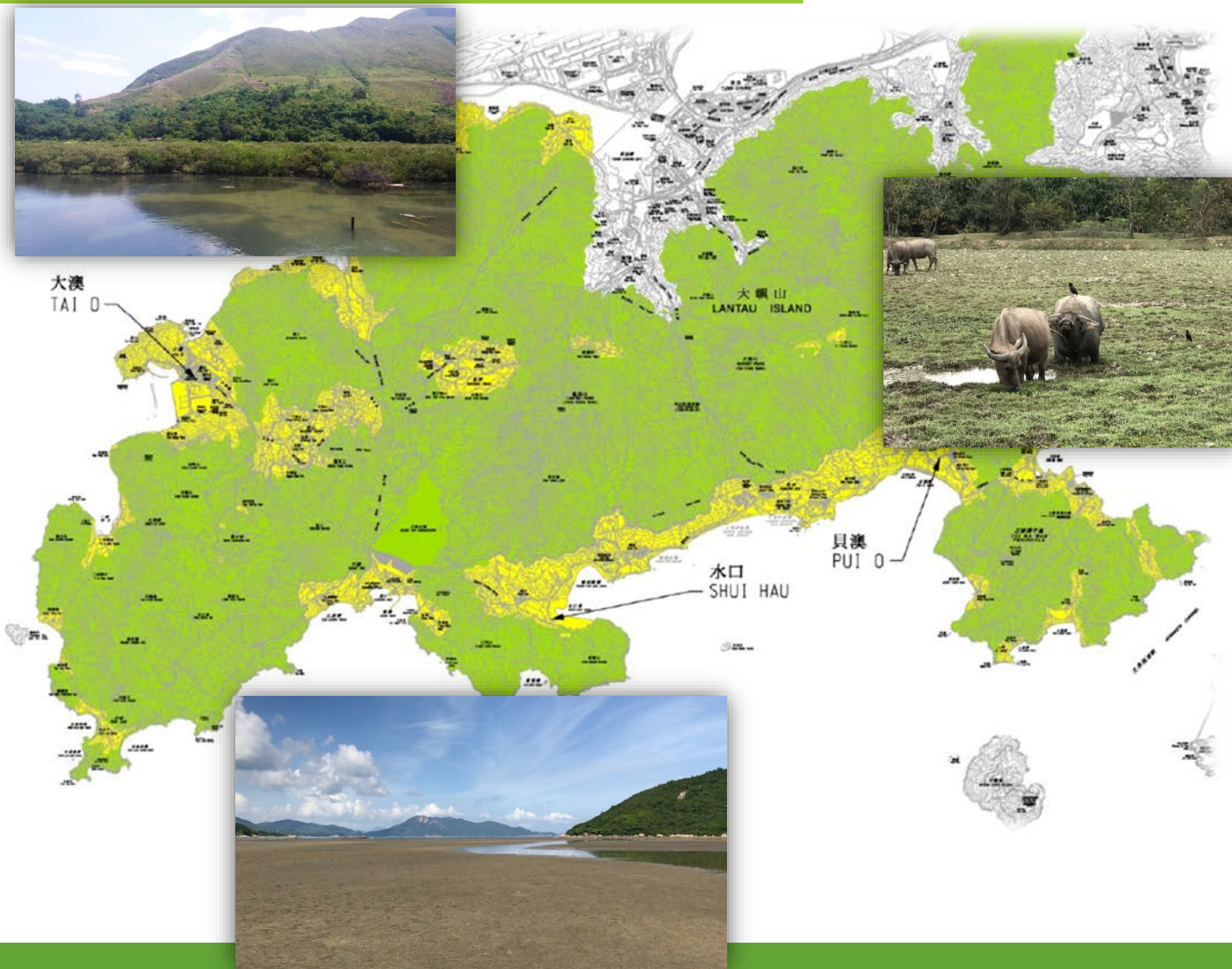
- The Applicant Organisation is allowed to collaborate with other supporting/sponsoring bodies.
申請機構可與其他支持 / 資助團體攜手合作
- Each application must be submitted by a single organisation
每宗申請須由單一機構提出。

Scope of Support 資助範圍

- 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

Priority Projects 優先項目

- Projects in Tai O, Pui O or Shui Hau
Hau
位於大澳、貝澳或水口的項目
(Pilot areas for rural
conservation identified 2017
Policy Address
2017年施政報告中訂定的鄉郊
保育政策先導地區)



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

Application (Conservation and Related Projects)



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

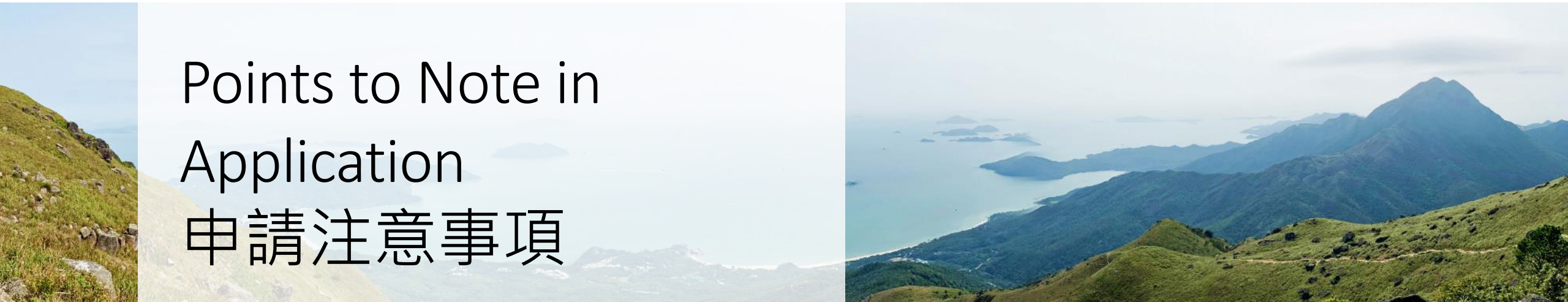
Budget, fund disbursement schedule, etc.

預算、資助發放時間表等

Assessment Criteria 評審準則

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

03



Points to Note in
Application
申請注意事項

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, environmental impact assessments, etc
申請機構有責任確定擬議項目所涉的法定規定，例如提出規劃申請及進行環境影響評估等
- Specify its plan and time frame for obtaining such endorsements in the application
須在提出申請時訂定取得所需批准的計劃和時間
- Agreement would only be signed after all statutory requirements are complied with
只有在符合所有法定規定後，才會訂立協議

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
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
- 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 / To-Be 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

- 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

Sponsorships and Income 贊助和收入

- Applicant Organisation is encouraged to generate income and/or seek sponsorships
鼓勵申請機構創造收入和 / 或尋找贊助
- Not a mandatory requirement for application
並非申請的必要條件

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"> Signing of agreement 簽定協議 	<ul style="list-style-type: none"> 20% - 25% of the approved grant 獲批准的資助金額的20至25%
Interim Disbursement 中期發放款項	<ul style="list-style-type: none"> 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) Submission of progress report 遞交進度報告 	<ul style="list-style-type: none"> To be proposed by the Applicant Organisation 由申請機構建議
Final Disbursement 最後發放款項	<ul style="list-style-type: none"> Completion of project 完成項目 Approval of completion report & final audited accounts 完成報告及最終審計帳目獲批 	<ul style="list-style-type: none"> 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

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
- Application not submitted on or before the invitation closing time will not be considered.
未能在截止時間或之前遞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)
提交申請核對清單 (申請指引附錄1)
- 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)
- Keep your content clear and concise
保持內容清晰簡潔

04

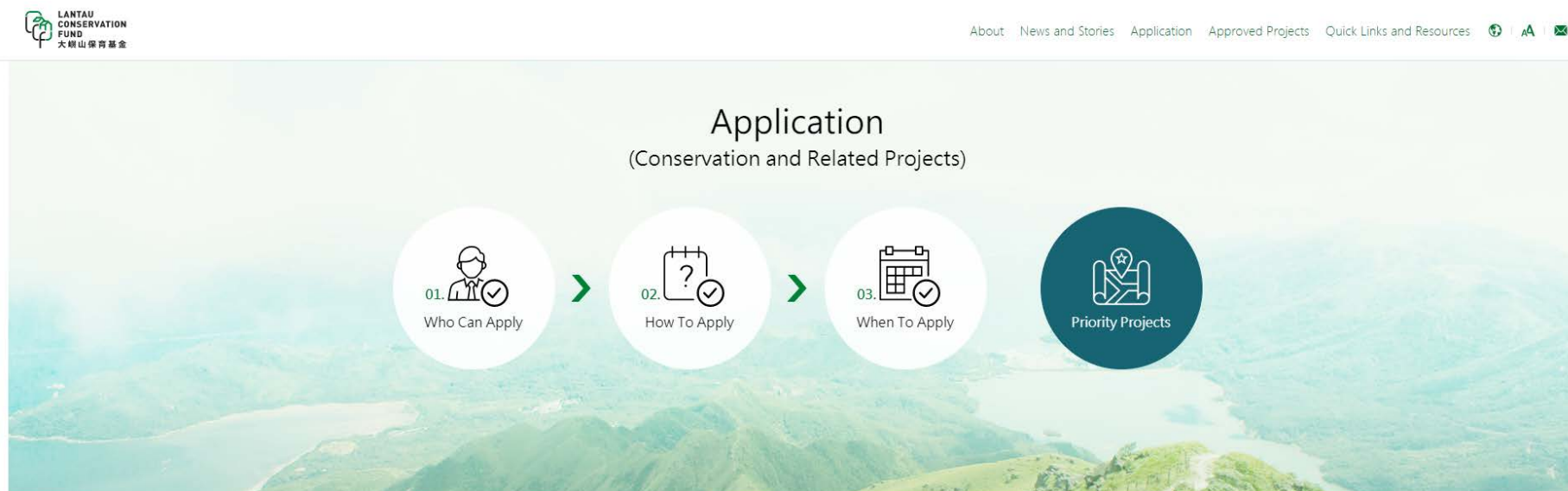
Points to Note in Project Implementation 項目推展注意事項



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 / Advisory Committee required
否則需先得秘書處/諮詢委員會書面同意

	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
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			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

Assurance Engagement 鑒證工作

- Obtain reasonable assurance about the project finance in accordance with “the Hong Kong Standard on Assurance Engagements (Revised) 3000”
按香港會計師公會公布的《香港鑒證業務準則》第 3000 號的要求就項目財務狀況取得「合理保證」

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和 / 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



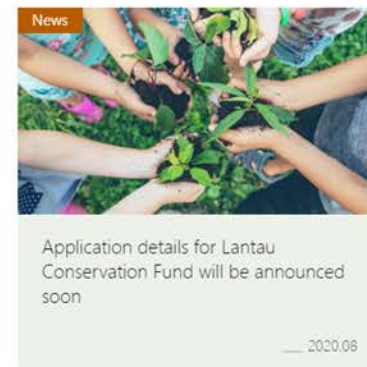
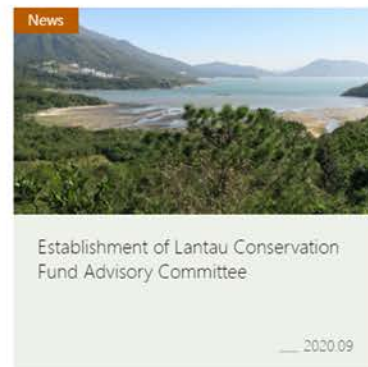
Tentative Key Dates
暫定重要日期

Tentative Key Dates 暫定重要日期



Latest News of LCF 基金最新資料

News and Stories



Please visit
請瀏覽

LCF.gov.hk

06

Q&A Session
問答環節



- At venue: raise hand to speak or write your questions on forms
現場: 舉手或用提問表格發問
- Live streaming: write your questions using “Live event Q&A”
網上直播: 在「即時活動問與答」留言發問