

Leisure and Cultural Services Department (LCSD)
One Person, One Flower Scheme and Planting Herbs in School Scheme 2023/24
Prospectus

1. Objectives	: To promote school greening campaigns, raise the awareness of students about greening and cultivate their interests in growing plants.
2. Theme Flowers/ Herbs	: <u>One Person, One Flower Scheme:</u> <i>Tagetes erecta</i> <u>Planting Herbs in School Scheme:</u> <i>Plectranthus amboinicus</i> <i>Artemisia argyi</i> <i>Ocimum basilicum 'Cinnamon'</i>
3. Details of the Scheme	: A ballot will be conducted according to the district where the school is located to determine the order of flower/herb seedlings delivery. Schools will be informed about the result which will also be uploaded onto the LCSD's webpage for inspection by participating schools in September 2023. The flower/herb seedlings will be delivered in phases by the LCSD's contractors in the order of priority determined by balloting between early November and early December 2023. The LCSD will provide videos to participating schools via email in October 2023, explaining the precautions the schools should take when receiving flower/herb seedlings and demonstrating how to plant these flowers respectively. <u>One Person, One Flower Scheme:</u> <ul style="list-style-type: none"> - The school will receive the theme flower seedlings for free according to the proposed number of participating students. <u>Each participating student will be given one seedling.</u> - The seedlings are delivered as a group in seed trays, each of which containing 50 seedlings. The school will arrange distribution of the seedlings to students for planting either <u>at homes or in schools</u>. The school should prepare its own planting media and pots. <u>Planting Herbs in School Scheme:</u> <ul style="list-style-type: none"> - The school will receive <u>a total of 15 herb seedlings for free, with 5 seedlings for each type of herb.</u> - The herbs should be planted <u>in schools</u> only. - The school may organise planting activities for their students in the campus, e.g. planting herbs in the flower bed at school.
4. Date of Completion	: All activities of the schemes must be completed on or before 31 March 2024.

5. Compilation of Activity Record Book and Completion of Questionnaire	<p>Upon completion of the schemes, participating schools are required to compile an Activity Record Book in <u>A4-size</u> containing photographs with descriptions to illustrate the planting of flower/herb seedlings and the related activities, and complete a questionnaire provided by the LCSD. Both the record book and questionnaire should be submitted to the LCSD on or before 15 April 2024 (Students are not required to hand in planting reports/homework).</p> <p>The front cover of the activity record book should be marked with the following –</p> <p>Leisure and Cultural Services Department One Person, One Flower Scheme / Planting Herbs in School Scheme Activity Record Book 2023/24 (Please indicate <u>school name and assigned application number</u>)</p> <p>The LCSD reserves the right to display the activity record books or their contents and photos to the public or upload them onto the LCSD webpage for public viewing.</p>										
6. Eligibility of Entry	All local registered primary, secondary, special schools and kindergartens may apply.										
7. Application	Please complete the application form at Appendix 1 . Applications should reach the Zoological and Horticultural Education Unit by fax (Fax No.: 2367 0556), email at zheu@lcsd.gov.hk or post to 1/F, Kowloon Park Office, 22 Austin Road, Tsim Sha Tsui, Kowloon on or before the closing date.										
8. Closing Date of Application	<u>25 May 2023</u>										
9. Schedule	<table border="0"> <tr> <td>(a) Invitation of applications</td> <td style="text-align: right;">May 2023</td> </tr> <tr> <td>(b) Provision of delivery schedule of flower/herb seedlings</td> <td style="text-align: right;">September 2023</td> </tr> <tr> <td>(c) Provision of videos to participating schools explaining the precautions they should take when receiving flower/herb seedlings and demonstrating how to plant the theme flower of One Person, One Flower Scheme</td> <td style="text-align: right;">October 2023</td> </tr> <tr> <td>(d) Delivery of flower/herb seedlings and distribution of information leaflets to schools by the LCSD</td> <td style="text-align: right;">Between Early November and early December 2023</td> </tr> <tr> <td>(e) Submission of activity record books and questionnaires</td> <td style="text-align: right;">Mid-April 2024</td> </tr> </table>	(a) Invitation of applications	May 2023	(b) Provision of delivery schedule of flower/herb seedlings	September 2023	(c) Provision of videos to participating schools explaining the precautions they should take when receiving flower/herb seedlings and demonstrating how to plant the theme flower of One Person, One Flower Scheme	October 2023	(d) Delivery of flower/herb seedlings and distribution of information leaflets to schools by the LCSD	Between Early November and early December 2023	(e) Submission of activity record books and questionnaires	Mid-April 2024
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10. Enquiries	2723 6053										