

Please submit this application form together with the estimates of expenditure to the Zoological and Horticultural Education Unit by fax (Fax No.: 2367 0556), email at zheu@lcsd.gov.hk, in person or by post to 1/F, Kowloon Park Management Office, 22 Austin Road, Tsim Sha Tsui, Kowloon **on or before 25 May 2023**.

**Greening School Subsidy Scheme 2023/24
Application Form**

Name of School (in English) : _____

(in Chinese) : _____

School Address: _____ Fax No.: _____

Name of Contact Person: _____ Post of Contact Person: _____

Mobile Phone No. of _____

Contact Tel. No.: _____ Contact Person: _____

Email Address of Contact Person: _____

Name of Payee of Subsidy Cheque: _____

(Please provide a concise version as far as possible)

Type of School: (Please tick the appropriate boxes)

Kindergarten Primary School Secondary School Special School

Please tick this box if your school is a government school

District: Central & Western Eastern Southern Wan Chai
 Yau Tsim Mong Sham Shui Po Kowloon City Wong Tai Sin Kwun Tong
 Sai Kung Sha Tin Tai Po North Tuen Mun
 Islands Kwai Tsing Tsuen Wan Yuen Long

Item for Participation: (Please tick the appropriate box(es). Schools may participate in all of the projects in items (a), (b) and (c). However, for item (b), schools can participate in either item (i) or (ii) only.)

(a) Tree Planting Project

(b) (i) Garden Plot Project (Site Area _____ m²)

or

(ii) Horticultural Maintenance (Site Area _____ m²)

(c) Greening Activity

I have read and understood the prospectus of the Greening School Subsidy Scheme and hereby apply for subsidy under the Scheme. The estimates of expenditure are set out at **Appendix 3**. I declare that if my application is accepted, the subsidy granted will be solely used for the purchase of materials and services for implementation of the greening school project(s).

Name and Signature of the Principal	Estimated no. of participating students	Date	Official Chop of the School
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Reply Slip (To be completed by the LCSD and returned to school by fax within 5 working days after the receiving of application)

This is to acknowledge the receipt of the application form and estimates of expenditure for the Green School Subsidy Scheme 2023/24 by your School. Your application is being processed. We shall revert to you in due course. For any enquiry, please contact our staff at 2723 6053.

Date: _____

Application Number: (To be assigned by LCSD) _____ Department's Chop

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**Greening School Subsidy Scheme 2023/24
Estimates of Expenditure**

[Please refer to Part 3 of the Subsidy and Implementation Details (Appendix 1) on the use of subsidy]

1. Name of School: _____)
2. Estimated Expenditure: ^(Note1) (Please tick the appropriate box(es))

(a) Tree Planting Project

<u>Materials Required</u>	<u>Estimated Expenditure (\$)</u>
• Trees	_____
• Planting media/fertilisers	_____
• Gardening tools	_____
• Others, please specify : _____	_____
Total:	_____

(b) (i) **Garden Plot Project (Site Area _____ m²)**

<u>Materials Required</u>	<u>Estimated Expenditure (\$)</u>
• Trees	_____
• Shrubs	_____
• Planting media/fertilisers	_____
• Gardening tools	_____
Total:	_____

Or

(ii) **Horticultural Maintenance (Site Area _____ m²)**

<u>Materials Required</u>	<u>Estimated Expenditure (\$)</u>
• Trees	_____
• Shrubs	_____
• Planting media/fertilisers	_____
• Gardening tools	_____
Total:	_____

**Greening School Subsidy Scheme 2023/24
Estimates of Expenditure**

Name of School: _____

(c) Greening Activity

Objective of the proposed activity:		
Target participant:		
Date/Period dd/mm/yy <small>(Note2)</small>	Type/Name of proposed activity <small>(Note3)</small>	Descriptions

<u>Items</u>	<u>Estimated Expenditure (\$)</u>
<ul style="list-style-type: none"> • Seeds/plants • Planting media/fertilisers/gardening tools • Prizes/souvenirs <small>(Note4)</small> • Employment of horticulture instructors • Others, please specify: _____ 	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/>
Total:	<hr style="border: 0; border-top: 1px solid black;"/>

Note1 For any update, please return the form to this Unit by fax at 2367 0556 or email zheu@lcsd.gov.hk on or before 31 August 2023.

Note2 All activities must be completed on or before 31 December 2023.

Note3 Schools may organise greening-related activities such as competitions and seminars. Visit-type activities will not be accepted.

Note4 For greening activities, no more than 30% of the subsidy may be spent on the purchase of prizes and souvenirs.