

Please submit this application form together with the estimates of expenditure to the Zoological and Horticultural Education Unit by email at zheu@lcsd.gov.hk [email subject line: **Application for Greening School Subsidy Scheme 2026/27 (school name)**], by fax (Fax No.: 2367 0556)(Fax applicable for schools only organizing greening or horticultural activities), in person or by post to 1/F, Kowloon Park Office, 22 Austin Road, Tsim Sha Tsui, Kowloon **on or before 5 June 2026.**

Greening School Subsidy Scheme 2026/27 Application Form

Name of School (in English) : _____

(in Chinese) : _____

School Address: _____ Fax No.: _____

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

Contact Tel. No.: _____ Mobile Phone No. of _____

Contact Person: _____

Email Address of Contact Person: _____

Name of Payee of Subsidy Cheque: _____

(Please provide 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.)

	Apply for 2026/27	Participated in 2025/26
(a) Tree Planting Project	<input type="checkbox"/>	(Y) / (N)
(b) (i) Garden Plot Project (Site Area _____ m ²) or	<input type="checkbox"/>	(Y) / (N)
(ii) Horticultural Maintenance (Site Area _____ m ²)	<input type="checkbox"/>	(Y) / (N)
(c) Greening or horticultural activity	<input type="checkbox"/>	(Y) / (N)

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 and details of the planting project and activity 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). (If your School has not received the Reply Slip after submitting the application form within 5 working days, please contact our staff at 2723 6053.)

Name and Signature of the Principal	Estimated no. of participating students	Date	Official Chop of the School
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Remarks: Handling of Personal Data

(1) The personal data provided in this form will only be used for processing applications, assessment, statistics, future contact and opinion survey in relation to the activities organised by the Leisure and Cultural Services Department. Only those who are authorised by the Department may have access to such information.

(2) For correction of or access to personal data such as contact number and postal address collected by means of the application form, you may contact our staff on 2723 6053.

(3) The personal data provided in this form may, where necessary, be disclosed to other government bureaux or departments for cross-referencing purposes.

Reply Slip

This is to acknowledge the receipt of the application form and estimates of expenditure for the Green School Subsidy Scheme 2026/27 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: _____

(For official use only)

LCSD Application Number:

Department's Chop

Appendix 3(i)

Please submit this estimates of expenditure together with the application form to the Zoological and Horticultural Education Unit by email at zheu@lcsd.gov.hk [email subject line: **Application for Greening School Subsidy Scheme 2026/27 (school name)**], by fax (Fax No.: 2367 0556)(Fax applicable for schools only organizing greening or horticultural activities), in person or by post to 1/F, Kowloon Park Office, 22 Austin Road, Tsim Sha Tsui, Kowloon **on or before 5 June 2026.**

Greening School Subsidy Scheme 2026/27 Estimates of Expenditure for Planting / Horticultural Maintenance Project

- (a) Tree Planting Project (b)(i) Garden Plot Project (Site Area ___m²) **OR**
 (b)(ii) Horticultural Maintenance (Site Area ___ m²)

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

(If applying for Tree Planting Project and Garden Plot Project or Horticultural Maintenance at the same time, applicants should submit 2 separate applications.)

Name of School: _____

Is the selected planting/maintenance location the same as last year? (Y) (N) (N.A.)

<u>Materials Required</u>	<u>Estimated Quantity</u> <u>(if applicable)</u>	<u>Estimated Expenditure (\$)</u>
• Trees	_____	_____
• Shrubs (applicable for Garden Plot Project/ Horticultural Maintenance)	_____	_____
• Planting media/fertilisers	_____	_____
• Gardening tools	_____	_____
• Others, please specify :	_____	_____
	Total:	_____

Photos of Location(s) for Planting/Horticultural Maintenance

Please provide 2 to 4 JPEG format photos showing the proposed location(s) of planting/horticultural maintenance and dimension clearly with a file size not exceeding 3 megabytes and a resolution of not less than 5 megapixels. These photos will be used for subsidy assessment and reference purposes. If the space here is insufficient, you may use separate sheet(s) for attaching photos.

Photo 1	Photo 2
Photo 3	Photo 4

**Greening School Subsidy Scheme 2026/27
Estimates of Expenditure for Greening or Horticultural Activities**

Name of School: _____

(c) Greening or Horticultural Activity

Objective of the proposed activity:		
Target participant:		
Date/Period dd/mm/yy ^(Note1)	Type/Name of proposed activity ^(Note2)	Descriptions

<u>Items</u>	<u>Estimated Expenditure (\$)</u>
• Seeds/plants	_____
• Planting media/fertilisers/gardening tools	_____
• Prizes/souvenirs ^(Note3)	_____
• Employment of horticulture instructors	_____
• Others, please specify: _____	_____
Total:	

Note1 All activities must be completed on or before 31 December 2026.

Note2 Schools may organise greening or horticultural related activities such as competitions, seminars and workshops on floral arrangement, bonsai or plant introduction. Visit-type activities will not be accepted.

Note3 For greening activities, no more than 30% of the subsidy may be spent on the purchase of prizes and souvenirs.