

婦女事務委員會
 資助婦女發展計劃
 (區議會組別)
 撥款申請表格
Women's Commission
Funding Scheme for Women's Development
(District Council Stream)
Funding Application Form

申請編號
Application no.

SF01002

(只供區議會填寫)
(Official use only)

| | | |
|------------------------------|----------|---|
| 機構名稱 Name of Organisation | (中文 Chi) | 港語學 |
| | (英文 Eng) | Societas Linguistica Hongkongensis |
| 計劃名稱 Name of Project | (中文 Chi) | 醫師有錦囊 婦女「埗」健康 |
| | (英文 Eng) | Know more about Chinese medicine To be healthier women |
| 申請總額 Total Amount Sought | | \$44,830 |

- 填寫本撥款申請表格前，請細閱《資助婦女發展計劃(區議會組別)撥款指引》。
Please read carefully the **Funding Scheme for Women's Development (District Council Stream) Funding Guidelines** before completing this funding application form.
- 請提供本撥款申請表格要求的一切資料和附上相關的證明文件，以供評審申請。
Please provide all information requested in this funding application form and attach relevant supporting documents to facilitate assessment of the applications.
- 申請者遞交的所有資料（包括但不限於撥款申請表格、相關的證明文件）概不退還。
All information (including but not limited to the funding application form, relevant supporting documents) submitted by the applicant will not be returned.

甲部 Section A - 基本資料 Basic Information

1. 機構名稱和地址 Name and Address of the Organisation

| | | |
|---------------|----------|---------------------------------------|
| 名稱 Name | (中文 Chi) | 港語學 |
| | (英文 Eng) | Societas Linguistica Hongkongensis |
| 地址 Address | (中文 Chi) | 銅鑼灣琉璃街 11 號 2 字樓 |
| | (英文 Eng) | 2 / F, 11 LAU LI STREET, CAUSEWAY BAY |

2. 機構簡介 Brief Description of the Organisation

港語學於 2014 年成立，香港註冊的非牟利社團，旨在捍衛香港人學習及使用粵語、正體字的權利；推廣粵語寫作及粵語文化；傳承粵語所承載的香港文化；及為全港市民提供與粵語文化相關的文娛、教育、福利等活動同服務，以壯大粵語文化。。

港語學致力研究香港政府所制定的教育政策對廣東話傳承及其發展影響，並針對政策問題提出倡議及改善措施。目前港語學主力於兩大研究項目：一、全港中小學教學語言資料庫；二、中文教育教材研究計劃。

多年來港語學舉辦多個服務全港市民嘅大型活動，包括兩年一屆嘅「廣東話徵文比賽」及「粵語揮春贈萬家」。另外，亦有與其他區議會合作的活動，如 2020 年 3 月與深水埗區議會「全民戴口罩，防疫保平安」，獲撥款合共 54 萬撥款，活動順利完成，成果在區議會會議上獲得肯定，以及已在中西區區議會通過撥款，現正進行中的活動「中西區故事廣東話徵文計劃」。

3. 計劃主題 Theme(s) of Project (只可選擇一個主題 Only one theme can be selected)

- ☐ 就業展能 妍活精彩 Enhancing women's employability and empowering them to live a splendid life
- ☒ 妍樂人生 康健身心 Promoting women's health and enabling them to live a happy life
- ☐ 提升能力 發揮優勢 Empowering women and bringing their strengths into full play

4. 計劃簡介(請扼要列出擬舉辦的活動及目的，詳情請在乙部填寫)

Brief Description of Project (Please outline the activities and objectives of the project to be carried out. Details should be given separately in Section B.)

透過提供不同婦女疾病或健康知識的專題講座予區內婦女，當中涵蓋年青女性調理（月經）、女性情緒病、產前產後調理、骨質疏鬆症、更年期、家務勞損等婦女常見的健康問題，能提醒婦女在關愛家人的同時，不忽略自己的身心健康，也期使婦女朋友對各種婦女疾病抱持正確預防及治療的觀念，亦加強區內婦女對家務勞損的認識及宣揚預防措施。另外，在每場講座配盒演講健康專題贈送可替換的中藥香囊，予區內婦女親身試用中醫婦女保健的健康文化及養成中醫學健康生活習慣；及於講座後為有需要的參加者提供一對一的義診服務。

5. 如申請獲批准，付款支票的抬頭人應為：If Approved, the Cheque Should be Made Payable to:

Societas Linguistica Hongkongensis

6. 負責人 Responsible Persons

| (a) 計劃主管 ¹ Officer-in-charge ¹ of the Project | | | |
|--|--|------------------|--|
| 姓名 Name | (<input type="checkbox"/> 先生 Mr. / <input type="checkbox"/> 太太 Mrs. / <input checked="" type="checkbox"/> 女士 Ms.) | | |
| 職銜 Post | | 電話號碼 Tel. No. | |
| 傳真 Fax No. | / | 電郵 Email | |
| 簽署# Signature# | | 日期 Date | |
| (b) 獲授權人 ² Authorised Person ² of the Organisation | | | |
| 姓名 Name | (<input checked="" type="checkbox"/> 先生 Mr. / <input type="checkbox"/> 太太 Mrs. / <input type="checkbox"/> 女士 Ms.) | | |
| 職銜 Post | | 電話號碼 Tel. No. | |
| 傳真 Fax No. | / | 電郵 Email | |
| 簽署# Signature# | | 日期 Date | |

(# 所有收據均須由計劃主管或獲授權人簽署核實，並蓋上機構印鑑 Every receipt must be certified by either the officer-in-charge of the project or the authorised person of the organisation, together with the official chop)

¹ 計劃主管是指計劃的聯絡人。

Officer-in-charge serves as the contact officer of the project.

² 獲授權人是指代表機構提出資助申請並簽署撥款申請表格的人士。獲授權人與計劃主管不得是同一人。

Authorised person refers to the person who applies for the fund on behalf of the organisation and signs the funding application form. Authorised person and Officer-in-charge should not be the same person.

7. 註冊資料 Registration Information

(請夾附相關證明文件，並提供相關註冊證明書和社團章程／公司組織章程大綱及章程細則(視何者適用而定)的影印本。 Please attach documentary proof, and provide photocopies of relevant registration certificates and the Constitution of Society/Company's Memorandum and Articles of Association, whichever is applicable) .

申請者取得的法律地位 (請在適當的空格內加上剔號)：

The legal status that the applicant has acquired (Please tick as appropriate):

- ☐ 按《公司條例》(第 622 章或根據第 622 章所定義的舊有公司條例)立案的公司
A company incorporated under the Companies Ordinance (Cap. 622 or under the former Companies Ordinance as defined in Cap. 622)
- ☐ 按《稅務條例》(第 112 章)第 88 條註冊的公共性質慈善機構或信託團體
A charitable institution and trust of a public character under section 88 of the Inland Revenue Ordinance (Cap. 112)
- ☒ 按《社團條例》(第 151 章)在香港註冊的組織
A society established in Hong Kong under the Societies Ordinance (Cap. 151)

乙部 Section B - 計劃詳情 Project Details

請就每項申請資助的活動分別按乙部第 1 至 11 項提供資料。舉例來說，如計劃包括展覽及研討會，則需要填報兩份乙部表格，一份有關展覽的詳情，一份關於研討會的資料。

Please provide the following details for each activity in need of sponsorship by filing **separately** for items 1 to 11 under Section B. For example, if your project comprises an exhibition and a seminar, you should file two separate returns, one covering details of the exhibition and another on the seminar.

第 1 份，共 1 份
Out of

1. 活動名稱 Activity Name

| | |
|----------|--|
| (中文 Chi) | 婦女健康啲 同「深」問醫師 |
| (英文 Eng) | Know more about Chinese medicine To be healthier women |

2. 具體活動目的 Specific Objectives

- 一、在社區培養不同年齡層女性的健康知識，如調整日常生活及飲食習慣，了解各婦女健康問題及抱持正確的預防及治療的觀念，加強區內婦女對家務勞損的認識及宣揚預防措施。另外，婦女在人生不同階段均有不同的健康問題需要關注，透過此婦女健康講座能讓區內婦女獲悉一系列有關婦女健康的知識，令婦女更能享受健康優質的生活，且一生受用。
- 二、在社區推廣中醫婦女保健的文化，在每場講座配合演講健康專題贈送可替換的中藥香囊，予區內婦女親身試用中醫婦女保健的健康文化及養成中醫學健康生活習慣。

3. 內容及形式 Content & Format

舉辦不同婦女疾病或健康知識的專題講座，邀請婦科專業中醫師作演講，提供婦科健康知識，配合即場中醫師諮詢及發問環節。在每場專題講座後贈送配合該婦女健康專題的特製「中藥香囊」，及於講座後為有需要的參加者提供一對一的義診服務。

4. 進行日期及地點 Proposed Implementation Schedule

| 活動 Activities | 日期/時間 Date/Time | 地點 Venue |
|---------------|-----------------|----------|
| Keep Fit 要趁早 | 7/11 2-5pm | 石硤尾社區會堂 |
| 中醫情志治療有貼士 | 13/11 2-5pm | 石硤尾社區會堂 |
| 家務勞損有警號 | 20/11 2-5pm | 石硤尾社區會堂 |
| 產前產後調理 | 27/11 2-5pm | 石硤尾社區會堂 |
| 輕鬆渡過更年期 | 5/12 2-5pm | 石硤尾社區會堂 |
| 預防骨質疏鬆 | 12/12 2-5pm | 石硤尾社區會堂 |

5. 預計參加人數及對象 Expected No. of Participants

預計參加人數：每場講座約 100 人，6 場講座約 600 人。對象：區內女性

6. 請說明計劃是否申請或現正接受政府或其他機構的撥款：

Please state whether the project has been submitted as application for, or is currently being funded, in part or in full, by Government or other funding sources:

☐ 是 Yes ☒ 否 No

如是，請提供詳情（如：向哪個部門或基金提出申請、申請數額、結果為何、撥款金額、該撥款所支持的項目等）

If yes, please provide details (e.g. department/funds to which the application was submitted, amount sought, results, amount granted, items for which such funding supports, etc.)

| |
|--|
| |
|--|

7. 申請者有否向婦委會提交相同計劃申請？

Has the applicant submitted the same project application to WoC?

☐ 有 Yes ☒ 沒有 No

8. 推行計劃的地區 Targeted District(s)

| | | |
|--|--|---|
| <input type="checkbox"/> 中西區 Central & Western | <input type="checkbox"/> 東區 Eastern | <input type="checkbox"/> 南區 Southern |
| <input type="checkbox"/> 灣仔 Wan Chai | <input type="checkbox"/> 九龍城 Kowloon City | <input type="checkbox"/> 觀塘 Kwun Tong |
| <input checked="" type="checkbox"/> 深水埗 Sham Shui Po | <input type="checkbox"/> 油尖旺 Yau Tsim Mong | <input type="checkbox"/> 黃大仙 Wong Tai Sin |
| <input type="checkbox"/> 離島 Islands | <input type="checkbox"/> 葵青 Kwai Tsing | <input type="checkbox"/> 北區 North |
| <input type="checkbox"/> 西貢 Sai Kung | <input type="checkbox"/> 沙田 Sha Tin | <input type="checkbox"/> 大埔 Tai Po |
| <input type="checkbox"/> 荃灣 Tsuen Wan | <input type="checkbox"/> 屯門 Tuen Mun | <input type="checkbox"/> 元朗 Yuen Mun |
| <input type="checkbox"/> 全港各區 All districts in HK | | |

9. 開支預算 Budget

請根據附件 A - 計劃的獲准開支項目及開支限額的項目分類，列出整項計劃/活動的開支預算詳情。(如位置不足，可另紙書寫)

Please list out the detailed expenditure and income of the project/activity according to the categories stated in Annex A - Permissible Items of Expenditure for Projects and Limits of Expenditure. (Please use separate sheets if space is insufficient)

| 預計收入 Estimated Income | |
|--|----------------|
| 項目 Item | 款額 Amount (\$) |
| 擬向本資助計劃申請的資助款額 Amount of sponsorship applied for under this Scheme | 44,830 |
| 獲資助機構承擔的費用(如適用) Contribution from your organisation (if applicable) | 0 |
| 參加者繳付的費用(如適用) Participants's fees (if applicable) | 0 |
| 贊助和捐贈(如適用) Sponsorship and donation (if applicable) 請列明贊助人或機構的名稱及聯絡方法 Please provide the name and contact information of the sponsor(s) | 0 |
| 其他(如適用) Others (if applicable) | |
| 總額 Total : | 44,830 |

| 預計支出 Estimated Expenditure | | | | | |
|-------------------------------|-----------------------|-----------------------------|-------------------|--|--|
| 項目 Item | 單價 Unit price (\$) | 數量 No. of units | 款額 Amount (\$) | 擬向本資助計劃申請的資助款額 Amount of sponsorship applied for under this Scheme (\$) | 此欄由區議會填寫 For official use only 批准的資助款額 (元) Approved funding amount (\$) |
| 1. 海報 | 10 | 200 張 | 2,000 | 2,000 | |
| 2. 橫額 | 200 | 12 條 | 2,400 | 2,400 | |
| 3. 租用區內中心場地及佈置 | 約 333.3 | 18 小時 | 6,000 | 6,000 | |
| 4. 中醫師講者酬金 (包括提供一對一的義診服務) | 300 | 36 小時 (3 小時 x 6 場 x 2 人) | 10,800 | 10,800 | |
| 5. 專題講座場刊 | 10 | 480 份 (80 份 x 6 場) | 4,800 | 4,800 | |
| 6. 工作人員便餐 | 37 | 60 人 (10 人 x 6 場) | 2,220 | 2,220 | |
| 7. 租賃運輸工具 (運送活動物資) | 250 | 6 程 | 1,500 | 1,500 | |
| 8. 公共責任保險 | 2,000 | 1 份 | 2,000 | 2,000 | |
| 9. 參加者小禮物 (中藥香囊) | 約 13.683 | 600 份 | 8,210 | 8,210 | |
| 10. 攝影(連沖晒)及攝錄 | 500 | ／ | 500 | 500 | |
| 11. 行政費用 | 4,400 | ／ | 4,400 | 4,400 | |
| 小計 / 總計 Sub-Total / Total * : | | | | 44,830 | |

(* 請將不適用者刪去 Please delete as appropriate)

10. 合辦者資料 Details of Co-organiser(s)

如計劃涉及合辦者，請列出與合辦者之建議合作方案。單次性合作或只提供場地或協助宣傳者不在此列。如位置不足，可另紙書寫。

Where the proposal involves co-organiser(s), please provide details on the proposed collaboration with the co-organiser(s). One-off co-organisation or purely provide support through the provision of venue or assistance in promotion will not be considered as co-organiser(s). Please use separate sheets if space is insufficient.

| | 合辦者名稱 Name of Co-organiser | 請簡述有關機構在計劃的合作性質 Please briefly describe the nature of co-organisation | 機構獲授權人 Authorised Person(s) ■ 姓名 Name ■ 職銜 Post ■ 電話號碼 Tel. No. ■ 傳真號碼 Fax No. ■ 電郵 Email | 機構印鑑 Official Chop |
|----|-------------------------------|--|---|-----------------------|
| 1. | | | | |
| 2. | | | | |

11. 其他資助途徑 Alternative Funding Support

請註明如核准計劃獲批的資助款額少於申請的資助款額，將如何取得餘下經費進行建議的活動。

Please indicate how the proposed project will be financed if the approved funding amount is less than the proposed funding amount applied for under this Scheme.

(a) 其他收入來源 Other sources of income

- ☐ 獲資助機構承擔的費用 Contribution from your organisation
☒ 贊助和捐贈 Sponsorship and donation
☐ 增加參加者費用 Increase participants' fees
☐ 其他 (請註明) Others (Please specify)

(b) ☒ 取消活動 Cancel the project

(c) ☐ 其他 (請註明) Others (Please specify)

丙部 Section C – 其他資料 Other Details

1. 宣傳安排 Publicity Arrangements

在區內張貼海及網上宣傳

2. 執行計劃的工作人員數目及工作分配(包括義工人數)

Number of Staff Members Implementing the Project and Their Respective Duties (including numbers of volunteers)

宣傳主任（一位）－ 處理行政及報名事宜

臨時幹事（四位）－ 監測和管理講座現場情況、宣傳工作

3. 建議推行各項活動的時間表(包括宣傳安排)

Proposed Implementation Schedule (including publicity arrangement)

| (月 Month/年 Year) | 計劃進行的活動 Activities to be Implemented |
|------------------|--------------------------------------|
| 7 月-10 月/2020 | 邀請醫師、製作場刊、宣傳活動 |
| 11 月-12 月/2020 | 舉行六場講座 |
| 12 月-1 月/2020 | 檢討及撰寫活動報告 |

4. 活動成效評估方法

Method of Assessment of the Project's Effectiveness

講座後問卷評估成效

5. 如申請者曾在過去兩年舉辦類似活動，請概述這些活動

Brief Description of Similar Activities Organised by the Applicant in the Past Two Years, if any

／

6. 其他相關資料(預計困難及應變計劃)

Other Relevant Information (Anticipated challenges and contingency plan)

如因疫情影響，會改在網上進行。

丁部 Section D - 收集個人資料聲明 Personal Information Collection Statement

收集資料的目的 Purpose of Collection

1. 婦委會及區議會透過撥款申請表格收集到的個人資料，將作下列用途：

The personal data collected in the funding application form will be used by WoC and DCs for the following purposes:

- (a) 處理和評審資助婦女發展計劃(資助計劃)申請；
processing and assessing applications for the Funding Scheme for Women's Development (the Scheme);
- (b) 資助計劃的日常運作；
the daily operation of the Scheme;
- (c) 安排公布及宣傳；
arranging public announcement and publicity;
- (d) 監察和評核獲資助計劃；
monitoring and evaluating the funded projects;
- (e) 對獲資助計劃採取任何補救或跟進工作；
taking any remedial or follow-up action on the funded projects;
- (f) 因應任何法例要求作出披露；
meeting the requirements to make disclosure under the requirements of any law;
- (g) 進行研究；
conducting research;
- (h) 記錄和編制統計數據；以及
recording and preparing statistics; and
- (i) 任何與上述用途相關的目的。
any purposes relating to any of the above.

2. 申請者必須提供申請所要求的所有個人資料。如未能提供全部所需的資料，有關申請可能不獲考慮。

Your provision of all the personal data requested in the applications is obligatory. Your applications may not be considered if you fail to provide all information as requested.

獲轉移資料的機構的類別 Classes of Transferees

3. 為了上述第1段的目的，婦委會及區議會或會轉交或披露撥款申請表格所提供的個人資料予：

The personal data provided in the funding application forms may be transferred or disclosed to WoC and DCs or any of the following persons for the purposes set out in paragraph 1 above to:

- (a) 任何與資助計劃相關的人士（包括政府的代理人、承辦商或第三方服務供應商）；
any person (including the agent, the contractor or the third party service provider of the Government) who is involved in the Scheme;
- (b) 任何向婦委會及/或區議會負有保密責任的人士；以及
any other person under a duty of confidentiality to WoC and/or DCs; and
- (c) 因應任何法例要求，婦委會及/或區議會有責任向其披露資料的人士
any person to whom WoC and/or DCs are under an obligation to make disclosure under the requirements of any law.

查閱個人資料 Access to Personal Data

4. 申請者的負責人員有權根據《個人資料(私隱)條例》(第 486 章)查閱和更正已提供的個人資料。查閱權包括取得本表格內資料當事人個人資料的副本。

The responsible officer(s) of the applicant has/have a right of access and correction with respect to personal data as provided for under the Personal Data (Privacy) Ordinance (Cap. 486). The right of access includes the right to obtain a copy of the data subjects' personal data provided by this form.

戊部 Section E - 申請機構聲明及同意書 Declaration and Consent of the Organisation

本人謹此聲明，在本撥款申請表格填報和附隨的所有資料均真確無誤。本人明白，如提供任何虛假或不準確的資料，或隱瞞任何重要資料，申請即告無效。此外，區議會將停止發放核准撥款，而已支付的款項也須全數退還區議會。本人並同意區議會可保留權利，以追討民事債項的方式追討多付或以欺詐手段獲得的資助計劃撥款。

本人謹此同意及接納，婦委會／區議會可使用本撥款申請表格內的資料審批申請，資料也會供進行評估研究以及訓練／經驗交流研討會之用。此外，本人同意及接納，如申請獲接納並得到資助，婦委會／區議會可將撥款申請表格內及日後提交的報告內的資料(包括但不限於有關本機構的資料及本計劃的詳情)公開讓公眾查閱以及公布。本人也同意向公眾表明本計劃獲得婦委會及區議會資助，並承諾會在與計劃有關的所有宣傳物品和活動上，展示婦委會和相關區議會的名稱，並盡可能展示婦委會和相關區議會的徽號。

本人已閱讀並明白《資助婦女發展計劃(區議會組別)撥款指引》。本人同意，如獲得撥款資助，當會遵守上述文件所載的規定。

I hereby declare that all the information provided in this funding application form and the accompanying information is true and accurate. I understand that giving any false or inaccurate information or withholding any material information will render the application null and void, any grant approved will be withheld and any payment made must be refunded to DCs. I also accept that DCs reserves the right to seek recovery of any overpaid or fraudulently claimed funds from the Scheme by way of civil debt.

I hereby agree and consent that the information provided in this funding application form may be used by WoC / DCs to process the application and conduct evaluative studies and training/sharing sessions. I further agree and consent that should this application be successful, all information contained in the funding application form and the subsequent reports (including but not limited to that concerning my organisation and project details) may be released for inspection by the public and published by WoC / DCs for general information. I agree to publicise the fact that the project is supported by WoC and DCs and undertake to display the names and, as far as practicable, the logos of WoC and DCs concerned in all publicity materials and activities.

I have read and understood the contents of the “Funding Scheme for Women’s Development (District Council Stream) Funding Guidelines” and hereby agree to observe the provisions contained in the aforesaid document should the application for the funding be successful.

| | |
|---|--------------|
| 簽署及機構印鑑 Signature and Official Chop | |
| 獲授權人姓名 Name of the Authorised Person of the Organisation | |
| 職銜 Post | |
| 日期 Date | 05 June 2020 |

提交撥款申請表格的覆核清單 Checklist for Submission of Funding Application Form

- ☒ 已填妥撥款申請表格正本，並由獲授權人簽妥。
The original funding application form has been completed and duly signed by the authorised person of the organisation.
- ☒ 已夾附申請者的註冊資料證明文件副本。
Provision of documentary proof of the registration information of the applicant.
- ☒ 已夾附填妥的開支預算表正本。
Provision of the original completed Budget.