**銀齡義工隊資助申請表格**

**Silver Volunteering Programme Funding Application Form**

**I. 申請隊伍資料Applicants Information**

義工隊名稱Group Name (如適用If applicable):

計劃申請隊伍連同組長及副組長須由五人或以上組成，而成員必須為已退休、擁有香港身份證的香港居民。本計劃不接受個別人士申請。

To submit an entry to the programme, applicants must have formed a team of five members or above, including a leader and a vice-leader. All members must be retired Hong Kong residents and HKID card holders. Application of individual applicants would not be considered.

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| 隊長Leader  義工隊的召集人，負責跟進項目進度及成果；作為義工隊的主要聯絡人與WiseGiving聯繫，並代表義工隊簽署接受撥款書、簽收撥款及於項目完成後提交報告。  As the convener of the team, hold the team accountable for their project progress and outcomes; As the main contact person for WiseGiving and official representative of the team to sign the Grant Acceptance Letter, receive grant and report upon project completion. | | | |
| 姓名  Name | | | 退休年份  Year of Retirement |
| 年齡  Age | □ 50或以下or below □ 51-55 □ 56-60 □ 61-65 □ 66-70 □ 71或以上or above | | |
| 聯絡電話  Phone number | | 電郵  E-mail | |
| 曾參與的行業及職位 Previous Job Nature and Position | | | |
| 可應用到義務工作上的經驗及專長 Skills & Experiences Applicable to Voluntary Work | | | |
| 副隊長Vice-Leader  義工隊的副聯絡人及召集人，協助組長處理活動安排。  As the deputy contact person and convener of the team to assist the leader for project implementation. | | | |
| 姓名  Name | | | 退休年份  Year of Retirement |
| 年齡  Age | □ 50或以下or below □ 51-55 □ 56-60 □ 61-65 □ 66-70 □ 71或以上or above | | |
| 聯絡電話  Phone number | | 電郵  E-mail | |
| 曾參與的行業及職位 Previous Job Nature and Position | | | |
| 可應用到義務工作上的經驗及專長 Skills & Experiences Applicable to Voluntary Work | | | |
|  | | | |
| 隊員Member  最少三名；如有更多隊員，可按需要另行加紙填寫。  At least 3 members in the team. Please use supplementary sheets if necessary. | | | |
| 姓名  Name | | | 退休年份  Year of Retirement |
| 年齡  Age | □ 50或以下or below □ 51-55 □ 56-60 □ 61-65 □ 66-70 □ 71或以上or above | | |
| 曾參與的行業及職位 Previous Job Nature and Position | | | |
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**II. 項目詳情 Project Information**

如你的隊伍已有服務社區的想法及計劃，歡迎你於下表闡述項目簡介及安排。倘若你有興趣參與義務工作但未有具體計劃，你可於下表填寫希望服務的對象及範疇，我們樂意為你提供建議。

Please complete the below form to elaborate on your project plan. If your team has not yet come up with a project plan, you may indicate your interested target beneficiaries and/ or service categories for our reference to provide suggestions.

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| --- | --- | --- | --- | --- | --- |
| 項目名稱  Name of Project | | | | | |
| 項目開展日期Project Commencement Date | | | 項目完成日期Project Completion Date | | |
| 我們希望服務的對象 (可選多於一項)  We would like to serve the below target beneficiaries (May choose more than one option) | | | | | |
| * 長者   Elders | * 年輕長者   Young Olds | * 青少年 Teenagers | | | * 小童   Children |
| * 家庭   Families | * 少數族裔   Ethnic Minorities | * 新來港人士   New Arrivals | | | * 殘疾人士   People with Disability |
| * 其他 (請列明： )   Others (Please specify : ) | | | | | |
| 目標受惠人數  Target No. of Beneficiaries | | | | | |
| 我們希望提供的服務類別 (可選多於一項)  We would like to provide the below service(s) (May choose more than one option) | | | | | |
| * 教育   Education | * 扶貧   Poverty Alleviation | * 就業 Employment | | | * 技能培訓   Skills Development |
| * 醫療   Medical | * 探訪   Visit | * 其他 (請列明： )   Others (Please specify: ) | | | |
| 項目簡介Project Summary | | | | | |
| 計劃內容 Project Content | | | | | |
| 預期目標 Project Aims | | | | | |
| 項目安排 (如工作計劃、宣傳、分工、合作單位及其角色等)  Project Implementation (Work plan, promotion, manpower allocation, partners and roles etc.) | | | | | |
| 預計困難及應變方法 Anticipated Challenges and Contingency Plan | | | | | |
| 項目預算 Budget Plan | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **支出 Expenses**  適用於任何直接使用於服務受惠者或服務上的開支，例如活動物資、禮品、交通等。  Applicable to programme costs directly apply to service beneficiaries such as service cost, programme materials, gifts and transportation cost etc. | | | | | 內容  Description | 金額  Unit Cost | 數量  Quantity | 小計  Sub-total | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  | 總支出  Total Expenses: | |  | | **收入 Income**  如來自隊員或其他人/團體的資助  E.g. Support from team members or other individuals/ groups | | | | | 內容  Description | 金額  Unit Cost | 數量  Quantity | 小計  Sub-total | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  | 總收入  Total Income: | |  | | | | | | |
| 申請金額 (最高港幣20,000元)  Requested Grant Amount (Maximum HK$20,000) | | | | HK$ | |

本人及隊員已細閱「銀齡義工隊資助計劃」的計劃簡介。我們謹此聲明，在此表格的一切資料均為真確無誤。

We have read and understand the Programme Introduction of the Silver Volunteering Programme. We hereby declare that the information provided in this application form is correct and truthful.

計劃申請隊長簽署Applicant Team Leader Signature:

姓名 Name:

日期Date: