



漁農自然護理署 (漁護署) 動物福利機構 – 資助申請表格

**Agriculture, Fisheries and Conservation Department (AFCD)
Subvention for Animal Welfare Organisations
Application Form**

此欄由辦理機關填寫
For official use only

甲部 Section A 機構資料 Details of Organisation

A1. 機構名稱 Name of organisation

A2. 註冊地址 Registered address

A3. 通訊地址 (如與 A2 的地址不同) Correspondence address (if different from A2)

A4. 網站 Website

A5. 面書專頁 Facebook page

A6. 規管機構活動文書 Governing instrument

根據《社團條例》
(第 151 章) 成立的社團
a society established under the
Societies Ordinance (CAP. 151)

根據《公司條例》(第 622 章 · 或前身
的第 32 章) 註冊的法團
a company registered under
Companies Ordinance (CAP. 622, or the
predecessor CAP. 32)

根據《註冊受託人條例》(第 306 章)
成立的信託機構
a trustee registered under the
Registered Trustees Incorporation
Ordinance (CAP. 306)

A7. 機構現況 Charitable status

根據《稅務條例》(第 112 章) 第 88 條註冊的慈善機構
charitable status under S.88 of the Inland Revenue Ordinance (CAP. 112)

A8. 附加資料 Additional information

根據《公眾衛生 (動物及禽鳥) (售賣及繁育) 規例》(第 139B 章) 獲
豁免持有動物售賣商牌照
exemption from holding animal trader licence under the Public Health
(Animals and Birds) (Trading and Breeding) Regulations (CAP. 139B)

豁免牌照號碼 Exemption number

如未有獲得豁免 · 請在方格內填上 ✓ 號以確認 貴機構將 **不會** 收取任何
領養費用
if no exemption is held, please tick to confirm that the organisation is
not charging any rehoming or adoption fee

請在適當方格內填上 ✓ 號 Please ✓ if applicable

乙部 Section B 聯絡人資料 Details of Contact Person

B1. 中文姓名 Name in Chinese

先生
 女士

B2. 英文姓名 Name in English

Mr.
 Ms.

B3. 通訊地址 (如與 A2/A3 的地址不同) Correspondence address (if different from A2/A3)

B4. 電話號碼 Telephone number

B5. 電郵地址 Email address

請在適當方格內填上 ✓ 號 Please ✓ if applicable

C1. 計劃名稱 Title of project

C2. 計劃詳細內容 Detailed proposal

C3. 目的 Objectives

C4. 預期成果 Expected results

C5. 申請資助的金額 Total amount of funding applied for

C6. 所涉成本的分項數字 (如有報價單, 請列出有關文件) Breakdown of costs involved (include quotations if available)

C7. 夾附文件清單 Checklist of documents to be enclosed

最新的財務狀況報表 Latest financial statements of organisation

報價單 (如有) Quotations (if available)

如 貴機構並非漁護署現有的伙伴動物福利機構
If the organisation is **not** an existing rehoming partner of AFCD

公司 / 社團 / 信託機構註冊證明複本 Copy of registration as society/ company/ trustee

慈善機構現況證明 Proof of charitable status

機構章程 Memorandum of association / constitution

申請人名稱 / 職位 (正楷)

Full name / position of applicant (in block letters)

機構印鑑 (如有) Stamp of organisation (if any)

申請人簽署 **Signature of applicant**

X

日期 **Date**

請查看背頁的申請人注意事項及個人資料收集聲明
Please see overleaf for Notes to Applicant and Personal Information Collection Statement

申請人注意事項 Notes to Applicant

- 資助的主要目的是向動物福利機構提供財政支援，以助其推行與推廣動物福利和妥善管理動物有關的計劃及活動，例如動物領養、推廣做個盡責寵物主人的訊息，以及一般教育和宣傳活動。
The main objective of the subvention is to provide financial support to Animal Welfare Organisations (AWOs) to assist them to carry out programmes and activities relating to promotion of animal welfare and proper animal management such as animal re-homing, promotion of responsible pet ownership as well as general education and publicity activities.
 - 成功申請者須向漁護署提交有關獲資助項目進度的半年及全年報告，以便進行監察及審查，確保撥款妥善用於獲批准的項目。Successful applicants will be required to submit half-year and full-year reports on the progress of subvented projects for monitoring and compliance checking to ensure that the funds are properly used on the approved project.
 - 獲批撥款一般在報告獲接納後和出示支出證明(如單據)後以發還款項形式發放。
Approved funds will normally be issued in the form of a reimbursement after acceptance of reports, satisfactory performance of the project and presentation of proof of expenditure (e.g. invoices).
 - 申請機構必須符合下列條件：
Organisations that meet the following criteria are eligible to apply for the subvention:
 - 申請機構必須是：
The organisation must be:
 - 根據《社團條例》(第151章)第2(1)條所界定的社團，並已根據該條例第5A(1)條註冊；或
a society as defined by section 2(1) of the Societies Ordinance (Cap. 151) and registered under section 5A(1) of that Ordinance; OR
 - 根據《公司條例》(第622章)或根據在註冊時有效的《公司條例》(第32章)註冊的公司；或
a company registered under the Companies Ordinance (Cap. 622) (or Cap. 32 as in force at the time of the registration); OR
 - 根據《註冊受託人法團條例》(第306章)第2(1)條所界定的團體或慈善組織，並已根據該條例第4(1)條獲發給法團註冊證書。
a body of persons, or charity, as defined by section 2(1) of the Registered Trustees Incorporation Ordinance (Cap. 306) which has been granted a certificate of incorporation under section 4(1) of that Ordinance.
- 申請機構亦必須屬於公共性質的慈善機構或慈善信託，並根據《稅務條例》(第112章)第88條獲豁免繳稅(如有關機構在2017年3月前已成為漁護署動物領養計劃的伙伴動物福利機構，可獲得豁免是項條件)。
The organisation must also be a charitable institution or trust of a public character that is exempt from tax under section 88 of the Inland Revenue Ordinance (Cap. 112) (Rehoming partners of AFCD who joined the animal rehoming scheme prior to March 2017 may be exempted from this requirement).
 - 申請機構的核心服務及活動必須與推廣動物福利和妥善管理動物相關，機構亦須於過去3年或更長期間積極推行有關服務/活動(漁護署動物領養計劃的伙伴動物福利機構可獲豁免3年時限的要求)。
The core services and activities of the organisation must be related to promotion of animal welfare and proper animal management and it must be actively engaged in such services/activities over the past three years or more; (rehoming partners of AFCD animal rehoming scheme are exempted from the 3-year requirement).
 - 申請機構須管理妥善，並循正確途徑成立，同時設有妥善的記錄備存及會計制度。
It must be well-managed and properly constituted with good record keeping and accounting systems.
 - 申請機構必須根據《公眾衛生(動物及禽鳥)(售賣及繁育)規例》第139B章第5A條獲豁免持有動物售賣商牌照方可收取任何領養費用。如有關機構並非慈善性質的伙伴動物福利機構，其中一位機構負責人必須持有個人豁免持有動物售賣商牌照。
Organisations charging an adoption or rehoming fee must possess an exemption from holding an animal trader licence under section 5A of the Public Health (Animals and Birds) (Trading and Breeding) Regulations (Cap. 139B). For rehoming partners of AFCD animal rehoming scheme that cannot meet the requirements as stated in (b), at least one individual acting on behalf of the organisation must possess the individual exemption.
- 只有以計劃形式並與推廣動物福利和妥善管理動物直接相關的申請才會被考慮。
Only those applications that are project-based and directly related to the promotion of animal welfare and proper animal management will be considered.
 - 申請人有責任遵守所有香港法例及港區國安法，如有任何定罪，必須立即通知漁護署。
The applicant has the responsibility to comply with all Hong Kong legislation and the National Security Law, and must notify AFCD immediately for any convictions.

個人資料收集聲明 Personal Information Collection Statement

- 你所提供的資料本署會用於與動物福利機構資助申請直接或間接有關之工作。
The information provided by you will be used by this Department for purposes directly or indirectly related to the application for government subvention to animal welfare organisations and the monitoring of approved projects.
- 為達到上述目的，本署可能將本表格上的任何資料披露予執法機關、其他政府決策局及部門、及其他有關團體。
This Department may disclose any information contained on this form to law enforcement agencies, other government bureaux and departments, and any relevant parties for purposes mentioned above.
- 提供個人資料純屬自願性質。若你未能提供足夠的資料，本署可能無法辦理你的申請。
The provision of personal data is voluntary. If you do not provide sufficient information, this Department may not be able to process your application.
- 除《個人資料(私隱)條例》所訂明的豁免外，你有權查閱和更正你於本署備存的個人資料。查閱和更改個人資料的要求應向漁農自然護理署署長提出(地址:九龍長沙灣道三零三號長沙灣政府合署五樓)。請註明你的姓名及香港身份證號碼。
Subject to exemptions under the Personal Data (Privacy) Ordinance, you have the right of access and correction of your personal data held by this Department. Request for personal data access and amendment should be addressed to the Director of Agriculture, Fisheries & Conservation at 5/F., Cheung Sha Wan Road Government Offices, 303 Cheung Sha Wan Road, Kowloon, Hong Kong. Please quote your name and Hong Kong Identity Card number.
- 此表格內所填寫的非個人資料，包括但不只限於機構名稱、計劃名稱、所申請的資助金額、資金分配及最終批核的資金撥款將可能會在第三方查詢後透露，以協助政府現行政策的制定。以上資料可能會被公開，例如在立法會的公開文件等。
Information provided on this form which is not personal data including but not limited to the organisation's name, title of project, amount of funding sought, amount of funding allocated and amount of funding finally provided may be released to third parties upon enquiry in accordance with the prevailing policy on access to information held by the government. Such information may be made available in the public domain, for example, on documents published by the Legislative Council.

填妥此表格後請以郵寄或親身交回漁農自然護理署。

地址：香港九龍長沙灣道三零三號長沙灣政府合署五樓八號窗；或
電郵至 amdd_aws@afcd.gov.hk；申請人亦可透過此電郵作出查詢。

本署只接受九月一日至十月三十一日期間的申請，逾期申請將不獲受理。

Please return the duly completed form by mail or in person to the Agriculture, Fisheries and Conservation Department.

Address: Counter No. 8, 5/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon, Hong Kong; OR
by email to amdd_aws@afcd.gov.hk. Enquiries may also be sent to this email address.

Applications are accepted between 1st September and 31st October. Late applications will not be considered.