**Appendix II**

**附录 II**

**Environmental Education and Community Action Projects**

**Contingency Plan under Social Distancing Measures**

**环境教育和社区参与项目**

**实施社交距离措施下的应变计划**

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| 1. **Contingency plan for launching project activities项目活动的应变计划**   (Briefly describe alternative plan(s) for launching the planned activities. Please specify at the “remarks” column if the target number of sessions/participants and/or activities duration would be severely affected under the alternative plan(s).)  （请简述推展已筹划活动的替代方案。如替代方案会严重影响目标节数、人数及／或活动期，请于「备注」栏说明。） | | | | | |
| **Activities 活动** | **Alternative plan 替代方案** | | | **Remarks 备注** | |
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| 1. **Effects to budget of the project 对项目预算的影响**   (Briefly describe how the budget will be affected under the alternative plan, including change/deletion/ addition of expenditure items)  （请简述替代方案对预算的影响，包括如更改／删减／新增开支细项。） | | | | | |
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| Please provide details of major changes in expenditure items in the table below:  请于下表说明开支细项的主要变动： | | | | | |
| 1. **Change/Deletion of expenditure items already included in Part 10 of the application form**   **更改／删减已包括于申请表格第10部的开支细项** | | | | | |
| **Expenditure Item 开支细项** | **Total Expenditure**  **总开支**  **($)** | **Revised Expenditure (if applicable)**  **修订开支（如适用）**  **($)** | | | **Expenditure Change**  **开支增减**  **($)** |
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| **Sub-total (i) 小结(i)** | | | | |  |
| 1. **Addition of expenditure items**   **新增开支细项** | | | | | |
| **Expenditure Item 开支细项** | **Unit Cost**  **单价**  **($)** | **Quantity 数量** | | | **Total Expenditure**  **总开支**  **($)** |
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| **Sub-total (ii) 小结(ii)** | | | | |  |
| 1. **Total expenditure under contingency plan**   **应变计划下的开支总额** | | | | | |
| **[Original total expenditure] + [Sub-total (i)] +**  **[Sub-total (ii)]**  **[原总额] + [小结(i)] + [小结(ii)]** | | | **$** | | |

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| Notes:   1. Total expenditure under the contingency plan should not exceed the original total expenditure (total as stated in Part 10 of the application form). 2. Request for increase of expenditure in relation to project staff and administrative cost under the implementation of contingency plan would normally not be considered. 3. Application organisation should ensure compliance with any regulations in force relating to prevention and control of disease when arranging activities.   备注：   1. 应变计划下的开支总额不得大于原开支总额（载于申请表格第10部的总额）。 2. 因应实施应变计划而申请增加项目员工及行政有关开支一般不获考虑。 3. 申请机构在安排活动时，须确保遵从任何生效中的预防及控制疾病相关法例。 |