

環境及自然保育基金 社區減少廢物項目

Environment and Conservation Fund
Community Waste Reduction Projects

2021/22第二輪申請簡介會
Briefing Session for the 2nd Round
Applications Invitation of 2021/22

2021年10月19日
19th October 2021



環境及自然保育基金
ENVIRONMENT AND CONSERVATION FUND

簡介會內容

This Briefing Session will cover:

1. 環保基金及社區減少廢物項目**簡介**
Introduction of ECF and Community Waste Reduction Projects
2. 社區減少廢物**項目範疇**
Project Areas of Community Waste Reduction Projects
3. 避免社區**回收服務重疊**
Avoidance of Duplication of Community Recovery Services
4. 申請**須知**
Notes on Applications

簡介會內容

This Briefing Session will cover:

5. 審批**程序**及**準則**
Vetting Process and Criteria
6. **發放資助款項**的安排
Funds Disbursement Arrangement
7. **報告**及**審計要求**
Reporting and Auditing Requirements
8. 其他**注意事項**
Other Points to Note
9. **問答**環節
Q&A Session

1. 環保基金及社區減少廢物目簡介

Introduction of ECF and Community Waste Reduction Projects

環保基金簡介 Introduction of ECF

社區減少廢物項目

Community Waste Reduction
Projects

環保教育和社區參與項目
Environmental Education
and Community Action
Projects

藉廢物分類為都市固體廢物
收費作準備的社區參與項目
Waste Separation Projects to
pave the path for Municipal
Solid Waste Charging

環保研究、技術示範和
會議項目
Environmental Research,
Technology Demonstration
and Conference Projects

社區減少廢物項目

Community Waste Reduction Projects

- ▶ 提高市民對**循環再用、減少、分類和回收固體廢物**的意識，並確保市民持續參與這些行動。
Enhance awareness and ensure sustained participation of the public in solid waste recycling, reduction, separation, and recovery.
- ▶ 項目須在社區內起**持續和可見的效果**。
Projects should bring about sustained and tangible effect in local communities.
- ▶ **不應是一次性的宣傳活動**。
Should not be one-off publicity events.
- ▶ 本港**非牟利機構**均可申請。
Local non-profit making organisations are eligible to apply.

2. 社區減少廢物項目範疇

Project Areas of
Community Waste Reduction Projects

重用減廢

Reuse and Reduce

- ▶ 《香港資源循環藍圖2035》以「**全民減廢·資源循環·零廢堆填**」為願景，提出應對至2035年廢物管理挑戰的策略、目標和措施。
The Waste Blueprint for Hong Kong 2035 set out the vision of "Waste Reduction·Resources Circulation·Zero Landfill", the blueprint outlines the strategies, goals and measures to tackle the challenge of waste management up to 2035.



重用減廢

Reuse and Reduce

- ▶ 「管制即棄膠餐具計劃」公眾諮詢 - 分階段管制即棄膠餐具
Public consultation on Scheme on Regulation of Disposable Plastic Tableware
- Regulate disposable plastic tableware in phases

? 推動**源頭走塑**

Promote elimination of plastic at source

? 鼓勵市民使用**可重用**餐具

Encourage public use of reusable tableware



廚餘回收

Food Waste Recycling

- ▶ 推廣**減少廚餘**
Promote food waste reduction.
- ▶ 應用**新廚餘回收技術或收集方式**，更具效率地處理廚餘
Apply new technology and collection method to handle food waste more effectively.

廚餘管理策略



活動補遺

Activities to Fill the Gap

地區：現有「綠在區區」未能覆蓋的地方

Location: Areas not covered by current GREEN@COMMUNITY



- 智能回收桶 / 流動回收車 / 偏遠位置回收點
Smart Bins / Mobile Collection / Remote Collection Points

活動補遺

Activities to Fill the Gap

類型：小型傢俱、小電器、樂器、衣服、開學用品..

Types: Small Furniture, Small Electrical Appliances, Musical Instruments, Clothes, Items required for new school year....



- 配對轉贈 / 交換
Donation/Exchange matching
- 特定受惠對象 (區域)
Specific beneficiaries (Districts)

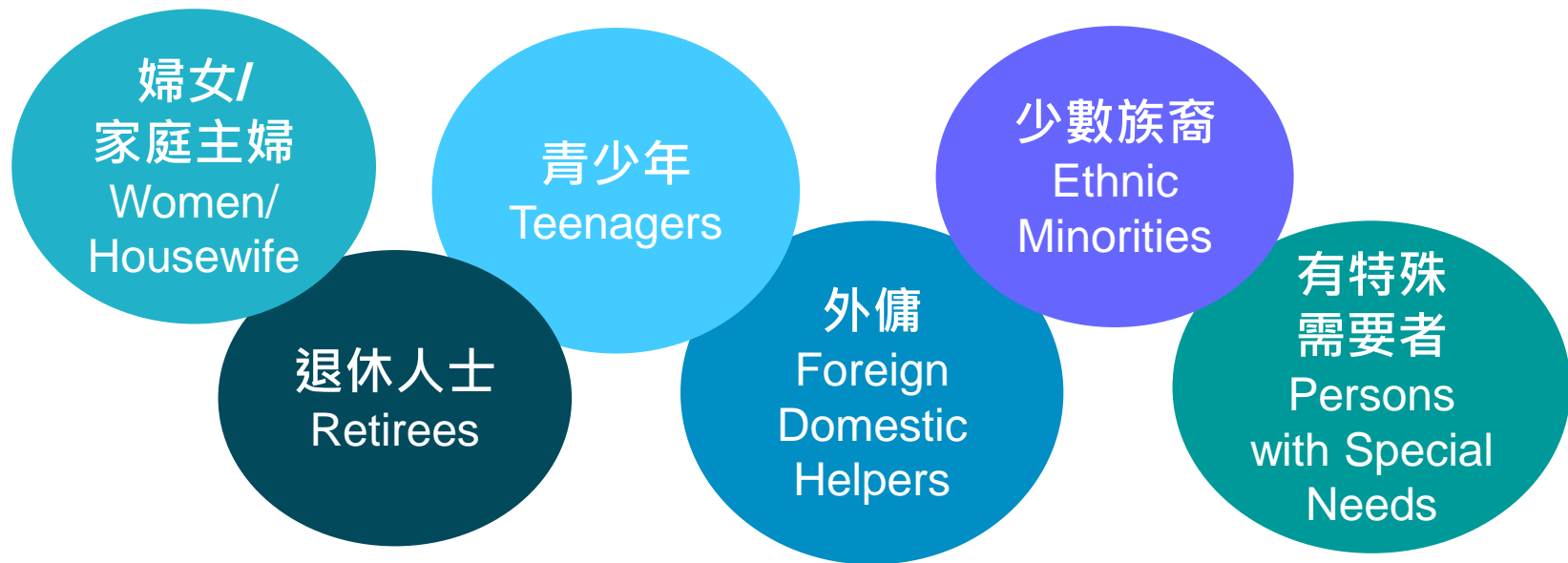


活動補遺

Activities to Fill the Gap

目標參加者：過往較間接參與的人士

Target Group: People who participate indirectly before



於特定社區群組建立減廢回收網絡，協助於社區舉辦回收 / 教育 / 推廣活動

To establish waste reduction and recycling network among specific groups in the community, and to assist in organising recycling, educational and promotional activities.

3. 避免社區回收服務重疊

Avoidance of Duplication of Community Recovery Services

減廢回收2.0

Reduce & Recycle 2.0



- ▶ 環運會與環保署於2020年6月開展「**減廢回收2.0**」宣傳運動。
ECC and EPD has launched the “Reduce and Recycle 2.0” Campaign since June 2020.
- ▶ **擴展社區回收網絡和增設新的回收點**，回收物料包括玻璃容器、慳電膽 / 光管、充電電池、小型電器及四電一腦，推動「**慳多啲 點止三色咁簡單**」。

Promotes the green living concept of “Save More, Recycle More” by expanding its recycling network through the addition of outlets in the community and the collection of more recyclable types, including glass bottles, fluorescent lamps and tubes, rechargeable batteries, small electrical appliances, and regulated waste electrical and electronic equipment.



- ▶ 香港減廢網站 waste reduction website: <https://www.wastereduction.gov.hk/>



- ▶ 環保署在全港18區設立「回收環保站」、「回收便利點」及「回收流動點」，接收不少於8種回收物，包括廢紙、金屬、塑膠、玻璃樽、四電一腦、小型電器、慳電膽及光管、充電池等，以加強支援地區層面的減廢回收。

To strengthen the support for waste reduction and recycling at the district level, EPD has set up Recycling Stations, Recycling Stores and Recycling Spots across the territory to collect at least eight common types of recyclables, including paper, metals, plastics, glass bottles, regulated electrical equipment, small electrical appliances, fluorescent lamps and tubes, and rechargeable batteries, etc.

- ▶ 與「回收環保站」、「回收便利點」及「回收流動點」類似的項目將不會再獲環保基金資助。

Similar projects with Recycling Stations, Recycling Stores and Recycling Spots will not be funded by ECF anymore.



回收環保站
Recycling Stations

9 個-->11個



回收便利點
Recycling Stores

22-->32個



回收流動點
Recycling Spots

> 100 個

玻璃飲料容器生產者責任計劃

Producer Responsibility Scheme on Glass Beverage Containers

政府已委聘玻璃管理承辦商，為全港提供廢玻璃容器收集及處理服務。玻璃管理承辦商須在所負責的區域建立玻璃樽回收點網絡，為區內的工商業處所（例如酒吧及食肆）及住宅樓宇和屋苑提供玻璃樽收集服務。由玻璃管理承辦商提供的收集服務，費用全免。



The Government has appointed Glass Management Contractors (GMCs) to provide collection and treatment services covering the territory for waste glass containers. The GMCs are required to set up within their catchment regions a network of collection points for glass bottles serving commercial and industrial establishments such as pubs and food premises, as well as residential buildings and estates. The collection services provided by the GMCs are free of charge.

紙包飲品盒回收 Tetra Pak Recycling

「綠在區區」及一些本地機構已在全港不同地區提供紙包飲品盒回收服務，並**設立超過450個紙包飲品盒回收點**。GREEN@COMMUNITY and some local organisations have provided recycling services for tetra pak and set up more than 450 tetra pak collection points in different districts of Hong Kong.



入樽機先導計劃

RVM Pilot Scheme

環保署於2021年第一季推出為期一年的**入樽機先導計劃**，於公眾地方或政府設施等地點，設置共**60部入樽機**（預計於明年**增至120部**），並透過電子支付平台提供即時回贈，以鼓勵公眾交回使用完的塑膠飲料容器。社區上亦有一些機構設置了**入樽機供市民使用**。

EPD has rolled out a one-year RVM Pilot Scheme in the first quarter of 2021. 60 RVMs (increase to 120 RVMs in next year) were installed at locations such as public places or government facilities, with provision of instant rebate via e-payment platform to encourage the public to return their used plastic beverage containers.



塑膠回收先導計劃

Plastic Recycling Pilot Scheme



環保署現正於三個地區（包括**東區、觀塘和沙田**）作試點，推行塑膠回收先導計劃，並預計於今年年內**新增六區**（包括**中西區、深水埗、荃灣、屯門、大埔及西貢**），以服務合約形式聘請承辦商向區內已登記的公私營住宅、學校、公營機構和「綠在區區」等**提供免費收集非工商業廢塑膠服務(包括發泡膠)**。



EPD is rolling out a Pilot Scheme in three districts (i.e. Eastern, Kwun Tong and Sha Tin). 6 districts (i.e. Central and Western, Sham Shui Po, Tsuen Wan, Tuen Mun, Tai Po and Sai Kung) are expected to be added to the Scheme within this year. Contractors are engaged under service contracts to provide free collection service for waste plastics (including Polyfoam) from registered premises for non-commercial and non-industrial sources such as public and private housing estates, schools and public institutions and GREEN@COMMUNITY in the districts.

二手物品交換平台

Exchange Platform for Second Hand Items

- ▶ 社區上有**各類二手物品買賣、交換或轉贈平台**，並且大部分平台能以自負盈虧模式運作。

There are various second-hand items trading, exchange or transfer platforms in the community, and most of these platforms can operate in a self-financing mode.

- ▶ 環保署亦設立了「香港二手物品交易平台」，鼓勵市民將他們不需要但仍然有用的物品拿出來交換。

EPD has set up "The Hong Kong Second-hand Exchange" to facilitate the exchange of unwanted but still usable items.



剩食回收

Surplus Food Recovery

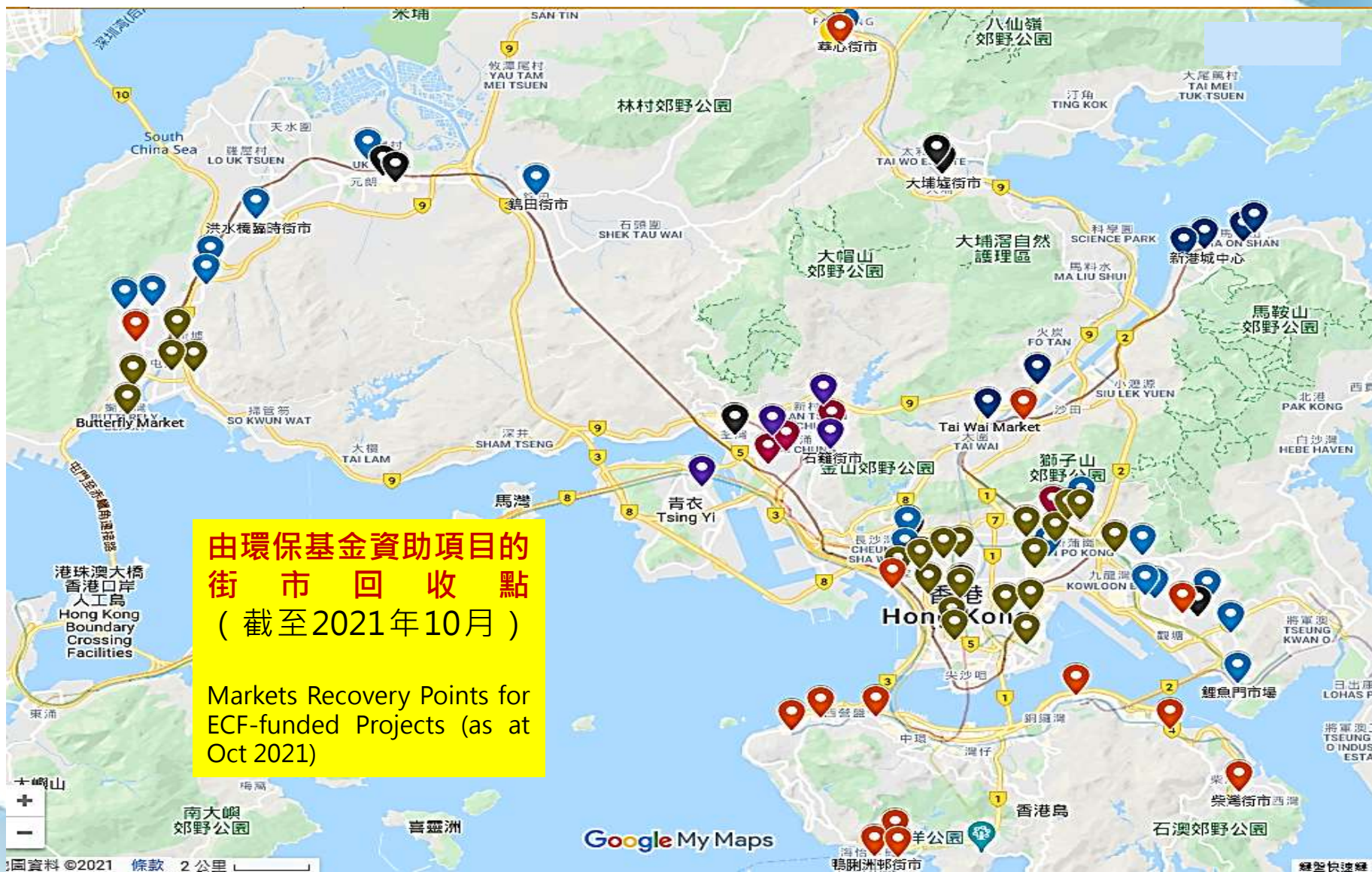
由環保基金資助的機構現正於全港不同**街市**、**零售商**、**供應商**及**餐飲業界**等回收剩食。

Organisations funded by the ECF have been currently recovered surplus food from different **markets**, **retailers**, **suppliers** and **catering industries**, etc. throughout Hong Kong.



剩食回收點

Surplus Food Recovery Points



剩食回收點 Surplus Food Recovery Points

地區 Area	分區 District	街市 Market
香港 Hong Kong	中西區 Central and Western District	石塘咀街市、上環街市、士美菲路街市 Shek Tong Tsui Market, Sheung Wan Market, Smithfield Market
	東區 Eastern District	柴灣街市、渣華道街市、西灣河街市 Chai Wan Market, Java Road Market, Sai Wan Ho Market
	南區 Southern District	香港仔街市、鴨脷洲街市、鴨脷洲西邨街市 Aberdeen Market, Ap Lei Chau Market, Ap Lei Chau West Estate Market
九龍 Kowloon	九龍城區 Kowloon City District	何文田街市、紅磡街市、九龍城街市、土瓜灣街市 Ho Man Tin Market, Hung Hom Market, Kowloon City Market
	觀塘區 Kwun Tong District	鯉魚門市場、樂華街市、牛頭角街市、秀茂坪街市、瑞和街街市、德田街市 Lei Yue Mun Market, Lok Wah Market, Ngau Tau Kok Market, Sau Mau Ping Market, Shui Wo Street Market, Tak Tin Market
	深水埗區 Sham Shui Po District	長沙灣副食品批發市場、麗閣街市、南山邨街市、南昌薈街市、石硤尾街市、北河街街市、保安道街市、順寧道商戶、北河街街市附近檔販 Cheung Sha Wan Wholesale Food Market, Lai Kok Market, Market of Nam Shan Shopping Centre, Nam Cheong Place Market, Market of Shek Kip Mei Shopping Centre, Pei Ho Street Market, Po On Road Market, Vendors nearby Shun Ning Road Street and Pei Ho Street Market
	黃大仙區 Wong Tai Sin District	彩雲街市、竹園街市、牛池灣街市、雙鳳街街市、大成街街市、慈雲山街市、東頭(二)邨街市、樂富街市、鳳德街市、鳳德街市周邊商戶 Choi Wan Market, Chuk Yuen Market, Ngau Chi Wan Market, Sheung Fung Street Market, Tai Shing Street Market, Tsz Wan Shan Market, Tung Tau (II) Estate Wet Market, Lok Fu Market, Fung Tak Market, Vendors nearby Fung Tak Market
	油尖旺區 Yau Tsim Mong District	花園街街市、果欄(九龍水果批發市場)、旺角街市、大角咀街市、油麻地街市 Fa Yuen Street Market, Kowloon Wholesale Fruit Market, Mong Kok Market, Tai Kok Tsui Market, Yau Ma Tei Market

剩食回收點 Surplus Food Recovery Points

地區 Area	分區 District	街市 Market
新界 New Territories	葵青區 Kwai Tsing District	葵盛東街市、葵盛西街市、北葵涌街市、石籬街市、青衣街市 Kwai Shing East Estate Market, Kwai Shing West Estate Market, North Kwai Tung Market, Shek Lei Market, Tsing Yi Market
	北區 North District	祥華街市、聯和墟街市、北區臨時農產品批發市場、石湖墟街市、華明街市、雍盛街市 Cheung Wah Market, Luen Wo Hui Market, North District Temporary Wholesale Market For Agricultural Products, Shek Wu Hui Market, Wah Ming Market, Yung Shing Market
	沙田區 Sha Tin District	頌安邨街市、利安邨街市、新港城街市、沙田街市、秦石街市、日日食良 - Lake Silver、大圍街市及市集 Chung On Market, Lee On Market, MOS Town Market, Sha Tin Market, Chun Shek Market, Day Day Fresh - Lake Silver, Tai Wai Market
	大埔區 Tai Po District	富善街市集、大埔墟街市、翠屏花園一帶商戶 Fu Shin Street Street Market, Tai Po Hui Market, Vendors nearby Jade Plaza
	荃灣區 Tsuen Wan District	鮮薈市場荃灣（大窩口街市）、梨木樹街市、楊屋道街市、楊屋道周邊街道街市 F.One The Fresh One Market, Lei Muk Shue Market, Yeung Uk Road Market, Market nearby Yeung Uk Road
	屯門區 Tuen Mun District	蝴蝶街市、富泰街市、富健花園街市、H.A.N.D.S 街市、建生街市、藍地街市、良景街市、新墟街市、山景街市、仁愛街市、大興街市 Butterfly Market, Fu Tai Market, Glorious Garden Market, H.A.N.D.S Market, Kin Sang Market, Lam Tei Market, Leung King Market, San Hui Market, Shan King Market, Yan Oi Market, Tai Hing Market
	元朗區 Yuen Long District	大橋街市、同益街市、洪水橋臨時街市、錦田街市、朗屏街市 Tai Kiu Market, Tung Yick Market, , Hung Shui Kiu Temporary Market, Kam Tin Market, Long Ping Market

其他恆常非街市回收點 Other Regular Recovery Points other than Markets

- 超市及連鎖店（如：百佳, city 'super, 華潤, 錢大媽, 香港家豬, 大昌食品） Supermarkets and chain store (e.g. PARKnSHOP, city 'super, CR Vanguard, Qdama, Hong Kong Heritage Pork, DCH Food Mart)
- 酒店、宴會及會所等餐飲業界 Hotel, banquets, club-houses and other catering industries

可開拓的剩食回收點

Potential Surplus Food Recovery Points



所示商標僅為參考例子而非具指示性
Trademarks displayed are examples for
information only and not indicative



4. 申請須知

Notes on Applications



接受申請日期

Application Period

現正邀請**2021/22年第二輪**申請。

Now calling for the 1st round applications of 2021/22.

08.10.2021



開始接受申請
Applications
Start Date

15.11.2021



截止申請
Applications
Deadline

如何申請? How to Apply?

方便省時
Convenient and time-saving

1



填寫**網上電子表格**

Fill in an electronic application form

<https://eform.one.gov.hk/form/epd004/>

如機構未能填寫網上電子表格,可選擇 :

If your organisation is unable to fill in the e-form, you may choose to:

2



填寫紙本申請表格

Fill in a paper-based application form

可於環保基金網站下載 :

Downloaded from ECF website:

www.ecf.gov.hk

1

如選擇網上申請 For online applications:

- 必須於**2021年11月15日下午6時之前遞交電子申請表格**。
Completed electronic application form must be submitted before 6:00 pm on 15 November 2021.

GovHK 香港政府一站通

SC-605-3-EPD004-001 | 字型大小 | Eng 簡

社區減少廢物項目申請表格

1) 簡介

2) 第一部分

3) 第二部分

4) 第三部分

5) 第四部分

6) 第五部分

7) 第六部分



環境及自然保育基金

申請須知

環境及自然保育基金（環保基金）委員會、減少廢物項目審批小組（審批小組）及審批小組秘書處（秘書處）可隨時按需要修訂本申請表格的內容。

請詳閱《社區減少廢物項目 - 申請指引》[🔗](#)，並清晰及簡潔地提供建議項目的詳情。請以中文或英文填寫本申請表格，如有需要，可另頁書寫。

請於環保基金網站下載補充資料表格“Annex01至Annex12”（[WRP Application Annex](#)[🔗](#)）。

申請表格的所有部分均須填寫；補充資料表格“Annex01至Annex12”須於遞交時一併上載；不論表格有否填寫，請確保所有重要的資料及證明文件均連同申請表格一併遞交。如所須填報的資料為不適用或未能提供有關資料，請填上「不適用」。

填妥的申請表格必須於截止申請日期當天下午6時前上傳遞交。逾期遞交的申請表格恕不受理。

申請機構須確保遞交申請時填報的資料詳盡確實，秘書處並無責任向申請機構索取額外資料。

示範短片：

Demonstration video:



2

如選擇遞交紙本申請表格 For paper-based application forms :

- ▶ 須遞交**申請表格正本及軟複本**（「Word」格式）。
Original hard copy and soft copy (in "Word" format) of the application form shall be submitted.
- ▶ **逾期遞交或不完整**的申請，以及**以電子郵件或傳真方式遞交**的申請，**概不受理**。
Late or incomplete applications and applications submitted by fax or e-mail will not be processed.
- ▶ 申請機構須確保申請表上的**資料詳盡確實**，及已**附有所需文件**（如機構註冊文件副本、證明申請機構屬非牟利性質的文件）。
Applicant organisations should provide the best and fullest information in their applications and provide supporting documents (such as copy of the organisation's registration document, supporting documents to prove the organisation is non-profit making).



填妥的「申請表格」必須於**2021年11月15日下午6時之前**送抵以下地址：

Completed application form must reach the address below before 6:00 pm on 15 November 2021.



若以郵寄方式遞交，**郵戳日期必須為2021年11月15日或以前**。請付足夠郵資，**秘書處不會收取郵資不足的郵件**。

If the applications are submitted by mail, the postmarks should be dated on or before 15 November 2021. Please ensure payment of sufficient postage, the Secretariat will not accept underpaid mails.

香港灣仔軒尼詩道130號修頓中心5樓
環境及自然保育基金減少廢物項目審批小組秘書處

Waste Reduction Projects Vetting Sub-committee Secretariat
Environment and Conservation Fund
5/F, Southorn Centre, 130 Hennessy Road, Wan Chai, Hong Kong



申請前請先**細閱「社區減少廢物項目 – 申請指引」**

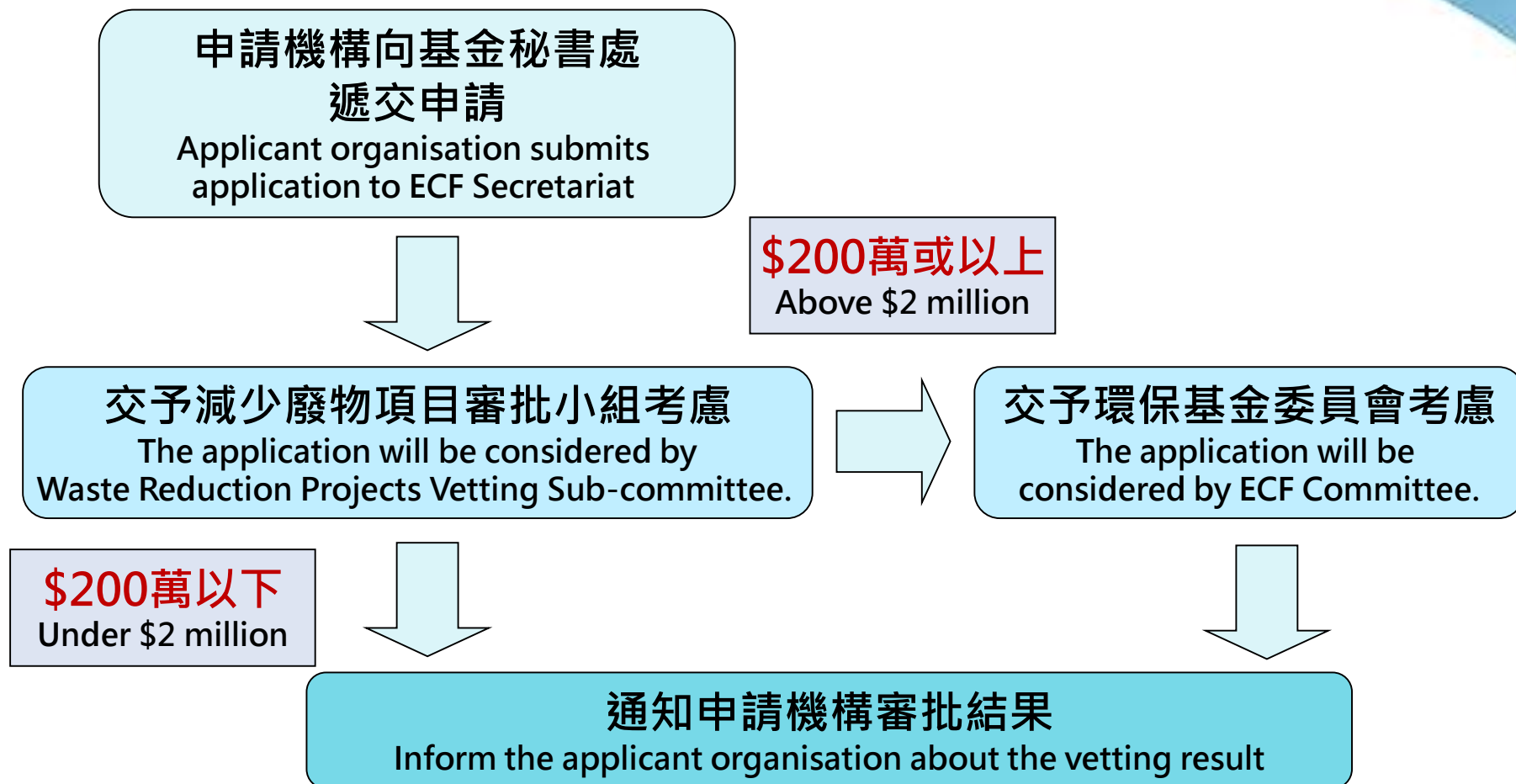
Please read the
"Guide to Application – Community Waste Reduction Projects"
carefully before application



5. 審批程序及準則

Vetting Process and Criteria

審批程序 Vetting Process



審批程序需時約六個月。

The vetting process will take around 6 months.

以競爭為本的審批機制

Competition-based Vetting Mechanism

因應以競爭為本的審批機制，審批小組實施**以成效為基礎的排名制度**，按以下各方面評估及選出最可取的申請予以資助：

Corresponding to the competition-based vetting mechanism, the Vetting Subcommittee implements a merit-based ranking system to assess and select the most meritorious applications for funding support against the following aspects:

50%

建議項目的詳情。

Details of the project proposal.

40%

建議項目對社區的整體影響。

Overall impact of the project proposal on community.

10%

申請機構的能力。

Capability of the applicant organisation.

申請獲資助的主要原因

Main Reasons for Supporting the Applications



- ✓ 項目富創意，**與社區上現有的活動或服務沒有重疊**，並能推動社區作出行為改變。

The project is creative, not duplicating with the activities or services in the community and can induce behavioural changes among participants.

- ✓ **呼應政府政策主題**，並有**周詳的計劃**（如詳述回收物的出路、有效的宣傳方法）。

The activities echo the theme of government policies and have a good implementation plan (e.g. with details on recyclable outlets, effective promotion plan).

- ✓ 訂立**合理可行**的計劃目標，**預算審慎**、實際並具成本效益。

Set reasonable and feasible targets while the proposed budget is prudent, realistic and cost-effective.

- ✓ 申請者於過往項目的**表現良好**。

The past performance of the applicant organisation is good.



申請不獲資助的主要原因

Main Reasons for Not Supporting the Applications

X 訂立**不實際的目標**(如參與者, 回收率等)。

The targets (e.g. participants, recycling rates, etc.) are not realistic.

X 項目計劃不完善, 活動**內容渙散**, 未能充份帶出項目主題。

重複申請機構 / 其他團體 / 政府部門正進行的工作或活動。

The project proposal is not comprehensive. The project activities are unfocused and fail to bring out the project theme fully. Repeat work or activities conducting by the applicant organisation/other groups/government.

X 計劃所涉及**預算過高**, 未符成本效益。

The proposed budget is too high and not cost-effective.

X 未有遞交完整的申請表格 / 必要的相關文件。

Incomplete application form and/or required documents are not submitted.



如機構過往曾獲批社區減少廢物項目, 必須**遞交所有已完成項目的相關文件**後, 新的申請才會**正式獲批**。

If the organisation had been approved for community waste reduction project(s), it must submit all relevant documents of the completed project(s) before the new application will be officially approved.

6. 發放資助款項的安排

Funds Disbursement Arrangement

資助款項的發放

Disbursement of Funds

資助款項的發放條件 Criteria for disbursement of funds	發放款項百分比 % of Fund Disbursed	備註 Remarks
申請 獲批後 。 Upon approval of application.	25-50%	視乎所需的現金流及項目性質而定。 Depends on the cash flow requirement and nature of the project.
遞交載有項目財務狀況的 進度報告書 後，以及項目 表現令人滿意 。 Upon submission of a progress report with information financial position and satisfactory performance.	下一期款項 Further disbursement	視乎項目的實際開支而定。 Depends on the actual expenditures.
遞交 完成報告書 及 帳目報表 ，並 獲審批小組通過 後。 Upon submission of completion report with a statement of accounts and endorsed by the Vetting Subcommittee.	10%	視乎項目的實際開支而定。 Depends on the actual expenditures.

資助款項的發放

Disbursement of Funds

- ▶ 最終的資助額將**按個別申請的內容而訂**。

The final amount of funding depends on the content of individual application.

- ▶ 機構可在審批小組所界定的同類預算開支項目中，**彈性運用獲批准的資助款項**，但個別項目資助款項會**設上限**（例如薪金及租金等）。

Flexible use of approved funds among the budget items under a same grouping as defined by the Vetting Sub-committee will be allowed. Funding cap will be set for individual budget item (such as salary, rent, etc.).

- ▶ 在項目獲批准後提出**增加資助的要求**，**一般不會獲考慮**。

Requests for additional funding after project approval will normally not be considered.



7. 報告及審計要求

Reporting and Auditing Requirements

報告要求 Reporting Requirements


報告類別 Type of Report	報告期及遞交期限 Reporting Period and Deadline of Submission	報告內容 Report Contents
進度報告書 Progress Report	報告期為 每六個月 。 Report every six months. 於報告期後 一個月內 遞交。 Submit within one month after the reporting period.	財務狀況、項目進度表現。 Financial position, progress performance of the project.
完成報告書 Completion Report	報告期為 整個項日期 。 Report the whole project period. 於項目完成後 兩個月內 遞交。 Submit within two month after project completion.	財務狀況、整個項目的表現。 Financial position, performance of the whole project.

所有進度及完成報告書須**由獲資助機構的項目組長簽署**，並以**指定格式**遞交。

All progress and completion reports must be signed by the project leader of the recipient organisation, and submitted in standard format.

審計要求

Auditing Requirements

資助額 Funding Amounts	帳目報表 Statement of Accounts	經審計的帳目報表 Audited Statement of Accounts	發票和收據的正本 Original Invoices and Receipts
15萬港元以下 Below HK\$150,000			
15萬港元或以上 及30萬以下 HK\$150,000 or above and below HK\$300,000		<p>機構可選擇遞交:</p> <ol style="list-style-type: none">1. 經審計的帳目報表 (不須附上發票和收據的正本) , 或2. 不經審計的帳目報表 (須附上發票和收據的正本) <p>Recipient organisation may opt to submit:</p> <ol style="list-style-type: none">1. Audited statement of accounts (no need to attach original invoices and receipts), OR2. Non-audited statement of accounts (need to attach original invoices and receipts).	
30萬港元或以上 HK\$300,000 or above			

審計要求

Auditing Requirements

- ▶ 經審計的**帳目報表**須與完成報告書**一併遞交**。

Audited statement of accounts must be submitted together with the completion report.

- ▶ 獲資助機構應留意 **《申請指引》附錄II及III**的《獲資助機構的審計師須知》及《審計師報告範本》，並確保審計師從事合理保證審計的工作時須遵守有關的要求。

Recipient organisations should take note of and ensure that the auditors engaged by them to perform the reasonable assurance audit must comply with the requirements provided in the "Notes for Auditors of Recipient Organisations" and "Sample Auditor's Report" in **Appendices II and III** respectively of Guide to Application.

8. 其他注意事項

Other Points to Note

宣傳項目 Publicity of Project

- ▶ 所有與項目有關的宣傳品上，必須印有**環保基金的名稱及徽號**，以鳴謝資助來源。

To acknowledge the source of funding, both the name and logo of the ECF should be used in all publicity materials resulting from a project.

- ▶ 獲資助機構須嘗試**宣傳項目的成果**或任何與項目有關的活動，並在進度 / 完成報告書中詳述。

Recipient organisations should try to publicise the project results or any events related to the projects and provide details in the progress/completion reports.

- ▶ 項目的資料可能會被上載至環保基金 / 環保署的網頁，以供**公眾查閱**。

Information of the projects may be uploaded to the websites of ECF or EPD for public access.

暫停 / 終止資助

Suspension/Termination of Funding Support

- ▶ 項目未有在批准撥款日起計**六個月內展開**。

The project does not commence within six months of the approval of the grant.

- ▶ 項目的**進度欠佳**。

The project has not progressed satisfactorily.

- ▶ **項目組長離開**獲資助機構，而沒有合適人選接任。

The project leader leaves the recipient organisation and there is no one available considered suitable to take over the role.

- ▶ 未有在**限期前**遞交報告。

Fails to submit the required report(s) by deadline.

- ▶ 未有遵守 **《申請指引》** 及 **批核信** 所載的資助條件。

Fails to comply with the funding conditions as set out in the Guide to Application and/or the approval letter.

接受申請日期

Application Period

現正邀請**2021/22年第二輪**申請。

Now calling for the 1st round applications of 2021/22.

08.10.2021



開始接受申請
Applications
Start Date

15.11.2021



截止申請
Applications
Deadline

查詢 Enquiry

減少廢物項目審批小組秘書處

Waste Reduction Projects Vetting
Sub-committee Secretariat



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電郵 e-mail : wrp@epd.gov.hk



環境及自然保育基金

ENVIRONMENT AND CONSERVATION FUND

9. 問答環節

Q&A Session