

Scout Association of Hong Kong Foundation Fund for the Aged Application Form

Region / Branch: _____ District: _____ Group: _____

Person-in-charge of the Project: _____ (* ☐ Mr / ☐ Ms / ☐ Mrs)

Scout Position: _____

Telephone No.: (1) _____ (2) _____ Fax No.: _____

Email: _____ Subsidy Requested: _____

* Please select an appropriate box

A. Project Information

1. Name of Project:

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2. Project Objective:

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3. Project Theme:

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4. Type of Activities:

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5. Targeted Group:

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6. No. of Participants:

No. of Staff: _____ Youth Members; _____ Leaders; Others (Please Specify) _____

No. of Elders Benefited: _____

No. of Elders x No. of Activities: _____

7. Project Schedule:

Date of Project: _____

Date	Venue	Activity

B. Budget

Income		Expenses		Recommended amount (for Office Use only)
Item	Amount	Item	Amount	
Enrollment fee		Gifts to the elderly (Please provide details in Section C)		
Other income (Please specify)				
		Refreshments for the elderly (Please provide details in Section C)		
		Meals for the elderly		
		Transportation for the elderly		
		Transportation for Scout units		
		Meal allowance for Scout units Maximum HK\$55 per Scout member HK\$ X Scout member (for activity more than 4 hours)		
		Consumable items (eg household cleaning supplies) (Please provide details in Section C)		
		Others (Please provide details in Section C)		
Total Income (A):		Total Expenses (B):		
		Subsidy Requested (B-A):		

Signature of Person-in-charge:

Branch/Region/District Commissioner/Group Scout Leader's Signature:

(Name: _____)

(Name: _____)

Branch/Region/District/Group Stamp: _____ Date: _____

Please send the original application form to Development Branch, Scout Association of Hong Kong, 10/F, Hong Kong Scout Centre, Scout Path, Austin Road, Kowloon.

All activities must be held after the date of notification of approval. Late application will not be considered.

The personal data and other related information provided in the report will be used by the Association for dealing with the application for this subsidy and other related purposes. The provision of personal data and other related information by means of the application form is voluntary. However, we may not be able to process the application if no accurate or adequate data is provided.

C. Details of Expense Items

Gifts to the elderly			
Item description	Quantity	Unit Price	Sub-total
Total			

Consumable items (eg household cleaning supplies)			
Item description	Quantity	Unit Price	Sub-total
Total			

Refreshments for the elderly			
Item description	Quantity	Unit Price	Sub-total
Total			

Others (Please specify)			
Item description	Quantity	Unit Price	Sub-total
Total			