

妇女事务委员会
2026-27 年度妇女自强基金(第一轮)
专题计划 - 妇女参与社区服务计划
申请表格
Women's Commission
2026-27 Women Empowerment Fund (First Round)
Thematic Project – Programme on Women's Participation in
Community Services
Application Form

(只供内部填写 Official Use Only)

申请编号

Application No _____

1. 此表格只适用于**专题计划 - 妇女参与社区服务计划(社区服务计划)**。填写本申请表格前, 请先细阅 **2026-27 年度妇女自强基金(第一轮)申请指引** (《**申请指引**》) (可于妇女自强基金网站<<http://www.wef.gov.hk>> 下载)。
This application form is only applicable to **Thematic Project – Programme on Women's Participation in Community Services (Community Services Programme)**. Please carefully read through **2026-27 Women Empowerment Fund (First Round) Guide to Application (the Guide)** which is available at the Women Empowerment Fund website at <<http://www.wef.gov.hk>> before completing this application form.
2. 项目下的所有活动须于 **2027 年 9 月 30 日或之前完成**, 确实日期以「拨款通知书」载列的日期为准。
All activities under the project are expected to be **completed on or before 30 September 2027**. The confirmed date will be set out in the "Approval Letter of Funding Allocation".
3. 拟订项目的财政预算时, 所有收入与支出必须以**港币**为计算单位。
When preparing the budget of the project, all income and expenditure must be denominated in **Hong Kong dollars**.
4. 申请机构须提供本申请表格要求的资料及附上相关的证明文件, 以便评审申请。如申请机构未能提供全部所需资料, 有关申请将不获考虑。
Applicant organisation shall provide all information required in this application form and attach relevant supporting documents to facilitate assessment of the application. Your application will not be considered if you fail to provide all the required information.
5. 申请机构递交的所有资料(包括但不限于申请表格及相关的证明文件)概不退还。
All information (including but not limited to the application form and relevant supporting documents) submitted by the applicant organisation will not be returned.
6. 申请机构须备悉载于附件的《收集个人资料声明》。
Applicant organisation shall note the "Personal Information Collection Statement" at Annex.

项目名称 Project Title	(中文 Chi) (英文 Eng)																					
申请机构 Applicant Organisation	(中文 Chi) (英文 Eng)																					
推行项目的地区 <i>(可选择多于一个地区)</i> Districts of Implementation <i>(more than one district can be selected)</i> 请在适当的方格填上「✓」号。 Please put a "✓" in the appropriate box.	<table border="0"> <tr> <td><input type="checkbox"/> 中西区 Central & Western</td> <td><input type="checkbox"/> 东区 Eastern</td> <td><input type="checkbox"/> 南区 Southern</td> </tr> <tr> <td><input type="checkbox"/> 湾仔 Wan Chai</td> <td><input type="checkbox"/> 九龙城 Kowloon City</td> <td><input type="checkbox"/> 观塘 Kwun Tong</td> </tr> <tr> <td><input type="checkbox"/> 深水埗 Sham Shui Po</td> <td><input type="checkbox"/> 油尖旺 Yau Tsim Mong</td> <td><input type="checkbox"/> 黄大仙 Wong Tai Sin</td> </tr> <tr> <td><input type="checkbox"/> 离岛 Islands</td> <td><input type="checkbox"/> 葵青 Kwai Tsing</td> <td><input type="checkbox"/> 北区 North</td> </tr> <tr> <td><input type="checkbox"/> 西贡 Sai Kung</td> <td><input type="checkbox"/> 沙田 Sha Tin</td> <td><input type="checkbox"/> 大埔 Tai Po</td> </tr> <tr> <td><input type="checkbox"/> 荃湾 Tsuen Wan</td> <td><input type="checkbox"/> 屯门 Tuen Mun</td> <td><input type="checkbox"/> 元朗 Yuen Long</td> </tr> <tr> <td colspan="3"><input type="checkbox"/> 全港各区 All districts in HK</td> </tr> </table>	<input type="checkbox"/> 中西区 Central & Western	<input type="checkbox"/> 东区 Eastern	<input type="checkbox"/> 南区 Southern	<input type="checkbox"/> 湾仔 Wan Chai	<input type="checkbox"/> 九龙城 Kowloon City	<input type="checkbox"/> 观塘 Kwun Tong	<input type="checkbox"/> 深水埗 Sham Shui Po	<input type="checkbox"/> 油尖旺 Yau Tsim Mong	<input type="checkbox"/> 黄大仙 Wong Tai Sin	<input type="checkbox"/> 离岛 Islands	<input type="checkbox"/> 葵青 Kwai Tsing	<input type="checkbox"/> 北区 North	<input type="checkbox"/> 西贡 Sai Kung	<input type="checkbox"/> 沙田 Sha Tin	<input type="checkbox"/> 大埔 Tai Po	<input type="checkbox"/> 荃湾 Tsuen Wan	<input type="checkbox"/> 屯门 Tuen Mun	<input type="checkbox"/> 元朗 Yuen Long	<input type="checkbox"/> 全港各区 All districts in HK		
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项目主题 Project Theme	请提供拟议项目的主题。 Please provide the theme for the proposed project.																					
妇女参加者目标人数 ¹ Target No. of Women Participants¹	人 persons																					
申请总额 Total Amount Sought	\$																					

¹ 妇女参加者目标人数不得少于 15 人。在拟订项目时，申请机构须仔细考虑能否招募足够的妇女参加者。申请获接纳后，如机构最终未能招募最少 15 位妇女参加者，妇委会会有权终止对该项目的拨款，机构须悉数退还已获发的款项。

The target number of women participants shall not be less than 15. Applicant organisation should consider carefully whether sufficient women participants can be recruited when drawing up the project. Upon acceptance of the application, if the organisation fails to recruit at least 15 women participants for the project, the WoC reserves the right to terminate funding for the approved project and the organisation is required to return to the WoC all the funds received.

甲部 – 申请机构资料 Section A – Particulars of the Applicant Organisation			
1. 申请机构资料 Information of the Applicant Organisation			
名称 (中文 Chi) Name (英文 Eng)			
地址 Address			
网址 Website			
社交媒体 Social Media (例如 e.g. Facebook/Instagram)	<input type="checkbox"/> Facebook _____ <input type="checkbox"/> Instagram _____ <input type="checkbox"/> 其他(请注明) Others (Please specify): _____ <input type="checkbox"/> 没有 NIL		
2. 负责人 Responsible Person			
(a) 申请机构负责人 Person-in-charge of the Applicant Organisation			
姓名 Name (如香港身份证所示) (As shown on HKID card)	<input type="checkbox"/> 先生 Mr <input type="checkbox"/> 女士 Ms		
职衔 Post Title			
电话号码 Tel No.		传真 Fax No.	
电邮地址 Email Address			
(b) 项目主管² Officer-in-charge of the Project²			
姓名 Name (如香港身份证所示) (As shown on HKID card)	<input type="checkbox"/> 先生 Mr <input type="checkbox"/> 女士 Ms		
职衔 Post Title			
电话号码 Tel No.		传真 Fax No.	
电邮地址 Email Address			
(c) 获授权人 Authorised Person of the Organisation			
姓名 Name (如香港身份证所示) (As shown on HKID card)	<input type="checkbox"/> 先生 Mr <input type="checkbox"/> 女士 Ms		
职衔 Post Title			
电话号码 Tel No.		传真 Fax No.	
电邮地址 Email Address			

² 机构负责人或获授权人与项目主管不得是同一人。

Person-in-charge or authorised person of the organisation should not be the same person as the officer-in-charge of the project.

3. 注册资料（必须在适当的方格填上「✓」号。）

Registration Information (must put a “✓” in the appropriate box.)

申请机构的注册状况（必须提供相关注册证明文件的影印本，否则该申请将不获受理。）

The status under which the applicant organisation is registered (please provide **photocopy of the relevant registration certificate(s)**. Otherwise, the application will not be considered.)

(a) 注册类型

Type of Registration

- 根据《公司条例》（第 622 章）或前身《公司条例》（第 32 章）注册成立的公司；或
A company incorporated under the Companies Ordinance (Cap. 622) or under the former Companies Ordinance (Cap. 32); or
- 根据《社团条例》（第 151 章）在香港注册的组织；或
A society established in Hong Kong under the Societies Ordinance (Cap. 151); or
- 法定团体或按法规在香港成立的团体。
A statutory body or a body incorporated in Hong Kong by statute.

(b) 机构性质

Nature of Organisation

- (i) 贵机构是否注册非牟利机构？
Is your organisation a registered non-profit making organisation? 是 yes 否 no
- (ii) 贵机构是否具慈善性质的非政府机构³？
*（如是，请提供根据《税务条例》第 88 条获豁免缴税的证明文件副本。）
Is your organisation a charitable non-governmental organisation³?
* (If yes, please provide a photocopy of the relevant document showing the exemption from tax under Section 88 of the Inland Revenue Ordinance.) 是* yes * 否 no

³ 具慈善性质的非政府机构是指按《税务条例》（第 112 章）第 88 条获豁免缴税的慈善机构或慈善信托机构。

A charitable non-governmental organisation refers to a charitable institution or trust of a public character which is exempt from tax under Section 88 of the Inland Revenue Ordinance (Cap. 112).

(c) 收入或资产摊分

Share of Income or Assets

- (i) 机构的组织大纲及注册章程细则 / 团体章程或组织大纲及注册章程细则有否列明：（必须提供有关章程的影印本并注明相关内容的页数及段数。）

Has the Constitution or the Memorandum and Articles of Association of the organisation specified:

(Please provide the photocopy of relevant Constitution or Memorandum and Articles of Association and specify the relevant page and paragraph numbers.)

- 机构为非牟利性质； 有 yes 没有 no
the organisation is non-profit making;

(第__页第__段)
(Paragraph ____
of page ____)

- 成员不得摊分其收入或资产； 有 yes 没有 no
its members shall not take any shares of
its income or assets;

(第__页第__段)
(Paragraph ____
of page ____)

- 一旦机构解散，其成员亦不得摊分其收入或资产。 有 yes 没有 no
its members shall not take any shares of
its income or assets upon dissolution of
the organisation.

(第__页第__段)
(Paragraph ____
of page ____)

- (ii) 贵机构以往未曾摊分收入或资产予成员 是 yes 否 no
Your organisation has never shared its
income/assets to its members in the past

- (iii) 贵机构承诺在获基金资助的项目推行期内不会摊分 是 yes 否 no
收入或资产予成员

Your organisation declared not to share during the
term of funded project its income/assets to its
members

4. 申请机构简介

Brief Description of the Applicant Organisation

请简介申请机构(包括机构成立日期、宗旨、规模及主要成员等)。

Please briefly introduce the applicant organisation (including the date of establishment, aims, scale and key personnel of the organisation, etc.)

5. 举办活动的相关经验⁴

Relevant Experience on Organising Activities⁴

请概述申请机构在截止申请日期前过去两年举办的活动(包括申请机构在该活动所负责的范畴、活动举办日期、对象、受惠人数、成果等), 并提交文件以兹证明。如没有举办活动, 请填上「没有」。

Please briefly describe the activities organised by the applicant organisation in the past two years prior to the deadline of application (including the scope of responsibilities of the applicant organisation in the activities, the date of activities, target groups, number of beneficiaries, result, etc), and provide supporting proof. If the organisation has not organised any activities, please fill in "Nil".

⁴ 如申请机构把此部份留空或没有提交文件证明, 机构将被视为没有相关经验。

If the applicant organisation leaves this part blank or fails to provide supporting proof, the organisation will be regarded as having no relevant experience.

乙部 – 合办机构资料 Section B – Particulars of Co-organiser(s)			
<p>如项目涉及合办机构，请填写乙部（如有需要，请另页填写）。否则，请填写丙部。 只提供场地、导师、服务或协助宣传单位不视作合作机构。</p> <p>Where the project involves co-organiser(s), please fill in Section B (please attach separate sheet(s) if necessary). Otherwise, please continue to complete Section C. Organisations solely provide support through the provision of venue, instructor, service or assistance in promotion will not be regarded as co-organiser(s).</p>			
1. 合办机构资料 Information of Co-organiser(s)			
名称 Name	(中文 Chi) (英文 Eng)		
地址 Address			
网址 Website			
社交媒体 Social Media (例如 e.g. Facebook/Instagram)	<input type="checkbox"/> Facebook _____ <input type="checkbox"/> Instagram _____ <input type="checkbox"/> 其他(请注明) Others (Please specify): _____ <input type="checkbox"/> 没有 NIL		
2. 负责人 Responsible Persons			
(a) 机构负责人 Person-in-charge of the Organisation			
姓名 Name (如香港身份证所示) (As shown on HKID card)	<input type="checkbox"/> 先生 Mr <input type="checkbox"/> 女士 Ms		
职衔 Post Title			
电话号码 Tel No.		传真 Fax No.	
电邮地址 Email Address			
(b) 机构获授权人⁵ Authorised Person of the Organisation⁵			
姓名 Name (如香港身份证所示) (As shown on HKID card)	<input type="checkbox"/> 先生 Mr <input type="checkbox"/> 女士 Ms		
职衔 Post Title			
电话号码 Tel No.		传真 Fax No.	
电邮地址 Email Address			

⁵ 机构获授权人指代表合办机构负责与申请机构共同营运项目的人士。

Authorised person of the organisation refers to the person who is responsible for operating the project with the applicant organisation on behalf of the co-organiser.

3. 注册资料（必须在适当的方格填上「✓」号）

Registration Information (must put a “✓” in the appropriate box)

合办机构的注册状况（*必须提供相关注册证明文件的影印本，否则该申请将不获受理。*）

The status under which the co-organiser is registered (*please provide photocopy of the relevant registration certificate(s). Otherwise, the application will not be considered.*)

(a) 注册类型

Type of Registration

- 根据《公司条例》（第 622 章）或前身《公司条例》（第 32 章）注册成立的公司；或
A company incorporated under the Companies Ordinance (Cap. 622) or under the former Companies Ordinance (Cap. 32); or
- 根据《社团条例》（第 151 章）在香港注册的组织；或
A society established in Hong Kong under the Societies Ordinance (Cap. 151); or
- 法定团体或按法规在香港成立的团体。
A statutory body or a body incorporated in Hong Kong by statute.

(b) 机构性质

Nature of Organisation

- (i) 贵机构是否注册非牟利机构？
Is your organisation a registered non-profit making organisation? 是 yes 否 no
- (ii) 贵机构是否具慈善性质的非政府机构⁶？
*（如是，请提供根据《税务条例》第 88 条获豁免缴税的证明文件副本。）
Is your organisation a charitable non-governmental organisation⁶? 是* yes * 否 no
* (If yes, please provide a photocopy of the relevant document showing the exemption from tax under Section 88 of the Inland Revenue Ordinance.)

⁶ 具慈善性质的非政府机构是指按《税务条例》（第 112 章）第 88 条获豁免缴税的慈善机构或慈善信托机构。

A charitable non-governmental organisation refers to a charitable institution or trust of a public character which is exempt from tax under Section 88 of the Inland Revenue Ordinance (Cap. 112).

(c) 收入或资产摊分

Share of Income or Assets

- (i) 机构的组织大纲及注册章程细则 / 团体章程或组织大纲及注册章程细则有否列明：（必须提供有关章程的影印本并注明相关内容的页数及段数。）

Has the Constitution or the Memorandum and Articles of Association of the organisation specified:

(Please provide the photocopy of relevant Constitution or Memorandum and Articles of Association and specify the relevant page and paragraph numbers.)

- 机构为非牟利性质；
the organisation is non-profit making; 有 yes 没有 no

(第__页第__段)
(Paragraph ____
of page ____)

- 成员不得摊分其收入或资产；
its members shall not take any shares of
its income or assets; 有 yes 没有 no

(第__页第__段)
(Paragraph ____
of page ____)

- 一旦机构解散, 其成员亦不得摊分其收入或
资产。
its members shall not take any shares of
its income or assets upon dissolution of
the organisation. 有 yes 没有 no

(第__页第__段)
(Paragraph ____
of page ____)

- (ii) 贵机构以往未曾摊分收入或资产予成员
Your organisation has never shared its
income/assets to its members in the past 是 yes 否 no

- (iii) 贵机构承诺在获基金资助的项目推行期内不会摊分
收入或资产予成员
Your organisation declared not to share during the
term of funded project its income/assets to its
members 是 yes 否 no

4. (a) 机构的宗旨和主要提供的服务
Aims and Major Services of the Organisation

(b) 与申请机构合作的性质和详情
Nature and Details of Collaboration with the Applicant Organisation

(c) 在申请项目内的责任
Responsibility in the Project under Application

丙部 – 项目详情

Section C – Project Details

1. 项目简介（包括整个项目的目的、推行原因及项目下每个活动撮要。）

Brief Description of Project (including the objectives and rationale of the project, and a summary of each of the activities under the project.)

[社区服务计划必须包括(1)培训课程(两个层面)；(2)社区服务活动 (最少三个)及(3)总结会。请于下方提供详情。]

[Each project under the Community Services Programme must include (1) training courses (two perspectives); (2) community service activities (at least three activities); and (3) a sharing session. Please provide details below.]

2. 培训课程⁷ Training Courses⁷	第 ____ 个活动, 共 ____ 个活动 ____ Out of ____
2.1 第一层面培训课程名称 Name of the First Perspective Training Course (中文 Chi) (英文 Eng)	
2.2 第一层面培训课程的具体目的 Specific Objective(s) of the First Perspective Training Course	
2.3 第一层面培训课程的内容 Details of First Perspective Training Course 请列出每个环节的课程内容。如课程期间举办儿童活动, 须在各层面说明并提供详情。 Please specify the course content of each session. If children activities will be held during the course period, please specify and provide details at each perspective.	

⁷ 每个培训课程内容须包括两个层面, 第一层面为通用技能; 第二层面为针对进行社区服务活动所需的技能, 每个层面的培训课程总时数得少于 8 小时。

Each training course must cover two perspectives. The first perspective refers to generic skills and the second perspective focuses on the skills required for conducting community services activities. The total duration of each perspective training course shall not less than eight hours.

2.4 第二层面培训课程名称
Name of the Second Perspective Training Course

(中文 Chi)

(英文 Eng)

2.5 第二层面培训课程的具体目的
Specific Objective(s) of the Second Perspective Training Course

2.6 第二层面培训课程的内容
Details of Second Perspective Training Course

请列出每个环节的课程内容。

Please specify the course content of each session.

2.7 培训课程推行时间表

Training Courses Implementation Schedule

环节 Session	节数 No. of Sessions	每节时数 No. of Hours Per Session	形式 Format	日期 / 时间 Date / Time	地点 Venue
第一层面 First Perspective					
第二层面 Second Perspective					

2.8 培训课程的预计妇女参加者人数

Projected Number of Women Participants of Training Course

2.9 培训课程的预期成效

Expected Outcome of Training Course

培训课程 Training Course	预期成效 Expected Outcome
第一层面 First Perspective	
第二层面 Second Perspective	

2.10 培训课程成效评估
Evaluation of Training Courses

成效指标 Outcome Indicators (指标必须是具体、可量化及可实现的) (Indicators must be specific, measurable and achievable)	评估工具 Evaluation Tools
第一层面: First Perspective:	
第二层面: Second Perspective:	

3. 社区服务活动 第 ____ 个活动, 共 ____ 个活动
Community Services Activities ____ Out of ____

3.1 社区服务活动名称
Name of the Community Services Activities

(中文 Chi)

(英文 Eng)

3.2 具体目的
Specific Objective(s)

3.3 社区服务活动内容⁸
Details of Community Services Activities⁷

请详细列出每个社区服务活动的详情。
 Please specify the details of each community services activity.

社区服务活动筹备工作坊(如有): Preparation Workshop of Community Services Activity (if any):	
日期 Date	
时间 Time	
地点 Location	
妇女参加者人数 Number of Women Participants	
形式 Format	
内容 Content	

⁸ 每名妇女参加者须筹备及推行最少 3 个社区服务活动, 每名参加者于每个活动服务时数不得少于 3 小时。
 Each women participant is required to devise plans and implement at least 3 community services activities. The number of service hours by each women participant under each activity shall not be less than 3 hours.

(1) 第一项社区服务活动: The First Community Services Activity:	
活动名称 Name of Activity	
服务受惠对象 Target Group of Beneficiaries	
受惠人数 Number of Beneficiaries	
服务地点 Service Location	
活动日期 Date of Activity	
活动时间 Time of Activity	
形式 Format	
内容 Content	
妇女参加者人数 Number of Women Participants	
每名妇女参加者的服务时数 Service Hours for Each Women Participant	

(2) 第二项社区服务活动: The Second Community Services Activity:	
活动名称 Name of Activity	
服务受惠对象 Target Group of Beneficiaries	
受惠人数 Number of Beneficiaries	
服务地点 Service Location	
活动日期 Date of Activity	
活动时间 Time of Activity	
形式 Format	
内容 Content	
妇女参加者人数 Number of Women Participants	
每名妇女参加者的服务时数 Service Hours for Each Women Participant	

(3) 第三项社区服务活动: The Third Community Services Activity:	
活动名称 Name of Activity	
服务受惠对象 Target Group of Beneficiaries	
受惠人数 Number of Beneficiaries	
服务地点 Service Location	
活动日期 Date of Activity	
活动时间 Time of Activity	
形式 Format	
内容 Content	
妇女参加者人数 Number of Women Participants	
每名妇女参加者的服务时数 Service Hours for Each Women Participant	

(4) 第四项社区服务活动(如有): The Fourth Community Services Activity (if any):	
活动名称 Name of Activity	
服务受惠对象 Target Group of Beneficiaries	
受惠人数 Number of Beneficiaries	
服务地点 Service Location	
活动日期 Date of Activity	
活动时间 Time of Activity	
形式 Format	
内容 Content	
妇女参加者人数 Number of Women Participants	
每名妇女参加者的服务时数 Service Hours for Each Women Participant	

如举办多于四项社区服务活动, 请自行影印上述表格, 并填写有关资料。

If more than four community services activities are conducted, please make copies of the above table and fill in the required information.

3.4 社区服务活动的预期成效**Expected Outcome of Community Services Activities**

社区服务活动 Community Services Activities	预期成效 Expected Outcome
社区服务活动筹备工作坊(如有) Preparation Workshop of Community Services Activity (if any)	
第一项社区服务活动 The First Community Services Activity	
第二项社区服务活动 The Second Community Services Activity	
第三项社区服务活动 The Third Community Services Activity	
第四项社区服务活动(如有) The Fourth Community Services Activity (if any)	

3.5 社区服务活动成效评估

Evaluation of Community Services Activities

<p style="text-align: center;">成效指标 Outcome Indicators (指标必须是具体、可量化及可实现的) (Indicators must be specific, measurable and achievable)</p>	<p style="text-align: center;">评估工具 Evaluation Tools</p>
<p>社区服务活动筹备工作坊(如有): Preparation Workshop of Community Services Activity (if any):</p>	
<p>第一项社区服务活动: The First Community Services Activity:</p>	
<p>第二项社区服务活动: The Second Community Services Activity:</p>	
<p>第三项社区服务活动: The Third Community Services Activity:</p>	
<p>第四项社区服务活动(如有): The Fourth Community Services Activity (if any):</p>	

4. 总结会 第 ____ 个活动，共 ____ 个活动
Sharing Session ____ Out of ____

4.1 总结会名称
Name of Sharing Session

(中文 Chi):
 (英文 Eng):

4.2 总结会具体目的
Specific Objective(s) of Sharing Session

4.3 总结会内容
Details of Sharing Session

请详细列出总结会的详情。
 Please specify the details of Sharing Session.

日期 Date	
时间 Time	
地点 Location	
形式 Format	
内容 Content	

4.4 总结会的妇女参加者人数
Number of Women Participants of Sharing Session

4.5 总结会的预期成效
Expected Outcome of Sharing Session

4.6 总结会成效评估
Evaluation of Sharing Session

成效指标 Outcome Indicators (指标必须是具体、可量化及可实现的) (Indicators must be specific, measurable and achievable)	评估工具 Evaluation Tools

5. 其他活动(如有)

Other Activities (if any)

第 ____ 个活动, 共 ____ 个活动

____ Out of ____

(如举办超过一个其他活动, 请自行影印第 5.1 至 5.7 项。)

(Please make copies of items 5.1 to 5.7 if more than one other activity are to be organised.)

5.1 活动名称

Name of Activity

(中文 Chi):

(英文 Eng):

5.2 具体目的

Specific Objective(s)

5.3 活动内容

Details of Activity

请列出每个环节的内容。

Please specify the content of each activity.

5.4 活动推行时间表**Implementation Schedule of Activity**

环节 Session	节数 No. of Sessions	每节时数 No. of Hours Per Session	形式 Format	日期 / 时间 Date / Time	地点 Venue

5.5 活动的参加者人数**Number of Participants of Activity****5.6 活动预期成效****Expected Outcome of Activity****5.7 活动成效评估****Evaluation of Activity**

活动细项 Sub- activity	成效指标 Outcome Indicators (指标必须是具体、可量化及可实现的) (Indicators must be specific, measurable and achievable)	评估工具 Evaluation Tools

6 (a) 项目是否申请或现正接受政府的部分或全部拨款:

Please state whether application for funding from the Government is made or the project is currently funded by the Government in part or in full:

是 Yes 否 No

如是, 请提供详情 (例如: 向那个部门或资助计划提出申请、申请金额、结果、拨款金额等)。
If yes, please provide details (e.g. department/funding scheme to which the application was submitted, amount sought, results, amount granted, etc.)

(b) 项目是否申请或现正接受其他机构的部分或全部拨款:

Please state whether application for funding from other organisations is made or the project is currently funded by other sources in part or in full:

是 Yes 否 No

如是, 请提供详情 (例如: 向那个机构或资助计划提出申请、申请金额、结果、拨款金额等)。
If yes, please provide details (e.g. organisation/funding scheme to which the application was submitted, amount sought, results, amount granted, etc.)

7 其他资助途径 (请在适当的方格填上「✓」号。)

Alternative Funding Support (Please put a “✓” in the appropriate box(es).)

如核准的资助款额少于申请的资助款额, 申请机构将如何处理?

If the approved funding amount is less than the amount applied for, what will the applicant organisation do?

(a) 寻求其他收入来源以继续推行项目 Seek other sources of income to continue

机构自行承担开支 Contribution from applicant organisation

赞助和捐赠 Sponsorship and donation

增加参加者费用 Increase participants' fee

(b) 取消项目 Cancel the project

(c) 其他 (请注明):

Others (Please specify): _____

丁部 – 财政预算 Section D – Budget

请使用下列的 Excel 表格拟订项目的财政预算。备妥后，请列印表格，并连同本申请表格一并递交。财政预算须清楚列出所有开支项目（包括预算的理据和计算方法）及收入（包括但不限于机构内部资源、赞助及 / 或捐助、参加者收费和其他收入来源）。**所有收入与支出必须以港币为计算单位。**

Please use the below Excel form to prepare the budget of the project. Upon completion, please print the form and submit it together with this application form. The budget shall clearly set out all expenditure items (with justifications and calculations) and income (including but not limited to contributions from organisation, sponsorships and/or donations, participants' fee and other sources of income). **All income and expenditure must be denominated in Hong Kong dollars.**



财政预算

(社区服务计划)_Bu

(连按两下打开档案 Double click to open the file)

所有活动预计于 2027 年 9 月 30 日或之前完成。确实日期以「拨款通知书」载列的日期为准。

All activities are expected to be completed on or before 30 September 2027. The confirmed date will be set out in the "Approval Letter of Funding Allocation".

己部 – 声明
Section F – Declaration

1. 申请机构声明
Declaration by Applicant Organisation

- (a) 我等证明，本申请表格填报及附带的所有资料均属正确无误。我等明白，如提供虚假或不准确的资料，又或隐瞒重要资料，又或未能提交相关计划类别的《申请指引》及本申请表格内订明所需的全部文件和资料，会使申请无效。我等承诺，上述资料如在收到申请结果前有任何更改，我会尽快通知妇女事务委员会（妇委会）及 / 或其秘书处。

We certify that all information provided in this application form as well as the accompanying information is true and accurate. We understand that giving any false or inaccurate information or withholding any material information or fail to provide all the required information as stipulated in the Guide to Application of respective type of projects and this application form may render the application null and void. We undertake to inform the Women's Commission (WoC) and/or its Secretariat as soon as practicable if there are any subsequent changes to the above information before the notification of application result is received.

- (b) 我等同意妇委会及 / 或其秘书处可使用本申请表格填报的资料，以便处理申请并作相关用途。我等授权妇委会及 / 或其秘书处处理本申请表格填报的个人资料，以作上述用途。

We agree that information provided in this application form will be used by the WoC and/or its Secretariat to process this application and related purposes. We authorise the WoC and/or its Secretariat to handle the personal data/information provided in this application form for these purposes.

- (c) 我等知悉并同意本申请表格附件所载有关收集个人资料的目的及用途。我等同意本申请表格所载的资料及其后提交的资料（包括所有的附录、附件、补充资料和修订）可公开让公众查阅及可供使用或披露，以作公布及宣传用途。

We understand and agree with the purpose on the collection of personal information as stated in the annex to this application form. We agree that information contained in this application and subsequent submissions (including all its appendices, attachments, supplements and revisions) may be released for inspection by the public and used or disclosed for public announcement and publicity.

- (d) 我等已阅读并明白相关计划类别的《申请指引》。本人同意，如获得拨款资助，当会遵守上述文件所载的规定及政府及 / 或妇委会不时以书面形式附加的其他额外条款和条件。

We have read and understood the contents of the Guide to Application of respective type of projects and hereby agree to observe the provisions contained in the aforesaid document and any other additional terms and conditions as may be prescribed by the Government and/or WoC in writing from time to time should the application for funding be successful.

申请机构名称 Name of the Applicant Organisation	申请机构印章 Chop of the Applicant Organisation
获授权人签署（代表申请机构） Signature of the Authorised Person (For and on behalf of the Applicant Organisation)	项目主管签署 Signature of the Officer-in-charge
获授权人姓名（如香港身份证所示） Name of the Authorised Person (As shown on HKID card)	项目主管姓名（如香港身份证所示） Name of the Officer-in-charge (As shown on HKID card)
职衔 Post Title	职衔 Post Title
日期 Date	日期 Date

2. 合办机构声明
Declaration by Co-organiser(s)

如项目涉及合办机构，请填写以下各栏，其他合办机构亦须逐一另页填写。
Where the project involves co-organiser(s), please fill in the following sections and use a separate sheet for each of the co-organiser(s).

- (a) 我等证明，本申请表格填报及附带的所有资料均属真确无误。我等明白，如提供虚假或不准确的资料，又或隐瞒重要资料，又或未能提交相关计划类别的《申请指引》及本申请表格内订明所需的全部文件和资料，会使申请无效。我等承诺，上述资料如在收到申请结果前有任何更改，我等会尽快通知妇女事务委员会（妇委会）及 / 或其秘书处。
We certify that all information provided in this application form as well as the accompanying information is true and accurate. We understand that giving any false or inaccurate information or withholding any material information or fail to provide all the required information as stipulated in the Guide to Application of respective type of projects and this application form may render the application null and void. We undertake to inform the Women's Commission (WoC) and/or its Secretariat as soon as practicable if there are any subsequent changes to the above information before the notification of application result is received.
- (b) 我等同意妇委会及 / 或其秘书处可使用本申请表格填报的资料，以便处理申请并作相关用途。我等授权妇委会及 / 或其秘书处处理本申请表格填报的个人资料，以作上述用途。
We agree that information provided in this application form will be used by the WoC and/or its Secretariat to process this application and related purposes. We authorise the WoC and/or its Secretariat to handle the personal data/information provided in this application form for these purposes.
- (c) 我等知悉并同意本申请表格附件所载有关收集个人资料的目的及用途。我等同意本申请表格所载的资料及其后提交的资料（包括所有的附录、附件、补充资料和修订）可公开让公众查阅及可供使用或披露，以作公布及宣传用途。
We understand and agree with the purpose on the collection of personal information as stated in the annex to this application form. We agree that information contained in this application and subsequent submissions (including all its appendices, attachments, supplements and revisions) may be released for inspection by the public and used or disclosed for public announcement and publicity.
- (d) 我等已阅读并明白相关计划类别的《申请指引》。本人同意，如获得拨款资助，当会遵守上述文件所载的规定及政府及 / 或妇委会不时以书面形式附加的其他额外条款和条件。
We have read and understood the contents of the Guide to Application of respective type of projects and hereby agree to observe the provisions contained in the aforesaid document and any other additional terms and conditions as may be prescribed by the Government and/or WoC in writing from time to time should the application for funding be successful.

合办机构名称
Name of the Co-organiser

机构印章
Chop of the Co-organiser

获授权人姓名 (如香港身份证所示)
Name of the Authorised Person (As shown on HKID card)

获授权人签署 (代表合办机构)
Signature of the Authorised Person
(For and on behalf of the Co-organiser)

职衔
Post Title

日期
Date

提交申请核对表 Checklist for Submission of Application

适用于以邮递方式或亲自递交的申请
Applicable to application submitted by post or in person

请在适当的方格填上「✓」号。
Please put a “✓” in the appropriate box(es).

- 已填妥的申请表格，并由申请机构的获授权人、项目主管及合办机构的获授权人（如有）签妥及盖上机构印章。
The application form has been completed and duly signed by the authorised person and officer-in-charge of the applicant organisation, as well as the authorised person of the co-organiser(s) (if any), and with the chop of organisation(s).
- 已夹附申请机构及合办机构（如有）的注册资料的证明文件。
Documentary proof of the registration information of the applicant organisation and co-organiser(s) (if any) is attached.
- 已夹附申请机构及合办机构（如有）的公司组织大纲及注册章程细则。
The Constitution or the Memorandum and Articles of Association of the applicant organisation and co-organiser(s) (if any) is attached.
- 已夹附申请机构及合办机构（如有）根据《税务条例》第 88 条获豁免缴税的慈善团体的证明文件（如适用）。
Supporting document of the applicant organisation and co-organiser(s) (if any) as a charitable organisation qualified for tax exemption under section 88 of the Inland Revenue Ordinance (if applicable) is attached.
- 已夹附证明申请机构具有举办活动经验的文件（如有）。
Supporting proof of the applicant organisation in organising activities (if any) is attached.
- 已夹附申请机构及合办机构（如有）填妥并签署的申请表格及财政预算表正本，以及填妥的申请表格（MS Word 格式）及财政预算表（MS Excel 格式）的软复本，并储存于 USB。
Original of the duly completed and signed application form and budget form of the applicant organisation and co-organiser(s) (if any), plus softcopies of the completed application form (in MS Word format) and the budget form (in MS Excel format) saved in USB are attached.

提交申请方法 Methods for Submission of Application

请于**2026年6月11日下午5时正前**，把已填妥并签署的申请表格连同上述文件，以邮递方式或亲自送交香港黄竹坑业勤街23号嘉云中心3楼民政及青年事务局妇女事务委员会秘书处妇女自强基金执行小组。信封面请注明：
「申请2026-27年度妇女自强基金（第一轮）专题计划-妇女参与社区服务计划」。

申请投寄前请确保已付足够邮资，秘书处并不接受邮资不足的邮件。邮戳日期必须为截止申请日期或之前，否则作逾期申请处理。逾期递交或不完整的申请，以电邮或传真方式递交的申请，以及使用非指定表格递交的申请概不受理。

The completed and duly signed application form together with the above documents should be delivered to the Implementation Team of Women Empowerment Fund, Women's Commission Secretariat, Home and Youth Affairs Bureau, 3/F, The Hub, 23 Yip Kan Street, Wong Chuk Hang, Hong Kong by post or in person **by 5pm on 11 June 2026**. Please state on the envelope “**Application for 2026-27 Women Empowerment Fund (First Round) Thematic Project – Programme on Women’s Participation in Community Services**”.

Please ensure payment of sufficient postage. Underpaid mails will not be accepted. The postmark should be dated on or before the application closing date. Otherwise, it will be regarded as late applications. Late or incomplete applications, applications by email or fax and applications not using prescribed form will not be considered.

- 完 END -

收集个人资料声明

Personal Information Collection Statement

收集资料的目的 Purpose of Collection

1. 申请文件内所提供的个人资料，香港特别行政区政府（政府）、妇女事务委员会（妇委会）及其秘书处会用作下列用途：

The personal data provided in an application will be used by the Government of the Hong Kong Special Administrative Region (the Government), Women's Commission (WoC) and its Secretariat for the following purposes:

- (a) 处理和评审妇女自强基金（基金）申请；
processing and assessing applications for Women Empowerment Fund (WEF);
- (b) 基金的日常运作；
the daily operation of the WEF;
- (c) 安排公布及宣传；
arranging public announcement and publicity;
- (d) 监察和评核获基金资助的项目；
monitoring and evaluating the funded projects;
- (e) 对获基金资助的项目采取任何补救或跟进工作；
taking any remedial or follow-up action on the funded projects;
- (f) 因应任何法例要求作出披露；
meeting the requirements to make disclosure under the requirements of any law;
- (g) 进行研究；
conducting research;
- (h) 记录和编制统计数据；以及
recording and preparing statistics; and
- (i) 任何与上述用途相关的目的。
any purposes relating to any of the above.

2. 申请者必须提供申请所要求的所有个人资料。如未能提供全部所需的资料，有关申请可能不获考虑。
Your provision of all the personal data requested in the application is obligatory. Your application may not be considered if you fail to provide all information as requested.

获转移资料的机构的类别 Classes of Transferees

3. 为了上述第1段的目的，政府、妇委会或其秘书处或会转交或披露申请表格所提供的个人资料予：
The personal data provided in the application forms may be transferred or disclosed by the Government, WoC, or its Secretariat to any of the following persons for the purposes set out in paragraph 1 above:
- (a) 任何与基金相关的人士（包括政府的代理人、承办商或第三方服务供应商）；
any person (including the agent, the contractor or the third party service provider of the Government) who is involved in the WEF;
 - (b) 任何向政府、妇委会或其秘书处负有保密责任的人士；以及
any other person under a duty of confidentiality to the Government, WoC or its Secretariat; and
 - (c) 因应任何法例要求，政府、妇委会或其秘书处有责任向其披露资料的人士。
any person to whom the Government, WoC and its Secretariat is under an obligation to make disclosure under the requirements of any law.

查阅个人资料 Access to Personal Data

在申请中提供了个人资料的人士有权根据《个人资料（私隐）条例》（第486章）第18及22条和附表1第6原则的规定，要求查阅和更正个人资料。如欲行使上述权利，请与妇委会秘书处行政主任(妇女及家庭事务)2联络。本局应查阅或更正资料要求而提供资料时，可能需征收费用。

The individuals whose personal data is provided in an application have the right of access and correction with respect to the personal data as provided for in Sections 18 and 22 as well as Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance (Cap.486) (PDPO). If you wish to exercise such a right, please contact Executive Officer (Women and Family Affairs)2 of the WoC Secretariat. A fee may be charged in accordance with the PDPO for providing access to or correcting any data and for providing the information.

4. 递交申请后，若须更正或查阅个人资料，请与下述人员联络：

Should there be any correction of and access to the personal data after submission of application, please address to:

妇委会秘书处
行政主任(妇女及家庭事务)2
电话：3845 4595

WoC Secretariat
Executive Officer (Women and Family Affairs)2
Tel: 3845 4595