

## Appendix C 附錄 C

### 附加資料 Additional Information

#### I. 基本工程 (擬議項目屬基本工程的申請機構/人必須填寫此部分)

##### Capital works project (Applicant Organisation/Applicant who proposes capital works projects must complete this part.)

1. (a) 請說明項目所涉及土地的使用權 (例如是否已獲簽發政府土地牌照, 批出契約和短期租約、符合位處地區之分區規劃大綱圖等) 及其屆滿日期。  
Please state the status (e.g. Government Land Licence, lease, short term tenancy, conformation with the Outline Zoning Plan of the respective area etc.) and expiry date of the land use for the proposed project.
- (b) 請說明是否已獲政府批准使用土地作擬議用途 (包括獲准使用土地的契約修訂、年期和條款、是否符合位處地區之分區規劃大綱圖)。(如未獲有關當局/政府部門批准, 申請通常不獲考慮。)  
Please state whether approvals have been obtained from Government for using the site for the proposed project (including lease modification, tenure and terms for using the site, conformation with the Outline Zoning Plan of the respective area). (Application will normally not be considered if approvals from relevant authorities / Government departments have not been obtained.)
- 否 No  是 Yes (請提供證明文件) (Please provide supporting documents)
- (c) 請說明是否備有證明文件, 例如承建商或建築商所提供的報價單、圖則、草圖和照片。  
Please state whether supporting documents such as quotations from contractors/architects, plans, sketch maps and photographs are available.
- 否 No  是 Yes (請提供證明文件, 並註明文件類別) (Please enclose and specify the types of documents available)
- (d) 如項目涉及興建新的建築物, 請說明建築圖則是否已獲有關當局批准。(如未獲有關當局/政府部門批准, 申請通常不獲考慮。)  
For proposed project that involves construction of new buildings, please state whether the relevant building plans have been approved by the authorities concerned. (Application will normally not be considered if approvals from relevant authorities / Government departments have not been obtained.)
- 否 No  是 Yes (請夾附證明文件) (Please enclose supporting documents)
- 不適用 Not applicable
- (e) 請說明項目會否涉及經常費用, 例如員工薪津和維修開支等。  
Please state whether the proposed project will incur any recurrent cost, e.g. staff and maintenance costs.
- 否 No  是 Yes (請說明以往或日後支付經常費用的安排) (Please state the means that have been used or are in plan to meet the recurrent costs.)

#### II. 非基本工程 (擬議項目屬非基本工程的申請機構/人必須填寫此部分)

##### Non-Capital works project (Applicant Organisation/Applicant who propose non-capital works projects should fill in this part)

請說明項目是否非經常性推行, 或已有構思在禁毒基金撥款期過後長遠推行該項目。請同時說明在資助期屆滿而未能取得其他撥款時, 如何處理尚未完成的工作或尚待提供服務的個案。

Please indicate whether the project is one-off in nature, or whether there is any long-term plan beyond the funding period of the Beat Drugs Fund. Please also indicate how any outstanding tasks/remaining clients of the project will be handled/served if there is no alternative source of funding on expiry of the grants from the Beat Drugs Fund.

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#### III. 申請撥款購買資產的項目

##### Project requesting funding for assets

如申請撥款購買每項\$1,000或以上的資產 (例如器材或車輛等), 請簡述絕對需要該項資產以推行項目的理據。申請者亦須說明其他方案 (例如租用資產或使用申請機構/人的資產) 不可行或不符合經濟效益的理由。

For Applicant Organisation/Applicant who proposes to procure assets that cost \$1,000 or more per item (for example, equipment or vehicle), please describe briefly why the asset is absolutely essential for implementation of the project. Applicant Organisation/Applicant should also explain why other options (such as hire/renting of the asset or use of assets of the Applicant Organisation/Applicant) are not practical or cost effective.

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