

政府總部
民政事務局

香港添馬添美道二號
政府總部西翼十二樓



附錄 9

GOVERNMENT SECRETARIAT
HOME AFFAIRS BUREAU

12/TH FLOOR, WEST WING,
CENTRAL GOVERNMENT OFFICES,
2 TIM MEI AVENUE,
TAMAR,
HONG KONG.

本函檔號 Our Ref. : HAB CR/1-160/7/30C
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電話號碼 Tel. No. : 3509 8124
傳真號碼 Fax No. : 2519 7404

香港中區立法會道一號
立法會綜合大樓
立法會政府帳目委員會秘書處
朱漢儒先生

朱先生：

審計署署長第 74 號報告書

通過藝術及體育發展基金（體育部分）（基金）
為體育發展提供資助的管理

你於2020年5月18日致民政事務局局長的來信收悉。民政事務局的回應現夾附於附件。

民政事務局局長

(鄭青雲



代行)

2020 年 6 月 1 日

回應政府帳目委員會對
審計署署長第 74 號報告書第 1 章的提問

通過藝術及體育發展基金（體育部分）（基金）
為體育發展提供資助的管理

第一部份：引言

(a) 就報告第1.4(a)段，有關管理藝術及體育發展基金（體育部分）（基金）運作的詳情，特別是投資策略

藝術及體育發展基金是根據《戴麟趾爵士康樂基金條例》(第1128章)成立的戴麟趾爵士康樂基金的子基金。行政長官授權民政事務局局長管理基金的運用，包括調撥基金的款項，向一些局長認為對推動本地體育活動發展有莫大貢獻的計劃提供經費。

庫務署署長為戴麟趾爵士康樂基金的信託人。政府根據上述條例規定，成立了戴麟趾爵士康樂基金投資諮詢委員會(投資諮詢委員會)，負責制定及不時檢討該基金及其下各子基金的投資策略，並且就投資事宜提出意見。

一直以來，藝術及體育發展基金採取由投資諮詢委員會所批准的穩健策略進行投資，其多元化的投資組合主要包括由外聘投資經理所管理的海外及香港股票和存放在外匯基金的存款，以因應市場情況及資金需要在投資回報和風險之間取得平衡。

第二部分：對香港運動員備賽及參加國際運動會的資助

(b) 就報告書中第2.6 (a)及2.17段，提供：

(i) 一個例子以闡述受資助者未能於活動完結後六個月內提交活動報告及審計帳目時，須退還基金資助的計算方法；

受資助者須在活動後6個月屆滿仍未提交活動報告及／或經審計帳目，必須退還藝術及體育發展基金的資助，即每再推遲1個月提交，須退還獲批資助額的1%，直至受資助者提交活動報告及經審計帳目為止。民政事務局(民政局)與康樂及文化事務署(康文署)在

計算罰則時引用同一套計算方法，相關例子請參閱於康文署回應。

(ii) 自2015-2016年以後，是否有受資助者在活動結束後6個月仍未提交報告而須退還1%的資助金

2015-16 至 2018-19 年間，民政局共處理了兩宗因受資助者延遲提交報告而須退還1%資助金的個案。請見**附件 I**。

(iii) 報告書2.17段所提及有關未有因遲交報告而須退還獲1%資助金的六宗個案的詳細資料

有關該六宗個案的詳情，請參閱康文署的回應。

(iv) 現時有沒有行使酌情權的機制可豁免向受資助者徵收1%逾期遞交報告費用（包括相關程序及批核條件）；如有，請提供詳情資料；如沒有，請解釋為何未有就該六宗個案徵收1%逾期遞交報告費用

現時沒有可行使酌情權豁免向受資助者徵收 1%逾期遞交報告費用的機制。至於該 6 宗個案的詳情，請參閱康文署的回應。

(c) 就報告書中第2.7段有關28宗基金備賽及參賽撥款的申請，請闡述／提供

(i) 在已制訂表現目標的申請中，該些目標如何制定；是否有向申請者就制訂表現目標提供指引；如有，請提供該準則的範本；如沒有，民政局及康文署會否制訂相關準則

基金下設立的備賽及參賽撥款主要用以支持本地頂級運動員備戰及參與主要國際及全國性的綜合運動會和賽事。符合撥款條件的綜合運動會包括奧運會、殘奧會、亞運會、亞殘會、夏季青年運動會及全國運動會（其他例子可參考審計報告 74 號的 2.2(a)段）。而備賽及參賽撥款的主要條件取決於運動員即將參與的賽事的級別。只要該運動會或賽事類別屬於上述其中一個類別，而運動員亦取得相關運動會或比賽的參賽資格，我們樂意提供所需的資助，協助他們為賽事作適當的預備，以及增加他們在比賽中取得最佳表現的機會。相關體育總會申請綜合運動會備賽撥款的資助邀請信函的樣本夾附於**附件 IIA**。

自 2016 年，基金下設立的備賽及參賽撥款擴展至隊際運動項目。為隊際運動提供額外支援，是因為這些運動能以吸引更多觀眾及

提升公眾參與程度。如民政局於 2016 年就隊際運動項目發出的指引所述（夾附於附件 IIB），我們向香港隊提供撥款，支持他們備戰及參與世界錦標賽、洲際錦標賽或受相關國際及區域體育聯會認可的同等賽事；世界錦標賽、洲際錦標賽的入圍賽事，以及其他作為入圍世界錦標賽、洲際錦標賽先決條件的國際賽事。

另一方面，政府設有其他資助，以支持運動員備戰及參與個人及隊際運動項目的主要單項國際賽事，包括在康文署的「體育資助計劃」下向體育總會提供的資助，以及透過香港體育學院向精英運動員提供的全面支援。

(ii) 就報告書第 2.7(d)段中，有關表現目標及比賽結果的兩項申請的詳情

該兩宗個案的詳情，請參閱康文署的回應。

(iii) 基金的撥款原則；為運動員比賽成績制訂的表現目標是否為其中一個撥款條件；獲批撥款會否取決於建議書的詳細資料，如計劃提供的訓練、比賽的種類是否為本地、地區性或國際性；及基金的申請表格

現時，為運動員於綜合運動會及隊際項目比賽中的成績制訂表現目標，並非提供資助的其中一項準則。備賽撥款可用以支付額外本地及海外訓練、購買額外器材、提供臨場支援、聘請額外教練的費用，或其他例如醫療費用及購買保險等支出。參賽撥款則可用以支付國際及本地交通、住宿及膳食、教練支援、制服及其他如醫療費用及保險等的費用。為方便評估撥款申請，申請者須提交訓練或比賽日程、代表團名單及一份附有分項支出的預算。

如我們於審計報告 74 號的第 2.8 段所述，提供備賽及參賽撥款的目的，是要為有潛質的運動員增加參賽經驗，以及提升他們的競爭力。運動員於相關主要賽事中的實際表現並不是其中一個資助條件，也不會將之視作評估備賽及參賽撥款成效的基礎。

(iv) 在報告書第 2.27(a)段中提及，當局會就制定表現目標而檢視現時的撥款指引。有關評估及新指引會於何時完成；撥款指引會否就制訂更實際及更可行的表現目標提供建議，例如為訓練日程提供指定的時數

民政局及康文署現時正就制定表現目標檢視申請指引，並預計於六月底完成。按照現時的撥款指引及申請表格，申請者須列出其

參加運動會或比賽的預期成果。我們認要求申請者提供參加賽事的預期成果，並於賽後報告成績及評價運動員的實際表現是可取的做法。我們認為此舉能有效讓申請者對運動員的狀態作自我評估，亦有助政府監察該體育項目的發展情況。然而，我們會於申請指引中清楚列明，申請者所訂立的預期成果及運動員的實際表現並不是我們審核撥款的準則。由於每項體育項目的性質及在國際賽事面對的競爭存在差異，要求民政局與康文署就訓練日程訂立一套規則實在並不可行。（例如運動員或參賽隊伍有可能在很短時間內接獲需參與比賽的通知，以致準備時間有限；又例如在某些個案中，比賽對手或抽籤於賽前臨時改變。）

(v) 除了令有潛質的運動員增加賽事經驗的目的外，政府當局如何在運動員的沒有訂立表現目標及匯報比賽成績的情況下，監察撥款的運用；當局有否更佳的方法監察撥款的運用

2014-15 至 2018-19 年間，基金就 22 宗備戰主要綜合運動會的申請提供了一共 5,300 萬元的撥款。在同一段時間，基金亦為四種隊際運動項目一共 23 宗的備賽申請提供 1,100 萬元的撥款。

在審批以上申請時，訓練計劃書提及的每個認可支出分項均設有撥款上限，認可的項目包括機票、當地交通、住宿、膳食、醫療服務、聘請額外教練、在本地及海外額外訓練、添置器材及提供臨場支援等的費用。對於備戰隊際運動賽事的申請，視乎比賽級別及派出隊伍的數目，我們亦會就整體撥款的金額設有額外的上限。民政局與康文署會根據每個認可分項的上限，監察受資助者運用撥款的情況。

(d) 就報告第 2.10 段及表 6，請提供／解釋

(i) 現時有否政策或機制監管預算開支及收入與實際開支及收入之間的差異；如有，相關資料；如無，原因何在

目前，民政局沒有政策或機制要求申請者匯報預算開支及收入與實際開支及收入之間出現大幅度差異的情況。實際上，由於預算開支只是申請人要求的資助金額，而民政局在批核撥款前會審視該預算，因此我們認為使用核准開支與實際開支作比較會較為合適。民政局會考慮在將來的申請中要求申請者就核准開支與實際開支逾 25% 的差異作出解釋。

(ii) 請列出報告書中表 6 所指的 24 宗申請預算開支高於實際開支的詳情（包括所涉及的撥款額及其差異的百分比，以及就差異達 87% 的個案（及存在 540 萬元差異的個案），提供解釋

在表六的 24 宗申請個案中，9 宗申請個案由民政局處理，詳情載於附件 III。該 9 宗個案中，若以對比核准及實際開支作比對，只有 2 宗申請（個案 7 及 8）的差異高於 25%。兩宗個案均為參與綜合運動會的申請，及在活動預算批核後才確認取得實物贊助。在個案 7，代表團的人數亦比原來的預算下跌 8%。在個案 8，部分的開支如機票及住宿費用最終由籌備委員會承擔，以及申請者取消了返港歡迎儀式。

至於個案 6，即存在 540 萬元差異的個案，也是一項申參與綜合運動項目的資助。詳情如下：

(a)	在制定預算階段時的預計支出	\$17,377,687
(b)	民政局的批核總額	\$15,573,150
(c)	實際支出	\$11,997,313
(d)	基金的淨資助金額	\$10,797,582
(e)	退回給民政局的金額	\$4,775,568
(f)	預計支出與實際支出的差異 [(a) - (c)]:	<u>\$5,380,374</u>

預計支出與實際支出存在差異，因為(a) 代表團最終的名單人數比原定的估算減少 15%；及 (b) 撥款獲批後，申請者才獲得在機票、制服、運動服裝及運動器材運送等的實物贊助。

(iii) 申請人是否可以調整預算支出；如可以，請提供詳情。如否，民政局及康文署會否考慮訂立措施減少差異

是，申請者可以在批核申請前調整預算支出。

(iv) 申請者提交申請後，平均須多長時間才會獲發放資助金額；民政局會否考慮根據比賽進程分階段發放撥款。如否，原因何在

申請者須於申請受資助活動項目的啟程首日，或備賽日程開始前最少四個月前提交申請書，並以較早的日期為準。由於我們無法於比賽四個月前預計賽事結果，而受資助者亦需要提前為航班及住宿作安排，因此要求受資助者按比賽進程分階段申請撥款並不可行。

(v) 檢視對申請者在預計支出及實際支出，以及預計收入及實際收入超出 25% 差異時作出解釋的申請指引，以及就報告書 2.27(c) 段擬定新的活動報告範本的進度；如有關檢討已經完成，結果如何；及如適用，提供該活動報告範本

如(d)(i)所提及，我們認為用核准開支與實際開支作比對較合適。民政局會於六月底與康文署共同擬定一份新的活動報告表格。

(e) 就報告書第 2.12 段，請解釋

(i) 為何沒有就審計帳目範圍訂下指引

現時，我們並沒有對於撥款的運用規定審計帳目的範圍。大部分受基金資助者，均為同時獲體育資助計劃資助的總體總會。體育資助計劃下其中一項撥款條件，是要求體育總會遵守在體育總會手冊內列明的核數師指引。該核數師指引要求體育總會的核數師核證受資助者遵守採購規定及行為守則。由於體育總會對這項核數師指引甚為熟悉，我們在修改基金申請指引時，會清楚列明基金受資助者的核數師日後亦需要跟從同一份指引。

(ii) 就訂明審計帳目的範圍以釐清採購程序及行為守則而修改申請指引的進度，並提醒受資助者如沒有遵從該要求的後果

自 2020 年 6 月 1 日起，民政局會提醒基金受資助者要求其核數師在撰寫經核實帳目報告時，需核證受資助者有否遵守採購規定及行為守則。民政局亦會在受資助者沒有遵從相關要求時作出跟進。

(iii) 其他有關受資助者遵守採購程序及行為守則已訂立或將訂立的措施

民政局會在基金資助活動的批准信中，清楚列明有關審計指引，並提醒受資助者遵從。

(f) 就報告書中第 2.21 段個案 1，請提供

(i) 申請個案 D 至 H 歸還未用結餘的日期

申請個案 D 至 H 的歸還未用結餘的日期表列如下 -

申請個案	項目開始日期	項目完結日期	經審計帳目提交日期	歸還未用結餘的日期
D	2017-11-21	2017-11-27	2018-03-21	2019-11-26
E	2017-11-12	2017-11-18	2018-03-21	2019-11-26
F	2018-02-13	2018-02-25	2018-06-06	2020-04-23
G	2018-08-17	2018-08-27	2018-12-13	2020-04-23
H	2018-09-21	2018-09-27	2019-01-22	2020-04-23

(ii) 個案 B, C, D 及 E 的申請者用上一段時間 (1.5 年以上) 才能歸還未用結餘的原因

個案 1 所述的申請均屬於同一個申請者。出現延遲是因為在處理核實帳目及歸還未用結餘時有所遺漏，以及期間民政局及受資助者負責處理有關個案的職員均出現人事更替。加上，受資助者曾要求調整該歸還的未用結餘，以致民政局與受資助者需數次交涉才能最終就未用結餘的數額達成共識。

(iii) 民政局職員與屢次延遲歸還未用結餘的受資助者聯繫時所面對的困難及障礙；以及於處理個案 1 時曾採取的行動及相關日期的詳情；

如(f)(ii)所述，出現延遲的部分原因是因為局方及受資助者均出現人事更替，而新上任的職員需要時間熟習基金的運作。此外，我們現時亦沒有應對延遲歸還未用結餘的罰則，民政局所發出的催辦通知及警告阻嚇作用不足。

(iv) 對於屢次延遲歸還未用結餘的受資助者有否懲處措施，例如不再考慮他們日後提交的申請；如沒有，當局會否考慮於將來實施相關措施

現時並沒有應對延遲退回未用結餘的罰則。民政局與康文署正進行檢討，及會制訂有關發出催辦書、警告及向延遲發還未用餘額的受資助者實施懲罰性措施的指引，檢討預計於六月底完成。

(v) 2014-15 及 2018-19 年間，有否其他如個案 1 般屢次延遲歸還未用結餘的受資助者。

沒有。

(g) 就審計報告第 2.23 段及表 10，康文署署長於等一次聆訊中表示需要一段時間才向受資助者發出要求歸還未用結餘額，是因為需時審視每項支出是否核準資助項目。就此，請提供／解釋

(i) 核實受資助者帳目及計算未用結餘的工作流程

有關工作流程見附件 IV。

(ii) 民政局及康文署處理核實工作及計算未用結餘的編制及人手；以及民政局及康文署認為現有人手是否足夠

按照賽事的類別，基金的申請分別由民政局及康文署處理，當中的分工臚列於於審計署署長報告的第二部分表 5。就民政局而言，一共有兩名職員負責處理核實及收取未用結餘的工作。

(g)(iii) 就表 10 申請四，活動報告、經審計帳目、資助批核書及通訊往來記錄的樣本

相關文件的樣本夾附於附件 V A 至 D。

(g)(iv) 已採取／將採取的措施以確保受資助者如期歸還未用結餘額

民政局與康文署會就現時機制進行檢討，並考慮對延遲退還未用結餘的受資助者採取懲罰性措施。有關措施預計將於六月底公布。

第 3 部分：對國際體育活動的資助

(h) 就審計報告第 3.4 段表格 12，請提供配對撥款的進一步資料，包括接受該計劃資助的體育活動，並解釋於 2019-2020 年度相關資助政策的改變；

在 2019 年以前，世界錦標賽、世界級水平賽事（例如世界盃、世界系列賽或世界巡迴賽其中一站）、洲際錦標賽或同級賽事獲相關國際聯會認可或簽認的賽事，及／或獲列入相關國際聯會賽程表中的賽事，可以在「M」品牌制度下申請配對撥款上限為 600 萬元。

政府在 2018-2019 年度的財政預算案中，撥款 5 億元以推行全新的「體育盛事配對資助計劃」（配對資助計劃），以鼓勵商界贊助大型體育活動，從而為本地運動員提供更多機會在主場參與高水平

的賽事。有關配對資助計劃已於 2019 年 4 月展開，主要優化措施包括增加所有獲「M」品牌計劃認可活動的配對撥款上限至 1,000 萬元，以及擴闊資助範疇至有世界頂級隊伍或選手參加的表演或邀請賽事（例如未獲國際聯會認可的賽事）。

在 2019-20 年度，14 項獲「M」品牌計劃認可的活動中有 9 項活動獲得配對資助計劃撥款，詳情如下 –

活動	獲批出資助總額 (百萬元)
FIVB 世界女排聯賽香港 2019	4
2019 國際乒聯世界巡迴賽 - 香港公開賽	4
傑志對曼城-賽馬會傑志中心盃	10
香港網球公開賽#	10
維港泳#	3
2019 世界海岸賽艇錦標賽	4
香港公開羽毛球錦標賽	4.8
2019-2020 香港世界盃場地單車賽	3.5
香港壁球公開賽#	4

活動受 2019 年下半年社會事件影響而取消。

(i) 就審計報告第 3.5 段表格 13，請提供大型體育活動事務委員會組成及委員名單、大型體育活動事務委員會及評審委員會的提名、委任和委員任期，以及大型體育活動事務委員會和評審委員會的利益申報制度；

大型體育活動事務委員會由 15 名非官方委員，以及 5 位分別來自民政事務局、康文署、新聞署、旅遊事務署及中國香港體育協會暨奧林匹克委員會的當然委員組成。2019-2021 年度的委員名單見 **附件 VI**。非官方委員均由民政事務局局長委任，每次任期為兩年。

在大型體育活動事務委員會每個新任期的第一次會議上，所有委員將獲邀加入評審委員會。其後，評審委員會委員會互相提名和選出該會的召集人。當收到大型體育活動的申請時，召集人會召開一個由 5 名評審委員組成的會議，成員包括召集人及民政事務局或康文署的一名官員，其餘 3 個席位將按照名單的次序及委員的可出席情況決定。評審委員會會議會就申請進行評核，並把建議提交予大型體育活動事務委員會考慮。

大型體育活動事務委員會採用一層申報利益制度。大型體育活動事務委員會主席及評審委員會召集人會於每次會議進行討論前，邀請各委員申報利益

(j) 就審計報告第 3.5 至 3.7 段，請解釋／告知

(j)(i) 為何「M」品牌活動和本地大型國際活動的評審標準不同；以及每個類別下的所有申請是否都會遵循相同的評審標準；

「M」品牌活動與本地大型國際活動的審核標準有所差異，是由於兩者所舉辦的賽事規模和性質有顯著不同。「M」品牌活動是大規模的賽事（例如香港馬拉松及香港國際七人欖球賽），可吸引大量觀眾及參加者包括海外遊客。這些賽事有潛力吸引較為可觀的贊助，並最多可獲 1 千萬元的配對撥款。因此，「M」品牌活動的審核標準包括活動可帶來的經濟效益及活動可向私人和商界取得贊助的能力。另一方面，本地大型國際活動的規模較小（例如亞洲錦標賽或大型區域錦標賽）。這些賽事預期不會帶來重大的經濟效益或吸引大量的贊助金額。然而，在每項活動類別之下，所有申請均會依據相同的準則進行審核。

(j)(ii) 由大型體育活動事務委員會轄下的評審委員會和康文署轄下的體育資助評審委員會分別評審「M」品牌活動和本地大型國際活動申請的過程和評分制度

「M」品牌活動全年接受申請。在秘書處的支援下，評審委員會根據「M」品牌活動的評審準則和計分表就每項活動的申請進行審核及評分，並將有關申請的建議提交大型體育活動事務委員會確認，以及徵求體育委員會批准。「M」品牌活動的評審準則和計分表分別載於附件 VII和附件 VIII。

就本地大型國際活動，康文署在每年 8 月至 9 月期間會向康文署體育資助計劃的體育總會／體育機構發出邀請信，以提交為期 3 年的預算申請。康文署的體育資助評審委員會因應評核準則而評核及審閱財政預算，並提交民政事務局批核。康文署隨後會發出原則上批核信通知體育總會／體育機構。個別賽事舉行前 4 個月，體育總會／體育機構需向康文署提交詳細申請表及財政預算，以便康文署體育資助評審委員會審核後由民政事務局批核。本地大型國際賽事評分制度載於附件 IX。

****委員會秘書附註：有關附件 VII，請參閱大型體育活動網站。***

(j)(iii) 在評審資助申請前，是否有簡介及指引提供給委員參考；如有，請提供簡介詳情

大型體育活動事務委員會秘書處會向每名新任委員作出簡介，並會向其提供申請指引的副本。此外，秘書處在每一次評審委員會會議進行審核前會提醒委員有關的評審準則。

(k) 就審計報告第 3.14 段表格 15，民政事務局局長於首場公聽會上表示將檢討現行提交活動報告及審計帳目結算表期限的安排。請提供相關檢討的時間表；及告知民政事務局會否按體育活動規模調整提交活動報告及審計帳目結算表的時限

民政事務局及康文署正考慮調整獲資助機構提交活動評估報告及經審計帳目結算表的時限。有關檢討預期將於今年六月底完成。

(l) 就審計報告第 3.24 段，請提供

(l)(i) 例子說明「M」品牌活動將退還給政府盈餘金額的計算方法

以一個實際支出為 850 萬元及總收入為 1,200 萬元(包括 500 萬元現金贊助、500 萬元體育盛事配對資助，以及 200 萬元門票收入)的「M」品牌活動作例子。活動盈餘為 350 萬元(即以 1,200 萬元減去 850 萬元)。

獲資助機構須將最少 125 萬元(即「M」品牌活動資助額的 25%)存入「M」品牌儲備金帳戶內，並用於資助日後舉辦的「M」品牌活動。獲資助機構可就如何運用 225 萬元(即以 350 萬元減去 125 萬元)的活動盈餘作為體育發展用途向民政事務局提交計劃書。

當儲備金帳戶內的款項達到 1,500 萬元上限時，獲資助機構必須在 12 個月內，就如何使用部分儲備金以發展本身所屬的體育項目，提交計劃書供民政事務局批核。倘獲資助機構在上述限期內沒有提交該計劃書，或未能取得民政事務局的批准，便須在 4 個月內把超出 1,500 萬元上限的款項退還給政府。

倘獲資助機構連續四年沒有舉辦任何「M」品牌活動，便須在民政事務局發出通知後四個月內，把存放在「M」品牌儲備金帳戶內的所有金額連利息退還給政府。

(l)(ii) 為何在退還「M」品牌活動盈餘及本地大型國際活動未動用餘額的做法不同

如(j)(i)所解釋，「M」品牌活動與本地大型國際活動在賽事規模和性質有顯著不同。因此，兩者採用不同的機制和監察安排，包括退還活動盈餘和/或未動用的餘額。

(l)(iii) 就審計報告的第 3.34(b)段，統一「M」品牌活動、大型本地國際體育活動及本地國際體育活動使用盈餘的需要，以及檢討的進度

民政局明白有需要監管受資助者如何使用本地大型國際活動及本地舉行的國際活動的盈餘。本局會正與康文署檢討現時機制，並預計於六月底完成制定相關改善措施。

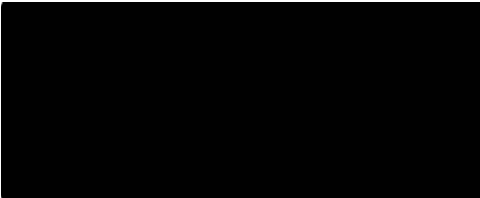
2 宗有關受資助者在活動結束後 6 個月仍未提交活動報告及/或審計報告

活動名稱	批核金額 (港幣 \$)	活動完結日期	遞交報告的限期	受資助者遞交 報告的日期	扣減方法 (港幣\$)
活動 1	\$437,179	2018 年 7 月 6 日	2019 年 1 月 31 日	2019 年 3 月 30 日	\$437,179 x 1% (\$4,372) x 2 個月 = \$8,744
活動 2	\$505,149	14 Jul 2018	2019 年 1 月 31 日	2019 年 3 月 30 日	\$505,149 x 1% (\$5,051) x 2 個月 = \$10,102



電話 TEL: [REDACTED]
圖文傳真 FAX NO: [REDACTED]
本署檔號 OUR REF: LM (1) LCS 2/SF 988/04 OG (20)
來函檔號 YOUR REF:

14 May 2019



Causeway Bay, Hong Kong

Dear Mr [REDACTED],

Preparation Fund for the Tokyo 2020 Olympic Games

The Tokyo 2020 Olympic Games (OG) will be held during 24 July – 9 August 2020 in Tokyo, Japan. Your Association is now invited to apply for funding support from the Arts and Sport Development Fund to enhance the preparation for OG. Details of the funding support for the Preparation Programmes and application procedure are at Annex. Granting of the fund is subject to funding availability.

National Sports Associations are required to submit the application together with a training plan for preparation of OG by completing the attached proforma at Appendix III & IV and return to this office on or before **31 May 2019**.

Should you require further information, please contact our respective Assistant Leisure Manager of the Sports Funding Office.

Yours sincerely,



for Director of Leisure and Cultural Services

Preparation Programmes for the Tokyo 2020 Olympic Games

Eligibility

Based on the individual athletes / teams achieving results from the competitions which fall in **points 3** or above levels of **Appendix I** will be considered for support. The requirement for results to be considered is listed at **Appendix II**.

Period of Support

The preparation fund aims to provide support to National Sports Associations (NSAs) to cover all the related training expenses for a maximum of 12-month period (from August 2019 to July 2020 or completion of the preparation programme or receipt of notice of disqualification) subject to the approval of grant from Arts and Sport Development Fund.

Types of Support

The grant will cover expenses related to –

1. employment of additional coaches;
2. additional local training;
3. overseas competitions and training;
4. purchase of additional equipment; and
5. provision of on-field support.

Subvention Level

Based on the eligibility and their relevant training programmes, a subvention will be provided with the maximum amount listed below:

Type of Sports	Maximum Amount
Individual Sports	\$180,000 per athlete or \$1,200,000 per NSA (whichever is the less)
Team-only Sports	\$900,000 per team or \$1,400,000 for 2 teams or \$1,800,000 for 3 or more teams

NSAs covering both individual sport and team-only sport would be eligible for ceiling funding amounts equivalent to those for Team-only Sports NSAs i.e. \$1.8 million.

Funding Principle

A 100% subvention level and eligible items will be supported. However, please note that all expenses of the items should not be overlapped with the subvented programmes of Sports Subvention Scheme or other Government's funding. No double claims would be allowed for all expenditure items.

(Revised in September 2017)
Elite Vote Support System (EVSS) Generic Scoring Table

Item	Weighting	Criteria	Rating					
1	1.5	International-level performance record in previous 2 years – Senior athletes	4-8 (> 24 entries) or Top 1/3 (≤ 24 entries) International Invitation Tournament Regional Championships (e.g. Pacific Games, East Asian Championships) International Open Competitions	4-8 (> 24 entries) or Top 1/3 (≤ 24 entries) Asian Cup Series National Championships Asian Indoor and Martial Arts Games	4-8 (> 24 entries) or Top 1/3 (≤ 24 entries) Asian Championships National Games World University Games / Championships Asia Cup (Finals) World Cup Series	4-8 (> 24 entries) or Top 1/3 (≤ 24 entries) Asian Games World Cup (Finals)	4-8 (> 24 entries) or Top 1/3 (≤ 24 entries) Olympic Games World Championships	Medal (Minus-one Rule) Olympic Games
			Medal (> 9 entries) or Top 1/3 (≤ 9 entries) Inter-port / Inter-City Competition	Medal (> 9 entries) or Top 1/3 (≤ 9 entries) International Invitation Tournament Regional Championships (e.g. Pacific Games, East Asian Championships) International Open Competitions	Medal (> 9 entries) or Top 1/3 (≤ 9 entries) Asian Cup Series National Championships Asian Indoor and Martial Arts Games	Medal (> 9 entries) or Top 1/3 (≤ 9 entries) Asian Championships National Games World University Games / Championships Asia Cup (Finals) World Cup Series	Medal (Minus-one Rule) Asian Games Medal (> 9 entries) or Top 1/3 (≤ 9 entries) World Cup (Finals)	Medal (> 9 entries) or Top 1/3 (≤ 9 entries) World Championships
			[1]	[2]	[3]	[4]	[5]	[6]

Remarks:

Requirements for results to be considered please refer to Appendix II.

Requirements for Results to be Considered

1. Results in demonstration or exhibition events will not be counted.
2. Only results of athletes fulfilling the 3-year residency criteria will be counted.
3. For team events, whether in individual or “Team-only” sports, all members of the team must fulfill the 3-year residency requirement, and all should be eligible to represent Hong Kong in the Asian Games or Olympic Games.
4. Due to a lack of uniformity in the ranking systems for different sports, international ranking will not be used as an assessment parameter.
5. Only results in competitions sanctioned, recognized or endorsed by the relevant international or Asian federation will be considered, except for the National Games and National Championships.
6. For Olympic Games and Asian Games medal results, the “minus-one rule” (i.e. beaten at least one competitor in the competition) will be applied.
7. Only results in events with the participation of four or more countries or regions, will be counted.
8. Results in inter-clubs competitions, whether local or international, will not be counted.

Preparation Fund for the Tokyo 2020 Olympic Games

Achievements in the past 2 years
(May 2017 – Up to April 2019)

Name of National Sports Association: _____

Please list down the best result for senior athletes / teams and submit supporting documents.

Categories	Event Name	Event Date	Names of Athletes / Teams	Positions / Results Attained	Total No. of Entries and No. of Countries /Regions taking part
Senior Athletes					
Senior Teams					

Name of Contact Person : _____

Telephone No. : _____

Post : _____

Date : _____

Association's Chop : _____

To: Sports Funding Office / Sports Development Unit

Fax: SFO: [REDACTED] / SDev: [REDACTED]

Training Plan for Preparation of the Tokyo 2020 Olympic Games

Name of NSA : _____

1. Projected achievements of the athletes in the Games
2. Proposed short-term coach, (please list past record of coaching achievements, job descriptions, employment terms and duration of employment, etc, if available) and the maximum support cannot exceed \$40,000/month.
3. Proposed additional training programmes including dates, time, venue, number of trainers
4. Proposed additional overseas competitions and training programmes including dates, time, venue, number of athletes involved
5. Proposed purchase of additional sport equipment
6. Proposed provision of on-field support
7. Detailed budget for items 2-6 (please use separate sheet if space is not sufficient)
8. Competition schedule of the Games for your sport and any other relevant information

Arts and Sport Development Fund (Sports Portion)

Guidelines on Application for Funding Support for Preparation and Participation in Major International Sports Events for Team Sports

This guideline sets out the eligibility, application requirements and monitoring arrangement for funding support under the Arts and Sport Development Fund (Sports Portion) for preparation for and participation in major international sports events of team sports.

A. About Arts and Sport Development Fund (Sports Portion)

2. The Arts and Sport Development Fund (ASDF) was set up in January 1997 as a sub-fund under the Sir David Trench Fund for Recreation to provide funding for worthwhile projects for the further development of arts and sport. Since the inception of the ASDF, the sports portion of ASDF has been an important source of funding for the development and promotion of sport in Hong Kong. At present, the ASDF provides funding support to, among others, team sports that have the potential for greater spectator appeal and public participation, for example, by providing additional funding for taking part in overseas competitions to raise standards.

B. Eligibility

I. Events

3. The events for which preparation and/or participation funding is sought should be a team-only sport and fall under one of the following categories –

- (a) championships and other events at a level equivalent to World or Intercontinental championships sanctioned and certified by the international or regional federation concerned; or
 - (b) qualifying events for non-annual major competitions at a level equivalent to those mentioned under (a) above; or
 - (c) other international events where participation of which is a prerequisite for the entry to world championships or equivalent.
4. This guideline does not apply to multi-sports games. Applications for preparation and/or participation funding in relation to major multi-sports events including but not limited to the Olympic Games and Asian Games would be coordinated by the Sports Federation & Olympic Committee of Hong Kong, China (SF&OC) and the Leisure and Cultural Services Department (LCSD). Similar applications in relation to Paralympic Games, Asian Para Games and National Games (summer/winter/youth) etc, would be coordinated by LCSD.

II. Applicants

5. Applications should be submitted by the relevant “national sports associations” (NSAs) which should generally fulfill all the following criteria –
- (a) a member of the SF&OC;
 - (b) affiliated to the international federation of the respective sport;
 - (c) registered under the Companies Ordinance and has a Memorandum and Articles of Association;
 - (d) a non-profit-making sports organisation; and

- (e) has been in operation and has organised sports programme for at least three years.

C. Funding Principles

6. The funding level shall be determined on the basis of the budget of the expenditure items submitted by the applicants, and in accordance with the Eligible Items of Expenditure for the Sports Subvention Scheme (SSS), including the applicable maximum amounts for the respective items.

Preparation funds

7. Eligible items will be funded in full subject to the following :

Level of Event	Maximum for each event		
	1 team	2 teams	>2 teams
World	\$900,000	\$1.4 million	\$1.8 million
Asian	\$725,000	\$1.1 million	\$1.45 million
Major Regional	\$480,000	\$720,000	\$900,000

8. The grant will cover expenses related to additional local training and overseas competitions/training, employment of additional coaches, purchase of additional equipment and provision of on-field support.
9. There should be no duplication of items funded under this application and those subvented under SSS managed by LCSD or HKSI. No double claims would be allowed for all expenditure items.

Participation funds

10. Eligible items will be funded up to 90%, i.e. applicants would be granted funding equivalent to 90% of the eligible items as assessed by Home Affairs Bureau (HAB) / LCSD.

D. Application Procedures

Requirements and Procedures

11. Applicants shall submit funding applications in writing, together with supporting documents, on preparation programmes and/or competitions concerned, including, but not limited to, the following information :
 - (a) details of the programmes, for example, level of events concerned, content and details of the preparation programme(s) concerned, projected achievements at the competitions concerned, date(s) of the preparation programmes and/or competitions concerned with supporting documents (e.g. invitation letter);
 - (b) delegation list, including roles of non-athletes; and
 - (c) budget with itemised breakdown of cost.

If the event date is yet to be finalised, applicants may submit application on the basis of tentative dates available.

12. Applications, signed by the President, Chairman or Chief Executive/Executive Director of the NSA concerned, should be submitted by post or email to the following **at least four months before** (postmark date or date of email sent) the earliest departure date (from Hong Kong) of the programmes covered by the application, or the commencement of preparation programme(s), whichever is earlier, under preparation fund :

Recreation and Sport Branch
Home Affairs Bureau
13/F, Central Government Offices West Wing
2 Tim Mei Avenue
Hong Kong
Email : asdf-applications@hab.gov.hk

13. All applications should be clearly marked “**ASDF – Application for Preparation/Participation* Funds**” on the envelope for applications submitted by post, or in the subject line for applications submitted by email.
14. Late applications will not be considered.
15. HAB and/or LCSD may need to seek clarification from the applicant, or require the applicant to submit further information. Delay in response to HAB and/or LCSD’s request for further details may delay the processing of the application, and the application may not be approved before the start of the preparation programmes or events.

Change of Circumstances

16. For **preparation fund**, applicants shall have to cease the preparation programmes immediately upon receipt of notice of disqualification or withdrawal for whatever reason from the relevant event(s), and notify HAB within two weeks of receipt of such notices. Any unused portion of the fund granted shall be refunded to HAB as soon as practicable, and in any case no longer than four months from the notification to HAB, with an auditor’s report and an audited statement of account.
17. For **participation fund**, applicants shall inform HAB within two weeks if they are unable to participate in the events concerned for whatever reason, including but not limited to withdrawal, disqualification, and cancellation of events. Any unused portion of the fund granted shall be refunded to HAB as soon as practicable, and in any case no longer than four months from the notification to HAB, with an auditor’s report and an audited statement of account.
18. Any change to the scope of the approved activities requires prior approval of HAB. Under such circumstances, the applicant

* Delete “preparation” or “participation” as appropriate

should submit in writing with full justifications for the proposed changes **at least four weeks before** the commencement of the proposed activities, or the departure date in case of overseas activities. Expenditure incurred on unapproved items and programmes would not be reimbursed. No retrospective approval would be given.

19. Should an application be approved, HAB shall issue an approval letter to the applicant setting out the approved amount and the funding conditions. Release of funding will be arranged upon receipt of written acceptance from the applicant. The approval will lapse in the absence of written acceptance from the applicant before the date stipulated in the approval letter.
20. The decision of HAB is final.

E. Monitoring

21. Without loss of generality to the requirements herein, applicants must follow any condition set out in the approval letter. In case of conflict between this guideline and the approval letter, the conditions set out in the approval letter shall prevail.

Reporting Requirements

22. For approved grants, the grantees are required to submit evaluation report, delegation list and auditor's report with audited statements of accounts upon completion of the projects **within four months** from the end of the approved programmes to HAB. Any unspent balance must be returned to HAB within four months after the completion of the projects.
23. In the event that an applicant fails to submit audited accounts and/or post-event report six months after the event, the applicant shall be liable to refund approved grant to HAB, calculated as 1% of the approved ceiling subvention amount for every month of

further delay, until all of the post-event reports and audited accounts are submitted.

24. Late submission of notification in case of circumstances, post-event reports and audited accounts may also impact on the scoring for “Corporate Governance and Compliance” in the Mid-year Assessment and thus may affect annual subvention under SSS.

Virement of Funds

25. If an application consists of more than one programme, such as a preparation programme consisting of both local and overseas training activities, virement of funds from one programme to another would be considered subject to application in writing before the commencement of the programmes.

Record-keeping Requirements

26. The applicants must keep accounting records in relation to the application for at least seven years after the end of the project and provide, upon request, copies of receipts and invoices for items of expenditure covered by the ASDF funding for inspection.

On-site Inspection

27. HAB shall reserve the right to conduct on-site inspection to ensure compliance with the funding conditions and consistency with the stated objectives of the relevant programmes.
28. HAB reserves the right to suspend processing subsequent funding applications of any type for ASDF from the applicants with outstanding post-event report and/or audited accounts one year after the deadline, until all the outstanding post-event report and/or audited accounts are submitted.
29. HAB may take into account track records of the applicants in managing the approved programmes, including submission of

reports and statements of accounts, in assessing future applications.

F. Enquiry

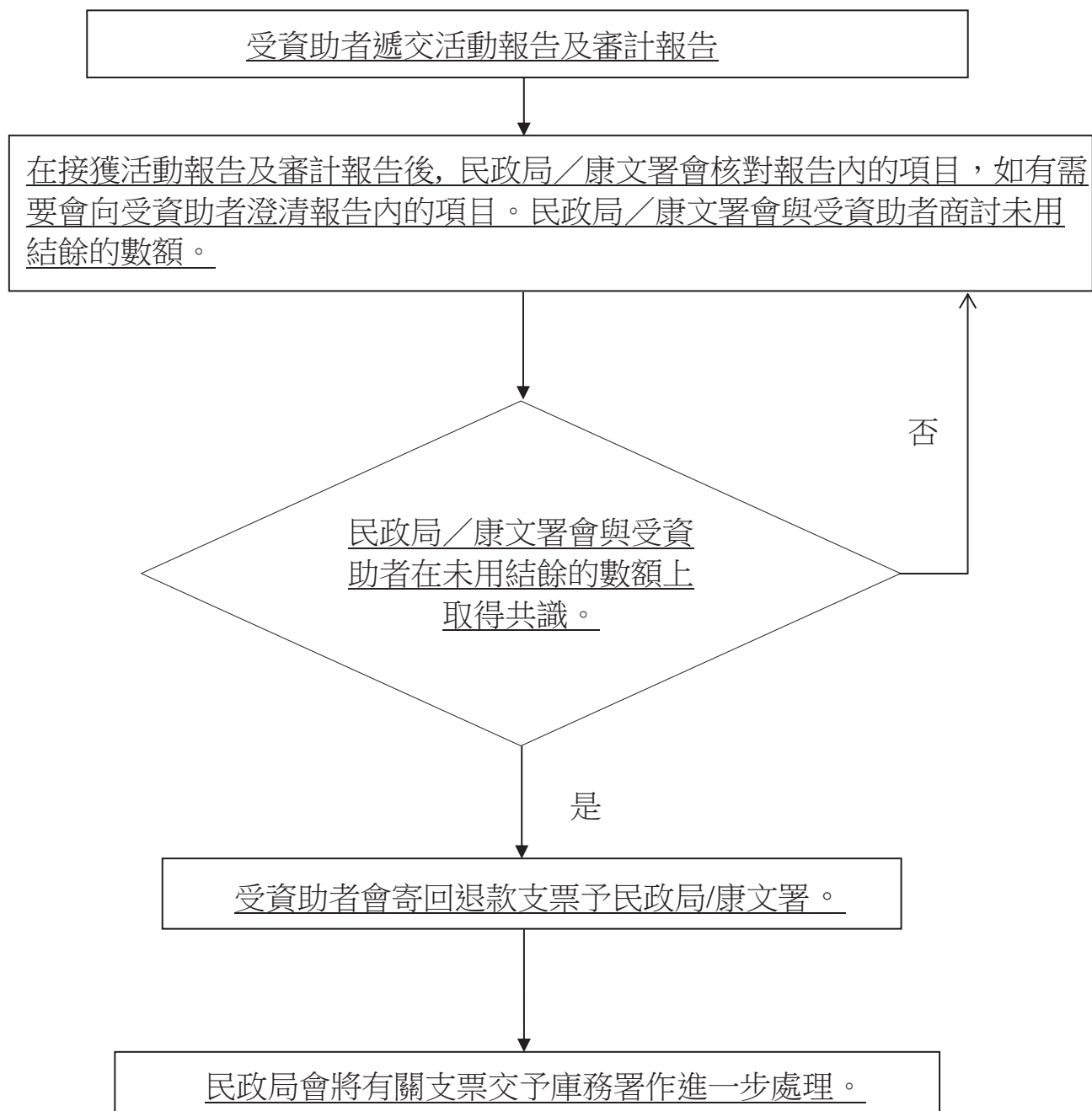
30. Any enquiry related to applications made under the sports portion of the ASDF should be directed to the Assistant Secretary for Home Affairs (Recreation and Sport)² at 3509 7070, or at the address and email under paragraph 12.

Home Affairs Bureau
August 2016

在表六中關於預算開支高於實際開支的24宗個案，其中有9宗由民政局處理。有關百分比差異臚列如下：

個案	批核日期	預算開支(包括非認可支出項目) (\$)	核准預算開支 (\$)	實際開支 (包括非認可支出項目) (\$)	(預算開支與實際開支)差異計算方式 (\$)	(預算開支與實際開支)差異百分比 (%)	(核准預算開支與實際開支)差異百分比 (%)
		(a)	(b)	(c)	(d) = (a) - (c)	(e) = (d) / (a)	(f) = (b) - (c) / ((b)
1	2017年12月28日	1,261,064.00	900,000.00	790,451.04	470,612.96	37%	12%
2	2017年4月6日	1,097,390.00	725,000.00	670,697.53	426,692.47	39%	7%
3	2018年1月31日	585,540.00	423,090.00	382,517.62	203,022.38	35%	10%
4	2018年3月29日	644,630.00	414,981.00	388,441.66	256,188.34	40%	6%
5	2017年11月21日	955,604.00	833,255.00	669,906.02	285,697.98	30%	20%
6	2018年7月30日	17,377,687.00	15,573,150.00	11,997,313.00	5,380,374.00	31%	23%
7	2017年9月1日	7,798,834.00	6,957,320.00	3,875,813.00	3,923,021.00	50%	44%
8	2018年2月9日	298,808.00	269,010.00	66,747.00	232,061.00	78%	75%
9	2017年10月12日	1,737,155.20	1,517,615.00	1,216,867.00	520,288.20	30%	20%

關於藝術及體育發展基金（體育部份）
受資助者退還未用結餘的工作流程



Programmed Report (Events Held Outside Hong Kong)

附件V-A
(只有英文版)

The Report should be completed by an authorized official/staff of the Association by the end of second month in the coming quarter (e.g. for programme held during April to June, the report should be submitted on or before 31st August).

- A(I) - International Events held outside HK
 B(II) - Regional Squad Training held outside HK
 D(II) - Meeting / conference held outside HK

✓

- B(I) - National / Junior Squad Training held outside HK
 D(I) - Official Training Programme held outside HK

(Please tick ✓ as appropriate)

Name of National Sports Association: [REDACTED]

I. Event Particulars

Name of Programme: [REDACTED]

Period / Date of Programme: 8-14 Dec 2017

Period of Stay: _____

Venue / Destination: [REDACTED]

Number of Participants:

	Planned No.	Actual No.	Supported No. (for LCSD Use)
No. of Athletes	34	34	
No. of Teams			
No. of Officials	29	29	

II. Achievement of Targets

Performance Target	Target met (✓) / not met (X)	Reasons / Remarks
Achieve medals	✓	

(For category A(I) programmes, please also complete the Report on International Events held outside Hong Kong)

III. Statement of Account

(A) <u>Expenditure Met by LCSD</u>	<u>Actual Expenditure</u> (To be completed by NSA)		For LCSD Use
	Breakdown	Amount (HK\$)	Recommended Subvention (HK\$)
I. Board & Lodging			
1. Air Ticket	Delegation : \$5,650 x 61pax + \$4,130 x 1pax + \$4,330 x 1pax - \$593 refund for cancellation of DCDM's ticket (*) 352,517.00 NPC : \$5,650 x 1pax + 4,330 x 2pax + \$8,330 22,640.00	414,866.00	
Airport Tax	Delegation : \$593 x 63pax 37,359.00 NPC : \$593 x 2pax + \$582 x 2pax 2,350.00		
	(*) After the airticket was confirmed [REDACTED] was requested to arrive early to attend the meeting. The Organizing Committee was responsible for her airticket.		
2. Accommodation	Single room : [REDACTED] (USD150 x 1room x 7nights + USD150 x 1room x 4nights + USD150 x 2room x 5nights) @7.8306597 24,666.56 Triple room : USD360 x 4rooms x 7nights @7.8306597 78,933.05 Twin room : USD260 x 4rooms x 7nights @7.8306597 57,007.20 6persons room : USD570 x 8rooms x 7nights @7.8306597 249,954.66 Additional bed : AED185 x 9beds @2.13251 3,550.63	414,112.10	
3. Meals		3,421.02	
4. Transportation	Transportation for equipment \$1,150.00 Transportation for athletes and officials \$10,849.50	11,999.50	
Sub-total:		844,398.62	0.00
II. Staff Remuneration			
1. Daily Allowance for PT Coaches	\$1000 x 7pax x 7days + \$4,500/7days x 4pax	67,000.00	
2. Daily Allowance for Medical official	\$1000 x 2pax x 7days + \$1000 x 1pax x 5days	19,000.00	
3. Daily Allowance for Photographer	\$1000 x 1pax x 7days	7,000.00	
Sub-total:		93,000.00	0.00
III. Printing & Publicity		61,622.35	
1. Team meeting cum Press Conf.	- Venue Fee 8,587.50 - Backdrop & PA 20,000.00 - Refreshment 10,890.00 - Hire of rebus for athletes to/from 210.00	39,687.50	
3. Selection Day	- Printing, Poster & banner 11,005.75 - Transportation of equipment 70.00 - Stationery & postage 4,539.60 - Voluntary helpers allowance 2,910.00 - Volunteer Bid laundry fee 50.50 - Meals for officials 800.00	19,375.85	
4. Printing Expenses		559.00	

5. Event Banner		2,000.00	
IV. Event Related Expenses		217,845.73	
1. Medical equipment		7,558.00	
2. Team Uniform		72,380.00	
3. Competition Uniform		22,020.50	
	- Athletics	2,540.50	
	- Swimming	6,940.00	
	- Table Tennis	12,540.00	
4 Competition Equipment		17,352.20	
	- Tenpin Bowling	3,080.00	
	- Table Tennis	12,565.00	
	- Swimming	1,707.20	
5. Insurance		6,800.00	
6. IDD & Internet		7,146.80	
7. Supplement of drinks		1,557.12	
8. ■■■■■ capitation fee		26,232.71	
10. Audit Fee		5,000.00	
11. Stationary & Postage		2,352.00	
14. Souvenir - Pins		30,700.00	
15. Hong Kong Flag		900.00	
16. Appreciation Dinner & Ceremony		17,450.00	
17. Bank charges		396.40	
Total(A):		1,216,867	0.00
(B) Expenditure Met by NSA/Sponsors:			
1.			
2.			
Total (B):		0.00	
Grand Total Expenditure (A) + (B):		0.00	
(C) Income: (Estimated Amount)	<u>Actual Income (HK\$)</u>		
1. Entry Fee: (\$_____)			
2. Admission Fee: (\$_____)			
Total: (\$_____)	Total Income (C):	0.00	
(A) Expenditure met by LCSD:		0.00	
(C) Income:		0.00	
Maximum Subvention Level:		90%	
Total Recommended Subvention:		1,517,615.00	

If there is significant variance between the estimated and actual expenditure / income, (i.e. >25%), please explain:

This is to certify that:

Compliance Items	Yes	No	Reason for non-compliance
(a) Accommodation has been restricted to standard room(s) type	Yes		
(b) Air fare has been restricted to economy class	Yes		
(c) Number of sessions of training programmes have been conducted as planned (for training programmes only)	n/a		
(d) Pay rate to coaches and officials are not lower than LCSD's standard pay rate	n/a		

All the above information stated in the Programme Report has been checked correct and complied with the Handbook and Subvention Agreement.

Signature :



Name:




Association's Chop

Post : Vice Chairman

Other*: _____ (Please specify)

Date: 29/3/2018

** Please delete if not applicable*

(For LCSD use only):

1. Date of Receipt of Programme Report:

2. Overall Assessment of the Programme:

Outstanding ☐

Very ☐

Satisfactory

Satisfactory ☐

Unsatisfactory ☐

Poor ☐

3. Suggestion / General Remarks : _____

4. Actual expenses are subject to auditing by the certified public accountant.

Signature of project i/c : _____
ALM II / I / LM *

Date : _____

Signature of supervisor : _____
LM / SLM *

Date : _____

Report on International Events held outside Hong Kong

1. Aims and Objectives

Achieve medals

2. Scale & Level of Event

No. of participating countries: 30 countries

No. of participants (including officials and athletes): 800 athletes

Sanctioned by: * International Federation / Asian Federation / Others

Frequency: every 4 year

3. Logistic Arrangements

Satisfactory ☒ Unsatisfactory ☐ (Please explain:)

4. Organization of Event

Satisfactory ☒ Unsatisfactory ☐ (Please explain:)

5. Performance of Athletes

Satisfactory ☒ Unsatisfactory ☐ (Please explain:)

6. Performance of Coaches

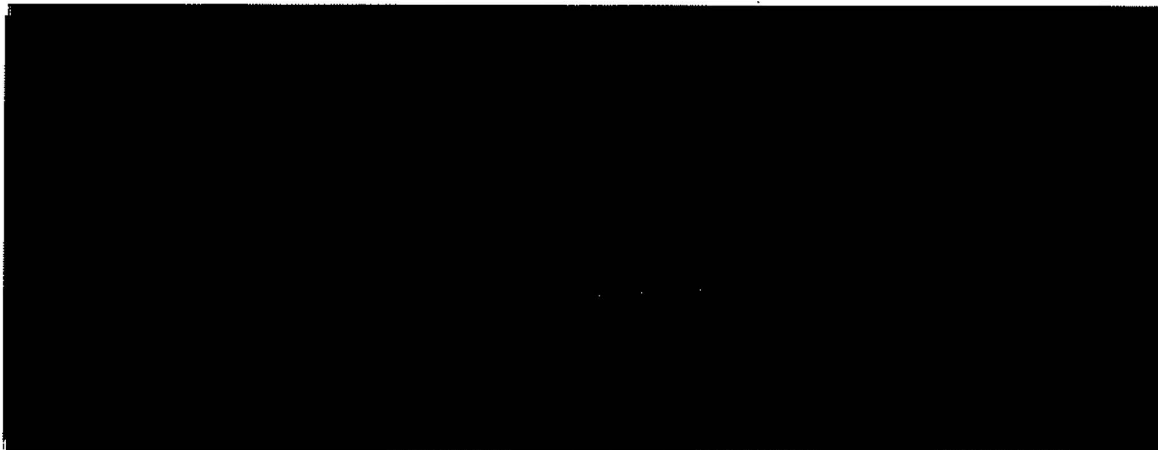
Satisfactory ☒ Unsatisfactory ☐ (Please explain:)

7. Official Results (please attach the official results of team/individual athletes with events entered, if any)
7 Gold, 13 Silver and 4 Bronze medals

8. Participants' Feedback

9. Any observations that can be applicable in Hong Kong

10. Overall Comments on Effectiveness of the Programme

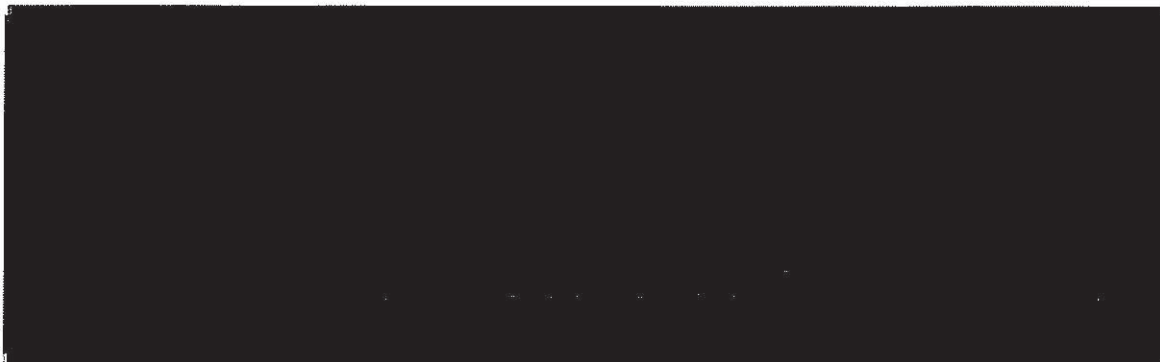


地區殘奧會代表 National Paralympic Committee Representatives	
	副主席 Vice-chairman,
	General Secretary,

團隊職員 Delegation Officials	
	團長 Chef de Mission
	副團長 Deputy Chef de Mission
	秘書處職員 Secretariat Staff
	秘書處職員 Secretariat Staff
	秘書處職員 Secretariat Staff
	秘書處職員 Secretariat Staff
	秘書處職員 Secretariat Staff
	攝影師 Photographer

醫療人員 Medical Officials	
	醫生 Team Doctor
	護士 Nurse
	護士 Nurse
	物理治療師 Physiotherapist

田徑 Athletics	
	教練 Coach
	教練
	運動員 Athlete
	運動員 Athlete
	運動員 Athlete
	運動員 Athlete
	運動員

**硬地滾球 Boccia**

	總教練 Head Coach
	教練 Coach
	教練 Coach
	輔助人員 Assistant
	輔助人員 Assistant
	輔助人員 Assistant
	輔助人員 Assistant
	運動員 Athlete
	運動員 Athlete
	運動員 Athlete
	運動員 Athlete
	運動員 Athlete
	運動員 Athlete
	運動員 Athlete

游泳 Swimming

	教練 Coach
	教練 Coach
	運動員 Athlete
	運動員 Athlete
	運動員 Athlete
	運動員 Athlete
	運動員 Athlete
	運動員 Athlete



乒乓球 Table Tennis		
		教練 Coach
		教練 Coach
		教練 Coach
		
		運動員 Athlete
		運動員 Athlete
		運動員 Athlete
		運動員 Athlete
		運動員 Athlete
		運動員 Athlete
		運動員 Athlete
		

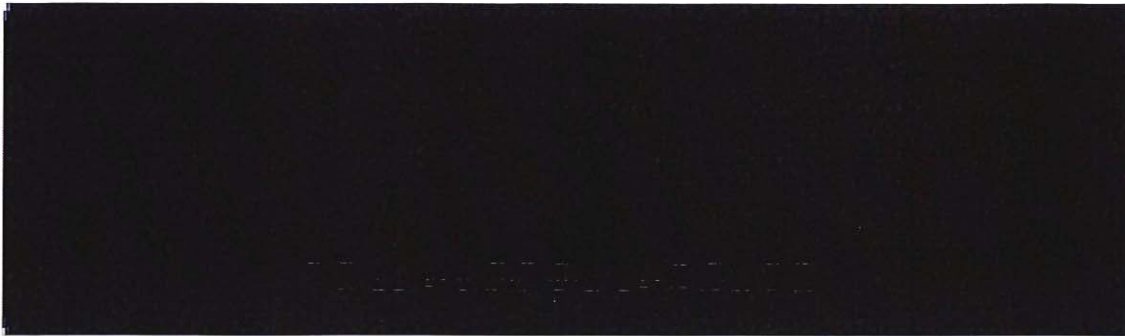
成績總表 Results Summary

	運動項目 Sports	運動員 Athletes	級別 Class	比賽項目 Events	成績 Results	參賽人數/ 隊伍 Participants/ Teams	參賽國家/ 地區 Nations/ Territories
1	田徑 Athletics		T47	女子 T47 級 100 米 (20 歲以下) Women's 100m T47 (U20)	第三名 3 rd (14.81")	4	4
2	田徑 Athletics		T47	女子 T42-47 級 200 米 (20 歲以下) Women's 200m T42-47 (U20)	第二名 2 nd (30.80")	3	3
3	田徑 Athletics		T35	男子 T35-36 級 100 米 (20 歲以下) Men's 100m T35-36 (U20)	第二名 2 nd (16.35")	3	2
4	田徑 Athletics		T35	男子 T35-36 級 200 米 (20 歲以下) Men's 200m T35-36 (U20)	第二名 2 nd (32.26")	3	2
5	田徑 Athletics		T36	男子 T35-36 級 100 米 (18 歲以下) Men's 100m T35-36 (U18)	第二名 2 nd (15.56")	2	2
6	田徑 Athletics		T36	男子 T35-36 級 200 米 (18 歲以下) Men's 200m T35-36 (U18)	33.60"	1	1
7	田徑 Athletics		T36	男子 T35-36 級 100 米 (20 歲以下) Men's 100m T35-36 (U20)	第三名 3 rd (16.87")	3	2
8	田徑 Athletics		T36	男子 T35-36 級 200 米 (20 歲以下) Men's 200m T35-36 (U20)	第三名 3 rd (34.24")	3	2
9	田徑 Athletics		T20	男子 T13/20 級跳遠 (20 歲以下) Men's Long Jump T13/20 (U20)	第二名 2 nd (5.80m)	3	3
10	硬地滾球 Boccia		BC4	混合 BC4 級個人賽 Mixed Individual BC4	第二名 2 nd	14	6
11	硬地滾球 Boccia		BC4	混合 BC4 級個人賽 Mixed Individual BC4	八強 Quarter-final	14	6
12	硬地滾球 Boccia		BC1	混合 BC1 級個人賽 Mixed Individual BC1	小組 Pool	10	5
13	硬地滾球 Boccia		BC2	混合 BC2 級個人賽 Mixed Individual BC2	小組 Pool	16	9
14	硬地滾球 Boccia		BC2	混合 BC2 級個人賽 Mixed Individual BC2	八強 Quarter-final	16	9
15	硬地滾球 Boccia		BC4	混合 BC4 級個人賽 Mixed Individual BC4	小組 Pool	14	6



	運動項目 Sports	運動員 Athletes	級別 Class	比賽項目 Events	成績 Results	參賽人數/ 隊伍 Participants/ Teams	參賽國家/ 地區 Nations/ Territories
16	游泳 Swimming		S8	女子 S6-10 級 100 米自由泳 (12-15 歲) Women's 100m Freestyle S6-10 (Aged 12-15)	第十四名 14 th (1:42.67)	21	6
17	游泳 Swimming		S8	女子 S6-10 級 100 米背泳 (12-15 歲) Women's 100m Backstroke S6-10 (Aged 12-15)	第五名 5 th (1:57.53)	11	6
18	游泳 Swimming		S8	女子 S6-10 級 400 米自由泳 (12-15 歲) Women's 400m Freestyle S6-10 (Aged 12-15)	第七名 7 th (7:29.68)	9	6
19	游泳 Swimming		SB7	女子 SB4-9 級 100 米蛙泳 (12-15 歲) Women's 100m Breaststroke SB4-9 (Aged 12-15)	第十一名 11 th (2:50.17)	20	6
20	游泳 Swimming		S9	女子 S6-10 級 100 米自由泳 (12-15 歲) Women's 100m Freestyle S6-10 (Aged 12-15)	第十七名 17 th (1:46.09)	21	6
21	游泳 Swimming		SB8	女子 SB4-9 級 100 米蛙泳 (12-15 歲) Women's 100m Breaststroke SB4-9 (Aged 12-15)	第十四名 14 th (2:55.77)	20	6
22	游泳 Swimming		S10	女子 S6-10 級 100 米自由泳 (12-15 歲) Women's 100m Freestyle S6-10 (Aged 12-15)	第十八名 18 th (1:47.38)	21	6
23	游泳 Swimming		SB9	女子 SB4-9 級 100 米蛙泳 (12-15 歲) Women's 100m Breaststroke SB4-9 (Aged 12-15)	第六名 6 th (1:56.43 [#])	20	6
24	游泳 Swimming		S13	女子 S11-13 級 100 米自由泳 (12-15 歲) Women's 100m Freestyle S11-13 (Aged 12-15)	1:40.19	1	1
25	游泳 Swimming		S13	女子 S11-13 級 400 米自由泳 (12-15 歲) Women's 400m Freestyle S11-13 (Aged 12-15)	7:56.06	1	1
26	游泳 Swimming		SB13	女子 SB11-13 級 100 米蛙泳 (12-15 歲) Women's 100m Breaststroke SB11-13 (Aged 12-15)	2:11.95	1	1
27	游泳 Swimming		S13	男子 S11-13 級 100 米自由泳 (12-16 歲) Men's 100m Freestyle S11-13 (Aged 12-16)	第九名 9 th (1:28.03 [#])	14	6
28	游泳 Swimming		S13	男子 S11-13 級 400 米自由泳 (12-16 歲) Men's 400m Freestyle S11-13 (Aged 12-16)	第六名 6 th (7:06.59)	8	4
29	游泳 Swimming		SB13	男子 SB11-13 級 100 米蛙泳 (12-16 歲) Men's 100m Breaststroke SB11-13 (Aged 12-16)	取消資格 Disqualified	12	5
30	游泳 Swimming		S13	男子 S11-13 級 100 米自由泳 (12-16 歲) Men's 100m Freestyle S11-13 (Aged 12-16)	取消資格 Disqualified	14	6
31	游泳 Swimming		SB13	男子 SB11-13 級 100 米蛙泳 (12-16 歲) Men's 100m Breaststroke SB11-13 (Aged 12-16)	第六名 6 th (1:42.12 [#])	12	5
32	游泳 Swimming		S14	男子 S14 級 100 米蝶泳 (12-16 歲) Men's 100m Butterfly S14 (Aged 12-16)	取消資格 Disqualified	8	4
33	游泳 Swimming		S14	男子 S14 級 100 米背泳 (12-16 歲) Men's 100m Backstroke S14 (Aged 12-16)	第二名 2 nd (1:05.91 [#])	9	5
34	游泳 Swimming		S14	男子 S14 級 200 米自由泳 (12-16 歲) Men's 200m Freestyle S14 (Aged 12-16)	第三名 3 rd (2:07.74)	11	6





	運動項目 Sports	運動員 Athletes	級別 Class	比賽項目 Events	成績 Results	參賽人數/ 隊伍 Participants/ Teams	參賽國家/ 地區 Nations/ Territories
35	游泳 Swimming		SB14	男子 SB14 級 100 米蛙泳 (12-16 歲) Men's 100m Breaststroke SB14 (Aged 12-16)	第一名 1 st (1:13.44)	8	5
36	游泳 Swimming		SM14	男子 SM14 級 200 米個人四式 (12-16 歲) Men's 200m Individual Medley SM14 (Aged 12-16)	第一名 1 st (2:19.02 [#])	5	3
37	游泳 Swimming		S14	男子 S14 級 100 米蝶泳 (12-16 歲) Men's 100m Butterfly S14 (Aged 12-16)	第二名 2 nd (1:03.62 [#])	8	4
38	游泳 Swimming		S14	男子 S14 級 100 米背泳 (12-16 歲) Men's 100m Backstroke S14 (Aged 12-16)	第一名 1 st (1:05.27)	9	5
39	游泳 Swimming		S14	男子 S14 級 200 米自由泳 (12-16 歲) Men's 200m Freestyle S14 (Aged 12-16)	第一名 1 st (2:05.33 [#])	11	6
40	游泳 Swimming		SB14	男子 SB14 級 100 米蛙泳 (12-16 歲) Men's 100m Breaststroke SB14 (Aged 12-16)	第二名 2 nd (1:15.03)	8	5
41	游泳 Swimming		SM14	男子 SM14 級 200 米個人四式 (12-16 歲) Men's 200m Individual Medley SM14 (Aged 12-16)	第二名 2 nd (2:21.18 [#])	5	3
42	游泳 Swimming		S14	男子 S14 級 100 米蝶泳 (12-16 歲) Men's 100m Butterfly S14 (Aged 12-16)	第三名 3 rd (1:05.27 [#])	8	4
43	游泳 Swimming		S14	男子 S14 級 100 米背泳 (12-16 歲) Men's 100m Backstroke S14 (Aged 12-16)	第四名 4 th (1:10.34)	9	5
44	游泳 Swimming		S14	男子 S14 級 200 米自由泳 (12-16 歲) Men's 200m Freestyle S14 (Aged 12-16)	第二名 2 nd (2:05.53 [#])	11	6
45	游泳 Swimming		SB14	男子 SB14 級 100 米蛙泳 (12-16 歲) Men's 100m Breaststroke SB14 (Aged 12-16)	第四名 4 th (1:20.86)	8	5
46	游泳 Swimming		SM14	男子 SM14 級 200 米個人四式 (12-16 歲) Men's 200m Individual Medley SM14 (Aged 12-16)	取消資格 Disqualified	5	3
47	乒乓球 Table Tennis		TT7	女子 TT6-7 級單打 Women's Singles TT6-7	第一名 1 st	7	3
48	乒乓球 Table Tennis		TT7	女子 TT6-7 級單打 Women's Singles TT6-7	第二名 2 nd	7	3
49	乒乓球 Table Tennis		TT7	女子 TT6-7 級團體賽 Women's Team TT6-7	第一名 1 st	3	3
50	乒乓球 Table Tennis		TT10	女子 TT10 級單打 Women's Singles TT10	第五名 5 th	5	5
51	乒乓球 Table Tennis		TT11	女子 TT11 級單打 Women's Singles TT11	第二名 2 nd	7	3
52	乒乓球 Table Tennis		TT11	女子 TT11 級單打 Women's Singles TT11	第一名 1 st	7	3
53	乒乓球 Table Tennis		TT11	女子 TT11 級單打 Women's Singles TT11	小組 Pool	7	3





	運動項目 Sports	運動員 Athletes	級別 Class	比賽項目 Events	成績 Results	參賽人數/ 隊伍 Participants/ Teams	參賽國家/ 地區 Nations/ Territories
54	乒乓球 Table Tennis		TT7	男子 TT7 級單打 Men's Singles TT7	八強 Quarter-final	10	8
55	乒乓球 Table Tennis		TT7	男子 TT7 級單打 Men's Singles TT7	八強 Quarter-final	10	8
56	乒乓球 Table Tennis		TT8	男子 TT8 級單打 Men's Singles TT8	小組 Pool	13	9
57	乒乓球 Table Tennis		TT8	男子 TT8 級單打 Men's Singles TT8	小組 Pool	13	9
58	乒乓球 Table Tennis		TT7-TT8	男子 TT6-8 級團體賽 Men's Team TT6-8	小組 Pool	7	7
59	乒乓球 Table Tennis		TT11	男子 TT11 級單打 Men's Singles TT11	小組 Pool	6	3
60	乒乓球 Table Tennis		TT11	男子 TT11 級單打 Men's Singles TT11	第三名 3 rd	6	3
61	乒乓球 Table Tennis		TT11	男子 TT11 級單打 Men's Singles TT11	第二名 2 nd	6	3

獎牌數目: 7 金、13 銀、4 銅

Medals Achieved: 7 Gold, 13 Silver, 4 Bronze

個人最佳成績

Personal Best



團長簡報

誓師大會

非常榮幸再次獲委任為 [REDACTED] 的團長，在 2017 年 12 月 3 日的香港代表團誓師大會上，我和運動員代表 [REDACTED] 一起接過由民政事務局體育專員楊德強先生頒授的香港特別行政區區旗，這項莊嚴而隆重的授旗儀式對我們一眾運動員而言是十分鼓舞的。在出發前往 [REDACTED] 比賽前，我曾到訪過乒乓球和游泳的練習場地為教練及運動員打氣，增加彼此的交流，從中更得知各運動員的心理素質十分良好，他們已在比賽前加強了訓練次數，務求以最佳狀態迎戰。誓師大會當日，特別安排了兩位精英運動員——[REDACTED] 金牌得主 [REDACTED] (硬地滾球) 及 [REDACTED] (游泳) 出席為師弟師妹打氣，並與各運動員分享減壓心得，令一眾新秀運動員獲益良多。

比賽期間

比賽在 2017 年 12 月 10 至 13 日的 [REDACTED] 舉行，香港代表團在 12 月 8 日啟程出發，部份首次參與國際賽事的運動員在 12 月 10 日開幕禮舉行前已順利完成級別鑑定，開幕禮當日，29 個國家的運動員揮舞著他們的國旗步入田徑運動場十分壯觀，禮成後比賽正式展開了。比賽期間香港運動員有機會與不同國籍 [REDACTED] 的選手一較高下，對於這批新秀運動員而言，實在是難能可貴的經驗。各健兒在運動場上衝破了語言的隔膜，雙方除了交流技術外，也建立了友誼，無論勝敗，在賽前賽後雙方都握手致意，彼此體現比賽與友誼並全的精神。是次香港運動員整體的紀律、心理素質及技術水平均有不錯的表現。本人、教練和團隊職員經常提點運動員要堅持勝不嬌和敗不餒的精神去應付比賽。比賽過後，教練和運動員均檢討每場比賽可以進步的空間，以令下回比賽能有更佳表現。

比賽結果

今屆比賽共有 29 個國家派出約 600 位年齡由 12 歲至 23 歲的青少年運動員參與七項賽事。香港的 34 位運動員在 31 位教練、[REDACTED]、醫療人員、輔助人員及職員陪同下參加了四項比賽，包括：硬地滾球、田徑、乒乓

球及游泳。港隊在獎牌榜上以 7 金、13 銀及 4 銅排行獎牌榜第 15 位，田徑共得 4 銀 1 銅、硬地滾球獲得 1 銀、游泳獲得 4 金 5 銀 2 銅及乒乓球獲得 3 金 3 銀 1 銅，港隊在各國對手強勁的表現下仍獲得如此佳績，實屬難得。當中數名運動員更在是次比賽中刷新了個人最佳成績，真是可喜可賀。由於是次參賽的運動員差不多半數是首次參加國際性的比賽，故臨場經驗略有不足，當他們在得分稍微落後時會顯得較為緊張而至水準未盡發揮，亦有個別運動員因級別評鑑與期望級別有所落差而需調節一下心理質素去恢復鬥志，整體而言各人經教練及隊友的鼓勵，仍能繼續勇往直前作賽。

展望將來

是次賽事為本港運動員帶來了十分可貴的實戰經驗，綜合而言，這批新秀運動員甚具發展潛能，相信多參與比賽及在教練的悉心栽培和策略性訓練後，將來必成大器。期望在往後的訓練除了加強技術的鑽研外，對個別運動員的體能亦需要透過均衡的膳食作提升，另比賽的心理質素亦有進步空間。此外，不得不提的是近年冒起的印度、南韓、烏茲別克、泰國和伊朗等國家亦不容忽視其實力，那些國家的運動員的戰鬥精神十分旺盛，體型和體能均比香港的運動員優勝，加上他們的訓練時間亦較香港的運動員多而在技術有穩定的表現。是故，港隊在大敵當前下仍有此成績已是十分滿意。經此一役，港隊運動員應可清晰檢討得失，確立目標後繼續努力培訓，冀能在未來的國際賽事上有更佳表現。

由衷致謝

最後，我僅代表各團員感謝香港特區政府、民政事務局、康樂及文化事務處、
[REDACTED] 及運動員家長的支持、鼓勵和愛戴，及 [REDACTED]
[REDACTED] 的統籌令是次比賽得以順利完成，期望我們一班新秀運動員以各項比賽的優勝者作為奮鬥目標，繼續在運動員的征途上為香港爭光！

[REDACTED]
2018 年 1 月 9 日

[REDACTED]
[REDACTED]
("The Association")
[REDACTED]
INDEPENDENT ASSURANCE REPORT
ARTS AND SPORT DEVELOPMENT FUND FOR THE [REDACTED]
[REDACTED]

CONTENTS

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& Company

CHARTERED ACCOUNTANTS
CERTIFIED PUBLIC ACCOUNTANTS (PRACTISING)

會計師事務所

Tel : [REDACTED]

Fax : [REDACTED]

Email : [REDACTED]

Our Ref. :

Your Ref. :

**INDEPENDENT ASSURANCE REPORT
TO THE EXECUTIVE COMMITTEE OF THE**

(INCORPORATED IN HONG KONG AND LIMITED BY GUARANTEE)

In accordance with our agreed terms of engagement dated 31 March 2017, we have performed a negative assurance engagement on the attached income and expenditure account, set out on pages 3 to 5, in respect of the Association's Arts and Sport Development Fund for the [REDACTED].

Respective Responsibilities of the Executive Committee and Ourselves

The Executive Committee is responsible for maintaining proper books and records of the Event and for preparing the attached income and expenditure account in accordance with the basis of preparation set out on page 5 setting out the grant received from the Home Affairs Bureau of the Government of the Hong Kong Special Administrative Region and the expenditure incurred in connection with the Event. This responsibility includes designing, implementing and maintaining internal control relevant to the maintenance of proper books and records of the Event and the preparation and presentation of the income and expenditure account so that the grant received and the expenditure incurred in connection with the Event are included in the books and records and the income and expenditure account that are free from material misstatement.

It is our responsibility to form a conclusion on the attached income and expenditure account, based on our engagement, on whether anything has come to our attention that causes us to believe that the grant received and the expenditure incurred as shown in the income and expenditure account are not extracted from the books and records maintained by the Association in respect of the Event.

Basis of Conclusion

We conducted our engagement in accordance with Hong Kong Standard on Assurance Engagements 3000 (revised) "Assurance Engagements Other Than Audits or Reviews of Historical Financial Information" issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA").

Our work undertaken in connection with this engagement is less in scope than an audit conducted in accordance with Hong Kong Standards on Auditing issued by the HKICPA. Accordingly, it does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Consequently, we do not express an audit opinion.

& Company

CHARTERED ACCOUNTANTS
CERTIFIED PUBLIC ACCOUNTANTS (PRACTISING)

會計師事務所

Tel :

Fax :

Email :

Our Ref. :

Your Ref. :

**INDEPENDENT ASSURANCE REPORT (CONT'D)
TO THE EXECUTIVE COMMITTEE OF THE**

(INCORPORATED IN HONG KONG AND LIMITED BY GUARANTEE)

Basis of Conclusion (cont'd)

Our engagement included carrying out limited procedures for obtaining sufficient appropriate evidence to be able to draw a conclusion such as inquiries primarily of persons responsible for financial and accounting matters and other review procedures we considered necessary. We have also relied on the completeness of documentation provided by the Association to support the information contained in the income and expenditure account. It was not practicable for us to determine whether the income and expenditure account and the books and records of the Association include all transactions relating to the Event and to quantify the potential impact of this on the income and expenditure account. Accordingly, our report relates solely to whether anything has come to our attention that causes us to believe that the grant received and the expenditure incurred as shown in the income and expenditure account are not extracted from the books and records maintained by the Association in respect of the Event. In addition, we do not express an opinion on the appropriateness of and the compliance with the basis of preparation of the books and records.

Conclusion

Based on the foregoing, we report that nothing has come to our attention that causes us to believe that the grant received and the expenditure incurred as shown in the attached income and expenditure account are not, in all material respects, extracted from the books and records maintained by the Association in respect of the Event.

Use of this Report

This report has been prepared solely for the information of, and use by, the Association and is not intended for any other purpose. As a result, this report may not be suitable for another purpose. This report should not be disclosed, referred to or quoted in whole or in part without our prior written consent.

Chartered Accountants
Certified Public Accountants (Practising)

Hong Kong,

17 APR 2018

INCOME AND EXPENDITURE ACCOUNT

Expenditure	<u>HK\$</u>	<u>HK\$</u>
A. Board & Lodging		
1. Air Tickets and Tax	414,866	
2. Accommodation	414,113	
3. Meals	3,421	
4. Transportation	<u>11,999</u>	
		844,399
B. Staff Remuneration		
1. Daily Allowance for Part-time Coaches	67,000	
2. Daily Allowance for Medical Officials	19,000	
3. Daily Allowance for Photographer	<u>7,000</u>	
		93,000
C. Printing & Publicity Expenses		
1. Team Meeting cum Press Conference	39,687	
2. Selection Day	19,376	
3. Printing Expenses	559	
4. Event Banner	<u>2,000</u>	
		61,622
D. Event Related Expenses		
1. Medical Equipment	7,558	
2. Team Uniform	72,380	
3. Competition Uniform	22,021	
4. Competition Equipment	17,352	
5. Insurance	6,800	
6. IDD & Internet	7,147	
7. Supplement of Drinks	1,557	
8. ████████ Capitation Fee	26,232	
9. Audit Fee	5,000	
10. Stationery & Postage	2,352	
11. Souvenir - Pins	30,700	
12. Hong Kong Flag	900	
13. Appreciation Dinner & Ceremony	17,450	
14. Bank Charges	<u>397</u>	
		<u>217,846</u>
Total Expenditure		1,216,867
Subvention from Arts and Sport Development Fund		<u>1,517,615</u>
Excess of Income over Expenditure		<u>300,748</u>

(Refund)

1,216,867
 X 90%
 = 1,095,180.3
 (1,517,615)

542,243.70



INCOME AND EXPENDITURE ACCOUNT (CONT'D)

Approved by:



Honorary Treasurer



Association's Chop

17 APR 2018

Date



NOTES TO INCOME AND EXPENDITURE ACCOUNT

1. Reporting Entity

The entity, 
, is incorporated and domiciled in Hong Kong with liability limited by guarantee. Its registered office and principal place of activity addresses are situate at Units 
, Hong Kong.

The liability of the members is limited. Every present member of the Association undertakes to contribute to the assets of the Association, in the event of the same being wound up, at a amount not exceeding one hundred dollars.

2. Basis of Preparation

The income and expenditure account has been prepared on a cash basis of accounting.

To comply with the relevant provisions for the non-profit making body, the following accounting bases have been adopted:

i) Revenue Recognition

Income from entry fee is recognised on a cash receipt basis.

ii) Expenditure Recognition

Expenditure from supporting activity is recognised on a cash payment basis.

政府總部
民政事務局

香港添馬添美道二號
政府總部西翼十二樓



GOVERNMENT SECRETARIAT
HOME AFFAIRS BUREAU

12TH FLOOR, WEST WING,
CENTRAL GOVERNMENT OFFICES,
2 TIM MEI AVENUE,
TAMAR,
HONG KONG.

本函檔號 Our Ref. : (9) in HAB/R&S 4012/46/159

來函檔號 Your Ref. :

電話號碼 Tel. No. : [REDACTED]

傳真號碼 Fax No. : [REDACTED]

13 October 2017

Mr. [REDACTED]
General Secretary

[REDACTED]
Dear [REDACTED]

**Application for the Arts and Sport Development Fund
Participation in the [REDACTED]**

I refer to the email dated 17 August 2017 and subsequent e-mails from your office seeking funding from the Arts and Sport Development Fund (ASDF) to support the Hong Kong, China delegation's participation in the [REDACTED] (the Games). I am glad to inform you that, after assessing the funding application, a grant of up to **\$1,517,615**, equivalent to 90% of the eligible expenditure items from the sports portion of the ASDF, has been earmarked for this purpose. Please refer to the **Annex** for the details of the eligible expenditure items. The Hong Kong [REDACTED] is required to observe the following conditions for the use of the grant:

- (a) the ceiling of grant for the Hong Kong, China delegation's participation in the Games is capped at **\$1,517,615** where any unspent balance must be returned to us four months after the end of the Games, with the final delegation list (including a list of the members who are supported by the grant), a programme report on the performance of the Hong Kong, China delegation and an audited

statement of accounts. The auditor's report should cover the [REDACTED] compliance with key terms and conditions stated in this approval letter. The [REDACTED] must keep accounting records in relation to the current application for at least seven years after the end of the Games and provide copies of receipts and invoices for items of expenditure covered by the ASDF funding for inspection upon request;

- (b) the [REDACTED] should be liable to refund approved grant to the ASDF in case of failure to submit audited accounts and/or post-event report six months after the Games, calculated as 1% of the approved ceiling subvention amount, i.e. **\$1,517,615**, for every month of further delay, until all of the post-event report and audited accounts are submitted;
- (c) HAB reserves the right to suspend processing subsequent funding applications of any type for ASDF from the [REDACTED] with outstanding post-event report and/or audited accounts one year after the deadline, until all the outstanding post-event report and/or audited accounts are submitted;
- (d) the grant is approved on the basis that all members of the delegation would travel by Economy Class;
- (e) the length of stay of athletes and officials should be contingent upon the need of competition and organisational requirements;
- (f) caution should be exercised in the use of souvenirs when preparing for future Games; and
- (g) measures should be undertaken to minimise the expenditure and closely monitor the spending, including seeking sponsorships from private sectors and negotiating with airlines and hotels for better offers, etc.

Please confirm in writing that the [REDACTED] accepts the grant of up to **\$1,517,615** for the Games under the above conditions by **23 October 2017**.

I take this opportunity to wish the Hong Kong, China Delegation every success in the Games.

Yours sincerely,



☒ **Estimated Budget**
☐ **Statement of Accounts**

☒ Overseas Event
☐ Local Event
☐ Ad hoc Event

Sports : **Multi sports**
Name of Event : **██████████**
Venue : **██████████**
Period of Trip : 7-15 Dec 2017 (9days)
Period of Event : 8-14 Dec 2017 (7days)
Source of Funding : ASDF

No. of Participants : 20 Coach(es)
(TEAM list attached) 43 Athlete(s) Intellectual Impairment)
11 Official(s)
Referee(s)
4 **██████████** representatives(s)
78 Total no.

Income / Expenditure Item	Budget (AUG 2017)		Assessed Expenditure	
	Breakdown	(HK\$)	Breakdown	(HK\$)
Total no. of participants	78			
A. Expenditure			HK\$ Pax	
(I). Board & Lodging				
1. Flight Ticket	Round trip flight tickets@HKD7,500 x 78pax	585,000.00	7,500.00 78	585,000.00
	Tax@HKD500 x 78pax	39,000.00	500.00 78	39,000.00
2. Accommodation	USD150/per night/ single room x 12 rooms x 6 night	98,280.00	1,170.00 12 6 nights	84,240.00
	USD360/per night/ Triple room x 22 rooms x 6 night	370,656.00	2,808.00 22 6 nights	370,656.00
3. Airlines overloading charges		10,000.00	10,000.00	10,000.00
4. Supplement of drinks	HKD\$200/ athletes x 43 athletes (Pocan)	8,600.00	50.00 43 /pax/day	2,150.00
5. Transportation				
Hire of lorries to/from airport (HK delegation)	\$4,500 x 1 lorry x 2 trips	9,000.00	4,500.00 2 lorry	9,000.00
Hire of rehabus for athletes to/from airport	\$500 x 6 buses x 2 trips	6,000.00	500.00 12 buses	6,000.00
6. ██████████ capitation fee	USD 50 /delegate x 78 delegates	35,287.20	7.80 50 78 pax	30,420.00
Sub-Total :		1,161,823.20		1,136,466.00
(II). Officials Remuneration				
1. Daily Allowance for PT Coaches	HK\$1000 x 20 persons x 8days	160,000.00	1,000.00 20 8 days	160,000.00
2. Daily Allowance for Medical officials	HK\$1000 x 4persons x 8days	32,000.00	1,000.00 4 8 days	32,000.00
Sub-Total :		192,000.00		192,000.00
(III). Printing & Publicity				
1. Team meeting cum Press Conf.				
Venue Fee		18,000.00	18,000.00	18,000.00
Backdrop & PA		20,000.00	20,000.00	20,000.00
Refreshment	\$80 x 120persons	9,600.00	9,600.00	9,600.00
Hire of rehabus for athletes to/from	\$500 x 6 buses x 2 trips	6,000.00	6,000.00	6,000.00
3. Leaflet for the delegation	\$20 x 300 pcs	6,000.00	6,000.00	6,000.00
4. Selection Day				
Venue Fee		10,000.00	10,000.00	10,000.00
Poster for the selection day	\$15 x 2000 pcs	30,000.00	30,000.00	30,000.00
Hire of rehabus for athletes for selection day	\$500 x 1 buses x 2 trips	1,000.00	1,000.00	1,000.00
5. Photographer allowance	-	7,000.00	7,000.00	7,000.00
6. Insurance - Photography equipment	-	7,000.00	7,000.00	7,000.00
Sub-Total :		114,600.00		114,600.00
(IV). Event related Expenses				
1. Medical equipment		8,000.00	8,000.00	8,000.00
2. Medical Check for athletes	\$100 x 35	3,500.00	3,500.00	3,500.00
3. Team Uniform	HK\$1,300/person x 78persons	101,400.00	1,300.00 78 pax	101,400.00
4. Competition Uniform & Equipment			1,000.00 43 pax	43,000.00
Archery Competition Uniform	\$300/clothe x 2 pax/person x 2(athlete & Coach)	1,200.00		
Athletics Competition Uniform	\$1200 x 8athletes	9,600.00		
Badminton Competition Uniform	\$1200 x 1athlete	1,200.00		
Swimming Competition Uniform	\$2500 x 5athletes	12,500.00		
Tenpin Bowling Ball	\$3000 x 3athletes	9,000.00	3,000.00 3 pcs	9,000.00
Table Tennis Rubber	\$1200 x 15pcs	18,000.00	1,200.00 15 pcs	18,000.00
Table Tennis Competition Uniform	\$1200 x 15pcs	18,000.00		
5. Insurance	HK\$144/person x 78persons	11,232.00	144.00 78 pax	11,232.00
6. IDD & Internet	-	5,000.00	5,000.00	5,000.00
7. Visa Fee	-	1,800.00	1,800.00	1,800.00
8. Audit Fee	-	5,000.00	5,000.00	5,000.00
9. Stationary & Postage	-	2,000.00	2,000.00	2,000.00
10. Souvenir for OC & IF	\$1000 x 5 pcs	5,000.00	0.00	0.00
11. Team Badges	\$300 x 78 pcs	23,400.00	30.00 78 pax	2,340.00
12. Pins	\$10 x 3000pcs	30,000.00	10.00 3000 pcs	30,000.00
13. Hong Kong Flag	\$90 x 10pcs	900.00	90.00 10 pcs	900.00
14. Event Banner		2,000.00	2,000.00	2,000.00
Sub-Total :		268,732.00		243,172.00
(V). Notional Venue Charges (LCSD)				
Sub-Total :				
Total Expenditure (I+II+III+IV)		1,737,155.20	Total Eligible Expenditure	1,686,238.00

90% of the Eligible Expenditure (90% of \$1,686,238) 1,517,615.00

Approved Grant from ASDF 1,517,615.00

Remarks :
1 USD\$1=HKD\$7.8

Patron :
President :
Vice-Presidents :

Chairman :
Vice-Chairman :
Hon. Treasurer :
General Secretary :

18 October 2017

Ref: ML281/2017/gl

Secretary for Home Affairs
Home Affairs Bureau
12th Floor, West Wing, Central Government Offices,
2 Tim Mei Avenue,
Tamar, Hong Kong

By Post & Email

c/o.

Dear

**Re: Arts and Sport Development Fund (ASDF) for
Participation in the**

Thank you very much for your letter dated 13 October 2017 regarding the results of the grant for the Hong Kong, China delegation's participation in the . On behalf of and , I am pleased to accept the grant in the sum of \$1,517,615 for the Games.

Thanks again for your unfailing support facilitated to the development of disabled sports in Hong Kong.

Best regards,

*Thank you for all the support
rendered.*

General Secretary



ASDF [REDACTED] Programme report

10/07/2018 10:29

Hide Details

From: [REDACTED]

To: "[REDACTED]" >

4 Attachments



[REDACTED] 7_Programme Report (29.3.2018).pdf Web Team List_Final.pdf



Result Summary_Overall_20180118.pdf [REDACTED] Chef de Mission Report.pdf

Dear [REDACTED]

As spoken, attached please find the programme report of [REDACTED] for your information.

Thanks a lot.

Best regards

[REDACTED]
Senior Administration Officer (Programme & I.T.)



RE: ASDF [REDACTED]_revised

22/03/2019 14:46

Hide Details

From: [REDACTED]

To: [REDACTED]

Cc: [REDACTED]

1 Attachment



[REDACTED]_Programme Report_revised22032019.pdf

Dear Mr. Lee,

Per our conversation over the phone, I attached the revised programme report of [REDACTED] your reference.

Total expenditure	: \$1,216,867
Subvention level(90%)	: \$1,095,180.3
Approved Funding	: \$1,517,615
Refund	: \$422,434.7

Please feel free to contact me if you need any further information.

Thanks

Best regards

[REDACTED]
Senior Administration Officer (Programme & I.T.)
[REDACTED]
[REDACTED]

17

☐ Urgent ☐ Return receipt ☐ Sign ☐ Encrypt ☐ Mark Subject Restricted ☐ Expand personal&public groups



ASDF_ [REDACTED] _Programme report_revised

22/03/2019 15:22

From:

[REDACTED]

To:

[REDACTED]

Cc:

[REDACTED]

Dear [REDACTED],

I refer to your preceding email.

Based on the audited account and the programme report provided for the above event, I should be grateful if you would arrange for the cheque amount **\$422,434.70** made payable to **"Sir David Trench Fund for Recreation"** accordingly.

Regards,

[REDACTED]

MAJOR SPORTS EVENTS COMMITTEE
大型體育活動事務委員會
Membership List
委員會成員名單

(1 January 2019 onwards)

Chairman 主席	:	Mr Karl KWOK Chi-leung, MH	(郭志樑先生)
Vice Chairman 副主席	:	Mr Wilfred NG Sau-kei, SBS, MH, JP	(吳守基先生)
Members 成員	:	Mr Anson BAILEY	(利安生先生)
		Mr Henry CHAN Chi-chiu, MH, JP	(陳志超先生)
		Mr CHAN Man-chun, JP	(陳文俊先生)
		Mr Alex CHUNG Hau-yeung	(鍾孝揚先生)
		Dr LAM Tai-fai, SBS, BBS, JP	(林大輝博士)
		Mr LI Tak-nang	(李德能先生)
		Ms LU Hai, MH, JP	(陸海女士)
		Dr LUK Wai-hung, MH	(陸偉洪博士)
		Mr POON Chun-yuen, MH	(潘進源先生)
		Dr David MONG Tak-yeung	(蒙德揚博士)
		Ms Emba LEUNG Wun-man	(梁媛雯女士)
		Mr Jonathan TONG Chun-kit	(湯振傑先生)
		Ms Jamie WONG Wan-yiu	(黃蘊瑤女士)
		Ms Fay HO Kim-fai	(何劍暉女士)
		Representative of Sports Federation & Olympic Committee of Hong Kong, China	中國香港體育協會暨 奧林匹克委員會代表
		Representative of Home Affairs Bureau	民政事務局代表
		Representative of Leisure and Cultural Services Department	康樂及文化事務署代表
		Representative of Information Services Department	政府新聞處代表
		Representative of Tourism Commission	旅遊事務署代表

(20 Members)

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Scoring Table for “M” Mark Event Application: Major Sports Event

(Name of Event)

(Date of Event)

Application should attain a passing mark of 80 based on the following vetting criterion.

Items	Vetting Criterion	Marks	Remarks
1 Status and significance of the event	Rating : Rated as “High” if - world championships, world class level (such as world cup, one stop of the world class series or world intercontinental championships or equivalent; and - sanctioned or endorsed by the respective International Federation (IF) and/or listed on the IF’s event calendar; and - world-top athletes/teams will take part in; and/or - athlete is able to gain points to elevate their world ranking (unless it is not applicable to particular sports events)	(Max. of 30 marks) High=30 Medium=15 Low=8 Note: applications which fails to attain 15 marks in this criteria will not be processed further	

	Items	Vetting Criterion	Marks	Remarks
		Rated as “Medium” if - Asian or Major National Championships or equivalent; and - sanctioned or endorsed by the respective IF or Asian Federation (AF) or the General Administration of Sport of China (GASC) and/or listed on the IF or AF’s or GASC’s event calendar; and - world-top athletes/teams will take part in; and/or - athlete is able to gain points to elevate their world ranking (unless it is not applicable to particular sports events) Rated as “Low” if - others - not on AF or IF calendar and no world-top athletes/teams will take part in		
2	Financial viability	Indicators: a. High possibility to secure private and business sector sponsorship to reach 20% or	(Max. of 15 marks) High=15 Medium=8	

	Items	Vetting Criterion	Marks	Remarks
		above of total expenditure of the event; b. Able to generate income from gate receipts to reach 10% or above of total expenditure of the event; c. A balanced or even surplus budget after taken into consideration estimated income (including funding support from MSEC) and expenditure or the applicant has demonstrated that it is able to bear the potential deficits arising from holding the events (documentary proof is required); and d. Track record of the organiser for successful holding of event(s) of similar scale with a surplus or balanced statement of account. Rated as “High” if • At least THREE of the above indicators could be met Rated as “Medium” if • At least TWO of the above indicators could be met	Low=4	

	Items	Vetting Criterion	Marks	Remarks
		Rated as “ Low ” if Only ONE of the above indicators could be met		
3	Economic impact	Considerations include: - Job creation by the event (e.g. full time/part-time event management staff, ushers, caterers, cleaners, etc.) - Addition economic activities generated by the event (e.g. corporate hospitality, event merchandise, etc.). - Spending (e.g. accommodation, food & beverages, transportation, ticket purchasing) by overseas visitors induced by the event, including spectators, players, supporting staff, officials, etc.	(Max. of 10 marks) High=10 Medium=5 Low=2	
4	Media coverage and marketing plan	Rated as “High” if - Overseas/local live or delay TV broadcast; and - A comprehensive media/PR plan, e.g. advertisement on social media, print, TV etc.	(Max of 10 marks) High=10 Medium=5 Low=2	

	Items	Vetting Criterion	Marks	Remarks
		coverage by local and/or overseas media Rated as “Medium” if • Online live streaming; and • A comprehensive medial/PR plan, e.g. advertisement on social media, print, TV etc. coverage by local and/or overseas media Rated as “Low” if • No intended TV broadcast or online live streaming. • A media/PR plan which is likely to general some profile in local and overseas media coverage		
5	Community appeal and social benefits	Indicators: a. Maintains at least 90% of spectator attendance in a state-of-art facility or major venue with the largest	(Max. of 15 marks) High=15 Medium=8 Low=4	

	Items	Vetting Criterion	Marks	Remarks
		seating capacity in both the semi-final and final rounds of the event; b. Fringe programmes or promotion and engagement programmes to be organised prior to or during the event period for the general public, schools, Community Sports Clubs, less privileged or youth groups (e.g. sports demonstration, autograph or play in session with involvement of overseas players) to achieve promotion, marketing and PR objectives; c. Volunteer services (expected number of participants); d. Charity / fund raising activities; and e. Activities to promote / showcase Hong Kong's unique culture or heritage.		

	Items	Vetting Criterion	Marks	Remarks
		Rated as “High” if - At least THREE of the above indicators could be met Rated as “Medium” if - At least TWO of the above indicators could be met Rated as “Low” if - Only ONE of the above indicators could be met Note: While one activity may achieve more than one objective or benefit more than one group of the community, it may only count towards achieving one indicator.		
6	Sports development impact	Indicators: a. Opportunities for local athletes to secure a higher	(Max. of 10 marks) High=10 Medium=5	

	Items	Vetting Criterion	Marks	Remarks
		position in world or regional ranking of the sport or to participate in the qualifying rounds of the event; b. Training opportunities for local coaches, referees and sports personnel for advancement and betterment of qualifications; and c. Sports development opportunities for local athletes, such as demonstrations, workshops, clinics, etc. Rated as “High” if - ALL of the above indicators could be met Rated as “Medium” if - At least TWO of the above indicators could be met Rated as “Low” if - At least ONE of the above indicators could be met	Low=2	

	Items	Vetting Criterion	Marks	Remarks
7	Technical and administrative quality of the organiser	Considerations include: a. Track record of the applicant in organising large-scale events, in particular satisfactory completion of events of similar nature and scale funded by “M” Mark; b. Manpower plan, including out-sourced and/or in-house expertise in event organising, marketing and PR, commercial rights management, ticketing, etc.; and c. Any other factor or value-adding input from the applicant which demonstrates its ability in successful delivery of the event.	(Max. of 10 marks) High=10 Medium=5 Low=2	
		Total:		

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Scoring Table for “M” Mark Event Application: Exhibition Match or Tournament

(Name of Event)

(Date of Event)

Application should attain a passing mark of 80 based on the following vetting criterion. And the application has first to meet a mandatory requirement¹ on number of paid admission² before it is being considered and assessed.

Items	Vetting Criterion	Marks	Remarks
1 Player line-up / Team Strength	For individual sport (singles/doubles): Annotation: a. A Category A Player means he/she, the pair or the team ranks world's top 10 at the time of application. b. A Category B Player means he/she, the pair or the team is world-renowned with excellent achievement (i.e. top 3) in past major World Championships or equivalent including the Olympic Games. c. In the case of doubles, both players of the top-ranking pair need to be present to be counted as one Player. d. In the case of team event, at least half of the team players are top-ranking or national team first team level to be counted as one Player.	(Max of 35 marks) High = 35 Medium = 20 <u>Note:</u> applications which fails to attain 20 marks in this criteria will not be processed further	

¹ For an event held at a football stadium, at least 15 000 paid admission is required. For an event held at other venue, the accumulated paid admission is at least 8 000 per event.

² Paid admission means tickets in return of monetary payment. Complimentary tickets either as part of the sponsorship agreement or otherwise are not counted as “paid admission”.

Items	Vetting Criterion	Marks	Remarks
	Rated as “High” if the players include: • at least ONE Category A Player; and • in total at least THREE Category A or B Players Rated as “Medium” if players include; • at least ONE Category A Player; and • in total at least TWO Category A or B Players		
	For team only sport: Rated as “High” if the playing teams comprise of: (1) National team - top 20 or 1/10 of current world ranking (whichever is the higher ranking at the time of application); or - finalist or semi-finalist in major international tournaments (i.e. Olympic Games, World Championships, World Cup, Confederation’s Championship or equivalent) within 4 years. (2) Club team - top four in top tier leagues within the last 2 seasons; or - finalist or semi-finalist in major international tournaments within the last 2 seasons; or - world-renowned teams with excellent		

Items	Vetting Criterion	Marks	Remarks
	achievement (i.e. top 3) in past top tier leagues or major international tournaments (to be assessed by the Vetting Panel of MSEC). Rated as “Medium” if (1) National team a. top 30 or 1/4 of current world ranking (whichever is the higher ranking at the time of application); or b. quarter-finalist in major international tournaments (i.e. Olympic Games, World Championships, World Cup, Confederation’s Championship or equivalent) within 4 years. (2) Club team a. top eight in top tier leagues within the last 2 seasons; or b. quarter-finalist in major international tournaments within the last 2 seasons; or c. world-renowned teams with excellent achievement (i.e. top 10) in past top tier leagues or major international tournaments (to be assessed by the Vetting Panel of MSEC). To qualify for both “High” and “Medium” marks in team only sports, the concerned		

	Items	Vetting Criterion	Marks	Remarks
		team must satisfy the following: (i) at least half of team players are first team players in the final, semi-final or quarter-final of a recent top tier league or major international tournaments; or (ii) at least five top world class players (names to be provided by organisers and vetted by Vetting Panel of MSEC) are in the team		
2	Financial viability	Indicators: e. High possibility to secure private and business sector sponsorship to reach 20% or above of total expenditure of the event; f. Able to generate income from gate receipts to reach 10% or above of total expenditure of the event; g. A balanced or even surplus budget after taken into consideration estimated income (including funding support from MSEC) and expenditure or the applicant has demonstrated that it is able to bear the potential deficits arising from holding the events (documentary proof is required); h. Track record of the organiser for successful holding of event(s) of similar scale with a surplus or balanced statement of account. Rated as “High” if At least THREE of the above indicators could be met	(Max. of 15 marks) High=15 Medium=8 Low=4	

	Items	Vetting Criterion	Marks	Remarks
		Rated as “Medium” if - At least TWO of the above indicators could be met Rated as “Low” if - Only ONE of the above indicators could be met		
3	Media coverage and marketing plan	Rated as “High” if - Overseas/local live or delay TV broadcasting; and - A comprehensive media / PR Plan to reach a wide spectrum of the public, which is supported by more than \$1.5 million budget Rated as “Medium” if - Online live streaming; and - A comprehensive media / PR Plan to reach a wide spectrum of the public, which is supported by \$1 to \$1.5 million budget Rated as “Low” if - No TV broadcast or online live streaming; and - A media / PR Plan to reach a reasonable spectrum of the public supported by at least \$0.5 million budget.	(Max of 15 marks) High=15 Medium=8 Low=4	

Items	Vetting Criterion	Marks (Max. of 15 marks)	Remarks
4	Community appeal and social benefits	Indicators: f. Fringe programmes or promotion and engagement programmes to be organised prior to or during the event period for the general public, schools, Community Sports Clubs, less privileged or youth groups (e.g. sports demonstration, autograph or play in session with involvement of overseas players) to achieve promotion, marketing and PR objectives. g. Volunteer services (expected number of participants). h. Charity / fund raising activities. i. Activities to promote / showcase Hong Kong's unique culture or heritage. Rated as “High” if - At least TWO of the above indicators could be met Rated as “Medium” if - At least ONE of the above indicators could be met NO marks will be given if none of the indicators could be met	

	Items	Vetting Criterion	Marks	Remarks
		Note: While one activity may achieve more than one objective or benefit more than one group of the community, it may only count towards achieving one indicator.		
5	Sports development impact	Indicators: d. Opportunities for local athletes to take part in the event e. Training opportunities for local coaches, referees and sports personnel for advancement and betterment of qualifications. f. Sports development opportunities for local athletes, such as demonstrations, workshops, clinics, etc. Rated as “High” if - ALL of the above indicators could be met Rated as “Medium” if - At least TWO of the above indicators could be met Rated as “Low” if - At least ONE of the above indicators could be met	(Max. of 10 marks) High=10 Medium=5 Low=2	
6	Technical and administrative	Considerations include: d. Track record of the applicant in	(Max. of 10 marks) High=10	

	Items	Vetting Criterion	Marks	Remarks
	quality of the organiser	organising large-scale events, in particular satisfactory completion of events of similar nature and scale funded by “M” Mark. e. Manpower plan, including out-sourced and/or in-house expertise in event organising, marketing and PR, commercial rights management, ticketing, etc. f. Any other factor or value-adding input from the applicant which demonstrates its ability in successful delivery of the event.	Medium=5 Low=2	
		Total:		

Proposed Assessment of Funding Support for Major Local International Events

Application has first to meet the following mandatory requirements before it is considered and assessed under the Scoring System. The subvention level of the application depends on the score attained.

A. Mandatory Requirements

1. Participation of Hong Kong Team; and
2. (a) Championships and other events at a level equivalent to World, Intercontinental, Asian, or major regional championships sanctioned and certified by the related International, Asian or Regional Federation; or
- (b) Qualifying events for non-annual major competitions such as: the Olympic Games, World, Intercontinental or Asian Championships or equivalent level; or
- (c) Other international event in which the respective international federation requires Hong Kong to participate as a prerequisite for the entry to world championships or equivalent.

B. Scoring System

The maximum score is 100 points and passing score is 50 points:

	Assessment Criteria	Marks	Weighting																							
1.	Status of the event (15)	World=5 Intercontinental=4, Asian=4, Major Regional=3 Other international event =3	3																							
2.	Significance of the event (10)	Final=5, Qualifying events =4, Prerequisite event =3	2																							
3.	Age status of the event (5)	Senior=5, Junior=3	1																							
4.	Competitiveness of Hong Kong athletes (10)	<table border="1"> <thead> <tr> <th rowspan="2">Score</th><th colspan="3">Level of the event</th></tr> <tr> <th>Lower</th><th>Similar</th><th>Higher</th></tr> </thead> <tbody> <tr> <td>Achievement of the past two years</td><td></td><td></td><td></td></tr> <tr> <td>Obtained medal (>9 entries) or Ranked Top 1/3 (≤9 entries)</td><td>3</td><td>5</td><td>5</td></tr> <tr> <td>Ranked 4th-8th (>24 entries) or Top 1/3 (≤24 entries)</td><td>2</td><td>3</td><td>5</td></tr> <tr> <td>Beaten at least one competitor</td><td>1</td><td>1</td><td>1</td></tr> </tbody> </table> Remarks: Other than above achievement will score "0"	Score	Level of the event			Lower	Similar	Higher	Achievement of the past two years				Obtained medal (>9 entries) or Ranked Top 1/3 (≤9 entries)	3	5	5	Ranked 4 th -8 th (>24 entries) or Top 1/3 (≤24 entries)	2	3	5	Beaten at least one competitor	1	1	1	2
Score	Level of the event																									
	Lower	Similar	Higher																							
Achievement of the past two years																										
Obtained medal (>9 entries) or Ranked Top 1/3 (≤9 entries)	3	5	5																							
Ranked 4 th -8 th (>24 entries) or Top 1/3 (≤24 entries)	2	3	5																							
Beaten at least one competitor	1	1	1																							

Assessment Criteria		Marks	Weighting
5.	Anticipated number of participating countries/regions (including Hong Kong) <		

	Assessment Criteria	Marks	Weighting																								
8.	Sports development impact (The extent to which the event will encourage wider participation in that particular sport and opportunities for local athletes to secure world ranking etc.) ✓ or ✗ <table border="1"> <tr> <td>i)</td> <td>Opportunities for local athletes to secure a higher position in the world or regional ranking of the sport or participation in the qualifying matches of the event</td> <td></td> </tr> <tr> <td>ii)</td> <td>Availability of training opportunities for local coaches, referees and sports personnel for advancement and betterment of qualifications, before, during and/or after the event</td> <td></td> </tr> <tr> <td>iii)</td> <td>Sports development programmes, such as sports demonstrations, workshops, clinics for local athletes</td> <td></td> </tr> <tr> <td>iv)</td> <td>Official training programmes, such as workshops, clinics for coaches and referees, etc</td> <td></td> </tr> <tr> <td>v)</td> <td>Sport promotional programmes to encourage wider participation in the sport, especially for students and young players.</td> <td></td> </tr> </table> (10)	i)	Opportunities for local athletes to secure a higher position in the world or regional ranking of the sport or participation in the qualifying matches of the event		ii)	Availability of training opportunities for local coaches, referees and sports personnel for advancement and betterment of qualifications, before, during and/or after the event		iii)	Sports development programmes, such as sports demonstrations, workshops, clinics for local athletes		iv)	Official training programmes, such as workshops, clinics for coaches and referees, etc		v)	Sport promotional programmes to encourage wider participation in the sport, especially for students and young players.		Mark 0-5 1 mark for 1 achievement "✓"	2									
i)	Opportunities for local athletes to secure a higher position in the world or regional ranking of the sport or participation in the qualifying matches of the event																										
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9.	Technical and administrative quality of the organiser ✓ or ✗ <table border="1"> <tr> <td>i)</td> <td>Successful past experience in organising similar-scale events</td> <td></td> </tr> <tr> <td>(a)</td> <td>Achieved target number of participating countries/ regions as planned</td> <td></td> </tr> <tr> <td>(b)</td> <td>No significant variance between the planned programme and actual programme implementation (i.e. publicity plan, budgeting, community involvement, sports development impact, etc)</td> <td></td> </tr> <tr> <td>(c)</td> <td>**Timeliness in submission of programme report and audited report before the deadline.</td> <td></td> </tr> <tr> <td>ii)</td> <td>Capability in secure cash sponsorships</td> <td></td> </tr> <tr> <td>iii)</td> <td>Availability of technical officials/ referees in Hong Kong as required in respective level of the event</td> <td></td> </tr> <tr> <td>iv)</td> <td>Provision of comprehensive event proposal (including business plan, budget plan, manpower plan, staging plan, etc.)</td> <td></td> </tr> <tr> <td colspan="3">** Mandatory Requirement : Failure in timely submission of the required reports in the last application will not attain any score in this criterion.</td> </tr> </table> (10)	i)	Successful past experience in organising similar-scale events		(a)	Achieved target number of participating countries/ regions as planned		(b)	No significant variance between the planned programme and actual programme implementation (i.e. publicity plan, budgeting, community involvement, sports development impact, etc)		(c)	**Timeliness in submission of programme report and audited report before the deadline.		ii)	Capability in secure cash sponsorships		iii)	Availability of technical officials/ referees in Hong Kong as required in respective level of the event		iv)	Provision of comprehensive event proposal (including business plan, budget plan, manpower plan, staging plan, etc.)		** Mandatory Requirement : Failure in timely submission of the required reports in the last application will not attain any score in this criterion.			Mark 0-5 1 mark for 1 achievement "✓"	2
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** Mandatory Requirement : Failure in timely submission of the required reports in the last application will not attain any score in this criterion.																											

Maximum Level of Subvention:

- Score 76-100 : 85% of eligible expenditure but not exceeding \$1,000,000 per event
 Score 50-75 : 85% of eligible expenditure but not exceeding \$700,000 per event

Matching Grant:

A dollar-to-dollar matching grant up to a maximum amount of 50% of the approved direct grant of the event. Each NSA is entitled to receiving matching grant for more than one MLIE or MNC in each financial year.