

# 自然保育管理協議計劃 簡介會

## Briefing Session for Nature Conservation Management Agreement Scheme

2 September 2011



漁農自然護理署  
Agriculture, Fisheries and  
Conservation Department



# 自然保育管理協議計劃簡介會

## Briefing Session for Nature Conservation Management Agreement Scheme

時間 Time	內容 Programme	講者 Speaker
15:00 - 15:30	<ul style="list-style-type: none"><li>• 新自然保育政策及自然保育管理協議計劃的內容</li><li>• 自然保育管理協議計劃的申請資格、審批申請的準則及使用和批撥資助款項的條件</li><li>• New Nature Conservation Policy and Scopes of Nature Conservation Management Agreement Scheme</li><li>• Application Requirements, Vetting Criteria and Conditions for the Use and Allocation of Fund of Nature Conservation Management Agreement Projects</li></ul>	漁護署 AFCD 

# 自然保育管理協議計劃簡介會

## Briefing Session for Nature Conservation Management Agreement Scheme



時間 Time	內容 Programme	講者 Speaker
15:30 - 15:45	<p>「以管理協議方式保育鳳園谷具特殊科學價值地點內具高生態價值的私人土地」</p> <p>“Management Agreement on the Private Land with High Conservation Value at Fung Yuen Valley Site of Special Scientific Interest in Tai Po, Hong Kong”</p>	<p>大埔環保會代表</p> <p>Representative from the Tai Po Environmental Association</p>
15:45 - 16:00	<p>「塋原自然保育管理計劃」</p> <p>“Nature Conservation Management for Long Valley”</p>	<p>長春社及香港觀鳥會代表</p> <p>Representatives from the Conservancy Association and Hong Kong Bird Watching Society</p>
16:00 - 16:30	<p>答問環節</p> <p>Q &amp; A Session</p>	<p>環保署及漁護署</p> <p>EPD &amp; AFCD</p>



# 新自然保育政策

## New Nature Conservation Policy



- 2004年11月公布
- 政策聲明:

新自然保育政策旨在顧及社會及經濟的考慮，以可持續的方式規管、保護和管理對維護本港生物多樣性至為重要的天然資源，使現在及將來的市民均可共享這些資源。

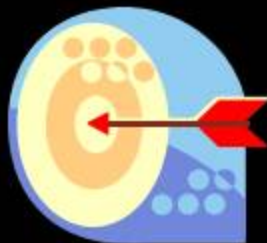
- Announced in Nov 2004
- Policy Statement:

The New Nature Conservation Policy is to regulate, protect and manage natural resources that are important for the conservation of biological diversity of Hong Kong in a sustainable manner, taking into account social and economic considerations, for the benefit and enjoyment of the present and future generations of the community.



# 政策目標

## Policy Objectives



大東山  
Tai Tung Shan

- 確認和監測生物多樣性的重要組成部分
  - 確認、指定和管理一套具代表性的保護區系統，以保護生物多樣性
  - 促進保護生態系統和重要生境、及維護自然環境中有生存力的種群的工作
  - 確認、監測及評估可能對生物多樣性造成不良影響的活動，並緩解該等影響
- 
- to identify and monitor the important components of biological diversity
  - to identify, designate and manage a representative system of protected areas for the conservation of biological diversity
  - to promote the protection of ecosystems and important habitats, and the maintenance of viable populations of species in natural surroundings
  - to identify, monitor and assess activities that may have adverse impacts on biological diversity and to mitigate such impacts



# 政策目標

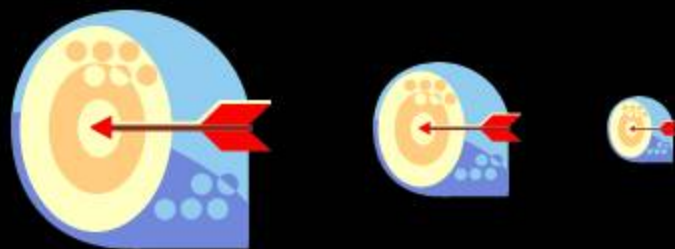
## Policy Objectives



- 在切實可行的情況下，重建已退化的生態系統，並促進受威脅物種的復原
  - 促進保護和持續利用對維護生物多樣性至為重要的天然資源
  - 為市民提供更多欣賞自然環境的機會
  - 提高市民的自然保育意識
- 
- to rehabilitate degraded ecosystems and promote the recovery of threatened species where practicable
  - to promote the protection and sustainable use of natural resources that are important for the conservation of biological diversity
  - to provide opportunities for people to appreciate the natural environment
  - to promote public awareness of nature conservation

# 政策目標

## Policy Objectives



- 與私營界別(包括商界、非政府機構及學術界)協力推動自然保育工作，並為此進行相關的研究和調查及管理具高生態價值地點
  - 配合和參與區域及國際自然保育工作
- to **collaborate with the private sector, including the business community, non-governmental organizations and the academia, to promote nature conservation**, and to conduct research and surveys as well as to **manage ecologically important sites** for such purpose
- to co-operate with and participate in regional and international efforts





# 12個須優先加強保育地點

## 12 Priority Sites for Enhanced Conservation

- 我們召集了一個專家小組，根據議定的計分制，訂定了須優先加強保育的地點清單。
- We have convened an Expert Group to draw up a **list of Priority Sites for Enhanced Conservation** based on an agreed scoring system.

### 計分制 Scoring System

準則 Criteria	比重 Weighing
天然程度 Naturalness	15%
生境多樣性 Habitat Diversity	15%
重新建立的難度 Non-creatability	10%
物種多樣性及豐富程度 Species Diversity & Richness	30%
物種稀有程度／獨特性 Species Rarity / Endemism	30%





# 12個須優先加強保育地點

## 12 Priority Sites for Enhanced Conservation

1

拉姆薩爾濕地  
Ramsar Site



12

深涌  
Sham Chung



11

榕樹澳  
Yung Shue O



10

樟上  
Cheung Sheung



2

沙羅洞  
Sha Lo Tung



3

大鰲  
Tai Ho



4

鳳園  
Fung Yuen



5

鹿頸沼澤  
Luk Keng Marsh



6

梅子林及茅坪  
Mui Tsz Lam & Mau Pang



7

烏蛟騰  
Wu Kau Tang



8

塱原及河上鄉  
Long Valley & Ho Sheung Heung



9

拉姆薩爾濕地  
以外之后海灣濕地  
Deep Bay Wetland  
Outside Ramsar Site





# 新自然保育政策

## New Nature Conservation Policy

- 在「新自然保育政策」下，12個須優先加強保育地點會透過**公私營合作**及**管理協議計劃**加強保育。
- Under the New Nature Conservation Policy, two new measures, viz **public-private partnership (PPP)** and **management agreements (MA)** with landowners are proposed to enhance the conservation of the 12 Priority Sites for Enhanced Conservation.



# 管理協議計劃

## Management Agreement Scheme



- 根據此項措施，非政府機構可向環境及自然保育基金申請資助，透過協議向土地擁有人或其租戶提供經濟誘因，藉此換取土地管理權或促使土地擁有人或租戶與它合作保育已選定須優先加強保育的地點。
- Under these agreements, NGOs may apply funding from the Environment and Conservation Fund to provide landowners or tenants with financial incentives in exchange for management rights over their land or their cooperation in enhancing conservation of the priority sites.



# 管理協議計劃

## Management Agreement Scheme



- 在2005年年底至2011年期間，環境及自然保育基金委員會共撥款約**2100萬**予長春社和香港觀鳥會（於塱原進行濕地及鳥類保育計劃）及大埔環保會（於鳳園進行蝴蝶保育計劃）。
- Over the past five years (end of 2005 - 2011), the ECF Committee has approved a total of **\$21 million** to implement two nature conservation MA projects at Long Valley and Fung Yuen. The Long Valley project is jointly organized by the Conservancy Association and Hong Kong Bird Watching Society for conservation of wetlands and birds at Long Valley while the MA project on butterfly conservation at Fung Yuen is organized by the Tai Po Environmental Association.



# 鳳園管理協議計劃

## Fung Yuen MA Project

計劃名稱 Project Title	「以管理協議方式保育鳳園谷具特殊科學價值地點內具高生態價值的私人土地」 "Management Agreement on the Private Land with High Conservation Value at Fung Yuen Valley Site of Special Scientific Interest in Tai Po, Hong Kong"
申請人 Project Proponent	大埔環保會 Tai Po Environmental Association (TPEA)
進行時期 Project Period	11/2005 – 01/2013
地點 Location	大埔鳳園 (約 2 公頃) Fung Yuen, Tai Po (about 2 hectares)
獲批出的撥款 Funding approved	共960萬 A total of \$9.6 million
計劃介紹 Project Brief	<p>大埔環保會管理鳳園具特殊科學價值地點內的私人土地，與業權人以管理協議方式保育蝴蝶的自然生境，以保育<b>蝴蝶</b>，提升鳳園的生態價值。</p> <p>TPEA manages the private lands in the Fung Yuen Valley Site of Specific Scientific Interest through management agreements with local landowners in order to conserve and enhance the natural habitats of <b>butterflies</b> at Fung Yuen.</p>







# 塱原管理協議計劃

## Long Valley MA Project

計劃名稱 Project Title	「塱原自然保育管理計劃」 "Nature Conservation Management for Long Valley"
申請人 Project Proponent	長春社 (合辦人: 香港觀鳥會) The Conservancy Association (CA) in collaboration with the Hong Kong Bird Watching Association
進行時期 Project Period	11/2005 – 02/2012
地點 Location	上水塱原 (約 14 公頃) Long Valley, Sheung Shui (about 14 hectares)
獲批出的撥款 Funding approved	共1140萬 A total of \$11.4 million
計劃介紹 Project Brief	<p>計劃是與塱原的本地農友及土地業權人以管理協議方式合作，促進塱原和河上鄉地區的長期自然保育，及加強生物多樣性(尤其是鳥類和依賴淡水濕地物種)。計劃亦進行生態研究，以提供有關塱原的重要生態資料。</p> <p>The project aims at enhancing the conservation of Long Valley and Ho Sheung Heung area through collaboration with landowners, tenant farmers and local villagers as well as conserving local diversity (especially birds and freshwater wetland dependent species). Ecological monitoring is also carried out to provide up-to-date ecological information.</p>





# 延伸管理協議計劃

## Extended MA Scheme



- 背景:
  - 隨著管理協議試驗計劃成功推行，基金委員會**支持延續**這項計劃及通過撥款資助有關申請。
  - 2010年6月**西貢大浪西灣**擬建豪宅事件，引起市民廣泛的關注，擔心郊野公園“**不包括的土地**”會面臨不斷增加的**發展壓力**。
- Background:
  - Given the success of the pilot scheme for MA, ECF committee **supports** the **continuation** of the scheme and will provide allocation for this cause
  - There were overwhelming public concerns over the need to protect **country park enclaves** against increasing **development pressure** in view of the suspected development at **Tai Long San Wan in Sai Kung** in June 2010

# 延伸管理協議計劃

## Extended MA Scheme

- 基金支持延伸管理協議計劃，以涵蓋郊野公園「**不包括的土地**」以及**郊野公園內的私人土地**，以保育郊野公園免受不協調的發展影響。
- The ECF Committee supports the extension of the MA Scheme to cover **country park enclaves** as well as **private land in country parks** in order to enhance the conservation of country parks against incompatible uses.





# 延伸管理協議計劃

## Extended MA Scheme

- **77幅「不包括的土地」**分佈在12個郊野公園及2個特別地區，佔地共2,076公頃。
- **77 country park enclaves** (about 2,076 ha) are distributed in 12 country parks and 2 special areas.





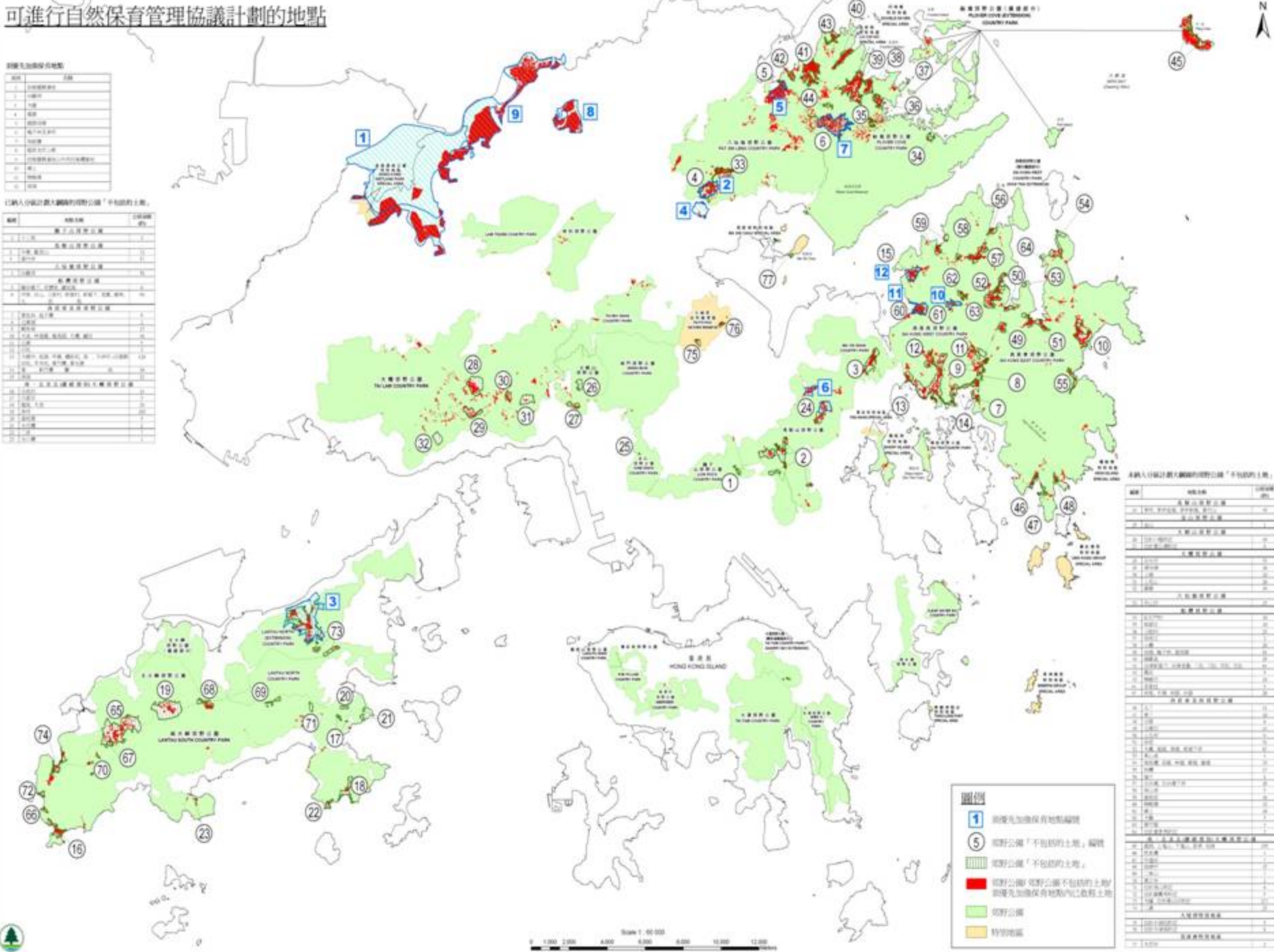
可進行自然保育管理協議計劃的地點

### 新變化的國際地位

項目	名稱
1	計量衡器具
2	中國秤
3	刀剪
4	器具
5	廚房用品
6	各種文具用品
7	玩具類
8	傢俱及床上用品
9	印刷製版器具、印刷及複製器材
10	藥工
11	醫療儀器
12	儀器

已納入分區計劃大綱內的綠野公園<sup>7</sup>和柏樹的上地。

類別	金額(萬元)	占總額(%)
1 營業外收入及支出	7	0
2 營業成本	10	0
3 營業費用	10	0
4 營業利益	10	0
5 營業外收入及支出	10	0
6 營業成本	10	0
7 營業費用	10	0
8 營業利益	10	0
9 營業外收入及支出	10	0
10 營業成本	10	0
11 營業費用	10	0
12 營業利益	10	0
13 營業外收入及支出	10	0
14 營業成本	10	0
15 營業費用	10	0
16 營業利益	10	0
17 營業外收入及支出	10	0
18 營業成本	10	0
19 營業費用	10	0
20 營業利益	10	0
21 營業外收入及支出	10	0
22 營業成本	10	0
23 營業費用	10	0
24 營業利益	10	0
25 營業外收入及支出	10	0
26 營業成本	10	0
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28 營業利益	10	0
29 營業外收入及支出	10	0
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94 營業成本	10	0
95 營業費用	10	0
96 營業利益	10	0
97 營業外收入及支出	10	0
98 營業成本	10	0
99 營業費用	10	0
100 營業利益	10	0



本報告係根據計開大綱編寫的初稿，經本報記者主編。

[illegible]

已納入分區計劃大綱圖的郊野公園「不包括的土地」  
Country Park Enclaves covered by Outline Zoning Plans

編號 No.	地點名稱 Name of Site	公頃面積(約) Area in ha (about)
<b>獅子山郊野公園 Lion Rock Country Park</b>		
1	十二笏 Shap Yi Wat	3
<b>馬鞍山郊野公園 Ma On Shan Country Park</b>		
2	牛寮, 觀音山 Ngau Liu & Kwun Yam Shan	72
3	黃竹洋 Wong Chuk Yeung	37
<b>八仙嶺郊野公園 Pat Sin Leng Country Park</b>		
4	沙羅洞 Sha Lo Tung	56
<b>船灣郊野公園 Plover Cove Country Park</b>		
5	雞谷樹下, 河瀝背, 鹹坑尾 Kai Kuk Shue Ha, Ho Lek Pui & Ham Hang Mei	8
6	河背, 田心, 三家村, 新屋村, 新屋下, 老圍, 嶺背, 九担租 Ho Pui, Tin Sam, Sam Ka Tsuen, San Uk Tsuen, San Uk Ha, Lo Wai, Leng Pui & Kau Tam Tso	98
<b>西貢東及西郊野公園 Sai Kung East and West Country Parks</b>		
7	黃宜洲, 起子灣 Wong Yi Chau & Hei Tsz Wan	9
8	北潭涌 Pak Tam Chung	2
9	鯽魚湖 Tsak Yue Wu	15
10	大浪, 林屋圍, 龍尾頭, 大灣, 鹹田 Tai Long, Lam Uk Wai, Lung Mei Tay, Tai Wan & Ham Tin	46
11	北潭 Pak Tam	5
12	石坑 Shek Hang	3
13	大網仔, 蛇頭, 坪墩, 鐵鉗坑, 沘笏, 大埗仔, (石散)田坑, 早禾坑, 黃竹灣, 黃毛應 Tai Mong Tsai, She Tau, Ping Tun, Tit Kim Hang, Tam Wat, Tai Po Tsai, San Tin Hang, Tso Wo Hang, Wong Chuk Wan & Wong Mo Ying	126
14	黃麋地, 斬竹灣 Wong Keng Tei & Tsam Chuk Wan	36
15	深涌 Sham Chung	32



**已納入分區計劃大綱圖的郊野公園「不包括的土地」**  
**Country Park Enclaves covered by Outline Zoning Plans**

編號 No.	地點名稱 Name of Site	公頃面積(約) Area in ha (about)
<b>南、北及北(擴建部份)大嶼郊野公園 Lantau South, North and North (Extension) Country Parks</b>		
16	分流村 Fan Lau Tsuen	24
17	白富田 Pak Fu Tin	3
18	龍尾, 大浪 Lung Mei & Tai Long	28
19	昂坪 Ngong Ping	103
20	荔枝園 Lai Chi Yuen	5
21	水井灣 Shui Tseng Wan	2
22	二浪 Yi Long	7
23	水口灣 Shui Hau Wan	1

**未納入分區計劃大綱圖的郊野公園「不包括的土地」**  
**Country Park Enclaves not covered by Outline Zoning Plans**

編號 No.	地點名稱 Name of Site	公頃面積(約) Area in ha (about)
<b>馬鞍山郊野公園 Ma On Shan Country Park</b>		
24	茅坪, 茅坪老屋, 茅坪新屋, 黃竹山 Mau Ping, Mau Ping Lo Uk, Mau Ping San Uk & Wong Chuk Shan	45
<b>金山郊野公園 Kam Shan Country Park</b>		
25	金山 Kam Shan	1
<b>大帽山郊野公園 Tai Mo Shan Country Park</b>		
26	位於川龍附近 Site near Chuen Lung	10
27	位於曹公潭附近 Site near Tso Kung Tam	9
<b>大欖郊野公園 Tai Lam Country Park</b>		
28	田夫仔 Tin Fu Tsai	53
29	清快塘 Tsing Fai Tong	26
30	上塘 Sheung Tong	10
31	上花山 Sheung Fa Shan	26
32	圓墩 Yuen Tun	19



# 未納入分區計劃大綱圖的郊野公園「不包括的土地」 Country Park Enclaves not covered by Outline Zoning Plans

編號 No.	地點名稱 Name of Site	公頃面積(約) Area in ha (about)
<b>八仙嶺郊野公園 Pat Sin Leng Country Park</b>		
33	平山仔 Ping Shan Chai	15
<b>船灣郊野公園 Plover Cove Country Park</b>		
34	紅石門村 Hung Shek Mun Tsuen	10
35	犁頭石 Lai Tau Shek	10
36	三極村 Sam A Tsuen	23
37	西流江 Sai Lau Kong	2
38	小灘 Siu Tan	20
39	坳塘, 梅子林, 荔枝窩 Kop Tong, Mui Tsz Lam & Lai Chi Wo	91
40	鎖羅盆 So Lun Pun	29
41	谷埔新屋下, 谷埔老圍, 二肚, 三肚, 四肚, 五肚 Kuk Po San Uk Ha, Kuk Po Lo Wai, Yi To, Sam To, Sze To & Ng To	64
42	鳳坑 Fung Hang	9
43	榕樹凹 Yung Shue Au	18
44	芬箕托 Fan Kei Tok	5
45	洲尾, 大塘, 洲頭, 沙頭 Chau Mei, Tai Tong, Chau Tai & Sha Tau	26



# 未納入分區計劃大綱圖的郊野公園「不包括的土地」 Country Park Enclaves not covered by Outline Zoning Plans

編號 No.	地點名稱 Name of Site	公頃面積(約) Area in ha (about)
<b>西貢東及西郊野公園 Sai Kung East and West Country Parks</b>		
46	北丫 Pak A	11
47	東丫 Tung A	10
48	白腊 Pak Lap	6
49	北潭凹 Pak Tam Au	14
50	土瓜坪 To Kwa Peng	9
51	赤徑 Chek Keng	31
52	大灘, 屋頭, 高塘, 高塘下洋 Tai Tan, Uk Tau, Ko Tong, Ko Tong Ha Yeung	67
53	東心淇 Tung Sam Kei	4
54	高流灣, 巫屋, 林屋, 劉屋, 謝屋 Ko Lau Wan, Mok Uk, Lau Uk & Tse Uk	33
55	西灣 Sai Wan	17
56	海下 Hoi Ha	8
57	白沙澳, 白沙澳下洋 Pak Sha O, Pak Sha O Ha Yeung	29
58	南山洞 Nam Sham Tung	5
59	荔枝莊 Lai Chi Chong	16
60	榕樹澳 Yung Shue O	32
61	嶂上 Cheung Sheung	16
62	大礮 Tai Hom	5
63	黃竹壆 Wong Chuk Long	4
64	位於黃茅角附近 Site near Wong Mau Kok	3



海下 Hoi Ha



# 未納入分區計劃大綱圖的郊野公園「不包括的土地」 Country Park Enclaves not covered by Outline Zoning Plans

編號 No.	地點名稱 Name of Site	公頃面積(約) Area in ha (about)
<b>南、北及北(擴建部份)大嶼郊野公園 Lantau South, North and North (Extension) Country Parks</b>		
65	鹿湖, 上羌山, 下羌山, 長亭, 坑背 Luk Wu, Upper Keung Shan, Lower Keung Shan, Cheung Ting and Hang Pui	155
66	煎魚灣 Tsin Yue Wan	4
67	牛過田 Ngau Kwo Tin	7
68	地塘仔 Tei Tong Tsai	15
69	二東山 Yi Tung Shan	7
70	萬丈布 Man Cheung Po	2
71	位於南山附近 Site near Nam Shan	6
72	位於雞翼角附近 Site near Peaked Hill	5
73	大蠔, 位於黃公田附近 Tai Ho & Site near Wong Kung Tin	277
74	二澳 Yi O	23
<b>大埔滘特別地區 Tai Po Kau Special Area</b>		
75	位於牛湖托附近 Site near Ngau Wu Tok	5
76	位於大埔尾附近 Site near Tai Po Mei	6
<b>馬屎洲特別地區 Ma Shi Chau Speical Area</b>		
77	水茫田 Shui Mong Tin	2



# 延伸管理協議計劃 Extended MA Scheme

城門水塘  
Shing Mun Reservoir



- 22 個郊野公園內的私人土地 (約 460公頃)
- Private lands in 22 country parks (about 460 hectares)

香港仔郊野公園 Aberdeen Country Park	船灣(擴建部分)郊野公園 Plover Cove (Extension) Country Park
清水灣郊野公園 Clear Water Bay Country Park	薄扶林郊野公園 Pok Fu Lam Country Park
金山郊野公園 Kam Shan Country Park	大潭(鯪魚涌擴建部分)郊野公園 Tai Lam (Quarry Bay Extension) Country Park
橋咀郊野公園 Kiu Tsui Country Park	西貢東郊野公園 Sai Kung East Country Park
林村郊野公園 Lam Tsuen Country Park	西貢西郊野公園 Sai Kung West Country Park
北大嶼郊野公園 Lantau North Country Park	石澳郊野公園 Shek O Country Park
南大嶼郊野公園 Lantau South Country Park	城門郊野公園 Shing Mun Country Park
獅子山郊野公園 Lion Rock Country Park	大欖郊野公園 Tai Lam Country Park
馬鞍山郊野公園 Ma On Shan Country Park	大帽山郊野公園 Tai Mo Shan Country Park
八仙嶺郊野公園 Pat Sin Leng Country Park	大潭郊野公園 Tai Tam Country Park
船灣郊野公園 Plover Cove Country Park	西貢西郊野公園(灣仔擴建部分) Sai Kung West (Wan Tsai Ext.) Country Park





# 管理協議計劃: 申請指引

## MA Scheme: Guide to Application

- 申請資格 –

- 本港所有**非牟利機構**（例如大學、社區組織、環保團體）或在香港登記非牟利機構的附屬團體均可申請

- 資助上限 –

- 資助額**不設上限**。基金可撥款資助整項或部分計劃。



- Who may Apply ?

- Registered local **non-profit making organizations** (e.g. universities, community bodies, green groups) or groups formed under a registered non-profit making organizations in Hong Kong are eligible to apply.

- What are the Funding Limits ?

- There are **no funding limits**. Funds may be granted for full or partial support of projects.



# 管理協議計劃：申請指引

## MA Scheme: Guide to Application

- 每項計劃的時限 –
  - 每項保育管理協議計劃**最短為期12個月**。計劃的期限視乎個別情況而定。
- 申請方法 –
  - 申請機構須填寫**申請表格**，表格可從環保基金委員會及漁農自然護理署網頁下載

### ➤ What is the Duration of each project ?

- Each conservation management agreement project should last for **at least 12 months**. Duration of each funded project will be considered on a case-by-case basis.

### ➤ How to Apply ?

- Applicants have to fill in an **application form** which can be obtained from the websites of ECF and AFCD.





# 管理協議計劃: 申請指引

## MA Scheme: Guide to Application



- 審批申請的**準則** –
  - **建議計劃**如何能夠加強保育有關地點、更有效達到自然保育的目標，和協助評估這項新自然保育措施的**成效**
  - 建議計劃可否**持續進行**，包括所需的資源、土地擁有人/其租戶及地區社群的參與，以及管理協議的性質和能否實施
- What are the **Vetting Criteria**?
  - the **benefits** that a **proposed project** will bring to the efforts in enhancing the conservation of the site concerned, better achieving the nature conservation objectives, and evaluating the effectiveness of this new conservation measure
  - the **sustainability** of a proposed project including its resource implications, participation of the landowner(s) / tenant(s) and local community, nature and enforceability of the management agreement concerned

# 管理協議計劃: 申請指引

## MA Scheme: Guide to Application



- 審批申請的**準則** –
  - **申請機構**是否具備良好的技術和計劃管理能力；過往的表現是否理想，以及申請人能否履行資助條件
  - 建議的推行計劃的**時間表**是否妥善和切實可行，時限是否合理

### ➤ What are the **Vetting Criteria**?



- the technical and project management capability of the **applicant organization**, as well as its track record, including the effectiveness of past projects, and its ability to comply with funding conditions
- whether the proposed project's **schedule** of implementation is well-planned and practicable, and the duration is reasonable



# 管理協議計劃: 申請指引

## MA Scheme: Guide to Application



- 審批申請的**準則** –
  - **建議預算**是否合理、實際和具成本效益，每項開支是否有充分的理據支持
  - 建議計劃有否**其他資助來源**，有關計劃由其他來源資助是否較為恰當
- 計劃須在**有限時間內完成**；惟鑑於管理協議計劃的性質，環保基金會考慮持續支持計劃，以延續各種保育項目。

### ➤ What are the **Vetting Criteria**?

- whether the **proposed budget** is reasonable and realistic, and whether the project is cost-effective, with full justification for every expenditure item
- whether the proposed project has **alternative sources of funding**, and whether it would be more appropriate for the proposed project to be funded by other sources
- The project period should be **time-limited**. Nonetheless, having regard to the nature of MA projects, projects could be considered on a renewable basis to continue the conservation programmes.

# 管理協議計劃：開支預算指引

## MA Scheme: Budget Guidelines



- 申請書須夾附計劃的**詳細預算**。每個收支項目須合理和實際，並列有足夠的細節。
- The application should be accompanied by a **detailed budget** for the project. Each income and expenditure item should be reasonable, realistic and clearly broken down.

開支及人員 可獲得的資助額 Level of Funding Granted for Expenses and Staff	
項目 Items	資助額 Level of Funding Support
人手 (項目統籌員／助理的薪金) <b>Manpower</b> (salary of project coordinators/assistants)	<ul style="list-style-type: none"><li>一般不得超逾總批准預算或總實際開支的<b>50%</b>，以款項較少者為準</li><li>The ceiling of expenditure should normally be <b>below 50%</b> of the approved total budget or actual expenditure for the project, whichever is the less.</li></ul>
宣傳 (包括橫額、海報、宣傳單張、郵費等) <b>Publicity</b> (including items such as banners, posters, leaflets, postage, etc.)	<ul style="list-style-type: none"><li>不超逾總批准預算的<b>20%</b></li><li>The ceiling is capped at <b>20%</b> of the approved total budget.</li></ul>





# 管理協議計劃: 開支預算指引

## MA Scheme: Budget Guidelines

### 開支及人員可獲得的資助額 Level of Funding Granted for Expenses and Staff

項目 Items	資助額 Level of Funding Support
<p>一般支出 (包括文具、膠卷及膠卷沖印及錄影帶等) <b>General Expenses</b> (including stationery, films and film development, video tapes and etc.)</p>	<ul style="list-style-type: none"><li>不超過總批准預算或總實際支出的<b>10%</b>，以款項較少者為準</li><li>The ceiling of funding support is capped at <b>10%</b> of the approved total budget, or actual expenditure, whichever is the less.</li></ul>
<p>行政及經常支出 註：只適用於沒有獲政府補助的非政府機構（包括環保團體） <b>Administrative and Overhead costs</b> (Note : only applicable to NGOs (including green groups) without government subventions)</p>	<ul style="list-style-type: none"><li>最高開支不超過總批准預算或總實際支出的<b>10%</b>，以款項較少者為準</li><li>The ceiling is capped at <b>10%</b> of the approved total budget or actual expenditure, whichever is the less.</li></ul>
<p>入場費或旅遊套餐 <b>Admission Fee / Package Tour</b></p> 	<ul style="list-style-type: none"><li>每名參加者需繳付<b>40%</b>的入場費或旅遊套餐費用</li><li>Participants are required to pay <b>40%</b> of the admission fee/ 40% of the charge of hire of package tour</li></ul>

# 管理協議計劃：開支預算指引

## MA Scheme: Budget Guidelines



### 開支及人員可獲得的資助額 Level of Funding Granted for Expenses and Staff

項目 Items	資助額 Level of Funding Support
開幕／閉幕式 (包括邀請卡、主禮嘉賓紀念品、場地設置及佈置、背景幕、會場租金、擴音設備等) Opening / Closing Ceremony (including invitation cards, souvenirs for officiating guests, set up and decoration, backdrop, rental payment of venue, PA system, etc.)	<ul style="list-style-type: none"><li>不超過總批准預算的20%</li><li>The ceiling is capped at 20% of the approved total budget.</li></ul>
設立會場 (包括場地設置及佈置、背景幕、會場租金、擴音設備等) Venue Setup (including rental payment, set up and decoration, backdrop, rental payment of venue, PA system, etc.)	<ul style="list-style-type: none"><li>不超過總批准預算的30%</li><li>The ceiling is capped at 30% of the approved total budget.</li></ul>
攤位 (包括租金、佈置、遊戲獎品) Booths (including rental payments, decoration and prizes for game booths)	<ul style="list-style-type: none"><li>最高資助額：每個攤位600元</li><li>The ceiling is capped at \$600 per booth</li></ul>
製作展板 Production of Exhibition Panel	<ul style="list-style-type: none"><li>最高資助額：每塊展板1,000元</li><li>製作展板總支出以每項目計不超過10,000元</li><li>Maximum \$1,000 per panel.</li><li>The ceiling is capped at \$10,000 per application.</li></ul>





# 管理協議計劃：開支預算指引

## MA Scheme: Budget Guidelines

### 開支及人員可獲得的資助額 Level of Funding Granted for Expenses and Staff

項目 Items	資助額 Level of Funding Support
比賽獎品 Prizes for Competition	<ul style="list-style-type: none"><li>最高資助額：獎牌及書券每套共800元</li><li>Maximum \$800 per set of trophies and book coupons.</li></ul>
聘請講者/導師 Hire of Speakers/Instructors	<ul style="list-style-type: none"><li>每項活動每名講者最高資助額500元</li><li>Maximum \$500 for a speaker for each function.</li></ul>
運輸(包括租賃旅遊車、小型貨車/貨車以運輸物料及租船) Transportation (including hire of coach, hire of van/lorry for transportation of materials and hire of launch)	<ul style="list-style-type: none"><li>每輛旅遊車最高資助額1500元</li><li>租船：參加者需繳付40%之租船費用</li><li>Maximum \$1,500 per coach.</li><li>For hire of launch, 40% of the charge should be paid by the participants.</li></ul>
紀念品(送贈予非開幕/閉幕式的活動主禮嘉賓及評審) Souvenir (for officiating guests and judges only for function other than ceremony)	<ul style="list-style-type: none"><li>最高資助額：每份50元</li><li>Maximum unit price : \$50.</li></ul>
員工和義工的交通津貼 Travel Allowance for Staff and Volunteers	<ul style="list-style-type: none"><li>每程不超過15元</li><li>Maximum \$15 per journey.</li></ul>

# 管理協議計劃：開支預算指引

## MA Scheme: Budget Guidelines



### 開支及人員可獲得的資助額 Level of Funding Granted for Expenses and Staff

項目 Items	資助額 Level of Funding Support
飯餐津貼(只給予義工) Meal Allowance (for volunteers only)	<ul style="list-style-type: none"><li>• 半天活動的最高資助額：每天34元</li><li>• 整天活動的最高資助額：每天48元</li><li>• For half day activities – maximum: \$34 per day.</li><li>• For full-day activities – maximum \$48 per day.</li></ul>
涉及自然保育管理工作而聘請的工人的直接工資 Direct labour cost involved in conducting nature conservation or related activities on the site	<ul style="list-style-type: none"><li>• 每名工人每小時不超過35元</li><li>• Maximum \$35 per hour for each labour.</li></ul>
應急費用 Contingency items	<ul style="list-style-type: none"><li>• 申請機構必須提供充分理由，並獲得環保署／漁護署同意，以及環保基金委員會批准，方會獲得資助。</li><li>• Only supported with full justification to the satisfaction of EPD/AFCD in consultation with the ECF Committee.</li></ul>



# 管理協議計劃: 使用和批撥資助款項的條件

## MA Scheme: Conditions for the Use and Allocation of Fund

- 協議規定
  - 獲資助機構須就每宗獲資助計劃與政府簽訂協議，並須遵守協議所載的所有條款。
- Contractual Requirements
  - For each project for which funds have been approved, the recipient organization has to sign an agreement with the Government and comply with all the terms of the agreement.



# 管理協議計劃: 使用和批撥資助款項的條件

## MA Scheme: Conditions for the Use and Allocation of Fund

- 使用資助款項
  - 資助款項不得用於支付個別人士，以作為他們參與和計劃有關活動的報酬。
  - **計劃須令整個區域／社區得益**，而不僅對個人、個別私營機構或私營集團有利。

### ➤ Use of Fund

- The allocated funds shall not be used as payments to individual members of the public as a financial reward for their participation in the activities associated with the project.
- **The proposed project must accrue benefits to the district/local community as a whole**, and not just an individual, a single private organization or a consortium of private companies





# 管理協議計劃: 使用和批撥資助款項的條件

## MA Scheme: Conditions for the Use and Allocation of Fund

- 資助款項的發放和付還
- Disbursement & Reimbursement of Funds

### 獲批 Approved

25-50%的資助款項  
25-50% of the grant

### 中期 Middle Stage

計劃的進度報告書被通過，獲發中期付款  
Interim payment may be released subject to endorsement of the progress report

### 完成 Completed

完成報告書及帳目報表獲環保署／漁護署通過後，才發放最後10%的資助款項。

The last 10% of the approved grant will normally only be released subject to submission of a completion report together with a statement of accounts to the satisfaction of EPD/AFCD.

# 管理協議計劃: 使用和批撥資助款項的條件

## MA Scheme: Conditions for the Use and Allocation of Fund

- 資助款項的發放和付還

- 計劃在推行期間帶來的收入／收益（包括銷售產品所得款項、舉辦活動的收入、及資助款項中尚未動用的現金所賺取的利息），無論是否已在申請表格中聲明，均須用來抵銷計劃的實際開支，然後才計算最終獲得資助的款額。



- Disbursement and Reimbursement of Funds

- All **revenue/income received/derived from the project** (including sales of output, fees generated from activities conducted and interest income generated from cash in hand for the project), irrespective of whether it has been declared in the application, must be **defrayed against the actual expenditure** before calculating the amount to be reimbursed as the final payment.



# 管理協議計劃: 使用和批撥資助款項的條件

## MA Scheme: Conditions for the Use and Allocation of Fund

- 進度及完成報告書
  - 每隔六個月向環保署／漁護署提交一份工作進度報告書，其中須載有計劃的財務狀況，並附有各項支出的收據正本。
  - 環保署／漁護署可進行實地視察或突擊檢查，以確定計劃的進度及成效。
  - 在報告期／計劃完成後兩個月內或協議所指定的日期之前，向環保署／漁護署提交工作進度報告書／完成報告書和帳目報表。

### ➤ Progress and Completion Reports

- Submit a **progress report** with statement of accounts of its project together with receipts for expenses (original) once **every six months** to EPD / AFCD.
- EPD / AFCD may carry out on-site visits or surprised checks to examine the progress and achievements of the project at any time.
- Submit a progress / **completion report** and a statement of accounts to EPD / AFCD **within two months after completion of the reporting period** / project or before the date specified in the agreement.



# 管理協議計劃: 使用和批撥資助款項的條件

## MA Scheme: Conditions for the Use and Allocation of Fund

### • 宣傳計劃的活動和成果

- 透過印刷品、研討會、工作坊、會議和展覽等，宣傳計劃的成果或任何與計劃有關的活動，並須向環保署／漁護署提供活動的資料。
- 在計劃完成後一個月內，把與計劃有關的印刷品或宣傳品提交環保署／漁護署。

### ➤ **Publicity of Project Events and Results**

- Publicize the project results or any events related to the project through publications, seminars, workshops, conferences and exhibitions etc.. It should also provide information about the events to EPD / AFCD.
- Copies of publications or publicity materials produced under the project must be made available to EPD / AFCD within one month after completion of the project.





# 管理協議計劃: 使用和批撥資助款項的條件

## MA Scheme: Conditions for the Use and Allocation of Fund

### • 鳴謝及免責聲明

- 所有與計劃有關的宣傳品上，須印有**環保基金的名稱及徽號**，以鳴謝資助來源。包括宣傳單張／海報／橫額；記載計劃成果的報告及印刷品；以及在報紙及電子傳媒刊登或播放的廣告。
- 在任何情況下，不得利用環保基金或環保署／漁護署的名稱及徽號作商業宣傳或其他可能破壞環保基金形象及／或使基金負上任何法律責任的用途。

### ➤ Acknowledgements of Support and Disclaimer

- The source of funding (the **name and logo of ECF**) must be acknowledged in all publicity materials relating to the project, including publicity leaflets / posters / banners; reports and publications of project outcome; and advertisements on paper and electronic media.
- In no circumstances shall the name and logo of ECF or EPD / AFCD be used for publicity for commercial interest or other purposes which may damage the image and/or cause any liability to ECF.



# 建議活動

## Recommended Activities

- 建議在有關地點推行的生境管理工作包括：
  - 進行對保育有關地點及附近生境有利的農業活動 (例如：利用有助生態環保的方法種植稻米及養魚)
  - 重建已退化的生境 (例如：沼澤水文的修復及保養)
  - 優化植樹及種植吸引野生動物的植物 (例如：種植蝴蝶寄主植物)
  - 清除外來入侵品種 (例如：薇甘菊、福壽螺、巴拉草、海桑等)
- Recommended habitat management work to be carried out within the concerned sites:
  - farming activities that would be conducive to the conservation of the concerned sites and its surrounding habitats (e.g. ecological friendly paddy field farming and fish farming etc.)
  - rehabilitation of degraded habitats (e.g. restoring and maintenance of the hydrology of a marsh etc.)
  - enrichment planting of trees and/or plants attractive to wildlife (e.g. planting of butterfly host plants etc.)
  - removal of invasive exotic species (e.g. *Mikania micrantha*, *Pomacea canaliculata*, *Brachiaria mutica*, *Sonneratia* spp. etc.)





# 建議活動

## Recommended Activities

- 建議在有關地點推行的生境管理工作包括：
  - 生境管理工作
  - 生境管理計劃的生態監察
  - 環境教育計劃
  - 其他獲漁護署同意的活動



- Recommended habitat management work to be carried out within the concerned sites:
  - habitat stewardship
  - ecological monitoring of habitat management measures
  - environmental education programmes
  - other activities agreed with AFCD



# 計劃建議書舉例

## Example of a Project Proposal



計劃名稱 Project Title	「清快塘自然保育管理計劃」 "Nature Conservation Management at Tsing Fai Tong"
計劃期 Duration of Project	04/2012 – 03/2014 (2 年 / 2 years)
計劃性質和目的 Nature and Purpose of Project	<p>計劃如何能<b>促進</b>有關地點的<b>保育工作</b>和<b>實現自然保育目標</b>？  <i>How the project would <b>enhance the conservation</b> of the site concerned and in <b>better achieving the nature conservation objectives</b>?</i></p> <p>計劃是與清快塘的土地業權人以管理協議方式合作，促進清快塘的自然保育，及加強生物多樣性(尤其是<b>蜻蜓</b>)。計劃目標如下：</p> <ol style="list-style-type: none"> <li>1. 減低私人土地上的不協調發展，從而優化清快塘的生境質素(包括農地)，達到保護生境及野生生物的目的</li> <li>2. 透過進行生態研究，以提供有關清快塘的重要生態資料</li> <li>3. 透過生態旅遊及教育活動，以提高市民的自然保育意識</li> </ol> <p>The project aims at enhancing the conservation of Tsing Fai Tong area through collaboration with landowners as well as conserving local diversity (especially <b>dragonflies</b>). The objectives of the project are:</p> <ol style="list-style-type: none"> <li>1. To minimize incompatible activities on private lands and thus to optimize the habitat quality of Tsing Fai Tong, including agricultural areas, for protection of habitats and wildlife</li> <li>2. To provide up-to-date ecological information through ecological monitoring</li> <li>3. To promote public awareness of nature conservation through eco-tours and different education activities</li> </ol>





# 計劃建議書舉例

## Example of a Project Proposal

獲資助機構名稱 Name of Recipient Organization	XXX 協會 XXX Association
組員的詳細資料 Details of Team members	提供計劃有關組員的 <u>組織結構</u> 、 <u>計劃組長</u> 和 <u>輔助組員</u> 的詳細資料。 Give details of the <u>project team structure</u> , <u>the project leader</u> and the <u>supporting staff</u> .
獲資助機構的角色 Role of the Recipient Organization	列明獲資助機構在籌辦和推行計劃方面發揮的角色。 <u>如獲資助機構在計劃中貢獻不大，將不予資助。</u> State the role the recipient organization will play in organizing and implementing the project. <u>Projects in which the recipient organization does not make a major contribution will not be eligible for funding support.</u>
建議計劃的其他合辦／協辦 ／協助／贊助團體詳情 Details of other co- organizing/assisting/supportin g/sponsoring bodies for the proposed project	列明其他合辦／協辦／協助／贊助團體的詳情。 Give details of other co-organizing/assisting/supporting/sponsoring bodies.



# 計劃建議書舉例

## Example of a Project Proposal



伯蘭大偽蜻  
*Macromia berlandi*

### 計劃詳情 Project Details

目標地點 Target Site	大欖郊野公園內清快塘的私人土地 Private land at Tsing Fai Tong, Tai Lam Country park	
目標生境及受保育品種 Target habitats and species to be conserved	目標生境：主要為蜻蜓池及農地 目標品種：主要為蜻蜓 Target habitats: mainly dragonfly ponds and agricultural land Target species: mainly dragonflies	 
受保育地點的預計面積 Estimated area of site to be conserved	約 3 公頃 About 3 hectares	
每項活動的預計參加人數 Anticipated number of participants of each activity	<u>計劃進行</u> 2 名 土地業權人 <u>生態旅遊</u> 20 名 生態導遊、30 名義工、100 名學生及 1000 名公眾人士	<u>Project Implementation</u> 2 local landowners <u>Eco-tours</u> 20 eco-guides, 30 volunteers, 100 students and 1000 public members

### 推行計劃的方法 Method of Implementation of Project

清楚列明推行計劃的方法，並說明推行方法如何能有助達到計劃的目的。

State clearly the implementation method to be employed and show how this could help achieve the purpose of the project.

例如：推出信件、計劃網頁 For example, promotion letters and project website



# 計劃建議書舉例

## Example of a Project Proposal





# 計劃建議書舉例

## Example of a Project Proposal



### 工作計劃 Workplan

提交詳細的工作計劃，說明計劃所包括的各項活動。

Give a detailed workplan describing the various activities that will be carried out under the project.

#### 保育生境的管理措施 Habitat Conservation Management Measures

- 農地復耕 (例如：植物苗圃及果園)
- 沼澤水文的保養
- 人工蜻蜓池的建設
- Rehabilitation of agricultural land (e.g. plant nurseries and orchards)
- Maintenance of hydrology of marsh
- Construction of artificial dragonfly pond

#### 生物多樣性調查 Biodiversity Survey

- 基線資料調查
- 蜻蜓監察
- Baseline Survey
- Dragonfly Monitoring

#### 宣傳計劃 Publicity Programme

- 義工計劃
- 生態導遊
- 宣傳印刷品
- Volunteer Programme
- Eco-tours
- Printed publicity material

### 時間表 Timetable

提交時間表，列明計劃所包括的各項活動為期多久，以及舉行的先後次序。

Give a timetable showing the length and sequence of the various activities in the project.

活動 Activity	計劃期 Project Period (04 /2012 – 03/2014)	
管理協議 MA	< ----- (04/2012 -03/2014) ----- >	
基線資料調查 Baseline Survey	04 – 08 /2012	



# 計劃建議書 Project Proposal



- 計劃成品及預期帶來的益處
  - 計劃成品 – 列明可量度的目標成果及預期對社會的益處
  - 宣傳計劃 – 列明向大眾宣傳計劃成果的計劃
  - 表現指標 – 參與計劃的總人數和參與的學校或學生的數目；已招募或已受訓義工的人數；傳媒對計劃的報道；以及環保意識的提升(在推行項目前後向參加者進行問卷調查)



## ➤ Deliverables and Expected Benefits

- Deliverables - Give quantifiable results of the project and expected benefits of the project to the community
- Publicity plan - Give detailed plan on publicity of the project deliverables
- Performance indicators - number of headcounts, schools, students participating in the programmes; number of volunteers recruited or trained; media coverage on the programmes; and increase in environmental awareness (by conducting pre- and post- project questionnaire survey with participants)

# 計劃建議書 Project Proposal

- 首次申請申請環保基金的機構
  - 機構的背景資料
  - 機構的主要成員及計劃負責人的資料
  - 舉辦環保活動的經驗
  - 文件證明機構屬非牟利性質



## ➤ First Time Applicant for ECF

- background information of the organization
- information about key members of the organization and the person-in-charge of the project
- experience in organizing environmental activities
- documentary proof of the organization's non-profit making status