Leisure and Cultural Services Department
Application for Subvention Scheme for New Sports
(for applications for 2027-28)

Information of the Sports Organisation

Name of Sports Organisation: (Eng) _____

(Chi) _____

Address: _____

Contact Person (Eng): _____ (Chi): _____

Post Title: _____ Tel No.: _____ Fax No.: _____

Email: _____

Programme Plan (Please provide detailed information for each programme in Annex II)

(for programmes to be held during the period from April 2027 to March 2028)

(Remarks: Only for up to five sports programmes to be held locally)

Priority	Name of Programme	Date & Time	Venue	Estimated Total Expenditure (including Venue Charges) HK$	Income (Enrolment Fee and Grants) HK$	Sponsorship HK$	Subvention Applied HK$
1.	(Eng) (Chi)						
2.	(Eng) (Chi)						
3.	(Eng) (Chi)						
4.	(Eng) (Chi)						
5.	(Eng) (Chi)						
			Total:				

I hereby apply for subvention from the Leisure and Cultural Services Department for the above programme(s) and the budget(s) of the proposed programme(s) is/are specified in Annex II.

Signature: _____

Name (Block Letter): _____

Post Title: _____

Date: _____

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Official Chop of the Sports Organisation

Please note that upon approval of the application by the Leisure and Cultural Services Department (LCSD),

1. the sports organisation is required to take out and keep in force a **public liability insurance policy** during the subvention period. The sports organisation must provide a copy of such an insurance policy to the LCSD, at its own cost, at least **3 weeks in advance of the programme**.
2. future applications of the sports organisation will be affected if the number of programmes organised and/or participants enrolled is unsatisfactory.
3. the sports organisation is required to submit the programme report, together with photos/a short video of no more than 1 minute in MP4 format, which must be produced in the format of a disc / an external storage device (e.g. a USB memory stick) to the LCSD for record after completion of the programme.
4. the programme should be cancelled if the number of enrolment is less than half of the quota 7 days prior to the commencement of the programme.