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|  | **“‘傳承‧傳情’─歷史文化校園計劃”**  **申請表** | | |
| **澳門基金會專用** | | | |
| **收件章**  **(澳門基金會)** | | **參考編號** | **收件日期** |
| **經辦人** | **覆核** |
| **備註** | |

**填寫注意事項：**

1. 申請表由三部份組成：(甲部份)申請學校基本資料；(乙部份)資助申請項目說明；(丙部份)附件及聲明。申請學校須填寫並提交此三部份的資料。
2. 倘申請項目多於一項時，每個項目均須獨立填報項目說明及預算(乙部份的第三項)，並請自行複製該部份的表格填寫。
3. 請以電腦輸入或以正楷填寫本申請表，申請時須提交申請文件正本及可供編輯的電子檔，文件正本每頁均須請學校代表人簽署並蓋校印。
4. 請確保填寫資料準確、齊備，本會於處理申請時可能會要求學校提供更詳盡的資料。
5. 如表格空間不足，可使用本會補充頁填寫。

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| **甲部份：申請學校基本資料** | | | | | | | | | | | | | | | | | | | |
| **一. 申請者資料** | | | | | | | | | | | | | | | | | | | |
| 1.1 | | 申請學校名稱(中文及外文)： | | | | | | | | | | | | | | | | | |
| 1.2 | | 辦學實體(中文及外文)： | | | | | | | | | | | | | | | | | |
| 1.3 | | 申請學校註冊地址： | | | | | | | | | | | | | | | | | |
| 1.4 | | 申請學校通訊地址： | | | | | | | | | | | | | | | | | |
| 1.5 | | 電話： | | | | | | | | 1.6 | | 傳真： | | | | | | | |
| 1.7 | | 電郵(用以接收此計劃相關資訊)： | | | | | | | | | | | | | | | | | |
| 1.8 | | 辦學實體法定代理人姓名： | |  | | | | | | 1.11 | | 項目聯絡人  姓名： | | | | |  | | |
| 1.9 | | 辦學實體法定代理人職位： | |  | | | | | | 1.12 | | 項目聯絡人  職位： | | | | |  | | |
| 1.10 | | 辦學實體法定代理人電話： | |  | | | | | | 1.13 | | 項目聯絡人電話及手機號碼： | | | | |  | | |
| **二. 銀行帳戶資料** | | | | | | | | | | | | | | | | | | | |
| 2.1 | | 銀行名稱： |  | | | | | | | | | | | | | | | | |
| 2.2 | | 帳戶名稱： |  | | | | | | | | | | | | | | | | |
| 2.3 | | 帳戶號碼： |  | | | | | | | | | | | | | | | | |
| **乙部份：資助申請項目說明** | | | | | | | | | | | | | | | | | | | |
| 1. **總體申請項目：( 請按申請項目優先次序排列，申請總項數不可多於4項。)** | | | | | | | | | | | | | | | | | | | |
| **申請項目總數 \_\_\_\_\_\_ 項** | | | | | | | | | | | | | | | | | | | |
| **編號** | **項目名稱** | | | | | **預算支出**  **(澳門幣)** | | | **其他資助金額(澳門幣)** | | | | | | **預算收入**  **(澳門幣)** | | | | **向本會**  **申請資助金額**  **(澳門幣)** |
| 待覆總計 | | 批准總計 | | | |
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| 總計 | | | | | |  | | |  | |  | | | |  | | | |  |
| 1. **總體項目說明 (如空間不足，可使用本會補充頁填寫。)** | | | | | | | | | | | | | | | | | | | |
| 2.1 理念(請用點列形式)： | | | | | | | | | | | | | | | | | | | |
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| 2.2 目標： | | | | | | | | | | | | | | | | | | | |
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| 2.3 特色或創意(請用點列形式)： | | | | | | | | | | | | | | | | | | | |
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| 2.4 預期對學生的效益(成效)： | | | | | | | | | | | | | | | | | | | |
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| 1. **單項項目說明 (如空間不足，可使用本會補充頁填寫。)** | | | | | | | | | | | | | | | | | | | |
| **請注意：如申請項目多於一項，必須複印本部份，逐一項目填報申請，總申請項數不可多於4項。** | | | | | | | | | | | | | | | | | | | |
| **項目編號：\_\_\_\_\_/\_\_\_\_\_\_\_ (編號/總數)(請對應“乙部份：一. 總體項目說明之編號填寫”)** | | | | | | | | | | | | | | | | | | | |
| 1. **項目資料** | | | | | | | | | | | | | | | | | | | |
| 1.1 | | 項目名稱： | | |  | | | | | | | | | | | | | | |
| 1.2 | | 項目主題： | | |  | | | | | | | | | | | | | | |
| 1.3 | | 項目形式： | | |  | | | | | | | | | | | | | | |
| 1.4 | | 預計項目開始日期： | | | (日/月/年/時間) | | | | | | | | | | | | | | |
| 1.5 | | 預計項目完成日期： | | | (日/月/年/時間)共 天 | | | | | | | | | | | | | | |
| 1.6 | | 活動地點： | | |  | | | | | | | | | | | | | | |
| 1.7 | | 參加對象： | | | 人 | | | | | | 1.8 | | 參加人數： | | | | | 人 | |
| 1.9 | | 項目簡述 (可列表說明詳細項目流程及內容；如計劃中包含多個子項目，需於此欄中逐一列明各子項的舉辦日期、對象、參與人數、項目內容及具體執行流程等。) | | | | | | | | | | | | | | | | | |
| 1.9 | | 項目簡述 (承上頁) | | | | | | | | | | | | | | | | | |
| **項目編號：\_\_\_\_\_\_/\_\_\_\_\_\_\_ (編號/總數) (請對應“乙部份：一.總體項目說明之編號填寫”)** | | | | | | | | | | | | | | | | | | | |
| 1. **申請項目預算** | | | | | | | | | | | | | | | | | | | |
| 2.1 | | **其他收入預算明細** | | | | | | 有 (如有，請提供下列資料) | | | | | | | | 沒有 (請跳至2.2) | | | |
| **序** | | **來源** | | | | | | **詳細說明** | | | | | | | | | | | **金額 (澳門幣)** |
| 2.1.1 | |  | | | | | |  | | | | | | | | | | |  |
| 2.1.2 | |  | | | | | |  | | | | | | | | | | |  |
| 2.1.3 | |  | | | | | |  | | | | | | | | | | |  |
| 2.1.4 | |  | | | | | |  | | | | | | | | | | |  |
| **總額：** | | | | | | | | | | | | | | | | | | |  |
| 2.2 | | **支出預算明細** | | | | | | | | | | | | | | | | | |
|  | | **預算基礎：** 按過往開展同類項目的經驗推算； 以報價單為依據； 一般估算；  其他(請說明) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | | | |
| **序** | | **支出項目** | | | | | **詳細說明/計算基礎 (運算公式)** | | | | | | | **金額(澳門幣)** | | | | | **報價單/憑據序號** |
| 2.2.1 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.2 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.3 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.4 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.5 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.6 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.7 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.8 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.9 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.10 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.11 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.12 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.13 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.14 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.15 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.16 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.17 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.18 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.19 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.20 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.21 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.22 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.23 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.24 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.25 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.26 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.27 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.28 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.29 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.30 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.31 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.32 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.33 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.34 | |  | | | | |  | | | | | | |  | | | | |  |
| 2.2.35 | |  | | | | |  | | | | | | |  | | | | |  |
| **總額** | | | | | | | | | | | | | |  | | | | |  |

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| **丙部份：附件及聲明** | | | | |
| 1. **附件** | | | | |
| 本人(等)謹附交以下文件以供審核： | | | 未能遞交之原因 | **基金會專用** |
| 1.1 | 由澳門特別行政區身份證明局發出的辦學實體領導架構證明書 |  |  |  |
| 1.2 | 辦學實體法定代理人之身份證明文件副本 |  |  |  |
| 1.3 | 確認受權人具權限代表辦學實體的授權文件及受權人身份證明文件副本 |  |  |  |
| 1.4 | 學校執照副本 |  |  |  |
| 1.5 | 銀行帳戶存摺首頁或由銀行發出證明文件副本 |  |  |  |
| 1.6 | 申請文件的電子檔案 |  |  |  |
| 1.7 | 其他具參考價值的資料(請註明)： | |  |  |
|  | 報價單(如非A4尺寸，請將之貼於A4紙上) |  |  |  |
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| 1. **個人資料收集聲明** | | | | |
| 本表格內所提供的個人資料會用作澳門基金會“‘傳承‧傳情’──歷史文化校園計劃”審批及跟進用途；根據法律規定或當事人同意而予以通告資料的實體為資料的接受者。當事人有權根據《個人資料保護法》第11條的規定，以書面方式向本會要求查閱、更正或更新其個人資料。 | | | | |
| 1. **聲明** | | | | |
| |  | | --- | | **本人(等)聲明：** | | 1. 遵守“‘傳承‧傳情’──歷史文化校園計劃”的章程及有關規定。 2. 所提交資料真確無訛，並承諾在接受澳門基金會之資助後，遵守本章程所列“受資助者的義務”之內容。 3. 閱悉本表格二澳門基金會個人資料收集聲明。 | | * **如需授權代表跟進本計劃後續事宜，請勾選及填妥以下資料，連同受權人身份證文件副本一併提交。**   授權\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(受權人姓名)，持有由\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(發出身份證明文件的機構)發出的\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(所持身份證明文件類別)，編號\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_，代表本辦學實體處理及跟進本校申請“‘傳承‧傳情’──歷史文化校園計劃”的後續事項，包括但不限於確認資助項目審批結果、受資助項目的開展，以及提交受資助項目變更申請及總結報告等。 | | |  |  |  |  |  | | --- | --- | --- | --- | --- | |  |  |  | /　　　　　/ |  | |  | **辦學實體法定代理人簽名及蓋校印** |  | **日期** |   請將填妥後的表格，連同其他文件送交澳門基金會特別計劃處。如有任何查詢，歡迎與吳小姐（8795 0996）或潘先生(8795 0997)聯絡，傳真：8795 0908。地址：澳門新馬路61-75號永光廣場七樓。電子郵箱：dpe\_info@fm.org.mo。  澳門基金會保留對上述內容的更正及解釋權利。*此表可複印使用（2022年3月起生效）* | | | | | |