

**社區投資共享基金 - 計劃收入及支出報告**  
**Community Investment and Inclusion Fund - Project Income and Expenditure Report**

受資助機構名稱 Name of Grantee: \_\_\_\_\_

計劃名稱 Project Name: \_\_\_\_\_ 計劃編號 Project No.: \_\_\_\_\_

報告涵蓋時期 Report Covering Period: \_\_\_\_\_ 至 \_\_\_\_\_  
 to \_\_\_\_\_

	<b>金額Amount</b> (港幣)(HK\$)
<b>收入Income</b>	
基金發放款項Grant from Community Investment and Inclusion Fund	a
收取的費用 Fee Income	b
內部提供的資源 Resource from Grantee	c
捐款及贊助Donation and Sponsorship	d
銀行利息收入Bank Interest Income	e
其他收入 Other Income	f
<b>總收入Total Income</b>	<b>A</b>
<b>開支Expenditure</b>	
家具及設備開支Furniture and Equipment	g
其他非經常開支 Other Non-recurrent Expenditure	h
運作開支Utilities	i
租金 Rental Expense	j
活動場地及設備租用開支Hire of Facilities and Venue	k
活動開支 Programme Expense	l
宣傳及推廣開支Promotion Expense	m
員工薪酬(包括強積金)Staffing Expense (including MPF)	n
義工津貼Volunteers' Subsidies	o
保險開支 Insurance	p
研究及評估費用Research and Evaluation	q
其他及經常性開支 Others & Recurrent Expenditure	r
<b>總開支Total Expenditure</b>	<b>B</b>
盈餘/(虧損)Surplus/(Deficit)	A - B
<b>加: 承上期盈餘/(虧損)Add: Surplus/(Deficit) brought forward</b>	C
累積盈餘/(虧損)結轉下期Cumulative Surplus/(Deficit) carry forward	D

**受資助機構聲明 Declaration by Grantee:**

本人謹代表計劃受資助機構，證明上述所有資料正確無訛及符合《社區投資共享基金協議》的規定。

I hereby certify on behalf of the Grantee that all the above information is true and correct and is in accordance with the requirements in the "Conditions of Grant for the Community Investment and Inclusion Fund".

計劃統籌人姓名: \_\_\_\_\_ 職位: \_\_\_\_\_  
 Name of Project Coordinator: \_\_\_\_\_ Position: \_\_\_\_\_

計劃統籌人簽署: \_\_\_\_\_ 日期: \_\_\_\_\_  
 Signature of Project Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_

受資助機構蓋章 Chop of Grantee: \_\_\_\_\_