

「第七屆音樂藝術人才培育計劃」申請表格
The 7th Round of Music Artistic Internship Scheme Application Form

填寫表格須知 Guidance Notes

- 填寫申請表前，必須先細閱「第七屆音樂藝術人才培育計劃」的邀請計劃書，以助閣下/貴機構了解此計劃的詳情。如有疑問，請致電2827 8786向本局查詢。
Please read the Invitation for Proposals of 'The 7th Round of Music Artistic Internship Scheme' carefully before you fill in this application form. This will help you/your organisation present your application more effectively to the Hong Kong Arts Development Council (HKADC). For enquiries, please contact the HKADC at 2827 8786.
- 申請者如親身遞交申請，須把填妥的申請表格和所需文件及資料於截止日期**2019年10月4日（星期五）當日下午6時正**前投進設於藝發局辦事處（香港鰂魚涌英皇道1063號10樓）的申請收集箱內，信封面須註明「第七屆音樂藝術人才培育計劃」。郵寄申請以郵戳為憑，請留意本局不會處理郵費不足的申請及其他資料以及支付有關費用。速遞申請則以所屬速遞公司單據上所載的寄件日期為憑。
Applicants should deposit the completed application form, together with all supporting documents, marked with 'The 7th Round of Music Artistic Internship Scheme' on the envelope, into the application collection box at the HKADC (10/F, 1063 King's Road, Quarry Bay, Hong Kong) by **6:00pm on 4 October 2019 (Friday)**. Submission by post is accepted if it is postmarked no later than the deadline. Please note the HKADC will not process the application and its related documents with insufficient postage and pay for the relevant postage. Submission by courier is also accepted if the ship date shown on the bill issued by the courier service provider is on or before the deadline.
- 逾時或以電郵、傳真、光碟或任何其他電子模式遞交的申請，以及未能符合上述邀請計劃書列明要求的申請將不獲處理。
Late applications or applications by fax, e-mail or other digital form, or applications which do not fully meet and comply with the conditions of the aforementioned Invitation of Proposals, shall not be accepted or processed by the HKADC.

I 申請者資料 Applicant Information

1 中文名稱 Chinese Name		
2 英文名稱 English Name		
3 住址/團址（中英文地址均須填寫） Residential/Official Address (in both Chinese and English)		
4 聯絡地址（中英文地址均須填寫）（如與上述不同） Correspondence Address (in both Chinese and English) (if different from above)		
本局專用 (For Office Use Only)		
收表日期 Date Received	所屬界別 Artform 音樂 Music	初核人員 Processing Officer
申請者編號 Applicant Number	檔案編號 Project Number	覆核人員 Supervising Officer

5 個人申請者 Individual Applicant		
香港身份證號碼 (英文字母及頭四位數字) HKID Card No. (alphabet and first 4 digits)	電話/手提 Telephone/Mobile Phone	電郵地址 Email Address
任職機構 (如適用) Serving Organisation (if applicable)	職銜 Post & Title	
團體申請者 Organisation Applicant		
6 團體最高負責人 Head of Organisation		
中文姓名 Chinese Name (小姐/女士/先生/其他名銜*)	英文姓名 English Name (Miss/Ms/Mr/Other Title*)	電話/手提 Telephone/Mobile Phone
香港身份證號碼 (英文字母及頭四位數字) HKID Card No. (alphabet and first 4 digits)	職銜 Post & Title	電郵地址 Email Address
7 計劃負責人 Project-in-charge		
中文姓名 Chinese Name (小姐/女士/先生/其他名銜*)	英文姓名 English Name (Miss/Ms/Mr/Other Title*)	電話/手提 Telephone/Mobile Phone
香港身份證號碼 (英文字母及頭四位數字) HKID Card No. (alphabet and first 4 digits)	職銜 Post & Title	電郵地址 Email Address

*請刪去不適用者。

*Please delete whichever does not apply.

II 現有團隊架構 (個人申請者無須填寫此部份)

Existing Structure of Organisation (NOT required for individual applicant)

請列出貴機構的常規指揮及樂手名單，如有需要可另紙續寫。

8 Please list the current resident conductor(s) and musician(s) employed by your organisation. Please continue on another sheet if necessary.

	指揮/樂手姓名 Name of Conductor/ Musician	職位/類別# (例子: 首席/小提琴) Position/Genre# (e.g. concert-master/violin)	聘用形式 Mode of Employment (請於合適的空格內填上別號) (Please check the box that applies)	
			全職 Full-time	兼職/項目形式 Part-time/ Project-based
i				
ii				
iii				
iv				



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	指揮/樂手姓名 Name of Conductor/ Musician	職位/類別# (例子: 首席/小提琴) Position/Genre# (e.g. concert-master/violin)	聘用形式 Mode of Employment (請於合適的空格內填上別號) (Please check the box that applies)	
			全職 Full-time	兼職/項目形式 Part-time/ Project-based
v				
vi				
vii				
viii				
ix				
x				
xi				
xii				
xiii				
xiv				

請列明各樂手的表演類別 Please indicate the performing genre of each musician:
 西樂 — 弦樂、管樂、敲擊 (包括鋼琴)、聲樂、指揮
 Western Music: String, Wind, Percussion (including Piano), Vocal, Conducting
 ii. 中樂 — 拉弦、吹管、彈撥、敲擊、聲樂、指揮
 Chinese Music: Bowed-stringed, Woodwind, Plucked, Percussion, Vocal, Conducting

III 過往演出資料

Previous Performance Record

請提供貴閣下/機構過往一年所有公開演出資料，如有需要可另紙續寫。

9 Please provide the information of all public performances of you/your organisation in the **previous year**. Please continue on another sheet if necessary.

	演出日期 Performance Date	演出名稱 Performance Title	地點 Venue	演出人數 No. of Performers	演出曲目 Programme List
i					
ii					



續上頁(cont'd)

	演出日期 Performance Date	演出名稱 Performance Title	地點 Venue	演出人數 No. of Performers	演出曲目 Programme List
iii					
iv					
v					
vi					
vii					
viii					

10 請提供閣下/貴機構過往一至兩項公開演出的錄音/像紀錄。
Please provide the video record(s) of **one to two** previous public performance(s) of you/your organisation.

錄音/像網址 Web link(s) of the video record(s):

i _____

ii _____

或 OR

已夾附 CD/DVD 光碟 (一式七份)

Attached with a set of seven copies of the video record(s) on CD/DVD.



IV 計劃詳情 Project Details

11 請提供以下計劃詳情 Please provide the project details as below:

a 實習計劃的具體目標、培訓內容、形式，以及計劃實施時間表
Goals, training content, format and implementation schedule of the project

b 招聘方法及程序 Interns recruitment method and process
(如貴單位為「第六屆音樂藝術人才培育計劃」的獲資助者，並希望繼續聘用上述計劃所資助聘用之實習生，則不用提供此項資料) (You may skip this if your unit has been granted under 'The 6th Round of Music Artistic Internship Scheme' and intends to provide continued employment to the existing intern(s) supported by the aforementioned Scheme)



12 請列出計劃聘請的實習生職位及其將會參與的公開演出項目及內容簡介/曲目（如有）。
Please list the position of the intern(s) planned to hire, the performances that the intern(s) will take part in together with the performances' content or programme list (if available).

	實習生職位 Intern Position (例: 實習小提琴手/實習女高音) (e.g. violinist/soprano)	預計演出項目 Performances to be Participated by Intern(s) (須為每位實習生提供不少於3個公開演出項目) <u>(no less than 3 public performances should be offered to each intern)</u>	內容簡介/曲目（如有） Content/Programme List (if available)
i			
ii			

13 請提供將負責指導實習生音樂造藝/技巧的前輩人員之簡歷。
Please provide a short profile of the mentor(s) to be assigned to the intern(s) under whom the intern(s) will learn musicianship and techniques.

	姓名 Name of Mentor	職位 Position	簡歷 Short Profile
i			
ii			



V 申請資助額 Amount Sought

14	聘用音樂表演實習生之預計開支 Estimated Expenditure for Employing Musician Intern(s)				
(A)	<input type="checkbox"/> ^聘用方式 — 全職 Full-time Employment				
預計聘用期 (12個月) Estimated Employment Period (12 months): _____月(M)_____年(Y) 至 to _____月(M)_____年(Y)					
	a	b	c	d	e
	每月酬金 Monthly Allowance (最高為港幣16,500元) (HK\$16,500 maximum)	每月強積金供款 - 僱主部份 Monthly MPF Employer Contribution (每月酬金資助的5%) (5% of monthly allowance grant)	全年勞工保險 Annual Labour Insurance Premium	實習生人數 No. of Interns (全職實習生人數最多1名) (1 full-time intern maximum)	申請資助額 (港幣) Amount Sought (HK\$) = [(a + b) x 12] + c
i				1	

或
OR

(B)	<input type="checkbox"/> ^聘用方式 — 項目方式 Project-based Employment 如以項目方式聘用，請列明原因： Please state the reason(s) below if project-based employment is intended to be offered: _____ _____				
預計聘用期 (12個月) Estimated Employment Period (12 months): _____月(M)_____年(Y) 至 to _____月(M)_____年(Y)					
	f	g	h	i	j
	實習職位 Intern Position (例: 實習小提琴手/ 實習女高音) (e.g. violinist/soprano)	參與每項演出的酬金 (包括排練) [港幣\$4000-\$10,000] Allowance Per Project (including rehearsal) [HK\$4,000-\$10,000]	項目數量 Number of Projects (須不少於3個演出項目) (no less than 3 performances)	實習生人數 No. of Interns (以項目形式聘請的實習生人數最多2名) (2 project-based interns maximum)	開支小計 (港幣) Sub Total Expenditure (HK\$) = g x h x i
i					
ii					
申請資助額 Amount Sought = j(i) + j(ii)					港幣 HK\$

[^] 每個申請單位只可選擇以全職或項目方式聘用其音樂表演實習生，不可同時使用上述兩種聘用方式。請於合適的空格內填上別號。
 Each applicant can only choose to hire the musician intern(s) with either full-time or project-based employment. Both full-time and project-based employments are not allowed to be applied at the same time. Please check the appropriate box above.



<input type="checkbox"/>	<p>本單位為「第六屆音樂藝術人才培育計劃」的獲資助者，並希望繼續聘用上述計劃所資助聘用之實習生。</p> <p>Our unit has been granted under ‘The 6th Round of Music Artistic Internship Scheme’ and intends to provide continued employment to the existing intern(s) supported by the aforementioned Scheme.</p> <p>請註明實習生姓名： Please provide the name of the intern(s) :</p> <p>實習生確認簽署 Signature of intern(s) to confirm</p> <p>_____</p> <p>_____</p>
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VI 聲明及保證 Declaration and Guarantee

a	<p>本人已取得、細閱及明白「第七屆音樂藝術人才培育計劃」邀請計劃書，並確認申請者完全明白及將會遵行邀請計劃書。</p> <p>I have obtained, read and understood the Invitation for Proposals of ‘The 7th Round of Music Artistic Internship Scheme’ and confirms that the applicant fully understands and will comply with it.</p>				
b	<p>本人聲明及保證，此申請表格所載的所有資料均已充分全面，並於所述日期提供時屬於正確無誤，如未得藝發局事前書面批准，不得作出修訂。</p> <p>I declare and warrant that all information given in this application is fully comprehensive and is correct at the stated date when given and will not be amended without the prior written approval of the HKADC.</p>				
c	<p>本人特此列出將會參與此項申請的所有現任藝發局委員、藝術顧問、審批員及職員（如有）：</p> <p>I hereby list out all current HKADC members, arts advisers, examiners and staff who will be involved in this application (if any).</p> <p>_____</p>				
<p>機構印章（不適用於個人申請者，申請機構如沒有印章，請聲明） Official Chop of Organisation (NOT required for individual applicant. For organisation applicant, if there is no official chop, please indicate)</p>	<p>申請者/團體最高負責人簽署 Signature of Applicant/ Head of Organisation (凡屬社團註冊的申請團體，其最高負責人必須以個人名義簽署申請表格及資助合約，以確保履行計劃的責任) (For registered societies, the head of organisation must sign the application form and the grant agreement on a personal capacity to assume full responsibilities of the project)</p>				
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="padding: 5px;">姓名 Name</td> </tr> <tr> <td style="width: 60%; padding: 5px;">職銜 Post & Title</td> <td style="padding: 5px;">日期 Date</td> </tr> </table>	姓名 Name		職銜 Post & Title	日期 Date
姓名 Name					
職銜 Post & Title	日期 Date				



提示 Reminder

a	<p>在提交這份申請表時，本局提醒閣下/貴機構夾附以下參考資料： Please be reminded to submit the following supporting documents with this application:</p> <p><input type="checkbox"/> (適用於團體申請者) 貴機構的有效註冊證明、組織/公司章程或法團條例及主要成員或董事名單，及商業登記證/慈善團體證明(如適用) (For organisation applicant only) A copy each of a valid official registration document, the articles of association or incorporation/an incorporation ordinance, a list of key members/board members and business registration certificate/proof of registered charity status (if applicable)</p> <p><input type="checkbox"/> 閣下/貴機構過往一至兩項公開演出的錄音/像 CD/DVD (一式七份，或請提交有關網站連結) Video records of one to two previous public performances on CD/DVD (a set of seven copies, or you may provide us with a web link of the performances video records)</p>
b	<p>請以密封信件形式遞交申請，信封面註明「第七屆音樂藝術人才培育計劃」。 Please submit the application under confidential cover and mark 'The 7th Round of Music Artistic Internship Scheme' on the envelope.</p>

