

Li Po Chun Charitable Trust Fund
Training and Conference Grants 2025-26 (“the Grant”)
Particulars Form

Official use only
Application No.
LPC-TG-2526-

Name of organisation:	
Correspondence address:	
Name and post of subject officer:	
Telephone number:	
Email address:	
Fax number:	
Name of training programme:	
Amount of grant applied (HK\$):	

#All fields MUST be completed

Declaration

1. We / We and the co-organiser consent to the disclosure of any information contained in this form to other Government bureaux and departments for the purpose of processing this application. We agree that if any information provided with our application is insufficient or does not conform to the specified requirements, our application will not be considered without prior notice by the Li Po Chun Charitable Trust Fund Committee (“the Committee”) and all documents submitted will not be returned.
2. We / We and the co-organiser have read and understood the contents of the “Guidance Notes” of the Grant and “Notes about Personal Data”. We hereby agree to observe the provisions contained in the relevant document(s) and any other additional terms and conditions as may be prescribed by the Committee in writing from time to time should the application for the Grant be successful.

Organisation Chop : _____

Authorised Signature : _____

Name and Post of the Authorised Signer : _____

Date : _____

Li Po Chun Charitable Trust Fund
Training and Conference Grants 2025-26
Notes about Personal Data

Purpose of Personal Data Collection

The personal data collected in the application will be used by the Secretariat of the Li Po Chun Charitable Trust Fund (“the Secretariat”) for the following purposes:

- (a) activities relating to the assessment of the Li Po Chun Charitable Trust Fund Training and Conference Grants ; and
- (b) communication between the Secretariat and the applicant organisations.

The provision of personal data is entirely voluntary. However, if information provided is found insufficient, the Secretariat may not be able to process your applications.

Classes of Transferees

2. The personal data provided in the application may be disclosed or transferred to subject officers of other Government bureaux and departments for the purposes mentioned in paragraph 1 above. Please indicate the sensitive personal data in the application that you do not like to be disclosed or transferred to the Government bureaux and departments.

Access to Personal Data

3. Pursuant to sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance (Cap. 486), the data subject has the right to request to access to and correction of personal data held by the Secretariat. Right of access of the data subject includes the right to obtain a copy of the personal data collected in the application.

Enquiries

4. Enquiries concerning the personal data collected in the form, including the access and corrections, should be addressed to:

Secretariat of the Li Po Chun Charitable Trust Fund Committee
34/F, Wu Chung House
213 Queen’s Road East
Wan Chai, Hong Kong
Assistant Manager (Trust Funds) 1