



藝術家駐留計劃

Artist-in-Residence Programme

計劃書預算的項目範例 SAMPLE BREAKDOWN OF THE PROPOSAL BUDGET

項目 Item	港元 HK\$
1. 藝術家酬金（上限為HK\$30,000） Artist Fee (Capped at HK\$30,000)	
2. 展品及展覽製作費（請列舉細項） Exhibit and Exhibition Production Fee (Please provide breakdowns) a) 展品及展場製作 Exhibit Production and Gallery Fabrication b) 註冊結構工程師之結構評估（如有需要） Structural Assessment Conducted by a Registered Structural Engineer (If necessary) c) 平面設計及展覽設計 Graphic and Exhibition Design d) 文字編輯、校對及翻譯 Editing, Proofreading and Translation e) 攝影及錄像製作 Photograph and Video Production f) 印刷（如展板、展品簡介等） Printing (eg. exhibition panels and artwork caption labels)	
3. 運送及存倉費（請列舉細項） Delivery and Storage Fee (Please provide breakdowns)	
4. 包裝、安裝及拆卸費（請列舉細項） Packing, Installation and Dismantling Fee (Please provide breakdowns)	
5. 籌劃公眾活動支出 Cost of Organising Public Programme(s)	
6. 保險費（包括展品、工作人員及公眾責任保險） Insurance Fee (Including insurance for exhibits, working staff and public liability)	
7. 展品及展覽維護費 Exhibits and Exhibition Maintenance	
8. 雜項支出（請列舉細項） Miscellaneous Fee (Please provide breakdowns)	
9. 核數報告費（上限為HK\$8,000） Auditor's Report Fee (Capped at HK\$8,000)	
總計 Total	