

Education Bureau Circular Memorandum No. 70/2026

From : Secretary for Education To : Supervisors and Heads of
Kindergartens, Kindergarten-cum-
Ref. : EDB 1261-2005-8055-9095- Child Care Centres, and Private
00069-0002-P001 Primary and Secondary Schools
 offering a formal curriculum
Date : 22 June 2026 (including Private Independent
 Schools, International Schools and
 English Schools Foundation Schools)

Application for Home-School Co-operation Grants in the 2026/27 School Year

Summary

This circular memorandum informs all kindergartens (KGs), kindergarten-cum-child care centres (KG-cum-CCCs), and private primary and secondary schools offering a formal curriculum (including private independent schools, international schools and English Schools Foundation schools; hereinafter collectively referred to as “private schools”) that, starting from the 2026/27 school year, the three types of subsidies under the “Home-School Co-operation Grants” will be revamped into the “Grant for Setting Up Parent-Teacher Associations” and the “Consolidated Home-School Co-operation Activities Grant”. The aforementioned schools are hereby invited to submit relevant applications.

Background

2. Parents play a vital role in their children’s development and learning. In promoting home-school co-operation and parent education, the Education Bureau (EDB)’s major strategy is to forge home-school partnerships through the platforms of KGs, primary and secondary schools to facilitate students’ joyful learning and healthy development. The provision of the “Home-School Co-operation Grants” by EDB is to encourage schools to set up Parent-Teacher Associations (PTAs) and organise home-school co-operation activities and/ or parent education programmes or activities.

Details

3. To enhance the flexibility, effectiveness and synergy of resource utilisation in KGs, KG-cum-CCCs and private schools, as well as to streamline school administrative work, starting from the 2026/27 school year, EDB will revamp the subsidies under the “Home-School Co-operation Grants”, namely: “Type 1: Subsidy for PTAs”, “Type 2: Subsidy for Home-School Co-operation Activities”, and “Type 3: Subsidy for Joint Home-School Co-operation Project”, into the “Grant for Setting Up PTAs” and the “Consolidated Home-School Co-operation Activities Grant” (hereinafter collectively referred to as “the Grants”).

4. For the 2026/27 school year, KGs, KG-cum-CCCs and private schools can apply for the following grants:

- **Grant for Setting Up PTAs**

This grant is targeted at schools planning to set up PTAs in the 2026/27 school year. The grant amounts for different types of schools are set out below:

Type of school	Grant amount
Private schools	\$5,000
KGs/ KG-cum-CCCs	\$10,000

- **Consolidated Home-School Co-operation Activities Grant**

Schools and their PTAs can flexibly deploy the Consolidated Home-School Co-operation Activities Grant to organise home-school co-operation and/ or parent education programmes or activities, and to subsidise the recurrent expenditure of their PTAs. The grant amounts for different types of schools are set out below:

Type of school	Grant amount
Private schools with PTAs set up on or before 31 August 2026	\$26,000
KGs/ KG-cum-CCCs with PTAs set up on or before 31 August 2026	\$32,000
KGs/ KG-cum-CCCs and private schools without PTAs	\$20,000

Eligibility and Application Deadlines

5. All KGs, KG-cum-CCCs and private schools are eligible to apply. The application deadlines for various types of schools are set out below:

Type of grant	Type of school	Application deadline
Grant for Setting Up PTAs	➤ Schools planning to set up PTAs in the 2026/27 school year	Applications are accepted throughout the school year
Consolidated Home-School Co-operation Activities Grant	➤ Schools with PTAs newly set up in the 2026/27 school year ¹	Applications are accepted throughout the school year
	➤ Schools with PTAs set up on or before 31 August 2026	18 September 2026
	➤ Schools without PTAs	

¹ The grant amount is \$20,000 and can only be used to organise home-school co-operation and/or parent education programmes or activities.

Application Method

6. The abovementioned schools may log into the “Home-School Co-operation Grants e-Application System” (e-Application System) (https://hscg.chsc.hk/e_application/en) to submit the e-application form on or before the application deadline (if applicable). **Late applications will not be considered.** The password for the e-Application System will be sent in late June 2026 to schools that applied for the Home-School Co-operation Grants in the 2025/26 school year. Schools that have not applied before may contact the Home-School Co-operation and Parent Education Section of EDB at 3698 4376 to create an e-Application System account.



7. If schools that received the Home-School Co-operation Grants in the 2025/26 school year fail to return the 2025/26 “Home-School Co-operation Activities Evaluation Form” (with Activity Evaluation Data and Analysis Document enclosed) **on or before 31 August 2026**, their applications for the 2026/27 school year will not be considered.

Vetting Criteria

8. Applications for the Consolidated Home-School Co-operation Activities Grant will be vetted and approved by the Committee on Home-School Co-operation (CHSC) according to the following criteria:

- the total amount of government funding allocated to CHSC;
- the number of applications received;
- the nature of the proposed activity;
- the estimated number of participants in the proposed activity; and
- whether, for each proposed activity, the applicant school excludes any estimated expenditure on refreshments and/ or entertainment; or undertakes to allocate no more than 10% of the approved Subsidies for refreshments and/ or entertainment.

Points to Note

9. When applying for the Consolidated Home-School Co-operation Activities Grant, information of **at least two** proposed home-school co-operation and/ or parent education programmes or activities must be submitted for vetting. CHSC will give priorities to schools with PTAs in vetting applications.

10. If schools need to make changes to the approved home-school co-operation activities, they must submit an application via the e-Application System at least three weeks prior to organising of the new activity to take place. Such changes will only take effect after approval is granted. The relevant activity will not be subsidised and EDB reserves the right to withdraw the grant if any changes are made without prior approval.

Principles for the Use of the Grants

11. Schools planning to set up PTAs in the 2026/27 school year may use the Grant for Setting Up PTAs for subsidising the recurrent expenditure of their PTAs, including purchasing furniture for their PTAs, publishing newsletters, acquiring stationery and other commodities, etc. All fixed assets must be listed in detail in the PTAs' "Inventory Stores Ledgers" for the schools' records.

12. Schools and their PTAs should use the Consolidated Home-School Co-operation Activities Grant to organise **at least two** home-school co-operation and/ or parent education programmes or activities in the 2026/27 school year. Such activities can be **organised by an individual school/ PTA or jointly by different schools/ PTAs**. Activities should aim at deepening home-school co-operation and enhancing parent education, such as:

- promoting the establishment and development of PTAs (e.g. understanding the effective planning and evaluation of activities, and sharing of good practices and experience in planning and organising activities);
- promoting the co-operation and communication between parents and schools (e.g. understanding the roles of PTAs in school affairs, and acquiring the skills for effective communication with school personnel);
- training parents to support the learning activities organised by schools (e.g. collaborating with schools in promoting values education, e-learning, life planning, national education, national security education, digital education, information/ artificial intelligence literacy, and vocational and professional education); and
- enhancing parenting skills, assisting parents to support their children in cultivating proper values and attitudes, fostering their joyful learning and healthy development (e.g. designing a wide variety of parent education programmes or activities to cater for the needs of different parents, promoting mental health of students and parents, and designing parent activities to share positive parenting).

13. Schools and their PTAs can use the Consolidated Home-School Co-operation Activities Grant to subsidise the recurrent expenditure² of their PTAs, but should not use the Consolidated Home-School Co-operation Activities Grant to purchase luxurious or expensive gifts or prizes. Cash (including gift vouchers) should not be given as gifts nor prizes.

14. Schools and their PTAs may deploy the Grants to pay the expenses on refreshment and/ or entertainment for the activities, but the relevant expenses should not exceed 10% of the disbursed amount of the Grants.

² PTAs may use the Consolidated Home-School Co-operation Activities Grant for purchasing furniture, publishing newsletters, acquiring stationery and other commodities, etc. All fixed assets must be listed in detail in the PTAs' "Inventory Stores Ledgers" for the schools' records.

15. Schools and their PTAs should adhere to the Points to Note in the Purchase of Goods/ Services in EDB Circular No. 3/2022 “Acceptance of Advantages and Donations by Schools and their Staff” and follow the procurement procedures listed therein in procuring services. KGs and KG-cum-CCCs joining the Kindergarten Education Scheme (KGES) are required to follow the procedures and guidelines promulgated in “Guidelines on Procurement Procedures in Kindergartens (December 2025)”, while private schools should follow the procedures and guidelines on “Code of Practice for Private Schools”.

16. In deploying the Grants, taking into consideration the actual situation of the schools or the benefit of cost-effectiveness, schools and their PTAs may collaborate with other schools and their PTAs (such as forming clusters with other schools and their PTAs under the same school sponsoring bodies or in the vicinity) to jointly organise home-school co-operation and/ or parent education programmes or activities. One of the schools in the cluster should be responsible for carrying out the procurement exercise and the co-operation details should be agreed among all schools and their PTAs concerned. Apportionment of expenditure can be based on the proportion of planned number of participating parents of individual schools and their PTAs. Each school and its PTA should pay to the service provider/ speaker/ expert directly in accordance with the apportionment ratio of expenditure specified in the agreement. Transfer of funding from one school and its PTA to another for payment is not allowed.

17. Schools should ensure that all expenditures comply with the principles for the use of the Grants, exercise prudence in financial management, avoid extravagance, and focus on cost-effectiveness to maximize benefits for parents. Schools should not spend the Grants on a single project/ domain or on a small group of participants.

Disbursement Arrangements of the Grants

18. Disbursement arrangements of the Grants for different types of schools are as follows:

- For KGs and KG-cum-CCCs receiving subsidies from EDB, the Grants will be paid to EDB Grant Payment Account.
- For schools without EDB Grant Payment Account, the Grants will be disbursed by cheques which will be sent to schools by mail. The payee’s name will be the school name registered with EDB.

Financial and Accounting Arrangements

19. To ensure proper and cost-effective use of the Grants, the school and the PTA should work together to reach a consensus with all stakeholders on the scope and use of the Grants and related rules. It is mandatory to adhere to proper accounting and financial guidelines. The participation of stakeholders in the accounting and auditing procedures will enhance transparency and accountability.

20. The PTA should inform the school of its plan for using the Grants and the related financial arrangements, and seek advice from the school to ensure the effective use of the Grants. The PTA should also report regularly to the school on its financial position and prepare an annual financial statement for reporting in the annual general meeting of the PTA for information of all stakeholders.

21. All schools should maintain a separate ledger account for these two Grants to record all the income and expenditure chargeable to the Grants. Schools are not allowed to transfer the funds and/ or the unspent amount of these two Grants to other ledger accounts. In the event of a deficit, schools can deploy schools' own funds to cover the deficit.

22. All schools should be responsible for monitoring the activities subsidised by the Grants. All activity reports, evaluation forms, financial records (including books of accounts, original copy of receipts, payment vouchers/ invoices and other relevant documents) must be kept for at least 7 years by schools for accounting and auditing purposes. KGs and KG-cum-CCCs joining the KGES should adhere to EDB's requirements on submission of annual audited accounts set out in the relevant CMs/ letters as well as their appendices in preparing ledger accounts and annual accounts, and submit the annual audited accounts to EDB in accordance with the existing requirements. Otherwise, EDB may request the school to refund the full amount of the Grants disbursed to the Government.

23. Regarding **the unspent amount of the Home-School Co-operation Grants for the 2025/26 school year**, PTAs can retain the unspent amount of Type 1 grant until the grant is fully utilised, while the unspent amount of Type 2 and Type 3 grants should be returned to the Government. Schools must submit the e-evaluation form and return the unspent amount of each activity under Type 2 and Type 3 grants to the Home-School Co-operation and Parent Education Section of EDB [Address: Room W215, 2/F, West Block, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon] by crossed cheque payable to the "HKSAR Government" **on or before 31 August 2026**.

24. As for **the unspent amount of the Grants for the 2026/27 school year**, PTAs can retain the unspent amount of Grant for Setting Up PTAs until it is fully utilised, while the unspent amount of the Consolidated Home-School Co-operation Activities Grant is subject to claw back to the Government. Schools must submit the e-evaluation form and return the unspent amount of the Consolidated Home-School Co-operation Activities Grant to the Home-School Co-operation and Parent Education Section of EDB by crossed cheque payable to the "HKSAR Government" **on or before 31 August 2027**.

Keeping and Transfer of the Grants

25. PTAs of schools should maintain separate bank accounts, so that upon receipt of the Grants, schools can transfer the Grants from the school account to the bank account of the PTA for deployment. Schools should closely monitor and keep records of all incomes and expenditures, including disbursement of the Grants and activities expenditure of the PTAs for inspection upon request.

26. Schools planning to set up PTAs in the 2026/27 school year are responsible for keeping the Grants until their PTA has been set up, and should thereafter transfer the whole amount of the Grants from the school account to the bank account of the newly established PTA.

27. As for schools without PTAs or schools with PTAs which do not have an independent bank account, they are responsible for the administration of the Grants.

28. For more information about the operation arrangements of PTAs, please refer to the “PTA Handbook” on CHSC website (<https://www.chsc.hk/handbook/eng>).



Evaluation and Accountability

29. Schools and their PTAs are required to observe the relevant guidelines issued by EDB when using the Grants and be accountable for its use. Schools should evaluate the use and review the effectiveness of the Grants on a regular basis and submit the details of the subsidised items or activities, relevant expenses and the evaluations to their School Management Committee/ school sponsoring bodies for endorsement.

30. Schools must evaluate the effectiveness of the activity or share the outcome with parents, and submit the “e-Home-School Co-operation Activities Evaluation Form” after the activity. Schools should log in the e-Application System (https://hscg.chsc.hk/e_application/en) to submit the e-evaluation form **on or before 31 August 2027**. In the event that a school fails to submit the evaluation form by the aforementioned deadline, EDB may request the school to refund the full amount of the Grants disbursed to the Government.



Briefing Session

31. An online briefing session on the Grants and the relevant arrangements will be organised on 7 July 2026 (Tuesday). Interested school heads, teachers and parents may enroll the briefing session through CHSC website (<https://www.chsc.hk/eng>).



Enquiries

32. For enquiries, please contact the Home-School Co-operation and Parent Education Section of EDB at 3698 4376.

Ms Vickie LI
for Secretary for Education

c.c. Heads of Sections – for information