

Special Home-School Co-operation Grant Evaluation Report

Name of School : _____

Please put a ✓ in the appropriate box

Activity Objectives:

Mode of Activity :

- | | |
|---|--|
| <input type="checkbox"/> Parent Seminar | <input type="checkbox"/> Exhibition |
| <input type="checkbox"/> Parent/ Child Activity | <input type="checkbox"/> Activity Day |
| <input type="checkbox"/> Publication | <input type="checkbox"/> Others (please specify) : _____ |

Activity Information

Method of Evaluation: Questionnaire Interview
 Group Discussion Others (please specify): _____

Result of Evaluation: Excellent Satisfactory Fair Others (please specify): _____

Experience sharing (if applicable):

- Our school is delighted to share our experience because the above activity
- is innovative has long-term goal is a good reference
- Other reasons (please specify) : _____

For details, please contact Mr / Ms _____ at _____.

Overall Report

The overall spending situation of the Special Grant (Choose **one** item only.) :

- Our school / PTA has spent the entire amount of the Special Grant.
- Our school / PTA enclosed a crossed cheque payable to the “HKSAR Government” for returning the unspent amount of the Special Grant (HK\$ _____) (Note 1)
- Our school / PTA has reflected the unspent amount of the Special Grant (HK\$ _____), income and expenditure in our school’s annual audited accounts and kept all invoices, receipts and related documents for the inspection and claw back arrangements by the Audit Section of the Education Bureau in due course. (Note 2)

Note 1 : Applicable to government school, DSS school and caput school.

Note 2 : Applicable to aided school and special school.

I confirm all the information provided above is factually correct.

Name of School Head: _____

Signature of School Head: _____

Date: _____

School Chop