

## Report on Use of Citizenship and Social Development Grant (22-23)

1. Our school has spent the Citizenship and Social Development Grant (the CS Grant) for the following use:

	Area	Actual Expenses (\$)
i	Development or procuring relevant learning and teaching resources - 公民與社會發展網上資源及教材	3,000.00
ii	Subsidizing students and/or teachers to take part in Mainland interflow activities or study tours in relation to the CS Curriculum - 公民科珠海航空科技探索之旅老師(3位)船票及保險	452.00
iii	Organising school-based learning activities in relation to the CS Curriculum - Model making activity	4,959.57
	<b>Total</b>	<b>8,411.57</b>

2. Declaration

This is to certify:

- i. Our school has observed the principles and the ambit as stated in EDBCM No. 83/2021, as well as the requirements of relevant guidelines, circulars and letters issued by the EDB from time to time when using the CS Grant and other relevant grants and subsidies. All the expenditures are complied with the principles and the use of relevant grants, guidelines on financial management, as well as circulars and guidelines on procurement procedures applicable to our school;
- ii. All expenditure items are supported with documentary proofs. The financial records, invoices and receipts of all activities have been properly processed and filed in accordance with the accounting procedures for auditing and inspection by the EDB;
- iii. Our school will submit the annual audited accounts to the EDB (if applicable) within the prescribed period after the end of the 2023/24 school year, in which the total income and expenditures of the CS Grant will be recorded; and
- iv. The information provided in this Report is correct. We understand that the EDB can request schools to provide documentary proofs of the expenditures for auditing and inspection. Schools are required to return the disbursed amounts that do not belong to the subsidised items of the CS Grant to the EDB.



Signature of Supervisor / Principal\* : Alan Yuen

Name of Supervisor/ Principal\* : YUEN King Hang Alan

Name of School : SKH Tang Shiu Kin Secondary School

Contact Number : 25742326

Date : - 2 NOV 2023

\* Please delete as appropriate