Annex 2

# (Template)

*[Schools can adapt the format of this template to cater for their school-based needs.]*

# Report on the Use of the Promotion of Reading Grant

 **School Year**

Part 1: Evaluation of the Effectiveness

1. Evaluation of achievement of the objectives: (e.g. reading culture of the whole school, students’ reading attitude, book borrowing situation and students’ engagement in reading activities)
2. Evaluation of strategies: (e.g. implementing diversified and motivating activities to promote reading, reading across the curriculum and home school co-operation)

Part 2: Financial Report

|  |  |  |
| --- | --- | --- |
|  | Item \* | Actual expenses ($) |
| 1. | Purchase of Books |  |
|  | Printed books |
|  | e-Books |
| 2. | Web-based Reading Schemes |  |
|  | eRead Scheme |
|  | Other scheme:  |
| 3. | Reading Activities |  |
|  | Hiring writers, professional storytellers, etc. to conduct talks |
|  | Hire of service from external service providers to organise learning activities related to the promotion of reading |
|  | Paying the application fees for students to participate in reading activities and competitions |
|  | Subsidising students to participate in or apply for fee-charging reading related activities or courses |
| 4. | Others:  |  |
|  | **Total** |  |
|  | **Unspent Balance** |  |

\* Please tick the appropriate boxes or provide details.