Annex 3

 **(Template)**

*[This template is for reference only. Schools can adapt its format to cater for their specific needs.]*

Plan on the Use of the Promotion of Reading Grant

\_\_\_\_\_\_\_\_\_\_ School Year

Amount of the Grant received ($): \_\_\_\_\_\_\_\_\_\_

The major objectives for Promotion of Reading: (e.g. creating a reading atmosphere)

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|  |  |  |
| --- | --- | --- |
|  | Item\*  | Estimated Expenses ($)  |
| 1.  | Procuring reading resources |   |
|   |  Chinese books  |
|   |  English books  |
| 2.  | Organising school-based activities related to the promotion of reading |   |
|   |  Reading award schemes  |
|  |  Storytelling by parent volunteers  |
|   |  Other scheme：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| 3.  | Hiring of services to organise reading promotion activities |   |
|   |  Hiring writers, professional storytellers, etc. to conduct seminars, storytelling and parent-child reading sessions  |
|   |  Hire of service from external service providers to organise activities related to the promotion of reading  |
|   | Other：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| 4.  | Other：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   |   |

\*Please tick the appropriate boxes or provide details.