Annex 1

To: Permanent Secretary for Education
(Attn: Citizenship and Social Development Section, Curriculum Development Institute)

Address: Citizenship and Social Development Section
13/F Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong

Fax No.: 2573 5299 / 2575 4318

*[Please complete and return this report to the Citizenship and Social Development Section of the EDB **on or before 30 September 2025**.]*

Report on the Use of the Citizenship and Social Development Grant (Updated Version)

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

	Area	**Actual Expenses ($)**
i.	Developing or procuring relevant learning and teaching resources	$4,800
ii.	Subsidising students and/or teachers to take part in Mainland interflow activities or study tours in relation to the CS curriculum	$266,658
iii.	Organising school-based learning activities in relation to the CS curriculum	-
iv.	Organising or subsidising students to participate in joint-school/ cross-curricular activities relating to the CS curriculum held in Hong Kong or in the Mainland	-
v.	Others (please specify): Materials required for the mainland study tours	$4,925
	Total Expenditure:	$276,383
	Unspent Balance:	$23,617

2. As at 31 August 2025, the CS Grant

□ has been fully spent.

☑ has an unspent balance of $ 23,167 which will be returned to the EDB.

□ has an unspent balance of $_____ which will lapse. **[Applicable to government schools]**

(Please put a "✓" in the appropriate box)

3. Declaration

This is to certify that:

i. Our school has acted in accordance with the principles and ambit set out in EDBCM Nos. 83/2021 and 174/2023, 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 of the expenditure is in line with the principles and purposes of using the relevant grants, and in compliance with the financial management guidelines, 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 purposes by the EDB;

iii. Our school will submit the annual audited accounts (if applicable) to the EDB within the prescribed period after the end of the 2024/25 school year, in which the total income and expenditure of the CS Grant will be recorded; and

iv. The information provided in this Report is true and accurate. We understand that the EDB has the right to request the school to provide documentary proof of the expenditure for auditing and inspection purposes. The school is required to return the disbursed amounts that do not belong to the subsidised items of the CS Grant to the EDB.

School Chop	Signature of Supervisor / Principal* : _____
	Name of Supervisor / Principal* : Br. CHIN Yoon Choy
	Name of School : St. Francis Xavier's College
	Contact Number : 2393 2271
	Date : _____

* Please delete as appropriate