

**IT Innovation Lab in Schools  
Declaration Form for Other Funding Support**

To: Knowing More About IT in Primary Schools (Know-IT) / IT Innovation Lab in Secondary Schools (IT-Lab)\*  
One-stop Support Centre  
The Office of the Government Chief Information Officer

**Declaration<sup>1</sup>**

Our school has sought / is seeking\* funding support from other funding sources for the approved activities under the Know-IT / IT-Lab\* programme (Application No.<sup>2</sup> : \_\_\_\_\_). Details are as below:

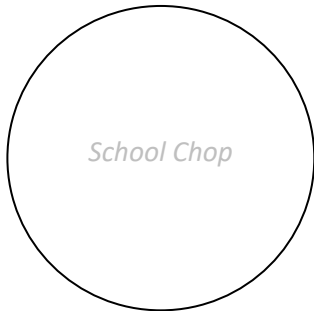
(Note: Examples of Government funding sources include Quality Education Fund, Life-wide Learning Grant, etc. Should there be any confirmed double subsidy, schools will be required to refund the subsidy to OGCIO.)

Name of Funding	:	_____
Project Name	:	_____
Amount applied	:	_____
Items funded	:	_____ _____ _____

Please "√" the box as appropriate.

Progress of the application	:	<input type="checkbox"/> Funding received. The funding will NOT fund the same expenditure items in the Know-IT / IT-Lab * programme.
		<input type="checkbox"/> Pending for application result.

\*Please delete as appropriate

Signature of School Principal: _____ Name of School Principal: _____ Name of School: _____ Telephone No.: _____ Date: (DD-MMM-YYYY) _____	
<u>Contact Information of the school's accounting office</u> Name of the Person-in-charge: _____ Telephone No.: _____	

<sup>1</sup> Please refer to Section XII (d) of the Application Guidelines in respect of the requirements for funding from sponsors.

<sup>2</sup> The Application No. can be retrieved from the Letter of Acceptance issued to the school.

**IT Innovation Lab in Schools**  
**Notes to the Submission of Declaration Form for Other Funding Support**

1. Please return the completed declaration form by means of one of the following ways –
  - (i) by e-mail (with scanned signed copy) to [know-it@ogcio.gov.hk](mailto:know-it@ogcio.gov.hk) (for primary schools) / [it-lab@ogcio.gov.hk](mailto:it-lab@ogcio.gov.hk) (for secondary schools); or
  - (ii) by post

For Primary Schools

*Knowing More About IT in Primary Schools One-stop Support Centre  
Office of the Government Chief Information Officer  
19/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong*

For Secondary Schools

*IT Innovation Lab in Secondary Schools One-stop Support Centre  
Office of the Government Chief Information Officer  
6/F, North Point Government Offices, 333 Java Road, North Point, Hong Kong*