Content

Title：	Directions for the Supply of Teaching Materials and Subsidies for Overseas Compatriot Schools Ch
Date：	2024.12.05
Legislative：	1. Promulgated by Order of OCAC No.09530025201 dated February 22, 2006. 2. Amended by Order of OCAC No.09530254952 dated August 7, 2006. 3. The amended Direction 7, 9, and Appendix of Direction 7 were promulgated by Order of OCAC No. 09830047891 dated February 20, 2009. 4. The amended Direction 9, and Appendix were promulgated by Order of OCAC No. 1010202227 dated August 7, 2012. 5. Amended by Order of OCAC No.10702026331 dated September 4, 2018 (revised directions take into force from 4th, September 2018). 6. The amended Direction 7, 9, and Appendix of Direction 8 were promulgated by Order of OCAC No. 10802034721 dated December 23, 2019. 7. The amended Appendix 5 of Direction 7 were promulgated by Order of OCAC No. 1130203160 dated December 5, 2024.
Content：	1.These directions are drafted by the Overseas Community Affairs Council (hereunder abbreviated to “the OCAC”) contacting for the purpose of executing with Subparagraphs 1-2, Direction 4, in the “Directions for Contacting and Assisting with Overseas Compatriots Schools. The term “overseas compatriot schools” used in this direction refers to overseas compatriots which, in accordance with the laws of the country in which they reside, set up schools or language classes overseas that adopt language instruction from Taiwan. 2.The OCAC supplies teaching materials in accordance with the following principles: (1)In principle, the materials provided will be textbooks approved by the Ministry of Education, OCAC publications or other textbooks approved by the OCAC as meeting the needs of R.O.C.(TAIWAN)’s overseas Chinese language teaching policy. (2)The OCAC will provide textbooks to applicant overseas compatriot schools based on the principle that each student should receive one set of Chinese language textbooks per semester. However, the OCAC will also provide textbooks needed by overseas compatriot school teachers for teaching purposes and transfer students as deemed necessary. 3.The overseas compatriot schools’ applications for textbooks will be processed in accordance with the following directions: (1)Applications should be made six months before the start of the academic year and limited to one time. However, when overseas compatriot schools have special needs, if approved by the OCAC, applications can be made each semester. (2)Applications should detail the names and volumes of textbooks as well as the number required. (3)Fill in the “Overseas Compatriot Schools Information Form” (as shown in appendix 1) and “Overseas Compatriot Schools Textbook Requirement Form” (as shown in appendix 2), to be sent to the OCAC through the overseas representative office of the ROC or Culture Center of Taipei Economic and Cultural office (hereunder abbreviated to “The Culture Center”). 4.The overseas representative office of the R.O.C.(TAIWAN) or the Culture Center should conduct an initial assessment of all textbook requests by overseas compatriot schools in their locations,

filling in the “Textbook Application Detailed Summary Form” (as shown in appendix 3) and the “Overseas Compatriot Schools Mailing List” (as shown in appendix 4) to be submitted to with the application to the OCAC.

5.After the application for textbooks by overseas compatriot schools are approved, when the materials are received the “Packing List and Receipt Slip” must be signed and posted to the OCAC directly or sent through the overseas representative office of the R.O.C.(TAIWAN) or the Culture Center.

6.When awarding budget subsidies to overseas compatriot schools, the OCAC, will review each application based on content and subsidy category. Consideration will be given to the following areas as well as the situation at budget subsidy application schools in past years and local price levels:
(1)Application content help to promote overseas compatriot education.
(2)School size.
(3)Current school resources and difficulty of access to resources.
(4)Number of people involved in activities and types of activities.
(5)Number of hours spent teaching Chinese language at the school weekly.
(6)Planned use of funding being applied for.
(7)Other school related matters.
The scope of the aforementioned budget subsidies is as follows:
(1)Constructing or renovating school buildings.
(2)Upgrading textbooks, tools and related equipment.
(3)Organizing educational and cultural activities.
(4)Other school related matters.

7. Applications by overseas compatriot schools for budget subsidies will be processed in accordance with the following directions:
(1)In principle all funding items detailed in Paragraph 2 of Direction 6 should be applied for 30 days before required.
(2)Fill in the “Overseas Compatriot Schools Information Form” (as shown in appendix 1) and the “Overseas Compatriot Schools Budget Subsidy Application Form” (as shown in appendix 5) to be sent to the OCAC through the overseas representative office of the R.O.C. (TAIWAN) or the Culture Center. When the same case applies for a grant to more than two agencies, the content of all expenditure and the items and amount applied to each agency for should be stated.
(3)Subsidy applied to the OCAC for USD1,000 (EUR830, JPY100,000, AUD1, 300 or NTD30,000) and over, in addition to the documentation listed in (2), in accordance with the application items, the following documentation should be provided:
A.Repair or construction of school buildings: technical drawings and quotation should be attached.
B.Supplementing teaching materials: quotation should be attached.
C.Buying teaching related equipment: products and specifications should be listed and quotation attached.
D.Holding cultural and educational activity: activity plan should be attached.
E.Other instructional-related matters: relevant explanatory materials should be attached.
(4)Applications should be filled in using Traditional Chinese. If the information provided is in a foreign language an explanation must be provided in Chinese.
(5)The financial amounts detailed in budget subsidy applications should be calculated in USD, JPY, EUR, AUD or NTD. If the legal currency of a country is none of the above, then prices should be listed in US dollars.
(6)Based on the size of the funding applications for the restoration or construction of school buildings, or the progress of restoration or building work, the OCAC will make a number of disbursements.

8.The overseas representative office of the R.O.C.(TAIWAN) or the Culture Center
should conduct an initial assessment of all budget subsidy applications by overseas compatriot schools in their locations to be submitted with the application to the OCAC. If two or more schools submit an application at the same time the "Overseas Compatriot Schools Budget Subsidy Application Evaluation Form" (as shown in appendix 6) should be filled out.

9. Following the approval of the overseas compatriot school's application for the budget subsidy, the funds should be executed in accordance with the approved contents of the application and, within one month after the completion of the activity, school building repair or construction, or completion of the purchase or renewal of teaching materials or teaching related equipment, the group should submit the following documents to the OCAC for disbursement verification. However, when the day after is less than 30 days before the last day of the accounting year (December 31), write off should be handled before December 31.

(1)The OCAC's List of Income and Expenditure for the "Provision of Public Funds Subsidy to Groups or Individuals" (as shown in appendix 7)
must be signed by the owner, principal or authorized person of the overseas compatriot school.

(2)Results Report Form (as shown in appendix 8).

(3)Original invoice receipts indicating the spending of subsidy funding.

(4)When funding has been provided for the restoration or construction of school buildings, photographs should be provided showing the site before
and after work has been completed.

(5)When funding has been provided for teaching related equipment, photographs should be provided of the apparatus with the words "Sponsored by the Overseas Community Affairs Council, R.O.C. (Taiwan)" clearly displayed.

(6)When funding has been provided for educational and cultural activities, photographs or clippings should be provided of the activities.

(7)If the same case receives a grant from more than two agencies, the actual amount received from each agency should be listed. If the grant received involves procurement matters, the regulations of the Government Procurement Act and related regulations should be complied with.

(8)The balance of funding to be repaid is calculated in the currency the funding was provided in and processed as follows:

A.For programs in which revenue earned exceeds total expenditure of the budget subsidy, the surplus is calculated based on the originally approved subsidy and repaid.

B.For programs in which revenue earned was less than total expenditure of the budget subsidy, where actual expenditure is more than 30 percent above expected expenditure and OCAC funding exceeds USD5,000 (EUR3,800, JPY490,000, AUD4,800 or NTD150,000), the amount of the subsidy will be recalculated based on the originally approved subsidy ratio (the ratio of approved subsidy as a proportion of originally estimated expenditure) and the surplus calculated accordingly.

10.If the application by overseas compatriot schools for the provision of textbooks or subsidy funding are found to contain false or inflated figures, or funding are not used or spent in accordance with the use detailed in the application, the applicant will not only be asked to repay that part of the funding, OCAC will also depending on the seriousness of the infraction suspend provision of materials and funding for a period of 1-5 years.

11.Overseas compatriot educational groups that recognize R.O.C.(TAIWAN)'s overseas compatriot educational policy and adopt related Chinese language teaching instruction should conduct those programs in accordance with these revised directions.

	12.Issues not covered by these revised directions will be dealt with in accordance with the Guidelines on Central Government Agencies Funding (Donating to) Private Groups or Individuals.
Attachments：	Appendix 1.odt Appendix 2.odt Appendix 3.ods Appendix 4.odt Appendix 5.odt Appendix 6.odt Appendix 7.ods Appendix 8.odt

Data Source：Overseas Community Affairs Council, Republic of China (Taiwan) Laws and Regulations Retrieving System