OUR SINGAPORE FUND FOR DIGITAL READINESS (OSF-DR)
FREQUENTLY ASKED QUESTIONS (FAQs)

1. What is the Our Singapore Fund for Digital Readiness about?

- Our Singapore Fund for Digital Readiness aims to empower more passionate Singaporeans to play a part in spearheading community projects to prepare fellow Singaporeans to seize the benefits of a digital future.

- Eligible projects that meet both OSF (demonstrating the Singapore Spirit and enlarging the social commons) and Digital Readiness (preparing citizens to be digitally ready) objectives may receive funding of up to $20,000 to support up to 80% of their project cost.

2. What are examples of projects that IMDA hope to encourage through the OSF-DR?

- Conducting classes for various target segments (e.g. coding classes for students from low-income households, smartphone usage for seniors).

- Conducting learning journeys for seniors to be acquainted with using technology or apps for their daily lives.

- Development of an app or website to help the less digitally savvy learn how to use digital technologies.

- Conducting workshops or projects that reach out to various target segments (e.g. a digital parenting workshop for parents, cyber wellness competition for primary school students).

- Launching outreach campaigns to raise awareness on online harms and risks (e.g. an online campaign to educate on online grooming, social experiments to highlight cyber-bullying issues such as doxing and cancel culture, or social media spread of false online information).

- Development of digital literacy and cyber-wellness resources for various target segments (e.g. a toolkit for parents on how to talk to their children about gaming addiction or a guide for youths providing tips on handling inappropriate online contact or harassment).

BEFORE I APPLY

3. Who can apply for the fund?

- Groups and organisations can apply for the fund.

- Groups must comprise at least two individuals (Singapore Citizens / Permanent Residents) who are 18 years and above, with the main applicant being a Singaporean who resides in Singapore.

- Organisations can be
  - A not-for-profit organisation that is a Public Company Limited by Guarantee registered with Accounting and Corporate Regulatory Authority (ACRA); or Society registered with Registry of Societies (ROS); or Charitable Trust registered with the Commissioner of Charities (COC); or Co-Operative registered with the Registry of Co-Operative Societies, or Trade Union registered with Registry of Trade Unions; or Social Enterprise with raiSE; or
  - A Company that is registered with the Accounting and Corporate Regulatory Authority (ACRA).

4. Can applicants submit their proposals to IMDA for preliminary assessment of whether they would qualify for funding before they submit their applications?

- To help potential applicants gain a better understanding of what OSF-DR supports, they can email their ideas or proposals to IMDA at info@imda.gov.sg

5. How will projects be evaluated?

- All projects will be evaluated based on the following criteria:

(1)   Promote the Singapore spirit and shared values;

(2)   Foster social mixing;

(3)   Preparing Citizens to be Digitally Ready;

(4)   Sustainability;

(5)   Scale;

(6)   Feasibility; and

(7)   Track record.

- At least one of (1) and (2), and at least one of (4) and (5) must be satisfied for the project to be awarded funding. (3), (6), and (7) must be satisfied for the project to be awarded funding.

6. What is the distinction between a one-off and sustainable project?

- One-off projects refer to projects where there are plans only for one run of the project, for e.g. an event that will take place on National Day, with or without the potential to be sustainable and scalable in the future.

- Sustainable projects refer to projects that may be sustained and scaled over a longer duration with increasing impact, e.g. growing a community of active volunteers through activities that promote the Singapore spirit and shared values. Such projects should have clearly defined plans to sustain and scale up to involve and impact the wider community.

7. What activities and expenses can be supported?

- Activities supported can include, but are not limited to:
    - Exhibitions, performances, publications
    - Workshops, classes, seminars
    - Community activities and events
    - Technology initiatives for the community

- Our Singapore Fund can support the following expenditures:
    - Venue costs
    - Marketing and publicity costs
    - Production, material, and logistics costs
    - Licensing and legal fees
    - Professional service fees

- o Insurance costs (where applicable)
- o Volunteer meal and transport costs

- Our Singapore Fund generally does not support expenditures beyond the abovementioned categories. In particular, Our Singapore Fund will not support:
  - o Company registration and start-up costs
  - o Capital expenditures and purchase of assets (including property, machinery, IT equipment, office furniture, office renovations, etc.)
  - o Internal costs*, operating costs, and other out of office expenditures that are incurred on an ongoing basis by the applicant (e.g. office rental, utilities, staff salaries)
  - o Cash prizes
  - o Overseas travel costs and local accommodation costs
  - o Costs that have been incurred before the signing of the Form of Agreement

*Internal costs refer to expenditures incurred for services rendered by the applicants themselves (e.g. manpower costs), or through engaging vendors that they have direct interests in.

8. Can applicants generate profit for their project?

- Our Singapore Fund allows projects to receive funding from other sources but the project should not be profit generating. The Form of Agreement requires that the funding recipient notify us of the amount and the terms and conditions of such other funding, with the supporting documents. We reserve the right to reduce the Approved Amount by the amount the Recipient receives.

9. Can applicants' projects receive other sources of funding in addition to OSF-DR?

- Applicants may receive other sources of funding in addition to OSF-DR, but the necessary information on the fund/grant applied for or received from other agencies/organisations should be provided in their application forms. The information would be taken into consideration when assessing the application.

10. How much funding will the project receive?

- If the application is approved, you may receive funding of up to 80% of supported costs, subject to a maximum of $20,000 a year. Projects that merit higher funding will be assessed on a case-by-case basis.

AFTER I SUBMIT MY APPLICATION

11. When will applicants know the outcome of their application?

- IMDA will inform applicants of the application outcome within 2 months from the close of the application window.

12. How will the funds be disbursed?

- 40% of approved funding will be disbursed upon the signing of the Form of Agreement. The remaining 60% of approved funding will be disbursed after the project is completed AND after necessary verifications are completed.

- The Form of Agreement is valid for 18 months from the date the Form of Agreement is signed.

- To ensure you are able to claim within this time limit, please take note of these important deadlines:
    - Projects are to be completed within 12 months from the date the Form of Agreement is signed.
    - All claims should be made within 15 months so that there is sufficient time for necessary verifications to be conducted before the Form of Agreement expires. We advise that you try your best to submit the claims immediately after the project is completed, to minimise delays.

13. After approval, can the applicant make changes to timeline and deliverables?

- Any changes to timeline and deliverables are subject to approval by the funding authority and valid justifications must be provided.

14. Can the applicant apply for Our Singapore Fund for Digital Readiness more than once?

- Applicants may only submit one project proposal at a time, as resources and the ability to undertake multiple projects are important considerations to ensure the successful completion of the project. Applicants who wish to apply for a new project to be supported by Our Singapore Fund for Digital Readiness should complete the approved project successfully before submitting the application for a new project.