

**Application Form (Organisations)**

# Instructions

The SG Eco Fund aims to support projects in Singapore that (i) improve the environment or advance environmental sustainability, and (ii) engage and/or involve the community.

Please complete the application form, which should take about 30 minutes if you have all the information at hand. All fields are mandatory unless otherwise stated.

Projects will be evaluated against the following criteria:

* Track record and expertise
* Environmental sustainability
* Community engagement
* Implementation
* Innovation
* Impact

# Documents required for application

Please submit the following documents together with your application form:

* Proposed budget, timeline, milestones, and deliverables (in Excel format). You may find the template at www.sgeco.gov.sg/apply/.
* Audited financial report for the last three years (in pdf format)
* ACRA business profile report (if applicable; in pdf format)
* CV of key project team members (in pdf format)
* Any additional information (e.g. technical assessments) that would help us assess your application (optional; in pdf format)

Please ensure that you have downloaded the right form. Singapore-registered organisations, including companies, charities, and non-government organisations should apply using this form.[[1]](#footnote-1)

# Project Proposal

1. **Project Category**

What does this project address? Select all that apply.

Climate change

Energy

Waste

Water

Nature and biodiversity

Environmental pollution

Environmental public health

Food

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Project Title**

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1. **Project Description**

Tell us about your project in less than 500 words, including whether it is a new project, an enhancement of a previous project, or a regular/annual event.

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1. **Project Start Date**

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1. **Project End Date**

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1. **Partners/Collaborators**

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1. **Target Audience**

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1. **Project Objectives**

Describe and explain what you would like to achieve through this project.

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1. **Project Plan**

How do you plan to achieve your objectives?

1. Describe the specific outputs/features of your project that directly contribute towards achieving the objectives
2. Assets needed to achieve the objectives, if any
3. A basic plan to engage the target audience of the project

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1. **Project Outcomes**

How will you measure the outcomes of your project?

1. Describe the methods you will use to assess whether your project has achieved its objectives
2. Explain your outcome indicators, e.g. amount of waste reduced, no. of participants involved, pre/post survey results on behavior change.

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1. **Project Risks**

Describe any potential risks and how you will address them.

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1. **Additional comments (optional)**

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# Project Budget

1. **Proposed Project Budget (S$)**

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1. **Funding Sources**

Have you applied for funding for this project from other sources?

Yes

No

If yes, please provide details of funding in the table below.

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| --- | --- | --- |
| **Source and Name of Fund** | **Requested Funding Amount** | **Application Status**  (Intending to apply/ submitted/ pending approval/ approved/ pending disbursement/ funding received) |
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1. **Additional comments (optional)**

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# Contact Details

1. **Organisation (“Applicant”)**

Name

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Unique Entity Number (UEN)

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Contact Number

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Mailing Address

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Please enter details of project team members below.

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| --- | --- | --- | --- |
| **Name (as in Passport)** | **Citizenship Status**  (Singapore Citizen/ Permanent Resident/ Others) | **NRIC/FIN Number** | **Contact Number** |
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1. **Point-of-contact (POC)**

Salutation

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Name (as in NRIC/FIN)

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Email Address

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Designation

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# Declaration

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|  | Yes/No |
| **Has the Applicant been or is currently being:**   * **Investigated for or charged with or convicted of any criminal offence or subject to any criminal proceedings; or** * **Subject to any disciplinary proceedings or regulatory action by any regulatory or licensing authority, in any jurisdiction in the last five years?** |  |
| **Has the Applicant been or is currently being engaged in any civil suit or proceedings in any jurisdiction in the last five years?** |  |
| **Has the Applicant been or is currently:**   * **Bankrupt, wound up or under judicial management;** * **Subject to any bankruptcy, winding up or judicial management proceedings; or** * **In the process of appointing a receiver or manager?** |  |
| **Has the Applicant commenced on the project prior to this application, such as signing any contract and making any form of payment to any supplier or service provider engaged?** |  |
| **Has the Applicant obtained funding from other government sources?** |  |
| **Do any of the suppliers and service providers engaged in this project have any relationship, connection, association or dealings with the Board of Trustees, Advisory Committee or the SG Eco Office?** |  |
| **Does the Applicant have any relationship, connection, association or dealings with the Board of Trustees, Advisory Committee or the SG Eco Office?** |  |

**If you answered “Yes” to any of the above questions, please provide details below.**

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# Consent and Acknowledgement

**The Applicant consents to the release of any information provided in this application or in support of this application or information on any consequential provision of grant by the Trust to other public agencies for the purposes of assessing the Applicant’s suitability for the grant or other assistance schemes or for public policy analysis or formulation or data analytics purposes, and to external auditors and assessors.**

**The Applicant gives its consent for the Trust to obtain and verify information from or with any source, as the Trust deems appropriate for the assessment of this application.**

**The Applicant acknowledges that the submission of this application does not, of itself, automatically entitle the Applicant to funding, and all project funding stated in this application is purely an estimation and will be subject to evaluation. The Applicant also understands that the funding (if approved) shall be subject to such further terms and conditions as may be set out in the Letter of Offer, where applicable.**

**The Applicant acknowledges and agrees that the Applicant shall be undertaking the project at the Applicant’s own cost and risk. The Applicant agrees that in no event will the Trust be liable to the Applicant for any direct or indirect losses or damages, including loss of income, profit or savings or indirect, incidental, special, consequential, or punitive damages arising from or in connection with this application.**

**The Applicant agrees to indemnify the Trust against any claims, demands, suits, judgements, penalties, expenses and liabilities or obligations of any kind made against the Trust or incurred by the Trust, arising directly or indirectly out of this application.**

**The Applicant declares that the facts stated in this application and all accompanying information are true and correct to the best of the Applicant’s knowledge and that the Applicant has not withheld or distorted any material facts or information.**

**The Applicant understands that the Applicant has a continuing obligation to promptly notify the Trust if there is any change affecting any fact or information set out in this application form and declaration.**

**The Applicant understands that the Applicant may face prosecution if the Applicant provides false or misleading statements or fails to disclose material facts or information, and the Trust may, at its discretion, withdraw the funding and recover immediately from the Applicant any amount of the grant that may have been disbursed, and the Applicant shall have no claim against the Trust in relation thereto.**

**The Applicant undertakes to give any further information and documents which may be required.**

**The Applicant agrees to abide by the terms and conditions of the SG Eco Fund.**

The Applicant consents to and acknowledges all of the above statements.

The Applicant has checked that all information which the Applicant has provided is accurate to the best of the Applicant’s knowledge.

You have reached the end of the application form. Please submit the following documents together with your application form:

* Proposed budget, timeline, milestones, and deliverables (in Excel format). You may find the template at www.sgeco.gov.sg/apply/.
* Audited financial report for the last three years (in pdf format)
* ACRA business profile report (if applicable; in pdf format)
* CV of key project team members (in pdf format)
* Any additional information (e.g. technical assessments) that would help us assess your application (optional; in pdf format)

1. Politically-affiliated organisations will not be eligible to apply for funding from the SG Eco Fund. [↑](#footnote-ref-1)