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**Call for Ideas Fund Application Form**

Instructions:

1. All applications should be submitted at least 8 weeks prior to the start of the project. Applications submitted after the completion of the projects will NOT be considered.
2. Please read through the details of Call for Ideas Fund stated on the [NEA website](file:///C%3A%5CUsers%5Cnea-asmc%5CDocuments%5C3PPF%5CGovernance%5CS8505262D%5CDownloads%5Cwebsite) before proceeding to complete this form.
3. Please verify that you have completed all of the required fields in this form prior to submission. Please note that any wilful suppression or falsification of the required information will render the application null and void. In addition, the applicant and the organisation he/she represents will also be barred from applying for the fund, ad interim.
4. Please note that the NEA reserves the absolute rights to approve or reject any application.
5. Please indicate ‘**NIL’** in the required fields where inapplicable.

**Part (I): Particulars of the Applicant**

|  |  |
| --- | --- |
| 1. Category of applicant
 | Choose an item. |
| 1. Name:
 | Click or tap here to enter text. |
| 1. Designation
 | Click or tap here to enter text. |
| 1. Name of the organisation:
 | Click or tap here to enter text. |
| 1. UEN (For Organisations) / NRIC No (For Individuals):
 | Click or tap here to enter text. |
| 1. Mailing address:
 | Click or tap here to enter text. |
| 1. E-mail address:
 | Click or tap here to enter text. |
| 1. Contact no.:
 | Click or tap here to enter text. |

|  |
| --- |
| Provide a brief profile of yourself / group / organisation  |

**The NEA collects personal information to facilitate the implementation of environmental and public health policies in Singapore. To allow us to serve you better, and to process any application you have made, NEA may share data submitted by you with other government agencies, or non-government agencies authorised to carry out specific government services, unless prohibited by legislation.**

**Part (II): Project Information**

|  |  |
| --- | --- |
| 1. Title of the project:
 | Click or tap here to enter text. |
| 1. Project qualifying period

(includes preparation and wrap up, during which expenditure is incurred) |
| Start Date | Click or tap to enter a date. | End Date | Click or tap to enter a date. |
| 1. Target audience:
 | Click or tap here to enter text. |
| 1. Guest-of-Honour:
 | Click or tap here to enter text. | [ ]  Confirmed[ ]  Tentative |

**Part (III): Nature of the Project**

1. Which Call for Ideas track do you wish to apply for?

[ ]  Active Citizenry

[ ]  Mobile Applications

1. Which of the following fund objectives does the project fulfil?

(Select where applicable, you may select more than one objective)

Active Citizenry Track

[ ]  Promotes the adoption of environmentally-friendly habits among residents

[ ]  Co-create solutions with community to address specific local environmental issues

[ ]  Strengthen residents’ emotional attachments to the local environment

Mobile Applications Track

[ ]  Enhance NEA’s operation service delivery

[ ]  Furnish key environmental information in a transparent and accessible manner

[ ]  Facilitate adoption of environmentally-friendly habits through customising outreach content

1. Which of the following NEA Strategic Outcomes does the project achieve?

(Select where applicable, you may select more than one outcome)

[ ]  Strong Environmental Ownership

[ ]  Close Community Partnership and Outreach

[ ]  High Public Health Standards

[ ]  Sustainable Waste and Resource Management

[ ]  Energy Efficient and Low Carbon Society

[ ]  Resilient Climate Change Preparedness

[ ]  Timely and Reliable Weather Info

[ ]  Conducive Living Environment

Please provide the synopsis of the project

|  |
| --- |
| Synopsis of the project |

1. Key Performance Indicators (KPI) / Targets – How will you measure that the project has met the objectives?

Please provide measurable targets such as number of participants, number of people reached through which platforms, volume of waste reduction, number of application downloads. Please note that the grant may be revoked or pro-rated if the targets are not/partially achieved.

|  |  |  |
| --- | --- | --- |
| **S/N** | **KPIs / Targets** | **Measurement / Evidence to be produced** |
|  | Click or tap here to enter text. | Click or tap here to enter text. |
|  | Click or tap here to enter text. | Click or tap here to enter text. |
|  | Click or tap here to enter text. | Click or tap here to enter text. |

**Part (IV): Project Plan and Details**

1. Please provide your project plan using the suggested pointers in the box below. If the space is insufficient, applicants may use their own attachment.

|  |
| --- |
| What are the key activities? |
| Who are the target group? |
| Where and how the project will be implemented? |
| What is the project timeline / milestones? |

1. Partners / sponsors involved in the project

(exclude strict vendor/supplier relationships)

|  |  |  |  |
| --- | --- | --- | --- |
| **S/N** | **Name of Partner Organisation** | **Role of Partner Organisation** | **Type (Pte/Public/School/etc)** |
| 1. | Click or tap here to enter text. | Choose an item. | Choose an item. |
| 2. | Click or tap here to enter text. | Choose an item. | Choose an item. |
| 3. | Click or tap here to enter text. | Choose an item. | Choose an item. |

1. Are you intending or have secured funding or sponsorship from other sources?

[ ]  Yes

[ ]  No (Please note that the grant supports only up to 80% of actual expenditure of supported items, or S$20,000 whichever, is lower)

If Yes, please state the amount and name of sponsors below:

|  |  |  |  |
| --- | --- | --- | --- |
| **S/N** | **Name of Sponsor** | **Type of Sponsorship (Cash /in kind, describe if in kind)** | **Sponsorship in Cash ($)** |
|  | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
|  | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
|  | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

1. List of items and their respective costs in the proposed budget of the project (Includes only the costs directly incurred for the project)

| **S/N** | **Category** | **Cost Item Description**(Include quantities/unit cost) | **Proposed Cost****S$** |
| --- | --- | --- | --- |
| **Active Citizenry** |
|  | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. |
|  | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. |
|  | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. |
|  | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. |
|  | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. |
|  | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Mobile Applications** |
|  | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. |
|  | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. |
|  | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Total** | **Click or tap here to enter text.** |

**Declaration**

I hereby declare that the given information is true at the point of the submission of this application, and that any attempt to withhold or falsify the necessary information would render it null and void. I also understand that the defiant act of withholding true information with regard to the application will subject the organisation I represent, as well as myself (the applicant), to being barred from applying for the fund, ad interim.

|  |  |  |
| --- | --- | --- |
| Signature: |  | Click or tap to enter a date. |
| Name:DesignationOrganisation | Click or tap here to enter text.Click or tap here to enter text.Click or tap here to enter text. | Date |