

AGRI-FOOD CLUSTER TRANSFORMATION (ACT) FUND

Capability Upgrading (CU) Component

GUIDELINES FOR APPLICATION

Objective

1. Co-fund the purchase of equipment and systems from SFA's pre-qualified list, conduct small-scale pilot trials to raise productivity and resource-efficiency, and reduce pollution and waste.
2. It also covers farms' expenses related to the Clean & Green (C&G) Standard adoption and GAP certification, such as the purchase of equipment and certification-related fees.

Application Period: The Capability Upgrading component will be available as part of the Productivity Solutions Grant (PSG) from 30 Apr 2021 to 31 Dec 2025.

Eligibility Criteria

3. Applicant must be a farm licensee of a Singapore-based farm with valid licence issued by SFA. For new farms, applicant must have obtained SFA's approval for the proposed farming activity at the farm site.
4. Applicant must have a secured farm site for implementation of the proposed farming system.
5. For existing farms, applicant's farm shall be free of unauthorised or illegal activities for the past 1 year from time of application.
6. The total funding amount that can be awarded to an applicant and its related company¹ (as a group total) under the Capability Upgrading component during the 5-year availability of ACT Fund is **\$200,000**. The maximum funding amount of \$200,000 is inclusive of one-off **\$15,000** for qualifying C&G consultancy fees (\$10,000) and certification-related fees (\$5,000).

¹ Companies are considered related if any shareholder(s) of the applicant company (either individually or collectively) owns more than or equals to 50% shareholding of another company. Applicants must declare any related companies during application.

Funding Support

Farm Type ²	Funding Support	Qualifying Cost
Projects in primary production of: <ul style="list-style-type: none"> - Leafy vegetable - Fruited vegetable - Food fish - Hen egg - Mushroom - Shrimp 	Co-funding at 70% up to \$100,000 per project	<ul style="list-style-type: none"> - Equipment purchase price for list of pre-qualified sector-specific farming solutions (including equipment that meet C&G Standard and GAP certification), which can be found on the Business Grants Portal. - For adoption of the C&G Standard and GAP certification, the qualifying consultancy fees and certification-related fees could be supported up to \$10,000 and \$5,000 respectively.
Projects in primary production of other food types	Co-funding at 50% up to \$50,000 per project	

Application

7. Applications for purchase of equipment and systems from SFA's pre-qualified list must be made via the Business Grants Portal (BGP) and submitted together with the following documents:
 - i. Valid farm licence or in-principle approval for farm licence
 - ii. Updated company ACRA records (if farm licence is registered under a company)
 - iii. Latest 1-year financial statement
 - iv. Farm and project layout plans
 - v. Project Outcome Template (download template [here](#))
 - vi. Lease Agreement
 - vii. Brochures and quotations for cost of project items
8. For applications for purchase of equipment and systems from SFA's pre-qualified list, select 'Pre-scoped Productivity Solutions' on the BGP. For applications on C&G Standard and GAP certification, select 'Innovation & Productivity' on the BGP.
9. Applications will only be processed upon complete submission of documents and information. The date of submission of application on BGP will be taken as the Application Date.
10. Upon SFA's request, the applicant shall provide quotations from more than one supplier or company for the qualifying cost items.

Evaluation Criteria

11. Evaluation criteria include:
 - (i) Impact on farming capacity and productivity, manpower savings, other types of resource savings (e.g. water, electricity, fuel, etc.).
 - (ii) Improvement in sustainability, circularity of resource use, and farming practices / standards resulting in certification.

² From 1 May 2023 to 31 March 2024, application for project in primary production of leafy vegetable, fruited vegetable, food fish, hen egg, mushroom and shrimp is eligible for co-funding at 70% up to \$100,000 per project.

Project Implementation

12. All purchases are to be completed within the Project Implementation Period i.e. **6 months** from date of Letter of Offer.
13. Only expenses incurred from Application Date to end of Project Implementation Period can be reimbursed.

Claims and Disbursements

14. Claims can only be made upon issuance of Letter of Offer and upon receipt of Acceptance Letter by SFA.
15. Disbursements of funds are made on a reimbursement basis. Funds will be disbursed upon claim reimbursement.
16. Claims must be made via the Business Grants Portal and submitted together with the following documents:
 - i. Invoices or receipts pertaining to the qualifying cost
 - ii. Proof of payment
 - iii. Progress Report
 - iv. Certification of C&G / GAP (for CU – Standards)
17. Final claims should be submitted within **3 months** from the end of Project Implementation Period.
18. Funds will be disbursed to the fund recipient through interbank GIRO.

Other Information

19. Concurrent applications using the same farm site by applicant and its related company is allowed, provided it is not a repeat project that has been funded under the same farm site. The following cases would be considered as 1 farm site, regardless of individuality of licence:
 - i. A single company / entity licensed for more than one farm plot in close proximity (i.e. adjoining / adjacent) in an area or building;
 - ii. Different companies / entities with the same major shareholder and / or have similar shareholders licensed for more than one farm plot and are within close proximity (i.e. adjoining / adjacent) in an area or building; and
 - iii. Farm plots with the same plot number prefix for coastal farms.
20. SFA has the right to reject any applications or claims and its decision is final.
21. For further information, please contact SFA (Capability Development Department) at:
 - Email: SFA_Incentives@sfa.gov.sg

Timeline of Project

