

## AGRI-FOOD CLUSTER TRANSFORMATION (ACT) FUND

### Project Proposal Template – Industry Partnership for Capability Transformation (IPCT) Grant

*(This template is to be used for applications seeking co-funding support for strategic multi-stakeholder partnerships to co-develop and deploy industry-wide solutions that strengthen the agri-food sector.)*

**Please ensure that your proposal addresses all sections below, with clear and concise responses. Supporting diagrams, tables, and annexes may be included where relevant.**

#### **Part I: Lead Organisation and Partnership Profile**

Provide an overview of the lead applicant, project partners, and the partnership structure, including how roles and responsibilities are distributed and how benefits will flow to farms.

1. **Lead Applicant**
  - Organisation name and UEN
  - Type of organisation (e.g. farm, private company, IHL / research institute, solution provider)
  - Year of incorporation
  - Number of employees
  - Organisation structure
  - Key business activities / areas of expertise relevant to the project
  
2. **Project Partners**
  - List of all participating partners (including farms), with UEN where applicable
  - Role and contribution of each partner
  - Rationale for the chosen partnership structure
  
3. **Benefits to Farms**
  - Which farms will benefit from the project
  - How benefits will flow to farms, especially where the lead applicant is not a farm

## Part II: Project Details

Provide details of the proposed IPCT project, including the problem addressed, the solution to be developed or deployed, and how the project supports the objectives of the IPCT Grant.

1. **Project overview**
  - Project title
  - Farm site location (*where applicable*)
  - Farm area / project area of sites involved (*where applicable*)
  - Project implementation period (*up to 36 months*)
  - Type(s) of produce (*where applicable*)
  - Species, size breakdown, and production mix (*where applicable*)
2. **Problem statement**
  - Sector level challenge(s) the project seeks to address
  - Why the challenge cannot be effectively addressed by individual farms acting alone
3. **Alignment with IPCT objectives**
  - How the project supports one or more of the following (non-exhaustive):
    - (i) co-development of industry-wide solutions
    - (ii) resource sharing for economies of scale
    - (iii) supply chain optimisation

## Part III: Solution Description and Industry Impact

Describe the solution being developed or deployed and explain its relevance and impact across the agri-food ecosystem.

1. **Solution description**
  - Detailed description of the solution, system, platform, or process
  - Key technologies or approaches involved
  - What is new, improved, or distinctive compared to existing practice
  - How the solution will be implemented across partners
2. **Industry-wide applicability**
  - Number and type of farms expected to benefit (directly and indirectly)
  - How the solution can be adopted, replicated, or scaled beyond project partners
  - Expected improvements to key farming processes or sector efficiency

3. **Capability and track record**
  - Relevant experience and track record of the lead applicant
  - Relevant experience of key partners
  - Key project team members and their roles
  - Governance and decision-making structure
  - Key project risks and mitigation measures
  
4. **Commercial viability and deployment plan**
  - Estimated total project cost
  - Funding request and co-funding arrangements
  - As funding is on a reimbursement basis, how upfront project costs will be financed
  - Deployment and adoption plan beyond the pilot phase
  - Sustainability plan after the grant period (e.g. operating or cost-recovery model)
  - Evidence of partner commitment (e.g. letters of support or MOUs), if available

#### **Part IV: Project Outcomes**

Provide clear and realistic expected outcomes of the proposed project, including benefits to farms and the wider agri-food ecosystem (refer to the Project Outcome Template, where applicable).

1. **Expected outcomes**

Please complete the **Project Outcome Excel Template** to provide projected outcomes (e.g. productivity, capacity, efficiency improvements).
  
2. **Additional outcomes**

Any other anticipated project outcomes not captured in the template, such as:

  - (i) capability development
  - (ii) shared services or platforms
  - (iii) improvements in coordination or resilience across the value chain

**Part V: Project Implementation Schedule**

Provide a clear and realistic implementation plan, covering the key milestones and deliverables of the proposed project.

**1. Key Project Milestones**

- Your project schedule should include, where applicable:
  - (i) Completion of solution design or development
  - (ii) Completion of system or process implementation
  - (iii) Pilot testing or commissioning
  - (iv) Initial deployment or adoption by farms
  - (v) Achievement of committed project deliverables (*refer to Project Outcome Template*)
  
- Applicants should clearly describe the scope and timing of each milestone, including any interdependencies between milestones.

**2. Project Implementation Schedule**

Please set out the project milestones, sub-milestones (if any), and expected completion dates in the Table below.

| S/N | Key Project Milestones and Deliverables  | Expected Completion Date (MM/YYYY) |
|-----|--|------------------------------------|
| 1   | <b>Key milestone:</b> Completion of solution design or development<br>Sub-milestones (if applicable):  |                                    |
| 2   | <b>Key milestone:</b> System or process implementation completed<br>Sub-milestones (if applicable):    |                                    |
| 3   | <b>Key milestone:</b> Pilot testing or commissioning<br>Sub-milestones (if applicable):                |                                    |
| 4   | <b>Key milestone:</b> Initial deployment or adoption by farms<br>Sub-milestones (if applicable):       |                                    |
| 5   | <b>Key milestone:</b> Achievement of committed project deliverables<br>Sub-milestones (if applicable): |                                    |

**Part VI: Other Relevant Information (if any)**

Provide any additional information that may support the assessment of the proposal, including assumptions, dependencies, or contextual considerations.

- Key assumptions underpinning the proposal
- Dependencies on third parties or external approvals
- Any contextual factors relevant to project delivery