

ENHANCED AGRICULTURE PRODUCTIVITY FUND (APF)

Basic Capability Upgrading (BCU) Scheme

GUIDELINES FOR APPLICATION

Objective

1. Co-fund purchase of equipment that would help increase farm's productivity i.e. increase in production, manpower savings or other types of resource savings.

Funding Support

Areas	Funding Support	Qualifying Equipment Cost
<ul style="list-style-type: none">• Hen egg• Leafy vegetables• Food fish• Quail egg• Beansprout• Mushroom• Cattle• Goat• Frog• Others (excluding pet farm, orchid and ornamental plant farms)	Co-fund 50% of the qualifying cost, capped at \$50,000 per farm per project, whichever is lower.	<ul style="list-style-type: none">• Equipment purchase price (based on SFA pre-approved list, which can be found on SFA website)• Cost, Insurance & Freight (CIF), delivery, handling, installation and commissioning charges pertaining to the equipment. <p>Qualifying cost is exclusive of GST.</p>

Eligibility Criteria

2. Applicant must be a farm licensee of a Singapore based farm with valid licence issued by SFA.
3. Applicant's farm shall be free of unauthorised or illegal activities for the past 1 year from time of application.
4. Applicant should have completed any on-going approved BCU projects before any fresh application will be considered i.e. all claims have been fully submitted and reimbursed.

Application

5. Application must be made on the prescribed application form and submitted together with the following documents via email to SFA_APF@sfa.gov.sg:
 - i. Applicant's NRIC
 - ii. Valid farm licence
 - iii. Updated company ACRA records (if farm licence is registered under a company)
 - iv. Farm and project layout plans
 - v. Lease Agreement (for indoor farms)
 - vi. Brochures and quotations of farming system and equipment
6. Application will only be processed upon complete submission of documents and information. The date of complete submission will be taken as the Application Date.
7. At the point of application, the applicant must not have made any payment and/ or signed any contract with a supplier, vendor or third party in relation to the purchase of the farming system and equipment listed for funding support.
8. All applications submitted will be taken as final and no amendments are allowed.
9. Application for any other equipment that is not listed under the pre-approved list will be subjected to evaluation. Repeat purchase of any basic equipment funded under APF will be considered on a case-by-case basis.
10. Upon SFA's request, the applicant shall provide quotation(s) from third party supplier/ vendor. The quotations should include the specifications of the items.

Evaluation Criteria

11. Proposals should result in an increase in productivity from current levels in terms of production, manpower and/or other types of resource savings.

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.
15. Funds may be disbursed in 2 stages:

- i. If applicable, a one-time Cash advancement of up to 30% of approved funding (subject to a cap of \$15,000) will be disbursed upon receipt of Acceptance Letter and Proof of Commitment.
 - ii. Remaining 70% will be disbursed upon claim reimbursement.
16. Claims must be made using the prescribed claim form and submitted together with the following documents:
 - i. Invoices or receipts pertaining to the qualifying cost
 - ii. Progress Report
17. Final claim should be submitted within **3 months** from the end of the Project Implementation Period.
18. Funds will be disbursed to the fund recipient through interbank GIRO.

Other Information

19. 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 application or claims and its decision is final.
21. For further information, please contact SFA (Industry Capability Department) at:
 - Email: SFA_APF@sfa.gov.sg
 - Mr Alan Ong @ Alan_ONG@sfa.gov.sg
 - Mrs Wu-Mok Yin Fong @ WU-MOK_Yin_Fong@sfa.gov.sg

Timeline of Project

