

ENHANCED AGRICULTURE PRODUCTIVITY FUND (APF)

Productivity Enhancement for Test-bedding (PET) Scheme

GUIDELINES FOR APPLICATION

Objective

1. To encourage farms to develop, test and demonstrate feasibility of new farming technologies/ systems that are customised and optimised to Singapore's conditions or for farm's own needs.

Application Period: 1 May 2018 to 31 Dec 2020

Funding Support

Areas	Funding Support	Qualifying Cost
<ul style="list-style-type: none">• Hen egg• Leafy vegetables• Food fish• Quail egg• Beansprout	Co-fund 70% of the qualifying costs, capped at \$500,000 per farm per project, whichever is lower.	<ol style="list-style-type: none">i. <u>Equipment Cost</u><ul style="list-style-type: none">• Equipment purchase price• Cost, Insurance & Freight (CIF), delivery, handling, installation and commissioning charges pertaining to the equipment.
<ul style="list-style-type: none">• Mushroom• Cattle• Goat• Frog• Others (excluding pet farm, orchid and ornamental plant farms)	Co-fund 30% of the qualifying costs, capped at \$100,000 per farm per project, whichever is lower.	<ol style="list-style-type: none">ii. <u>Professional Services</u><ul style="list-style-type: none">• Consultancy• Sub-contracting costs• Design and development costsiii. <u>Others</u><ul style="list-style-type: none">• Training Costs• Computer hardware and software pertaining to project. <p>Note: Provision of (ii) should be by a third-party company. Funding for categories (ii) and (iii) should not exceed 20% of the total approved quantum.</p> <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 Productivity Enhancement Standard/ Test-bedding (PES/PET) projects before any fresh application for PES/PET will be considered i.e. all claims have been fully submitted and reimbursed. All completed projects should have gone through Post-Implementation Review.

Application

5. Applications 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. Latest 1 year audited financial statement
 - v. Farm and project layout plans
 - vi. Lease Agreement (for indoor farms)
 - vii. Project Proposal which includes:
 - a. Project title
 - b. Objective(s) of the project
 - c. Comprehensive description of the farming system
 - d. Comprehensive description of the test-bed
 - e. Project implementation timeline (Milestones/Deliverables)
 - f. Brochures and quotations of farming system and equipment
 - g. Farming system layout and design/ farm layout
 - h. Business plan (template provided in Application Form, Annex 1)
 - i. Track record/ project team's area of expertise
 - j. Any other relevant information
6. Applications will only be processed upon complete submission of documents and information. The date of complete submission will be taken as the Application Date.
7. All applications submitted will be taken as final and no amendments are allowed.
8. For equipment cost exceeding \$50,000, upon SFA's request, the applicant shall provide quotations from at least three suppliers or companies.

Evaluation Criteria

9. Evaluation criteria includes:
 - i. Level of effectiveness and project feasibility
 - ii. Impact on production capacity and productivity
 - iii. Potential to scale up and ease of implementation
 - iv. Technical capability and capacity to execute project

Project Implementation

10. All purchases are to be completed within the Project Implementation Period i.e. **18 months** from date of Letter of Offer.
11. Only expenses incurred from Application Date to end of Project Implementation Period can be reimbursed.

Claims and Disbursements

12. Claims can only be made upon issuance of Letter or Offer.
13. Disbursements of funds are made on a reimbursement basis. Funds will be disbursed in 2 stages:
 - i. First 70% of approved funding will be disbursed upon claim reimbursement.
 - If applicable, a one-time Cash advancement of up to 30% of approved funding (subject to a cap of \$100,000) will be disbursed upon receipt of Acceptance Letter and Proof of Commitment.
 - ii. Remaining 30% upon submission of final project report and claims, subject to successful Post-Implementation Review.
14. 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
15. Final project report and claims should be submitted within **3 months** from the expected date to achieve target, as stated in the application.
16. SFA will review all reports and carry out a Post-Implementation Review, which may require the successful applicant to make a presentation of the project.
17. Funds will be disbursed to the fund recipient through interbank GIRO.

Other Information

18. 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.

19. SFA has the right to reject any application or claims and its decision is final.

20. 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

