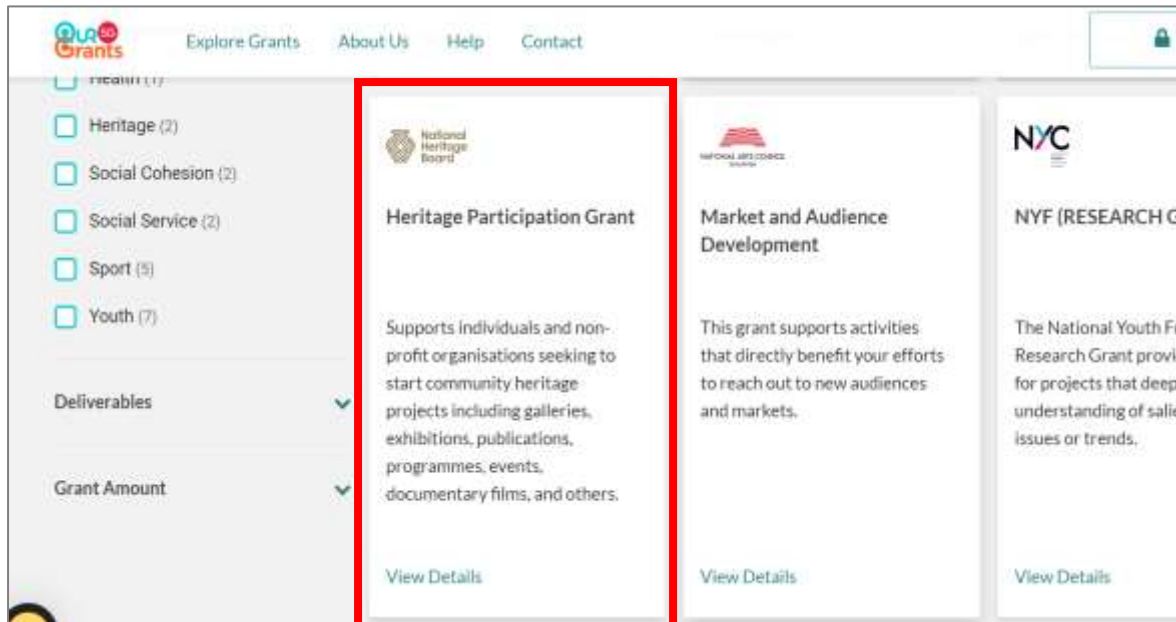



Instructions on How to Submit an Application on the OurSG Grants Portal (April 2021 Grant Cycle)

URL: <https://oursggrants.gov.sg/grants/hpg/instruction>

1. Under 'Explore Grants', select Heritage Participation Grant.



2. Please use the same HPG Proposal Form and HPG Budget Form for both Major and Minor Project Grant applications.

 SUPPORTING DOCUMENTS

Documents required for all applications:

- [HPG Proposal Form \(PDF 1.54 MB\)](#)
- [HPG Budget Form \(XLSX 131 KB\)](#)

For Heritage Centre and Publishing projects, please see the additional documents section.

You will also need to submit:

- [HPG Heritage Corner Form \(PDF 1.05 MB\)](#) (if applicable to your project)
- [HPG Publication Form \(PDF 1.11 MB\)](#) (if applicable to your project)
- CV of key parties involved
- Samples of work relating to your project, including but not limited to the following: tentative quotations, design/layout and floorplans for galleries and exhibitions, layout plans for mobile apps and websites, and marketing and outreach material.

3. Under the Instructions page, select 'Log In with SingPass' if applying as individual or group, or 'Log in with CorpPass' if applying on behalf of organization.

• HPG Heritage Corner Form (PDF 1.03 MB) (if applicable to your project)

- HPG Publication Form (PDF 1.11 MB) (if applicable to your project)
- CV of key parties involved
- Samples of work relating to your project, including but not limited to the following: tentative quotations, design/layout and floorplans for galleries and exhibitions, layout plans for mobile apps and websites, and marketing and outreach material.

All files attached to the application must not exceed 25MB in total.

Apply as an individual or group

Apply on behalf of your organisation

LOG IN WITH SINGPASS

LOG IN WITH CORPPASS

4. After logging in, under the first tab, 'Check your Eligibility', please disregard the last two points as for-profit entities are not eligible for the Heritage Grant.

1. Do you meet at least **one** of the criteria stated below?

You are applying for this grant as:

- An individual/as a group
- A member of an interest group registered under the Societies Act
- A representative for a charitable organisation registered under the Charities Act
- A representative for an educational institution
- A representative for a for-profit entity registered with ACRA
- A representative for a for-profit entity working with a non-profit partner

Yes No

< INSTRUCTIONS

SAVE

NE

5. Under the next tab, 'Project Details', please indicate which grant type you are applying for under Project Name/Title, e.g. "Project XYZ (Major Project Grant)".

PROJECT DETAILS

Project Category × Heritage Trail × ▼

Project Name/Title Project XYZ (Major Project Grant)

Project Summary/Description

Your response should address the following:
(a) The central idea of your project.

6. Complete all the sections and click Submit.