Organisation Transformation Grant Frequently Asked Questions (FAQs)

1. When must OTG projects end by?

All projects must be completed by 31 March 2022 as this is the stipulated timeframe for the enhanced Arts and Culture Resilience Package announced on 8 March 2021. All funds have to be committed before 31 March 2022, i.e. any outstanding payment from project conclusion have to completed by 31 March 2022. Grant recipients should use the 2 months from the project's completion date to consolidate their reporting documents and submit them to NHB before the final disbursement of funds is released.

Given the time-limited support, proposals may focus on one phase of a longer-tail transformation plan. Milestones and deliverables for the phase for which OTG funding is sought should be clearly defined.

2. How is the grant quantum cap of $30,000 determined?

This grant quantum cap is developed to maintain parity with other similar funding schemes from other government agencies. Given limited funding, the $30,000 funding cap is sized so that NAC and NHB can support more organisations that are important to the overall arts and heritage ecosystem.

3. The grant covers up to 80% of supportable costs. Why is co-funding necessary?

The co-funding requirement is necessary to maintain parity with other similar funding schemes from other government agencies. With NHB's funding of up to 80% of supportable costs, we hope to support heritage organisations in undertaking transformation projects, which heritage organisations should co-own.

4. I am a for-profit heritage organisation, do I qualify for the grant?

All heritage organisations registered with the Accounting and Corporate Regulatory Authority (ACRA) or with the Registry of Societies are eligible for the grant.

5. Are MCCY/NHB-owned organisations eligible for the grant?

No, institutions owned by MCCY or NHB are not eligible for the grant. However, applicants can choose to work with them as partners, participants of prototypes or fellow collaborators in their transformation projects, and those projects can be considered for support. NHB will need to review the budget costs that go to the MCCY/NHB-owned organisations to ensure that there is no double funding.

6. I am not registered as a heritage organisation, do I qualify for the grant?

You may apply if you can articulate which heritage organisations you are/will be working with and are able to articulate clear transformation outcomes for the heritage sector.

7. Can I apply for multiple transformation projects?

Yes, you may submit multiple applications. Should you decide to submit more than one application, NHB will assess your ability and resources to deliver multiple projects across the funding period.

8. **I am currently funded by NHB for an existing project through one of NHB's grant schemes, can I apply to the OTG to get additional funds for my project?**

Should you intend to apply for multiple grants for the same project, you may do so, and declare that in the OTG Application Form. However, NHB is guided by the principle that there should be no double funding of the same cost items for a single project across two different grants.

If your proposal is already or has been committed to receive funding under NHB's other grant schemes, **you may apply to the OTG if your project addresses additional transformation outcomes that your previously awarded NHB grant did not address**.

However, please note that if you apply for the OTG after you have been awarded another NHB grant(s), **only cost items not supported by the awarded NHB grant(s) will be considered for support under the OTG.** The **total support across all NHB and other government grants will not exceed the respective grant's percentage cap, and for OTG, will not exceed 80% of the project's supportable costs.**

9. **What other support schemes are available from other government agencies to support my transformation plans?**

There are other government grants that could support your transformation goals. Here are some possible grants that you could also tap on:

   i. [NCSS's Tech-and-Go!](#)
   ii. [NCSS's VWO-Charities Capability Development Fund (VCF)](#)
   iii. [Enterprise Singapore's Productivity Solutions Grant (PSG)](#)
   iv. [Singapore Tourism Board's Grants](#)

10. **Can I apply for other government grant schemes (e.g. NCSS's Tech-and-GO!, NCSS's VCF, Enterprise Singapore PSG) while also applying for OTG?**

The other grant schemes listed above provide funding for transformation and digitalisation, and cover similar costs that the OTG supports, albeit with different qualifying criteria and different objectives from OTG. You may apply for other government grant schemes while also applying for OTG.

However, please note that should you apply for the OTG and one or more of the abovementioned grants, only cost items not supported by other government grants, will be considered for support through the OTG. The total support across all these government grants will not exceed 80% of the project's supportable costs.

11. **Is the purchase of hardware supported through OTG?**

Yes, a one-time purchase of hardware and software that can be attributed to the implementation of transformation efforts will be supported. For purchases exceeding S$6,000, you are required to attach three quotations of comparable scope and justify the final quotation that you will be budgeting for.

Upgrade of laptops, lighting and sound equipment, purchase of new or more IT equipment and implementation of corporate function systems (e.g. CRM, accounting system, HR systems) without an articulation of strategic transformation goal, outcomes and plans will

not be supported. Applicants may consider applying to other government grant schemes for transformation and non-transformation related upgrades and hardware purchases.

12. Are marketing costs supported?

Marketing costs that can be attributed to the implementation of transformation efforts will be supported.

Please note that marketing costs to refresh creative assets, revamp websites, conduct rebranding exercises, purchase media buys without articulation of a strategic transformation plan and outcomes will not be supported.

13. I would like to send my staff for training in a series of courses (e.g. data analytics, design thinking, digital marketing courses) to upskill the whole team, can I apply for OTG for the training costs?

If you wish to include training costs in your OTG application, you should articulate how the training contributes to your proposed transformation project, and the transformation-related problem statement, goals, plans and outcomes in your application.

For non-transformation related continuous professional development and upskilling, you may wish to consider grants offered by agencies such as SkillsFuture.

14. Can I apply for the OTG if I already am in the midst of a transformation project and need additional funding?

Projects that have already commenced prior to application point will not be eligible for the OTG. Planning or ideation can begin before application, however, NHB will not be able to support or back-pay transformation costs that have already been incurred prior to point of application.

However, if your application is proposing to begin the transformation efforts for phase three of a five-phase transformation journey (for example), you may apply for the OTG, such a project would be eligible.

15. What other support will NHB have for transformation besides the OTG?

Recognising that transformation is a long-term process that requires inter-disciplinary expertise, NHB will promote sharing and collaboration within the industry, as well as with others outside the industry, by setting up contact circles for collaborations and to exchange ideas. We will also explore continued support for transformation under NHB's general grant schemes.