NYC NATIONAL YOUTH COUNCIL SINGAPORE

What is NYF?

Set up as a charitable trust fund in 2014, the $100M National Youth Fund (NYF) encourages and supports ground-up youth initiatives and innovations to drive youth development and youth action through partnerships with youths and for youths.

Who may apply?

- Not-for-profit Organisations (NPOs)
- Institutes of Higher Learning (IHLs)
- Youth leaders who have a strong track record of community involvement. Applicants must be Singaporeans/Singapore Permanent Residents aged between 15 and 35 years
- Social Service Agencies (SSAs)
- Social Enterprises (SEs), whose business or key initiatives are primarily focused on engaging and developing youths

Note: All organisations must be registered in Singapore

What will NYF support?

Youth Programmes & Capability Development
Youth-related programmes that contribute towards youth development youth action, and the cultivation of youth interest groups or social movements. This also includes projects that support organisations' capability development to benefit the broader youth sector ecosystem and further youth development.

Youth Leadership Development
The training and development of youth leaders in reputable local and international platforms with the intent of leading community projects/initiatives or starting new positive social movements.

Research
Research projects that deepen the understanding of salient youth issues or trends.

How much funding is provided?

Youth Programmes & Capability Development
Up to 80% of total supportable project cost or up to $100,000, whichever is lower.

Youth Leadership Development
Up to 80% funding of total supportable project costs or up to $10,000, whichever is lower.

Research
Up to 80% funding of research project costs or up to $25,000 (individuals) or $100,000 (YSO/IHLs), whichever is lower.

The project will be assessed based on its merits. If approved, funding will be provided on a cost-sharing basis.

Please note that the NYF grant goes towards offsetting the project deficit.

What are the funding considerations?

Youth Programmes & Capability Development (YPCD) and Research:

- Addresses a **critical gap or emerging youth need**.
- Aligns with NYC's **strategic focus and priority** area.
- Possesses a **unique value proposition** and **creates impact** in the youth/youth sector.
- Includes sufficient **risk mitigation strategies and impact evaluation**.
- Involves **broad and diverse youth audiences**, especially those requiring more support, such as vulnerable youth.

For YPCD:
- Scales for **higher impact** over the next year or so.
- Has a clear **monitoring and evaluation** design and measurement.
- Adopts a **clear business model** to ensure long-term sustainability.

Youth Leadership Development*

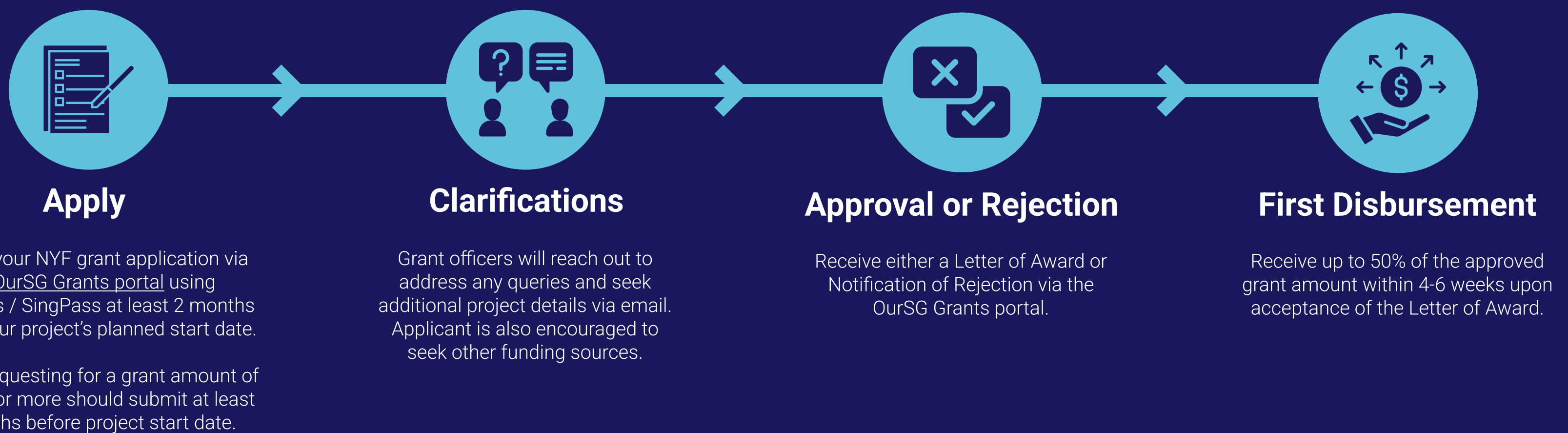**Project should have the following criteria:**
- Youth leaders who wish to **pursue training and development** in reputable local and international platforms.
- Youth leaders with the **intention of leading community projects/initiatives or starting new positive social movements** after their overseas training/development trip.

***There is a funding cap of up to two developmental opportunities per youth per financial year**

Application Process

The grant scoping and assessment to approval process will take about 2 – 6 months, depending on the nature of the project and the grant quantum. Please see the infographic below for more details.

Apply

Submit your NYF grant application via the OurSG Grants portal using CorpPass / SingPass at least 2 months before your project's planned start date.

Project requesting for a grant amount of $50,000 or more should submit at least 3 months before project start date.

Clarifications

Grant officers will reach out to address any queries and seek additional project details via email. Applicant is also encouraged to seek other funding sources.

Approval or Rejection

Receive either a Letter of Award or Notification of Rejection via the OurSG Grants portal.

First Disbursement

Receive up to 50% of the approved grant amount within 4-6 weeks upon acceptance of the Letter of Award.

- **NYF Youth Programmes/ Capability Development (YPCD) Grant:** Application will only be accepted during the thematic partnership/ grant call periods provided they fall within the specified themes and will be evaluated on a first come, first-served basis.
- **NYF Youth Leadership Development (YLD) and Research Grant:** Applications are open throughout the year, unless otherwise stated.

You may visit **https://www.nyc.gov.sg/programmes-grants/grants---national-youth-fund** for the most updated details on the NYF grant schemes.

NYC reserves the right to amend all grant criteria and terms and conditions without prior notice.

We are happy to answer any questions you may have at **partnership_enquiries@nyc.gov.sg**

National Youth Fund
FAQs

Q1: Who can apply for the NYF?

The NYF application must be by **a Singapore-registered** education institution (school or IHL), NPO, SSA or SE whose business primarily focuses on engaging and developing youths for the community.

Q2: When can I apply for the NYF?

Applications for the NYF YPCD grant will only be accepted during the thematic partnership grant call periods provided they fall within the specified themes. Applications for the NYF YLD and Research grants are open throughout the year, unless otherwise stated.

All applications are to be submitted through the OurSG Grants portal and must be submitted at least 2-3 months before the start of the project. Do note that projects which require significant grant ($50,000 or more) would require a longer assessment time and should be submitted at least 3 months in advance for our review. Please note that the processing time may be delayed if applications are incomplete/require extensive clarifications.

NYC may contact applicants for a preliminary discussion of their project and to discuss more details of the project. Where applicable, NYC will invite applicants to pitch their proposal to a panel for their evaluation. Invitation to pitch does not constitute a guarantee of grant approval.

Q3: What information is required for an application?

Applicants should provide their **personal particulars or organisation's information, a proposal and a budget** in the required format, and any other information that may support the application.

For the NYF YPCD grant, applicants will be required to select **relevant youth development outcomes and indicators** using the Impact Assessment Toolkit and submit it via the OurSG Grants Portal with the grant proposal and budget. You may download both the Toolkit and the guide with instructions on using the toolkit **here**.

Q4: Can I apply to the NYF for an existing youth programme?

Yes, the focus of the NYF is to support and encourage ground-up youth initiatives and innovation that drive youth development and youth action through partnership with youths and for youths. Applications on recurring youth programmes would need to substantiate how the NYF grant will help in the growth and impact of the programme and make a strong case for further support by the NYF. Each application will be assessed on its merit.

Q5: My organisation is already receiving funding from NYC. Can I still submit a fresh application?

Organisations that are currently receiving funding from NYC may still submit their application, subject to NYC's consideration to fund.

Q6: Can my organisation generate profit from a project that receives funding from the NYF?

No. The NYF funds goes solely towards supporting **up to 80% of total project supportable expenditures, or up to the approved grant amount, whichever is lower, with the condition that the NYF grant goes towards offsetting the project deficit.** Please refer to the table below for illustration.

Deficit Funding Model
Illustration of different scenarios

Grant Awarded: Up to $45,000, or up to 80% of total allowable costs, or approved grant less surplus, whichever is lower.

	Scenario A	Scenario B	Scenario C
	• Received other sources of income beyond NYF grant. • Total project cost < total income, resulting in project surplus	• No other sources of income beyond NYF grant. • Total project cost < total income, resulting in project savings	• Received other sources of income beyond NYF grant. • Total project cost > total income, resulting in project deficit
Income *(Including up to $45,000 NYF grant)*	$66,073	$45,000	$100,000
Total project cost	$56,964	$40,000	$1,000,000
Total allowable project cost	$56,878	$40,000	$80,000 (Flights not covered for NYF)
80% of total allowable project cost	$45,502	$32,000	$64,000
Surplus/deficit *(Income - total project cost)*	$9,109	$5,000	- $900,000
Final grant	$35,891 ($45,000 - $9,109)	$32,000 ($40,000 x 80%)	$45,000 (approved grant amount)

Q7: Can I apply for / receive other sources of funding in addition to the NYF for my project?

Applicants are encouraged to apply for other sources of funding as the NYF grant is provided on a cost-sharing basis. Applicants are required to declare their funding sources in the application form.

Q8: How much of the project can be funded by the NYF?

Project will be assessed based on its merits and alignment with the funding criteria. If approved, it will be on a cost-sharing basis, up to 80% of the total project supportable expenditure or up to the approved grant amount, whichever is lower, with the condition that NYF grant goes towards offsetting the project deficit.

Q9: What project expenses are supportable or non-supportable?

The NYF funds **direct project costs** such as venue rental, logistics, manpower, food and beverage and transport costs. Manpower costs, if any, must be pro-rated based on the time spent on the project, and will be benchmarked against industry/ market cost norms. The grant **does not fund start-up costs, overhead costs (e.g. rent, utilities, business licenses), capital costs (e.g. fixed assets), and gifts,** including tokens of appreciation, cash prizes, vouchers and awards such as trophies, medals, etc.

Q10: How will the grant be disbursed?

The first tranche disbursement of the grant will typically be on an advance basis, upon acceptance of the LOA, but this may vary for some projects. The remaining grant will be given out on a reimbursement basis, upon completion of project milestones and submission of relevant documents (e.g. Project Progress/ Final Report, Statement of Accounts (SOA)). The project milestones will be set and agreed by both applicant and NYC before the commencement of the project. For most projects, the grant will be disbursed over two tranches, on an advance and reimbursement basis.

Q11: How will I receive the approved NYF grant?

The NYF grant will be credited into the corporate bank account of the applying organisation **within four to six weeks** from the acceptance of the LOA of the grant award. NYC prefers to credit the NYF grant by inter-bank GIRO, as it is more efficient and cost-effective.

For individuals applying to the NYF under YLD or Research, the NYF grant will be credited into the individual's bank account by inter-bank GIRO.

Q12: How do I get the remaining grant disbursement?

The remaining grant disbursements will be contingent on NYC establishing that project is successfully completed in accordance with the approved project's deliverables and that the remaining funds are required after the assessment of the project documents such as the audited SOA.

NYC reserves the right to withhold or adjust the remaining funds at its sole discretion.

Q13: Do I need to engage an auditor to audit the Statement of Accounts (SOA) for my project?

For projects with an approved grant quantum exceeding $50,000, applicants will have to engage an auditor and submit financial statements for the approved project that are externally audited by a Public Accountant. Should the organisation engage an auditor for the project, the cost of engaging the auditor can be included in the project budget.

Other organisation funded projects with an approved grant quantum less than $50,000 could also choose to engage their own external certified Public Accountant for project audit or tap on NYC-appointed auditor.

Q14: How do I account for in-kind sponsorships in the project closure report?

For in-kind sponsorships, the SOA should reflect the estimated cost price/ retail price of the sponsored items. Applicants must also highlight and indicate expenditure items that were sponsored for assessment purposes, and submit documentary proofs of the value of sponsorship/cost price/retail price, e.g. a sponsorship letter or email confirmation of the sponsorship indicating the item and value of sponsorship.

Q15: How should the receipts be submitted?

All scanned receipts should be clearly labeled and arranged in accordance with the SOA and submitted via the OurSG Grants portal. Receipts and payment documents may be uploaded on google drive with link shared with NYC if it exceeds Our SG Grants portal's file limit of 25MB.

NYC reserves the right to exclude receipts that are unclear or faded from the total project cost.

Q16: Who do I contact for assistance?

If you have any questions, or wish to discuss your applications in detail, you are welcome to contact the Partnership Lab team through Email, at **partnership_enquiries@nyc.gov.sg**.

OurSG Grants Portal

Q17: What should applicants do if they do not have a CorpPass or Singpass?

The CorpPass User account registration is available at **https://www.corppass.gov.sg** for organisations.

For individuals who wish to apply for the NYF YLD or Research, the account registration is available at **https://www.singpass.gov.sg/singpass/register/instructions**.

The CorpPass and SingPass User account password resetting is also available at each Login page.

Q18: Which devices can be used to access the OurSG Grants portal?

Personal computers

Tablets
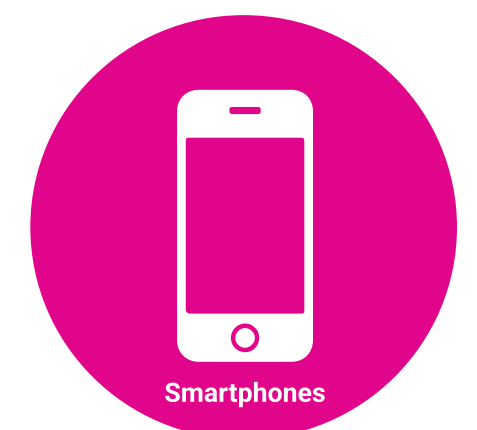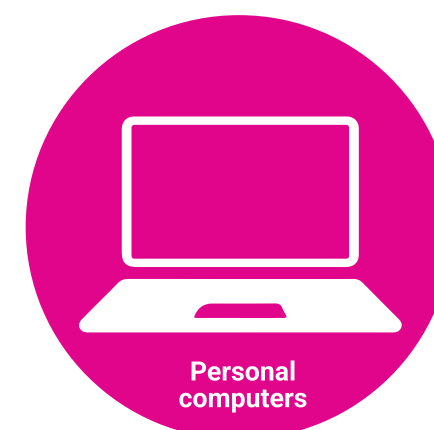
Smartphones

The portal is compatible on most devices and can be accessed from **personal computers, laptops, tablets and smartphones** with an internet connection. It is best viewed from the latest two versions of Chrome, Safari, Microsoft Edge, and Firefox.

Q19: How do applicants check if their application is submitted or status of the application?

Upon submission, applicants will be able to see **(a)** a pop-up indicating the reference number for the application and **(b)** receive an email notification to acknowledge the application via the email address provided for the application.

The application status is also updated on the **OurSG Grants portal Dashboard** (the application will no longer be in the "Draft" section of the Dashboard, but instead in the "Grants" section). Applicants can login to the portal to view the status of the application at any point of time.

Q20: How do applicants amend their application or provide additional information?

Once a grant application is submitted, applicants will **no longer be able to make any amendments**.

For amendment of critical fields such as project dates, proposed/requested budget amount, applicants may **contact the Partnership Lab staff** to put forth the request. It will be considered on a case-by-case basis.