

## Enabling Sports Fund Information Kit

### BACKGROUND

The objective of the Enabling Sports Fund is to support community-initiated disability sport initiatives.

### ELIGIBILITY

<b>Objective</b>	Support <b>new and existing local community-initiated disability sport initiatives</b> . Existing initiatives which are not previously funded by ESF must incorporate elements that are in line with ESF's objectives, and these should include meaningful enhancement from previous run(s).
<b>Funding Considerations</b>	Proposals should aim to: <ul style="list-style-type: none"> <li>• Increase accessibility to disability sports activities and programmes;</li> <li>• Increase sports participation rate for persons with disabilities;</li> <li>• Promote inclusivity where people of all abilities can engage in sport together;</li> <li>• Demonstrate clear outcomes/ outputs.</li> <li>• Scale for higher impact in a multi-year context.</li> <li>• One-off activities/ events must demonstrate significant reach and/ or sustained benefits post-event.</li> </ul>
<b>Who can apply?</b>	Individuals/Groups/Organisations (e.g. ground up initiatives, volunteers, members of registered societies), Social Service Agencies, Non-profit Organisations, National Sport Associations, Disability Sport Organisations, Social Enterprises.  For-profit/ commercial projects/ programmes would generally not be considered.
<b>Nature of proposed project/ initiative</b>	Programmes and activities
<b>Funding Quantum and Duration of Funding</b>	<ul style="list-style-type: none"> <li>• Applicants will have to indicate the full funding duration requested. Subsequent applications under the same project scope would be considered as a continuation of the original application.</li> </ul> <p><b><u>For regular programmes/events and renewable projects</u></b></p> <ul style="list-style-type: none"> <li>• Funding support may be up to five years from year of application.</li> <li>• <b>Funding may be up to 90% of the qualifying cost for the first three years, capped at S\$100,000 per year based on agreed KPIs. To encourage programmes to seek alternative funding sources and work towards longer-term sustainability, funding in the fourth and fifth years will be reduced more significantly.</b> <ul style="list-style-type: none"> <li>• Exceptions may be considered on a case-by-case basis.</li> </ul> </li> </ul>

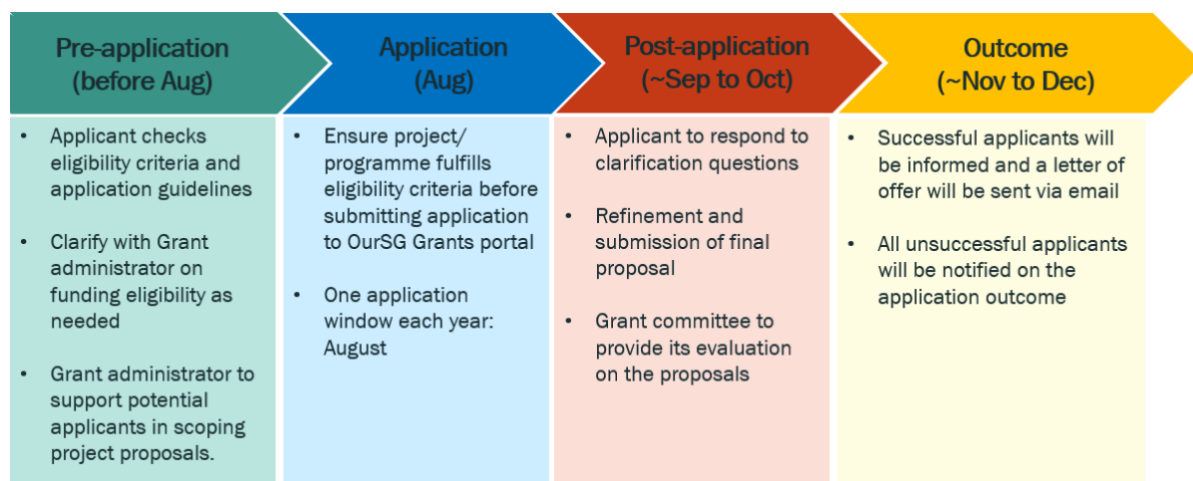
	<p><b><u>For one-off activities/events</u></b></p> <ul style="list-style-type: none"> <li>• <b>Funding might be less than 90% of the qualifying cost</b>, capped at S\$100,000 per project based on agreed KPIs. <ul style="list-style-type: none"> <li>• Exceptions may be considered on a case-by-case basis.</li> </ul> </li> </ul> <p>*Regular programmes/events are initiatives that occur on a recurring basis (e.g. programme with monthly sessions, annual event)</p> <p>**One-off activities/events are initiatives that occur once (e.g. workshop, one day activity)</p>
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## FUNDING GUIDELINES

- Items that directly support the running of the programmes/activities will qualify for funding. These may include:
  - Purchase/rental of sports equipment (e.g. customised or specialised sport equipment: prosthetics, wheelchair);
  - Venue costs;
  - Transport support for PwD programme participants and caregivers;
  - Coaching and training fees;
  - Risk management costs (e.g. insurance for the programme, first aid kits, protective equipment related to sport, medics & ambulance on standby etc); and
  - Miscellaneous programme-related expenses.
- Items that do not qualify for funding include:
  - Start-up costs, capital expenditure (e.g. purchase of office equipment/assets), expenses relating to crowdfunding events, or incurred for any form of religious/political activities.
  - Fees by external auditors to verify the statement of accounts, if required.
- The evaluation panel will decide how much funding support to provide for each funding component in the proposal.
- Applicants are expected to co-fund or seek other funding sources to cover the remaining expenses not covered by the Grant.
- Projects/programmes should not be designed for profit-making.
- Applicants will need to declare if they are receiving funding elsewhere (and the amount funded).
  - Applicants could receive funding from multiple sources but these should not be for the same project/programme component. This would ensure that there would be no double funding for the same purposes.
  - If it is discovered that applicants are receiving undisclosed funding from other sources for the same component, they will be required to return the funding received from the ESF.

## APPLICATION PROCESS

Applicants can apply for the ESF through the OurSG Grants Portal.



## DRAFT CONSULTATION

- Applicants who wish to seek SportSG's inputs on their proposal will be able to do so prior to the final submission of the proposal.
- To ensure fairness and transparency, SportSG will not entertain requests for consultation or amendment of proposals after the final proposal submission deadline.
- Applicants with large funding requests will be asked to provide more justifications.
- Unsuccessful applicants will be encouraged to resubmit their refined proposal in the next application cycle.

## KEY PERFORMANCE INDICATORS AND TRACKING PROGRESS

- When submitting proposals, applicants should propose suitable KPIs and targets for their community-based initiatives.
  - Proposed KPIs should meet the intended purpose of supporting community-based disability sport initiatives (e.g. increase accessibility to disability sports activities and programmes, and/or enhance awareness of disability sports and inclusive sports activities).**
  - It is mandatory for applicants to propose KPIs and targets on (i) number of participants and (ii) number of sessions to be held.
  - At the end of each grant period, applicants will need to report outcomes/ outputs based on the KPIs set and provide reasons for not achieving intended targets.
- Mid-term progress report (for regular programmes and if applicable only)
  - E.g. no. of sessions conducted, no. of participants reached, challenges faced and how applicant plans to mitigate them.
  - Photographs/videos and corresponding stories that could be used to profile disability sports.

- c. For regular programmes (e.g. programmes with monthly sessions), applicants may be asked to share their progress report.
3. Post-project/programme report
- a. Proof of expenditure and a statement of accounts are required for all projects. Audited statement of accounts may be required on a case-by-case basis. If required, all audited statement of accounts must be audited by an external auditor and all expenses incurred are to be incurred by grant recipient.
  - b. Photographs/videos and corresponding stories that could be used to profile disability sports.
  - c. Applicants should also provide a report on whether they have achieved their proposed KPIs for the year, and provide reasons if they were unable to do so.
  - d. MCCY/SportSG will conduct site visits to further understand each programme and connect with the applicants.
  - e. Future applications may be considered less favourably if applicants are non-responsive.

## EVALUATION CRITERIA

1. Proposals will be evaluated based on the following evaluation criteria which are weighted equally:

<b>Applicant's Experience</b>	The applicant has experience or track record in serving the target group or running similar programmes, i.e. has worked with persons with disabilities before.
<b>Community Activation</b>	The proposal will involve volunteers, and articulates how volunteers will benefit from the initiative. It also has other benefits (e.g. caregiver respite).
<b>Inclusivity*</b> *Sport inclusivity is defined as meaningful shared sporting experiences that includes persons of all abilities with the aim of promoting awareness, understanding, and mutual respect among participants.	The proposal promotes sport inclusivity, e.g. involve participants of all abilities and actively engage unified sport partners, where feasible.
<b>Project Sustainability</b>	The proposal has outlined how the project will be sustainable beyond the funding period and detailed budget required is deemed reasonable.

- 2. Proposals will have to meet at least two out of the four primary evaluation criteria.
- 3. Additional consideration will be given to projects which can demonstrate merits beyond the criteria above, e.g. use innovative engagement approaches.

## **DISBURSEMENT FRAMEWORK**

### **Projects/ programmes to be completed within 12 months:**

1. 60% of approved funding will be disbursed by SportSG to the applicant upon signing of agreement.
2. Remaining 40% of the approved funding will be reimbursed by SportSG at the end of the mutually agreed project end date based on actual expenditure after netting off any revenue or income when the applicant submits their final report.
3. SportSG/ DSMP Secretariat reserves the rights to claw back any surplus of grant disbursed upon verification of proof of expenditure.

### **Multi-year projects/ programmes:**

1. 60% of each year's (12-month period) approved funding will be disbursed by SportSG to the applicant upon signing of agreement.
2. Remaining 40% of the approved funding will be reimbursed by SportSG at the end of the year upon receiving and approving the progress report, which must include proof of expenditure.
3. The disbursement pattern repeats for each year of the grant period.
4. SportSG/ DSMP Secretariat reserves the rights to claw back any surplus of grant disbursed upon verification of proof of expenditure.

### **Special note:**

Should grant recipient not be able to meet the KPIs, SportSG will assess applicant's justification for not meeting the KPIs and reserves the right to withhold approved funding, claw back unutilised funding disbursed, or terminate the agreement.