S P H E R E +

HOUSING & DEVELOPMENT BOARD

AGENDA

1. Introduction to SPHERE+

2. Past Projects by Our Youth

3. Sample Programme & Budget

4. Key Criteria & Guidelines

5. Key Stages

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1 Introduction

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SPHERE+ TARGET AUDIENCE:

1. **HDB senior residents** that regularly attend, or reside near Senior Activity Centres (SAC) / Active Ageing Centres (AAC)

2. **MOE Schools** and/or **Institutes of Higher Learning** (e.g. ITE, Polytechnics, Universities)

To encourage students

to develop community projects, in order to build stronger intergenerational ties between youth and seniors

Up to $5,000 depending on scale/duration

Bonding Sessions with Elderly

Senior-Friendly Programming

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VENUES TO CONDUCT SPHERE+ :

Senior Activity Centres
(SAC)/Active Ageing
Centres (AAC)

School Premises

HDB Void Decks
next to SACs / AACs

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2 Past Projects
by Our Youth

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PAST PROJECTS

- A terrarium making or designing a tote bag with senior residents.

- **Highlights:**
  - Encourage elderly residents to be active in aligned with Age Well SG
  - Promote mental wellness
  - Foster connections among fellow elderly and youth

Seniors showcasing their finished product

Senior participating in terrarium making

Senior participating in terrarium making

PAST PROJECTS

- A Sessions that focus on enhancing the physical and mental wellness of the elderly in alignment with Age Well SG.

- **Highlights:**
  - Strength/Mobility
  - Flexibility

Students and Seniors performing a strength/mobility exercise

Students and Seniors performing flexibility exercises

Students and Seniors performing flexibility exercises

SAMPLE PROGRAMME

Timing	Activity	Remarks
15 mins		**Set-up**
30 mins	**Befriending with elderly (breaking the ice)**	• Students introduce themselves, before providing an introduction on the intent of their programme, and interacting with the seniors to foster relations and build rapport.
1 hour	**Bonding Time**	• Activity 1 • Activity 2
15 mins	**Feedback / Chit Chat Time**	Students to fill up survey form on their experience and interview the elderly (with quotes and photos) *(inclusive of distribution of snack pack for individual consumption, where applicable)*
Total: 2 hours		

SAMPLE COSTINGS

Item	Cost of session	Remarks
Activity *Materials for Workshops/ activities. E.g. stationery, crafts kits, game kits, tokens for participation*	$900	An activity session usually involves ~25 to 40 seniors & 30 to 40 students, which roughly costs about $800-1,000.
Transport	$400	*25% of the budget* (falls within the 30% budget cap)
Snacks and prizes	$300	*18.8% of the budget* (falls within the 20% budget cap)
Total	**$1,600** ***$15 to $20 per pax (capped*)***	***prices inclusive of GST**

④ Key Criteria & Guidelines

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KEY CRITERIA

◆ Activities to **strengthen intergenerational bonds** between students and seniors

◆ Activity/event **not for profit**

◆ **Not** for programmes or activities with **existing funding sources**

◆ **Transport** costs are capped at **30%** of the total project cost, and can only be used for the elderly beneficiaries

◆ **F&B, and prizes** must not exceed **20%** of total project cost

◆ Project volunteers must meet a minimum amount of **community match value**, which begins at **30%** of the project budget/cost
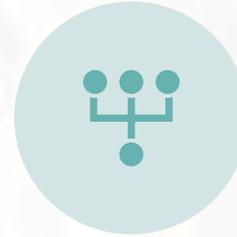
** Volunteering time (e.g. students, teachers) is valued at **$25 per hour***
All donated materials and supplies (food, tools, etc.) can be valued at their retail prices.

OTHER GUIDELINES

The Fund **cannot** be used for:

Overseas projects

Hiring/ outsourcing the project works/ activities fully to events companies

Event t-shirts

Out-of-city travel expenses, or any lodging/ hotel expenses, private transportation expenses including mileage, car rentals, etc.

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COMMUNITY MATCH

How does the community value/match operate?

Scenario:	(Hypothetical): 2 Hour Session	Community Match Value = $25 per Volunteer Hour	Total Project Cost	Amount of Volunteers /Students	Total Amount of Volunteer Hours	Total Community Match Value (Total Hours x $25)
A			$3,000	200	200 x 2 = 400 hrs	$10,000 *(Exceeded Min)*
B			$1,500	150	150 x 2 x $25 = $7,500	$7,500 *(Exceeded Min)*
C			$800	100	100 x 2 x $25 = $5,000	$5,000 *(Exceeded Min)*

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A Planning	B Post-Planning	C Post-Approval	D Post-event
The school first **scopes and details the proposed project in collaboration with the SAC(s)/AAC(s)** before applying to HDB for SPHERE+ funding.	**Post-planning,** the school is to provide **quotations, budget and detailed activity plans** to HDB for approval.	**Post-approval,** the school shall conduct **preparations for the event,** to execute intergenerational **engagements on site**	School to provide **photos, feedback after project completion and before seeking reimbursement** from HDB
HDB facilitate process / Link up with AACs	*AOR → Incurrence → LOA*	*Audits / Surveys*	*Verification of documents /Approval for reimbursement*

3-4 months for approval of project
(includes the refinement of the project, budget and programme)

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THANK YOU!

To know more, do contact:

HDB_Community_Partnerships@hdb.gov.sg

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