



**HDB Friendly Faces, Lively Places Fund Application Form**

**Please attempt to complete all fields**

**1. Project Information**

Project Name	:
Project Address	:
Project Date	:
<u>Briefly describe the project</u>	

**2. Applicant's Contact Information** (All funding correspondences will be mailed to the contact person)

Project Contact Person	:
Address	:
Contact number	:
Email Address	:

**3. Project Funding Request**

Please Select Funding tracks (please tick)		
Action Fund (up to S\$1,000)	<input type="radio"/>	Project Fund (up to S\$5,000)
		<input type="radio"/>
		Building Fund (up to S\$20,000)
		<input type="radio"/>
Has any member of your group applied for this fund before? (Please circle)		Yes / No
If Yes, please indicate name of officer: _____		
Does any member of your group have a current project being funded by this programme? (Please circle)		Yes / No
Is your group receiving any other source of funding for similar project? (Please circle)		Yes / No
If Yes, please state reason for applying to this fund: _____		

#### 4. Team Members

S/N	Name	S/N	Name
1		7	
2		8	
3		9	
4		10	
5		11	
6		12	

#### 5. Project Proposal

What inspired you to do this project?
How will the project benefit the community?
Describe the volunteering opportunities showing how people with different interests can all be involved in your project.
Describe the resources the team requires. E.g. number of volunteers, professional services, equipment/ materials, or supplies such as food/ tools/ furniture.

## 6. Project Milestone

Please provide a description and an indicative date for the project milestone detailing **key** engagement processes.

Milestone	Description	Tentative date (mm/yyyy)
1		
2		
3		
4		
5		

## 7. Estimated Number of Participants Your Project Will Outreach To

Please provide an estimation: \_\_\_\_\_

### 8. Project Budget

Please provide the list of required items and its respective cost estimate.

Milestone	Items	Estimated Cost
1		
2		
3		
4		
5		

### 9. Outcomes

Describe specific outcomes, both tangible and/or intangible results that your proposal could achieve
Please share any additional information we should know about your project

### 10. Proposed Community Match

Please provide the list of community match you intend to provide and its respective estimated value.

Milestone	Items	Type	Estimated Value
1			
2			
3			
4			
5			

**Declaration**

- I declare that this proposed project is not funded by other programmes or grants.
- I declare that this proposed project is not a duplication or part of an existing programme and has not commenced prior to funding approval from HDB
- I understand that my proposal will be subjected to the approval of the evaluation committee appointed by the HDB and will not hold the HDB liable for any form of efforts taken into the preparation of this proposal.
- I understand that a minimum of 3 weeks is required for HDB to evaluate the proposal. Hence I will plan to commence the 1<sup>st</sup> milestone of my project at least 3 weeks after submitting my application.

**Submitted by**

Name : \_\_\_\_\_

Date Submitted: \_\_\_\_\_

**Questions?**

Please email Mr Ian Pay at [ian\\_CH\\_Pay@hdb.gov.sg](mailto:ian_CH_Pay@hdb.gov.sg)

**Keen to take part?**

Print a copy of this form, scan and send the completed form to [HDB\\_Community\\_Partnerships@hdb.gov.sg](mailto:HDB_Community_Partnerships@hdb.gov.sg)

We look forward to your participation. Thank you!