

## DBS Foundation Social Enterprise Grant Programme

### Frequently Asked Questions

[繁体中文版](#)

#### General

##### **How many grantees a year does the DBS Foundation pick?**

We give out finite number of grants every year but there is no fixed number that we aim to fill. The number of grantees we pick depends on the quality of applications received.

##### **Is the grant programme open through the year?**

Grants are only offered through Call for Proposals. Updates for when the Call for Proposal opens are released on our website.

##### **When will I know the results?**

Applicants will be informed by August on the final decisions on their submissions.

##### **Does DBS Foundation take up equity in the grantees?**

Under the generic grant mechanism, DBS Foundation does not take up equity in the grantees. That said, in exceptional cases, DBS Foundation may also facilitate loans or investments by third parties upon consent from the social enterprise.

#### Application

##### **My business is not a social enterprise. Can I still apply?**

The grant programme is for social enterprises only. Please see below to understand how social enterprises are defined.

*Social enterprises are businesses that have a social mission at their core and use sustainable commercial models to achieve this social mission. Their primary objective is to achieve positive social, cultural, community economic and/or environmental outcomes. As such, income generation should play a key supporting role to achieve their social mission.*

*Traditional commercial models focus on delivering profits to shareholders and may contribute a portion of excess profits for social good; social enterprises focus on centering their operating models around achieving their social mission. Profits generated are committed towards strengthening their ability to create positive social impact. Social enterprises should be able to clearly demonstrate such impact through systematic measurements. They sustain themselves with earned revenue, with no reliance on philanthropic giving for their operations.*

*Mature social enterprises that have obtained other forms of investment should remain majority controlled in the interest of its social mission. Social enterprises should also be independent entities that are autonomous of the state. While social enterprises should be able to sustain themselves through their own commercial operations, we recognise that some reliance on grants in the early pilot/start-up stages is common.*

**If I have already obtained a grant from another organisation, will it limit my chances of being selected for this programme?**

No, the grants you have previously received will not influence your application to DBS Foundation Grant Programme but you are required to disclose this information in the application. Your application should strongly substantiate how the grant from us can be prudently used to achieve the outcomes you intend.

**Can I apply to this programme even if I am a past / existing grantee of DBS?**

Yes, provided that you do not have an ongoing grant from DBS or DBS Foundation. The focus of the DBS Foundation's Grant Programme is to grow successful and impactful social enterprises. If you can substantiate how the DBS Foundation's grants will help grow your social enterprise to the next stage, you can explore this opportunity by applying to the grant programme, with the understanding that it needs to make a strong case for further support from DBS Foundation. Being a former grantee does not guarantee a grant under this programme. Each application will be assessed on its merit. If you have an ongoing grant with DBS or DBS Foundation, please try again after you have completed all the grant milestones.

**Can I apply for more than one type of grant?**

Applicants can apply for only one type of grant in any one year. However successful grantees that have achieved their milestones may consider applying for another grant in following years.

You can pick a grant depending on the stage of growth your social enterprise is in and one that best suits your needs. Please refer the table below to assess which type of grant is best suited for you.

	Your profile should be...
Prototype grant	As of 1 <sup>st</sup> Jan 2018, my business has been incorporated for less than 2 years; and I am currently developing a prototype to go to market.
Organisational grant	As of 1 <sup>st</sup> Jan 2018, my registered business has been in operation for 2-4 years; The business has been revenue generating for at least past 6 months as of 1 <sup>st</sup> March 2018; I am (or my co-founder is) working full time on the business; and I am hoping to catalyse the business growth in terms of building up organisation capacity and innovation capability, extending geographical reach and/or expanding social impact.

### **Can I apply before incorporation of my business?**

For this Call for Proposal, DBS Foundation is only accepting proposals from social enterprises which are legal entities at the location where they operate/intend to operate.

### **My business is currently based in India, but I have not obtained an approval under Foreign Contribution Regulation Act (FCRA). Can I still apply?**

Indian entities are required to provide evidence of having FCRA approval, or the ability to meet the following criteria:

- i. profitability of the business is dependent solely on the sales revenue and not on account of the income receivable by way of grants and/or awards,
- ii. does not have a definite cultural, economic, educational, religious or social (“CEERS”) programme, and
- iii. the grant not be used towards funding any other persons and/or entities which would need to be registered to obtain FCRA registration or approval.

Failing which, DBS Foundation will be unable to disburse the grant to the entity.

### **How will I know if my grant application has been received?**

You will receive a confirmation email from the DBS Foundation within a week after submission of your application. We will be in touch with you for any further clarification required.

### **Can someone help me with my proposal submission?**

As the Call for Proposal is a competitive call, it would be unfair, or could be perceived to be unfair, for DBS Foundation to help any applicant in the submission. You may refer to the grant proposal guidelines provided along with the application form. As much as possible, we will clarify with applicants should we need further information during the evaluation process. Please note that incomplete or vague applications where applicants failed to complete all sections of the application or not provide substantial information for our assessment will be rejected.

### **How do I know the information that I have submitted to the Foundation is safe?**

The DBS Foundation is governed by the Personal Data Protection Act and the information you provide will be secure. By participating in the grant application process, you are indicating consent to DBSF collecting and using personal particulars (including but not limited to name and contact details) for purposes of the DBS Foundation Grant Call for Proposal. DBS Foundation will not use the personal particulars for any other purpose. All personal particulars provided to DBS Foundation for the Call for Proposal will be kept secure and processed in accordance with all applicable laws.

## **Evaluation**

### **How does DBS Foundation decide on the Grant Awardees?**

The approach we take in selecting grantees can be found on our website. Please read through carefully so you are ready with the necessary information before filling the application form. Specific evaluation criteria will vary based on the kind of grant applied for, but the key criteria of our evaluation remain the same. We have a committee comprising of internal and external experts who decide on the grant awardees for the year based on the strength of the applications.

### **Can the evaluation panel sign a Non-Disclosure Agreement with me?**

Applications are protected in the spirit of non-disclosure, and all submitted materials will be treated as company confidential. The only people with access to the entry materials will be staff of DBS Foundation, select staff members of the DBS Bank involved in the evaluation process. Materials will not be distributed to any other party unless requested by an applicant. No other provisions are made to protect intellectual property.

While there are no presentations to be made on a public platform, if you have/are in the process of filing patent(s), please do not disclose critical information which would affect a successful filing until you have been confirmed as a shortlisted applicant for local and/or regional evaluation.

### **If I am not selected this year, can I apply again next year? How do I appeal?**

The decision of the evaluation panel is final. Yes, you can apply again next year.

### **My application had been unsuccessful. Can I get feedback or meet up with a DBS Foundation representative to explain my application?**

Due to the overwhelming responses that we typically receive, it would be a challenge for us to meet each applicant to provide detailed feedback. However, we can certainly be in touch over email to provide feedback.

## **Grant use**

### **What timeframe am I given to use the grant that has been disbursed?**

In your application you have to state how and when you would be using the grant amount. The time frame is not prescribed but has to be reasonable based on the proposal at hand. We recommend not exceeding 18 -24 months.

### **Will I have to provide reports during work implementation?**

Yes, the grantees are expected to share their progress at regular intervals of once every six months.

### **How will the grant be disbursed?**

The DBS Foundation will discuss with grantees to determine the funding need of each grantee before milestones are set. Grants are disbursed upon achievement of these mutually agreed milestones.

**Can the grant be used to fund past activities?**

The grant cannot be used to fund past programmes/events. It can only be used for expenses which are incurred after the grant agreement had been signed.

**Can I change the usage of the grant after my application has been approved?**

The grant is awarded based on what has been presented at point of application. Therefore, we will not allow for a change in the proposed grant use after in-principle approval have been granted. DBSF reserves the right to withdraw the award of the grant should the intended use changes.

## 星展基金會社會企業獎助金計畫

### 常見問題

#### 一般問題

##### 星展基金會一年會挑選出幾位受讓人？

我們每年都會提供一定數量的獎助金，但我們沒有特別人數設定目標。我們挑選的受讓人人數，將依照所收到的申請書品質而定。

##### 獎助金計畫是一整年都開放申請嗎？

我們夠過提案徵求計畫提供獎助金，這個計劃通常在下半年的日曆年進行。

##### 我什麼時候可以知道結果？

申請人將於 11 月收到最終決定的通知。

##### 星展基金會是否將在受讓人的實體中持有股份？

根據一般獎助金的運作機制，星展基金會將不會在受讓人的實體中持有股份。不過，在特殊情況下，星展基金會仍可能在經社會企業同意的情況下，協助推動貸款或第三方投資的運作。

#### 申請相關問題

##### 我們的企業並非社會企業。我還是可以申請嗎？

本獎助金僅供社會企業申請。請見下方社會企業之定義。

*社會企業是一種企業型態，這些企業肩負社會使命，採取永續的商業模式以達成社會任務，主要目標是對社會、文化、社區經濟和/或環境產生正面影響。因此，為了達成其社會使命，產生收益之活動應扮演關鍵性的支持角色。*

*過去的商業模式聚焦於向為股東提供利潤，並將利潤盈餘捐出來回饋社會；社會企業則著重於期營運模式，希望藉此直接達成社會使命。所產生的利潤將用於加強企業能力，以期能夠進一步建立正向的社會影響力。社會企業應該能夠透過系統化的測量方式，清楚展現這樣的影響力。他們依靠著業務營收維持企業營運，而不仰賴慈善捐款的收入。*

*已取得其他形式投資之成熟社會企業應主要受控於其社會使命，社會企業亦應為不受國家控制之自治獨立實體。雖然社會企業應能夠經由本身之商務營運自立，但初期試營運／新創階段仰賴獎助金之情形實屬常見。*

##### 如果我已經從其他組織獲得獎助金，則是否會影響我在本計畫的入選機率？

不會。您先前已收到的獎助金不會對您對星展基金會獎助金計畫造成影響，不過您將必須在申請書中披露此項資訊。您的申請書內容應側重說明我們的獎助金將能如何協助您達成企及之成果。

##### 如果我已經曾為/已為星展受讓人，那麼是否還能申請此計畫？

可以，前提是您已經完成之前的助獎金的所有里程碑。星展基金會獎助金計畫的主要目的，在於協助社會企業成功壯大，並發揮影響力。如果您清楚說明星展基金會的獎助金將對您的社會企業之成長有何助益，您仍可善用此計畫

申請獎助金，並瞭解您必須提出更強力的論點，才能獲得星展基金會的進一步支持。然而，過去曾為本計畫受讓人，不代表保證會再次獲得獎助金，因每份申請書均係根據其內容進行獨立評估。若您目前還在努力實現某星展助獎金的里程碑，那就在達成所有里程碑後再申請星展基金會的助獎金。

### 是否可以對不同類型的獎助金進行申請？

申請人每年僅能對一種類型的獎助金提出申請。無論受讓人是否已經達成諸多階段性目標，且營運得是否相當成功，均請在接下來幾年中再次申請其他類型的獎助金。

您可以根據社會企業的成長階段，選擇申請最適合您的獎助金。請見下方表格，評估哪一種類型的獎助金最適合您。

	您的申請類型應為.....
原型獎助金	到 2018 年 1 月 1 日止，企業設立時間不到兩年；且目前正在開發打入市場的原型。
組織獎助金	到 2018 年 1 月 1 日止，企業設立時間為 2 到 4 年；企業到 2018 年 3 月 1 日止，創造營收的時間已有至少六個月以上；您（或者您的共同創辦人）是企業的全職員工；且希望能夠推動企業成長，讓企業透過擴大組織規模、提升創新能力、拓展業務地域範圍，以及/或者加強社會影響力。

### 我可以在企業設立之前就申請嗎？

星展基金會的提案徵求計畫僅接受已向其營運或打算營運的所在地申請為合法實體的社會企業的申請。

### 我的企業以印度為基地，但我尚未獲得《外國捐贈管理法》(FCRA) 核准。我還是可以申請嗎？

印度實體必須提出已獲《外國捐贈管理法》(FCRA) 核准之證明，或者符合下列條件之能力。

- i. 營利方式是否僅有賴銷售營收，而非獎助金和/或獎勵的費用，
- ii. 沒有明確的文化、經濟、教育、宗教或社會性（「CEERS」）計畫，且
- iii. 本獎助金將用於資助應登記的其他個人和/或實體，以取得 FCRA 登記或核准。

若沒有達成此條件，則星展基金會將無法向該實體發放獎助金。

### 我該如何知道申請書是否已成功提交？

星展基金會將在收到您申請書的一周內，向您傳送確認電子郵件。若需要您進一步說明申請書內容，我們會再與您連絡。

### 是否可以尋求他人協助，幫我完成提案提交作業？

提案徵求計畫本質上是一場競賽，若申請人向星展基金會尋求協助，可能有失公允，或者會給外界帶來此觀感。您可以參考申請書隨附的獎助金申請指南。若您在評估過程中需要任何進一步資訊，我們非常樂意為您詳加說明。請注意，若申請書內容不完整、模糊不清，或申請人填寫申請表的所有藍未，或者沒有提出可供評估的重要資訊，則星展基金會將予以拒絕。

### 如何知道提交至星展基金會的資料安全無虞？

星展基金會受《個人資料保護法》約束，您提供的資訊將安全無虞。參與本獎助金申請流程，即表示您同意星展基金會收集並使用其專供星展基金會提案徵求計畫申請計畫使用的個人資料（包含但不限於姓名與聯絡資料）。星展

基金會不會將特定個人資料作為他用。提供給星展提案徵求計畫計畫的所有個人資料將根據適用法律，受妥善保管與處理。

## 評選機制

### 星展基金會如何決定獎助金獲獎者？

我們選取受讓人時所採取的方式已公布於網站上。請仔細閱讀，確保瞭解填寫申請書時所需的必要資訊。特定的評估條件依獎助金類型而有所不同，不過評估的主要準則仍維持不變。我們的委員會由來自內外部的專家組成，將根據申請書的優勢與長處決定獎助金獲獎者。

區域性決選評選將在新加坡以英語進行。如果申請者無法用英語進行交談，星展基金會將盡最大努力協助翻譯簡報和問答環節。不設在新加坡的申請者可考慮自費來新親自做簡報。否則，簡報將從當地的星展銀行辦事處通過視頻或電話會議進行。星展基金會不會報銷所招致的旅費。

### 我是否可以與評估小組簽署保密協議？

所有申請書將以保密資料的程度受妥善保護，且所有材料將被視為公司機密資訊。僅星展基金會員工能夠存取此些材料，以及星展銀行的少數成員能夠參與評估流程。除非受申請人要求，否則我方不會將材料散布給其他方。星展基金會不會有其他針對智慧財產的條文。

雖然申請書不會在公開平台進行展示，如果您正在申請專利，則在入選區域和/或地區評估名單前，請勿向我方披露專利重要資訊，以避免可能對申請專利造成影響。

### 如果我今年沒有獲選，明年是否可以再次申請？該如何申訴？

評估小組的決定就是最終決定。您可以明年再次申請。

### 我的申請未成功。能不能請星展基金會代表提供意見回饋，或者和他們碰面，好讓我對申請書解釋一番？

我們收到的反應通常相當踴躍，所以可能無暇再與每位申請人碰面，並提出詳細意見回饋。然而，我們當然可以透過電子郵件保持聯絡，並向您提供意見回饋。

## 獎助金用途

### 收到的獎助金是否有使用期限？

在申請書中，您必須說明您對獎助金金額的使用方式與時間。我們沒有既定的時限，但必須根據提案內容進行，且合乎理據。我們建議在 18 到 24 個月內使用完畢。

### 在作業時行期間，是否仍須提出報告？

是的，受讓人每六個月均須就進度提出例行性報告。

### 獎助金的分配方式為何？

星展基金會將在設定階段性目標之前，與每位受讓人討論資金需求。獎助金是根據受讓人達成雙方商定的階段性目標之情況進行分配。

### 獎助金是否可用於資助過去活動？



獎助金不可用於資助過去計畫/活動。獎助金協議簽署後，將僅限用於目標用途所招致的費用。

**申請獲得批准後，我可否更改獎助金的使用途？**

在評選完成後(但簽約前)，若申請者更改獎助金使用的方式，星展基金會保留不繼續授予獎助金的權利。獎助金的授予嚴格基於申請時提出的計劃。