

# TOTE BOARD ENHANCED FUNDRAISING PROGRAMME (EFR)

Apply via OurSG Grants Portal:



Information on Tote Board's Website:



Updated as of 1 Nov 2021. The contents of this document and the programme terms are not exhaustive and Tote Board reserves the right to revise these from time to time in its discretion. Kindly refer to [www.toteboard.gov.sg](http://www.toteboard.gov.sg) for the latest updates.

# FY20: EXPAND SUPPORT BY TOTE BOARD & GOVT

## TO HELP CHARITIES GALVANISE COMMUNITY GIVING DURING COVID-19

In FY20, Tote Board and the Government provided joint support through the **Enhanced Fundraising (EFR) Programme\*** at a dollar-for-dollar matching.

- Tote Board doubled our matching contributions from 20% to 40% of funds raised (excluding both Tote Board and Govt's contributions), capped at \$100,000 per project application; and
- The Government topped up EFR to provide additional matching contribution of 60% of funds raised (excluding both Tote Board and Govt's contributions), capped at \$150,000 per applicant.

Tote Board's 40% matching,  
capped at \$100,000

+

Additional 60% EFR government  
matching, capped at \$150,000

=

Dollar-for-dollar matching, capped  
at \$250,000 per applicant

(EFR applicants who have fully utilised their \$250,000 dollar-for-dollar matching cap for the respective FY can continue to qualify for Tote Board's 40% matching, capped at \$100,000 per application.)

*\*This is applicable for fundraising projects: (i) with Expenditure/Income (E/I) Ratio  $\leq 35\%$ ; (ii) with start or end dates that fall within FY20 (1 April 2020 to 31 March 2021); and (iii) for funds raised on physical platforms and/or on the approved digital fundraising platforms.*

# FY20: TOTE BOARD & GOVT EXPAND SUPPORT

## TO BUILD A RESILIENT AND FUTURE-READY NON-PROFIT ECOSYSTEM

During COVID-19, many safe distancing measures were implemented. Wanting to seize this opportunity **to catalyse the nonprofit sector's digitalization**, Tote Board also announced that the EFR programme would then also expand its matching contributions beyond physical fundraising projects to include digital fundraising projects on the following crowdfunding platforms:

- Giving.Sg
- RayofHope.Sg
- Give.Asia
- Simplygiving.com
- Charities' Corporate Websites\*

*These platforms have signed a Memorandum of Understanding with the Commissioner of Charities to adhere with the Code of Practice for Charitable Online Fundraising*

*\* Payment options can include credit card and e-payment options (e.g. Paynow, Paylah!) and **not linked to/on unapproved digital crowdfunding platforms.***

# FY20: POSITIVE IMPACT OF EFR

## 1. MORE CHARITIES BENEFITTED

As of 31 Dec 2020, Tote Board has received more than 600 applications, double the usual number of applications during the same time period in past year. There were also more than 80 new applicants for the EFR thus far.

## 2. MORE CHARITIES SHIFTED TO PURE DIGITAL FUNDRAISING

As of 31 Dec 2020, about 60% of the EFR applications were for pure online fundraising efforts.

## 3. DIGITAL FUNDRAISING IS 2.5 TIMES MORE COST-EFFECTIVE

Even though the average digital fundraising project is projected to raise less per project than physical events, the digital fundraising projects are 2.5 times more cost-effective than the traditional fundraising efforts. This helps charities to maximise their returns with significantly less resources.

# FY21: EXTENSION OF EFR FOR ONE MORE YEAR

On 16 Feb 2021, Deputy Prime Minister, Coordinating Minister for Economic Policies and the then-Minister for Finance Mr Heng Swee Keat announced in the Budget Statement that Tote Board and the Govt will extend our joint contribution for the EFR programme for an additional year, through FY21.

This is to continue support for the charity sector during these uncertain economic times,

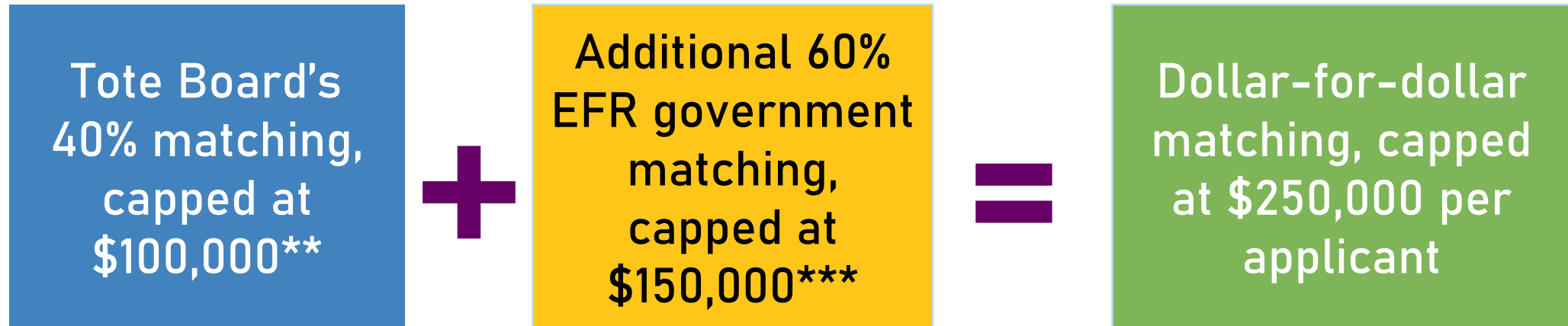
# FY21: KEY NOTES ON THE EXTENSION OF EFR

(1) For this extension of Government's additional matching for EFR in FY21, Government matching of \$150,000 cap per applicant will be reset (i.e. Govt's matching is capped at \$150,000 per applicant for each of FY20 and FY21 respectively). This also means:

- The matching cap is FY-specific and non-transferrable. Any unutilised cap for FY20 may not be carried forward to FY21; any unutilised cap for FY21 may not be carried back to FY20.
- An applicant with an approved project that starts in FY20 and ends in FY21 will utilise its government-matching cap for FY20 (*and not FY21*) if eligible for the additional matching.
- An applicant with an approved EFR project starting in FY21 will be eligible for Government matching capped at \$150,000 per applicant for FY21, regardless of its utilisation of its FY20 Government matching cap (if eligible).

# WHAT DOES THIS MEAN FOR SUCCESSFUL EFR APPLICANTS IN FY21?

Successful EFR applicants will enjoy the following matching\*:



\* Applicable to eligible fundraising projects with start dates that fall within FY21 (1 Apr 2021 to 31 Mar 2022) and on the condition the project meets Expenditure/Income (E/I) ratio of not more than 35%. As with in FY20, this applies to funds raised on physical platforms and/or on approved digital fundraising platforms; and funds raised for EFR matching should exclude Tote Board and Govt's contributions.

\*\* [NEW and for Tote Board's matching only] EFR applicants who have fully utilised their \$250,000 dollar-for-dollar matching cap for the respective FY can continue to qualify for Tote Board's 40% matching, capped at \$100,000 per application, for up to a total of 5 applications per applicant.

\*\*\* [NEW and for the Govt's matching only] The cap of \$150,000 per applicant for Government's matching will be reset in FY21.

# IMPORTANT CLARIFICATION w.e.f. 1 Nov 2021

With effect from 1 Nov 2021, Tote Board **requires that EFR applications be submitted by charities** instead of 3rd party fundraisers. **Charities should work with their 3<sup>rd</sup> party fundraisers and apply for EFR matching of funds raised.**

## Please note the following:

### [For applications submitted on or after 1 Nov 2021]

Charities should work with their 3rd party fundraisers and apply for EFR matching of funds raised.

Each charity can choose to apply for EFR matching for any permutation of charity self-fundraisers and/or 3rd party fundraisers, up to a total cap of five applications per charity.

### [For existing applications from 3rd party fundraisers that are pending Tote Board's processing and not yet approved]

All EFR applications from 3rd party fundraisers that have not been approved as at 1 Nov 2021 will be returned to the applicants with a declined status. Please work with your intended beneficiary charities for them to submit the applications directly.

### [For applications approved before 1 Nov 2021]

All FY21 3rd party EFR applications approved before 1 Nov 2021:

- (a) If the fund-raising project is for a sole charity, it will count towards the charity's annual cap of five EFR applications; and
- (b) If the fund-raising project was for multiple charities, it will not count towards the charity's annual cap of five EFR applications.



# FREQUENTLY ASKED QUESTIONS

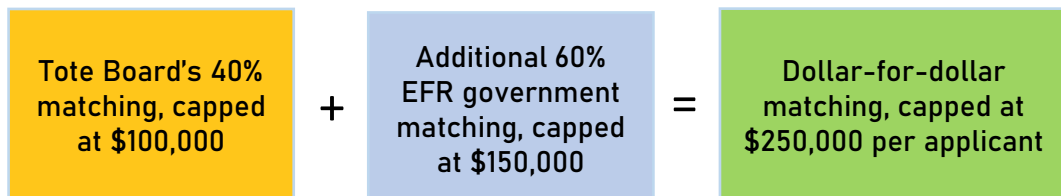
## GENERAL QUESTIONS ON EFR IN FY20

### 1. How much would charities enjoy from the Enhanced Fundraising Programme (EFR) for FY20?

Prior to April 2020, the fundraising formula was 20% of the actual total sum raised (excluding Tote Board's contribution), capped at \$50,000 per application, on the condition it fulfils Expenditure/Income ratio (E/I) of not more than 35%.

#### FOR EFR IN FY20

Under EFR in FY20 (01 Apr 2020 to 31 Mar 2021), Tote Board together with the Government provides a dollar-for-dollar matching support\* for charities through the EFR:



After charities have exhausted the combined matching of \$250k per applicant, charities can continue to apply to Tote Board's matching of 40% per application.

*\* Applicable to eligible fundraising projects:*

*(i) That start or end between 01 Apr 2020 and 31 Mar 2021;*

*(ii) That have Expenditure/Income (E/I) Ratio  $\leq$  35%*

*(iii) That are on physical platforms and/or on approved digital fundraising platforms; and*

*(iv) Where funds raised for EFR matching exclude Tote Board and Govt's contributions.*

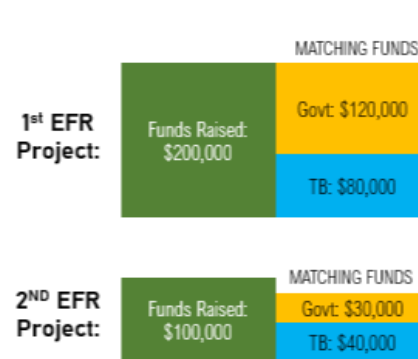
The illustrated examples for the EFR matching are as follows:

**Funding Formula (Govt): 60% of the actual total sum raised** (excluding Govt & Tote Board's contribution), **capped at \$150,000 per applicant**, on the condition it fulfils Expenditure/Income (E/I) ratio of not more than 35%

**Funding Formula (TB): 40% of the actual total sum raised** (excluding Govt & Tote Board's contribution), **capped at \$100,000 per application**, on the condition it fulfils Expenditure/Income (E/I) ratio of not more than 35%

#### Example 1:

In FY20, charity A fund-raises \$200,000 for its first EFR project and another \$100,000 for its second EFR project (assuming all funds raised qualify for matching)

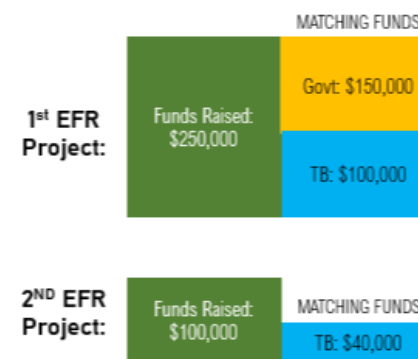


In view that Govt has matched \$120,000 for the first EFR project, only \$30,000 of MOF funds would be used to match the 2<sup>nd</sup> EFR project alongside TB funds.

Charity A would be eligible for a further \$150,000 Govt funding for new applications with start dates that fall within 01 Apr 2021 and 31 Mar 2022

#### Example 2:

In FY20, Charity B fund-raises \$250,000 for its first EFR project and another \$100,000 for its second EFR project (assuming all funds raised qualify for matching)



In view that Govt has matched its full \$150,000 cap for the first EFR project, only TB funds will be used to match the 2<sup>nd</sup> EFR project.

Charity B would be eligible for a further \$150,000 Govt funding for new applications with start dates that fall within 01 Apr 2021 and 31 Mar 2022

## DEFINITIONS OF FUNDRAISING PROJECTS

### 2. What do we mean by “Fundraising Project”?

This refers to a project that seeks to raise funds for a charity within a fixed time period (a maximum of 12 months). This can come in the form of one or a series of:

- **Physical event(s)** where people come together to fundraise (e.g. Charity Walk, Gala Dinners, Fun Fair, Walkathon, Charity Auction, Charity Golf, Flag Day etc.); and/or
- **Digital fundraising project** on an approved platform (see the next question)

Your EFR application can consist of one or more fundraising projects on different supportable platforms.

### 3. What do we mean by “Digital fundraising project”?

A digital fundraising project is one that takes place on a digital crowdfunding platform. For EFR, Tote Board will only support digital fundraising on the following platforms:

- On one or more of the digital crowdfunding platform which have signed a Memorandum of Understanding with the Commissioner of Charities to adhere with the Code of Practice for Charitable Online Fundraising. Currently, as at Feb 2021, there are currently four approved platforms, namely, giving.sg, rayofhope.sg, give.asia and simplygiving.com. Please note that each of the platforms have differentiated charges; and/or
- Charity's corporate websites\*.

*\*Please note that if you are applying for Tote Board's matching for donations fundraised digitally on the charities' corporate website, you would need to adhere to the following:*

- (i) The charity corporate website should not lead to any other crowdfunding platforms other than the four approved ones as stated above; or*
- (ii) The charity corporate website should provide clear and direct access to the payment gateway which the donors can make donations to the charities directly; and*
- (iii) Funds raised on all unapproved platforms are to be strictly excluded from claims submitted to Tote Board.*

In addition, the digital fundraising project should be time-bound, not longer than one year. Tote Board will not match funds raised on a perennial basis with indefinite time frames.

Your EFR application can consist of one or more fundraising projects on different supportable platforms.

## ELIGIBILITY CRITERIA

### 4. Is my charity's fundraising project eligible for EFR?

- Your fundraising projects for local charitable causes should have well defined outcomes that support Tote Board's strategic outcomes:
  - Equitable Opportunities for Vulnerable Groups
  - Cohesive and Caring Community
  - Vibrant and Liveable Home
- The following will not be eligible:
  - Project(s) that benefit only an individual;
  - Religious activities for the promotion of religion;
  - Political activities for the promotion of political ideology or party;
  - Commercial project(s) for the sole purpose of profit making; and
  - Debt / loan repayments
- The fundraising project is for one or more of the following charitable causes, namely Arts and Culture, Community Development, Community Health, Education, Social Service, Sports and Others.
- The total expenditure for your fundraising project should be no more than 35% of the total funds raised, excluding Tote Board's contribution and Government's additional EFR matching.
- Only funds that have not been matched from other Government matching grants (e.g. Bicentennial Community Fund, Community Silver Trust, Community Capability Trust, Cultural Matching Fund, One Team Singapore Fund) will be considered for EFR matching.

**5. The expenditure for my fundraising project expenditure exceeds 35% of the funds raised. Am I still eligible for the matching from Tote Board?**

No. The Office of Commissioner of Charities recommends for all charities and Institutions of Public Character (IPC) to keep their fundraising efficiency ratio to below 30%. That is, the charities should not spend more than 30 cents to raise a dollar. This is to ensure that there is resource stewardship during the fundraising. We have allowed up to 35% to take into consideration the fact that our contributions are not yet included.

**6. Can funds be provided on an upfront basis?**

As Tote Board would provide matching after the project is over and accounts are submitted to determine if the expenditure/income ratio is 35% or less, we are unable to provide funds upfront.

**7. When do I have to submit my application?**

Applications must be received by Tote Board **at least 30 days before the actual event date of your fundraising project**. For fundraising projects with a physical (e.g. physical gala dinner) and/ or virtual fundraising event (e.g. online concerts, virtual dinners, e-walkathons etc.), the 'actual event date' is the date the event is held; and for fundraising projects with neither a physical nor virtual fundraising event, the start date of the fundraising project is deemed the 'actual event date'.

## WHO CAN APPLY TO FUNDRAISE

**8. Who can apply?**

With effect from 1 Nov 2021, we will only accept EFR applications from Singapore registered charities fund-raising solely for themselves (i.e., the charity must be the beneficiary of all proceeds raised from the approved project).

**9. My company and/or my friends and I (an informal group) wish to fundraise for a charity. Is our fundraising project eligible for the matching?**

Thank you for your contribution to our community! As we are now requesting charities to submit applications directly instead of via fundraisers, please approach your charity to include your fundraising project as one of their annual quota of 5 applications per charity to our programme.

## SUPPORTABLE PLATFORMS

**10. My fundraising project has a mix of funds raised on physical platforms and digital platforms. Am I still eligible?**

Yes. Please include all funds raised on both physical and digital platforms in your application and claim forms. You should maintain proper accounting records for all the funds raised and expenses incurred as Tote Board reserves the right to audit your accounts.

**11. What are the digital crowdfunding platforms supported by EFR?**

Tote Board will only support the digital crowdfunding platforms listed under Qn. 3. If you are not using any of the approved crowdfunding platforms in Qn. 3, Tote Board will not be able to support the funds raised. In your application, you should state the campaign ID/ URL of your project on the approved crowdfunding platforms.

**12. If my charity is conducting digital fundraising on an approved digital platform, can physical cheques and cash donations to the fundraising project qualify as funds raised through a digital platform?**

Yes, if your charity is able to demonstrate that such donations through offline channels were in response to the approved digital fund-raising campaign. During application, the link to your charity's corporate website URL and project details should be included for verification. The fundraising project on the charity's corporate website should include a clear start and end date. The relevant income and expenses should be properly accounted for the fundraising project.

## GOVERNMENT MATCHING FUNDS

13. My fundraising project intends to seek other government matching funds (e.g. Bicentennial Community Fund (BCF), Community Silver Trust, Cultural Matching Fund, One Team Singapore Fund), or has already received another government matching fund, am I still eligible for further matching with Tote Board?

Approved EFR projects with funds raised that are not matched by government matching funds would qualify for potential matching by EFR. We do not allow matching of the same dollar raised, regardless of the matching level/percentage.

For example, if a project that raises \$500,000 and enjoys a one-for-one matching of up to \$400,000 from BCF, only the remaining \$100,000 will be eligible for EFR matching. Another example, if a project raises \$500,000 and enjoys a 20% matching on \$400,000 from a government matching fund, then only \$100,000 from the remaining unmatched funds raised is eligible for EFR matching,

## MINIMUM AMOUNT OF FUNDS RAISED

14. Is there a minimum amount to be raised before EFR would match the funds raised?

The amount raised should be at least \$2,500 per application, Assuming the applicant has not fully utilised the \$250,000 cap for the respective FY, this minimum amount raised will qualify for a \$2,500 matching (\$1,000 from Tote Board's 40% contribution; and \$1,500 from the Additional 60% EFR Government Matching).

## GENERAL QUESTIONS ON EFR IN FY21

15. What does the extension of the Enhanced Fundraising Programme (EFR) for FY21 mean for charities?

### FOR EFR IN FY21

To support charities during this economic recovery period, Tote Board will be extending the support for EFR for an additional year, **for projects that start between the dates 01 Apr 2021 to 31 Mar 2022 (both dates inclusive).** Tote Board will be providing a matching of 40% per application, capped at \$100,000 per application, on condition the E/I ratio of the fundraising project is  $\leq 35\%$ . To ensure greater equitability, there will be a total cap of 5 applications per applicant.

On 16 Feb 2021, the Deputy Prime Minister, Coordinating Minister for Economic Policies and the then-Minister for Finance Mr Heng Swee Keat, announced that the Government will also continue to provide their support in tandem with Tote Board's contribution. **The additional government contribution translates to 60% of actual total sum raised (excluding Tote Board's contribution and the additional government matching), capped at \$150,000 per applicant,** on the condition that the E/I Ratio of the fundraising project is  $\leq 35\%$ .

Successful EFR applicants are entitled to a dollar-for-dollar matching, for an additional year:



*\* Applicable to eligible fundraising projects with start dates that fall within FY21 (1 Apr 2021 to 31 Mar 2022) and on the condition the project meets Expenditure/Income (E/I) ratio of not more than 35%. As with in FY20, this applies to funds raised on physical platforms and/or on approved digital fundraising platforms. Funds raised for EFR matching should exclude Tote Board and Govt's contributions.*

**\*\* [For Tote Board's matching only] EFR applicants who have fully utilised their \$250,000 dollar-for-dollar matching cap for the respective FY can continue to qualify for Tote Board's 40% matching, capped at \$100,000 per application, for up to a total of 5 applications per applicant.**

**\*\*\* [For the Govt's matching only] The cap of \$150,000 per applicant for Government's matching will be reset in FY21.**

**With effect from 1 Nov 2021, Tote Board requires that EFR applications be submitted by charities instead of 3rd party fundraisers. Charities should work with their 3rd party fundraisers and apply for EFR matching of funds raised.**

**16. My charity has successfully received \$250,000 in matching contributions from Tote Board and the Govt through the EFR in FY20. We are planning for our fundraising calendar for FY21. If my fundraising project starts/commences after 31 March 2021, am I still eligible for matching?**

Yes, your project will be supported under the extended EFR programme in FY21. Your charity will be eligible for an additional \$150,000 of matching support from government funding, for FY21 regardless of your charity's utilization of its FY20 Government matching.

**17. Why is there a cap of a maximum of 5 applications per applicant for Tote Board matching in FY21?**

We would love to support all charities' fundraising projects if we could because we believe in the good work that they do for the community and beneficiaries. Yet we also want our EFR programme funds to benefit as many charities as possible. One of the considerations we took in capping the number of applications is to ensure more equitability so that all charities would benefit similarly from the EFR programme. Our data have also shown that only 2 to 5% of EFR applicants have applied for more than five times. Hence we derived the hard cap of a 5 applications per charity for FY21.

**18. What will happen to the EFR in FY22? Will there be continued 1:1 support for my charity's fundraising programme?**

The EFR programme was initially meant to support charities for only FY20 through the difficult COVID-19 period. However in view of the economic uncertainties in FY21, both Tote Board and the Govt have decided to maintain and extend our joint support, for a final year, to FY21.

We hope that more charities would make use this limited time period of enhanced support to gather more community support and funds, and more importantly to use this additional funds to invest more deeply in your staff and organisation's capabilities so that your charity can swiftly pivot your business to the new normal post-COVID-19.

**19. I am an experienced EFR applicant. However, what are the key things I should take note of when planning for my applications for EFR in FY21?**

If you are new to EFR, please read through Qn. 1-14. For the experienced EFR applicant, other than the project start/end dates to take note of, there are two key differences:

- For FY21, Tote Board's matching is capped at a maximum of 5 applications per applicant
- For FY21, The Government's matching cap of \$150,000 per applicant will be reset for FY21 applications:
  - An applicant with an approved EFR project starting in FY21 will be eligible for Government matching capped at \$150,000 for FY21, regardless of its utilisation of its FY20 Government matching cap (if eligible).
  - The matching cap is FY-specific and non-transferrable. Any unutilised cap for FY20 may not be carried forward to FY21; any unutilised cap for FY21 may not be carried back to FY20.



## Does my application fall under FY20 or FY21?

### 20. How will an EFR project be categorised to the respective FYs?

After approval is given by Tote Board, the approved EFR project will be categorised to the respective FYs as follows:

| FY categorisation |  |
|-------------------|--|
| FY20 project      | A project originally approved to start in FY19 and to end in FY20.                                   |
| FY20 project      | A project originally approved to start in FY20, regardless whether the project ends in FY20 or FY21. |
| FY21 project      | A project originally approved to start in FY21, regardless whether the project ends in FY21 or FY22. |

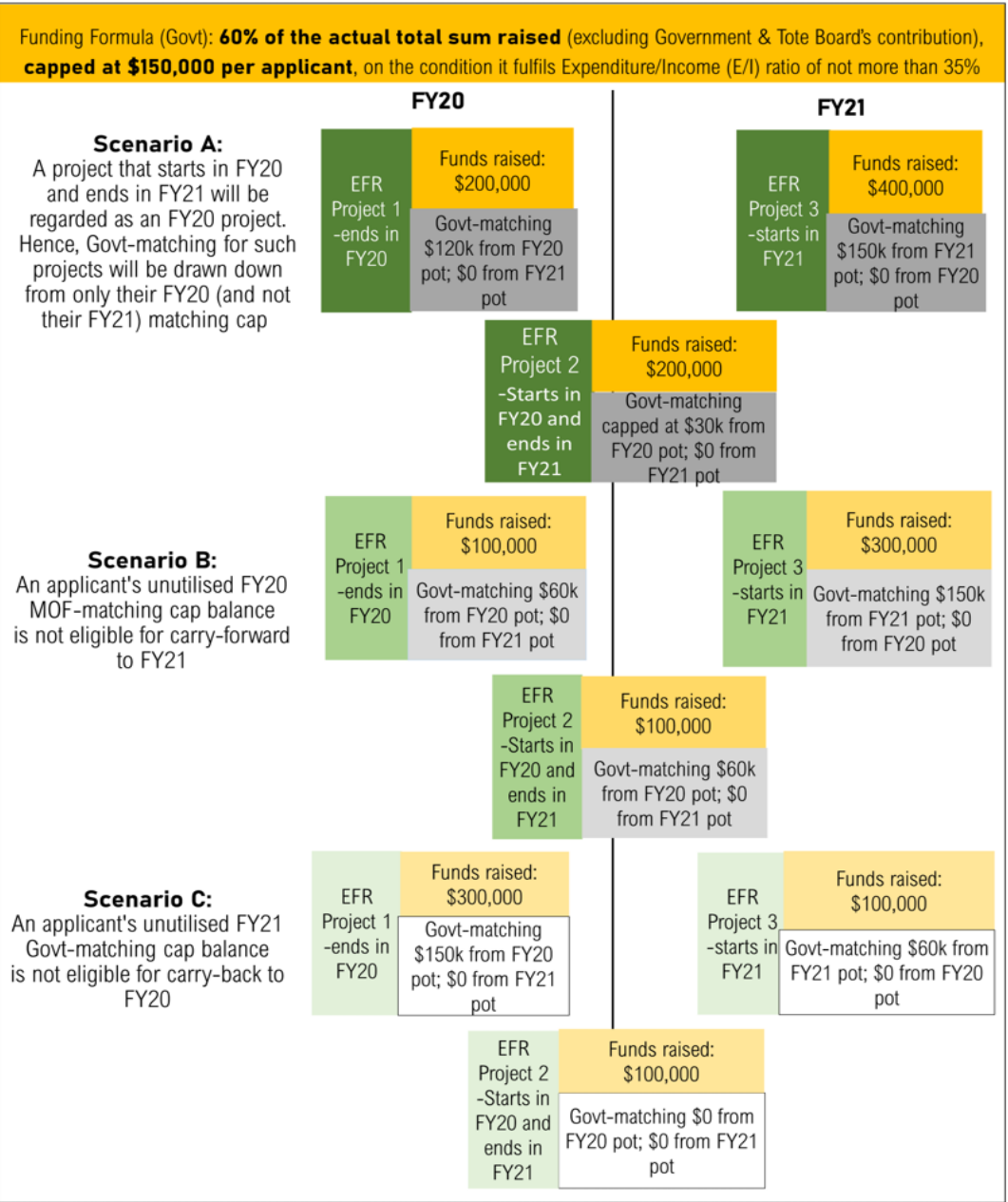
A project's FY-categorisation will be based on its original approved start date i.e. a project originally approved to start in FY20 (i.e. the project start date falls within 1 Apr 2020 to 31 Mar 2021) will be regarded as an FY20 project, notwithstanding any subsequent changes approved by Tote Board that postpones the project start date to FY21.

### 21. Does my project utilise my FY20 or FY20 government matching cap?

To determine whether your project will be utilizing your FY20 matching cap or FY21 matching cap, it is key to identify the START date of your project, namely:

- Projects that start before 01 Apr 2021 will, if eligible for government matching, utilise your FY20 government matching cap.
- Projects that start within 01 Apr 2021 and 31 Mar 2022 will, if eligible for government matching, utilise your FY21 government matching cap.

The following scenarios illustrates an applicant's utilization of its government matching cap for the respective FYs:



**22. My charity is organising a physical fund-raising project – a charity gala dinner. The project starts on 1 Mar 2021 and ends on 30 Jun 2021; the actual event (the gala dinner) will be held on 1 Jun 2021.**

**i) Will this project, if approved by Tote Board, count towards the 5-application limit for FY21?**

**ii) Will the government's additional 60% matching for funds raised by the project be utilised from my charity's FY20 matching cap or its FY21 matching cap?**

As the project start date of your charity gala dinner is 1 Mar 2021, it will be regarded as an FY20 project; it will not count towards the 5-application limit for FY21 and any government matching if eligible will be utilised from your charity's FY20 matching cap.

Please also refer to the worked examples for the FY-allocation of government matching in Qn. 21.

**23. My charity's fundraising application has been approved and the project was originally scheduled to start on 1 Mar 2021 and end on 30 Jun 2021. Due to delays, I would now like to postpone the start date of the project to 1 May 2021 (no change to the end date). Will my project still be eligible for EFR matching?**

Yes, if your project fulfils the terms and conditions of our EFR programme, you should submit an appeal to amend the start date within 15 days of forming the intention to postpone the project and prior to the original approved end date of the project. Upon successful appeal, this project will continue to be eligible for Tote Board's 40% matching as Tote Board has extended its 40% contribution rate for an additional year.

Your project will also continue to be eligible for the 60% government matching if your charity has not fully utilised its FY20 \$150,000 government matching cap.

As explained in Qn.20, a project originally approved to start in FY20 will be regarded as an FY20 project notwithstanding any subsequent changes approved to the project start date. Your project will therefore be regarded as an FY20 project given the original approved start date of 1 Mar 2021.

Please remember to notify Tote Board of any changes to the project start date or to other project details within 15 days of forming such intention to do so and prior to the original approved end date of the project. No change of the nature and details of the event/project shall be made without the prior written approval of Tote Board.



24. Charity A is the beneficiary of the following separate FY21 fund-raising projects:

| Project | Details of FY21 fund-raising project   | Application status as at 1 Nov 21 | Funds raised |
|---------|--|-----------------------------------|--------------|
| #1      | Charity A is raising funds solely for itself, and Charity A has applied for EFR matching   | Approved                          | \$300,000    |
| #2      | Company B is raising funds solely for Charity A, and Company B has applied for EFR matching  | Approved                          | \$100,000    |
| #3      | Company C is raising funds for Charity A and four other charities (proceeds to be distributed equally), and Company C has applied for EFR matching | Approved                          | \$100,000    |
| #4      | Company D is raising funds solely for Charity A, and Company D has applied for EFR matching  | Not yet approved                  | To be raised |
| #5      | Company E is raising funds for Charity A and four other charities (proceeds to be distributed equally), and Company E has applied for EFR matching | Not yet approved                  | To be raised |
| #6      | Charity A is raising funds solely for itself and Charity A has applied for EFR matching  | Not yet approved                  | To be raised |

- (a) How much EFR matching can Charity A receive from the above projects?  
(b) How many more EFR applications can Charity A have approved for FY21?

- (a) Assuming neither Charity A nor Company B nor Company C has exhausted their respective \$250,000 dollar-for-dollar matching caps for FY21.
- For Project 1, Tote Board will provide total EFR matching of \$250,000, comprising Tote Board's contribution of \$100,000 (capped) and Additional EFR Government Matching of \$150,000 (capped)
  - For Project 2, Tote Board will provide total EFR matching of \$100,000, comprising Tote Board's contribution of \$40,000 and Additional EFR Government Matching of \$60,000. This EFR matching of \$100,000 will be credited directly to Charity A
  - For Project 3, Tote Board will provide total EFR matching of \$100,000, comprising Tote Board's contribution of \$40,000 and Additional EFR Government Matching of \$60,000. As the proceeds for Project 3 are to be distributed equally to the five charities, \$20,000 of EFR matching will be credited directly to Charity A

In total, Charity A will receive a total matching of \$370,000 from Projects 1-3.

- (b) Up till 1 Nov 2021, Charity A is deemed to have two (2) EFR applications approved for FY21 – Projects 1 and 2. As per slide #6 and FAQ #26 clarification, Project 2 (but not Project 3) counts towards Charity A's FY21 cap of 5 applications because Company B is raising funds solely for Charity A. Hence, as at 1 Nov 2021, Charity A can have three (3) more EFR applications approved for FY21.

Companies D and E will have to resubmit their applications for Projects 4 and 5 through Charity A because their applications have not been approved as at 1 Nov 2021:

- Charity A will have to observe all the usual application requirements. This includes Charity A having to apply 30 days before the respective start dates/event dates (if applicable) of Projects 4 and 5 (see FAQ #7).
- In addition, for Project 5, Charity A's application should only be in respect of its share of the fund-raising proceeds (i.e. the incomes and expenditures should be proportionately accounted for).

Do note that if Charity A wishes to submit EFR applications for Projects 4 and 5, these applications will count towards Charity A's FY21 cap of 5 applications. If Projects 4 and 5 are approved, Charity A can only have one more application approved for FY21, which it may wish to set aside for its Project 6.

## CAP OF 5 APPLICATIONS PER CHARITY

### 25. Why is Tote Board only accepting applications from charities with effect from 1 Nov 2021?

We want to encourage 3rd party fundraisers to broaden their network of beneficiaries so that more underserved charities can benefit from the EFR. Hence we encourage charities to work closely with 3rd party fundraisers and ground-up groups to augment their fundraising efforts.

### 26. I note that every charity has a cap of 5 applications per FY. For FY21, my charity have some 3rd party fundraisers who fundraised for us earlier before 1 Nov 2021, and they have applied for EFR matching. **How do I calculate how many applications my charity already has utilised for FY21?**

For all FY21 3rd party EFR applications approved before 1 Nov 2021:

- (a) If the fund-raising project is for a sole charity, it will count towards the charity's annual cap of five EFR applications; and
- (b) If the fund-raising project was for multiple charities, it will not count towards the charity's annual cap of five EFR applications.

However, for applications not approved as at 1 Nov 2021, they will be returned with a declined status. **We encourage charities and 3rd party fundraisers to work together, and for charities to apply for EFR matching of funds raised.**

## BEST PRACTICES FOR ONLINE FUNDRAISING

### 27. What are some of the best practices for online fundraising that my organisation should adhere to?

The Charities Unit in Singapore has a set of best practices for online fund-raising activities: [Code of Practice for Online Charitable Fund-Raising Appeals \(charities.gov.sg\)](https://charities.gov.sg/code-of-practice-for-online-charitable-fund-raising-appeals)

We recommend that you adhere to their set of best practices.

## APPLICATION & CLAIMS PROCESS

### 28. How do I submit an application and claims for EFR?

With effect from 1 Nov 2021, Tote Board would only accept new applications from charities on the OurSG Grants Portal (OSG). Companies and/or 3<sup>rd</sup> party fundraisers which have claims from EFR applications that had been approved before 1 Nov 2021, can still continue to submit claims on the OSG portal. CorpPass login will be required for all grant applications. The link is <https://oursggrants.gov.sg>

**Applications and related claims submitted before 31 August 2020 (Submitted via Form.SG on Tote Board's website) will not be processed on OSG.** Please use the excel claim form to submit claims for applications submitted before 31 Aug 2020.

During claims, the dollar-to-dollar matching cap for the respective FY will be allocated (until fully utilised) to each in the order Tote Board receives the claim submissions for the respective approved EFR projects for each FY.

**For matters relating to Enhanced Fundraising Programmes, please email the Grant Management Division at: [grants@toteboard.gov.sg](mailto:grants@toteboard.gov.sg).**

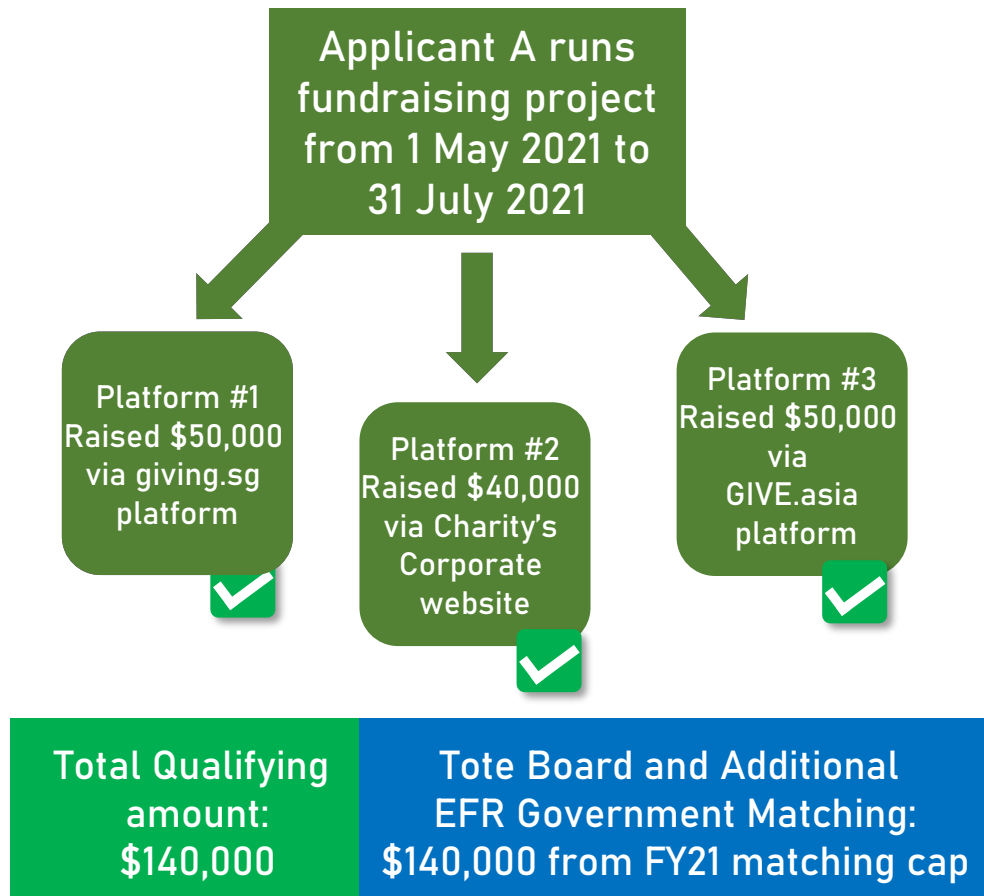
Please note that each application is subject to Tote Board's approval and we reserve the right to reject any application in our sole discretion **WITHOUT PROVIDING ANY REASONS.**

Tote Board takes a serious view of, and will take enforcement action against, any abuses of its EFR Programme.

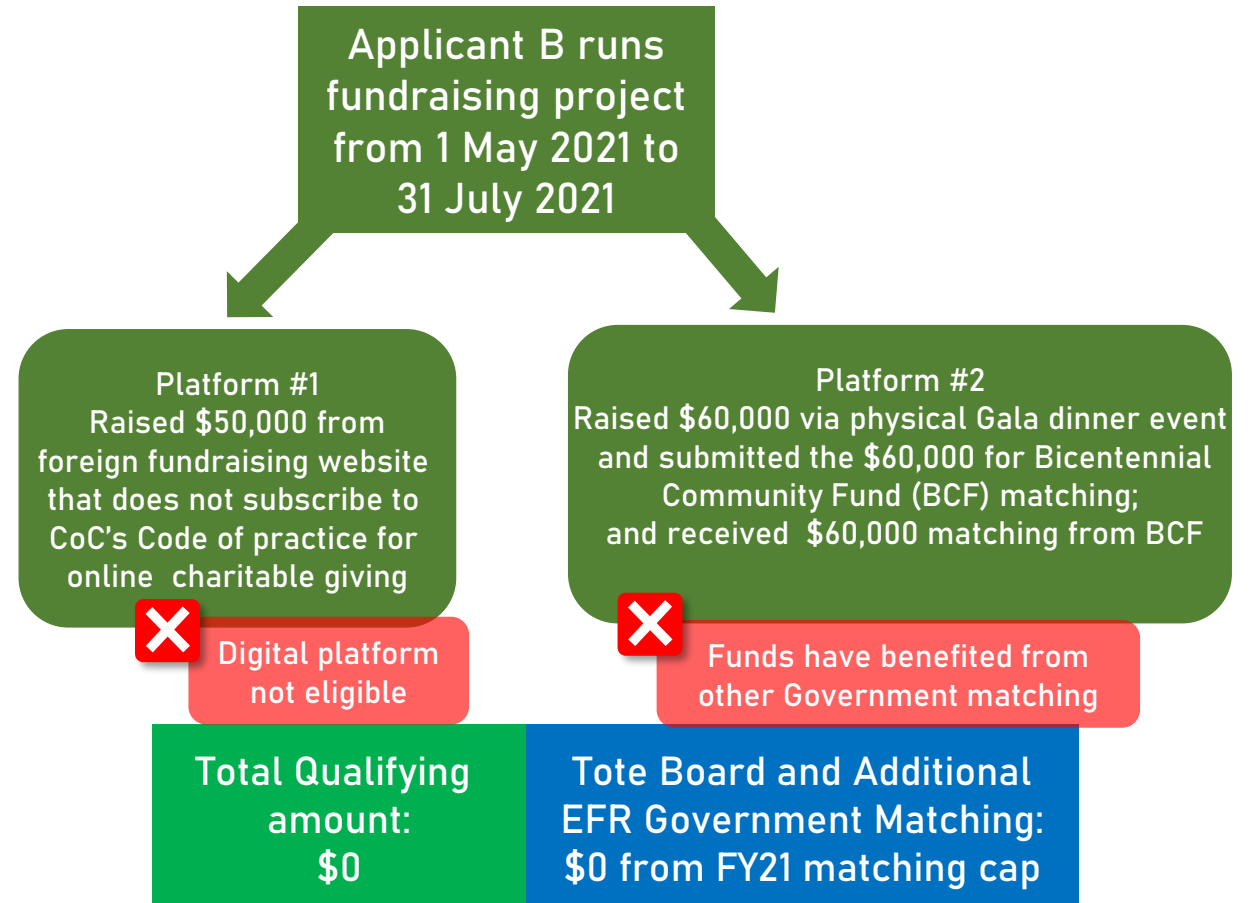
# MORE WORKED EXAMPLES

# WORKED EXAMPLES

## EXAMPLE #1



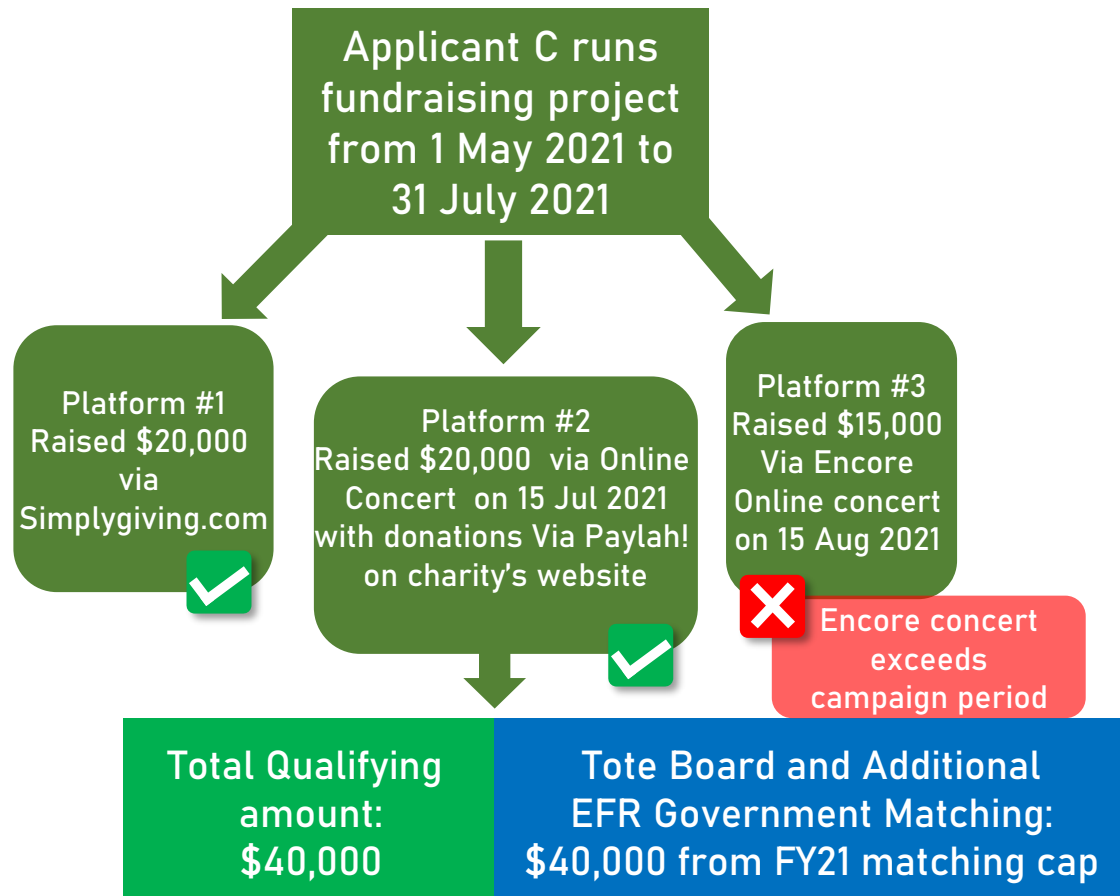
## EXAMPLE #2



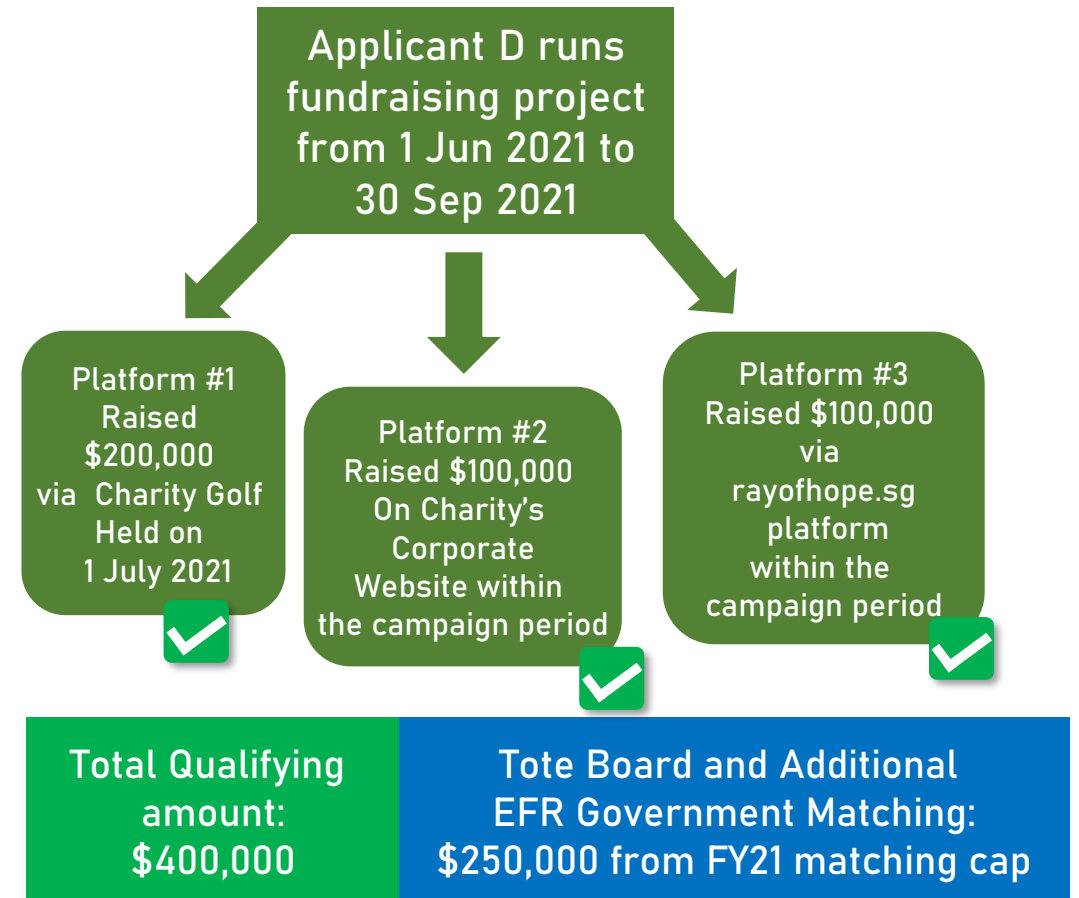
\*All examples assume that the Expenditure/Income (E/I) ratio of the fund-raising project is  $\leq 35\%$  and that the applicant has not fully utilised its \$250,000 dollar-for-dollar matching cap for the respective FY

# WORKED EXAMPLES

## EXAMPLE #3



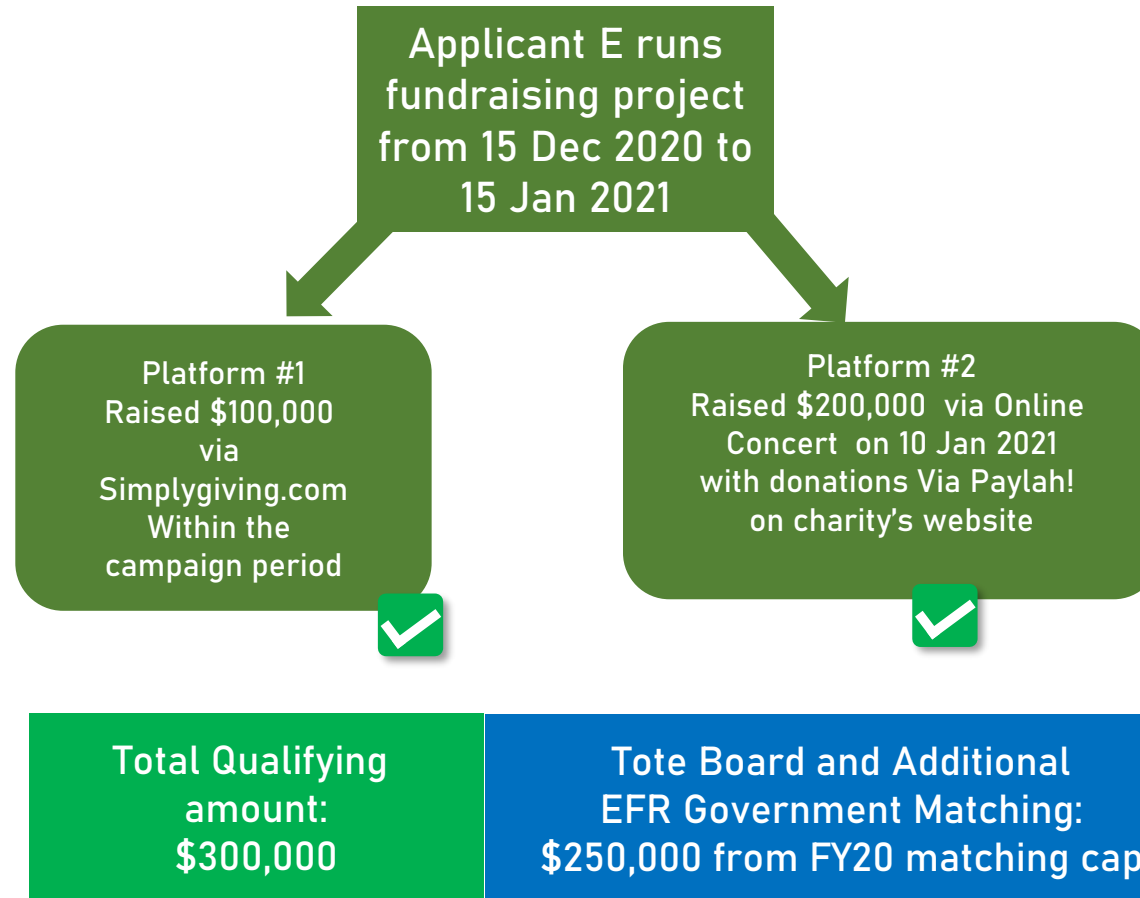
## EXAMPLE #4



\*All examples assume that the Expenditure/Income (E/I) ratio of the fund-raising project is  $\leq 35\%$  and that the applicant has not fully utilised its \$250,000 dollar-for-dollar matching cap for the respective FY

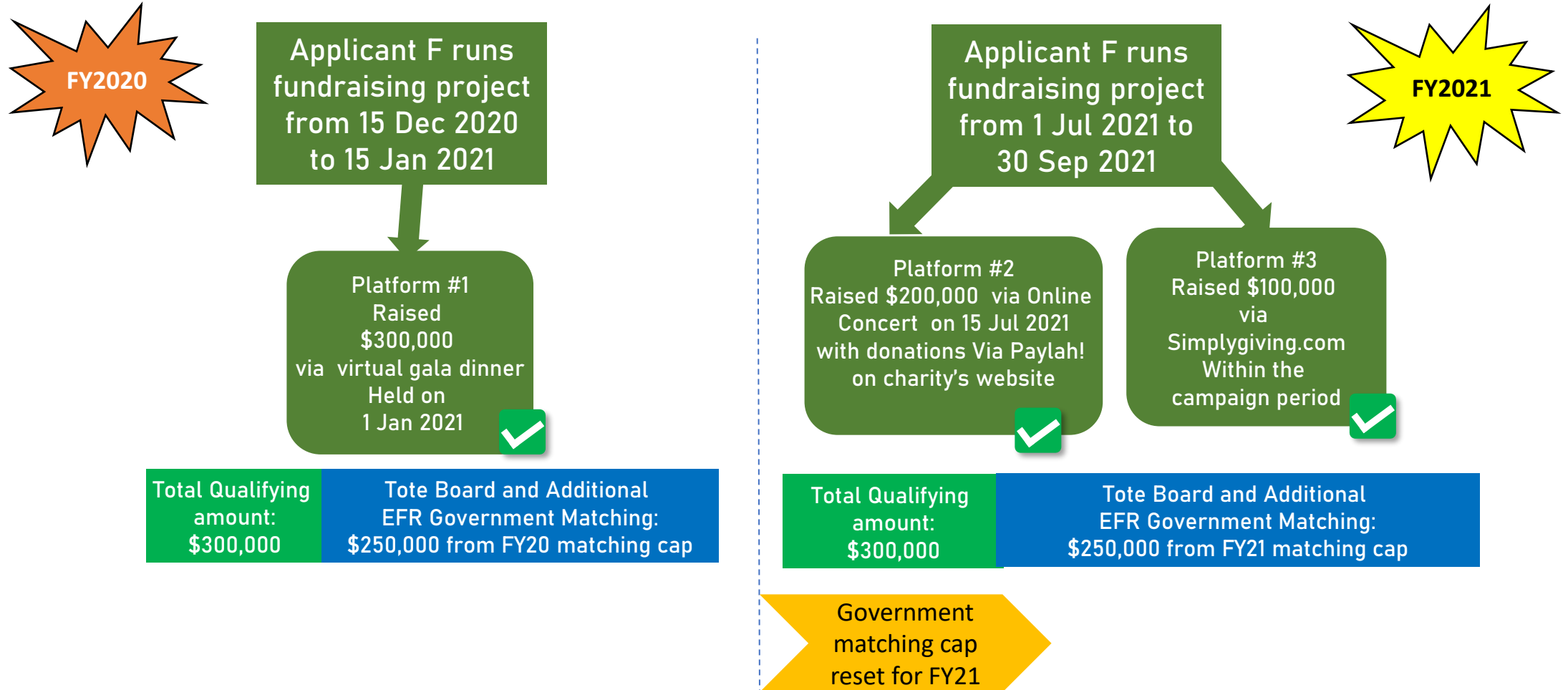
# WORKED EXAMPLES

## EXAMPLE #5



# WORKED EXAMPLES

## EXAMPLE #6



\*All examples assume that the Expenditure/Income (E/I) ratio of the fund-raising project is  $\leq 35\%$  and that the applicant has not fully utilised its \$250,000 dollar-for-dollar matching cap for the respective FY

# WORKED EXAMPLES

## FOR FY-ALLOCATION OF GOVERNMENT MATCHING\*\*

### EXAMPLE #7

A project that starts in FY20 and ends in FY21 will be regarded as an FY20 project. Hence Government Matching for such projects will be drawn down from Only their FY20 (and not FY21) matching cap

FY2020

Applicant G runs fundraising project from 1 Jul 2020 to 30 Sep 2020



|                                       |  |
|---------------------------------------|--|
| Total Qualifying amount:<br>\$300,000 | Government Matching:<br>\$150,000 from FY20 matching cap<br>\$0 from FY21 matching cap |
|---------------------------------------|--|

Applicant G runs fundraising project from 1 Mar 2021 to 30 Apr 2021

Matching Cap for FY20 has been fully utilised



|                                      |  |
|--------------------------------------|--|
| Total Qualifying amount:<br>\$10,000 | Government Matching:<br>\$0 from FY20 matching cap<br>\$0 from FY21 matching cap |
|--------------------------------------|--|

Government matching cap reset for FY21

FY2021

Applicant G runs fundraising project from 1 Jun 2021 to 30 Sep 2021



|                                       |  |
|---------------------------------------|--|
| Total Qualifying amount:<br>\$200,000 | Government Matching:<br>\$0 from FY20 matching cap<br>\$120,000 from FY21 matching cap |
|---------------------------------------|--|

\*All examples assume that the Expenditure/Income (E/I) ratio of the fund-raising project is  $\leq 35\%$  and that the applicant has not fully utilised its \$250,000 dollar-for-dollar matching cap for the respective FY

\*\* Examples #7-9 are meant to illustrate the FY-allocation of Govt matching and hence Tote Board's matching is not shown. If the project is eligible for Tote Board's matching, Tote Board will provide the 40% matching contribution for the qualifying amounts raised.



# WORKED EXAMPLES

## FOR FY-ALLOCATION OF GOVERNMENT MATCHING\*\*

### EXAMPLE #8

FY2020

Applicant H runs fundraising project from 1 Jul 2020 to 30 Sep 2020 ✓

Total Qualifying amount: \$100,000

Government Matching: \$60,000 from FY20 matching cap  
\$0 from FY21 matching cap

An applicant's unutilized FY20 Government Matching Cap balance is not eligible for carry-forward to FY21

Applicant H runs fundraising project from 1 Mar 2021 to 30 Apr 2021 ✓

Matching cap for FY20 had not been fully utilised

Total Qualifying amount: \$100,000

Government Matching: \$60,000 from FY20 matching cap  
\$0 from FY21 matching cap

FY2021

Applicant H runs fundraising project from 1 Jun 2021 to 30 Sep 2021 ✓

Total Qualifying amount: \$300,000

Government Matching: \$0 from FY20 matching cap  
\$150,000 (capped) from FY21 matching cap

Government matching cap reset for FY21

\*All examples assume that the Expenditure/Income (E/I) ratio of the fund-raising project is  $\leq 35\%$  and that the applicant has not fully utilised its \$250,000 dollar-for-dollar matching cap for the respective FY

\*\* Examples #7-9 are meant to illustrate the FY-allocation of Govt matching and hence Tote Board's matching is not shown. If the project is eligible for Tote Board's matching, Tote Board will provide the 40% matching contribution for the qualifying amounts raised.

# WORKED EXAMPLES

## FOR FY-ALLOCATION OF GOVERNMENT MATCHING\*\*

### EXAMPLE #9

An applicant's unutilized FY21 Government Matching Cap balance is not eligible for carry-back to FY20

FY2020

Applicant I runs fundraising project from 1 Jul 2020 to 30 Sep 2020



Total Qualifying amount: \$300,000

Government Matching: \$150,000 from FY20 matching cap  
\$0 from FY21 matching cap

Applicant I runs fundraising project from 1 Mar 2021 to 30 Apr 2021



Cap for FY20 has been fully utilized. Applicant is not allowed to utilise FY21 government matching for FY20 projects

Total Qualifying amount: \$100,000

Government Matching: \$0 from FY20 matching cap  
\$0 from FY21 matching cap

Government matching cap reset for FY21

FY2021

Applicant I runs fundraising project from 1 Jun 2021 to 30 Sep 2021



Total Qualifying amount: \$100,000

Government Matching: \$0 from FY20 matching cap  
\$60,000 from FY21 matching cap

\*All examples assume that the Expenditure/Income (E/I) ratio of the fund-raising project is  $\leq 35\%$  and that the applicant has not fully utilised its \$250,000 dollar-for-dollar matching cap for the respective FY

\*\* Examples #7-9 are meant to illustrate the FY-allocation of Govt matching and hence Tote Board's matching is not shown. If the project is eligible for Tote Board's matching, Tote Board will provide the 40% matching contribution for the qualifying amounts raised.



Giving Hope  
Improving Lives