

LEE KUAN YEW FUND FOR BILINGUALISM

FREQUENTLY ASKED QUESTIONS

(a) About the Fund

1. **What is the Lee Kuan Yew Fund for Bilingualism?**

The Lee Kuan Yew Fund for Bilingualism was first announced at the launch of Mr Lee Kuan Yew's book, "My Lifelong Challenge: Singapore's Bilingual Journey" on 28 November 2011. The Fund is set up as a company limited by guarantee, with Charity and Institution of a Public Character (IPC) status.

2. **Who manages the Fund?**

The Fund is managed by its Board. The Board is supported by a Project Evaluation Committee (PEC), Investment Advisory Committee (IAC), Publicity and Outreach Committee (POC) and Audit Committee (AC).

3. **Why was the Fund set up?**

The Fund was set up to promote bilingual education to supplement efforts by the Ministry of Education (MOE) in the teaching and learning of the English Language (EL) and the Mother Tongue Languages (MTLs). The Fund aims to encourage bilingualism and the learning of our Mother Tongue Languages as living languages and as a lifelong endeavour. To achieve this, the Fund supports proposals to develop bilingualism and seeks to play a catalytic role in seeding relevant initiatives

4. **Will the Fund support proposals that focus on languages other than EL and the MTLs?**

The Fund is meant to help Singaporeans of all races to learn EL and the official MTLs: Chinese, Malay and Tamil languages.

5. **What is the objective of the Fund?**

The Fund aims to raise the quality of teaching and learning of EL and MTLs in the context of Singapore's multicultural and socio-linguistic environment, particularly in nurturing bilingualism among pre-school children.

6. **Does the Fund focus on supporting certain types of proposals?**

The Fund is likely to support proposals which fall under one or more of the following categories: (a) teaching and learning resources; (b) events; and (c) programmes.

7. **How much will the Fund give out every year to supported proposals?**

The Fund will support worthy and good proposals. As such, there is no maximum cap. However, the amount of funding given out depends on the nature and scope of the project, as well as the availability of funds. Where necessary, the Fund will also match make worthy proposals with relevant organisations.

(b) Funding Parameters (for proposals)

8. Are funding opportunities specific to proposals for pre-school children?

The Fund will consider any worthy proposals, as long as it serves to promote bilingualism and bilingual education in Singapore.

9. Does the Fund support the full cost of the project?

The Fund encourages co-ownership of projects with a preference for projects that are co-funded. The approved funding amount for each project will depend on the nature and scope of the project, as well as the availability of funds. However, the Fund recognises the risks and investment cost associated with resource development and research and is prepared to fully-fund promising projects on a case-by-case basis.

10. Does the Fund support all types of project costs?

Funding support for proposals will be subjected to the Fund's project funding criteria and the achievement of committed targets. Examples of non-fundable items can be found in the Fund Application Guidelines.

11. What is the anticipated funding amount for each successful project?

The approved funding amount for each project will depend on the nature and scope of the project, as well as the availability of funds.

12. At the point of application, will an individual applying for the Fund need to undergo an audit?

No, an individual applying for the Fund will not have to undergo audits. However, for organisations and institutions, submitted applications would need to include certified copies of full sets of the audited financial or management reports over the past three years.

13. Can proposals supported by the Fund be funded by more than one grant?

Yes, provided that there is no double-funding for the same expenditure. We recognize that for some projects, applicants might need to source for funding from multiple sources. So long as the funding requested from the Fund is not already funded by another source, the Fund will consider the application. We require applicants to declare other sources of funding or potential sources of funding (e.g. grants for which the applicants are in the process of applying).

14. How many grants can an applicant receive at any one time?

There is no limit to the number of grants an applicant (individual, organisation/institution) can receive at any one point in time as long as the proposals satisfy the evaluation criteria.

15. Is there a maximum time validity for the supported funding?

The maximum time validity of the funds awarded to each project will typically be up to three years. Projects should be completed within this time frame. Some projects may be given a longer time frame for completion on a case-by-case basis.

16. Will the Fund ask for a share of the profits if the supported proposal generates revenue?

No, but the Fund may impose terms and conditions when the offer of the grant is made to successful applicants.

17. Can I retain intellectual property (IP) rights for the project?

Successful applicants will typically retain the IP rights for supported projects. However, the Fund may propose different ownership structures of the IP or conditions of use of the IP, on a case-by-case basis where there is good reason. This will be clearly indicated in the Project Agreement to successful applicants.

(c) Eligibility for the Fund

18. Who is eligible to apply for the Fund?

The Fund is open to individuals, and organisations/institutions. All applicants should have the relevant experience and expertise to implement the project. The preference is for organisations and institutions to be registered with Singapore authorities such as the Accounting and Corporate Regulatory Authority (ACRA) and Registry of Societies (ROS).

19. Do applicants have to be Singapore-based to apply for the Fund? Can Foreigners apply for the Fund?

Foreigners or organisations based overseas may apply for the Fund. However, there would be a preference for applicants who are working in partnership with locally-based organisations. This is to ensure that the project takes into account the unique socio-linguistic context of Singapore.

20. Are for-profit organisations allowed to apply for the Fund?

Yes, for-profit organisations may apply for the Fund.

(d) Applying for the Fund

21. How do I apply?

You may download the [application form](#) and submit your application via e-mail to MOE_LKYFB@moe.gov.sg.

Alternatively, you can mail or hand-deliver your application form to the Ministry of Education, Singapore, 1 North Buona Vista Drive, Singapore 138675 (Attention: Lee Kuan Yew Fund for Bilingualism).

Only applications submitted using the Fund's application form will be considered. You may refer to the [Applicant Checklist](#) for the list of documents needed. Other guidelines for application can also be found in the [Fund Application Guidelines](#).

22. When can I apply?

The Fund has specific Calls for Proposals (CFP) periods and only accepts proposals received in January and July each year. Applicants are advised that the Fund requires Grantees to take in the Fund's input to our satisfaction. Please factor in additional time for vetting and printing/production before the launch date, especially for print and digital resources, and submit your applications in the appropriate CFP period of January or July. Proposals that are

received outside of the CFP period will only be evaluated during the next CFP. Expenses incurred before the projects are approved will not be eligible for funding.

23. Do I have to submit a single complete application or may I send it in parts?
All applications have to be submitted as a single complete application. Only complete applications will be evaluated.

24. Can I submit more than one proposal?
Yes, applicants may submit more than one proposal. Each proposal will be evaluated with a set of pre-determined evaluation criteria.

25. Can I collaborate with other organisations/institutions to submit proposals?
Yes, joint proposals may be submitted.

(e) Processing of Applications

26. What is the selection process?
The Fund will only evaluate proposals with complete applications. The Fund's Programme Office may contact applicants to ask for further details. All applicants will be notified of the final outcome. Successful applicants will receive a Letter of Offer stating the terms and conditions of the funding support. A Project Agreement will be signed between the Fund and successful applicants.

27. How are the proposals evaluated?
Proposals will be evaluated using a set of pre-determined evaluation criteria that take into account the application's relevance, impact, scalability, sustainability and the potential of the applicant. Details of the evaluation criteria can be found in the [Fund Application Guidelines](#).

28. How soon can successful applicants receive funding?
Successful applicants can generally expect the first tranche of funds to be disbursed one month after signing the Project Agreement.

29. Who evaluates and approves the proposals? What is the Fund's basis for approval of proposals?
All proposals are reviewed and evaluated by the Project Evaluation Committee (PEC) based on a set of evaluation criteria that take into account the application's relevance, impact, scalability, sustainability and the potential of the applicant. The members of the PEC have the relevant expertise and experience to assess the quality and worthiness of the proposals received. Where applicable, other experts and specialists such as those from within MOE are also consulted. Depending on the quantum of funding requested, either the PEC or the Board (taking into account the recommendations of the PEC) approves the proposals.

30. Are proposals that focus only on one language accepted? If they are, are they less preferred than proposals that cover two or more languages? While we do accept proposals that cover only one language, the evaluation takes into account the relevance and impact of the proposal in promoting bilingual

education.

31. Can rejected applicants appeal for reconsideration of their proposals?

The Fund does not accept appeals. However, applicants whose proposals have not been supported may revise their proposal and submit it again. The Fund adopts an open approach and will review proposals that are refined and revised.