

**PROJECT PROPOSAL FOR SUBMISSION TO JTC DECARBONISATION  
LIVING LAB @ JID INNOVATION CALL (DECAL)**

1. The information in each proposal furnished to JTC will be treated with strict confidence, with the understanding that it shall be used or disclosed for evaluation, reference and reporting purposes. All sections are to be completed. Incomplete submissions will not be accepted. Completed submissions should be saved as one folder and titled “[**Project Title**] by [**Company Name**]”.
2. To facilitate regulatory acceptance and public sector adoption, JTC will invite relevant public agencies as Public Agency Collaborators to the project if supported. Proposals submitted will be shared with the public agency, if they are interested.
3. Sections B, C, D of the proposal (including any clarifications accepted by JTC) will form the content in Schedule 1 of the Project Agreement, if supported.

| <b><i>Submission Documents/Checklist</i></b>  | <b><i>Check if you have done so</i></b> |
|---|---|
| <i>Project Proposal</i>   |   |
| <i>Project Budget</i>   |   |
| <i>Quad chart</i>   |   |
| <i>Declaration of Financial Solvency</i>  |   |
| <i>Other attachment for project proposal (include a content page and label in sequence of appearance if you referred in the proposal)</i> |   |
| <i>Requested funding not more than S\$250,000</i>   |   |
| <i>Project duration not more than 1 year</i>  |   |

**SECTION A: INFORMATION**

|   |
|---|
| <p><b>Challenge Statement addressed:</b> <i>&lt;please insert&gt;</i></p> <p><b>Company Name:</b></p> <p>*I/We, _____, &lt;designation, e.g. Director/Managing Director, etc&gt;, warrant, represent and declare that *I am/we are duly authorised to submit this application, receive instruction, give any information, accept any contract and act for and on behalf of _____ (Insert Name of Firm or Company)</p> <p>_____</p> <p><b>Authorised Signature</b></p> <p><b>GeBIZ Trading Partner Reference No.:</b></p> <p><b>Name of Point of Contact (if different from above):</b></p> <p><b>Email Address:</b></p> <p><b>Contact Number:</b></p> |
|---|

**1. State the stages of development to be covered by the proposal:**

| <b>Stage</b>             | <b>Covered? (Yes/No)</b> |
|--------------------------|--------------------------|
| Proof-of- concept        |                          |
| Development of prototype |                          |
| Trial/ test-bed          |                          |
| Commercialisation Plan   |                          |

**2. Has the scope of work from this proposal received funding or used to apply to other public agency funding?**

**YES/NO**

**3. Other Public Agency Funding**

Has the applicant received public agency funding for other innovation projects? If **yes**, please specify.

| <i>Project Title</i> | <i>Funding Agency<br/>Point-of-contact</i> | <i>Start-end date</i> | <i>Project Value<br/>(S\$)</i> |
|----------------------|--|-----------------------|--------------------------------|
|                      |  |                       |                                |
|                      |  |                       |                                |

---

**4. Background of Company/ Profile of Team**

*[Concisely indicate the nature of business, business type (startup, SME, LLE, MNC), global presence, and number of employees, the technologies / products / services provided, annual sales turnover. Background of key team members who will be working on the project.]*

**SECTION B: PROPOSAL TO REQUEST FOR FUNDING OF UP TO \$500,000 AND DURATION UP TO 18 MONTHS**

**5. Title of Proposal [keep it succinct and short]**

\_\_\_\_\_

**6. Project Team**

*[Describe the roles and responsibilities of the project team directly involved using the table below. Please do not give a description of their normal job scope but describe specifically their involvement in this project.]*

| Name & Designation | Company | Background/Qualification | Role in this Project |
|--------------------|---------|--------------------------|----------------------|
|                    |         |                          |                      |
|                    |         |                          |                      |
|                    |         |                          |                      |
|                    |         |                          |                      |
|                    |         |                          |                      |

**Table 1 Project team**

**7. PUBLIC AGENCY COLLABORATORS**

JTC will invite relevant public agencies as Public Agency Collaborators to the project if the proposal is supported. This is to i) facilitate regulatory acceptance; and ii) steer development to better meet end-user requirements. JTC will insert JTC PI and the Public Agency Collaborator. Applicant may put Public Agency Staff as collaborator, but should furnish letter of support from the Public Agency.

| Name, Designation | Agency | Role in project |
|-------------------|--------|-----------------|
| <JTC PI>          | JTC    |                 |
|                   |        |                 |

**Table 2 Public Agency Collaborator**

**8. Proposed Solution/Approach**

*[Describe: a) aim of the project, b) describe solution/approach, c) main technologies used and its Technology Readiness Level (TRL) and target TRL at the end of the project, d) aspect in challenge statement being addressed, e) innovativeness and differentiation against commercially-off-the-shelf product/solution. Explain how proposed work will address the challenge statement.]*

**9. Project Scope**

*[State objectives, proposed scope that will meet these objectives. State the expected outcome and its expected performance. The expected performance should be described with quantitative element as far as possible.]*

| S/<br>N | Description of Task (inclusive of sub-tasks) | Estimated Duration (months) | Target Start, T <sub>0</sub> as effective date | Target Completion, T <sub>0</sub> as effective date |
|---------|--|-----------------------------|--|---|
|         |  |                             | T <sub>0+</sub> _Months                        | T <sub>0+</sub> _Months                             |
|         |  |                             | T <sub>0+</sub> _Months                        | T <sub>0+</sub> _Months                             |
|         |  |                             | T <sub>0+</sub> _Months                        | T <sub>0+</sub> _Months                             |
|         |  |                             | T <sub>0+</sub> _Months                        | T <sub>0+</sub> _Months                             |
|         |  |                             | T <sub>0+</sub> _Months                        | T <sub>0+</sub> _Months                             |
|         | <i>&lt;add more rows if required&gt;</i>     |                             |  |   |

**Table 3 Task for development and testbed/trial**

Description of Proof-of-Concept and Prototype Development Stages

- Referring to Table 3, describe the tasks needed for the scope of work and its implementation;
- For critical tasks, include risk assessment and accompanying mitigation plan

Description of Trial/Test-bed Stages

- Referring to Table 3, describe the trial/test-bed activities to be carried out and state expected outcome(s) of the trial/test-bed. This would specify the area for the trial/test-bed and the results you expect to obtain from the trial/test-bed.
- Describe the procedures to carry out the trial/test-bed
- How will the trial/test-bed be set-up/ installed (drawings, if any) *[Please indicate if infrastructure alteration is required as well as details to mitigate potential nuisances to other users.]*
- Expected regulatory challenges/approvals *[Description of regulatory approval required]*
  - Space requirements if any (preferred location/type of space)
  - Any other important information (access requirements, etc.)
  - For critical tasks, include risk assessment and accompanying mitigation plan

**10. Cost Benefit Analysis of Solution**

*[Using Table 4, compare using conventional approach or next best alternative, an quantitatively describe the benefits of the proposed solutions in terms of: i) life cycle cost savings; and/or ii) manpower productivity improvement; and/or iii) reduction in carbon impact to the environment. You may add qualitative improvements, if applicable.]*

| <b>Proposed Solution</b>  | <b>Existing/ Next Best Alternative</b>   |
|---|--|
| <i>[Describe the proposed solution's difference in approach/method vis-à-vis existing or next best alternative]</i> | <i>[Describe the existing solution or next best alternative's method that is scrutinised.]</i> |
| <i>[Expected improvements over existing/ next best alternative]</i>   | <i>[Your basis for comparison and the standard results/performance]</i>                        |

**Table 4 Cost Benefit Analysis**

**11. Estimated Carbon Abatement Potential of Solution**

*Estimate the potential carbon abatement based on the proposed testbed scale if proven successful.*

| <b>Potential benefits generated with solution deployment</b>   | <b>Conversion factor to carbon</b>  | <b>Potential Carbon Abatement</b>  |
|--|---|--|
| <i>[Describe the proposed solution's potential green resource generation and/or carbon dioxide emission reduction]</i> | <i>[Use applicable Singapore based and/or internationally recognised conversion factor to convert impact of green resource to carbon dioxide abatement. Please state the source]</i>  | <i>[Present the potential amount of CO2 savings as either a one-off or at a suitable rate]</i> |
| <i>e.g. Green Electricity estimated to be generated in kWh/year</i>  | <i>e.g. 0.4168kG CO2/kWh<br/>(Singapore grid emission factor in 2022: Source: EMA website: <a href="https://www.ema.gov.sg/singapore-energy-statistics/Ch02/index2">https://www.ema.gov.sg/singapore-energy-statistics/Ch02/index2</a>)</i> | <i>e.g. X Tonnes of CO2/year</i>   |

**Table 4.1 Estimated Carbon Abatement Potential of Solution**

**12. Intellectual Property Rights**

*[Foreground IP development (FIP)*

- *Proposal is to describe the expected Foreground IP developed (if any)*

*Background IP (BIP)*

- *Proposal to include declaration and details such as Background IPs that are required for technology acquisition, payment of licensing fees, and purchase of copyrights/ trademarks/ patents and explain how they are relevant and required for the proposed development and test-bed.*

**Note:** *JTC will co-own the foreground IP generated]*

<Insert Applicant company letterhead>

**13. Description of Commercialisation Plan**

*[A brief write-up on how the company intends to commercialise the product within two years after successful test-bed and demonstration. The business model shall include the value proposition, target market(s) & prospects for effective deployment, and expected ROI, etc.]*

## **SECTION C: COST OF PROPOSAL**

### **14. Estimated Cost Breakdown for R&D and Trial/Test-bed Phases**

*[Provide a detailed breakdown of cost estimates for the various Categories (refer to 05\_Project Budget excel document using **Error! Reference source not found.**). All cost estimates are to be given in Singapore dollars and be supported with quotations where possible. The estimate for cost incurred will be assessed on value-for-money and used to determine payment schedule.]*

*\*Proposal to include details such as technology acquisition, payment of licensing fees, and purchase of copyrights/trademarks/patents and explain how they are relevant to the proposed research and test-bed. A copy of the quotation from the source maybe required.*



**15. Contributions in-kind and co-funding**

*[Please provide detail breakdown of contribution in-kind and co-funding (refer to 05\_Project Budget excel document using **Error! Reference source not found.**), if applicable. Otherwise indicated as “Not Applicable” or “N/A”. JTC will subsequently include JTC’s in-kind contribution (such as project management, access to trial sites, and etc)].*

*[\*Proposal to include details such as technology acquisition, payment of licensing fees, and purchase of copyrights/trademarks/patents and explain how they are relevant to the proposed research and test-bed. A copy of the quotation from the source maybe required.]*

**SECTION D: PAYMENT SCHEDULE**

**16. Payment Schedule**

State the payment schedule (*refer to 05\_Project Budget excel document filling in **Error! Reference source not found.***) based on: a) a firm price; b) cost recovery basis; c) referencing completed tasks from Table 3 of **Section B** as deliverables for each milestone, and **Error! Reference source not found.** of **Section C** for the projected cost incurred to be used as the amount to be paid. Payment to be disbursed according to the deliverables met.