FREQUENTLY ASKED QUESTIONS (FAQ) FOR SEA TRANSPORT IDP (INDUSTRY DIGITAL PLAN)

Sea Transport IDP

1. What is the Sea transport IDP?

The Sea Transport Industry Digital Plan (IDP) is a joint initiative with Infocomm Media Development Authority (IMDA), Enterprise Singapore (ESG) and SkillsFuture Singapore (SSG), as part of the SME Go Digital Programme that makes going digital simple for SMEs.

2. Where can I access the Sea transport IDP?

SMEs can refer to the Digital Roadmap of the IDP at https://www.imda.gov.sg/sea-transport-idp, as a guide to assess their digital readiness as well as identify opportunities for going digital and training programmes to raise employees' digital skills. The IDP will be updated over time as digitalisation of the industry progresses and new technologies are introduced to the industry.

3. What form of support is available under SME Go Digital Programme for the sea transport sector?

- Maritime-specific digital solutions under MPA's Sea Transport IDP Grant via MPA website
- Non-maritime specific solutions via Tech Depot website
- Start Digital Pack for new SMEs via IMDA website
- Basic advisory via SME Centre
- Specialist consultancy via SME Digital Tech Hub
- Project Management services via Singapore Manufacturing Federation

4. What is the extent of digitalisation required in the Sea Transport industry?

For a start, internal core business processes need to be streamlined and integrated through the use of digital technologies. This will allow companies to enhance operational efficiencies and provide greater value to its customers.

5. Is the IDP only for ship agency and harbour craft?

The IDP will be rolled out in phases to different sub-sectors. The first 2 sub-sectors are the harbour craft and ship agency.

Sea Transport IDP Grant Application

6. **How can my business apply for funding support?**

SMEs can visit the [MPA website](#) to view the list of maritime-specific digital solutions. If you meet the qualifying criteria, you may email MPA_IDP@mpa.gov.sg.

7. **Does my company qualify for IDP Funding?**

SMEs can apply for government co-funding to adopt digital solutions identified in the Digital Roadmap, if they meet the following criteria:

a) The applicant must be registered in Singapore.

b) The applicant must have (i) ≥30% local shareholding ownership AND (ii) ≤ S$100 mil company group's annual sales turn over OR company's Group employment size ≤ 200 workers.

c) The applicant must have its primary and/or secondary business activity in Sea Transport sub-sectors according to the Singapore Standard Industrial Classification (SSIC) code.

d) The applicant's purchase/lease/subscription of the IT solution must be solely for the applicant's use in Singapore (e.g. the IT solution must not be for the use of another party or the applicant's overseas entities).

8. **How much is the funding support?**

The funding quantum to adopt the list of digital solutions specific to the sea transport sector would be up to 70%, capped at $30K per Financial Year (1 April – 31 Mar) for each SME applicant.

Qualifying cost includes those relevant to the adoption of software, e.g.:
- Purchase price;
- Software subscription cost for the project duration;
- Requirement gathering
- Configuration of software
- Data migration
- User acceptance testing

Costs such as administrative fees/charges, design fees, bank charges and Goods and Services Tax (GST) are not claimable.

9. **Can I receive funding support for more than one digital solutions?**

Yes, SME can apply for IDP funding support for more than one digital solutions as long as it is within the $30K cap per Financial Year.

10. How long is the period of support?

The maximum support period for the purchase/lease/subscription of the IT solution shall not exceed 12 months.

11. How long is the application process?

The approval from MPA will take approximately 2 months from the date of submission of the application form. Applicants can only commence the project on or after the date as stated in the Letter of Offer issued by MPA.

Claims for IDP Grant

12. When would I be able to submit claims for the project?

Upon completion of the project, the grant recipient will engage ESG's appointed panel of auditors to verify the eligibility, authenticity and accuracy of the claims submission. Grant recipients should submit the final claim document, evidence of adoption an usage of approved IT solution for at least one month, together with the audit report, within 6 months from the end of the project qualifying period.

For clarity, invoices and payments made after the end of the project's qualifying period, but within the final claim request period (6 months from the end of the project qualifying period) will still be eligible for claims.

13. How do I go about engaging an auditing firm for the submission of the audit report?

The details of the panel of auditors can be found on Enterprise Singapore's corporate webpage at https://www.enterprisesg.gov.sg/-/media/esg/files/financial-assistance/grants/for-local-companies/edg/apply/edg_claims_prequalified_panel_of_auditors.pdf?la=en

14. Can I claim for the audit fees?

Yes, up to 70% of the audit fees is claimable, capped at S$1,800 per SME per Financial Year.

15. I have commenced the project prior to the application for funding, would I be able to submit claims under the IDP funding support?

Applicants can only commence the project on or after the date as stated in the Letter of Offer issued by MPA. Applicants who have commenced any part of the project or made any form of payment to the supplier/service provider prior to the application will not be eligible to submit claims under the IDP funding support. This will include the purchase of any project-related item and the entering of contract with any supplier or service provider engaged for the project but is not exclusive to the above.

Others

16. How do I apply to be a technology solutions provider for IDP?

Infocomm Media (ICM) Vendors with ready digital solutions proven to deliver productivity gains to SMEs are invited to submit their solutions to be pre-approved under the programme.

To be pre-approved under the programme, ICM vendors will be evaluated on the vendor's capacity and capability; as well as whether their solutions meet the requirements of target industries.

For more information, you may email MPA_IDP@mpa.gov.sg.