

Annex B: Frequently Asked Questions (FAQs)

About the Pilot Grant

1. Q: Is there a limit to the number of Grant applications each company/entity can submit?

A: No, there is no limit to the number of applications/proposals that each company/entity can submit for support through the Grant. However, each application and proposal must be unique.

2. Q: Can I submit a proposal for a project that is currently in production?

A: Yes, if it is a new tour and/or performance that has not been launched before or is enhanced from existing products, that meets the objectives and eligibility criteria stipulated for this pilot grant. However, do note that costs and expenses incurred prior to the grant offer will not be qualified. Such tours or performances should not have existing grant support from either STB or NAC (i.e. with outstanding performance targets to be met) at the point of application and for the duration of the pilot grant.

3. Q: Why are grants only disbursed to successful lead applicants if the application is to be jointly submitted by a tour operator and arts practitioner?

A: The lead applicant will be the key contact point and contracting party with STB who takes on all legal, financial and administrative rights and responsibilities of the grant (including submission of claim documents for disbursements, and receipt of grant disbursement(s) upon fulfilment of the relevant project deliverables and payment milestones). For clarity and ease of administration, the lead applicant has to be specified at point of application. The tour operator and arts practitioner(s) are advised to discuss and agree separately on the terms of their co-operation in the project, such as respective responsibilities between the joint applicants and timeline for disbursement of funds by the lead applicant to the partner applicant, if relevant.

4. Q: If I cannot meet the submission timeline or find suitable partners, will there be future editions of this STB-NAC Performing Arts Tours Pilot Grant which I can apply for?

A: This is a one-off pilot grant. STB and NAC will monitor and assess the response and outcomes of this pilot before confirming if this will be extended for future editions. You may wish to explore connecting with other interested parties in the contact lists attached at [Annex C and D](#).

Should you be unable to meet the requirements under this pilot grant, you may wish to explore applying for other grants that may be relevant for your project. An overview of STB's and NAC's available assistance schemes can be found at <https://www.stb.gov.sg/content/stb/en/assistance-and-licensing/assistance-and-licensing.html> and <https://www.nac.gov.sg/whatwedo/support/funding.html> respectively.

5. Q: What does this pilot grant intend to achieve given that the support level may not be sufficient for a full-fledged performing arts production which would require a significant amount of resources?

A: This is a pilot grant to facilitate the test-bedding of new partnerships and innovative concepts over a short period by helping to defray costs incurred in the development of performing arts tours. Hence, the grant is capped at \$50,000 as it is meant to support trials of such partnerships and concepts. The support level as a proportion of actual expenditure, at up to 90% of qualifying

costs incurred, is typically higher than most other grants offered by STB and NAC. Qualifying costs also include internal manpower costs of both joint applicants, albeit with caps in place¹. Applicants are encouraged to explore the possibilities within these parameters and take the opportunity to forge new partnerships and experiment with new concepts and business models. In the longer-term, the desired outcome is for the tour pilots to be able to operate with a sustainable model and achieve commercial viability.

About regulations and approvals

6. Q: Is a licensed tourist guide required to lead the tour?

A: Any individual who provides guiding services to one or more tourists for remuneration must hold a valid tourist guide licence granted under the Singapore Tourism Board (STB) Act unless specifically excluded by legislation.²

To encourage the development of performing arts tour pilots, guides and performers that are part of the approved tours supported under this pilot grant will not be required to hold a valid tourist guide licence in connection with their participation in these tours from the date and for the duration of the grant specified in the Letter of Offer (i.e. three months of Baseline Grant Support + three months of Extended Marketing Support).

7. Q: Do performers and crew count towards the maximum group size of 50 pax?

A: No, performers, guides and crew do not count towards the maximum group size of the tour. However, for performance segments, a maximum of 30 performers and crew (including no more than 10 unmasked performers, of which only five may sing at any given time) are allowed in the performance area and backstage (if any) at any given time. Performers must also maintain the stipulated distance of at least 3m from the tour group before, during and after the performances and avoid any congregation at public spaces. For more details, please refer to NAC's advisory here: <https://www.nac.gov.sg/whatwedo/support/sustaining-the-arts-during-covid-19/Arts-and-Culture-Sector-Advisories.html>.

8. Q: Must the tour pilot be conducted outdoors or indoors?

A: Structure and venue(s)/location(s) of the tour will be left up to applicants' creativity, but must be able to comply with prevailing COVID-19 advisories and guidelines, and obtain the relevant venue usage approvals, where required. Tour pilots involving live performance elements in an outdoor setting (as defined in AGC's Control Order for live performances: <https://sso.agc.gov.sg/SL/COVID19TMA2020-S927-2020>) will be required to submit the outdoor live performance pilot application as part of the pilot grant application, if applicable based on prevailing Safe Management Measures (SMMs). For more details, please refer to NAC's advisory here: <https://www.nac.gov.sg/whatwedo/support/sustaining-the-arts-during-covid-19/Arts-and-Culture-Sector-Advisories.html>.

¹ Internal manpower costs of the tour operator and arts practitioner involved in the application are capped at S\$4,500 per staff per month.

² Remuneration here refers to the receipt of any payment, or reasonable expectation of payment, for guiding services. Guiding services in relation to a tourist includes providing any direction, information, description or explanation to the tourist while accompanying the tourist in or to a place or point of interest in Singapore.

9. Q: On NAC's website, the application form for outdoor live performance pilot events must be submitted at least 1 month prior to the commencement of each event. Why do I have to submit the form as part of the pilot grant application, which is >1 month prior to my tour launch?

A: As a pre-requisite, proposals should demonstrate adherence to prevailing COVID-19 restrictions, such as guidelines in the relevant advisories for SMMs. The application form for outdoor live performance pilot events would include key descriptors on how the desired outcomes (e.g. proper segregation of zones, limiting density and movement of audience members, and limiting of close contact between individuals) and SMMs can be met. As a performing arts tour may include segments beyond outdoor live performances, submitting the outdoor live pilot application form (which would require at least a month to process) at the point of application to the pilot grant would allow lead time for STB and NAC to review and provide feedback on how to fine-tune the SMMs in relation to the proposed concept, if required.

10. Q: What are the COVID-19-related regulations I would need to comply with for the performing arts tour pilot?

A: Successful applicants are to ensure compliance with the prevailing COVID-19-related laws, conditions, directions, guidelines and advisories when planning and executing the performing arts tour pilots. Please refer to the respective websites³ and the relevant sector advisories, which include but are not limited to:

- Safe Management Measures for Tours: <https://www.stb.gov.sg/content/stb/en/home-pages/advisory-for-tours.html#Tours>
- Arts and Culture Sector Advisories (including Outdoor Live Performance Pilot Events): <https://www.nac.gov.sg/whatwedo/support/sustaining-the-arts-during-covid-19/Arts-and-Culture-Sector-Advisories.html>
- Film Screening: <https://www.imda.gov.sg/-/media/Imda/Files/News-and-Events/Media-Room/Advisories-on-COVID-19-Situation/Mandatory-SMM-for-Cinemas.pdf>

For ease of planning, some highlights can be found at Annex E, but please refer to the respective sector advisories at the links appended above for the most updated measures. Should specifics in the respective sector advisories differ, the stricter of the two sets of measures will apply.

11. Q: What other approvals do I have to obtain before I can launch the performing arts tour pilot under this Grant?

A: Successful applicants will be required to obtain all necessary approvals (e.g. licences, technical endorsements, venue usage approvals, etc) applicable to their project before the tour pilot can be launched. These include, but are not limited to:

- Arts Entertainment Licence: <https://www.imda.gov.sg/regulations-and-licensing-listing/licence-for-the-provision-of-arts-entertainment>

³ COVID-19 (Temporary Measures) (Control Order) Regulations 2020: <https://sso.agc.gov.sg/SL/COVID19TMA2020-S254-2020> and COVID-19 (Temporary Measures) (Performances and Other Activities — Control Order) Regulations 2020: <https://sso.agc.gov.sg/SL/COVID19TMA2020-S927-2020>

- Approval for Tours Re-Opening ⁴ : <https://www.stb.gov.sg/content/stb/en/home-pages/advisory-for-tours.html#Tours>
- Approval for Outdoor Live Performance Pilot Event (if there are live performance elements in an outdoor setting): <https://www.nac.gov.sg/whatwedo/support/sustaining-the-arts-during-covid-19/Arts-and-Culture-Sector-Advisories.html>

Others

12. Q: What other aspects should I consider with regards to collaborating on a performing arts tour?

A: It would be important to take note of and consider issues relating to Intellectual Property (IP) and copyright infringements. For more information, please refer to the following resources:

- Intellectual Property Office of Singapore (IPOS): <https://www.ipos.gov.sg/understanding-innovation-ip/copyright>
- Composers and Authors Society of Singapore (COMPASS): <http://www.compass.org.sg/>
- Arts Resource Hub (ARH): <https://www.artsresourcehub.gov.sg/legal-support/contracts>

The tour operator and arts practitioner(s) involved in the joint application are also advised to establish a clear agreement on the terms of their co-operation in the project, including but not limited to respective roles and responsibilities, IP sharing, and issues related to the disbursement of funds from the lead applicant to the partner applicant etc.

⁴ Necessary only if the lead applicant has not previously received approval from the Ministry of Trade and Industry for the resumption of tours.