FREQUENTLY ASKED QUESTIONS

- NHG Health Coordinating Party (CP) Scheme
- NHG Health Adoption & Scale Healthcare (NASH) Innovation Fund Domain B

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1. Application

a) Who is eligible to apply for the grant?

The applicant must be an employee of NHG Health. Project Lead must hold a primary full-time appointment (defined as a minimum commitment of nine months per year) in NHG Health.

NHG Health CP

Project must focus on adoption towards scaling* involving either

- Cross-institution (within NHG Health) projects – co-application/ involvement of at least 2 NHG Health institutions
- Cross-cluster projects – co-application/ involvement of institutions across at least 2 clusters (inclusive of NHG Health institution)
  *To establish the value, scalability, and cost-effectiveness of an innovation, through evidence (may include work-flows, infrastructure, IT integration etc. considerations).

NASH Domain B

Project must aim to implement a validated and proven innovative solution in at least 2 NHG Health institutions that aligned to NHG Health strategic goals and enablers.

Notes on multi-institutional involvement

The originating institution with the validated solution qualifies as "involved" when either enhancing their validated solution within originating institution or supporting implementation at adopting institution(s). If the originating institution intends to enhance their solution during the project, all adopting institution must implement the enhanced version of solution as well. For example, if TTSH enhances a 3D printing solution from version 1.0 to 2.0, collaborating institutions like KTPH, SGH must implement version 2.0 instead of the original version 1.0.

b) Can private sector companies or non-NHG Health public healthcare institutions (PHIs) apply for this grant?

Private sector companies or non-NHG Health PHIs must partner with NHG Health institutions that are keen to adopt the proposed solution after the test-bedding/ piloting period. The NHG Health institution must be the lead party to apply for funding, and the Project Lead of the proposal must hold a primary appointment within NHG Health.

2. Funding

a) Can applicant apply without approaching HR for review on request for manpower?
Applicant is strongly encouraged to consult HR for an assessment on the scope and FTE request in the application.

b) How much funding will be awarded to applicant? Will the project be fully funded?
The total funding to be funded will depend on the project nature (i.e. the extend of implementation scale of the project), as well as the budget proposal. The respective Evaluation Panels will review the application and budget proposal to decide on the quantum to award. Whilst the fund intends to support deserving applicant as much as possible, it may not cover all expenses that may arise. Should the project have items that fall out of the list, it will be considered on a case-by-case basis.

NHG Health CP

Project Type	**Amount per Project**	**Support Level**
POC/POV projects (within NHG cluster, with at least 2 NHG institutions)	Up to $300,000 for 12 months	Up to 70%, with 30% co-funding from institution(s)
Collaborative POV projects with partner(s) from one different cluster	Up to $1,000,000 for 12 months	Up to 80%, with 20% co-funding from institution(s)
Collaborative POV projects with partner(s) from two different clusters	Up to $2,000,000 for 12 months	Up to 90%, with 10% co-funding from institution(s)

NASH Domain B
Base funding of $100,000, extendable up to $200,000, per project over 12 months with justification. Any expenses beyond the awarded fund and/or project duration (whichever earlier) should be covered by each participating institution(s).

Indirect Costs
The funding shall not be used to cover any indirect costs. Indirect costs are defined as incurred for common or joint objectives and therefore cannot be identified readily and specifically with a particular sponsored project but contribute to the ability of the Institutions to support such projects. Indirect costs shall be funded from overheads or other funding sources. Examples of indirect costs includes executive oversight, accounting, overseas trips, refreshments, catering, entertainment, meeting, staff retreat & team-building activities, audit and legal expenses, insurance premiums, fines & penalties, utilities, cost of renovation, general furniture and office equipment, general office supplies (e.g. stationeries, files, printing), professional membership fees, transportation, postage and courier fees.

For more details on the supportable and non-supportable items, please refer to NHG Health CP and NASH Domain B Applicant's Information Pack, downloadable from CHI's website (NHG Health CP: NHG Health Coordinating Party Scheme and NASH: NHG Health Adoption & Scale Healthcare (NASH) Innovation Fund).

c) When can I start incurring expenses for the project?

Your Letter of Award will specify the funded project duration (includes the project preparation and project implementation phases). Only expenses incurred within this stipulated funded project duration will be eligible for claims submission and subsequent reimbursement.

d) Are publications and presentations cost fundable?

Such claims will require prior approval from CHI Grants Management Office (GMO) and must meet specific criteria. When the publications/ conferences/ presentations are confirmed, study team is to inform CHI GMO with more details to seek for approval before submission of your paper to the selected publisher/ purchasing conference tickets/ incurring printing and/or material costs for the publications/ presentations.

The publications and conferences must be "reputable" to encourage project teams to avoid predatory publishers. By "reputable", project teams are advised to select journals which meet key academic and ethical standards (mentioned below) and/or leading, high impact factor journals in the relevant field. Project teams who are unfamiliar can refer to the top 10% journal list from Clarivate (also referred to for NMRC Centre Grants).

- Peer-reviewed: The journal employs a rigorous peer-review process to ensure the quality and validity of published research.
- Indexed: Included in major academic and medical databases such as PubMed, Scopus, Web of Science, or similar recognized indexing platforms.
- Adherence to Ethical Standards: The journal must adhere to accepted publishing standards, such as those set by the Committee on Publication Ethics (COPE).

Published papers and presentation materials must be shared with CHI after publication/ presentation. Do note that all expenses must be incurred within the grant funding duration. Final approval remains subject to funder discretion.

e) Must applicant use up all the funds that are awarded?

For project-based awards, applicant is required to spend at least 90% of the awarded funding by the end of the project duration. Should variations be required, please complete CHI GMO prescribed Amendment Request Form (to be requested) and submit it at least 3 months before the original Project end date for consideration.

f) For CP, must the applicant secure the co-funding amount before CP approval, or can it be after the CP fund is awarded?

Funds secured before CP grant approval for the project can count towards the required institutional co-funding commitment. While not mandatory, having co-funding secured at the time of application demonstrates strong institutional commitment to the evaluation panel, which may strengthen your proposal.

3. ROI and Outcome

a) How should the applicant derive the ROI when the project has not yet started?

The ROI spreadsheet is designed to provide an estimation of potential savings, which would be understandable should there be any changes to the sum or category. Since the project has not begun, we understand that these figures are projections that may change as the project develops. This spreadsheet serves to provide reviewers a clearer understanding of the potential benefit(s) of the project based on the project objectives and helps demonstrate the project's potential value. Focus on realistic estimates based on similar projects, industry benchmarks, or pilot data where available.

b) Does applicant have to submit revision of ROI/ Outcome, should there be any changes to it after project is awarded and in-progress?

Applicant will be requested to provide the updated ROI/ Outcome as necessary.

4. Award and Project Implementation

a) When will the results be announced for this round?
The results will be announced approximately 4 months after the call for submissions closes. Please take this timeline into account when planning for the project implementation duration.

b) When should my project start?
CP
Maximum 12-month project duration. Please refer to CHI's website: NHG Health Coordinating Party Scheme for more details on when project can start earliest, and latest by.

NASH Domain B
Maximum 12-month project duration. Please refer to CHI's website: NHG Health Adoption & Scale Healthcare (NASH) Innovation Fund) for more details on when project can start earliest, and latest by.

Your Letter of Award will specify the funded project duration (includes the project preparation and project implementation phases). Only expenses incurred within this stipulated funded project duration will be eligible for claims submission and subsequent reimbursement.

c) How will funding be disbursed?
Funding is made on a reimbursement basis with supporting documents provided and verified.

Payment and consolidation: Lead PI and collaborating institutions will have to pay for all CAPEX and OPEX items incurred first. Lead PI is to consolidate all the expenses incurred under its institution and its collaborators' institutions.

Submission and review: Thereafter, Lead PI is to submit consolidated expenses with supporting documents to CHI GMO for review and verification.

Reimbursement: Upon approval from CHI GMO, grant funding shall be reimbursed by CHI to the Lead PI institution. Lead PI institution shall then reimburse collaborating institutions based on cost-sharing/ co-fund sharing ratio agreed between Lead PI and collaborating PIs.

More details will be shared upon award.

d) When should claims be submitted?
CHI GMO will call for claims submission on a quarterly basis. Lead PI is to complete the Claims Submission form and submit it along with supporting documents within the deadline stipulated. Reimbursement will only proceed upon verification of all required supporting documents.

All expenses must be incurred, and invoices must be dated within the project funded duration to be eligible for claims submission and subsequent reimbursement.

Requirements are subject to change from CHI GMO. Project teams will be notified of any updates to documentation requirements.

e) What other documents may be required from project team?

Before project kickstarts, Lead PI is to submit cashflow projections covering the entire project duration, showing expected expenditure and cashflows on a quarter-by-quarter basis. Lead PI is to update CHI GMO should there be any changes to projected cashflow along the course of the project.

CHI will call for progress report submission every half-yearly (February and August). Project teams are also to advise during the half-yearly reporting period in February on the amount expected to be expended by end of current FY, and provide accrual accounting details for invoice/ DO/ PO dated within project funded duration, but only to be incurred in subsequent FY(s).

Requirements are subject to change from CHI GMO. Project teams will be notified of any updates to documentation requirements.

f) How should institutions handle budget approval for grant-funded expenses?

Lead PI and collaborating institutions should follow your institutions' procurement, budget and approval routes to proceed with project expenses (budgeted and unbudgeted process). CHI will then reimburse these expenses quarterly following the standard claims process outlined in section 4c.

Do check with your institution's finance department about any specific requirements for handling grant-funded expenses under either the unbudgeted and/or budgeted route.

g) If the project involves medical device development, must HSA approval already be obtained in order for applicant to apply for the grant?

Applicants do not need to obtain HSA approval before applying to NASH Domain B and NHG Health CP grants. However, we strongly recommend engaging with HSA early in the development process to understand regulatory requirements and ensure your project aligns with approval pathways.

For enquiries on HSA device registration and licensing requirements, you may send your questions to HSA using this online form.

Medical Device Innovation Office (MDIO) provides innovation support during a medical device's development or pre-submission phase under HSA's Pre-market Consultation (PMC) Scheme. PMC Scheme helps support medical device developers and companies in navigating regulatory requirements. These schemes allow early engagement with MDIO during product development or before dossier submission to HSA, helping to clarify risk classification, regulatory pathways and pre-clinical/ clinical evidence requirements. This may expedite device registration and facilitate early access of their medical devices. The PMC is divided into two categories:

- Development Consultation (up to 2 hours), which offers guidance during the device's design and development phase.
- Pre-Submission Consultation (up to 1 hour), which provides feedback on documentation before formal submission.
- Companies may book a consultation appointment at least 30 days in advance (and up to 5 months ahead) using the online booking form.

Information on the PMC is available on this webpage: HSA | Consultation schemes. If you have any queries, you may also write in to MDIO at HSA_MD_Tech@hsa.gov.sg

h) I have questions regarding Intellectual Property Rights and commercialisation matters, who may I reach out to?

If you would like to seek advice on Intellectual Property Rights related matters for your project, especially if there is an external vendor involved in your project, you may reach out to NHG Health Group Education & Research Office, nhggroup.tro@nhghealth.com.sg. For queries relating to commercialisation, you may reach out to NHG Health Group Centre for Medical Technologies & Innovations (Group), nhggroup.innovate@nhghealth.com.sg.