

HERITAGE ACTIVATION NODE AT CLEMENTI
CALL FOR COLLABORATION

Content Page

1. Introduction
2. Proposal Brief for Heritage Activation Node at Clementi
 - a) Programming Priorities
 - b) Project Dates
 - c) Project Location
 - d) Budget and Funding
3. Application Process
 - a) Eligibility
 - b) Evaluation Criteria
 - c) Submission Requirements
4. Selection Outcome and Dates
5. Contact Information

Annexes

- A. Boundary of Clementi
- B. List of Suggested References
- C. Project Proposal Template

1. Introduction

About the Call for Collaboration for Heritage Activation Node at Clementi

This Call for Collaboration invites Singapore-based interest/community groups and/or individuals¹ to submit proposals to develop heritage-related projects to be implemented in the Heritage Activation Node at Clementi (HAN@Clementi) in 2025.

About Heritage Activation Nodes

The National Heritage Board's (NHB's) Heritage Activation Nodes (HAN) initiative seeks to provide opportunities for the community to participate in and to co-develop projects aimed at celebrating the heritage of their neighbourhoods, thereby making heritage more present in our daily lives.

From 2024, a series of HANs will be launched in various precincts in Singapore. Each HAN will be unique with programmes and activities tailored to promote the heritage and character of the individual precincts. To facilitate this, NHB will empower and provide support to community groups and individuals who wish to conceptualise and implement heritage-related projects to celebrate the unique heritage of their neighbourhoods.

Heritage Activation Node @ Clementi

Heritage Activation Node@Clementi is a collaborative effort between NHB and Ngee Ann Polytechnic (NP). It offers young individuals opportunities to actively participate in developing and presenting heritage initiatives tailored for the local community in Clementi. NHB and NP will jointly collaborate with Institutes of Higher Learning (IHLs), schools, heritage businesses, and community partners in the area to provide a diverse range of experiences, including installations, guided tours, talks, and more.

Through this Call for Collaboration, NHB and NP invite community groups and individuals, who may have a keen interest in exploring and celebrating the rich heritage of Clementi to participate in HAN@Clementi.

Interested parties may refer to [Annex A](#) for the boundary of HAN@Clementi and [Annex B](#) for a list of suggested references and readings on the history of these neighbourhoods.

2. Proposal Brief for Heritage Activation Node at Clementi (HAN@Clementi)

a. Programming Priorities

HAN@Clementi aims to showcase year-round activities and programming that creatively explore and increase awareness of heritage and culture, engage the community, and activate shared public spaces of the Clementi neighbourhood.

Projects can take on various formats, including but not limited to: (a) exhibitions; (b) guided tour programmes; (c) talks, lectures, and workshops; (d) screenings; (e) murals; (f) community games and competitions; and (f) temporary outdoor artwork installations.

The overall theme for HAN@Clementi in 2025 is *Stories of Clementi*. Applicants should consider projects that highlight and showcase the unique heritage of Clementi, with focus on at least one of the following HAN programming priorities:

- a. Celebrate the history, significance, key figures and/or communities in Clementi;
- b. Reveal and promote new, or lesser-known, aspects of Clementi heritage and culture;
- c. Build new audiences that can appreciate the heritage and culture of Clementi;
- d. Present Clementi's heritage and culture in unique and/or innovative ways, such as through the use of technology to engage audiences and to provide them with agency to learn more about the precinct's heritage.

Projects may cater to different segments, including but not limited to: (a) residents of the precinct; (b) the wider Singaporean community; (c) elderly; (d) youths; and/or (e) families.

Projects that include collaborations with businesses or groups in the area, or across different industries or disciplines, are encouraged².

b. Project Dates

The maximum duration of a project is six months. While successful applicants may suggest their desired project commencement dates, the project must be completed by 28 February 2026.

c. Project Location

Applicants are free to propose any venue(s) within the HAN@Clementi boundary (Annex A) for their projects. Projects can take place in unconventional sites, such as cinemas, bookstores, homes, alleys, commercial spaces, roof tops and more.

While conceptualising each project, applicants should take into consideration the use of public spaces, landscaping and structures at the proposed site, including taking reference from the site and/or precinct's history and heritage. Applicants are to also seek permission from site owners on the usage of spaces and locations, where relevant.

Where relevant, applicants must consider the following risks when developing the concepts:

- Public safety in relation to location, engineering, use of materials, visual distraction to main traffic, etc.;
- Disruption to traffic, pedestrians, businesses and residents during construction;
- Security during installation and after completion of installation;
- Advancement of a partisan political agenda;
- Realistic budget;
- Cross-cultural processes; and
- Environmental concerns and sound levels.

d. Budget and Funding

Funding support varies by project type and the amount disbursed for successful projects is dependent on the scale of the proposed initiative. Funding will be capped at a value of SGD\$6,000 for each project and will be disbursed on a reimbursement basis upon completion of the project.

Applicants are required to submit a breakdown of the budget required. The budget should be all-inclusive, including direct project costs, as well as all other associated costs, including licenses, permits, production, installation and de-installation (where applicable) factored in. The budget is not to be taken as the final amount to be reimbursed as all official receipts and supporting documents of successful projects must be submitted when each project is concluded.

Applicants are allowed and encouraged to partner with companies and sponsors to supplement the project budget to execute their project. Where possible, the projected value of these sponsorships should be made known from the point of application.

A Call For Collaboration Agreement, which will include the funding conditions and disbursement schedule, will be drafted and issued by NP to the successful applicant for agreement prior to appointment.

If there are no suitable proposals received, NHB and NP reserve the right to conclude the Call for Collaboration.

3. Application Process

a. Eligibility

The Call for Collaboration is open to the following:

- Individuals who are Singapore Citizens or Permanent Residents (PR) residing locally;
- Organisations that are either organisations that are either registered with the Accounting and Corporate Regulatory Authority (including non-profit/ non-government/ community-based organisations/ sole proprietorship/ limited liability partnership (LLP)/ company limited by guarantee (CLG)), or a society with the Registry of Societies at the time of application; and
- Informal groups or collectives of which at least half the team is made up of Singapore Citizens or PR.

Proposals that involve collaborations with foreigners are eligible if the lead applicant(s) (who plays a lead role in the production) is a Singaporean Citizen or Permanent Resident based in Singapore and if at least half the team comprises Singaporean or Permanent Residents.

Applicants are welcome to consider applying for NHB's Minor and/or Major Project Grant should their proposed project fall outside of HAN@Clementi's boundary (Annex A) or if the proposed budget exceeds \$6,000.

Youth applicants (aged between 15 to 35 years old) may also consider applying for NHB's and National Youth Council's joint Youth Kickstarter Fund for seed funding to realise their projects.

b. Evaluation Criteria

All project proposals are jointly evaluated by NHB and NP. They will be evaluated based on the following criteria:

1. Focus on Heritage and Public Engagement
a. Promotes learning and appreciation of the neighbourhood’s heritage b. Relevant and relatable to intended audience(s) and/or community c. Quality of public/neighbourhood/community participation and involvement
2. Project Objectives and Creativity
a. Relevance to at least one of the programming priorities of HAN@Clementi b. Creative and has innovative merit
3. Capacity and Commitment to Realise Project
a. Clear explanation of the project with a strategy on how to implement it b. Defined deliverables and a realistic implementation schedule c. Clear breakdown of estimated costs and estimated costs are realistic and broadly consistent with market rates d. Clear breakdown of projected manpower

As part of the selection process, NP may reach out to applicants to seek further clarifications.

c. Submission Requirements

Applicants will have to submit their proposal application via FormSG. Applicants are highly encouraged to prepare all necessary information and documents below prior to filling out the application form.

Interested applicants are required to submit the following:

- Application Form (FormSG); and
- As attachments to the Application Form:
 - Project Proposal (Template provided in [Annex C](#));
 - CVs/Portfolios of key parties involved; and
 - Other Supporting Documents (where relevant).

Kindly note that FormSG has a 20MB limit for attachments (proposal, budget, CVs, supporting documents). Images will be auto-compressed to a resolution of 1024x768, which will typically be less than 1 MB. Applicants are advised to submit their documents in a zipped file. Applications with file sizes that exceed the 20MB limit will not be able to submit the online application.

4. Selection Outcome and Dates

The key dates are as follows:

Date	Item
10 Feb 2025 to 6 Apr 2025	<p>Open Call for Collaboration for HAN@Clementi</p> <p>Interested applicants are to complete the online application form and submit supporting documents via FormSG.</p>
<p>6 Apr 2025</p> <p><i>Applications must be submitted by 2359 (Singapore Time)</i></p>	<p>Deadline for Call for Collaboration Submissions</p>
Apr and May 2025	<p>Clarification and Evaluation Period</p>
May 2025	<p>Call for Collaboration Results Released</p> <p>Applicants will be notified regarding the Call for Collaboration results.</p> <p>A commissioning agreement with the terms and conditions and expected deliverables will be issued to the successful applicant for agreement.</p>

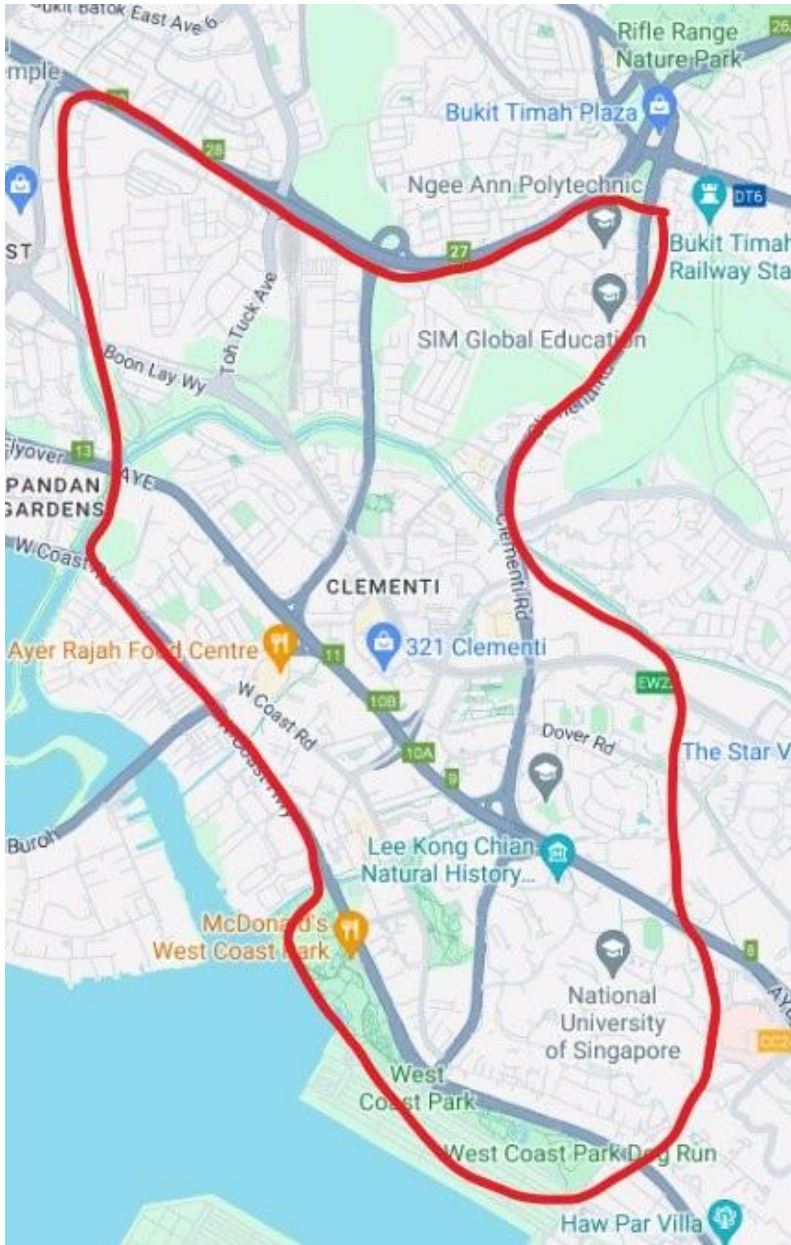
5. Contact Information

Should you have any inquiries on the Call for Collaboration, please feel free to reach out to us at HAN_Clementi@connect.np.edu.sg

Annexes

A. Boundary of HAN@Clementi

Proposed projects should be located within the boundary below:



N: PIE

S: West Coast Park, West Coast Highway

E: Clementi Road

W: Pandan River

B. List of Suggested References

Applicants may refer to the list of recommended references below for more information on the history of Clementi.

1. Ang Chee Sia Ong Temple (2018). *Ang Chee Sia Ong Temple 10th anniversary publication*. Singapore: Ang Chee Sian Ong Temple
2. Children's Aid Society (2002). *Children's Aid Society 1902-2002: A Hundred Years of Caring for Children*. Singapore: Watchmen Design Consultants
3. Church of the Holy Cross (Singapore) (2019). *Church of the Holy Cross @ 40 Commemorative Book 1979-2019*. Singapore: Church of the Holy Cross
4. Gan, Pearly (ed.) (2007). *Moberly... and Untold Stories of SP*. Singapore: Singapore Polytechnic
5. HDB Annual Reports 1960-2020
6. Lee, Kah Hui & Mohammad Iqbal bin Roslan (2020). *Our West Coast Heritage*. Singapore: Centre for Advanced Studies in Architecture
7. Lim, Kok Hua (1988). *The Ngee Ann Story: The First 25 Years 1963-1988*. Singapore: Ngee Ann Polytechnic
8. Ng, Yew Keng (2018). *What's in the Name? How the Streets and Villages in Singapore got their Names*. Singapore: World Scientific
9. Pei Tong Primary School (1982). *Pei Tong Primary School Official Opening*. Singapore: Pei Tong Primary School
10. Savage, Victor R & Yeoh, Brenda SA (2013). *Singapore Street Names: A Study of Toponymics*. Singapore: Marshall Cavendish
11. Singapore Polytechnic (2005). *Opening Minds, Shaping Lives: The Journey of Singapore's First Polytechnic*. Singapore: Singapore Polytechnic
12. Tan, Kevin YL (ed.) (2019). *Kent Ridge: An Untold Story*, Singapore: NUS Press
13. Tan, Sumiko (2005). *Ngee Ann Kongsi: Into the Next Millennium*, 2nd edition. Singapore: Ngee Ann Kongsi

C. HERITAGE ACTIVATION NODE @CLEMENTI – CALL FOR COLLABORATION PROJECT PROPOSAL TEMPLATE

(Please fill in a new document for each unique application)

Proposed Project Title:

Summary of Project:

Within 200 words, please summarise your project brief in this section to aid our assessment of your application.

Note: Not all guiding questions under each heading will- be relevant to every application – feel free to emphasise points that are most relevant to your application and include other points that you feel are important for us to know.

If you have any documents relevant to this application, please attach them with this template in your application.

What are the desired outcomes and impact of your project? How will this project meet the objectives of HAN @ Clementi? *E.g. Increase in visitor numbers to cultural center, foster collaboration between businesses in Clementi, rejuvenate shared spaces, promote learning and appreciation of the neighbourhood's heritage*

What are the proposed outputs of your project? This can be in the form of tangible or intangible activities, products and/or deliverables. *E.g. workshops, tours, performances, exhibitions, activations*

Please include the proposed venue (if applicable) and duration of your project – Is your project a one-off event (short-term), ongoing project or will your project commence periodically (long-term)?

Who are the target audience of your project? How does your target audience benefit from your project?

Who are the key partners and platforms involved in your project? How and what will they contribute to the execution of your project? What are the manpower requirements of your project? Please include the CVs and write-ups of key partners and platforms in your submission.

What is your implementation plan and timeline for this project? You should highlight key project milestones and indicate dates of significant events.

What is the estimated budget of your project? Please provide a detailed breakdown of your budget.

- *Manpower costs (e.g. project manager, consultant, artist fees, editors, consultants, designers, developers, engineers). Summarise their fees and wages.*
- *Direct Project Costs (e.g. research, prototyping, training, testing, development, maintenance, material, production, venue rental, technical requirements, installation, hardware, software etc.).*
- *Income (e.g. sales, other grants, donations, direct sponsorships, in-kind sponsorships, etc.)*

How will you measure the outcomes and impact of your project?