Business Improvement Fund

Project Executive Summary

*The project executive summary serves as a guide on the information required by STB for a preliminary project assessment. Submission of this executive summary does not denote an application for the grant.*

### Project Title:

### \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Name:

Unique Entity Number (UEN):

Travel Agent (TA) Licence No. (if applicable):

Company Address:

Contact person:

Nature of Business:

### Project Description | Please briefly describe the scope of the project.

### Project Assessment | Please clearly state the benefits of the project (e.g. such as how the integration of sustainability into your business help you remain competitive in the local and/or global economy) based on the following factors for the assessment of the project.

1. Improve in Productivity | Please state how the project improves your business’ productivity or the productivity of the tourism companies adopting the technology (e.g. reduction in man-hours or number of staff, incremental cost savings, increase in topline (revenue) and bottomline (net operating profit before tax), growth of company value-add[[1]](#footnote-1)).
2. Increase in Competitiveness | Please state how this project increases your business’ competitiveness or the competitiveness of the tourism companies adopting the technology, locally and/or globally. For instance, how the adoption of internationally-recognized standards and certifications in sustainability can help your company increase business competitiveness locally and globally, enhancing market access and/or increase trust in your products and services.
3. Impact to Industry | Please state the impact of this project to the industry that your company is in or the industry(s) of the tourism companies adopting the technology (e.g. increase industry’s productivity, scalability to the rest of the industry).
4. For Tech Developers | To ensure the new technology is relevant to the tourism sector, please complete the table below with at least one committed and four interested tourism companies adopting the technology.

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Company Name** | **Industry of Company** | **Committed / Potential** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

### Project Schedule | Please provide a broad time-line of the project.

Date of commencement:

Date of completion:

Duration (months):

Short Description of different phases:

### Project Cost | Please provide an estimated breakdown of costs for the entire project, from pre-commencement to execution.

### Declaration

I, on behalf of the proposing organisation, declare that the information furnished in this executive summary is true and correct and I undertake the responsibility to timely inform the Singapore Tourism Board of any changes to the information provided.

I declare and confirm (i) the genuineness of the authorised signatures within this document, and (ii) the completeness and conformity to original documents of all copies submitted to STB and the authenticity of the originals of such copies.

|  |  |  |
| --- | --- | --- |
| Name: |  |  |
| Designation: |  |
| Telephone: |  |
| Email: |  |
| Date of Submission: |  | Signature |

1. *Value added ($) = Net operating profit (before tax) + remuneration + depreciation* [↑](#footnote-ref-1)