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| **Please use the following guide to prepare for Innovation Sandbox application**As the proposal for application is a key document for the evaluation, please ensure information provided is relevant and complete. |

**Purpose**: The Innovation Sandbox provides an avenue for applicants to justify and request waivers of SSG’s regulatory requirements that may hold back the development of innovative solutions. The innovative solution must be aligned with at least one of the four **focus** areas:

1. increasing the uptake of online and blended learning by individuals;
2. amplifying enterprises’ adoption of innovative learning technology;
3. developing effective remote assessment and proctoring solutions for individual and enterprise-led training; and
4. developing effective placement solutions that tighten the industry-training nexus.

The Sandbox does not provide its participants with additional grants. However, the Sandbox provides solutionists a safe space for the experimentation and implementation of such innovative CET solutions with SSG’s funded and supported training providers. The adoption of innovative solutions may sometime contravene SSG’s rules and regulation, and result in the adopting training provider dropping off SSG’s funding and support. As such, the Sandbox grants solutionists two-year time-limited regulatory waivers so that courses delivered using these innovative solutions can be eligible for SSG course fee funding and/or SkillsFuture Credit.

However, innovative solutions that are fully compliant with SSG’s funding rules and regulations are encouraged to continue testing and experimenting their solutions with training providers, and do not require participation in the Sandbox.

IAL will assess the solution’s alignment to one of the four key focus areas under iN.LEARN 2.0 and effectiveness in achieving the intended learning outcomes envisaged by the solutionists. SSG will evaluate if the requests for the regulatory waivers can be supported. Approved innovSpur projects that are not granted regulatory waivers can still be funded under the innovSpur programme.

Applicant needs to be Singapore registered entities with valid UEN. The initiative is targeted at training providers, Education Technology solutionists, enterprises, and Training and Adult Education professionals

Case Study: For example, on the e-learning course evaluation criteria, if applicants wish to request waiver of any such requirements, applicants must justify how the waiver would help them overcome obstacles and aid in the development of the innovative solution. Applicant needs to state the type of obstacles and the areas for SSG review. The evaluation of the waiver request will be on a case-by-case basis.

**Information to be provided:**

1. About the Company

1. Year of incorporation
2. How has the company progressed over the years? What are some significant milestones that the company has achieved?
3. Key business activities and products/ services
4. Key customer segments/ markets and overseas presence (if any)
5. Company’s growth plans and/ or targets for internationalisation

2. About the Project (Please answer the section(s) below if your project has the following scope)

**Product/Service Development**

1. Describe the product/service or technology that you are developing or have developed.
2. What are the similar systems/ solutions in the market (if any)? How is your product different or better?
3. What are the barriers to entry (if any) that will make replication of your product / service difficult for your competitors?
4. For this product, what is the target market in terms of size, customers, market niche and geographical coverage?
5. What are the pedagogical/andragogical underpinnings?
6. What is your pricing, promotion, sales, and distribution strategies?
7. Have you obtained any indications of interest from relevant reference customers, partners or third-party investors for the proposed project?
8. Reference to the 4 focus areas under iN.LEARN 2.0, which focus area(s) is the innovative solution aligned to ?

3. What do you want to achieve from participation in the Innovation Sandbox?

1. Can you provide more details on the experimentation and implementation of your innovative CET solutions?
2. What is/are the challenges that you are trying to overcome?
3. What are the SSG funding rules and regulations that you are requesting to be waived or adjusted (please elaborate what adjustments are needed) Why are you seeking the waivers?
4. How long do you need the policies to be waived for?
5. Have you requested for similar waivers in the past? If yes, please let us know when and who processed the request.

4. Risk Mitigation

1. If SSG does not waive/adjust its policies for this project, how would you test and refine your solution?
2. What are the potential risks of the innovative solution? With the regulatory waivers in place, please elaborate on these risks and any other additional risks. What are the mitigation measures that will be put in place to manage each risk?

5. Who are the training providers and/or enterprises that will try out this innovative solution if the waiver request is supported? Provide the list of training providers and related courses in a table format covering the below headers:

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| --- | --- | --- | --- | --- | --- | --- |
| **Name of Training Provider** | **UEN** | **Course Title** | **Course Ref. No.** | **Existing SSG-supported Course?** | **Period of Utilisation** | **Target No. of Training Placement** |
|  |  |  |  | Yes / No | dd/mm/yyyy - dd/mm/yyyy |  |
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6. Project outcomes

1. What are the project goals and timeline (including mid-term and final targets)?
2. What is your measurement(s) of success? How would you determine whether the project has failed?
3. If the mid-term project goals are not met, what are your exit strategies (e.g. to mitigate disruption to your training partners)?

7. Point of Contact

1. Please provide us with all necessary business contact information so that we can follow-up with you.

**Enquires and feedback**

*If you have enquiries regarding innovation sandbox initiative, IAL will assist to bring forth those enquires to SSG for clarification. Please email your query to* *raymond\_tan@ial.edu.sg**,* *InnovationCentre@ial.edu.sg* *and* *inlab@ial.edu.sg**.*