

Infocomm Club Programme

1. What is the objective of the Infocomm Clubs Programme?

The Infocomm Clubs Programme is a Co-Curricular Activity (CCA) for primary, secondary and junior college students. It aims to excite students about infocomm in a fun and meaningful way by helping them to learn new infocomm skills and to cultivate leadership and entrepreneurship capabilities at an early age.

The objectives of the Infocomm Clubs Programme are to:

- Excite students about the possibilities of Infocomm in a fun way.
- Equip students with relevant infocomm skills.
- Provide students with opportunities to express creativity, entrepreneurship and community spirit.

2. What is the application procedure for my school to participate in the Infocomm Clubs Programme?

Schools interested in the Infocomm Clubs Programme should:

- Contact IDA's Infocomm Clubs Programme manager
- Select focus area and industry partner
- Meet with technology partners and trainers
- Submit a proposal to IDA for funding support
- Set up infrastructure and call ITQ for trainer appointment
- Conduct member recruitment
- Submit School application form

3. Can all schools apply?

Yes, all primary schools, secondary schools and junior colleges under the MOE can apply to be part of the infocomm clubs programme. However, applications are subject to approval by IDA's management.

4. What are the evaluation criteria for approval of schools?

Approval of schools is based on the key performance indicators, targets and resources committed by the schools to the infocomm clubs programme.

5. What is the Enhanced Infocomm Clubs Programme (EICP)?

The EICP is an extension of the Infocomm Clubs Programme and is open to all primary, secondary schools, centralised institutes, junior colleges and integrated programme schools and all existing Infocomm club member schools whose funding have expired under the previous scheme and wish to continue leveraging on the support and funding for their Infocomm Clubs.

6. What options are available under the EICP?

There are 3 option plans under the EICP, they are:

- Option 1: Associate Infocomm Club
- Option 2: Infocomm Club
- Option 3: Value-Added Infocomm Club

7. Is there a required minimum number of students per club?

For Option 1 & 2 under the EICP, schools are required to maintain a minimum of 30 students in the infocomm club during the duration of the programme.

8. Is there a cap on the number of students in the club?

No, there is no cap on the maximum number of students in the club.

Selection of Technology Partners

9. What are the roles of the Technology Partners?

To make the clubs exciting and relevant, IDA partnered with the industry to give schools a broader spectrum of technologies to choose from. The Technology Partners support the schools by offering a structured curriculum for the clubs. The partners also bring with them certified training partners to guide the schools and that the technologies and curriculum taught are relevant to the industry.

The partners are Adobe, Apple, Cisco Systems, Hewlett Packard, Microsoft, Nanyang Polytechnic, Ngee Ann Polytechnic, Novell, Singapore Polytechnic, Sun Microsystems, Republic Polytechnic and Temasek Polytechnic.

10. Can school take on more than 1 technology partner?

Schools are encouraged to set up clubs with selected focus areas so as to help the students to progress from basic skills to advanced skills in the identified areas. Schools will also need to choose partner/partners according to the selected area of focus. Schools may take in more than 1 technology partner. However, each student should choose one track that he/she wants to pursue and specialise in over the years. The minimum number of required students per club remains the same regardless of the number of technology partners.

11. Can schools sign up with any technology partners of their choice?

IDA has identified technology partners based on their ability to provide structured curriculum in focus areas and to support the clubs programme through additional ways such as support for teacher training, talent nurturing and competitions. Schools may choose from any of the identified partners in line with the schools's intended objectives and outcomes for its infocomm club. Schools can talk to the various partners listed under the programme and negotiate bilaterally for customised requirements.

12. Can schools sign up with a technology partner outside the approved list?

Yes. However, schools would not be eligible to submit claims should they partner with a technology partner outside the approved list.

13. Can schools appoint partners on a yearly basis?

Yes. Schools may choose to appoint and renew technology partners on a yearly basis, but the commitment to IDA to support the Infocomm Club remains for at least 3 years.

Funding

14. What is the funding provided by IDA?

The funding is for up to 2 years of club operations. It covers relevant training costs incurred for the infocomm clubs programme. IDA co-funds up to 50% of the qualifying costs subject to a cap of either \$5,000 or \$10,000 per year per school. The supported training costs include training in the core infocomm clubs programme as well as approved infocomm-related enrichment programmes implemented in the school.

15. What happens if the total cost exceeds the maximum cap by IDA?

The cap refers to IDA's funding. IDA will support up to 50% of the costs of approved items until the funding cap is reached. For example, the school will need to spend at least \$20,000 before it hits IDA's \$10,000 co-funding cap. Any claims for costs beyond IDA's funding caps will be denied and the costs will have to be borne either by the school or the students.

16. Can schools seek other sources of funding?

Yes. However schools cannot claim from IDA the cost of items that have been funded by other sources.

17. Can schools claim for training done or for services committed before the date of approval by IDA?

No. IDA will only allow claims for services rendered within the qualifying period as stated on the letter of offer.

18. How long does it take to process the school's application to be part of the Infocomm Clubs programme?

IDA will require about 2 weeks to process after receiving the final version of the proposal.

19. How long does it take to process the school's claims?

IDA will require about one month to process the claims, upon receiving all required documents.

20. When do schools submit the claims?

Schools can submit their claims twice yearly in July and December.

21. What if some of the supporting documents for the claims are missing?

The approval for funding disbursement is subject to both the proof of achievement of deliverables and proof of purchase. Schools will not be able to make claims if the submission has missing supporting documents or reports.