



MARITIME CLUSTER FUND TRAINING@MARITIME SINGAPORE QUALIFYING TERMS AND CONDITIONS

A) ELIGIBILITY CRITERIA

- i. Singaporean Citizens or Singapore Permanent Residents;
- ii. Employees sponsored by business entities/organisations registered or incorporated in Singapore, or self-sponsored individuals may apply;
- iii. Participants must not be receiving any other forms of financial assistance [e.g. Skills Development Fund (SDF) or Skills Redevelopment Programme (SRP), etc.] administered by other government bodies e.g. WSG/SSG or NTUC, etc.;
- iv. Attain at least 75% attendance at the course;
- v. Sponsoring business entities of the participants and self-sponsored individuals must submit the MCF application form to the training service provider before the commencement of the course;
- vi. Participants and business entities must **strictly adhere** to the eligibility criteria stipulated above. MPA reserves the right to reject any application in the event of failure from participants/businesses to comply or observe any of the eligibility criteria; and
- vii. The softcopy of the form can be found on the MPA website: www.mpa.gov.sg/mcf.

B) DISBURSEMENT OF TRAINING GRANT

The training grant will only be disbursed to the eligible participants who meet the above criteria upon the completion of the course. The training service provider will be required to submit a consolidated MCF claim form on behalf of all sponsoring companies and self-sponsored individuals, no later than 1 month after completion of the course. The softcopy of the form can be found on the MPA website.

MPA will verify these claims before forwarding the grant payable to the training service provider, who will disburse to the sponsoring business entities of eligible participants or self-sponsored individuals.

C) MCF RANDOM AUDIT CHECKS

Courses approved under this scheme will be subject to random audit checks by MPA. Course Providers will therefore be required to keep the necessary documentation i.e. participants' application forms and attendance sheets, for a period of **3 years**.