

## Explanatory Notes on Government Subsidies for Infant and Child Care for Parents and Centres

### a) How to fill in the Child Care Enrolment and Subsidy Application Form (i.e. Form 1)

<b>If your child is a</b>	<b>Please complete the following parts</b>
<b>Singapore Citizen</b>	<ul style="list-style-type: none"> <li>• <u>Part 1</u>: Child Enrolment Details</li> <li>• <u>Part 2</u>: Applicant and Spouse Details               <ul style="list-style-type: none"> <li>- The <b>applicant</b> in Part 2 refers to the <b>mother</b>.</li> <li>- If the mother is unavailable for divorced/separation/widowed cases, the applicant will be the single father.</li> </ul> </li> <li>• <u>Part 3</u>: Application for <b>Basic and Additional Subsidies</b> <ul style="list-style-type: none"> <li>• <u>Part 3A</u>: Employment and Income Details of Applicant and Spouse                   <ul style="list-style-type: none"> <li>- To provide the employment and income details of both applicant and spouse; and/or</li> </ul> </li> <li>• <u>Part 3B</u>: Employment and Income Details of Family Member(s)                   <ul style="list-style-type: none"> <li>- To provide the details of family members if you have 5 or more family members with at least 3 dependants who are not earning an income</li> </ul> </li> </ul> </li> <li>• <u>Part 6</u>: Declaration by Applicant and Spouse, and Family Members (if applying for subsidy via Per Capita Income)</li> </ul>
<b>Singapore Citizen and is applying for Special Approval and Start-Up Grant and/or Financial Assistance for Child Care</b>	<ul style="list-style-type: none"> <li>• Complete the same parts as an application for Singaporean Child, i.e. <b>Parts 1 to 3</b></li> <li>• <u>Part 4</u>: <b>Special Approval</b> <ul style="list-style-type: none"> <li>- For non-working mothers who would like to apply for higher subsidy support, as they are in the midst of seeking employment or are unable to work due to medical reasons or caregiving commitments (e.g. caring for sick/special needs family members or a younger child aged 24 months and below)</li> <li>- For job-seeking mothers who would like to be referred to WSG for career matching services, WSG will contact you to arrange for a meet up to further discuss your employment needs.</li> </ul> </li> <li>• <u>Part 5</u>: <b>Start-Up Grant and/or Financial Assistance for Child Care</b> <ul style="list-style-type: none"> <li>- To apply for Start-Up Grant and/or Financial Assistance for Child Care if your gross household income is \$3,500 or below, or gross per capita income is \$875 or below.</li> </ul> </li> <li>• <u>Part 6</u>: Declaration by Applicant and Spouse, and Family Members (if applying for subsidy via Per Capita Income)</li> </ul>
<b>Non-Singapore Citizen</b>	<ul style="list-style-type: none"> <li>• <u>Part 1</u>: Child Enrolment Details</li> <li>• <u>Part 2</u>: Applicant and Spouse Details</li> <li>• <u>Part 6</u>: Declaration by Applicant and Spouse</li> </ul>

Please refer to the [checklist](#) to provide the relevant supporting documents that are required for a complete submission.

### b) Different Types of Income Earners

Type	Details																
Salaried employees	<ul style="list-style-type: none"> <li>Average gross monthly income is computed based on income derived from CPF contributions over the last 12 months</li> <li>Include base salary, bonuses, commissions, overtime pay, allowances, and employee CPF contributions</li> <li>Supporting document <u>not</u> required, as ECDA will verify the income information with CPF, with your consent given in the application form</li> <li>Salaried employees <u>without CPF contributions / have started employment within the last 2 months of this application</u> are required to submit the relevant supporting documents (i.e. employment letter and payslips)</li> </ul>																
Self-employed persons	<ul style="list-style-type: none"> <li>Include freelancer, property or insurance agent or business owner etc.</li> <li>Average gross monthly income is computed based on:               <p style="text-align: center;"><u>Annual trade income based on the latest Notice of Assessment (NOA) from IRAS 12 (months)</u></p> </li> <li>Supporting document <u>not</u> required, as ECDA will retrieve the latest Annual Trade Income from the Inland Revenue Authority of Singapore (IRAS).</li> <li>If the NOA is not available due to (i) commencement of trade/business within the last 12 months or (ii) not meeting the income threshold to file tax, applicant shall declare the average gross monthly income and produce the following documents:</li> </ul> <table border="1" data-bbox="424 1039 1437 2094"> <thead> <tr> <th data-bbox="424 1039 762 1077">Occupations</th> <th data-bbox="762 1039 1150 1077">Supporting documents</th> <th data-bbox="1150 1039 1437 1077">Self Declaration</th> </tr> </thead> <tbody> <tr> <td data-bbox="424 1077 762 1413"> <ul style="list-style-type: none"> <li>Private hire driver (e.g. Grab, Ryde, GoJek etc.)</li> <li>Food delivery rider (e.g. Deliveroo, FoodPanda etc.)</li> </ul> </td> <td data-bbox="762 1077 1150 1413">3 months income statements, payment voucher or any other income documents from the commencement of contract</td> <td data-bbox="1150 1077 1437 1413">Self Declaration on the details of business, working hours and monthly income will be accepted for those who have less than 3 months income documents</td> </tr> <tr> <td data-bbox="424 1413 762 1787"> <ul style="list-style-type: none"> <li>Property / Insurance agent</li> </ul> </td> <td data-bbox="762 1413 1150 1787"> <ul style="list-style-type: none"> <li>Service Agreement or contract with the company indicating the commencement date and income; and/or</li> <li>Income statements, payment voucher or any other income documents from the commencement of contract</li> </ul> </td> <td data-bbox="1150 1413 1437 1787">Self Declaration will not be accepted as substitute for supporting documents.</td> </tr> <tr> <td data-bbox="424 1787 762 1995"> <ul style="list-style-type: none"> <li>Hawker</li> <li>Food Caterer</li> <li>Taxi driver</li> </ul> </td> <td data-bbox="762 1787 1150 1995"> <ul style="list-style-type: none"> <li>Licence issued by NEA (for stall owner); and</li> <li>Self Declaration on the details of business, working hours and monthly income</li> </ul> </td> <td data-bbox="1150 1787 1437 2094" rowspan="2">Self Declaration will be required if NOA is not available due to commencement of business within the last 12 months</td> </tr> <tr> <td data-bbox="424 1995 762 2094"> <ul style="list-style-type: none"> <li>Private tutor</li> <li>Baby sitter</li> </ul> </td> <td data-bbox="762 1995 1150 2094"> <ul style="list-style-type: none"> <li>Self Declaration on the details of business and customers, working</li> </ul> </td> </tr> </tbody> </table>			Occupations	Supporting documents	Self Declaration	<ul style="list-style-type: none"> <li>Private hire driver (e.g. Grab, Ryde, GoJek etc.)</li> <li>Food delivery rider (e.g. Deliveroo, FoodPanda etc.)</li> </ul>	3 months income statements, payment voucher or any other income documents from the commencement of contract	Self Declaration on the details of business, working hours and monthly income will be accepted for those who have less than 3 months income documents	<ul style="list-style-type: none"> <li>Property / Insurance agent</li> </ul>	<ul style="list-style-type: none"> <li>Service Agreement or contract with the company indicating the commencement date and income; and/or</li> <li>Income statements, payment voucher or any other income documents from the commencement of contract</li> </ul>	Self Declaration will not be accepted as substitute for supporting documents.	<ul style="list-style-type: none"> <li>Hawker</li> <li>Food Caterer</li> <li>Taxi driver</li> </ul>	<ul style="list-style-type: none"> <li>Licence issued by NEA (for stall owner); and</li> <li>Self Declaration on the details of business, working hours and monthly income</li> </ul>	Self Declaration will be required if NOA is not available due to commencement of business within the last 12 months	<ul style="list-style-type: none"> <li>Private tutor</li> <li>Baby sitter</li> </ul>	<ul style="list-style-type: none"> <li>Self Declaration on the details of business and customers, working</li> </ul>
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	<ul style="list-style-type: none"> <li>• Online business owner</li> <li>• Commodity broker</li> <li>• Home based business permissible by HDB</li> <li>• Foot reflexologist</li> <li>• Freelancer e.g. cleaner, interior designer etc.</li> </ul>	hours and monthly income	
	Business Owner or Partner	<ul style="list-style-type: none"> <li>• A copy of Registry of Companies and Businesses (ROCB) profile stating applicant's ownership in the business.</li> </ul>	

### c) Computation of Income

Household Income (HHI) <sup>1</sup>	Combined income of parents (or one parent for single-parent application) of the child
Per Capita Income (PCI)	<p>Applicable for larger families with 5 or more family members with at least 3 dependants who are not earning an income</p> <p>All family members in your application must:</p> <ul style="list-style-type: none"> <li>• be related by blood, marriage and/or legal adoption; and</li> <li>• have the same address stated in their NRIC as the applicant (i.e. mother or single parent)</li> </ul> <p>The Per Capita Income will be computed based on:</p> $\frac{\text{Total gross monthly household income of family members}}{\text{Number of family members living in the same household}}$

### d) Monthly Programme Fee

- Programme fee should be with GST (if applicable); before subsidy and after discount, if applicable.

### e) Notification

- You will receive a **SMS and an email acknowledgement** from ECDA when the application is submitted by your child's centre. If you do not receive this acknowledgement, you may wish to check with the centre on the submission status, as ECDA has not received your application via your child's centre.
- You will receive a **notification on the outcome of your application via SMS and email**. If your application is successful, the subsidy will be disbursed directly to your child's centre. You should only **pay the net fee, i.e. fee after deducting subsidies**.
- If you are granted **Special Approval**, you will receive a **notification from ECDA 2 months before the subsidy support ends**.
- Please update the centre should there be any changes to your contact details.

<sup>1</sup> Please refer to Annexes A and B for details.

## **Annex A: Subsidies for childcare**

**Table A-1: Enhanced full-day childcare subsidies, from January 2020**

Working mother status	Gross monthly household income	Gross monthly per capita income	Basic Subsidy (BS)	Additional Subsidy (AS)	
				Max AS	Min co-pay
Working mothers	\$3,000 and below	\$750 and below	\$300	\$467	\$3
	\$3,001 to \$4,500	\$751 to \$1,125		\$440	\$30
	\$4,501 to \$6,000	\$1,126 to \$1,500		\$340	\$130
	\$6,001 to \$7,500	\$1,501 to \$1,875		\$260	\$210
	\$7,501 to \$9,000	\$1,876 to \$2,250		\$190	\$280
	\$9,001 to \$10,500	\$2,251 to \$2,625		\$130	\$340
	\$10,501 to \$12,000	\$2,626 to \$3,000		\$80	\$390
	Above \$12,000	Above \$3,000		N/A	
Non-working mothers			\$150	N/A	

**Table A-2: Enhanced half-day childcare subsidies, from January 2020**

Working mother status	Gross monthly household income	Gross monthly per capita income	Basic Subsidy (BS)	Additional Subsidy (AS)	
				Max AS	Min co-pay
Working mothers	\$3,000 and below	\$750 and below	\$150	\$235	\$2
	\$3,001 to \$4,500	\$751 to \$1,125		\$220	\$15
	\$4,501 to \$6,000	\$1,126 to \$1,500		\$170	\$65
	\$6,001 to \$7,500	\$1,501 to \$1,875		\$130	\$105
	\$7,501 to \$9,000	\$1,876 to \$2,250		\$95	\$140
	\$9,001 to \$10,500	\$2,251 to \$2,625		\$65	\$170
	\$10,501 to \$12,000	\$2,626 to \$3,000		\$40	\$195
	Above \$12,000	Above \$3,000		N/A	
Non-working mothers			\$150	N/A	

**Table A-3: Enhanced flexi-care 1 (12-24 hours) childcare subsidies, from January 2020**

Working mother status	Gross monthly household income	Gross monthly per capita income	Basic Subsidy (BS)	Additional Subsidy (AS)	
				Max AS	Min co-pay
Working mothers	\$3,000 and below	\$750 and below	\$110	\$175	\$1
	\$3,001 to \$4,500	\$751 to \$1,125		\$165	\$12
	\$4,501 to \$6,000	\$1,126 to \$1,500		\$125	\$50
	\$6,001 to \$7,500	\$1,501 to \$1,875		\$95	\$80
	\$7,501 to \$9,000	\$1,876 to \$2,250		\$70	\$105
	\$9,001 to \$10,500	\$2,251 to \$2,625		\$50	\$125
	\$10,501 to \$12,000	\$2,626 to \$3,000		\$30	\$145
	Above \$12,000	Above \$3,000		N/A	
Non-working mothers			\$55	N/A	

**Table A-4: Enhanced flexi-care 3 (36-48 hours) childcare subsidies, from January 2020**

Working mother status	Gross monthly household income	Gross monthly per capita income	Basic Subsidy (BS)	Additional Subsidy (AS)	
				Max AS	Min co-pay
Working mothers	\$3,000 and below	\$750 and below	\$220	\$340	\$2
	\$3,001 to \$4,500	\$751 to \$1,125		\$320	\$22
	\$4,501 to \$6,000	\$1,126 to \$1,500		\$250	\$95
	\$6,001 to \$7,500	\$1,501 to \$1,875		\$190	\$155
	\$7,501 to \$9,000	\$1,876 to \$2,250		\$140	\$205
	\$9,001 to \$10,500	\$2,251 to \$2,625		\$95	\$250
	\$10,501 to \$12,000	\$2,626 to \$3,000		\$55	\$285
	Above \$12,000	Above \$3,000		N/A	
Non-working mothers			\$150	N/A	

## **Annex B: Subsidies for infant care**

**Table B-1: Enhanced full-day infant care subsidies, from January 2020**

Working mother status	Gross monthly household income	Gross monthly per capita income	Basic Subsidy (BS)	Additional Subsidy (AS)	
				Max AS	Min co-pay
Working mothers	\$3,000 and below	\$750 and below	\$600	\$710	\$54
	\$3,001 to \$4,500	\$751 to \$1,125		\$640	\$124
	\$4,501 to \$6,000	\$1,126 to \$1,500		\$500	\$264
	\$6,001 to \$7,500	\$1,501 to \$1,875		\$380	\$384
	\$7,501 to \$9,000	\$1,876 to \$2,250		\$240	\$524
	\$9,001 to \$10,500	\$2,251 to \$2,625		\$100	\$664
	\$10,501 to \$12,000	\$2,626 to \$3,000		\$40	\$724
	Above \$12,000	Above \$3,000			N/A
Non-working mothers			\$150	N/A	

**Table B-2: Enhanced half-day infant care subsidies, from January 2020**

Working mother status	Gross monthly household income	Gross monthly per capita income	Basic Subsidy (BS)	Additional Subsidy (AS)	
				Max AS	Min co-pay
Working mothers	\$3,000 and below	\$750 and below	\$300	\$355	\$30
	\$3,001 to \$4,500	\$751 to \$1,125		\$320	\$65
	\$4,501 to \$6,000	\$1,126 to \$1,500		\$250	\$135
	\$6,001 to \$7,500	\$1,501 to \$1,875		\$190	\$195
	\$7,501 to \$9,000	\$1,876 to \$2,250		\$120	\$265
	\$9,001 to \$10,500	\$2,251 to \$2,625		\$50	\$335
	\$10,501 to \$12,000	\$2,626 to \$3,000		\$20	\$365
	Above \$12,000	Above \$3,000			N/A
Non-working mothers			\$150	N/A	

**Table B-3: Enhanced flexi-care 1 (12-24 hours) infant care subsidies, from January 2020**

Working mother status	Gross monthly household income	Gross monthly per capita income	Basic Subsidy (BS)	Additional Subsidy (AS)	
				Max AS	Min co-pay
Working mothers	\$3,000 and below	\$750 and below	\$220	\$265	\$20
	\$3,001 to \$4,500	\$751 to \$1,125		\$235	\$50
	\$4,501 to \$6,000	\$1,126 to \$1,500		\$185	\$100
	\$6,001 to \$7,500	\$1,501 to \$1,875		\$140	\$145
	\$7,501 to \$9,000	\$1,876 to \$2,250		\$90	\$195
	\$9,001 to \$10,500	\$2,251 to \$2,625		\$35	\$250
	\$10,501 to \$12,000	\$2,626 to \$3,000		\$15	\$270
	Above \$12,000	Above \$3,000			N/A
Non-working mothers			\$55	N/A	

**Table B-4: Enhanced flexi-care 3 (36-48 hours) infant care subsidies, from January 2020**

Working mother status	Gross monthly household income	Gross monthly per capita income	Basic Subsidy (BS)	Additional Subsidy (AS)	
				Max AS	Min co-pay
Working mothers	\$3,000 and below	\$750 and below	\$440	\$515	\$40
	\$3,001 to \$4,500	\$751 to \$1,125		\$465	\$90
	\$4,501 to \$6,000	\$1,126 to \$1,500		\$365	\$190
	\$6,001 to \$7,500	\$1,501 to \$1,875		\$275	\$280
	\$7,501 to \$9,000	\$1,876 to \$2,250		\$175	\$380
	\$9,001 to \$10,500	\$2,251 to \$2,625		\$70	\$485
	\$10,501 to \$12,000	\$2,626 to \$3,000		\$25	\$530
	Above \$12,000	Above \$3,000			N/A
Non-working mothers			\$150	N/A	