



The Early Childhood Development Agency (ECDA) invites nominations for the 2024
Early Childhood Innovation Award.

This award recognises Early Childhood Development Centres (ECDCs) which have nurtured a culture of innovation and implemented innovative practices that have improved existing programmes, processes, or services in the centre. These practices support and benefit the children and the families.

We invite Centre leaders and HQ personnel to nominate centres with innovative practices for this Award. Parents interested in supporting the nominations may liaise with your child's preschool.

Eligibility

- Centres must be a licensed Early Childhood Development Centre (ECDC);
- The nominated project must have been implemented in 2023 or 2024 and completed at the time of submission.

Centres on the Roll of Honour for Early Childhood Innovation Mentor Centre will not be eligible to apply for the Award.

How to Apply

- Complete Sections A to E of the nomination form. Ensure that the nomination text highlights the innovative practices of the centre and provides clear evidence to support the nomination text.
- Submit the supporting documents listed in Section F to support the nomination.

Notes:

- Incomplete (i.e., blanks on nomination form, non-submission of any supporting document and video clip) or late submissions will **not** be accepted.
- All submitted supporting documents shall not be altered after the submission deadline.
- For duplicate submission, the latest submitted form will be used.

Award Quantum

- The Award quantum will be as follows:
 - **Centres with Distinction Award:** The centres will each receive \$2,000 for professional development and \$1,000 for centre's teaching and learning resources, a trophy and a certificate.
 - **Centres with Merit Award:** The centres will each receive \$1,000 for professional development and \$500 for centre's teaching and learning resources, a plaque and a certificate.
 - **Centres with Commendation Award:** The centres will each receive \$800 for professional development, a plaque and a certificate.
- Centre leaders of winning centres are required to submit a proposal on how the grant will be used for the professional development of his/her staff.
- Winners will be notified in October 2024. Details of the Award ceremony will be shared at a later date.
- Winners may be invited to share their award-winning practices at early childhood sharing platforms (e.g. Early Childhood Conference, Grow@Beanstalk Portal, Beanstalk Magazine).
- The judges' decisions are final. Any correspondence regarding the panel's decision will not be entertained.

Code of Conduct

The winning centre of the Early Childhood Innovation Award is to adhere to the following Code of Conduct.

Staff of centre that wins the award shall:

- manage media inquiries with respect to the ECDA Awards in a fair, polite and non-partisan manner;
- be expected to work with their centre to ensure, to the best of their ability, the proper, effective, and efficient use of public funds; and
- conduct themselves in a professional manner in accordance with the standards set by their centre. Failure to do so will be seen as undermining the credibility, integrity, or relevance of the ECDA Awards, or to detract from the original conditions upon which the Award was given.

Staff of centre that wins the award shall not:

- exploit their status as award winners for commercial gain;
- use the ECDA Awards title without the explicit permission of ECDA;
- endorse or market products for commercial purposes other than for the centre that they are currently employed in; and

- abuse their status to advance or promote political views.

Staff of centre that wins the award must not have been convicted of a criminal offence in which they have not received a pardon for.

The above Code of Conduct is fundamental to being selected as an award winner. If an award winner fails to abide by this code, ECDA reserves the right to:

- remove the centre's name from its website and from any other publication that is used to promote centres with innovative practices in early childhood education in Singapore, and / or
- revoke the ECDA Award. This will immediately apply to cases where a teaching or early childhood education certification of any staff in the winning centre has been withdrawn for reasons of professional misconduct and instances in which any staff member has been convicted of a criminal offence.

Enquiries

For enquiries, please email ECDA_Awards@ecda.gov.sg with the subject "ECDA Awards 2024 (Early Childhood Innovation)".

For Reference Only.
Only nomination form submitted online will be accepted.

2024 ECDA Awards - Nomination Form for Early Childhood Innovation Award

60 mins estimated time to complete

Instructions

Please read the terms and conditions of the ECDA Awards at www.go.gov.sg/ecda-awards before filling up the nomination form.

The closing date and time for submitting nominations is 27 March 2024 (Wednesday), 5pm.

Eligibility

Upon submission of the nomination package, all nominees must meet the following criteria:

- Centre must be a licensed Early Childhood Development Centre (ECDC); and
- The nominated project must have been implemented in 2023 or 2024 and completed at the time of submission.

Centres on the Roll of Honour for Early Childhood Innovation Mentor Centre will not be eligible to apply for the Award.

How To Apply

- Complete Sections A to D of the nomination form. Ensure that the nomination text highlights the innovative practices of the centre and provides clear evidence to support the nomination text.
- Submit the supporting documents listed in Section E to support the nomination.

Notes:

- Incomplete (i.e., blanks on nomination form, non-submission of any supporting document and video clip) or late submissions will **not** be accepted.
- All submitted supporting documents shall not be altered after the submission deadline.
- For duplicate submission, the latest submitted form will be used.

1. Terms and Conditions

Please read the terms and conditions of the ECDA Awards at www.go.gov.sg/ecda-awards before you proceed to fill up the nomination form.

Yes, I have read and understood the terms and conditions pertaining to the ECDA Awards.

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Section A - Particulars of Centre

2. Centre Name

(As registered on ONE@ECDA at time of nomination deadline)

3. Centre Address

4. Centre Contact No

5. Centre Email

6. Centre Code

Section B – Project Details

7. Official Project Title

8. Project Implementation Duration

(No. of months)

9. No. of children and level involved

Class level	No. of children

10. Project Start Date

(MM YYYY)

11. Project Completion Date

(MM YYYY)

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12. Is the project funded or under any ECDA programmes?

- Yes
- No

13. If the project is funded or under any ECDA programmes, please specify the name of the ECDA programme.

(e.g. Early Childhood Digitalisation Grant, Innovation Grant Project, Practitioner Inquiry Project, Professional Development Programme)

14. Is the project supported by external mentors?

- Yes
- No

15. If the project is supported by external mentors, please elaborate.

Section C – Particulars of Nominator

16. Nominator's Salutation

- Mr
- Mrs
- Mdm
- Ms
- Dr

17. Nominator's Name

18. Nominator's NRIC / FIN

19. Nominator's Relationship with Centre

- Centre Principal
- HQ Personnel
- Others

20. Nominator's Office No

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21. Nominator’s Mobile No

22. Nominator’s Email

23. Declaration

I, the Nominator, declare that all information contained in this nomination form is, to the best of my knowledge, accurate. I authorise ECDA to conduct a verification of the information provided in this nomination. I understand that photographs, videos, and information submitted for this award may be published and used as promotional and informational materials by ECDA in relation to the development of early childhood care and education.

I agree.

Section D – Nomination Text By Nominator

Nominator to provide a detailed write-up based on the criteria outlined below. Give concrete evidence and specific examples and elaborate on aspects that distinguishes the project and why it is deserving of the award. You may include any other relevant information, if applicable.

24. A - Innovativeness

Describe the project’s innovative attributes and elaborate why you consider these attributes innovative.

- If you have come across similar projects in the local / international early childhood education landscape before you started your project, provide the references in Section F.
- If your project / idea was not original, describe how you have customized / modified the project to include new processes/creative approaches which were relevant to your centre.

(Max 1800 characters)

25. B - Processes

Outline the project’s objectives. Explain how these improve the quality of programmes / processes / teaching and learning in your centre. Explain how the project activities are crafted to make them relevant to your project. Please Indicate in Section F the following:

- a comprehensive outline of the processes involved, e.g., plans, timeline, team members’ roles, evaluation, etc.
- the lesson plans used, if applicable.
- documentation of all processes, e.g., photographs, videos, record books, portfolios, products, learning environment.

(Max 900 characters)

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26. B - Processes

Explain how inputs were gathered from various stakeholders at different stages of your project.

- Indicate in Section E, survey data / feedback / testimonial etc. gathered for your project.

(Max 900 characters)

27. B – Processes

Describe the methods used to evaluate the project, and why you selected this / these method(s). State the people involved in the evaluation and explain why they were selected for the evaluation.

(Max 900 characters)

28. B – Processes

Describe the challenges faced in the planning and implementation of the project and explain how these were addressed.

(Max 1800 characters)

29. C - Outcomes and Impact

Indicate whether your project achieved its objectives and provide concrete evidence and specific examples of how these were met.

(Max 1800 characters)

30. C - Outcomes and Impact

Describe the value/impact your project has brought to its intended beneficiaries. (If there is more than one value-add/impact, list the most significant ones at the top and the less significant ones at the bottom)

(Max 900 characters)

31. C - Outcomes and Impact

If there were other people / programmes that your project has added value to (which were not part of your original objectives), please share the gains obtained by these people / programmes.

(Max 900 characters)

32. D - Potential

Indicate how your team plans to sustain the project and/or extend it to impact other children / stakeholders / centres.

(Max 900 characters)

33. E – Professional Development

For Reference Only.
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Provide a summary of the project members' learning points and reflections in Section F.
(Max 900 characters)

34. E – Professional Development

Explain ways in which the team has contributed or fostered a culture of innovation in your centre / community.

(Max 900 characters)

Section F – Supporting Documents

Submit one deck of **Microsoft Powerpoint slides containing the information listed below.** Please ensure that all links embedded within the document are easily accessible.

- a) References encountered / used during the project, e.g., from research journal, magazines, newsletters, consultation.
- b) A comprehensive outline of the project's processes, e.g., plans, timeline, team members' roles, evaluation etc. (in chronological order).
- c) Lesson plans (or implementation plans if project is not related to teaching & learning) prepared for the project.
- d) Documentation of processes involved, e.g., photographs, videos, record books, portfolios, products, learning environment.
- e) All inputs to the project from the various stakeholders, e.g., survey data / feedback / testimonials
- f) Learning points / reflections from the project team

44. Google Drive Folder Link

Please provide the link to the Google Drive Folder here.

Submission Deadline

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Enquiries

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