

## **WoW! Fund**

With effect from 22 Aug 2004, the Government has introduced a \$10 million WoW! (Work-Life Works!) Fund to facilitate the development and implementation of work-life strategy at the workplace, in particular, flexible work arrangements. Organizations can apply for grants from the WoW! Fund to defray the costs of introducing measures that help employees achieve work-life harmony.

### **Key Features**

- All private and public sector organizations (regardless whether it is local/foreign-owned), including non-profit organizations, can apply for the grant. Companies must be locally registered and located in Singapore.
- Minimum employment size is 5 paid employees to be eligible for the grant; this can include contract and part-time staffs that are under the company's payroll.
- Maximum period of 1 year to finish the work-life project.
- The WoW! fund will not cover projects used purely to enhance personal wellness (e.g. sports day, gym equipment) or are luxurious in nature (e.g. massage chairs, DVD player, microwave, hi-fi). Recurrent costs such as maintenance costs and membership / subscriptions fees are not funded. Amount will be reimbursed based on the principal sum, GST not included.
- The Government will co-fund up to 70% of the costs incurred for approved projects, subject to a cap of \$30,000 per project. The grant will be disbursed in phases:
  - a. First 40% for items approved, upon approval of project and acceptance.
  - b. Remaining 60% upon completion of project, delivering of interim outcomes (eg. demonstrating take-up of programmes implemented), proof of payment and submission of final report.

### **Coverage**

1. Training HR managers and line supervisors on how to implement Work-Life Strategies. Funded training includes compulsory training for project leaders, as well as optional courses for line managers and/or affected staff. Only training courses approved by the Ministry of Manpower (MOM) will be funded.
2. While not compulsory, the Project Leader is advised to attend MOM-approved Work-Life training before the project starts. Some Work-Life knowledge is necessary to develop a proposal grounded in sound Work-Life intention. Having a sound proposal will increase the chance of the application being approved. Successful applicants can list these training costs they incurred before the project as part of their WoW! Fund budget request. Applicants bear the risk of incurring this cost if their application is subsequently rejected.

3. Engaging a qualified Work-Life consultant - The consultant is an external third party engaged by the applicant to provide assistance and advice on work-life issues. It is **not compulsory** to engage a consultant. Consultancy costs are capped at \$10,000.
4. Cost of physical or IT infrastructure that facilitates the implementation of Flexible Work Arrangements e.g. IT network systems, clocking infrastructure. IT budgets are capped at \$2,000 to encourage applicants to look at a broader spectrum of Work-Life solutions.
5. Infrastructure and programmes that support selected Employee Support Schemes (ESS). The following categories of ESS will be supported:
6. Personal Work-Life Effectiveness (PWLE) Workplace Programmes - organizations can defray up to 70% of the cost incurred for approved PWLE Workplace Programmes, subject to a cap of \$3,000 per organization:
  - Flexible benefits programmes;
  - Lactation, family or daycare rooms;
  - Time-saving services, e.g. concierge, internal postal or banking services;
  - Employee counselling services, e.g. for stress or personal issues;
  - Family referral services; and
  - Innovative childcare or eldercare arrangements.

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### How to Apply?

- Contact John Quek at 97668717 (Mobile) / 67841482 (DID) for more information now!
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