

Productivity Solutions Grant SkillsFuture Training Subsidy PSG (SFTS)

For Enterprises



[Click Here!](#) to view FAQs

Agenda



Introduction to PSG (SFTS)

Claims Process for PSG (SFTS)

Questions You May Have (FAQ)

Introduction to PSG (SFTS)

What is PSG (SFTS)?

The PSG (SFTS) is part of the government's effort to **support enterprises in upskilling their workforce** as part of their productivity improvement and transformation efforts

Productivity Solutions Grant (PSG)



Financial grant of up to **70% of qualifying costs**

- Supports Enterprises keen on adopting IT solutions and equipment to enhance business processes and increase productivity
- For Enterprises registered and operating in Singapore
- Purchased/Leased IT solutions and/or equipment must be used in Singapore
- Other sector specific requirements may apply

PSG (SkillsFuture Training Subsidy) PSG (SFTS)



Training subsidy of **70% of out-of-pocket training costs**, capped at **\$10,000 per enterprise**

- For Enterprises with approved PSG applications from 1 April 2018
- Subsidy is on top of existing government course fee subsidies provided to Enterprises
- Application starts from 1 July 2019 and ends on 31 March 2021
- Upon approval of application, each Enterprises has 2 years to use the subsidy
- Subsidy could be used for all employees, including foreigners

Add-on
component
to PSG

What types of courses are eligible for PSG (SFTS)?



ELIGIBLE

- SSG-certifiable courses which are aligned to the Skills Frameworks
- Agency-funded courses* which are mapped to the Skills Frameworks
- Agency-conducted courses* by LTA Academy, BCA Academy, and IPOS Academy

* Agency-funded and conducted courses must also be eligible for SkillsFuture credit and be listed in MySkillsFuture Course directory.



INELIGIBLE

In-house courses*

**Enterprises can continue to apply for existing training support (e.g. course fees funding and absentee payroll) by SkillsFuture Singapore for their in-house courses (i.e. courses that are conducted by an employer for its own staff).*

Where can the list of approved courses be found?

The full list of approved courses and suggested courses for each sector can be found at <https://courses.enterprisejobskills.gov.sg>

SKILLS FRAMEWORKS		
Accountancy	Environmental Services	Media
Aerospace	Food Manufacturing	Precision Engineering
Air Transport	Food Services	Public Transport
Biopharmaceuticals Manufacturing	Healthcare	Retail
Construction	Hotel & Accommodation Services	Sea Transport
Design	Human Resource	Security
Early Childhood Care & Education	Infocomm Technology	Social Service
Electronics	Intellectual Property	Tourism
Energy and Chemicals	Landscape	Training and Adult Education
Energy and Power	Logistics	Wholesale Trade
Engineering Services	Marine and Offshore	

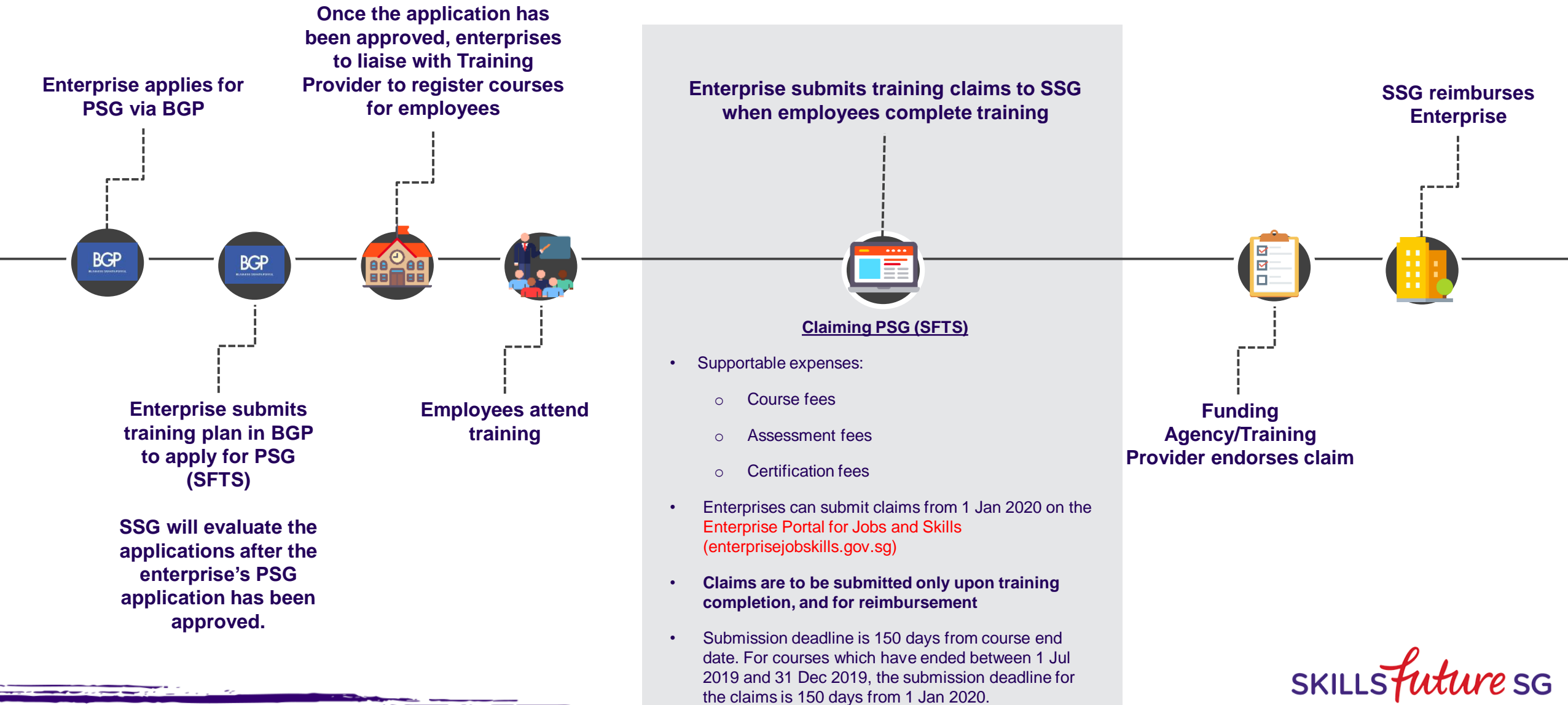
From **1 Jan 2020**, the approved list of courses will be available on [enterprisejobskills.gov.sg](https://courses.enterprisejobskills.gov.sg)

SKILLS *future* SG

[Click Here!](#) to view FAQs

Claim Process for PSG (SFTS)

PSG (SFTS) claim process



Claim submission by Enterprises



Log in with your UEN and assigned Corppass ID



Corppass Login

Website:

<https://www.corppass.gov.sg>

Corppass Role:
PSGSFTSENT

Log in with Corppass

☐ Remember Entity ID

Forgot [Entity /Corppass ID](#) or [Password](#)

New toCorppass? [Register](#) Now.

Enterprise Dashboard

PSG (SFTS)
balance details

One submission
ID per course run
per enterprise

One submission
may contain
multiple trainees

Click to submit a
new claim

SKILLSfuture SG

Claims

Courses

John Doe

Productivity Solutions Grant (SFTS)

Today

Claim Statistics

Last 30 Days

Available Balance

\$3,000.00

\$2,000.00

\$2,000.00

\$3,000.00

PROCESSING

APPROVED

PAID

Trainee Claim Count

Claims Submission

12

10

10

PROCESSING

APPROVED

PAID

Claim Applications

Statement Of Account

Search By Submission ID or Course Title

Select Status

SUBMISSION DATE

08/07/2019 - 22/07/2019

Search

Submission ID	Submission Status	Submission Date	Course Title	Course Date	Estimated SFTS Claimable Amount	Paid
SF1907010037	Completed	01/07/2019	Certification For Java	01/05/2019	\$1,200.00	\$900.00
#	Name	NRIC/FIN No.	Status	Estimated SFTS Claimable Amount	Paid	
1	Mary Jane	S XXXXXXX	Paid	\$300.00	\$300.00	
2	Jason Lee	G XXXXXXX	Rejected	\$300.00	-	
3	Jerry Tan	F XXXXXXX	Paid	\$300.00	\$300.00	
4	Audrey Toh	S XXXXXXX	Paid	\$300.00	\$300.00	
SF1906291010	Processed	29/06/2019	Concepts of Reactjs	01/06/2019	\$600.00	-
SF1906011415	Completed	01/06/2019	IT Warehouse	30/04/2019	\$1,000.00	\$1,000.00
SF1906080830	Completed	08/06/2019	Learning French	30/05/2019	\$500.00	\$400.00
SF1906061110	Withdrawn	06/06/2019	Networking & Security	30/05/2019	\$500.00	-

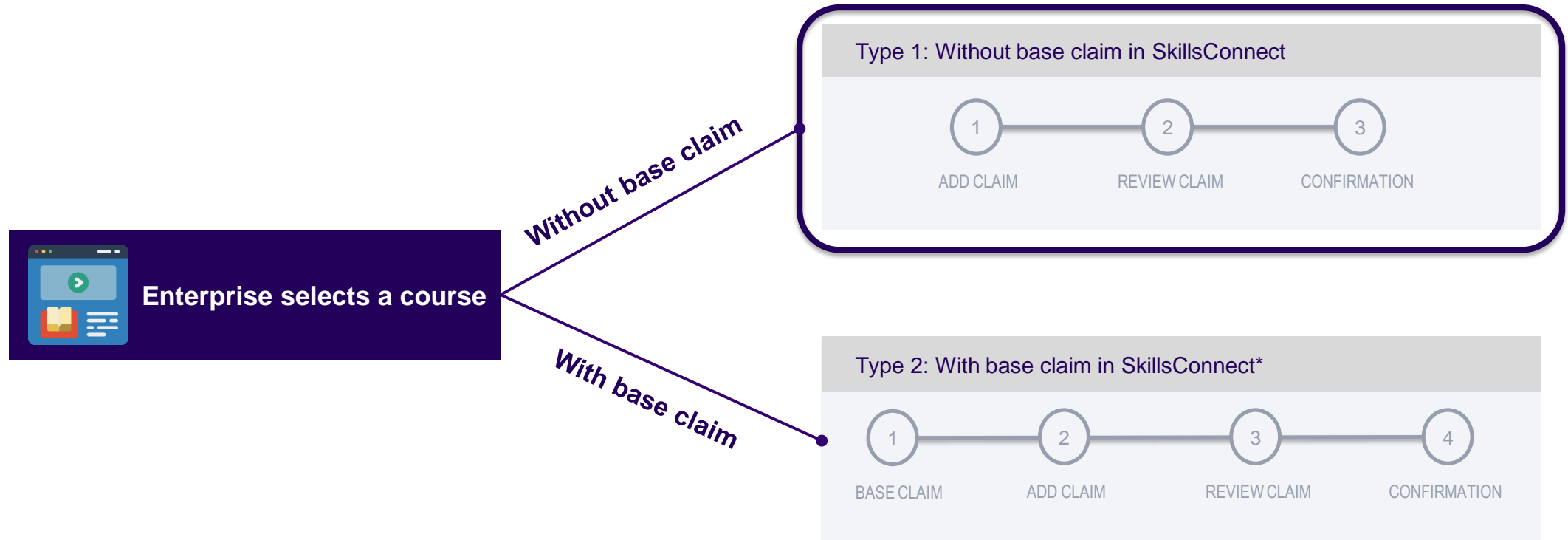
1 to 5 of 20 records

< 1 2 3 ... >

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ILLUSTRATIVE

Types of claims



* A base claim is a claim which has received SSG funding and has been processed and paid via the SkillsConnect System.



Select Course

Submit New Claim

Type 1 (without base claim)

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Claims Courses John Doe

Productivity Solutions Grant (SFTS) Today Claim Statistics Last 30 Days

Available \$2,000.00 PROCESSING 10 PAID

Claim Application Search By Submitted

Submission ID SFTS amount Paid

SF1907010037	Completed	01/07/2019	Certification For Java	01/05/2019	\$1,200.00	\$600.00
SF1906291010	Processed	29/06/2019	Concepts of Reactjs ...	01/06/2019	\$600.00	-
SF1906011415	Completed	01/06/2019	IT Warehouse	30/04/2019	\$1,000.00	\$1,000.00
SF1906080830	Completed	08/06/2019	Learning French	30/05/2019	\$500.00	\$400.00
SF1906061110	Withdrawn	06/06/2019	Networking & Security	30/05/2019	\$500.00	-

1 to 5 of 20 records

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ILLUSTRATIVE

Claims Submission

Training Provider
Institutes of Higher Learning

Course Start Date
10/07/2019

Course End Date
10/09/2019

Course Title
AWS Academy Cloud Foundations (RP-SFS-179)

Proceed

Enter course details

Click Here! to view FAQs



Add Claim

Submit New Claim

Type 1 (without base claim)

Upload
invoice/receipt

SKILLSfuture SG

Claims

Courses

John Doe

1

2

3

ADD CLAIM

REVIEW CLAIM

CONFIRMATION

Things To Note

⌚

Claim Application will take up to 15 minutes to complete.

📎

You may be required to upload Payment Invoice and/or Receipts as supporting documents (up to 5 MB).

📄

Accepted file formats includes PDF, PNG

📋

Please ensure that you have below all details, to complete the claim application

• Training Provider Information

• Course Information

• Trainees Information

New Claim Application

Course Information

Training Provider: Institutes of Higher Learning Course Start Date: 10/07/2019

Course Title: AWS Academy Cloud Foundations Course End Date: 10/09/2019

Course Code: RP-SFS-179

Total Course Fee Components

Total Course Fee: \$1,500.00

Total Assessment Fee: \$150.00

Total Certification Fee: \$200.00

Estimated SFTS Claimable Amount: \$1,295.00

Trainee Information for SFTS Claim

+ Add Trainee Information

Trainee Name	NRIC/FIN No.	Course Fee	Assessment Fee	Certification Fee	Action
Mary Jane	S1 XXXXXXX	\$1,000.00	\$100.00	\$100.00	<div><div></div><div></div></div>
Jason Lee	G XXXXXXX	\$500.00	\$50.00	\$100.00	<div><div></div><div></div></div>

Supporting Documents (Please attach invoice or receipt)

📄 Claim_Receipt_PMP_Certification.pdf

Cancel

Save

Proceed

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ILLUSTRATIVE

Add trainees and provide the following:

- Name
- NRIC/FIN number
- Course fee
- Assessment fee
- Certification fee



Review Claim

Submit New Claim

Type 1 (without base claim)

Check against
declaration questions
and review the
information entered
before submitting the
PSG (SFTS) claim

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Claims

Courses

John Doe

1

2

3

ADD CLAIM

REVIEW CLAIM

CONFIRMATION

New Claim Application

Course Information

Training Provider: Institutes of Higher Learning

Course Title: AWS Academy Cloud Foundations

Course Code: RP-SFS-179

Course Start Date: 10/07/2019

Course End Date: 10/09/2019

Total Course Fee Components

Total Course Fee: \$1,500.00

Total Assessment Fee: \$150.00

Total Certification Fee: \$200.00

Estimated SFTS Claimable Amount: \$1,295.00

Trainee Information for SFTS Claim

Trainee Name	NRIC/FIN No.	Course Fee	Assessment Fee	Certification Fee
Mary Jane	SXXXXXXXX	\$1,000.00	\$100.00	\$100.00
Jason Lee	GXXXXXXXX	\$500.00	\$50.00	\$100.00

Supporting Documents (Please attach invoice or receipt)

Claim_Receipt_PMP_Certification.pdf

Declaration

☒ I verify and confirm that the information provided above is accurate.

☒ I have read and agree to the Productivity Solutions Grant (SkillsFuture Training Subsidy) Terms and Conditions

Back

Cancel

Submit

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ILLUSTRATIVE

Confirmation

Submit New Claim

Type 1 (without base claim)

PSG (SFTS) claim is submitted successfully and sent to training provider/funding agency for endorsement

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Claims

Courses

John Doe

1

2

3

ADD CLAIM

REVIEW CLAIM

CONFIRMATION

✓ Claim submitted successfully

Course Information

Training Provider: Institutes of Higher Learning

Course Name: AWS Academy Cloud Foundations

Course Code: RP-SFS-179

Course Start Date: 10/07/2019

Course End Date: 10/09/2019

Claims Submission Information

Total Course Fee: \$1,500.00

Total Assessment Fee: \$150.00

Total Certification Fee: \$200.00

Estimated SFTS Claimable Amount: \$1,295.00

Support Documents: [Claim_Receipt_PMP_Certification.pdf](#)

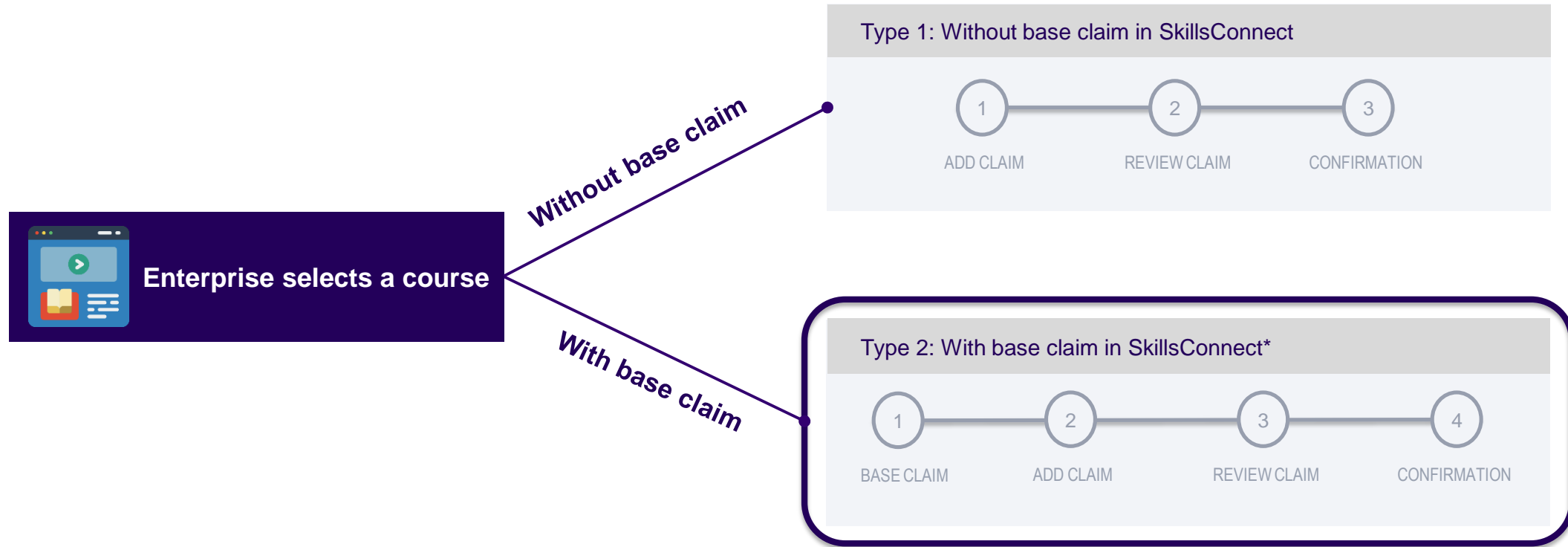
Trainee Name	NRIC/FIN No.	Course Fee ⓘ	Assessment Fee ⓘ	Certification Fee ⓘ	Estimated SFTS Claimable Amount
Mary Jane	SI XXXXXXX	\$1,000.00	\$100.00	\$100.00	\$840.00
Jason Lee	G XXXXXXX	\$500.00	\$50.00	\$100.00	\$455.00

Back to Dashboard

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ILLUSTRATIVE

Types of claims



* A base claim is a claim which has received SSG funding and has been processed and paid via the SkillsConnect System.



Select Course

Submit New Claim

Type 2 (with base claim)

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Claims Courses John Doe

Productivity Solutions Grant (SFTS) Today Claim Statistics Last 30 Days

Available \$2,000.00 PROCESSING 10 PAID

Claim Application Search By Submitted

Submission ID SFTS amount Paid

SF1907010037	Completed	01/07/2019	Certification For Java	01/05/2019	\$1,200.00	\$600.00
SF1906291010	Processed	29/06/2019	Concepts of Reactjs ...	01/06/2019	\$600.00	-
SF1906011415	Completed	01/06/2019	IT Warehouse	30/04/2019	\$1,000.00	\$1,000.00
SF1906080830	Completed	08/06/2019	Learning French	30/05/2019	\$500.00	\$400.00
SF1906061110	Withdrawn	06/06/2019	Networking & Security	30/05/2019	\$500.00	-

1 to 5 of 20 records

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ILLUSTRATIVE

Claims Submission

Training Provider
Institutes of Higher Learning

Course Start Date
10/07/2019

Course End Date
10/09/2019

Course Title
AWS Academy Cloud Foundations (RP-SFS-179)

Proceed

Enter course details

Click Here! to view FAQs



Add Claim

Submit New Claim

Type 2 (with base claim)

This trainee has a base claim*. Enterprise just needs to input “Assessment Fee” and “Certification Fee”, if claiming SFTS for him

Upload
invoice/receipt

*If the trainee has a base claim, but it does not appear in PSG (SFTS), please wait for the base claim to be approved before submitting the claim for that trainee

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Claims

Courses

John Doe

1

2

3

4

BASE CLAIM

ADD CLAIM

REVIEW CLAIM

CONFIRMATION

Things To Note

🕒

Claim Application will take up to 15 minutes to complete.

📎

You may be required to upload Payment Invoice and/or Receipts as supporting documents (up to 5 MB).

📄

Accepted file formats includes PDF, PNG

📋

Please ensure that you have below all details, to complete the claim application

• Training Provider Information

• Course Information

• Trainees Information

New Claim Application

Course Information

Training Provider: Institutes of Higher Learning

Course Start Date: 10/07/2019

Course Title: AWS Academy Cloud Foundations

Course End Date: 10/09/2019

Course Code: RP-SFS-179

Total Course Fee Components

Total Course Fee: \$2,500.00

Total Assessment Fee: \$300.00

Total Certification Fee: \$300.00

Estimated SFTS Claimable Amount: \$2,170.00

Trainees Information for SFTS Claim

➕ Add Trainees Information

Trainees Name	NRIC/FIN No.	Course Fee	Assessment Fee	Certification Fee	Action
Simon S	S XXXXXXX	\$1,000.00	\$100.00	\$100.00	
Bart John	S XXXXXXX	\$500.00	\$100.00	\$100.00	
Mary Jane	S XXXXXXX	\$1,000.00	\$100.00	\$100.00	<div>✎</div> <div>🗑</div>

Supporting Documents (Please attach invoice or receipt)

📄 Claim_Receipt_PMP_Certification.pdf

🗑

Save

Cancel

Proceed

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ILLUSTRATIVE

Enterprise can add trainees who do not have a base claim but have attended the same course run

Provide the following for these trainees:

- Name
- NRIC/FIN number
- Course fee
- Assessment fee
- Certification fee

Click Here!

to view FAQs

Review Claim

Submit New Claim

Type 2 (with base claim)

Check against declaration questions and review the information entered before submitting the claim

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Claims

Courses

John Doe

1

2

3

4

BASE CLAIM

ADD CLAIM

REVIEW CLAIM

CONFIRMATION

New Claim Application

Course Information

Training Provider: Institutes of Higher Learning Course Start Date: 10/07/2019

Course Title: AWS Academy Cloud Foundations Course End Date: 10/09/2019

Course Code: RP-SFS-179

Total Course Fee Components

Total Course Fee: \$2,500.00

Total Assessment Fee: \$300.00

Total Certification Fee: \$300.00

Estimated SFTS Claimable Amount: \$2,170.00

Trainee Information for SFTS Claim

Trainee Name	NRIC/FIN No.	Course Fee	Assessment Fee	Certification Fee
Simon S	S:XXXXXXX	\$1,000.00	\$100.00	\$100.00
Bart John	S:XXXXXXX	\$500.00	\$100.00	\$100.00
Mary Jane	SiXXXXXXX	\$1,000.00	\$100.00	\$100.00

Supporting Documents (Please attach invoice or receipt)

Claim_Receipt_PMP_Certification.pdf

Declaration

☒ I verify and confirm that the information provided above is accurate.

☒ I have read and agree to the Productivity Solutions Grant (SkillsFuture Training Subsidy) Terms and Conditions

Back

Cancel

Submit

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ILLUSTRATIVE

Confirmation

Submit New Claim

Type 2 (with base claim)

PSG (SFTS) claim is submitted successfully and sent to training provider for endorsement

SKILLSfuture SG

Claims

Courses

John Doe

1

2

3

4

BASE CLAIM

ADD CLAIM

REVIEW CLAIM

CONFIRMATION

✓

Claim submitted successfully

Course Information

Training Provider: Institutes of Higher Learning

Course Start Date: 10/07/2019

Course Title: AWS Academy Cloud Foundations

Course End Date: 10/09/2019

Course Code: RP-SFS-179

Claims Submission Information

Total Course Fee: \$2,500.00

Total Assessment Fee: \$300.00

Total Certification Fee: \$300.00

Estimated SFTS Claimable Amount: \$2,170.00

Support Documents: [Claim_Receipt_PMP_Certification.pdf](#)

Trainee Name	NRIC/FIN No.	Course Fee	Assessment Fee	Certification Fee	Estimated SFTS Claimable Amount
Simon S	S XXXXXXX	\$1,000.00	\$100.00	\$100.00	\$840.00
Bart John	S XXXXXXX	\$500.00	\$100.00	\$100.00	\$490.00
Mary Jane	S XXXXXXX	\$1,000.00	\$100.00	\$100.00	\$840.00

Back to Dashboard

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ILLUSTRATIVE

Questions you may have (FAQ)

Claim Submission Role Related Questions

How do I get Corppass role assigned for PSG (SFTS) claim submission?

Corppass Administrator can login to <https://www.corppass.gov.sg> to assign **PSGSFTSENT** to the employee who manages and have access to training records and related invoices. The assigned users will be able to submit the PSG (SFTS) claim on behalf of the company.

For more information on role assignment, please refer to the user guide from the following link:

<https://www.corppass.gov.sg/corppass/common/userguides>.

Claim Submission Related Questions

How do I access PSG (SFTS)?

You can access the PSG (SFTS) through the Enterprise Portal for Jobs and Skills (enterpriseportaljobskills.gov.sg) from 1 January 2020 to submit your PSG (SFTS) claims, check your claim statuses and edit your claims submissions.

PayNow Related Question

How do I link my corporate account to PayNow?

Please contact your local bank for more information on how to link your corporate account to PayNow.

Claim Submission Related Questions

How do I verify my email to receive notifications?

After logging in for the first time, you will be prompted to confirm or amend your email address, to ensure you receive relevant email notifications for the submitted claims. If there are amendments, a verification email will be sent.

The screenshot displays the Productivity Solutions Grant (SFTS) portal interface. A 'Profile Update' modal is open, showing the following details:

- UEN:** 199200297K
- Enterprise Name:** Generic Trading Company Pte Ltd
- Enterprise Address:** 4444D, 1, PLAZA 8 @ CBP, 44D, CHANGI BUSINESS PARK CRESCENT, 486025
- Name:** (empty field)
- Email: *** (empty field)
- Contact Number: *** (empty field)

A 'Save' button is located at the bottom right of the modal. The background shows the 'Available Balance' section with two columns: 'PROCESSING' with a balance of \$0.00 and 'APPROVED' with a balance of \$0.00. There is also a 'Claims Submission' button in the top right corner.

Claim Submission Related Questions

How do I check on the status of a claim?

To check on the status of a claim, go to the dashboard of your PSG (SFTS) claim submission, click on the Submission ID of the claim, to view the details and the current statuses (Processing, Paid or Rejected).

Claim Applications

Statement Of Account

Search By Submission ID or Course Title

Select Status

SUBMISSION DATE08/07/2019 - 22/07/2019

Search

Submission ID	Submission Status	Submission Date	Course Title	Course Date	Estimated SFTS Claimable Amount	Paid
SF1907010037	Completed	01/07/2019	Certification For Java	01/05/2019	\$1,200.00	\$900.00
#	Name	NRIC/FIN No.	Status	Estimated SFTS Claimable Amount	Paid	
1	Mary Jane	S8659766G	Paid	\$300.00	\$300.00	
2	Jason Lee	G6453932P	Rejected	\$300.00	-	
3	Jerry Tan	F9421909N	Paid	\$300.00	\$300.00	
4	Audrey Toh	S2852962G	Paid	\$300.00	\$300.00	

SF1906291010	Processed	29/06/2019	Concepts of Reactjs	01/06/2019	\$600.00	-
SF1906011415	Completed	01/06/2019	IT Warehouse	30/04/2019	\$1,000.00	\$1,000.00
SF1906080830	Completed	08/06/2019	Learning French	30/05/2019	\$500.00	\$400.00
SF1906061110	Withdrawn	06/06/2019	Networking & Security	30/05/2019	\$500.00	-

1 to 5 of 20 records

1

2

3

...

Claim Submission Related Questions

Can I withdraw a submitted claim?

Only submitted claims that have not been endorsed could be withdrawn*, by clicking on the “Withdraw” button under the <Action> column on dashboard.

Claim Applications		Statement Of Account						
Search by Course Title and Submission ID		All	Search					
Submission ID	Submission Status	Submission Date	Course Title	Course Start Date	Estimated SFTS Claimable Amount	Paid	Created By	Action
+ SF1910150152	Pending FA/TP	15/10/2019	OPERATE BASIC SECURITY EQUIPMENT	01/10/2019	\$210.00	\$0.00	sakurasys\Sherman.Lee	Withdraw
1 record								

* Only Type 1 claims and Type 2 claims where additional trainees were added are able to be withdrawn. Type 2 claims that are processed straight-through cannot be withdrawn.

Claim Submission Related Questions

Can I save a draft for my claim?

You can save a draft of your claim before submitting it. However, only one draft version of a claim can be saved at any time.

Trainee Information for SFTS Claim

+ Add Trainee Information

Trainee Name	NRIC/FIN No.	Course Fee	Assessment Fee	Certification Fee	Action
Mary Jane	S8659766G	\$1,000.00	\$100.00	\$100.00	
Jason Lee	G6453932P	\$500.00	\$50.00	\$100.00	

Supporting Documents (Please attach invoice or receipt)

Claim_Receipt_PMP_Certification.pdf

Cancel

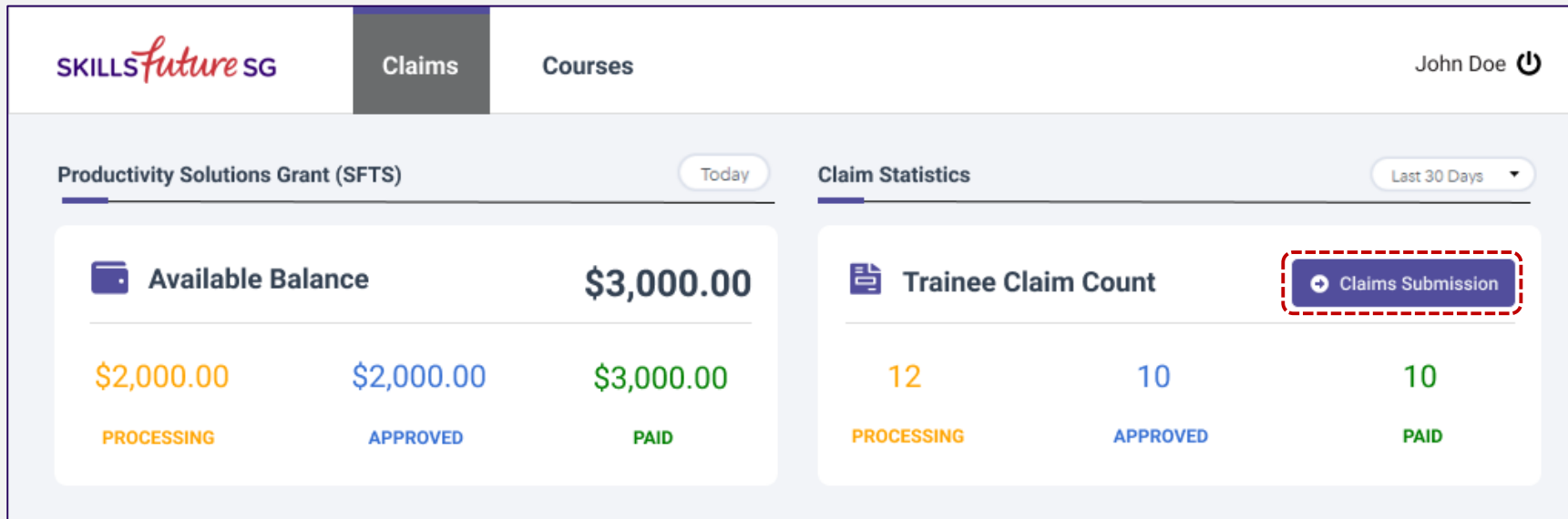
Save

Proceed

Claim Submission Related Questions

How do I access the draft claim I have saved previously?

To access the draft claim you have saved, click on “Claims Submission” on your dashboard, and choose the option to continue with your draft claim when prompted.



The screenshot displays the SkillsFuture SG dashboard with the 'Claims' tab selected. The dashboard is divided into two main sections: 'Productivity Solutions Grant (SFTS)' and 'Claim Statistics'. The 'SFTS' section shows an 'Available Balance' of \$3,000.00, with a breakdown of \$2,000.00 in PROCESSING, \$2,000.00 in APPROVED, and \$3,000.00 in PAID. The 'Claim Statistics' section shows a 'Trainee Claim Count' of 12 in PROCESSING, 10 in APPROVED, and 10 in PAID. A red dashed box highlights the 'Claims Submission' button in the top right corner of the 'Claim Statistics' section.

Productivity Solutions Grant (SFTS)		Today	
Available Balance	\$3,000.00		
\$2,000.00	\$2,000.00	\$3,000.00	
PROCESSING	APPROVED	PAID	

Claim Statistics		Last 30 Days	
Trainee Claim Count			
12	10	10	
PROCESSING	APPROVED	PAID	

Claim Submission Related Questions

What are the acceptable file formats for upload of documents?

Acceptable file formats include the following: PDF, DOC, DOCX, XLS, XLXS, TIF, TIFF, JPG, JPEG, PNG.

Is there a file upload size limit when uploading supporting documents?

There is a limit of 5MB per file, for a total of 20MB.

Claim Submission Related Questions

How do I view my transaction history?

To view your transaction history, click on the 'Statement of Account' tab. You can also generate a PDF file of your transactions.

Productivity Solutions Grant (SFTS)

Available Balance

\$10,000.00

\$0.00

PROCESSING

\$0.00

APPROVED

\$0.00

PAID

Trainee Claim Count

0

PROCESSING

0

APPROVED

0

PAID

Claims Submission

Claim Applications

Statement Of Account

Search by Submission ID or Description

- Statement Month -

Search

Reset

STATEMENT MONTH

All

Download Statement

Date	Submission ID	Description	Withdrawal	Deposit
03/10/2019		Credit Deposited for New Account	-	\$10,000.00

1 record

Claim Submission Related Questions

When is the deadline for claim submission?

Submission deadline is 150 days from the course end date. For courses which have ended between 1 Jul 2019 and 31 Dec 2019, the submission deadline for the claims is 150 days from 1 Jan 2020.

There is a two-year validity period from the date when the PSG (SFTS) application was approved. If you have a claim being processed post the validity period, you may still login and check on the status of your claim for up to 3 months (TBC).

Claim Submission Related Questions

What are the supporting materials required for claim submission?

You will be required to submit the official receipt / invoice from the training provider with the course name, with details (i.e. full name, NRIC or Pass number) of the trainee(s) who has attended the course, course start and end date, course name, course fee, examination / assessment fee and certification fee (where applicable).

Claim Submission Related Questions

Can I submit a claim for trainees before their base claim has been processed and paid via SkillsConnect?

You may only submit a claim for trainees that have base funding AFTER the base claim has been approved in SkillsConnect. If the trainee has a base claim, but it does not appear in PSG (SFTS), please wait for the base claim to be approved before submitting the claim for that trainee.

For further enquiries,
please contact SSG at:
PSG_SFTS@ssg.gov.sg
or +65 6785 5785

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