

# Guide for GRT Processes on BGP 2.0

For companies

Last updated on 15 Dec 2024

This deck provides a step-by-step guide for GRT processes on BGP 2.0. It includes:

- Updating of company profile
- Submitting internship application
- Submitting change request
- Submitting claim

# Updating of company profile

# Updating of company profile

## Steps

You need a [Corppass account](https://support.apply.gov.sg/hc/en-us/articles/10054928893327-BGP-2-0-beta-Pre-Application-Login) to access BGP 2.0. Get your Corppass administrator to create an account for you. See steps to do this via this link: <https://support.apply.gov.sg/hc/en-us/articles/10054928893327-BGP-2-0-beta-Pre-Application-Login>

- Log in to BGP 2.0 as a BGP Acceptor or BGP Preparer<sup>1</sup>.
- Click “Edit Company Profile”.

**BGP 2.0** BUSINESS GRANTS PORTAL

My grants    FAQ    Contact Us

ENTERPRISESG BGP Acceptor  
ABC Public Accounting Firm    Log out

### My grants

Apply for grants    **Edit Company Profile**

Updates required 0    Drafts 3    All grants 5

REF ID	PROJECT DETAILS	STATUS	LAST EDITED	ACTION
No records				

# Updating of company profile

## Steps

- Company's corporate profile will be extracted directly from ACRA upon company's login via Corppass.
- If you see a red notification on the screen that says "Outdated ACRA info", click on the "Refresh" button to update your profile.

**BGP 2.0** BUSINESS GRANTS PORTAL My grants FAQ Contact Us ENTERPRISESG BGP Acceptor Log out  
ABC Public Accounting Firm

Dashboard > Company profile

### Company profile

Profile

**Outdated ACRA info**  
Click on the "Refresh" button to update your ACRA info

**ACRA Registered Info**  
The information in this section is extracted from ACRA on 06 Aug 2024, 11:13 AM  
Visit [ACRA](#) to edit any of the information.

**Refresh**

**Company details**

Company UEN	T18PF0001A
Registered company name	ABC Public Accounting Firm
Entity Type	Public Accounting Firms
Status	Live

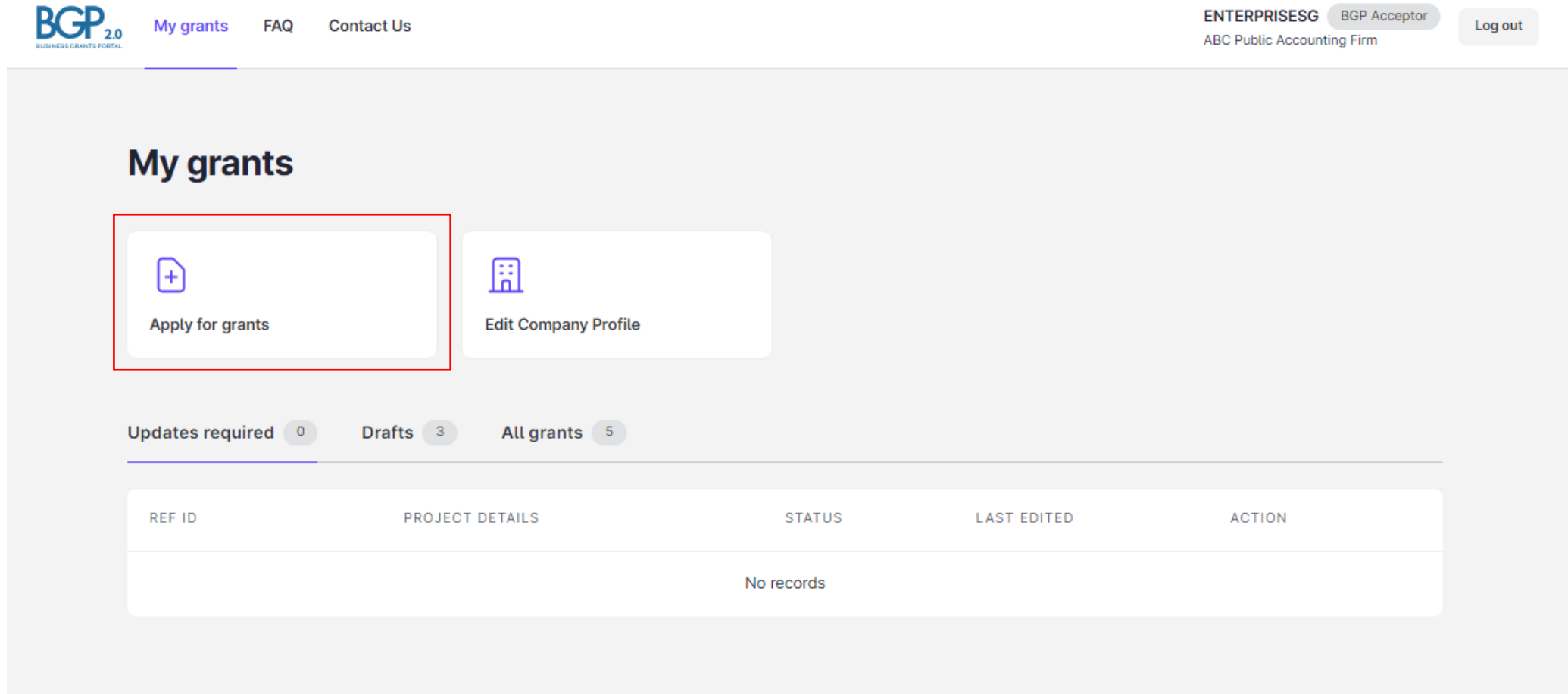
If the ACRA information is incorrect, click on "ACRA" to edit the information accordingly.

# Submitting internship application

# Submitting internship applications

## Steps

- In your main dashboard under the “My grants” tab, click “Apply for grants”.



The screenshot shows the BGP 2.0 Business Grants Portal dashboard. The top navigation bar includes the BGP 2.0 logo, 'My grants' (selected), 'FAQ', and 'Contact Us'. On the right, it displays 'ENTERPRISESG BGP Acceptor' and 'ABC Public Accounting Firm' with a 'Log out' button.

The main content area is titled 'My grants' and contains two primary action buttons: 'Apply for grants' (highlighted with a red box) and 'Edit Company Profile'. Below these buttons are filters for 'Updates required' (0), 'Drafts' (3), and 'All grants' (5).

A table below the filters shows the following columns: REF ID, PROJECT DETAILS, STATUS, LAST EDITED, and ACTION. The table currently displays 'No records'.

# Submitting internship applications

## Steps

- Look for “Global Ready Talent Programme (Internship Stipend)” and click “More details”. In the next page, click “Apply now” under your selected TAC partner.

### Apply for grants

#### Global Ready Talent Programme (Internship Stipend)

EnterpriseSG helps Singapore enterprises build their pipelines of young talents through internships in local and overseas offices. Click "More Details" to select your preferred TAC.

[Website](#)

[More details →](#)

← Back

#### Global Ready Talent Programme (Internship Stipend)

EnterpriseSG helps Singapore enterprises build their pipelines of young talents through internships in local and overseas offices. Click "More Details" to select your preferred TAC.

[Website](#)

<p><b>[ASME] - Global Ready Talent Programme - Internship Stipend</b></p> <p>[Open to all sectors] The Association of Small &amp; Medium Enterprises (ASME) strives to help member SMEs with the business knowledge and market opportunities to help them grow their businesses.</p> <p>ENTERPRISE SINGAPORE <a href="#">Website</a> grt@asme.org.sg</p> <p><a href="#">Apply now →</a></p>	<p><b>[SMF] - Global Ready Talent Programme - Internship Stipend</b></p> <p>[Open to all sectors] Singapore Manufacturing Federation serves the manufacturing community by driving digitalisation, innovation-led productivity, business transformation and internationalisation.</p> <p>ENTERPRISE SINGAPORE <a href="#">Website</a> members.gr@infederation.org.sg 82222028</p> <p><a href="#">Apply now →</a></p>	<p><b>ACE - Global Ready Talent Programme - Internship Stipend</b></p> <p>Action Community for Entrepreneurship (ACE SG) seeks to build a vibrant and sustainable startup ecosystem in Singapore, and to catalyse opportunities that support startup growth.</p> <p>ENTERPRISE SINGAPORE <a href="#">Website</a> grt@ace.sg</p> <p><a href="#">Apply now →</a></p>
<p><b>RAS - Global Ready Talent Programme - Internship Stipend</b></p> <p>Restaurant Association of Singapore (RAS) aims to nurture a vibrant and innovative F&amp;B community that thrives on diversity and unity, continuously pushing the boundaries of excellence in the industry.</p> <p>ENTERPRISE SINGAPORE <a href="#">Website</a> enquiry@ras.org.sg</p> <p><a href="#">Apply now →</a></p>	<p><b>SFMA - Global Ready Talent Programme - Internship Stipend</b></p> <p>Singapore Food Manufacturers' Association (SFMA) aims to help local food manufacturers grow and strengthen their market positions and promote skills development, training, and talent retention.</p> <p>ENTERPRISE SINGAPORE <a href="#">Website</a> grt@sfma.org.sg</p> <p><a href="#">Apply now →</a></p>	<p><b>SGTECH - Global Ready Talent Programme - Internship Stipend</b></p> <p>SGTech is a community in Singapore where companies converge to advocate for change and drive what enables tech innovation and accelerates tech adoption to spur greater sustainability in the sector.</p> <p>ENTERPRISE SINGAPORE <a href="#">Website</a> grt@sgtech.org.sg</p> <p><a href="#">Apply now →</a></p>
<p><b>SLA - Global Ready Talent Programme - Internship Stipend</b></p> <p>Singapore Logistics Association (SLA) supports and sustains a vibrant and thriving ecosystem for the logistics sector through active industry participation &amp; collaborations with logistics partners.</p> <p>ENTERPRISE SINGAPORE <a href="#">Website</a> slam@slasg.org.sg</p> <p><a href="#">Apply now →</a></p>	<p><b>SPETA - Global Ready Talent Programme - Internship Stipend</b></p> <p>Singapore Precision Engineering and Technology Association (SPETA) aims to co-create a dynamic business environment, enabled by digitalisation, innovation, sustainability and a vibrant workforce.</p> <p>ENTERPRISE SINGAPORE <a href="#">Website</a> grt@speta.org</p> <p><a href="#">Apply now →</a></p>	



# Submitting internship applications

## Steps

- Your company's corporate profile should be updated. If it is not, please follow the steps shown in the "Updating of company profile" section.

The screenshot shows the BGP 2.0 portal interface. At the top, there is a navigation bar with the BGP 2.0 logo, links for 'My grants', 'FAQ', and 'Contact Us', and user information for 'ENTERPRISESG' (ABC Public Accounting Firm) with a 'Log out' button. The main content area is titled 'Company profile' and contains the following sections:

- ACRA Registered Info:** A notice stating that the information is extracted from ACRA on 06 Aug 2024, 11:13 AM, and a link to visit ACRA to edit the information.
- Company details:** A table listing various company attributes.

Field	Value
Company UEN	T18PF0001A
Registered company name	ABC Public Accounting Firm
Entity Type	Public Accounting Firms
Status	Live
Company Type	-
Constitution	-
Incorporation date	2018-01-31
Registered address	10 Pasir Panjang Road #10-01 Singapore 117438 10 Pasir Panjang Road #10-01 Singapore 117438 10 Pasir Panjang Road #10-01 Singapore 117438

# Submitting internship applications

## Steps

- **Fill in your company details.**

### Company Description

Please provide a description of your company's mission and vision, and business growth plans. You may include other relevant information on overseas activities, training available to employees and your unique value proposition.

10,000 characters

### Singapore Employee Size

Number of permanent full-timers based in Singapore and working exclusively for the applicant company.

### Total Employee Size

Includes all employees (full-time, part-time, permanent, or temporary/contract) hired by all entities within the Group incorporated in Singapore or overseas. ('Group' is defined as applicant, companies owning >50% of the applicant, and companies that the applicant owns >50% of. Investment funds or nominees (e.g., venture capitalists, investment funds) are excluded.)

### Annual Sales Turnover

Includes sales turnover of the Group. ('Group' is defined as applicant, companies owning >50% of the applicant, and companies that the applicant owns >50% of. Investment funds or nominees (e.g., venture capitalists, investment funds) are excluded.)

Up to 2 decimal place

# Submitting internship applications

## Steps

- Upload your Financial Statements.

### Financial Statements

Please upload audited financial statements or unaudited financial statements that are certified by management for the applicant entity (and for its Group if applicable). The documents must not be more than 18 months old at the point of application.



Drag and drop files here or [select files](#)

Supported file types: JPG, PNG, PDF, DOC, DOCX, PPT, PPTX, GIF, XLS, XLSX

Upload up to 10 files. Each file must be 10MB or less.

# Submitting internship applications

## Steps

- Upload your Entity Registration Documents for all corporate shareholders and/or overseas entity(s) of the applicant for which the intern(s) will be posted to.

### Entity Registration Documents (Optional)

Please upload entity registration documents for all corporate shareholders and/or overseas entity(s) of the applicant for which the intern(s) will be posted to. The documents must not be more than 6 months old at the point of application.



Drag and drop files here or [select files](#)

Supported file types: JPG, PNG, PDF, DOC, DOCX, PPT, PPTX, GIF, XLS, XLSX

Upload up to 10 files. Each file must be 10MB or less.

# Submitting internship applications

## Steps

- Fill in your project details.

### Project details

Application Date

DD MMM YYYY



**Please input the initial application submission date, and do not amend this during reworks.**

Project Title

**This is for company's own reference.**

Industry Sector

Click to select



Main Contact Person

Email notifications will be addressed to this individual.

Main Contact Email

Email notifications will be sent to the email provided.

# Submitting internship applications

## Steps

- This step is only applicable if you have chosen ACE as your TAC. Fill in your start-up's information.

### Start-up criteria

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Does the company's individual shareholder(s) own more than 50% of the company?

Yes

No

Is your company a technology start-up?

Yes

No

Does the company have a strong management team?

Please elaborate based on the background of key management members, including experience and expertise relevant to the start-up and its business.

10,000 characters

# Submitting internship applications

## Steps

- Click “+ Add Student and internship details”.

The screenshot shows the BGP 2.0 web application interface. The top navigation bar includes the BGP 2.0 logo, links for 'My grants', 'FAQ', and 'Contact Us', and user information for 'ENTERPRISESG' (ABC Public Accounting Firm) with a 'Log out' button. The main content area is titled 'Student and internship details'. Below the title, there is a section for 'Student and internship details' with a 'Show less' link. A red box highlights a purple button labeled '+ Add Student and internship details'. Below this button, there is a section for 'Placement letter/email from institution'. The left sidebar contains a list of navigation items: 'Company profile', 'Profile', 'Company details', and 'Project details'.

# Submitting internship applications

## Steps

- Fill in student and internship details for each student. Repeat steps on pages 15 and 16 for up to 10 students.  
**Note:** You cannot submit internships whose start dates are more than 6 months from the internship application date. An error message will pop up accordingly.

Intern is currently a full-time student of the institution

Yes

No

Student NRIC

Student name

Student's school email address

Gender

Mobile number

Institution name

Monthly internship stipend

Year of study

Job function

Type of internship

Local internship start date

Local internship end date

Local weekly working hours

Overseas entity registration ID

Overseas entity legal company name

Country

In-market employment size

Overseas internship start date

Overseas internship end date

Overseas weekly working hours

[+ Add Student and internship details](#)

Enterprise Singapore

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# Submitting internship applications

## Steps

- Upload the placement letter(s)/email(s) from institution for each student.

### Placement Letter/Email from Institution

To include the following information: intern name, faculty, NRIC, internship start and end dates (for hybrid internships with stints in Singapore and overseas, the placement letter must include the start and end dates for both local and overseas periods respectively), company name, weekly working hours, internship role and destination of overseas internship (if applicable).



Drag and drop files here or [select files](#)

Supported file types: JPG, PNG, PDF, DOC, DOCX, PPT, PPTX, GIF, XLS, XLSX

Upload up to 10 files. Each file must be 10MB or less.

# Submitting internship applications

## Steps

- Upload the front and back of each student's NRIC. If the education institution is unable to include the student's NRIC in the placement letter/email from institution for PDPA reasons, they may include matriculation number instead. In these cases, you should also upload both the student's NRIC and matriculation card here for matching purposes.

### Student NRIC

Only one pdf file, titled as the student name, can be submitted per student, with both the front and back of the NRIC within.



Drag and drop files here or [select files](#)

Supported file types: JPG, PNG, PDF, DOC, DOCX, PPT, PPTX, GIF, XLS, XLSX

Upload up to 10 files. Each file must be 10MB or less.

# Submitting internship applications

## Steps

- Upload your internship training plan.

### Internship Training Plan

To include the following information: clear job scope, learning objectives, assignment of mentor(s) and detailed measures to ensure a positive internship experience. You may request for a sample internship training plan from your selected TAC partner.



Drag and drop files here or [select files](#)

Supported file types: JPG, PNG, PDF, DOC, DOCX, PPT, PPTX, GIF, XLS, XLSX

Upload up to 10 files. Each file must be 10MB or less.

# Submitting internship applications

## Steps

- Upload any other supporting documents, if needed.

The screenshot displays the BGP 2.0 Business Grants Portal interface. The top navigation bar includes the BGP 2.0 logo, links for 'My grants', 'FAQ', and 'Contact Us', and user information for 'ENTERPRISESG BGP Acceptor' with a 'Log out' button. The main content area is titled 'Global Ready Talent - Internship Stipend - ASME Application form'. A sidebar on the left contains navigation links for 'Company profile', 'Profile', and 'Company details'. The central focus is the 'Other supporting documents (Optional)' section, which features a dashed red border around a file upload area. This area contains an upload icon, the text 'Drag and drop files here or [select files](#)', and a list of supported file types: 'JPG, PNG, PDF, DOC, DOCX, PPT, PPTX, GIF, XLS, XLSX'. Below this area, a note states 'Upload up to 10 files. Each file must be 10MB or less.'

# Submitting internship applications

## Steps

- Click on the link to read the Terms & Conditions, and tick the boxes to complete your declarations. When you are ready to submit your internship application, choose “Submit” from the dropdown menu and click “Proceed”. You will receive an email when your internship application is successfully submitted.

### Company declaration

Please read the [Terms & Conditions Governing Applications under the Global Ready Talent Programme \(Internships\) – BGP 2.0](#) before submitting this application.

On behalf of the Applicant Company, I hereby declare that:

- I have read, understood, accepted and agreed to be bound by the Terms and Conditions Governing Applications under the GRT (Internship) (“T&Cs”).
- I am duly authorised by the Applicant Company to provide the representations, warranties and declarations as required under the T&Cs on behalf of the Applicant Company.
- I am duly authorised by the Applicant Company to provide the consents for disclosure on behalf of the Applicant Company.
- I acknowledge that the decision of EnterpriseSG in approving or rejecting the application will be final and the Applicant Company will be obliged to provide any reasons for its decision.

### Take action

Fill in the below fields when you are ready to take action. The inputs will not be saved when you click on “Save”.

Choose an action

Select

Submit

Save draft

Proceed

# Submitting internship applications

## Steps

- To view the status of your submitted internship application, go back to your dashboard and click the “All grants” tab. The status should be “Submitted”.

The screenshot shows the BGP 2.0 Business Grants Portal dashboard. The user is logged in as ENTERPRISESG, BGP Acceptor, ABC Public Accounting Firm. The 'My grants' section is active, showing options to 'Apply for grants' and 'Edit Company Profile'. Below these are navigation tabs for 'Updates required' (0), 'Drafts' (3), and 'All grants' (6), with 'All grants' highlighted. A table lists the grants, with one application in 'Submitted' status.

REF ID	PROJECT TITLE	LAST EDITED	STATUS
AY241203S6PH3	<b>Internship</b> [SMF] - Global Ready Talent Programme - Internship Stipend <a href="#">View Project</a>	03 Dec 2024, 5:08 PM	<b>Application Submitted</b>

# Completing reworks

# Completing reworks

## Steps

- If rework is needed for your internship application, you will receive an email. To complete reworks, click the “Updates required” tab and click “Edit Form”.

The screenshot shows the BGP 2.0 Business Grants Portal interface. At the top left is the BGP 2.0 logo and navigation links for 'My grants', 'FAQ', and 'Contact Us'. At the top right, the user is identified as 'ENTERPRISESG BGP Acceptor ABC Public Accounting Firm' with a 'Log out' button. The main content area is titled 'My grants' and contains two primary action cards: 'Apply for grants' and 'Edit Company Profile'. Below these is a tabbed interface with three tabs: 'Updates required' (containing 1 item), 'Drafts' (containing 3 items), and 'All grants' (containing 6 items). The 'Updates required' tab is selected and highlighted with a red box. Below the tabs is a table with the following data:

REF ID	PROJECT DETAILS	STATUS	LAST EDITED	ACTION
AY241203S6PH3 Application	Internship [SMF] - Global Ready Talent Programme - Internship Stipend	Pending Re-submission	03 Dec 2024, 5:17 PM	<a href="#">Edit form</a>



# Completing reworks

## Steps

- Complete reworks based on the Officer's comments at the top of the form, and submit the internship application.

**BGP 2.0** My grants FAQ Contact Us

ENTERPRISESG BGP Acceptor Log out  
ABC Public Accounting Firm

AY241203S6PH3  
**Internship**  
Global Ready Talent - Internship Stipend - ASME Application form

Company profile ^

Profile

Company details

Project details

Start-up Criteria

Student and internship details

Company declaration

← Back

**Officer's comments:**  
please submit the Student NRIC front and back

**About this grant**

Under the Global Ready Talent Programme (GRT), Enterprise Singapore (EnterpriseSG) helps Singapore enterprises build their pipeline of global ready young talent. For more information, please refer to [Global Ready Talent Programme](#).

EnterpriseSG has appointed 8 Trade Associations and Chambers (TACs) as Approved-in-Principle partners, to facilitate these internship placements. Please ensure that this page reflects the TAC partner that you have selected.

Your application is subject to evaluation by your selected TAC partner and EnterpriseSG based on the eligibility criteria for GRT. You may submit up to 20 interns in one application, as long as each internship start date is within 6 months from your application date.

For projects approved under this grant scheme, the Applicant shall be required to consent to the Comptroller of Goods and Services Tax Act and Comptroller of Income Tax disclosing information relating to the value of the supply of any goods and services, or the income or items of income, of the Company to Enterprise Singapore and other Government agencies (including Ministries and Statutory Boards) (collectively "Agencies"), for the performance of their official duties, and to non-Government persons engaged by Agencies in the performance of any of their official duties.

I agree to all terms and conditions

# Accepting offer

# Accepting offer

## Steps

- You will receive an email when your internship application has been approved. Under the “Updates required” tab, click “View offer” for the approved internship placement.

The screenshot shows the BGP 2.0 Business Grants Portal interface. At the top left is the BGP 2.0 logo. Navigation links include 'My grants', 'FAQ', and 'Contact Us'. On the top right, the user is identified as 'ENTERPRISESG BGP Acceptor' with a 'Log out' button. Below the navigation is the 'My grants' section, which includes two main cards: 'Apply for grants' and 'Edit Company Profile'. Below these cards are three tabs: 'Updates required' (with a count of 1), 'Drafts' (with a count of 3), and 'All grants' (with a count of 6). The 'Updates required' tab is active. Below the tabs is a table with the following data:

REF ID	PROJECT DETAILS	STATUS	LAST EDITED	ACTION
AY241203S6PH3 Application	Internship [SMF] - Global Ready Talent Programme - Internship Stipend	Approved	03 Dec 2024, 5:28 PM	<a href="#">View offer</a>

# Accepting offer

## Steps

- Click “Download” to download and read the Letter of Offer (LOF). Click “Accept” or “Reject” accordingly.  
**Note:** The LOF should be accepted before the start of the internship. Only the BGP Acceptor can accept the LOF.

← Back

### Letter of Offer

AY241203S6PH3 - Internship

NAME	UPLOADED	SIZE	ACTION
Letter of Offer for Global Ready Talent Programme (Internship) - AIP Partner SMF.pdf	03 Dec 2024, 5:28 PM	157.06 KB	<a href="#">Download</a>

By clicking Accept,

- I acknowledge on behalf of the Applicant that I have read and understood the terms and conditions set out in the Letter of Offer and all its enclosures.
- I confirm that all declarations and information provided in the application for this grant are true and correct.
- The Applicant accepts the award of the grant on the terms and conditions set out in the above-mentioned Letter of Offer and its enclosures.
- We undertake to ensure that all terms and conditions in the Letter of Offer and all its enclosures are complied with.

[Reject](#) [Accept](#)

# Accepting offer

## Steps

- To view the status of your submitted internship application, go back to your dashboard and click the “All grants” tab. The status should be “Offer Accepted”, if you have accepted the offer.

The screenshot shows the BGP 2.0 Business Grants Portal dashboard. The user is logged in as 'ENTERPRISESG BGP Acceptor' (ABC Public Accounting Firm) and can click 'Log out'. The main heading is 'My grants'. There are two main action buttons: 'Apply for grants' and 'Edit Company Profile'. Below these are navigation tabs: 'Updates required' (0), 'Drafts' (3), and 'All grants' (6), with 'All grants' being the active tab. A table below shows the application details:

REF ID	PROJECT TITLE	LAST EDITED	STATUS
AY241203S6PH3	<b>Internship</b> [SMF] - Global Ready Talent Programme - Internship Stipend <a href="#">View Project</a>	03 Dec 2024, 5:35 PM	<b>Application</b> Offer Accepted

# Accepting offer

## Steps

- To view your LOF, click “View Project” under the “All grants” tab.

The screenshot shows the BGP 2.0 Business Grants Portal interface. At the top left is the BGP 2.0 logo with the text 'BUSINESS GRANTS PORTAL'. To its right are navigation links: 'My grants', 'FAQ', and 'Contact Us'. On the top right, the user is identified as 'ENTERPRISESG BGP Acceptor' with the company name 'ABC Public Accounting Firm' and a 'Log out' button.

### My grants

Below the header, there are two main action buttons: 'Apply for grants' (with a plus icon) and 'Edit Company Profile' (with a building icon).

Below these buttons are three tabs: 'Updates required' (0), 'Drafts' (3), and 'All grants' (6). The 'All grants' tab is selected.

REF ID	PROJECT TITLE	LAST EDITED	STATUS
AY241203S6PH3	<b>Internship</b> [SMF] - Global Ready Talent Programme - Internship Stipend <a href="#">View Project</a>	03 Dec 2024, 5:35 PM	<b>Application</b> Offer Accepted

# Accepting offer Steps

- Click “Documents”.

**BGP**<sub>2.0</sub>  
BUSINESS GRANTS PORTAL

My grants    FAQ    Contact Us

ENTERPRISESG    BGP Acceptor    Log out  
ABC Public Accounting Firm

[Dashboard](#) > Project details

PROJECT TITLE  
**Internship**

Reference ID AY241203S6PH3	Grant name [SMF] - Global Ready Talent Programme - Internship Stipend	Qualifying period -
Approved amount \$1,250	Claimed amount \$0	Claim due date 16 Jul 2025

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[Documents](#)    [History](#)

### Application

REF ID	STATUS	LAST EDITED	SUBMITTED ON	ACTION
AY241203S6PH3	Offer Accepted	03 Dec 2024, 5:35 PM	03 Dec 2024, 5:26 PM	<a href="#">View form</a>

# Accepting offer

## Steps

- Click “Download” to view your LOF.

### Application

NAME	UPLOADED	SIZE	ACTION
Letter of Offer for Global Ready Talent Programme (Internship) - AIP Partner SMF.pdf Approval Letter	12 Dec 2024, 12:12 PM	190.37 KB	<a href="#">Download</a>



# Submitting change request

# Submitting change request

## Steps

- You can submit change requests for internship applications where offers have been accepted. To do so, click “View Project” for the internship application under the “All grants” tab.

The screenshot shows the BGP 2.0 Business Grants Portal interface. At the top left is the BGP 2.0 logo. Navigation links include 'My grants', 'FAQ', and 'Contact Us'. On the top right, the user is identified as 'ENTERPRISESG BGP Acceptor' with the role 'ABC Public Accounting Firm' and a 'Log out' button.

### My grants

Two main action buttons are visible: 'Apply for grants' (with a plus icon) and 'Edit Company Profile' (with a building icon).

Below these are filters for grant status: 'Updates required' (0), 'Drafts' (3), and 'All grants' (6). The 'All grants' filter is selected.

REF ID	PROJECT TITLE	LAST EDITED	STATUS
AY241203S6PH3	<b>Internship</b> [SMF] - Global Ready Talent Programme - Internship Stipend <a href="#">View Project</a>	03 Dec 2024, 5:35 PM	<b>Application</b> Offer Accepted

# Submitting change request

## Steps

- Click "Submit new" under the "Change Request" section.

**BGP**<sub>2.0</sub> My grants FAQ Contact Us

ENTERPRISESG BGP Acceptor Log out  
ABC Public Accounting Firm

Dashboard > Project details

PROJECT TITLE  
**Internship**

Reference ID AY241203S6PH3	Grant name [SMF] - Global Ready Talent Programme - Internship Stipend	Qualifying period -
Approved amount \$1,250	Claimed amount \$0	Claim due date 16 Jul 2025

[Documents](#) [History](#)

### Application

REF ID	STATUS	LAST EDITED	SUBMITTED ON	ACTION
AY241203S6PH3	Offer Accepted	03 Dec 2024, 5:35 PM	03 Dec 2024, 5:26 PM	<a href="#">View form</a>

### Change Request

Approved submissions: 0

[Submit new](#)

REF ID	STATUS	LAST EDITED	SUBMITTED ON	ACTION
No records				

# Submitting change request

## Steps

- Fill in your main contact's details.

### Applicant Section

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#### Main Contact Person

Email notifications will be addressed to this individual.

#### Main Contact Email

Email notifications will be sent to the email provided.

# Submitting change request

## Steps

- To withdraw a student, please check the withdraw student checkbox below.
- To update a student's details, please edit the editable fields within the student's section. If there are changes required for the non-editable fields (e.g. NRIC, gender, internship start date), please withdraw the student and submit a new application.

Withdraw student (Optional)

Change/update student details (Optional)

Student NRIC

Student name

Student's school email address

Gender

Mobile number

Institution Name

Faculty

Monthly internship stipend

Year of study

Job function

Internship location

Local internship start date

Local internship end date

Local weekly working hours

Up to 1 decimal place

[Show less](#)

# Submitting change request

## Steps

- Fill in the reason(s) for change and upload supporting documents, if needed. When you are ready to submit your change request, choose "Submit" from the dropdown menu and click "Proceed". You will receive an email when your change request is successfully submitted.

Company's reason(s) for change

10,000 characters

Supporting documents (Optional)

⬆

Drag and drop files here or [select files](#)

Supported file types: JPG, PNG, PDF, DOC, DOCX, PPT, PPTX, GIF, XLS, XLSX

Upload up to 10 files. Each file must be 10MB or less.

**Take action**  
Fill in the below fields when you are ready to take action. The inputs will not be saved when you click on "Save".

Choose an action

Select

Submit

Save draft Proceed

# Submitting change request

## Steps

- To view the status of your submitted change request, go back to your dashboard and click the “All grants” tab. The status should be “Submitted”.

The screenshot shows the BGP 2.0 Business Grants Portal dashboard. The user is logged in as ENTERPRISESG (ABC Public Accounting Firm) and is a BGP Acceptor. The 'My grants' section is active, showing two main actions: 'Apply for grants' and 'Edit Company Profile'. Below these are navigation tabs for 'Updates required' (0), 'Drafts' (3), and 'All grants' (6), with 'All grants' highlighted. A table lists the grants, with one entry for 'Internship' having a 'Change Request Submitted' status, which is highlighted with a red box.

**BGP 2.0** My grants FAQ Contact Us

ENTERPRISESG BGP Acceptor Log out  
ABC Public Accounting Firm

### My grants

Apply for grants Edit Company Profile

Updates required 0 Drafts 3 **All grants 6**

REF ID	PROJECT TITLE	LAST EDITED	STATUS
AY241203S6PH3-CR01	<b>Internship</b> [SMF] - Global Ready Talent Programme - Internship Stipend <a href="#">View Project</a>	03 Dec 2024, 5:08 PM	<b>Change Request Submitted</b>

# Submitting claim



# Submitting claim

## Steps

Inform your interns in advance that they need to complete an online student internship feedback form (<https://go.gov.sg/grt-is-internshipfeedback>) by the end of their internship. You may only submit a claim when:

- The latest internship has ended
- All students have completed the online internship feedback form

Claims must be submitted within 6 months from the latest internship end date

- To submit a claim, click “View Project” for the internship application under the “All grants” tab.

**Note:** There can only be 1 claim for 1 application, regardless of the number of internships in that application. Check that the student and internship details are accurate before you submit the claim. If they are not accurate, please submit a change request before you submit the claim.

**My grants**

Apply for grants | Edit Company Profile

Updates required 0 | Drafts 3 | All grants 6

REF ID	PROJECT TITLE	LAST EDITED	STATUS
AY241203S6PH3	<b>Internship</b> [SMF] - Global Ready Talent Programme - Internship Stipend	03 Dec 2024, 5:35 PM	<b>Application</b> Offer Accepted

[View Project](#)

# Submitting claim

## Steps

- Click "Submit new" under the "Claim" section.

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### Internship

Reference ID AY241203S6PH3	Grant name Global Ready Talent - Internship Stipend - ASME	Qualifying period -
Approved amount \$1,250	Claimed amount \$0	Claim due date 16 Jul 2025

[Documents](#) [History](#)

### Application

REF ID	STATUS	LAST EDITED	SUBMITTED ON	ACTION
AY241203S6PH3	Offer Accepted	03 Dec 2024, 5:35 PM	03 Dec 2024, 5:26 PM	<a href="#">View form</a>

### Change Request

Approved submissions: 0

[Submit new](#)

REF ID	STATUS	LAST EDITED	SUBMITTED ON	ACTION
AY241203S6PH3-CR01	Submitted	03 Dec 2024, 5:57 PM	03 Dec 2024, 5:57 PM	<a href="#">View form</a>

### Claim

Approved submissions: 0 of 1

[Submit new](#)

# Submitting claim

## Steps

- Fill in your payment details.

### Payment Details

---

Payment Method

PayNow Corporate

GIRO

You must register for PayNow Corporate with your bank.

UEN  
Per your approved application

Suffix (Optional)  
Did you add suffix for your paynow registration with your bank? If yes, do enter your suffix in the field below. For example, you have registered your Paynow Proxy as 123456789XA01 with Company UEN as 123456789X together with suffix as A01 with your bank. Kindly enter A01 in the suffix field below.

3 characters

# Submitting claim

## Steps

- **Fill in the claim details.**

Total stipend paid by company to student

Up to 2 decimal place

Learning requirement fulfilled?

Keen to employ full-time

Applicant Remarks (Optional)  
for justification of above discrepancies in amounts, data and missing documents

10,000 characters

[Show less ^](#)

# Submitting claim

## Steps

- Upload payslips for each student.

The screenshot displays the BGP 2.0 Business Grants Portal interface. The top navigation bar includes the BGP 2.0 logo, links for 'My grants', 'FAQ', and 'Contact Us', and user information for 'ENTERPRISESG BGP Acceptor ABC Public Accounting Firm' with a 'Log out' button. The left sidebar contains a menu with 'Internship', 'Company profile', 'Profile', 'Applicant Section', 'Payment Details' (highlighted), and 'Declaration'. The main content area is titled 'Payslips' and contains the following text: 'Only one pdf file can be submitted per student. If there are multiple payslips, please combine them into a single pdf file.' Below this is a large dashed red box representing the file upload area, with an upward arrow icon and the text 'Drag and drop files here or [select files](#)'. Below the upload area, it lists 'Supported file types: JPG, PNG, PDF, DOC, DOCX, PPT, PPTX, GIF, XLS, XLSX' and 'Upload up to 10 files. Each file must be 10MB or less.'

# Submitting claim

## Steps

- Upload bank statements for the last month of students' internships.

The screenshot displays the BGP 2.0 Business Grants Portal interface. At the top left is the BGP 2.0 logo. Navigation links include 'My grants', 'FAQ', and 'Contact Us'. On the top right, the user is identified as 'ENTERPRISESG BGP Acceptor' with the role 'ABC Public Accounting Firm' and a 'Log out' button. A left-hand sidebar contains menu items: 'Internship' (with sub-items 'Global Ready Talent - Internship' and 'Stipend - ASME Claim form'), 'Company profile', 'Profile', and 'Applicant Section'. The main content area is titled 'Bank statements for the last month of students' internships'. It features a large dashed red box containing an upload icon and the text: 'Drag and drop files here or [select files](#)'. Below this, it lists supported file types: 'JPG, PNG, PDF, DOC, DOCX, PPT, PPTX, GIF, XLS, XLSX'. At the bottom of the box, it states: 'Upload up to 10 files. Each file must be 10MB or less.'

# Submitting claim

## Steps

- You may leave this empty, as this is no longer required as of year 2025.

### Company feedback forms on students (Optional)

This is no longer required as of year 2025.



Drag and drop files here or [select files](#)

Supported file types: JPG, PNG, PDF, DOC, DOCX, PPT, PPTX, GIF, XLS, XLSX

Upload up to 10 files. Each file must be 10MB or less.

# Submitting claim

## Steps

- Download the claim form from this link: <https://go.gov.sg/grt-claim-form>, and upload completed claim forms for each student.

### Claim forms

Please download the Claim Form from this link <https://go.gov.sg/grt-claim-form>. Upon completion, upload one excel file per student, titled as the student name.



Drag and drop files here or [select files](#)

Supported file types: JPG, PNG, PDF, DOC, DOCX, PPT, PPTX, GIF, XLS, XLSX

Upload up to 10 files. Each file must be 10MB or less.



# Submitting claim

## Steps

- Upload other supporting documents, if needed.

### Other supporting documents (Optional)



Drag and drop files here or [select files](#)

Supported file types: JPG, PNG, PDF, DOC, DOCX, PPT, PPTX, GIF, XLS, XLSX

Upload up to 10 files. Each file must be 10MB or less.

# Submitting claim

## Steps

- **Tick the boxes to complete your declarations. When you are ready to submit your claim, choose “Submit” from the dropdown menu and click “Proceed”.** You will receive an email when your claim is successfully submitted.

### Declaration

- I/We authorise Enterprise Singapore to credit payments due to me/us to the above bank account. Amounts credited shall constitute a valid and full discharge of obligations due to me/us.
- This authorisation shall continue to be in force until it is expressly revoked by me/us in writing delivered to Enterprise Singapore giving 30 days' notice in advance.
- I/We hereby request and authorise the Government and Statutory Boards to obtain confirmation/verification of information relating to me/us and/or to my/our account(s) from /with the bank where the Account is maintained as stated in the form.
- In consideration of the Government and Statutory Boards acceding to my/our said request and in consideration of the Bank confirming/verifying such information pursuant to the said request, I/we irrevocably consent to and authorise the Bank, including any officer thereof, to disclose any information relating to me/us and to the Account as is necessary for the sole purpose of account validation and agree that such authorisation shall survive any termination of the Account. I/We agree that this consent shall survive the termination of any of the Account with the Bank and may be relied on and enforced as fully and effectively by the Bank as if it is addressed to the Bank.
- I/We acknowledge that Enterprise Singapore will not be a party to or involved in any dispute that may arise in relation to the grant disbursement into the aforementioned bank account.
- I/We declare that the facts stated in this declaration form and the accompanying information are true and correct to the best of my/our knowledge.
- I/We have not withheld or distorted any material facts.

### Take action

Fill in the below fields when you are ready to take action. The inputs will not be saved when you click on "Save".

Choose an action

Select

Submit

Save draft

Proceed

# Submitting claim

## Steps

- To view the status of your submitted claim, go back to your dashboard and click the “All grants” tab. The status should be “Submitted”.

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**BGP 2.0** My grants FAQ Contact Us

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ABC Public Accounting Firm

### My grants

Apply for grants Edit Company Profile

Updates required 0 Drafts 3 **All grants 6**

REF ID	PROJECT TITLE	LAST EDITED	STATUS
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**THANK YOU**

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