

# Tech-celerate for Law – Advanced Categories

## Eligibility Criteria and Level of Financial Support

Category of Solution	Level of Financial Support	Eligibility Criteria
<b>Document Assembly Software</b>	<ol style="list-style-type: none"> <li>The SME SLP will receive                             <ul style="list-style-type: none"> <li><b>Up to 80%</b> support of the first year cost of adopting the solution from <b>2 May 2020 to 31 December 2020</b></li> <li><b>Up to 70%</b> support of the first year cost of adopting the solution from <b>1 January 2021 to 15 January 2021</b></li> </ul> </li> <li>The Non-SME SLP will receive                             <ul style="list-style-type: none"> <li><b>Up to 60%</b> support of the first year cost of adopting the solution from <b>2 May 2020 to 31 December 2020</b></li> <li><b>Up to 50%</b> support of the first year cost of adopting the solution from <b>1 January 2021 to 15 January 2021</b></li> </ul> </li> <li>The SLP can opt to receive a 20% cash advancement<sup>1</sup> of the total grant amount after accepting the Letter of Offer and submitting proof of project start.</li> </ol>	<ol style="list-style-type: none"> <li>The SLP must:                             <ul style="list-style-type: none"> <li>Satisfy the threshold requirements set out in Rule 3 of the Legal Profession (Law Practice Entities) Rules 2015</li> <li>Have minimum of 30% local shareholding</li> </ul> </li> <li>Solution must be used in Singapore</li> <li>The SLP should only sign a contract with the vendor and pay for the solution after submitting the grant</li> </ol>
<b>Document Review Software</b>		
<b>eDiscovery Software</b>		
<b>Automated Client Engagement Solutions</b>		

<sup>1</sup>Applicable for projects with grant quantum above \$30,000 only

## Documents for Application Submission

Supporting documents to be uploaded in your application	Information that will be required on the application form
<ul style="list-style-type: none"><li>• Latest ACRA Search or instant information (dated not more than 6 months from date of project application). If there are corporate shareholders, please provide the information for the corporate parents as well.</li><li>• Latest audited financial statement (not more than 12 months from the date of project application) of your law firm and consolidated financial statement of your ultimate parent law firm, if applicable.</li><li>• Relevant proof of quotation for the cost of your project items.</li><li>• Short description of your law firm and why you require this solution.</li></ul> <p>Click <a href="#">here</a> to find out more.</p>	<p>Applicants will have to provide projected figures in the following areas arising from the implementation of the project:</p> <ul style="list-style-type: none"><li>• Company revenue</li><li>• Staff remuneration</li><li>• Depreciation</li><li>• Net operating profit before tax for three years' post project (inclusive of the year of project completion)</li><li>• Impact on workers (Singaporean/PR) benefitting from the project in the form of increased wages, job creation, job re-design or training.</li></ul>

## Claims Submission and Audit

Claims Submission	Audit
<p>The following are documents required for claims submission via the <a href="#">Enterprise Singapore Grant Portal</a> (ESGP):</p> <ul style="list-style-type: none"><li>• For first time applicants, complete the Giro form and mail it to the address indicated on the document</li><li>• Project Report (refer to the Letter of Offer)</li><li>• Cost items documentation for audit (e.g. Invoices, Bank Statements)</li></ul>	<p>As part of the claims process, law firms are now required to engage an external auditor who has to be selected from Enterprise Singapore's panel of auditors.</p> <p>Enterprise Singapore provides a grant of up to \$1800 to cover <b>80%</b> of the audit costs for applications received from <b>2 May 2020 to 31 December 2020</b> and <b>70%</b> of the audit costs for applications received from <b>1 January 2021 to 15 January 2021</b>.</p> <ul style="list-style-type: none"><li>• In the ESGP Claim application, select an auditor from <a href="#">Enterprise Singapore's Pre-Qualified Panel</a> to verify your claim submission, unless expressly exempted by Enterprise Singapore.</li><li>• Upload the cost items documentation (e.g. invoices, bank statements) as Claims Submission documents in the 'Claim Information' tab.</li><li>• Upon completion of the above steps, submit the claims application. Record the claims application code for future reference.</li></ul>

Click [here](#) to find out more.

## Application and Claims Process for SLPs

Select Category & Contact Vendor  
For Tech Demo / Quotation

### Advanced Categories

- Document Assembly Software
- Document Review Software
- eDiscovery Software
- Automated Client Engagement Solutions

Apply for EDG grant via the Business Grant Portal (BGP) using CorpPass

### Sign agreement with vendor

Law firms can choose to sign the conditional contract with their vendors before grant approval, but should only do so after application has been submitted.

Receive grant approval from ESG  
(within 4 - 6 weeks)

1. Accept Letter of Offer
2. Purchase and commence project
3. Submit proof of project commencement to receive 20% cash advancement<sup>2</sup> of the total grant amount (optional)

Within 6 months after the end of the support period, submit completed "Final Report" via the ESGP to receive remaining 50%<sup>4</sup> reimbursement of the total grant amount.

After the 6th month mark of the support period, submit completed "Interim Report" via the ESGP to receive 30%<sup>3</sup> reimbursement of the total grant amount (optional)

<sup>2</sup> Applicable for projects with grant quantum above \$30,000 only

<sup>3</sup> SLPs who did not receive the cash advancement can claim 50% of the total grant amount at the Interim Claim.

<sup>4</sup> SLPs who did not receive the cash advancement and Interim Claim can claim 100% of the total grant amount at the Final Claim.