

FACTSHEET ON SME TALENT PROGRAMME (STP) - SME

The SME Talent Programme (STP) aims to help local SMEs attract talent from the Institute of Technical Education (ITE), Polytechnics and Universities, through structured and meaningful student internships.

The programme is an initiative by Enterprise Singapore, in partnership with participating STP Approved-in-Principle (AIP) partners, ITE, Polytechnics and Universities. The appointed STP AIP Partners are the key managing partners of this initiative to recruit talent for growing SMEs across industries.

STP supports SMEs' efforts in providing meaningful internship opportunities for full-time local students. Through industry exposure, students receive a better understanding of working in SMEs. This is to assist SMEs in building a talent pool for future recruitment possibilities.

Eligibility criteria for students

Interns must be Singapore citizens or Singapore Permanent Residents, and full-time students from ITE, NYP, NP, RP, SP, TP, NTU, NUS, SUSS, SIT, SMU or SUTD.

Key Information for SMEs

	<u>STP internship</u>
<u>Eligibility</u>	<ul style="list-style-type: none">• Meet the SME criteria of:<ul style="list-style-type: none">✓ Minimum 30% local shareholding, <u>and</u>✓ Group annual turnover of not more than S\$100 million <u>or</u> group employment size of not more than 200 workers• Offer career opportunities with a clear job description and career progression path• Possess sound Human Resource processes• Willing to participate in Enterprise Singapore's Human Resource Maturity Diagnostics (HRMD)
<u>Programme Coverage</u>	<p>SMEs offer internships to local students from ITE, Polytechnic and Universities.</p> <ul style="list-style-type: none">• Provide a structured and mentored internship opportunity• Provide a fixed monthly internship stipend
<u>Commitment</u>	<ul style="list-style-type: none">• Provide a structured and mentored internship experience• Provide a fixed monthly internship stipend
<u>Funding Support</u> (Annex 1)	<ul style="list-style-type: none">• SMEs are eligible for up to 70% funding support covering the internship stipend
<u>Managing Partners</u>	<p>The STP AIP Partners promote the STP to SMEs, assess and qualify interested SMEs on board the programme. They also liaise with various Institutes of Higher Learning to profile participating SMEs and industry career opportunities to students. The STP AIP partners are as follows:</p> <ul style="list-style-type: none">• Action Community for Entrepreneurship (ACE)• Association for Small and Medium Enterprises (ASME)• Restaurant Association of Singapore (RAS)

	<ul style="list-style-type: none">• Singapore Food Manufacturers' Association (SFMA)• Singapore Manufacturing Federation (SMF)• Singapore Retailers Association (SRA)• SGTech (SGTech)
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Annex 1 - Grant Support Details for SMEs (up to 70% support)

STP (Internship)

	Fixed Monthly Allowance [^]	Eligible Grant Support ^{^^}
ITE	\$800/mth	\$560
Polytechnic	\$800/mth	\$560
University	\$1,000/mth	\$700

[^]Do note that the minimum internship allowance includes CPF contributions if required. The number of working days in a month which is used as a basis for computation of the monthly internship allowance includes the public holidays that fall on a normal working day but excludes rest days and non-working days as per MOM guidelines. The computation for the monthly allowance shall be based on the number of working days in a month. Refer to <http://www.mom.gov.sg> for information on the number of working days in a month.

^{^^}Actual internship period is supported based on internship placement letters issued by the respective IHLs and are submitted to Enterprise Singapore or its partners. Eligible grant support for SMEs is calculated at 70% of the fixed minimum internship allowance. Eligible grant support for non-SMEs is calculated at 30% of the fixed minimum internship allowance.