*SA Healthy Towns Challenge - Partnering for Children’s Wellbeing 2021-2023*

Wellbeing SA

Application Form

Grant Application Form

Please use this form to apply for an SA Healthy Towns Challenge – Partnering for Children’s Wellbeing grant.

Before you begin your application we encourage you to read the following documents to ensure that you meet all eligibility requirements and to help you identify appropriate partners for your project:

* [SA Healthy Towns Challenge Grants Guide](https://cdn.wellbeing.sa.gov.au/downloads/SA-Healthy-Towns-Challenge/1-SA-Healthy-Towns-Challenge-Partnering-for-Childrens-Wellbeing-Grants-Guide-2021-2023_FINAL.pdf)
* [Wellbeing SA Strategic Plan 2020-2025](https://cdn.wellbeing.sa.gov.au/images/20090.1-WellbeingSA-StrategicPlan-2020update-WEB.pdf)
* [SA Healthy Towns Challenge Frequently Asked Questions](https://cdn.wellbeing.sa.gov.au/downloads/SA-Healthy-Towns-Challenge/3-SAHTC-2021-23_Frequently-Asked-Questions_FINAL.pdf)

Template forms and all other information pertaining to the *SA Healthy Towns Challenge – Partnering for Children’s Wellbeing* grants are available on: [**wellbeingsa.sa.gov.au/HealthyTownsChallenge**](http://www.wellbeingsa.sa.gov.au/healthytownschallenge)

Please complete the **Grant Application Checklist** on the final page of this application before submitting your application.

The sections of the application, including scoring, are as follows:

⚫ PART A: ELIGIBILITY AND PROJECT CONTACT DETAILS  
Information required, no score attributed.

⚫ PART B: PROJECT EXCLUSION CRITERIA  
Information required, no score attributed.

⚫ PART C: PROJECT DESCRIPTION: ABOUT YOUR PROJECT  
**75%** of the assessment criteria.

⚫ PART D: EVALUATION  
**15%** of the assessment criteria.

⚫ PART E: IDENTIFIED PARTNERS  
**5%** of the assessment criteria.

⚫ PART F: BUDGET AND CO-INVESTMENT  
**5%** of the assessment criteria.

All sections of the application form must be completed. Complete application with the supporting attachments must be emailed to [**WellbeingSASAHealthyTowns@sa.gov.au**](mailto:WellbeingSASAHealthyTowns@sa.gov.au) on or before **12:00 pm noon Friday, 15 October 2021.**

Please note that late and incomplete applications will not be considered.

**Please keep to the word count specified in the questions below. The Grant Assessment Panel will not read more than the number of words specified. Please note that your responses can be presented as dot points if preferred.**

PART A: ELIGIBILITY AND PROJECT CONTACT DETAILS

1. Project title

Click here to enter text.

2. Name of applying organisation

Click here to enter text.

3. Name(s) of the rural or regional South Australian town(s) which will be covered by your project and estimated population

Click here to enter text.

4. Australian Business Number for applying organisation (the applying organisation must have an active ABN to apply for a grant)

Click here to enter text.

5. Is the applying organisation eligible for GST?  Yes  No  
(If not, organisations can still apply for a grant)

6. Description of the applying organisation’s active presence in the town(s). (Applications unable to demonstrate an active presence will be ineligible).

Click here to enter text.

CONTACT DETAILS

7. Primary contact person

Name: Click here to enter text.

Role in organisation: Click here to enter text.

Phone number(s): Click here to enter text.

Email: Click here to enter text.

Postal address: Click here to enter text.

Physical address: Click here to enter text.

If additional local organisations/stakeholders will be involved in implementing your project please include the following:

8. Name of local stakeholder(s)

Click here to enter text.

9. Key role(s) of local stakeholder(s) in your project

Click here to enter text.

10. Project committee – please list the name, position title and organisation of each committee member

Click here to enter text.

NB: The purpose of the project committee is to guide project direction and implementation. It must, at a minimum, comprise representative(s) from the applying organisation and the partner/s, but can also include other relevant local stakeholders.

PART B: PROJECT EXCLUSION CRITERIA

11. Please confirm that your project does not request funding for the following:

* Ongoing operational and maintenance costs
* Existing and new staff members of your organisation
* Goods which have been purchased prior to the grant contract date
* Activities/programs which were established or took place prior to the grant contract date
* Duplication of existing services already available to the community
* Participation by individuals in interstate or international events
* Proposals that plan to make grants to third parties from the funding

**Our project does not request funding for any of the above (please tick)**

PART C: PROJECT DESCRIPTION: ABOUT YOUR PROJECT

Please note that Part C questions contribute to **75%** of the assessment. We strongly encourage you to read the guiding principles for completing your application for this section, found in the **Grants Guide**.

12. Does your project have a focus on children’s wellbeing? (Please tick)

Yes  No

13. Provide a short summary of your project (contributes to **5%** of the assessment criteria) (100 word limit)

Click here to enter text.

14. Please outline your project goals and objectives (contributes to **10%** of the assessment criteria)

(a) What is the goal of your project? (i.e. does it support the health and wellbeing for children?) (300 word limit)

Click here to enter text.

(b) What are the objectives of your project? (i.e. what benefits and outcomes do you anticipate for the town(s)? The objectives often relate to the risk factors or benefits for children’s health and wellbeing issue. (300 word limit)

Click here to enter text.

(c) How do your project goals and objectives align with improving children’s wellbeing as one of the Priority Focus Areas in the Wellbeing SA Strategic Plan 2020-2025? (300 word limit)

Click here to enter text.

15. What strategies will you use? (i.e. what will you do to achieve your objectives and goals?) (Contributes to **15%** of the assessment criteria) (500 word limit)

Click here to enter text.

16. Who is the target population for this project? (e.g. children, families, priority populations such as Aboriginal population, people from culturally and linguistically diverse populations, people with a disability etc.) What proportion of the proposed target group do you expect the project to reach? (Contributes to **10%** of the assessment criteria) (200 word limit)

Click here to enter text.

17. Why is this issue of significance to the community? What is the evidence base behind the range of actions you will take to address the issue? (Contributes to **10%** of the assessment criteria) (200 word limit)

Click here to enter text.

18. How will you engage your target population to ensure your project is used on an ongoing basis? How will community members be involved in co-design of the project? (Contributes to **10%** of the assessment criteria) (300 word limit)

Click here to enter text.

19. What are your key timeframes (i.e. when will you complete the key strategies over the 2 years period)? (Contributes to **15%** of the assessment criteria) (200 word limit)

Click here to enter text.

PART D: EVALUATION

Please note that Part D questions contribute to **15%** of the assessment

20. Please describe how your project will be evaluated. Evaluation methods and scope must be appropriate to the project, and could include any or all of project reach, outcomes (activity) and impact (i.e. the difference made to the community by the project). (500 world limit)

Click here to enter text.

21. Who will undertake the evaluation and what resources will be committed to the evaluation? (200 world limit)

Click here to enter text.

PART E: IDENTIFIED PARTNERS

Please note that Part E questions contribute to **5%** of the assessment.

22. Name of eligible partner organisation(s), key contact person, title and contact details (phone and email)

Click here to enter text.

23. Role(s) of the partner(s) in your project (100 word limit)

Click here to enter text.

24. A letter of support from the partner(s), indicating their role and commitment to the project, is attached to the application. (Please note that applications without a support letter will be ineligible.)

☐ Yes ☐ No

PART F: BUDGET AND CO-INVESTMENT

Please note that Part F questions contribute to **5%** of the assessment.

1. What is the total funding amount of this application (GST exclusive)? Please note that $250,000 (GST exclusive) is the maximum amount available for a grant for the two year period.

Click here to enter text.

1. What is the co-investment of your organisation (and partners) for the project? This may include co-funding or other in-kind resources. Please indicate the type and value of the co-investment.

Click here to enter text.

1. What is the budget for the project? Please complete the table below with as much detail as possible and attach quotes as appropriate.

Click here to enter text.

1. How will the grant funds be spent? Please complete the template below with as much detail as possible.

Click here to enter text.

|  |  |
| --- | --- |
| **Income** | **Budget (GST Exclusive)** |
| SA Healthy Towns Challenge grant amount requested |  |
| *Co-investment additional funding – amount and source* |  |
| **Expenses** (examples only provided below – please modify as appropriate) |  |
| Infrastructure costs |  |
| Promotional materials including… |  |
| Advertising including… |  |
| Equipment… |  |
| Specify any costs from the External Partner… |  |
| Evaluation (minimum 10% of the overall budget) |  |
| Other (please specify) |  |
| Other (please specify) |  |
| **Total** |  |

29. If the Grant Assessment Panel is unable to fully fund your application would you accept partial funding, negotiated with you?  Yes  No

Please provide any comment if applicable.

Click here to enter text.

GRANT APPLICATION CHECKLIST

Before you submit your application please tick the boxes below:

I have read the SA Healthy Towns Challenge - Partnering for Children’s Wellbeing Grants Guide and all questions on this Application Form have been answered.

Our organisation is eligible to apply, as per the **Grants Guide**

The project is infrastructure based and has a focus on children’s wellbeing within the town(s).

An eligible partner has been identified and a letter of support from them is attached to this application.

The project committee includes members from the applying organisation and partners as well as other relevant local stakeholders as appropriate.

The project has significant co-investment through both funding and in-kind contributions in the project.

A robust evaluation plan is in place and funded to at least 10% of the total budget.