

Health and Wellbeing for Older People Program Information Sheet

What is the Health and Wellbeing for Older People program?

The *Health and Wellbeing for Older People* program will assist older people in Victorian bushfire affected areas to reconnect with each other and the community through activities that promote the health and well being of older people. This program will support community groups and organisations such as U3A's, Men's Sheds, Neighbourhood Houses and Community Health Centres to run activities to support older people's psychological recovery and the community rebuilding process. The purpose of the grants is to support older people to re-connect with their communities.

The *Health and Wellbeing for Older People* program will provide grant funding to deliver locally based opportunities for older people to maintain their physical, nutritional and emotional health including physical activities gardening and social connections programs to assist in community recovery and rebuilding after the 2009 Victorian bushfires.

Why is the Victorian Government delivering these grants?

The *Health and Wellbeing for Older People* program is funded by the Victorian Bushfire Appeal Fund (VBAF). The program is being implemented by the Office of Senior Victorians (OSV) and the Department of Planning and Community Development (DPCD) in consultation with the Victorian Bushfire Reconstruction and Recovery Authority (VBRRA).

DPCD works with communities to plan for the future, to broker and coordinate investments, and offers a contact point for the whole of government. Priorities for DPCD are community growth and supporting vulnerable and disadvantaged people. A key driver is to assist Victorian communities to recover and rebuild after the bushfires.

OSV works to improve the quality of life for older people and senior Victorians. These improvements are achieved through developing government policy, implementing initiatives to promote the wellbeing and participation of older Victorians, and working to raise awareness about the contribution senior Victorians make to our community.

Who can apply?

Community not-for-profit organisations located in 2009 Victorian bushfire affected communities are eligible to participate in this program. A community based partnership approach is strongly encouraged to support these projects and ensure the participation of older people. Organisations eligible to apply to implement this funding organisation include:

- incorporated not-for-profit community based organisations such as Neighbourhood and Community Houses, Men's Sheds, and other community groups
- not-for-profit organisations that currently auspice other community based groups
- local government entities
- charitable organisations
- peak bodies and networks.

Non-incorporated organisations may apply in partnership with an incorporated organisation which has agreed to manage the project funds.

Projects funded under the *Health and Wellbeing for Older People* program will need to be located in communities affected by the 2009 Victorian bushfires. The table below shows the eligible Local Government Areas (LGAs) and the DPCD Regional Team contacts. Interested organisations **must** discuss their Expression of Interest with a DPCD Regional Team member.

<i>Regional Team Contact</i>	<i>Government Region, Bushfire Affected LGAs</i>
<i>Barwon South West Region</i> Barwon South West Team 📞 (03) 5215 6000	<ul style="list-style-type: none"> • Corangamite Shire Council • Southern Grampians Shire Council
<i>Eastern Metro Region</i> Metro Eastern Team 📞 (03) 9296 4620	<ul style="list-style-type: none"> • Yarra Ranges Shire Council
<i>Gippsland Region</i> Gippsland Team 📞 (03) 5174 7308	<ul style="list-style-type: none"> • Baw Baw Shire Council • Latrobe City Council • South Gippsland Shire Council • Wellington Shire Council
<i>Grampians Region</i> Grampians Team 📞 (03) 5327 2800	<ul style="list-style-type: none"> • Hepburn Shire Council • Horsham Rural City Council
<i>Hume Region</i> Hume Team 📞 (03) 5722 7101	<ul style="list-style-type: none"> • Alpine Shire Council • Indigo Shire Council • Mitchell Shire Council • Murrindindi Shire Council
<i>Loddon Mallee Region</i> Loddon Mallee Team 📞 (03) 5410 0050	<ul style="list-style-type: none"> • Greater Bendigo City Council • Mount Alexander Shire Council
<i>North & West Metro Region</i> Metro North West Team 📞 (03) 9208 3202	<ul style="list-style-type: none"> • Nillumbik Shire Council • Whittlesea City Council
<i>Southern Metro Region</i> Metro Southern Team 📞 (03) 9208 3685	<ul style="list-style-type: none"> • Cardinia Shire Council • Casey City Council

What type of projects might be funded?

Three types of grants are available:

Project Type	Amount (\$)	What can be funded
Physical Activity Grants	up to \$30,000 (inclusive of GST)	<ul style="list-style-type: none"> • Grants for community based organisations to deliver physical activity programs for older people in bushfire affected areas. • Projects will need to take place in public spaces and be of <u>public benefit</u>. • All activities must be at no cost to participants. • Physical Activity grant funds can be used for: <ul style="list-style-type: none"> ✓ purchase or hire of equipment* ✓ payment of trained physical fitness instructors ✓ venue hire costs ✓ transport costs for example hire/leasing of vehicles ✓ insurance costs ✓ project administration and coordination costs ✓ project promotion and advertising expenses. • Examples of suitable projects include activity based programs such as strength training, tai chi, yoga, Pilates, dance or aerobics classes.
'Looking Forward' Gardening Activities	Up to \$20,000 (inclusive of GST)	<ul style="list-style-type: none"> • Grants for local community groups to enable older people to re-connect with their communities and contribute to the health and wellbeing of the community by re-establishing gardens lost in fires. • Activities can be linked to community hubs, retirement villages and include an inter-generational aspect involving children, younger people and grandparents. • Gardening grants can be used for: <ul style="list-style-type: none"> ✓ insurance costs ✓ project administration and coordination costs ✓ equipment hire for example overhead projectors etc ✓ equipment costs including tools or plants ✓ purchase or hire of equipment* ✓ expert advice on drought resistant designs. • Examples of suitable projects include the establishment of community gardens in projects led by older people or the planting of a kitchen garden to support a healthy meals program.
Social Connections	Up to \$21,000 (inclusive of GST)	<ul style="list-style-type: none"> • Grants for local organisations in partnership with community groups to enable the delivery of classes in fire affected areas. • Classes will be community initiated and based on the interests of older people. • The activities will support older people to pursue their interests and enhance their quality of life by building new skills and knowledge, friendships and social networks. • Workshop grants can be used for: <ul style="list-style-type: none"> ✓ project administration and coordination costs ✓ venue hire costs ✓ equipment hire (for example overhead projectors) ✓ workshop promotion and advertising costs ✓ project administration costs (for example printing or catering) ✓ class instructors. • Examples of a suitable project include a partnership with a local University of the Third Age (U3A) and volunteer tutors sourced locally or via the U3A or other training organisations.

**Note all equipment purchased for the project must be donated to a not-for profit community based organisation for the benefit of the whole community at the end of the project.*

What will not be funded?

The *Health and Wellbeing for Older People* program will not fund the following:

- ☒ projects requiring ongoing funding from the Victorian Government other than the initial grant
- ☒ requests for retrospective funding for projects that have already started or have been completed
- ☒ organisations that do not have a legal status as being incorporated
- ☒ costs to cover existing debt or budget deficits
- ☒ requests for ongoing operational costs such as, but not limited to, salaries and utilities
- ☒ routine or cyclical maintenance works to existing facilities
- ☒ costs associated with purchasing a vehicle or other equipment purchases not directly linked to the project activities
- ☒ projects outside the bushfire affected areas and that are unrelated to the bushfires.

What are the funding conditions?

The following conditions will apply to projects that receive a grant:

- the grant recipient (or funds manager) must enter into a funding agreement with the DPCD that sets out the conditions and reporting requirements of the grant
- the project must commence within 3 months of entering into the funding agreement. Any unspent funds must be returned to the DPCD
- funds must be spent on the project as described in the Expression of Interest
- any variation to the approved project must be submitted to the DPCD for approval prior to implementation.

How will the Expressions of Interest be assessed?

Interested organisations should submit an Expression of Interest (EOI) for the *Health and Wellbeing for Older People* program.

What is the Expression of Interest process?

An Expression of Interest must be submitted by Monday June 7. Late or incomplete Expressions of Interest will not be considered. Expressions of Interest may be submitted in a number of ways:

- by email to grantapplications@dpcd.vic.gov.au
- by fax to 03 9208 3680
- by mail to:
Office of Senior Victorians
Department of Planning Community Development
1 Spring Street
Melbourne VIC 3000
(GPO Box 2392, Melbourne Vic 3001)

Expression of Interest: Health and Wellbeing for Older People program

Section 1 – Contact Information

Fields marked (*) are mandatory

Part A: Organisation details

* Name of Organisation:								
* Main Street Address:								
* Town / Suburb:				* Postcode:			* State:	
Postal Address (if different from above):								
Town / Suburb:				Postcode:			State:	
Authorised person (This is the person who is authorised by the organisation to make the Expression of Interest on their behalf.)								
* Title:			* First name:			* Last name:		
Position:								
Telephone:			Mobile:			Fax:		
Email:								
* Type of Organisation:	<input type="checkbox"/> Incorporated Association <input type="checkbox"/> Local Government <input type="checkbox"/> Other (please specify)							
Applicant Organisation's Australian Business Number (ABN), if you have one:			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>					
Do you need an auspice for this Expression of Interest?								
If your organisation is not incorporated, you must arrange for an incorporated organisation to manage the grant funds. This organisation will be the 'auspice' organisation for the Expression of Interest and you will need to provide their details in Part B.								
Yes, I need an auspice organisation for this Expression of Interest			<input type="checkbox"/>		(Complete Part B: Auspice Organisation details)			
No, I do not require an auspice organisation for this Expression of Interest			<input type="checkbox"/>		(Complete Part C: Contact Details for Project Manager)			

Part B: Auspice organisation details

Name of Auspice Organisation:								
Main Street address:								
Town / Suburb:				Postcode:			State:	
Postal Address (if different from above):								
Town / Suburb:				Postcode:			State:	
Authorised person								
Title:			First name:			Last name:		
Position:								
Telephone:			Mobile:			Fax:		
Email:								
Type of Organisation:	<input type="checkbox"/> Incorporated Association <input type="checkbox"/> Local Government <input type="checkbox"/> Other (please specify)							
Organisation's Australian Business Number (ABN):			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>					
Has the auspice organisation agreed to manage the grant on your behalf?					<input type="checkbox"/> Yes		<input type="checkbox"/> No	

Part C: Contact details for Project Manager

Title:		First name:		Last name:	
Postal address:					
Town / Suburb:		Postcode:		State:	
Telephone:		Mobile:		Fax:	
Email:					

Section 2 – Project overview

* Funding Stream	Please identify here which funding stream the grant is sought from		
<input type="checkbox"/> Physical Activity Grants	<input type="checkbox"/> 'Looking Forward' Gardening Activities	<input type="checkbox"/> Social Connections	
* Project name	We will use this name on all correspondence. Please use 50 characters or less.		
* What are you going to do?	Describe the project in 50 words or less. We will use this in reports and other publications.		
* Which communities will benefit from your project?	Describe the place/s that will benefit. Please provide local government area/s if you know them. If not, provide the suburb or postcode for each place that will benefit. Please limit your response to 120 words.		
	Describe any groups or communities your project is directed at, or particularly relevant, as outlined in the Health and Wellbeing for Older People program information sheet.		
Where will your project happen?	Please provide the address of where most of your planned activity will take place.		
Address:			
Local government area:			
* When will your project take place?	Your project must commence within 12 months of signing the funding agreement		
Anticipated project start date:		Anticipated project completion date:	

Section 3 – Project details that address the assessment criteria

Please indicate how your project addresses the following assessment criteria: Why? (25%), How? (25%), Who? (25%) and What will the project achieve (25%). Refer to the Health and Wellbeing for Older People program information sheet to help you answer the questions. Responses to each question should be no more than 250 words. Attach additional pages if required.

* Why do you want to do this project?	Outline why you want to do this the project and how it will contribute to bushfire recovery and community rebuilding. Include any details of community consultations.
* How will you deliver the project?	Describe how you intend to deliver the project including any project plans and

timeframes.

*** Who will be involved in the project?** Describe who will be involved in the management and delivery of the project. List any other organisations or groups you will work with and attach letter(s) of support that define their contribution to the project.

*** What will the project achieve?** Explain the expected benefits and outcomes from this program for older people and your community.

Section 4 – Project budget

Please provide details of the income and expenditure for your project, (inclusive of GST). Note that the total income **must** equal total expenditure.

You are required to submit your budget using the categories provided. If you cannot provide enough details in this section please provide a summary here and the details on a separate sheet (or sheets) using the same categories.

Income		Expenditure	
* Amount requested from this program	\$	Administration Overheads	\$
Other State Government funding	\$	Marketing and Promotion	\$
Local Government funding	\$	Venue/Meeting Room Hire	\$
Federal Government funding	\$	Education and Training	\$
Funds from your organisation	\$	Equipment and Materials	\$
Funds from other community organisations	\$	Insurance and Audit Fees	\$
Funds from business contributions	\$	Project Coordination	\$
Funds from philanthropic contributions	\$	Other (please specify)	\$
In-kind support from your organisation	\$		
In-kind from other sources	\$		
Other (please specify)	\$		
*Total income	\$	*Total expenditure	\$

Declaration

I state that the information in this Expression of Interest and attachments is to the best of my knowledge true and correct. I will notify the Department of Planning and Community Development of any changes to this information and any circumstances that may affect this Expression of Interest. I acknowledge that the Department of Planning and Community Development may refer this Expression of Interest to external experts or other Government Departments for assessment, reporting, advice, comment or for discussions regarding alternative or collaborative grant funding opportunities. I understand that the Department of Planning

and Community Development is subject to the Freedom of Information Act 1982 and that if a Freedom of Information request is made, Department of Planning and Community Development will consult with the applicant before any decision is made to release the Expression of Interest or supporting documentation. I understand that this is an Expression of Interest only and may not necessarily result in funding approval.

* Signature:	* Date:
* Print name:	* Position:
(To be signed by a person with delegated authority to apply - i.e. Chairperson, Secretary, Public Officer or Treasurer)	

Supporting documents

Please include any other attachments or additional information you have to support your Expression of Interest:

<input type="checkbox"/> Letter(s) of support
