

Our  is in the
health of the country



Rural Health Innovation Fund Grant Guidelines

These Guidelines should be read in conjunction with the application form.

**APPLICATIONS OPEN:
March 4th 2024**

**APPLICATIONS CLOSE:
April 29 2024
(Monday 5.00 pm)**

**TOTAL FUNDING:
For 2024 is up to
\$500,000**

Rural Health Innovation Fund would like to acknowledge the Traditional Custodians of the lands across Australia and pay respects to the Elders past present and future. We recognise and respect the unique cultural and spiritual relationships to the land, waters and seas, which continue to be important to Aboriginal and Torres Strait Islander people living today.

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RHIF Grant Guidelines

1. About The Rural Health Innovation Fund

The Rural Health Innovation Fund (RHIF) supports innovative community-led opportunities that enhance country South Australians health and wellbeing.

Recognising the diverse health and wellbeing needs of country South Australian's, RHIF strives to create positive change and provide a unique opportunity to support communities achieve their goals. The work of RHIF will provide a mechanism to drive health care improvements and positively impact the lives of country South Australians now and into the future.

The fund has been made possible by Country SA PHN who enables Rural Health Innovation Fund to accomplish their vision for better health and wellbeing for all country South Australians.

RHIF Goals

- Recognising the diverse health and wellbeing needs of country South Australians.
- Striving to create change through community-led solutions that have long term viability.
- Driving greater connection with a broad range of community organisations, stakeholders and industries.
- Using creativity to generate new and innovative ideas that translate to health improvements.
- Supporting impactful philanthropy through an organised, strategic and targeted way of giving.
- Enabling projects that are effective, efficient, sustainable and in support of equitable access.

The **RHIF priorities** align with the objectives and charitable purposes for which SA Rural Health Network (SARHN) was established. These include:

- Work directly to relieve sickness, suffering or disability in the Region.
- Improve patient outcomes in the Region by working directly with general practitioners, other primary health care providers, secondary health care providers and hospitals to develop integrated and coordinated services.
- Increase the efficiency and effectiveness of medical services for patients in the Region, particularly those at risk of poor health outcomes.
- Provide support to clinicians and service providers in the Region to improve patient care.
- Improve coordination of care in the Region to ensure patients receive the right care in the right place at the right time.
- Identify the health needs of local areas in the Region and develop locally focused and responsive services.
- Contribute to addressing national health priorities.
- Be efficient and accountable with strong governance and effective management.
- Do all such things as are incidental, convenient or conducive to the attainment of all or any of the above objects.

To support important health related activities, RHIF relies on generous contributions from supporters, donors, fundraisers and corporate partners.

2. What is the RHIF Grant?

The objectives of The Rural Health Innovation Fund Grants are to:

- Provide one-off funding for community-based projects which apply an innovative approach to supporting quality health outcomes for people living in country South Australia.
- Enable grant recipients to drive health care improvements (outcomes and experience) for people living in county areas, through projects that are effective, efficient, sustainable and in support of equitable access to care.

3. Who can apply?

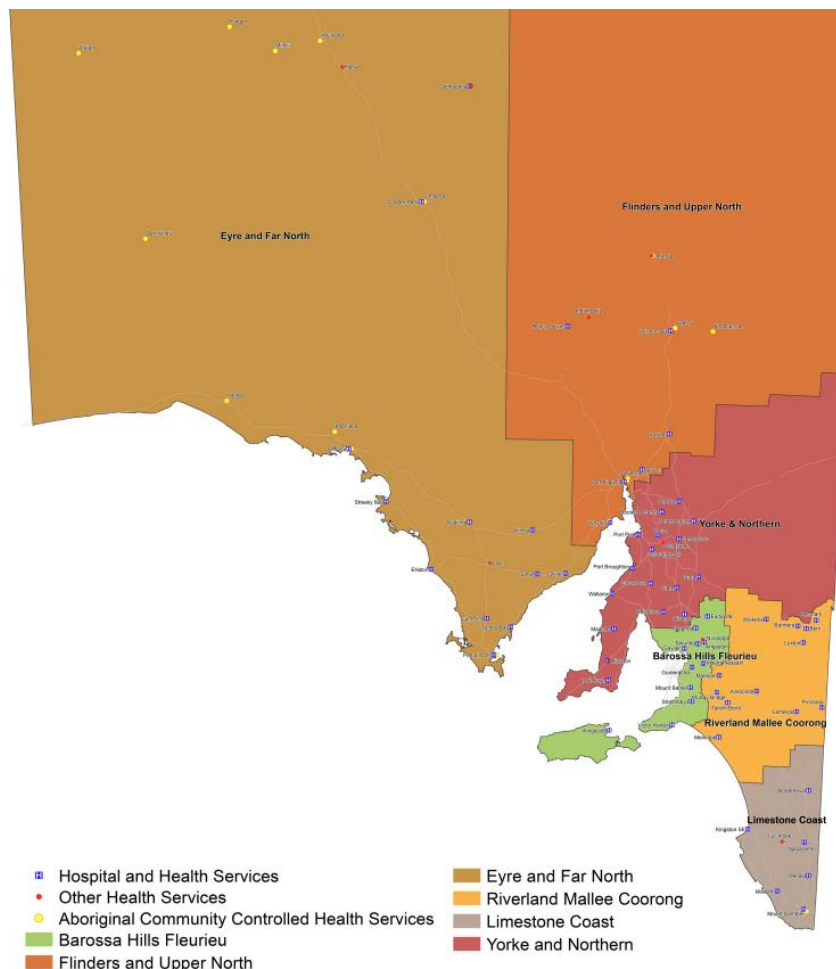
Grant applications will be accepted from:

- *Not for profit organisations*
- *Registered South Australian charities*
- *Community Groups*

Applicants may apply individually or seek to identify partners, relevant to the project or initiative.

The proposed services/activities must be delivered within the geographical boundaries aligned with Country SA PHN.

- *Barossa Hills Fleurieu*
- *Eyre and Far North*
- *Flinders and Upper North*
- *Limestone Coast*
- *Riverland Mallee Coorong*
- *Yorke and Northern*



Applicants from non-South Australian based agencies will need to demonstrate evidence of their footprint and relationships in country South Australia. When assessing the applications, the Assessment Panel will take into consideration geographic reach across areas with the aim to enable balanced opportunities across country South Australia.

4. Who Cannot apply?

Grant applications will not be accepted from:

- For-profit businesses or organisations, research foundations or trusts, professional associations, Statutory Authorities; or
- Commonwealth or South Australian Government departments including Local Government; or
- Public and private independent educational institutions for example, primary, secondary or tertiary institutions.
- Organisations that do not support and/or abide by relevant State and Federal legislation.

5. Eligibility

To be eligible applicants must:

- Be a not for profit organisation or registered as a charity on the Australian Charities National Register.
- Have an active Australian Business Number (ABN) or Australian Company Number (ACN)
- Have and maintain adequate Public Liability insurance coverage \$10,000,000 per claim and where applicable:
 - Professional Indemnity \$10,000,000 per claim
 - Workers Compensation as required by legislation
- Provide relevant Certificates of Currency with the application.
- Agree to comply with RHIF Standard Terms and Conditions.
- Be able to commence and conclude service delivery by dates specified where applicable.
- Provide evidence of current accreditation, where applicable.
- Apply by completing all sections including the budget within the application form.

If you are unable to meet all pre-conditions you may apply proposing that the grant is auspiced and administered by another agency that can meet the eligibility requirements. Submissions must include required information as set out under Attachment 2 Auspiced Applications.

6. How much funding is available?

The total funding pool available through the Rural Health Innovation Fund is up to \$500,000 for 2024/25.

Applicants are encouraged to apply for a portion of the total funding pool relevant to their project. Funding is available from 1 July 2024, funds must be expended by 30 June 2025.

7. What kinds of projects can be funded?

Successful grant projects will demonstrate how they contribute to enhancing primary health outcomes for people living in country South Australia.

Grant funded projects may (but are not limited to):

- Be led by the community: created by and for the community.
- Build on existing services, programs with the intent to further develop or bring to scale.
- Test new or innovative strategies using new or emerging technologies, products or processes.
- Support provision of medical equipment or transport (standalone purchase of vehicles will not be considered)

Proposals should clearly articulate how projects will become sustainable or provide opportunity to inform or support future service design, system changes and improvements.

Applicants should articulate how their proposal aligns with the following **key focus areas** as relevant:

- Delivers better health outcomes for country South Australians.
- Is new or builds on existing services, programs to deliver sustainable improvements or knowledge that will enable better health outcomes at an individual, service and/or systems level.
- Capitalises on the opportunity to be bold, apply creative thinking and test innovative ideas.
- Partners with consumers to better manage their health care.
- Provides a contemporary data and evidence-based approach to:
 - Address a need or gap identified in population health data monitoring or from other reliable sources.
 - Build knowledge and/or evidence on which effective action can be based.
 - Demonstrate the impact on intended outcomes.

8. What cannot be funded?

Grant projects not suitable for funding include:

- Goods which have been purchased prior to the Grant contract date.
- Activities/programs which took place prior to the Grant contract date.
- Projects that duplicate existing products or services already available in the community.
- Activity in interstate or international locations.
- Projects already being Enter current funded.

If applicants have applied/been approved for alternative/additional funding for their project through an organisation other than RHIF, the applicant must disclose this at time of application.

Applicants must not assume they will be successful, or enter into commitments based on that assumption, prior to receiving formal outcome notification.

9. Application assessment

Due to the limited amount of funding available, not every application that meets the eligibility criteria will receive funding.

It will be at RHIF's discretion to award funds to one, multiple or no organisations, and determine if the funding proposed is cost effective and equitable.

Applications must meet the eligibility criteria.

RHIF will appoint an assessment panel to review applications and undertake a comprehensive assessment process. The assessment team will evaluate applications to identify projects that clearly demonstrate their capacity to undertake the project and are of benefit to the community.

Eligible applications will be assessed against the following criteria:

- Project Concept
- Evidence of Need
- Project Design
- Marketing and Promotion
- Governance and Evaluation
- Finance and Sustainability

10. Successful applications

Successful applicants offered grant funding must enter a contract agreement with RHIF. This contract will outline the agreed outputs and outcomes for the successful project.

At the completion of the grant period, the grant recipient will provide the following within 28 business days:

- A completed Grant Acquittal Form detailing how funds were expended and evidence of expenditure.
- A completed Grant Reporting Form summarising implementation of the project and reports on the projects reach and impact.

Interim progress reports may also be a requirement stipulated in the grant contract, depending on the size, duration and value of the project.

Any funds unspent at the completion of the grant period will be returned to RHIF.

Publicity and Information Sharing

It is a condition of funding that, RHIF or Country SA PHN may promote or publicly refer to any grants project.

Grant recipients will be required, if requested, to provide project related information for the purpose of promotion.

RHIF may also monitor progress in regular meetings. Meetings may be face to face, by video or teleconference.

11. Application process

To apply:

- Complete the Application Form by addressing all of the questions.
- Applications must:
 - Be provided in English.

- Not be handwritten.
 - Ensure a separate risk assessment is attached.
 - Clearly state the funding being requested.
 - Complete the budget section on the application form, providing quotes if relevant.
 - Quote prices that are exclusive of GST.
 - Be appropriately endorsed by the authorised officer of the Applicant.
- Supporting Documents and attachments: Only insurance certificates of currency, risk assessment, agreements to partner and letters of support where applicable are accepted as separate attachment/s.

How to submit Please email your signed completed application along with insurance documentation, risk assessment and any supporting documents to: rhif@country.saphn.com.au

All applications will be acknowledged on receipt and notified in writing as to the success of their application.

Funding will be paid directly into the successful applicants nominated bank account provided following the return of the signed agreement documents.

12. What if we cannot meet these conditions?

In cases where applicants are unable to meet the conditions of participation fully, they may wish to consider arranging to have their grant auspiced by another agency that can.

If your organisation proposes that the grant is auspiced and administered by another agency, please note the organisation name in your application and arrange for the Auspicing body to complete the Auspicing form.

13. Key dates and timing

Key dates for the grant opportunity are provided in the table below. If RHIF decides to change any of the key dates prior to the closing time for submission of applications, it will give notice of the changes on relevant webpages. It is the applicant's responsibility to monitor the website for updates.

This timeline is provided as a guide only and RHIF reserves the right to make alterations.

Applications open	Monday 4 March 2024
Applications close	5:00 pm Monday 29 April 2024
Notification date (Indicative)	Monday 15 July 2024
Grant funds will be required to be expended by:	Sunday 30 June 2025

14. For more information

All communication regarding this grant opportunity should be directed to the Rural Health Innovation Fund Coordinator:

Trudi Penrose-Starr

Mobile: 0499 508 937

Email: rhif@countryssaphn.com.au

Website: <http://bit.ly/40Cbblp>

Facebook: <https://www.facebook.com/groups/2177011069158163>

15. Application Tips

The following tips may assist with completion of the application form. Please note, these are guides to support preparation of the full application.

Is the applicant eligible?	Ensure applicants meet all the requirements for eligibility and include any appropriate evidence.
Completing the application form	Ensure each section is written within the word count with clear concise descriptions.
What is the proposed project?	<p>Where relevant:</p> <ul style="list-style-type: none">• Demonstrate how the project will drive health improvements (outcomes and experience) for country South Australians.• Demonstrate alignment to key focus areas.• Describe how the project will test a new idea and/or build on existing projects.• Explain the plan to make the project sustainable beyond the grant period.• Describe how any proposed partnerships or collaborations will achieve the intended outcomes.• Demonstrate a commitment to increased connectivity through relationship-building and networking beyond the grant project.• Outline the proposed governance arrangements for the project as well as the governance arrangements for the organisation.
Who does the project aim to help?	<ul style="list-style-type: none">• Specify which groups of people/services and/or systems the project will target.• Detail the geographical location and reach of the project.• Outline the evidence and justify why the project is needed for example, using quantitative data or qualitative feedback from the community.

<p>What strategies, actions and activities will be used?</p> <p>Why will they work to address the need?</p>	<ul style="list-style-type: none"> • Provide details on specific strategies and actions and how they will work towards health improvements (outcomes and experience) for regional South Australians. • Outline how the strategies/plans will be implemented i.e. how will the project work? • Demonstrate innovative thinking and well thought out concepts to test or trial new ideas.
<p>What are the key timeframes?</p>	<ul style="list-style-type: none"> • Describe the timeframes of the project, be specific and detailed. • Include when key actions will take place. • Outline how the project will be achieved within the timeframes.
<p>Are there partners or collaborations involved?</p>	<p>Where relevant:</p> <ul style="list-style-type: none"> • Specify any people or groups you will work with, why they have been chosen and what role they will play. • Confirm if the partners have agreed to participate and if they have reviewed the project proposal. • Provide details of the proposed project management approach including project governance.
<p>How will the reach and impact of the project be measured for example, number of people who will benefit?</p>	<ul style="list-style-type: none"> • Describe the information and data planned for collection, to measure the impact (or change/improvement) on health improvements (outcomes and experience) for regional South Australians. • Describe the mechanism for information and collection for example, surveys, website 'hits', service/session attendance.
<p>How much Grant funding is being requested? How will the Grant funds be spent?</p>	<ul style="list-style-type: none"> • Outline the amount of grant funding being applied for and a breakdown of how the grant funds will be spent.
<p>Are there any co-contributions proposed?</p>	<ul style="list-style-type: none"> • Detail any proposed co-contributions committed to by the applicant or partner for example, co-funding or other in-kind resources.
<p>How will the outcomes/outputs deliver longer term benefits?</p>	<ul style="list-style-type: none"> • Describe the longer-term contribution the project will make to health and wellbeing improvements (outcomes and experience for regional South Australians). • Detail the approach to ensure sustainable outcomes can be delivered.