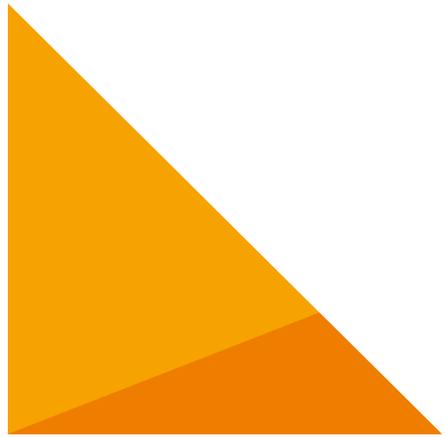




Victorian
Responsible
Gambling
Foundation



FUNDING GUIDELINES

PREVENTION GRANTS FOR REGIONAL AND RURAL VICTORIA

REFERENCE NUMBER:

REG1819

ISSUE DATE:

22 March 2018

PLACE FOR LODGEMENT:

Please lodge your application via email to steve.cram@responsiblegambling.vic.gov.au and cc contact@responsiblegambling.vic.gov.au. Quote your project title and the reference number shown at left in the subject line of your email.

These guidelines outline the intent and nature of the Foundation's Prevention Grants for Regional and Rural Victoria which will be implemented by the Victorian Responsible Gambling Foundation during the period of June 2018 to June 2019.

More information is available on the Foundation's website at: www.responsiblegambling.vic.gov.au/regional

Prevention Grants for Regional and Rural Victoria

Purpose of the grants program

The Victorian Responsible Gambling Foundation's (the Foundation) Prevention Grants for Regional and Rural Victoria (the program) aims to build the capacity of regional and rural organisations to develop partnerships, and implement initiatives that prevent harm from gambling impacting on their communities.

The program is part of the Foundation's ongoing commitment to preventing gambling harm in all of Victoria's communities and our strategic priority to minimise gambling harm within vulnerable groups, including young people and Aboriginal communities. The program also forms part of the Foundation's [Statement of Regional Intent 2018-21](#) which outlines our commitment to providing targeted assistance to outer metropolitan, regional and rural communities.

Grant applications are welcome from not for profit organisations, social enterprises, local government and community or public health organisations based in regional and rural Victoria (see *Who can apply?* on page 3 for further information).

The Foundation will look favourably upon applicants who have formed partnerships with their local Gambler's Help service – being a key stakeholder with gambling content expertise and provider of gambler's help services – or other relevant public health, community or health-based agencies and organisations. Projects that can be scaled up or could inform future gambling harm prevention projects will also be well received.

Gambling harm in regional and rural Victoria

Rates of participation in gambling activities are similar across the state. However, some parts of outer metropolitan, regional and rural areas are home to higher numbers of people who are vulnerable to gambling harm. In addition, they may not be well equipped, due to socio-economic or other circumstances, to easily 'bounce back' from harm.

Furthermore, environmental factors can increase the likelihood of harm, for example in Victoria a third of the state's electronic gaming machines (or 'pokies') – which can be associated with severe gambling harm – are located in regional and rural areas.

Wagering – betting on racing and other sports – can also be linked to harm. More than 350 of Victoria's 700 TAB outlets are located outside Melbourne. Bets can also be placed via phone or online.

For more information about gambling harm, see our publication [Assessing gambling-related harm in Victoria: A public health perspective](#).

Program objectives

NOTE: Applicants are required to address a minimum of two of these objectives, one of which must be objective 3.

1. To pilot a targeted* initiative that aims to reduce and prevent gambling harm in regional/rural Victoria.
2. To investigate the impact of gambling harm on communities in regional/rural Victoria and collect information about specific environments or cultures** that influence gambling behaviours.
3. To create partnerships and collaboration, particularly between regional/rural organisations and local Gambler's Help services, academics or other experts in the field, in order to build the capacity of regional/rural Victoria to meet local challenges related to gambling harm.

* e.g. targeted to a sub-population or place specific.

**as just one example, you may find that betting during a cricket match is a 'gambling culture' in your local community.

What's on offer?

The Foundation is offering grants of up to \$50,000 (excluding GST), with value for money being a key criterion in the assessment of grant applications. The program has a total of \$250,000 (excluding GST) funding available.

The funding period for all projects is 12 months (June 2018 to June 2019).

Important dates

ACTIVITY	DATE
Applications open	22 March 2018
Applications close	5:00PM AEST 3 May 2018
Notifications to successful and unsuccessful applicants	Early June 2018
Funding commences	30 June 2018
Final reports completed and projects completed	June 2019

Getting started

Please read the following items:

1. **Funding guidelines** (*this document*). Please ensure you read and understand these guidelines, with particular focus on the terms and conditions and assessment criteria.
2. **Applicant response form**. This can be downloaded from www.responsiblegambling.vic.gov.au/regional

How to apply

Step 1: Before submitting your application, all applicants need to contact the Foundation to provide a brief verbal summary of your project proposal, including which of the program objectives your project will align to. This is also an opportunity to ensure you have a good understanding of the purpose of the grants, and that your organisation and the project idea is eligible. We ask you to contact us as early in the application period as possible.

Telephone Steve Cram (03) 9452 2664 or Niamh O'Brien (03) 9452 2636.

Step 2: Applicants are required to submit their response using the **applicant response form** and by emailing their completed form to the Foundation. Please quote your project title and the reference number (found on the cover page of these guidelines) in the subject line of your email, and send to steve.cram@responsiblegambling.vic.gov.au and CC: contact@responsiblegambling.vic.gov.au by **5:00PM AEST, 3 May 2018**.

The Foundation cannot accept late applications or provide extensions to the closing date.

Who can apply?

Grant applications are welcome from not for profit organisations, social enterprises, local government and community or public health organisations **based in regional and rural Victoria***.

* Applicants must be located in a local government area (LGA) in one of the five Victorian regions which comprise regional and rural Victoria ([as defined by the Victorian Government](#)). In determining whether an entity is based in regional or rural Victoria, the Foundation will consider this based on the location in which the entity is incorporated.

Applicants must be a single corporate entity. Individuals or sole traders are not eligible to apply.

Gambler's Help services based in regional locations may apply for funding, however this program cannot be used to duplicate funding already provided through other funding streams, and Gambler's Help services will need to ensure that regional prevention projects are appropriately resourced – separate to their Gambler's Help functions.

Organisations that are based in metropolitan regions but whom conduct operations or projects in regional Victoria are not eligible for funding. They can however, partner with a regionally-based organisation (the Applicant) on a funding submission.

Please note that all funding must be used for the community benefit and cannot be used to generate a profit for individuals.

Please note, where an organisation intends to work with Aboriginal communities, we will preference funding an organisation that is owned and led by that community.

Where the organisation is not owned and led by that community, the organisation will need to provide a letter of support from an Aboriginal Community Controlled Health Service, Aboriginal Cooperative, or [Registered Aboriginal Party](#), as well as information about the organisation's previous experience working with that community.

Similarly, for projects working with Culturally and Linguistically Diverse communities, where the applicant is not an organisation that is governed or led by that community/communities, we will require a supporting letter from the local organisation or community group that you aim to work with, as well as information about your organisation's previous experience working with that community. We encourage applicants to phone the Foundation staff listed on page 3 of these guidelines if you have any further questions.

Only one application per organisation will be accepted. Partner organisations can, however, be involved in more than one application.

Assessment criteria

Applications will be assessed by a panel consisting of both Foundation staff and an external expert.

Applications will be assessed against the following assessment criteria, which are detailed further in the *applicant response form*.

- **Project Concept** - weighting 45%
- **Organisational Capability and Partnerships** - weighting 30%
- **Sustainability/Scalability** - weighting 25%

Applications will be assessed on overall value for money.

Participation and reporting requirements

Successful applicants will be required to complete the following:

- brief project plan including objectives and outputs (due within a month of funding agreement signed)
- attend an orientation session hosted by the Foundation
- progress report (due mid-way through the project)
- a final report, including overall project impacts, outputs, reach, lessons learnt and final expenditure (due upon completion of the project)
- participation in an external evaluation of the program.

Due dates for the above documents will be confirmed during contracting.

What we will fund:

- project proposals that align with the funding requirements (as outlined in these guidelines).
- projects that align with primary and secondary prevention principles (refer to page 15 of our [public health background paper](#)).
- reasonable reimbursement of staffing costs for existing employees that are delivering agreed activities, or costs to engage a contractor
- design, publication or production costs for materials and collateral where clear Foundation branding is included
- reasonable advertising or media costs for activity promotions
- reasonable costs of facilitation for approved events related to the project, such as catering, facility hire and administrative costs
- costs associated with day to day monitoring of projects, including data collection and reporting, of up to ten per cent of the total submitted budget
- conference registration costs if presenting on the funded project (Australian conferences only).

What we will not fund:

- applications from non-incorporated entities
- capital works
- commercial activities that have no community benefit
- applications where the majority of funding is allocated to alternate recreation activities
- evaluation of existing policies or programs
- deficit funding of organisations
- activities that are otherwise the core function of a local, state or federal government
- service delivery not related to the project (e.g. the provision of services that are not required for the purposes of the project)
- activities *in isolation from the funded project* (e.g. videos, films, publications, conference attendance and associated travel expenses)
- international travel.

Terms and conditions

By submitting an application for funds under the Prevention Grants for Regional and Rural Victoria, you agree to be bound by the terms and conditions set out below. The program is being administered by the Victorian Responsible Gambling Foundation (the Foundation). In the event of any inconsistency between promotional and/or marketing materials and these terms and conditions, these terms and conditions take precedence.

Allocation of funding

1. The Foundation will only fund projects that meet the requirements of the funding application and these guidelines, and maintains discretion to withhold available grant funds if there are not sufficient applications or project quality to justify disbursement of the total available amount.
2. All funding granted must be used for the community benefit and cannot be used to generate a profit for individuals.
3. Successful applicants will be required to:
 - deliver regional and rural Victorian-based activities primarily focused on outcomes that will benefit the communities of regional and rural Victoria
 - ensure they are not subject to any current or impending legal action that could impact the financial viability of their organisation

- confirm ABN and bank account details for electronic funds transfer
- enter into a contractual agreement (the Funding Agreement) with the Foundation
- attend up to two forums – an orientation, and a forum held near project completion. Attendance at other forums (e.g. with the [Prevention Partnership Program](#) funded projects) is recommended, but not mandatory.

Conflict of interest

1. All personnel listed in an application are required to declare any actual, perceived, or potential conflict of interest (including project partners). Applicants must declare any conflicts of interest (see section 6 in the applicant response form).
2. Project personnel are required to stipulate that they possess no property, are not engaged in any business, trade or calling that creates a conflict of interest in the work they would conduct as grant recipients for the Foundation.
3. If a conflict of interest (actual, perceived, or potential) is declared or one is considered by the Foundation to exist, the Foundation may seek independent advice as to how this may or may not affect an application.

Insurance

1. Grant recipients must maintain adequate levels of professional indemnity insurance, public liability insurance and workers' compensation insurance. Applicants being considered for funding will be required to provide evidence of their insurance (Section 5 in the Applicant response form).

Collaboration and co-funding

1. Where multiple organisations are to be involved in delivering a project, these organisations will need to nominate a project lead (the Applicant). The nature of the agreement and arrangements between those involved is a matter for those entities. In all instances, the funding agreement will be between the Foundation and the Applicant, and the Applicant is legally responsible for delivering the project.
2. Applicants are permitted to source additional funding (co-funding) from other bodies to deliver a project. The nature and extent of any co-funding arrangement, needs to be detailed in the financial section (section 4) of the *Applicant response form*, including the full name and ABN (if relevant) of the funder and supporting evidence of the availability of the funding.

Publications and media comment

1. The Foundation will issue a media release about the successful applicants, in consultation with those agencies. Any other media releases or publications in relation to a successful application must be reviewed by the Foundation before they are issued. The Foundation must also be consulted in relation to any media comment a grant recipient intends to make as a result of the prevention project.
2. The Foundation intends to publish information about the regional and rural prevention partnership projects. The Foundation will work with successful applicants to ensure the accuracy of any published information regarding the prevention projects, case studies and/or examples of best practice highlights.
3. Successful applicants will be required to comply with all of the Foundation's media, branding and web guidelines, including acknowledgement of the Foundation's Prevention Grants for Regional and Rural Victoria in all communications.