**Overview**

The NSW Health End of life and Palliative Care NGO Grants program (NGO Grants) aims to increase community capacity to engage with death and dying. The NSW Ministry of Health (the Ministry) invites proposals from the non-government, not-for-profit sector and Aboriginal Community Controlled Organisations (ACCOs) and Aboriginal community-controlled health organisations (ACCHOs) to deliver projects or initiatives within NSW.

The program provides one-off grants for NGOs over a four-year period from FY 2023/2024 – FY 2026/2027.

The objectives of the NGO Grants are to support community activities and projects that align with the vision of the [NSW End of Life and Palliative Care Framework 2019-2024](https://www.health.nsw.gov.au/palliativecare/Publications/eol-pc-framework.pdf) (the Framework) and [Future Health](https://www.health.nsw.gov.au/about/nswhealth/Publications/future-health-report.pdf): Guiding the next decade of health care in NSW 2022-2032. This includes:

* increasing death and grief literacy in the community
* promoting knowledge and implementation of Advanced Care Planning
* providing bereavement, grief and loss support for families and carers.

A maximum of one application per organisation will be accepted.

**Submitting your application**

Organisations may submit one application from the opening date of 5February 2024 up to and no later than the application closing date of **12pm Monday 18 March 2024.**

Applications must be submitted to the Community Care and Priority Populations, Health and Social Policy Branch via email to [MOH-PalliativeCare-NGOGrants@health.nsw.gov.au](mailto:MOH-PalliativeCare-NGOGrants@health.nsw.gov.au).

Please use subject heading in your application email: **Submission** **Palliative and End-of-life NGO Grants Application**.

Applications must be submitted in full, inclusive of all required documents, in Microsoft Word format (with file name ending in “.doc” or “.docx”) or Adobe Acrobat (\*.pdf).

The Ministry will provide confirmation of each received application via return email to the applying organisation. Organisations that do not receive confirmation of receipt of application are to consider the application incomplete and are responsible for contacting the Ministry.

|  |  |
| --- | --- |
| SECTION 1: NOMINATED CONTACT INFORMATION | |
| **Organisation** |  |
| **Proposed location/s for implementation:** |  |
| **Executive Sponsor Contact:** | Name: |
| Phone: |
| Email: |
| Signature: |
| **Project Contact Lead:** | Name: |
| Phone: |
| Email: |
| Signature: |

|  |  |
| --- | --- |
| **SECTION TWO: ELIGIBILITY CRITERIA** | Agree (Y/N) |
| *Please respond by marking your agreement to the following statements.* | |
| The applicant is a registered non-government organisation under relevant legislation as follows:   * An ACCO that is:   1. not-for profit   + incorporated under relevant legislation   + controlled and operated by Aboriginal people   + connected to the community, or communities, in which they deliver the services   + governed by a majority Aboriginal governing body. * Alternatively, the organisation is a not-for profit entity incorporated under any of the following:   + Associations Incorporation Act 2009 (NSW)   + Corporations Act 2001 (Cth)   + Corporations (Aboriginal and Torres Strait Islander) Act 2006   + Other Australian legislation. |  |
| Application is submitted by the due date  (Applications received after the due date will be marked as a late submission and may be considered by the Assessment Panel in extenuating circumstances) |  |
| Application is submitted in full, inclusive of all completed required documents and all relevant fields of the application have been completed  (Incomplete application forms may not be assessed) |  |
| The organisation has applied for a grant between $80,000 – 200,000 per year, over four years (2023/24 – 2026/27) |  |
| The proposed project is aligned with one or more of the grant objectives |  |
| The proposed project activities will be delivered within NSW |  |
| Your application is within 15% of the nominated word count |  |

|  |
| --- |
| 1. **Project overview, background and scope (300 words)**   Provide a brief overview of the proposed project including background and scope.  What is the project or activity you are proposing and how will it align with an objective, or multiple objectives, of the end of life and palliative care NGO grants program? |
|  |
| 1. **Implementation plan (500 words)**   Please outline the implementation plan for your project or activity – please refer to the grant guidelines for details on information expected to be included within the implementation plan.  *Applicants should demonstrate experience in and have the operational capacity to implement project outcomes.* |
|  |
| 1. **Reach, impact and sustainability of resources (100 words)**   Please outline the reach and impact of the proposed project across the end of life and palliative care sector, your specified target audience or across different geographical areas within NSW **and/ or** demonstrate sustainability of the program beyond the funding period. |
|  |
| 1. **Project budget (300 words)**   Please include a project budget and amount of funding requested for each year of the proposed project. This should highlight efficient, effective and transparent budgeting and implementation to produce quality outcomes and value for money. Project budgets should be between $320,000 and $800,000 over four years (i.e. $80,000 - $200,000 p.a.). |
|  |
| 1. **Capacity to provide culturally safe services for Aboriginal and Torres Strait Islander communities (300 words)\***   If Aboriginal people will form part of your service users, please describe how you will ensure your project/ activity will be culturally safe and respond to the needs of Aboriginal and Torres Strait Islander people.  Applicants should provide details on how they engage and partner with Aboriginal and Torres Strait Islander people, organisations and/or community representatives and how they will continue to do this with respect to the proposed grant activity.  If you believe Aboriginal people will not be clients of your proposed project, please explain this.  \*ACCOs/ACCHOs are not required to provide information for this criterion. |
|  |
| 1. **Target audience (200 words)**   Information should be provided on the intended target audience for the project and how this aligns with aims and objectives of the NGO grants program, along with the priorities for the Future Health Report and NSW End of Life and Palliative Care Framework.  Consideration should be given within applications for priority populations, as outlined in [the End of Life and Palliative Care Framework](https://www.health.nsw.gov.au/palliativecare/pages/eol-pc-framework.aspx). |
|  |