

Youth Health Forum Incubator Grants Guidelines

CHF | **Youth**
Consumers Health | Health
Forum OF Australia | Forum



Guidelines

Please refer to CHF website for application form.

If you have queries about the grant guidelines, please direct your question to Luke Catania, National Coordinator Youth Health Forum (YHF) at yhf@chf.org.au.

All applications must be received by YHF either by email or post, by the closing date to be eligible for assessment. No late applications will be accepted.

All submissions will be acknowledged within five working days. Please contact YHF if you do not receive confirmation of receipt by this time.

Closing date is 5:00pm on 31 May 2021.

Important notice

The implementation of successful YHF Incubator Grants will be subject to the relevant National and State/Territory Government directions on COVID-19 Safety Plans and Guidelines.

About CHF and the Youth Health Forum

The Consumers Health Forum of Australia (CHF) is the national peak body representing the interests of Australian healthcare consumers and those with an interest in health care consumer affairs. CHF works to achieve safe, quality, timely healthcare that is underpinned by accessible health information and systems for Australians of all ages.

The Youth Health Forum (YHF) was launched by the Consumers Health Forum of Australia (CHF) in 2018 to fill the gap in youth participation within our membership and networks and the consultations we attend. The members are aged 18-30 from across Australia with diverse backgrounds, identities, and lived experience. Their collective knowledge spans physical and mental health services, involvement with the NGO and community sector, and engagement with local issues. A group of 10-12 Young Leaders (YLS) work with the National Coordinator to advise on priorities and directions of the YHF.

The CHF has since received triennium funding from the Australian Government Department of Health to further develop the YHF to provide advice and leadership in youth health policy and to champion the youth perspective in national discussions part of its initial response to [National Action Plan for the Health of Children and Young people 2020-2030](#). The CHF is committed to the YHF as one of its flagship programs.

The YHF's program of work across its current three-year term includes an incubator grants program. These grants will be administered by CHF in line with the guidelines below.

Follow these links for more information [about CHF](#) and [the YHF](#).

About the Incubator Grant Program

Background

Young consumers are the "missing middle" in Australia's health system. They face many challenges. As they move from the paediatric system to the general system catering for adults, they can find that the services on offer are confusing, difficult to navigate and often inappropriate to their needs. Varying levels of health literacy among young people compound these challenges. They are experiencing unprecedented health issues including rising rates of obesity, depression and anxiety compounded by COVID-19. If not addressed, these health issues can plague young people in other serious ways disrupting their learning and pathways into careers and adult life. For the first time in decades we face the prospect that the current generation of Australians will die at a younger than their parents.

However, this can be addressed, by engaging with and supporting the development of resources by young people to improve communication, provide pathways to services and

ensure that the “missing middle” is found and supported. At the initial Youth Health Forum gathering in 2018 it became apparent that a number of young people were engaged in active health advocacy in their community and that they had many ideas about how to improve access to health services for young people but they needed some support to turn those ideas into action in collaboration with local partners and services.

The YHF incubator grants program is designed to enable these ideas and young people to work locally with service providers to advance them into plans and action. Ultimately, this program is designed to encourage the implementation of new ideas to improve the experiences of young people in the health system become a reality.

In addition to addressing program objectives and criteria it is desirable that incubator grant applicants consider how their idea might advance:

- Key issues raised in the seminal report [Life Transitions and Youth Pathways to Services](#) produced by the YHF in association with the Wellbeing and Youth (WH&Y) Centre for Excellence in Adolescent Health
- Priorities contained in the [National Action Plan for the Health of Children and Young people 2020-2030. \(the Action Plan\)](#) particularly those relating to:
 - supporting transitions and risks during all life stages and across the life course, including adolescence and into adulthood
 - the incorporation of co-design and engagement with young people in development of approaches, tools, and communications promoting health literacy and health-seeking behaviours
 - strengthening universal health service accessibility and reach with a focus on integrated models of care.
- The priorities and youth empowerment and engagement practices explored in the [National Youth Policy Framework \(the Framework\)](#) consultations and the [Youth Taskforce Interim Report](#).

Program Objectives

Young people’s experiences in the healthcare system can vary greatly from those of children and middle-aged adults.

Excluding already established areas of concern (such as mental health), there is a lack of services, targeted information and support to find and navigate the health system for young people (aged 18 to 30).

To address the areas for health system improvement with regard to services for young people as well as relevant priorities in both the Action Plan and Framework, an approached centred on communities of interest will be taken to build grass roots capacity to educate, support and improve young people’s engagement in health services.

The community of interest might be a geographic one involved in local health networks but also other networks such as multicultural, national chronic disease and youth engagement. Further communities of interest could include those priority populations identified in the Action Plan.

This program aims to fund community partnership initiatives to help address the information, health literacy and navigation support shortfalls for young people. These initiatives will be youth-led with the backing of an existing established organisation or health network and will be co-designed and implemented with the young people they are targeted at.

Specifically, the projects that will be supported will:

- involve a young person (aged 18 to 30) or group of young people leading a partnership with a service (health, community or education) to address a need or barrier to health services that they identified within their community.
- improve awareness, involvement, or literacy of young people on health issues
- develop new resources or services to fill the identified gaps within the community
- adopt a range of approaches, disciplines, or social innovations to address these complex social challenges.
- Ideally have a level of matched funding or in-kind resources from another source.

Contact l.catania@chf.org.au if you have any questions about the program objectives.

Funding available

Grants of up to \$5,000 are available for short-term, one-off activities or initiatives (up to 6 months).

For example: a project that involves young people in the planning and delivery of a specific community activity, or workshops where young people can learn and develop life skills.

Grants of up to \$10,000 are available for longer term (6-12 months), community-wide, strategic initiatives.

For example: developing community-wide, multi-organisation youth service plans, a youth engagement conference or planning for youth-friendly communities.

Eligible grant expenditure

- transport
- equipment and venue hire
- food and non-alcoholic beverages
- minor administration costs such as postage, phone, stationery, etc.

- purchase of minor equipment
- publication costs of resources and material created through the project
- publicity, communications and marketing costs
- consultants and facilitators
- wages directly related to the project
- Interstate travel

Not eligible for grant expenditure

- infrastructure and capital equipment
- operational staff wages
- prizes and gifts, including cash
- overseas travel
- ongoing operating costs of the organisation or costs not directly related to project
- retrospective costs (any money spent before a grant is approved)
- projects involving fundraising, unless the funds raised are expended on the project
- projects that duplicate an existing or similar project or service within the community (projects that build upon an existing program may be considered. Please contact the grants officer to discuss prior to applying)
- projects that are traditionally funded through other sources (e.g. school activities or sporting/cultural events)
- projects that could be delivered through an existing service agreement or grant agreement the organisation has with CHF or YHF

Assessment criteria

Each application will be assessed against the following criteria:

- The project will benefit young people aged between 18 and 30 years of age.
- The project addresses the Program Objectives.
- Young people are actively involved in the design, development and implementation of the project.
- The project demonstrates community need through consultations and research.
- Evidence of sound planning and ability to manage the project, including clearly defined project outcomes and evaluation measures to determine the effectiveness, feasibility and sustainability of the initiative.
- Ongoing benefits for young people following completion of the project.
- Value for money. The amount requested is reasonable given the number of young people involved and the anticipated outcomes for young people.

Eligibility

Eligible applicants

Eligible organisations must be:

- an incorporated, not-for-profit, community sector organisation
- an unincorporated organisation or community group, applying through the auspice of an incorporated body or a local government authority

A group or organisation is not-for-profit if its governing documents prohibit distribution of profits to individual members while the organisation is operating and upon its wind-up.

Not eligible to apply

Entities not eligible to apply for funding through this program include:

- Commonwealth or State Government agencies
- individuals
- commercial, for-profit organisations
- unincorporated, community sector organisations (unless applying through an incorporated body or a local government authority)
- Entities already receiving external grant funding for proposed projects

How to apply

1. Carefully read the Guidelines.
2. Contact CHF to clarify any questions you might have and confirm eligibility of your organisation.
3. Download the application form and complete all sections, including the Checklist at the end of the document.
4. Attach any supporting documents, if required.
5. Ensure the application is signed by the authorised delegate of the Organisation.
6. Submit the signed application to YHF by 5 pm on AEST 31 May 2021.

No late applications will be accepted.

All applications will be acknowledged via email within five business days of receipt. Please contact yhf@chf.org.au to confirm receipt if no acknowledgement is received by this time.

Assessment and notification

All applications will be reviewed against the assessment criteria outlined above.

All applicants will be notified in writing of the outcome of the submission.

Successful applicants

Upon project completion, successful applicants are required to report on the project activities, participants and partners, lessons learned, and outcomes achieved. A certified statement of income and expenditure is also required to acquit the grant.

Any portion of the grant unspent, or not expended in accordance with the grant program, must be returned to CHF.

Further information

For further information about the YHF Incubator Grants or assistance to complete the application form, please contact: Luke Catania at L.catania@chf.org.au