

FREQUENTLY ASKED QUESTIONS FOR



LIVE WELL LOGAN

inspiring a healthy community

Community benefit is at the heart of what we do at Council. We are wanting to deliver meaningful activities for community and engage with providers who are passionate about making an invaluable difference to the health and wellbeing of the people in Logan.

I want to apply to run a workshop for one hour every week for five weeks. How much will Council fund me?

Council will fund up to \$100 (based on an activity provider rate of \$20/hr), full cost of venue hire and you can charge up to \$5 per participant.

I want to run a once-off activity that will go for 3 hours. How much can I apply for?

You can apply for up to \$20/hr (3 hours x 20 = total of \$60), full cost of venue hire and charge up to \$5 per participant.

If I want to run a class that is under an hour, what rate can I apply for?

- For a 30 minute class, you can apply for \$10.
- For a 45 minute class, you can apply for \$15.
- For an hour class, you can apply for \$20.
- For an hour and a half class, you can apply for \$30, and so on.

What if I need more than one provider for my activity? What do I apply for?

You can apply for up to \$20/hr for one provider. If you have more than one provider, you can apply for another \$20/hr (so a total of \$40/hr). However, you will need to provide solid reasoning in your Expression of Interest explaining why you require a second provider at the activity. There is an additional comments box in the Activity Cost Breakdown section of the application form where you can detail your reasoning.

Please note that all providers are required to have blue card, first aid and CPR qualifications. All of this documentation must be provided to Council as part of the application process.

I don't have \$20m public liability, but I can get it if I'm successful. Can I still apply?

Yes, we understand that public liability can be expensive so we will allow for you to apply without a current certificate of currency. However, if your Expression of Interest is successful, you will need to immediately apply for \$20m public liability insurance and provide this to Council. Your activity will not be able to run without it.

I don't have a blue card, first aid or CPR qualifications, but I can get it if I'm successful. Can I still apply?

If you are unable to provide copies of your blue card or first aid and CPR qualifications at the time of application, this will make you ineligible.

Do I have to take bookings for my activity?

You are not required to take bookings. If you would like to take bookings, please let us know in your application form so we can specify this in the booklet along with the appropriate contact number for taking bookings.

Please note that each participant will need to complete a Live Well Logan registration form every three months, whether you take bookings or not.

How much paperwork is involved as a provider?

Live Well Logan providers are required to get participants to complete a Live Well Logan registration form. The information on this form will help you complete a short two-page survey on your activity every three months. For example, you'll be asked to provide numbers on how many males and females attended over the past three months. Once this information is provided to Council, we can then pay your invoice.

This information provides Council with critical statistics and detail so we can ensure continuation of the program and future funding.

Am I required to sign a contract?

Yes. If you are successful, Council will provide you with a contract to sign. The contract details all of the conditions that are required as a provider along with a schedule of rates and payment terms for invoicing.

Do I have to wear a Live Well Logan shirt at every activity?

If your activity is successful and is funded by Council under the Live Well Logan program, you will be required to wear one of our Live Well Logan polo shirts at every activity. This stipulation is in your contract. If you are successful, an officer will be in touch with you to confirm your shirt size.

My activity takes place outside. What if it rains and I have to cancel the activity? Do I still get paid?

Yes, you will still get paid your quoted price but it is a requirement that you inform Council immediately if you are unable to undertake your activity.

I'm sick and I can't run the activity so I've found a replacement. What do I need to do?

You need to notify Council immediately and provide Council with copies of your replacement's blue card, first aid and CPR qualifications.

I'm sick and I can't find anyone to run the activity in my place. What do I do?

If you cannot find a replacement and need to cancel your activity, please notify Council immediately and contact all of your regular participants. Council will not provide any payment to cover cancelled activities.

Can I meet with Council to discuss my idea for an activity?

Council's Community Development Programming Officer would be more than happy to meet with you to discuss your idea for an activity. Please contact Elise Daw on 3412 5595 to set up a time.

Do you have any more questions?

Please contact Council's Community Development Programming Officer, Elise Daw on 3412 5595 or email livewell@logan.qld.gov.au.