**Brisbane South PHN**

**Jimboomba Community Wellbeing Grants Expression of Interest Application Guidelines**

**Improving the availability of mental health supports for the Jimboomba, Beaudesert and Flagstone areas**

Mental health and well-being refers to how people feel, think, and cope with life in their community. It encompasses the ability of individuals to manage stress, build resilience, and maintain positive relationships, as well as access the support and resources they need to thrive. Promoting mental health and well-being involves fostering environments where people feel safe, connected, supported, and empowered to take care of their mental health, make informed decisions, and engage in activities that enhance their quality of life (World Health Organization, 2024).

# Aim

Brisbane South PHN is administering the Empowering Jimboomba Community Grants of up to **$20,000 (GST exclusive),** which will allow local groups and services to fund projects that enhance mental health outcomes in the region over the next 12 months.

The intention of these grants is to empower the community to address mental health and well-being in ways that are most relevant to their unique needs. We believe that the people who live and work in the Jimboomba, Beaudesert and/or surrounding region communities are the experts when it comes to understanding the challenges they face. By supporting local efforts that are rooted in the community’s values and experiences, we aim to create sustainable and meaningful change. This grant provides the opportunity for local groups to design programs or initiatives that are culturally relevant, accessible, and effective in improving mental health outcomes locally.

Funding is available for community-led initiatives/programs that:

* increase mental health awareness
* support in reducing mental health stigma
* promote the mental health and wellbeing of the local community
* increase awareness of local services and pathways to accessing support
* engage with the community to design effective, culturally safe, community-led mental health services

# Who should apply

We invite applications from local community groups or not-for-profit organisations that:

* have an interest in improving the mental health and wellbeing of your community
* have an idea that creatively engages members of the community
* have an initiative or program that can be delivered between 1 July 2025 to 30 June 2026
* can demonstrate how their initiative or program aligns with the grant program’s goals
* operate in or serve residents within the Jimboomba, Beaudesert and surrounding region.

# Funding available

* Funding is available for up to **$20,000** (GST exclusive).
* Applications may be partially funded.

# Key dates

* Grant applications open Wednesday 9 April 2025
* Community Information Session
* Grant applications close 5pm Friday 16 May 2025
* Outcome notifications sent out Friday 30 May 2025
* Funded project or program begins 1 July 2025

# How to apply

**All applications are to be submitted to** [**tenders@bsphn.org.au**](mailto:tenders@bsphn.org.au)

Please ensure:

* Each question of the application has been completed including the proposed budget outlining income and expenditure of the project.
* An Executive Officer, or senior delegate with appropriate authority and financial delegation has signed the declaration.
* All requested documents have been attached including:
  + Copies of relevant insurance Certificate of Currency statements (Public Liability, Professional Indemnity, Workcover) are sent.
  + Completed New Supplier form.

Once you have applied, you will receive an email confirming receipt of the application.

The submitted application will be kept confidential, and the contents will not be disclosed to any person outside the Application and Assessment Process.

# Eligibility requirements

Local community groups or not for profit organisations eligible to apply must be:

* + located in Brisbane South PHN region and/or intending to deliver the Grant Program Activity to residents based in Jimboomba, Beaudesert and the surrounding suburbs
  + an incorporated not-for-profit organisation; or
  + auspiced by an incorporated not-for-profit organisation that accepts legal and financial responsibility for the project or activity (Auspice Organisation)
  + able to demonstrate that their proposed Grant Program Activity will achieve the grant program objectives
  + able to certify that the Applicant organisation (or sponsoring organisation) is financially sound, and that the organisation can pay its debts as and when they become due and payable.

# Evaluation criteria

Provided the eligibility criteria for making a grant application under these guidelines are satisfied, the grant application will be assessed against the following assessment criteria.

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| **Criteria** | **Description** | **Weighting** |
| 1. **Alignment with**  **Objectives** | How well the proposed activity aligns with the grant objectives (e.g., improving mental health and wellbeing) | 30% |
| 2. **Innovation and**  **Community**  **Engagement** | Level of innovation in the approach and strength of proposed community engagement | 30% |
| 3. **Feasibility and**  **Implementation Plan** | The clarity, feasibility, and sustainability of the project plan, including timeline and deliverables | 20% |
| 4. **Target Population**  **Focus** | Degree to which the proposal targets priority populations in the identified location | 10% |
| 5. **Budget and Cost-**  **Effectiveness** | Clear and justified budget, demonstrating cost- effectiveness and efficient use of funds. (Administration costs are not to exceed 15% of the  total proposed budget) | 10% |

# Successful applicants

Grants may be provided to a wide range of community organisations, representing identified geographic areas, cultural groups, ages or networks.

If you are successful in obtaining a grant, an email will be sent to the applicant advising next steps.

You must:

* + ensure that you continue to comply with these grant guidelines.
  + deliver the approved project in accordance with the contents of the submitted applications approved by Brisbane South PHN for the provision of the grant.
  + comply with the EOI application guidelines (this document)
  + complete the final reporting by the agreed due date (report template will be provided by Brisbane South PHN).

# Key milestones:

* + 1 July 2025 – grant activity commences
  + 30 June 2026 – grant activity completed
  + 31 August 2026 – grant activity reporting submitted to Brisbane South PHN (including an income and expenditure statement for the acquittal of the grant funds).

# Payments:

* + Successful applicants will be requested to submit an invoice for the grant amount so funds may be deposited into your account.
  + If your organisation is GST registered, 10% GST will be included with your grant as an itemised GST gross-up. If your organisation is not GST registered, 10% GST will be included in your grant but will not be itemised as GST (For advice on GST, please contact your tax advisor or the Australian Taxation Office on 13 24 78 or via its website).

# Enquiries

* + Questions in relation to this EOI should be forwarded to [mhspaod@bsphn.org.au](mailto:mhaod@bsphn.org.au)
  + In the interest of probity and equity, all questions and responses will be provided to all applicants via email. Please be aware that any new information provided in addition to this EOI will be made available to all.
  + For further information about Brisbane South PHN, please visit [www.bsphn.org.au](http://www.bsphn.org.au/)

# Key information - assessment criteria

# Priority locations

Priority geographic locations have been identified as Jimboomba, Beaudesert and surrounding suburbs.

# Priority populations

Priority populations have been selected based on the Joint Regional Needs Assessment (2024-2027) and the Brisbane South PHN after hours needs assessment (2024). Priority populations include:

* + Aboriginal Torres Strait Islander people
  + people of culturally and linguistically diverse (CALD) backgrounds
  + people with disability
  + youth (15 to 24 years of age)
  + people who identify as LGBTIQA+
  + people experiencing homelessness
  + women
  + victim-survivors of domestic family and sexual violence
  + people who were formerly incarcerated
  + people with chronic health conditions
  + parents/carers of children 0 to 4 years old
  + older people
  + people living in rural/remote regions.

**Examples of eligible grant activities**

Grant money will help fund activities that improve mental health and wellbeing outcomes for people living in the Jimboomba, Beaudesert and surround suburbs. Potential activities include, but are not limited to, targeted education campaigns, culturally sensitive communication strategies, and community engagement initiatives.

Partnership approaches are encouraged. Creative and unconventional approaches are welcomed.

Grants could be used to fund activities that:

* promote connections to community, culture, arts, sport
* engage groups and communities that typically have less access to mental health services
* engage people who are less likely to seek out traditional mental health services
* raise community awareness of the importance of mental health and wellbeing
* work with existing local services and/or community groups to engage with community and foster better mental health
* enhance peer work engagement
* raise awareness of existing mental health services and supports and provide information that clearly explains how locals can access these services and supports
* build community leaders’ knowledge of available services and supports for their community.