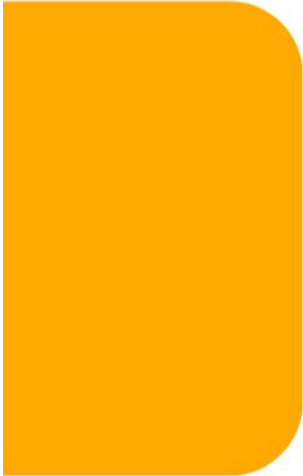


**WIMMERA PRIMARY  
CARE PARTNERSHIP  
HEALTH AND  
WELLBEING GRANT  
GUIDELINES**



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## 1 INTRODUCTION

This document describes the process to apply for a Wimmera Primary Care Partnership Health and Wellbeing Fund (WPCP Health and Wellbeing) Grant through the Ballarat Foundation as part of their annual community grants program.

The Ballarat Foundation uses the grant management platform Good Grants to administer the grants program.

## 2 WIMMERA PRIMARY CARE PARTNERSHIP HEALTH AND WELLBEING FUND GRANTS

WPCP Health and Wellbeing Grants are provided by the Ballarat Foundation to inspire positive community change, reduce disadvantage in the community, and improve social cohesion and connection.

Community Impact Grants are provided to eligible entities to undertake initiatives that would create long-lasting benefit to the community in specific focus areas.

### 2.1 Grant Focus Areas

The WPCP Health and Wellbeing Grants are designed to improve physical and mental health outcomes for communities in the Wimmera and South Mallee region in line with the [Victoria Public Health and Wellbeing Plan](#).

The specific focus areas align with the Ballarat Foundation Focus Areas are:

- [Mental health](#)
- [Food Insecurity and healthy eating](#)
- [Youth Support](#)
- [Family Violence](#)

### 2.2 Mental health

The Ballarat Foundation is committed to improving mental health and wellbeing across the Wimmera and South Mallee, with a particular focus on prevention, early intervention, and community-led approaches that build connection, resilience, and belonging. Our approach to mental health is to address the drivers of poor mental health, not just the symptoms.

#### 2.2.1 What types of activities can be funded?

Types of activities that may be funded include:

- Community-based mental health promotion and prevention programs
- Initiatives that reduce stigma, discrimination, and social isolation
- Peer-led and lived-experience projects that empower community members

- Programs that build protective factors such as social connection, resilience, identity and belonging
- Culturally safe interventions that address priority populations (e.g. men, rural communities, LGBTQI+, people between the ages of 25-34, and First Nations people)
- Cross-sector partnerships or activities that leverage community, health, education, and social services collaboration
- Capacity-building and workforce development for community organisations in trauma-informed, strengths-based or culturally safe practice
- Initiatives aimed at addressing mental health impacts linked to family violence, housing instability, gender inequality, racism, and discrimination, where the initiative is framed within a prevention or community capacity-building approach
- Wellbeing and resilience programs linked to workplaces, neighbourhood houses, sporting clubs, youth services, or grassroots community groups

### 2.2.2 What types of activities will not be funded?

The types of activities that will not be funded include:

- Clinical mental health treatment, counselling, or therapy
- Programs that require a Medicare rebate, general practitioner referral, or fee-for-service model
- Services that duplicate existing government-funded mental health programs, unless the approach shows an innovation or demonstrated improvement
- One-off awareness campaigns without clear evidence of meaningful impact
- Individual financial assistance or medical treatment

## 2.3 Food Insecurity

The Ballarat Foundation supports initiatives that move beyond short-term emergency food relief and instead address the underlying causes of food insecurity, build community capacity, and create long-term change through connection, skills, and awareness building. In line with the Victoria Health and Wellbeing Plan, healthy eating and developing healthy eating patterns while improving food equity is part of ensuring food security across the community.

### 2.3.1 What types of activities can be funded?

Types of activities that may be funded include:

- Promoting healthy food environments in community settings, including health services, schools, early childhood services, workplaces, sports and recreational settings, and in areas where there are at-risk or priority populations
- Initiatives that build food literacy, cooking skills, budgeting and nutrition education within a strengths-based framework

- Community-led food systems and local solutions to sustainable food systems (e.g. community gardens, food co-ops, neighbourhood growing initiatives, backyard sharing schemes, food rescue linked with social connection) linked with capacity development in healthy eating
- Connecting food access with broader wellbeing outcomes such as housing stability, family violence recovery, mental health, disability support, or financial wellbeing

### 2.3.2 What types of activities will not be funded?

The types of activities that will not be funded include:

- Stand-alone or ongoing emergency food provision, voucher programs, free supermarkets or similar
- Charitable food distribution that does not include pathways and wrap-around services
- One-off events or awareness campaigns with no sustained impact
- Individual financial aid
- Projects that double-up or duplicate existing funded services

## 2.4 Youth support

The Ballarat Foundation supports initiatives that empower young people aged approximately 12-25 years, particularly those experiencing barriers to education, employment, social inclusion or well-being. Programs will be prioritised when they respond to the priorities outlined in the Victorian Health and Wellbeing Plan.

### 2.4.1 What types of activities can be funded?

Types of activities that may be funded include:

- Activities that will build protective factors such as belonging, identity, confidence, purpose, resilience, and wellbeing
- Activities that will improve sexual and reproductive health in young people by building awareness of the impact of blood-borne viruses and sexually transmitted diseases and improving health equity, particularly for populations who face barriers due to gender norms, power dynamics and gender bias (e.g. women and LGBTIQ+). This may include programs addressing stigma, racism, and drivers of gendered violence
- Activities that foster positive peer relationships, intergenerational connection, and prosocial participation (e.g.: civic participation, positive social behaviours, community involvement, social change)
- Activities that increase active living and promote equitable participation in outdoor physical activity
- Activities that decrease the rate of tobacco, e-cigarette, alcohol and or drug use among young people and promote health living

- Activities that prevent all forms of violence, including physical, emotional, psychological, financial and sexual including projects that promote gender equality and positive attitudes.

#### 2.4.2 What types of activities will not be funded?

The types of activities that will not be funded include:

- One off events, camps or incursions without ongoing support or when it is not part of a longer-term program
- Concerts or school excursions
- Private or for-profit coaching, tutoring or personal development services
- Projects that duplicate existing fully funded services

### 2.5 Family violence

The Ballarat Foundation supports initiatives that move beyond crisis response to address the underlying drivers of violence, strengthen prevention and early intervention, and build safer, more equitable communities. Family violence is a serious and pervasive issue with long-term impacts on individuals, families, and community wellbeing.

#### 2.5.1 What types of activities can be funded?

The types of activities that may be funded include:

- Primary prevention initiatives that promote gender equality, respectful relationships, and positive social norms in community settings. This could include delivering respectful relationship programs addressing gender equality, consent of bystander action or developing workplace initiatives that promote respectful behaviours or inclusive leadership etc
- Early intervention and community-based support that strengthens protective factors and reduces risk for individuals or families experiencing early signs of family violence. This could include group-based programs to build healthy relationships, emotional regulation, or non-violent conflict resolution or programs that help youth recognise unhealthy behaviours
- Capacity-building initiatives that improve the ability of people to identify, respond to, and prevent family violence safely and appropriately. This could include community conversations, forums or peer-led training
- Community education and engagement activities, particularly those designed with and for priority or under-served populations

#### 2.5.2 What types of activities will not be funded?

The types of activities that will not be funded include:

- Crisis response or emergency services, including crisis accommodation, emergency relief, statutory child protection, or crisis counselling

- Ongoing core service delivery that is the responsibility of government-funded specialist family violence services
- Clinical, therapeutic, or legal services delivered on an individual basis
- Activities that do not demonstrate appropriate safeguarding, risk-management, and trauma-informed practice
- One-off awareness activities with no clear link to prevention, early intervention, or sustained outcomes
- Projects that duplicate existing funded services without demonstrating added value or innovation

## 2.6 Eligible expenditure

You can only spend the grant to pay for costs directly attributed to the provision of the project as outlined in the grant agreement.

## 2.7 What grant money cannot be used for

Applicants cannot use grant money for the following:

- Capital works or major equipment purchases, unless these can be adequately justified
- Political or partisan activities
- Overheads or recurring organisational costs, including staffing costs
- Retrospective funding prior to the contract signing date, including costs related to proposal preparation
- International travel
- Activities funded from another funding source for the same purpose
- Activities delivered outside the municipalities of Horsham Rural City, Hindmarsh, West Wimmera and Yarriambiack.

## 3 ELIGIBILITY CRITERIA

To be eligible for a WPCP Health and Wellbeing grant with the Ballarat Foundation, you must be able to demonstrate you fulfil the eligibility criteria outlined in Table 1.

Table 1: Eligibility Criteria

Eligibility criteria	Means of verification
Must have charitable status.  If your organisation does not meet this requirements, you must state, with examples, how your project has a charitable purpose as defined in the Charities Act (2013).	Evidence of registration on the Australian Charities and Not for Profits Commission (ACNC) register.

<p>The applicant must not be:</p> <ul style="list-style-type: none"> <li>• An individual / sole trader</li> <li>• A political party</li> <li>• Government institution</li> <li>• Religious organisations where funds would be used in whole or in part to further the organisation’s religious purposes.</li> </ul>	<p>ACNC, ASIC or other relevant regulatory registration</p>
<p>Applicants who have failed to acquit any grants from previous completed Ballarat Foundation grant programs will be ineligible to apply. This relates to any projects or programs operated by the applicant.</p>	<p>Ballarat Foundation acquittal receipt records</p>
<p>Must not already be receiving funding for the same activity</p>	<p>Declaration statement in the application signed</p>
<p>Must not have received funding for the same type of proposal for more than three consecutive years</p>	<p>Ballarat Foundation grant records</p>

### 3.1 Applications from a consortium/ partnership

Applications from consortia are acceptable, as long as you have a lead applicant who is solely accountable to the Ballarat Foundation for the delivery of grant activities and is an eligible entity as per the list above. Non-lead members of the consortium do not need to be eligible entities.

The lead organisation completes and submits the application on behalf of the consortium members. The lead organisation must identify all other members of the proposed consortium in the application. Only the lead organisation will enter into a grant agreement with the Ballarat Foundation.

### 3.2 Current grant holders

The lead organisation cannot apply for a WPCP Health and Wellbeing Grant if they have an outstanding grant acquittal report with the Ballarat Foundation for any grant type. Existing grant holders can apply for a WPCP Health and Wellbeing Grant while having a current grant agreement in place if the grant period is still active.

## 4 GRANT LIMITS

The Community Impact Grants have an **upper limit** of \$5,000 excluding GST.

## 5 HOW TO APPLY

Your application must be submitted online through the platform “Good Grants”, where the form will guide you through the information required.

If you do not have an existing account with Good Grants, you will need to log in and establish an account. You can do this by visiting the Ballarat Foundation [website](#). Once you have reached the Good Grants site, click “register” on the top right of the screen and enter the necessary details.

Once you have verified your email, your account will be activated, and you will choose the grant you want to apply for.

In the application, you will first need to demonstrate your eligibility to apply. The application will then ask you to outline your program rationale, aims and objectives, expected outputs and outcomes, target participants (including numbers and types), and monitoring and evaluation plan.

You can find the link to the applications on the Ballarat Foundation [website](#).

### 5.1 Number of applications

Applicants can submit more than one application for a WPCP Health and Wellbeing grant, either on their own or in a consortium.

### 5.2 Assistance with applications

The application form includes help information.

If you need more help with the application (for example you find a mistake) after submission, but prior to the closing date, you can contact the Ballarat Foundation on [info@ballaratfoundation.org.au](mailto:info@ballaratfoundation.org.au)

### 5.3 Timing of the grant process

You must submit your application between the published opening and closing dates.

Below are the anticipated timeframes for the WPCP Health and Wellbeing Grant.

Activity	Timeframes
Application period	Open: March 11 <sup>th</sup> 2026 Close: April 24 <sup>th</sup> 2026
Assessment of applications	Anticipated up to June 25 <sup>th</sup> 2026
Notification to applicants	Anticipated July 3 <sup>rd</sup> 2026
Negotiation and award of grant agreements	Anticipated up to July 30 <sup>th</sup>

Activity commencement	Anticipated August onwards
End date	30 June 2027

#### 5.4 Late applications

We will not accept late applications.

## 6 SELECTION CRITERIA

Applications will be assessed by a panel made up of members of the Ballarat Foundation Board, community members, and sector experts. The selection criteria are outlined in Table 2.

One of the keys to a successful application will be providing the necessary information and evidence to meet the assessment criteria.

Table 2: Selection criteria

Criteria	Weighting
<b>Need and suitability</b>	40%
<ul style="list-style-type: none"> <li>The application clearly addresses how the initiative will address the focus area in a way that will lead to meaningful change</li> <li>The application adequately describes the need or issue that the application will address and why the initiative is important and necessary</li> </ul>	
<b>Approach and methodology</b>	30%
<ul style="list-style-type: none"> <li>The design and program methodology is clearly articulated and adequately demonstrates how the proposed activities will lead the expected change and can describe that change adequately</li> <li>The activity is feasible and likely to succeed beyond the grant period</li> </ul>	
<b>Organisational capacity and capability</b>	15%
<ul style="list-style-type: none"> <li>The application demonstrates the organisation (and its networks) has the necessary skills, experience, and resources to deliver the initiative</li> <li>The application adequately describes how the project will be managed</li> </ul>	

- The expected outputs and outcomes are outlined and align with the focus area
- The applicant adequately outlines the number of people who will benefit from the project.
- The applicant can demonstrate the thinking on how the proposed activities will lead to the expected outcomes
- The application has a plan on how to measure the proposed impact (commensurate with the size of the grant)

## 7 POST ASSESSMENT

### 7.1 Who will approve the grants

The Board of the Ballarat Foundation approves the selection of grants based on recommendations from the assessment panel and availability of grant funds for the WPCP Health and Wellbeing Grants.

There is no appeal mechanism for decisions to approve or not approve a grant.

### 7.2 Notification of application outcomes

Following the assessment process, applicants will be notified through good grants via email regarding whether their application has been successful or not.

Unfortunately, individual feedback cannot be provided to unsuccessful applicants.

### 7.3 Grant Contracts for successful applicants

Successful applicants must enter into a grant contract with the Ballarat Foundation, which will set out the respective obligations of each party. Prior to doing this applicants must be aware that:

- b. Applications that require revision based on assessor feedback will need to do this prior to finalising the grant agreement.
- d. Third party interest, finance or commitment to your project must be disclosed with all relevant details provided.
- e. Co-funding with other funding bodies, corporate entities or individuals is encouraged, but any co-funding must be detailed in the application form.
- f. Projects that are funded cannot be deferred and must progress according to the timelines detailed in the application form unless agreed in writing by the Ballarat Foundation.

- g. You acknowledge and agree that Ballarat Foundation may make any press or other announcement or release relating to the granting of funds to you without your prior written consent and prior to the grant contract being signed. You also agree that you will participate in any media events or promotions to be conducted if you are granted any funding.
- h. You acknowledge and agree that any personal information submitted as part of the application process may be used and disclosed for the purpose of making any press or other announcement or release relating to the grant of funds to you.
- i. In situations not covered by these conditions, or where there is ambiguity, the Ballarat Foundation reserves the right to exercise their discretion, and the decision of the Board of the Ballarat Foundation will be final.

## **7.4 Grant payments**

The grant contract will state the maximum grant amount to be paid. We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet these yourself.

The grant will be paid via electronic Fund Transfer (EFT) into the bank account nominated by the applicant in the Application Form. No other payment options are available.

The payment will be made following the execution of the grant contract.

### **7.4.1 Grant payments and GST**

Payments will be made as set out in the grant agreement.

If the successful applicant indicates that it is registered for GST, a GST payment of 10% of the value of the grant will be added to the grant amount requested in the application.

Organisations that are not registered for GST at the time of signing the grant agreement will not be paid a GST component.

## **7.5 Activity Period**

The granting period will be around 12 months, with all grants to be acquitted by the 30<sup>th</sup> of June of the subsequent year following the signing of the grant agreement.

## **7.6 Grant reporting**

Successful applicants will be required to submit an end of grant report, which will include reporting on:

- Outputs and outcomes achieved
- What worked and what didn't
- Any significant learning
- A financial acquittal

The report will use a template provided by the Ballarat Foundation. Successful applicants are encouraged to discuss their monitoring and evaluation plan with the Ballarat Foundation at the beginning of the project, if additional support is needed in this area.

### **7.7 Grant monitoring and evaluation**

There will be a requirement for you to do regular monitoring of your program and to collect the data outlined in your application. There will be an expectation to evaluate the impact of your program against the outcomes you identify in your application.

In addition, the Ballarat Foundation may undertake a visit to your program or request you to complete surveys or questionnaires in relation to your grant outcomes.

### **7.8 Keeping us informed**

You should let us know if anything is likely to affect your grant project, services or organisation.

We need to know of any changes to your organisation or its business activities, particularly if they affect your ability to complete your grant, carry on business and pay debts due because of these changes.

You must also inform us of any changes to your:

- a) name
- b) addresses
- c) nominated contact details
- d) bank account details.

If you become aware of a breach of the terms and conditions under the grant contract, you must contact us immediately.