



Active Neighbourhoods
for Older Australians

Funding Applicant Guidelines

New Round



1. What is the Active Neighbourhoods for Older Australians grant program?

Musculoskeletal Australia (MSK) received a grant from the Australian Government through Sport Australia's 'Move it AUS – Better Ageing' initiative.

The 'Active Neighbourhoods for Older Australians' (ANOA) project will enable Neighbourhood Houses and Centres around Australia to apply for funding to start or enhance the physical activity programs they offer to members of their community who are 65 years and over. Other capacity-building components of the ANOA project will be available to all Neighbourhood Houses and Centres throughout Australia.

MSK will be working in collaboration with the University of Sydney to implement the ANOA project.

2. Aims of the Project

The ANOA project aims to:

- a) enhance older people's understanding of the benefits of regular physical activity (PA);
- b) improve access to physical activity amongst older people, especially those who are socially isolated, disadvantaged and currently not engaged in PA;
- c) enable PA to be a regular component of the participants' lives;
- d) support older people's engagement in PA at Neighbourhood Houses by developing peer support programs; and
- e) improve the knowledge and skills of neighbourhood houses' staff and volunteers involved in planning and delivering age-appropriate PA activities to older people.

3. Important dates

Activity	Key Date
Applications open	Monday 22 July 2019
Applications close	Friday 23 August 2019 at 5pm (in each Australian time zone)
Notification of outcomes and funding announcements	Week beginning Monday 9 September 2019
Commencement of funded projects	Early Term 4, 2019
All Projects finish and final reporting due	Thursday 31 December 2020

4. Who can apply?

All applicants must be a Neighbourhood or Community House or Learning Centre and preferably be a current member of the state peak body of Neighbourhood Houses. In order to receive funding, Houses and Centres will also need to provide a copy of their current certificate of currency for public liability insurance with their funding agreements.

5. Funding available

A maximum of \$8,000 is available for each application.

All projects funded will need to commence by early Term 4, 2019. All projects will need to be completed by 31 December 2020. Funding will be paid to successful applicants in two instalments: 80% will be paid at the commencement of the project and 20% will be paid at the conclusion of the project.

Depending on the number of applications that meet the Funding Applicant Guidelines, there may or may not be another funding round before the end of the year.

6. What cannot be funded?

Examples of projects/activities that will not be eligible for funding include:

- Stand-alone, one-off events;
- Established programs that are not planning to offer increased scope, reach or scale;
- Ongoing operational costs beyond the life of the program;
- Requests for retrospective funding;
- Programs that are not specifically for older participants aged 65 years and over.

7. What will be involved?

MSK will have a full-time dedicated staff to support Houses and Centres throughout the duration of their program.

Houses will need to achieve the following through their project:

- Implement a plan to establish age-appropriate PA programs for older people for the first time or increase current programs for older people, especially those who are socially isolated, disadvantaged and currently not engaged in PA;
- Develop procedures to welcome and support new program participants;
- Undertake local promotions;
- Collect program-relevant information and assist participants to complete surveys at commencement and after one or more terms of their involvement in the PA programs;
- Use a tool (the VAAP Self-assessment Tool and Resources - www.msk.org.au/vaap/#SaTR) to review current PA programs for older people and undertake follow-up actions (where needed and possible);
- Document, develop and track further local partnerships with relevant local organisations and in relation to the engagement of older participants;
- Take part in knowledge and skills development initiatives (such as webinars and an online community of practice);
- Complete six-monthly reports about the project including activities undertaken, numbers of older people involved, lessons learned and future directions for PA programs offered to older community members.

It is also anticipated that funded Houses will encourage some of their older participants, who are engaged in their PA programs, to undertake training to become 'community connectors'. This is another component of the ANOA project involving the development of an online 'community connectors' training program.

Community connectors, once trained, will be involved in engaging other older people in PA programs at Neighbourhood Houses and Centres and generally, promoting the importance of PA for the health and wellbeing of older people in their community. This training program will be available to all Neighbourhood Houses and Centres, whether they are funded through the ANOA project or not.

8. Grant assessment criteria

All applications will be evaluated against the following criteria:

- Demonstrated understanding of the needs of the older members of the local community;
- Clear engagement strategy with specific strategies to reach and involve older people who are isolated, experiencing disadvantage, with a disability, people from culturally and linguistically diverse background communities, low-medium income households, Aboriginal and Torres Strait Islander people and people from regional and remote areas;
- Types of PA programs to be offered;
- Ability to recruit volunteers (e.g. trained community connectors) to assist with recruitment and support of new participants;
- Increase in number of people who participate in PA programs;
- Capacity to deliver the program including meeting program timelines.

9. Preparing an application

The incorporation of the following features should be considered when preparing an application:

- An intention to provide age-appropriate physical activities that develop greater cardiovascular health, strength, flexibility and/or balance (e.g. strength training, Tai Chi, Qi Gong, Pilates, yoga, group-based exercise, dancing, walking, etc);
- Plans to address the accessibility and availability of activities (e.g. subsidised fees for participants, proximity, availability at different times and on different days, transport assistance, trained community connectors or 'buddies' to welcome and support new participants);
- Initiatives that may cater for older people who have specific chronic health conditions;
- The importance of local partnerships and networks in reaching older people who are isolated, experiencing disadvantage and/or are not currently engaged in any physical activity;
- Incorporation of a social component to the PA;
- Using events such as local and state Seniors festivals to maximise the promotion of your physical activity programs for older people and to attract new local older people;
- Plans to offer openly accessible 'come and try' sessions for older people before they join a program.

10. How to apply

Any Neighbourhood Houses and Centres across Australia that have not yet applied for funding are welcome to submit an application by no later than **5pm, Friday 23 August 2019** (in each Australian time zone). The funding application is available via the MSK website <https://www.msk.org.au/active-neighbourhoods/>

Neighbourhood Houses and Centres that previously submitted a proposal to this process, and wish to make changes to their initial application (timelines, budget etc) please email the updated application form to ANOA@msk.org.au by no later than **5pm, Friday 23 August 2019** (in each Australian time zone).

Please ensure that all the information is submitted with your application as we cannot accept late applications.

11. Assessment process

All applications will be assessed against the criteria by members of the 'Active Neighbourhoods for Older Australians' Project Coordination Team.

All applicants will be notified in writing of the outcome of their grant application.

All successful applicants will enter into a funding agreement with MSK. The first part of the payment (80% of the total amount) will be made after returning the signed funding agreement. The balance of the payment (20%) will be paid on completion of the program after submitting the final acquittal reporting against the project plan.

12. Reporting requirements for funded Houses and Centres

A progress report will be due after the first term of delivery and thereafter every six months describing the activities undertaken and number of participants. A final acquittal report will be required at the conclusion of the project outlining outcomes achieved, total number of participants, engagement strategy utilised, fund allocation and an evaluation of the overall success of the project.

13. Support available

The MSK Project Manager will be available for advice and support throughout the duration of the project. If you have any questions regarding an application, please call Emma Cross on (03) 85318020 or email ANOA@msk.org.au

For further information and to keep updated with ANOA project please follow us on:

Website: <https://www.msk.org.au/active-neighbourhoods/>

Instagram: @activeneighbourhoods

Facebook: @activeolderpeople