Ageing and Service Improvement Programme

Aged Care Service Improvement and Healthy Ageing Grants Funding Round Summary

June 2014
Aged Care Service Improvement and Healthy Ageing Grants (ACSIHAG)

Selection type
This selection is an open competitive process.

Eligibility
To satisfy eligibility requirements, applicants to Aged Care Service Improvement and Healthy Ageing Grants (ACSIHAG) must fall into one of the following categories:

- Incorporated Associations (incorporated under State/Territory legislation, commonly have 'Association' or 'Incorporated' or 'Inc.' in their legal name)
- Incorporated Cooperatives (also incorporated under State/Territory legislation, commonly have ‘Cooperative’ in their legal name)
- Companies (incorporated under the Corporations Act 2001 (may be a proprietary company (limited by shares or by guarantee) or a public company)
- Aboriginal Corporations (incorporated under the Corporations (Aboriginal and Torres Strait Islander) Act 2006)
- Organisations established through a specific piece of Commonwealth or state/territory legislation (public benevolent institutions, churches, universities, unions etc.)
- Partnerships; Trustees on behalf of a Trust
- State and Territory Governments
- Local Governments.

How much?
A total of up to $53 million is available in three financial years, from 1 January 2015 to 30 June 2017.

Closing Date and Time
Applications should be submitted by 2:00pm AEST, Wednesday 23 July 2014.

Who to contact?
Please email your enquiries to: grants@dss.gov.au

Grant objectives
ACSIHAG is an Australian Government initiative administered by the Department of Social Services and designed to better support activities that strengthen the capacity of the aged care sector, to promote healthy and active ageing, to better respond to existing and emerging challenges including dementia care, and to better support services targeting people from diverse backgrounds, including Aboriginal and Torres Strait Islander people.
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<th>Priority</th>
<th>Key areas of focus</th>
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<td>1. Activities that promote healthy and active ageing</td>
<td>- Activities to improve the evidence base for healthy, active and productive ageing; increasing access to information so that older people can make informed decisions; providing intervention and management strategies that support older people, their carers, family and friends, health professionals and service providers; and creating an environment that is respectful of all older people and takes into account the older person's individual needs, irrespective of their background.</td>
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<td>2. Respond to existing and emerging challenges, including dementia care</td>
<td>- Activities to support primary health care teams, including GPs and practice nurses, in the timely diagnosis of dementia.</td>
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<td>- Models of care that will positively affect the person with dementia or their family/carer throughout the acute care setting, from first contact to discharge.</td>
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<td>- Activities to support good practice models of respite care for younger people with dementia; develop resources that assist organisations to tailor their services to younger people with dementia and innovative approaches to improve workplace awareness of younger onset dementia.</td>
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<td>3. Activities that build the capacity of aged care services to deliver high quality care</td>
<td>- It is a particular priority to support the sector in dealing with change as a result of changes to aged care. Under this priority support may be given to activities that enable aged care providers to offer increased consumer choice; put control back into the hands of consumers; provide sustainable and affordable services; provide diverse and rewarding career options for aged care workers; and support for businesses to invest and grow. The Government will also support activities that promote better practice and partnerships to strengthen the interface between the aged care and health systems.</td>
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<td>- Under this priority, activities that may be funded include, but are not limited to, the promotion and implementation of innovative ways of delivering improved consumer focused aged care services; the promotion and implementation of better business practices; translation of research into everyday practice and actual care delivery; improving access to General Practitioners; developing and disseminating information and guidance resources/ materials; training programs that focus on improving staff knowledge and skills; and improved communication procedures, assessment tools and/or management policies and protocols.</td>
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| 4. Support for activities that provide information and support to assist carers maintain their caring role | - Activities that provide high quality information, specialist advice and community awareness in a culturally appropriate manner.  
- Activities including, but not limited to, providing carers with timely and appropriate information resources which meet their information needs; contribution to and distribution of information about Australian Government programmes in support of carers across the full range of carer needs, and promotion of available information. |
| 5. Services providing aged care to Aboriginal and Torres Strait Islander people and people living in remote areas | - Activities including, but not limited to, capital assistance to support the construction of new aged care services in communities that have been identified as having the most critical unmet aged care needs; upgrading of aged care buildings and major maintenance; the provision of staff housing where this is essential for the delivery of aged care services; acquisition of equipment essential to the delivery of aged care services; and emergency assistance. |
| 6. Support for older people with diverse needs. | - Activities that improve the skills and knowledge of aged care providers to meet the specific care needs of increasingly diverse populations of older people in Australian society. |

Selection Criteria
The equally weighted selection criteria are:

1. Provide justification of why this project is needed and describe how this project links with, or is complementary to, other activities/projects and/or services. If this is an extension to an existing project you will need to demonstrate why this extension is needed.
2. Explain how this project will address the identified need and the long term benefits it will deliver to achieve the desired outcomes of the Aged Care Service Improvement and Healthy Ageing Grants.
3. Provide details of your organisational and staff capacity (experience, skills and qualifications of management and project personnel, including the time they will commit to the project) to deliver the project’s objectives and details of your organisation’s previous experience in delivering similar projects.
4. Describe how your organisation will manage the project to ensure outcomes are met within the project timeframe and how your organisation manages multiple projects with competing timeframes.
5. Describe how your project will address any specific priorities for this funding round (please refer to Q&A section for further information about the specific priorities targeted in this round).

Multicultural Access and Equity policy
Australia’s Multicultural Access and Equity Policy: Respecting diversity. Improving responsiveness obliges Australian government agencies to ensure that cultural and linguistic diversity is not a barrier for people engaging with government and accessing services to
which they are entitled, for example, by providing access to language services where appropriate. Grant applicants should consider whether services, projects, activities or events may require the use of professional translating or interpreting services in order to communicate with non-English speakers. If your Application Form states that a budget is required, costs for translating and interpreting services should be included in your application.

**Assessment**
The Assessment Team may be comprised of Department of Social Services (DSS) officers from each state/territory and national offices. Teams will undertake training to ensure consistent assessment for all applications received. The Assessment Team will be bound by the APS Code of Conduct and the Department’s Chief Executive Instructions.

**Probity**
The selection of funding recipients for the Activity must be fair, open and demonstrate the highest level of integrity, consistent with the public interest.

The following probity principles will be applied through all stages of the selection process.

(a) fairness and impartiality
(b) consistency, accountability and transparency of process
(c) security and confidentiality of information
(d) identification and resolution of conflicts of interest
(e) compliance with legislative obligations and government policy.

These principles are intended to achieve an equitable, justifiable and sound process.

Adherence to the probity principles means that everyone involved with the selection process will act:

- impartially
- with integrity, including avoiding actual or perceived conflicts of interest.

A Probity Advisor has been appointed for the Activity. The role of the Probity Adviser is to assist DSS meet its probity obligations in relation to the Activity by ensuring that the selection processes are defensible and will withstand external and internal scrutiny.

The role of the Probity Adviser is to independently monitor procedural aspects of the selection process to ensure compliance with the published relevant Programme Guidelines and to advise DSS in relation to such matters. TheProbity Adviser plays no part in the assessment of applications.

**Programme Guidelines**
The Programme Guidelines provide the key starting point for parties considering whether to participate in the activity and form the basis for the business relationship between the Department and the funding recipient. Applicants are strongly advised to read the Programme Guidelines prior to completing an Application Form. The Programme Guideline Suite comprises of the following documents:

- Programme Guidelines
- Funding Round Summary
Funding Round Summary

- Application Form
- DSS Streamlined Grant Agreement template and General Grant Conditions
- Questions and Answers.

How to Apply
Applications must be lodged electronically, using the Application Form available at the DSS grants webpage which can be found here. Once clicked, the “Submit Application” button at the end of the form will automatically send the completed application to the Department.

Grant Agreement Information
The type of grant agreement you are asked to enter into will be influenced by the nature of the Activity, the assessed Activity risk level, the length of the Activity and the value of the Activity.

In your Application Pack you will receive a draft copy of a grant agreement for information. The grant agreement is a performance-based, legally enforceable agreement between the Commonwealth (represented by DSS) and the successful applicant that sets out the terms and conditions governing the funding to be provided.

Your executed grant agreement represents the Department’s and your entire agreement in relation to each grant provided within it and the relevant Activity and supersedes all prior representations, communications, agreements, statements and understandings, whether oral or in writing.

Questions and Answers (Q&As)
Q&As can be submitted via email to grants@dss.gov.au.

Details of Q&As facilities and contact details will be provided on the DSS website at the Activity Information page. Unless already answered in the documents that comprise the Application Pack, responses to emailed questions will be published on this page within five working days of their receipt. DSS will only respond to requests for information that seek clarification of issues to allow applicants a better understanding of the requirements of the Application Form and Programme Guidelines.

DSS will not accept or respond to any applicant’s questions, requests for information or correspondence about the status or progress of their application five days prior to the closure of the application period and during the assessment phase.