Application Guidelines

Northern Territory Suicide Prevention

Community Grants 2019/2020

The Department of Health invites community members and non-government organisations to apply for a grant to support locally-led projects or activities that address an identified suicide prevention need.

The NT Government is providing one-off grants between $500 and $10,000 per successful application for the 2019/20 financial year for actions that will progress:-

- Building inclusive communities and strengthening community resilience.
- Addressing stigma and discrimination.
- Raising awareness of effective suicide prevention practices.

Applicants must demonstrate that their proposal is able to meet its identified objectives and outcomes and addresses a need in their community or region. Applicants must have an Australian Business Number (ABN) and projects or activities must be specifically for Northern Territorians.

Community Grants Scheme

What is the purpose of the Grants?

The purpose of the Community Grants is to support community members and non-government organisations to deliver localised projects or activities that:

- Build inclusive communities and strengthen community resilience
- Address stigma and discrimination
- Raise awareness of effective suicide prevention practices

What is the project or activity delivery timeframe?

The activity / project must commence during the 2019-2020 year and conclude by 31 March 2020.

Eligibility Requirements

Please note that ineligible applications will not be assessed for funding. To be eligible, applicants must meet all of the following criteria:

- Applicants must be a viable legal entity as defined by the Australian Tax Office, for example:
  - an individual (sole trader);
  - a private company;
  - a public company;
  - a cooperative; or
  - a partnership.
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• Applicants must have an Australian Business Number (ABN) or provide evidence that they have applied for one.
• Applicants must ensure that the application is signed by the Chief Executive Officer, or equivalent, of the organisation. This person must have ultimate financial and management responsibility for the organisation.
• Applicants must have a current Public Liability Insurance policy with cover of a minimum of $10 million per event. Applicants without current insurance must provide evidence of a quotation for Public Liability Insurance.
• Applicants must not have overdue reporting requirements including financial acquittals for any previous NT Government grant.
• Applicants must not be a political party.

What is eligible to be funded?

• Projects, activities or events must be aligned with at least one of the three identified priority areas to:-
  o Build inclusive communities and strengthen community resilience
  o Address stigma and discrimination
  o Raise awareness of effective suicide prevention practices

What will not be funded?

• Any activity or event that does not occur within the NT.
• International travel.
• Fund-raising activities.
• Recruitment agency fees.
• Projects that have already occurred, or costs that have already been incurred.
• Wages

How do I apply?


Please ensure you provide enough details for the assessment panel to have a clear understanding of your project.

Step 2: Return your application via email to [Suicide.Prevention@nt.gov.au](mailto:Suicide.Prevention@nt.gov.au) by 3:00pm (ACST) Friday 28 June 2019. Late applications will not be accepted.

Assessment of applications

Each proposal received by the closing date will be assessed by a panel on the information provided in the application form and how the proposal:

- Supports localised action towards building stronger communities that have increased capacity to respond to and prevent suicidal behaviour through raising awareness and reducing stigma
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- Addresses the outcomes and priority groups identified in the NT Suicide Prevention Strategic Framework 2018-2023.
- Meets an identified suicide prevention need for Territorians

The assessment panel may decide that a proposal should only be partially funded, depending on the content and quality of the application received.

Important information about the application process

Important dates

Applications open: Monday 3 June 2019
Applications Close: 3:00pm Friday 28 June 2019

Please provide an electronic copy of your application by submitting it to this email address: Suicide.Prevention@nt.gov.au

Please Note: Late applications will NOT be accepted.
Applicants will be advised of the outcome of their application in writing.

What to submit

Please include the following documents with your completed application form:

Evidence (or a quote) of current Public Liability Insurance.

Additional Information

Successful applicants will be required to enter into a contractual agreement with NT Department of Health. You will also be required to provide the following:

- Updates regarding any key dates to allow for promotion and participation opportunities
- Written evidence of acknowledgment of NT Health on promotional materials, where appropriate
- Images of the event or project, where appropriate, for use in NT Health promotional material
- An evaluation of your activity / project once completed
- An acquitted financial statement that provides details of the disbursement of the Grant

What if I have any questions?

Please contact the staff at the Mental Health and Alcohol and Other Drugs Branch via email Suicide.Prevention@nt.gov.au or telephone on 08 8999 2829.