



Mental Health Month 2017
Small Grants Program
Application Form Example

<i>Please highlight which of the following grant amount are you are applying for:</i>			
General Grant:		\$1000	\$500
<i>Please provide the following information about yourself and your organisation:</i>			
Name:			
Position:			
Organisation:			
Phone:		Email:	
Where in NSW is this organisation based? (Please highlight)		Sydney Metro or Greater: <input type="radio"/> Rural &/or Remote: <input type="radio"/>	
<i>Please provide a brief description about the organisation or community group (Max 150 words):</i>			
<i>Please provide the following details about your planned activity:</i>			
Name of event:			
Location of event:			
Expected date of event:		(Event must be held in October 2017)	
<i>Brief description of your target group and its unique characteristics (Max 200 words):</i>			
In this section, include:			
<ul style="list-style-type: none"> • Demographics: age group, men/women, employment status • Whether you are targeting a specific subgroup/s e.g. youth, older people • Risk/vulnerability factors affecting this group's mental health e.g. geographic and social exclusion, poverty, drug and alcohol misuse etc. • A community need that will be addressed e.g. social and professional support, community awareness, positive understanding etc. 			
Expected attendance:		(Approximation of attendees)	

Brief description of the event (Max 300 words):

In this section, include:

- What the event is? E.g. community education, talent show, cultural art and dance events etc. (For tips see page 7 of the Mental Health Month Starter Kit).
- A brief outline of the event's program
- How the event is relevant to the community/ies need/s?
- How the event is relevant to the theme 'Share the Journey'?
- A list of partners or other agencies participating in this event with a brief sentence of each

How will you promote the event in your local community? (Max 200 words):

In this section, include:

- What specific actions/strategies will be taken to promote the event to the targeted group? E.g. pamphlet drop offs at community centres, word of mouth etc.
- Which media outlet will you utilise? E.g. local newspaper and radio station, community websites etc.
- (If any) specific community organisations/groups to help promote event?
- (If any) workers/networks engaged to promote the event - indicate how workers/networks will do so

What are the short-term/immediate goals of the event and the anticipated long-term outcomes of the event? (Please list; max 200 words)

In this section, include:

- The link between the short-term goals of the event and the overall event aim(s) e.g. If organising a community education event, some of the short-term goals could be 'distribution of mental health resources and connecting participants with community-based mental health services.
- The change (long-term outcome) you anticipate as a result of the event e.g. reducing the cultural stigma around seeking help for mental health issues, increased access of mental health services
- The mental health need/s for the community/ies that will be addressed in the short term and long term? e.g. greater awareness of mental health issues and the importance of seeking relevant help
- How will you collect this data

Has there been a focus on Mental Health Month in previous years in your community? If so, for how many years and how was it celebrated? (Max 100 words)

In this section, include:

- Previous events held relating to mental health awareness either in October or during another time in the year
- If not, you may like to describe your passion about raising mental health awareness in your local community.

How will this event engage sectors of the community not already linked to mental health services? (Max 100 words)

In this section, include:

- Examples of sectors that aren't linked to mental health services such as youth, carers, community services and centres
- Examples of some engagement strategies that will be used e.g. showcasing the importance of mental health services to the community

How did you hear about Mental Health Month? (Please highlight)

- Participated previously
- WayAhead NSW e news
- Other e news
- Print media
- Google
- Social media such as Facebook or Twitter
- Word of mouth from family, friends etc.
- Other (please specify):

Please complete the attached budget outlining how the grant funds will be spent.

Mental Health Month 2017
Small Grants Program
Application Form – Budget

In this section – Please ensure that you’re approximate spending totals the grant you are applying for. E.g. If applying for \$1,000 total expenditure must equal \$1,000 vice versa for \$500 grant applications.

INCOME	
Item	\$
Mental Health Month Small Grant	
Sponsorship (if any)	
Total income	

EXPENDITURE		
Item	Total \$	Grant Contribution \$
Total Expenditure		

Important

- By making this application you agree that if you are successful in receiving a small grant but are for some reason not able to hold your event you will return the grant funds to the WayAhead - Mental Health Association NSW.
- Grant recipients must also return a brief report on their event. As part of this report we ask grant recipients to distribute feedback forms to event participants. A guide for this report, including feedback form, will be provided to grant recipients and is available for review upon request.
- Please send your completed Grant application to grants@wayahead.org.au by 5pm, Friday 21st of July.