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| 2019 palliative care service innovation and development grant |
| Guideline and application process - April 2019 |

# Background

On 30 October 2018, the Andrews Labor Government announced an extra $23.4 million dollars to implement recommendations from an expert panel’s review into palliative care funding.

Of the $23.4 million dollars, $2.5 million has been set aside to support projects that enable better integration between hospital and community palliative care services so that clients, their families and carers can access the best possible end of life and palliative care irrespective of their care setting.

The one-off grant round will provide project funds for the development and testing of new models of care, workforce models and support systems to enable more efficient service provision aimed at improving the continuity of care across multiple care settings for Victorians with life-limiting illnesses who would benefit from palliative care. The grant will support services to improve how they deliver services that are person-centred and more broadly integrate with healthcare providers across the healthcare system.

There is no set amount per funding application.

These guidelines are in two parts. Part A explains the purpose of the 2019 service innovation and development grant, including eligibility criteria. Part B outlines the steps to be followed by service providers applying for funding together with information and guidance on how the applications will be assessed.

**Applications close midnight Sunday 19 May 2019**

# Part A: About the guidelines

### Eligibility

Applications for the 2019 service innovation and development grant are restricted to Victorian designated specialist palliative care services and public funded health services, community health services and non-government organisations.

Grants are available to fund the following categories of innovation and service development:

* enhancements to models of care, including proof of concept testing and evaluation
* business model innovation
* workforce model innovation.

### Focus areas

Applicants will be asked to address one or more of the following key focus areas:

* joined up management of palliative care and care at the end of life
* continuity of care across multiple care settings
* enhancement of client, family and carer outcomes
* shared decision making
* a reduction of barriers to care at end of life and palliative care for underserved populations.

In relation to this grant round underserved populations include the following groups:

* Aboriginal and Torres Strait Islander people
* Older Victorians
* People from culturally and linguistically diverse backgrounds
* Refugees
* People living with a disability
* People experiencing homelessness
* People who are lesbian, gay, bisexual, transgender or intersex
* Prisoners
* Veterans
* Care leavers (which includes Forgotten Australians, Former Child Migrants and Stolen Generations) and people affected by forced adoption or removal.

# Part B: Application Process

Applications to the 2019 service innovation and development grant round must be accompanied by the approved Department of Health and Human Services (the department) application form. The form can be accessed at <www2.health.vic.gov.au/palliative-care>.

**Applications close midnight Sunday 19 May 2019**

Applicants are required to provide a written submission outlining the innovation and development project. The submission should outline the following:

* The key problem/service deficiency/opportunity that will be addressed by the project
* Identification of the key focus area/s as defined by the department that the project will address
* Alignment of the project to the goals of *Victoria’s end of life and palliative care framework* (2016)
* Key project objectives
* Where relevant an overview of the project partners, including a description of the background of the partnership and governance model.
* A high-level project plan, key milestones and expected deliverables
* A project budget, including salaries and wages
* Proposed metrics that align to the projects nominated objective/s

The following documents are required to form an application package:

1. Department application form.
2. A separate written submission with a detailed description of the proposed service innovation and development project.

### Assessment of applications

Applications will be assessed by the department. The department may request more information or a meeting with some applicants to determine the eligibility and appropriateness of the application.

### Assessment criteria

Each application will be assessed according to the following criteria:

* whether it complies with the 2019 service innovation and development grant guidelines;
* whether the proposed innovation or service enhancement aligns with the goals of *Victoria’s end of life and palliative care framework* (2016); and
* whether the key components proposed in the project are potentially transferable to other care at end of life and palliative care services.

### Notification of the outcome

Applicants will be notified in writing of the department’s decision. The letter will include the rationale for the decision and details about the funding that is approved.

### Further information

For further information please contact Theresa Williamson, Manager Palliative Care, on telephone (03) 9096 2050 or email Theresa Williamson <theresa.williamson@dhhs.vic.gov.au>.

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