

Applying for Rural Flexible Funding

Nelson Bays Primary Health (NBPH) Rural Flexible Funding is focused on providing better health outcomes for rural and vulnerable populations. Available funding is via an application process and applications will ideally support innovation, while reaching vulnerable people living rurally across the Nelson Tasman region.

Applications can be made by any organisation that can provide health services in rural communities and NBPH Clinical Governance Committee will determine whether applications are successful and if needed, prioritise funding between applications when demand exceeds supply.

The key outcome of a successful application is:

- Evidence of improvement in health outcomes for people living in rural areas.

The steps below outline the process.

STEP 1: UNDERSTAND AND MEET THE CRITERIA

Applications must meet the following criteria

- Your proposed service must be able to demonstrate:
 - that it will achieve health gains for the rural population
 - that it addresses equity
 - that it has strong links to general practice
- Your service must not fragment or duplicate existing services.
- Alliancing should be demonstrated in the development and ongoing service provision.
- Your service should be able to show measurable outcomes through evaluation. The evaluation needs to show:
 - what you did
 - how well you did (participation evidence) and;
 - is anyone better off (improved health & wellness evidence)
- Your service must show, or explain, how it will become financially sustainable, so the expected benefits can be achieved long-term.
- Your application should come from an organisation (or group) not an individual and include a signature of the Manager/Board /Chairman (or similar).
- Where there is insufficient funding for the number of applications with merit, the rurality of the service proposed may be taken into consideration.
- Accountability is critical when receiving funds. If your application is successful;
 - You must comply with all reporting obligations highlighted in your letter of agreement or contract and if your service does not proceed, the agreed funding is to be returned.
 - Failure to comply with reporting obligations will limit further opportunities for accessing NBPH funding.

Note: services that target or include children must show evidence of having child protection policies.

Exclusion criteria – **Nelson Bays Primary Health will not fund:**

- alcohol, or a service involving alcohol consumption
- fundraising, campaigning or an activity associated with political parties
- services that support people living outside the Nelson Bays region
- services that do not have a smoke-free policy
- organisations that have failed to meet reporting obligations from prior NBPH funding

STEP 2: COMPLETE THE APPLICATION

Rule of thumb:

- The success of the application is based on the information contained within. Therefore, detailed information is best. Supporting information should be attached as needed. Applications will be declined if the service is not clearly defined.
- The budget should be detailed, so it is clear what the funding will cover.
- Ideally, applications will be typed for ease of reading.

The funding is not considered ongoing unless it is deemed an essential service. The funding intention is to provide 1 – 2 years of 'seed funding' to establish a service. It is expected that the service will be able to demonstrate benefits within this time frame and that longer-term (or ongoing) funding is then sought from elsewhere to sustain the service as required.

The close off date for applications is 25th July 2019

Applications must be received on or before the close-off date.

An independent review panel (that have not been involved in developing the service) will score applications based on the information provided. Incomplete applications will be rejected or returned for more information.

STEP 3: RECEIVING APPLICATIONS

Once applications have been received, all required information is checked for completion and criteria match. If more detail is needed, applications will be returned for further information.

The application scoring criteria are:

- The application is 'fit for purpose' and meets criteria – 60% weighting
- The provider has capability to deliver the services – 20% weighting
- Pricing – 20% weighting

Once applications have been scored, the review panel will make recommendations to NBPH Clinical Governance Committee (CGC). The CGC is the final decision maker.

Please email completed applications to:

Glenis Bell, Acting Primary Health Manager, Nelson Bays Primary Health

E: Glenis.Bell@nbph.org.nz

M: 021 284 1169

STEP 4: APPLICATION OUTCOME

- An email will be sent acknowledging receipt of application
- The applicant will be sent a letter/email once a decision has been reached.
- If the application is declined, a letter/email outlining the reasons will be sent.
- Complaints about declined applications should be made in writing requesting the decision be reviewed, together with the reasons the decision should be reviewed. Please send to:

Complaints Officer

Nelson Bays Primary Health

PO Box 1776

Nelson 7040

For more information or support, please contact Glenis Bell E: Glenis.Bell@nbph.org.nz M: 021 284 1169