



# Health Promotion Grants *Information Session*

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# Acknowledgment of Country



Dhoombak Goobgoowana  
A History of Indigenous  
Australia and the University of  
Melbourne

## Why is language important?

"Culture is expressed through language so language is a good medium for keeping culture strong. I feel good when I sing in language, because it's my language. It's part of who I am" – Corey Theatre (Djab Wurrung) [deadlystory.com](http://deadlystory.com)

### THE AIATSIS MAP OF INDIGENOUS AUSTRALIA

This map attempts to represent the language, social or nation groups of Indigenous Australia. It shows only the general locations of larger groupings of people which may include clans, dialects or individual languages in a group. It used published resources from 1880-1980 and is not intended to be exact, nor the boundaries fixed. It is not suitable for native title or other land claims.  
David R. Horton (compiled), © AIATSIS, 1994. No reproduction without permission.



# HGP Grants Info Session

1. What are HGP Grants?
2. How do I Apply?
3. When does it all happen?
4. Who can apply?
5. Budgets & Timelines
6. Top Tips
7. Q&A





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# WHAT

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# What are HGP Grants

Judy Too, African Students Outreach Program



**HGP Funded**



**Vision**



**Purpose**



**Domains**



# What are the HGP Grant Pillars

| Pillars                 | Summary                                                                                                                                                                                                                                       |
|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Healthier Minds         | Focuses on building mental health and wellbeing across the student population. Mental health is an asset and a resource for daily living, shaped by a range of social, structural, and commercial determinants of health and health literacy. |
| Healthier Bodies        | Focuses on improving equity of experience in nutrition, physical activity, food security and improve behaviors towards alcohol and other drugs across the student population.                                                                 |
| Healthier Relationships | Focuses on building safer experiences and practices among the student population with respect to sex, sexuality, relationships and sexual and reproductive health.                                                                            |
| Healthier Communities   | Focuses on facilitating students' awareness and knowledge about how equity, diversity, and social justice shape health outcomes. This area will create opportunities to address inequities among the student population and target action.    |





# What are HGP Grants?



Increase health and wellbeing opportunities for students



Inform, promote and support the engagement of positive health behaviours and practices among students



Increase awareness of support services available and reduce barriers to access (such as stigma around help-seeking), so students utilise services and make informed choices



Create sustainable and health-promoting environments that optimise social connection and belonging



Engage with a range of student cohorts in various settings to increase reach and address issues affecting diverse and vulnerable groups, taking greater account of intersectional factors



Promote integration of health and wellbeing within the university's plans and policies.

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Promote integration of health and wellbeing within the university's plans and policies.

\*In 2025 the HGP Grant will provide funds between \$1,000-\$10,000 per project.

Funds will only be awarded to an activity yet to commence or in progress.

Grant funded project/activities completed by 30 November 2025.

Grants are one-off funding, no repeat funding available in subsequent round. Please see guidelines.

That are not:  
religious/partisan





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# WHEN

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# HGP Key Dates

## 2. Key Dates

| Date                            | Action                                                       |
|---------------------------------|--------------------------------------------------------------|
| <b>Monday 31 March, 9am</b>     | Applications open                                            |
| <b>Sunday 27 April, 11:59pm</b> | Applications close. Late applications will not be considered |
| <b>Friday 12 May</b>            | Outcomes released                                            |
| <b>Friday 23 May</b>            | Funds released to successful applicants* or later            |
| <b>Friday 30 November</b>       | Project completion and acquittal due date                    |



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# HOW to Apply

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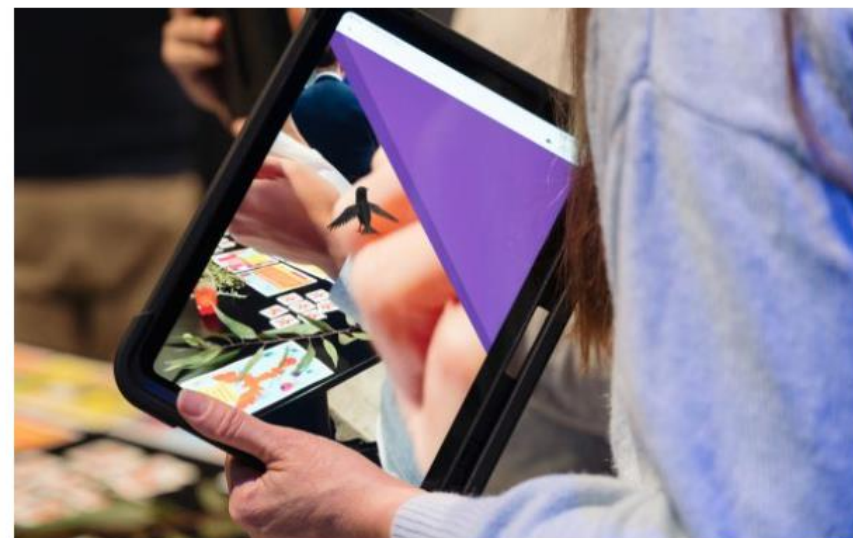
# Apply for an Impact Grant and explore Co-curricular opportunities



Explore Co-curricular program opportunities to develop your leadership and employability skills. Bring your ideas to life and apply for one of the Impact Grants and more.



## Impact Grant Opportunities







[→ Sign up to Grants Mailing List](#)

Whether your idea is student-focused or community-based, these grant opportunities will help you make an impact. To ensure you have enough time to write an effective application, we encourage you to carefully read through the guidelines of each opportunity and develop your idea as much as you can before applications open.

## Current funding opportunities

| Grant                                                                                                                                                                                                                           | Key Dates                                                                                          | Who                                        | Offer          | Application                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|--------------------------------------------|----------------|------------------------------|
| <a href="#"><u>Peter McPhee Community Impact Grant</u></a><br><br>Funding for students to initiate or participate in Leadership, Community Engagement & Volunteering activities, for the University and/or the wider community. | <b>2025 Application dates announced soon!</b>                                                      | Current Students                           | Up to \$5,000  | <a href="#">→ Learn more</a> |
| <a href="#"><u>SSAF Grant Program</u></a><br><br>Funding for projects that benefit a wide and diverse reach of students.                                                                                                        | Applications will <b>OPEN 7 MARCH 2025, 9AM</b><br><br><b>CLOSE 30 MARCH 2025, midnight</b>        | Staff and current students                 | Up to \$20,000 | <a href="#">→ Learn more</a> |
| <a href="#"><u>Health Promotion Grants</u></a><br><br>Funding for activities and programs that address the health and wellbeing of students.                                                                                    | Applications will <b>OPEN 31 MARCH 2025, 9AM</b><br><br><b>CLOSE 27 APRIL 2025, midnight</b>       | Staff and current students                 | Up to \$10,000 | <a href="#">→ Learn more</a> |
| <a href="#"><u>Club Connection Grants</u></a><br><br>Funding for clubs and societies to deliver initiatives that foster first year undergraduate student connections with peers and their faculty.                              | Club Connections Grant will not run in 2025                                                        | Course-related student clubs and societies | Up to \$4,000  | <a href="#">→ Learn more</a> |
| <a href="#"><u>Student Theatre Grant</u></a><br><br>Funding to student theatre groups and individuals to encourage diversity and activation of student theatre.                                                                 | Applications will <b>OPEN 10 FEBRUARY 2025, 9AM</b><br><br><b>CLOSE 30 November 2025, midnight</b> | Current Students                           | Up to \$3,000  | <a href="#">→ Learn more</a> |
| <a href="#"><u>Hannah Barry Memorial Award</u></a><br><br>Assist the recipient in the development of a creative work based in the performing arts.                                                                              | <b>2025 Application dates announced soon!</b>                                                      | Current Undergraduate Students             | \$1,000        | <a href="#">→ Learn more</a> |





# Application Preview

## HGP GRANT

### Section 2

#### Key Selection Criteria (equally weighted)

1. What are the planned activities for the proposed project?

Must be no more than 200 words. Briefly list (bullet points) the specific activities that will take place and where they will take place (200 words recommended)

2. Why does this project/activity need to be completed? Describe the specific issue and/or need you aim to address through the proposed project/activity?

Word count: 0 words

Describe the specific issue or need you want to address (200 words recommended)

3a. How many students do you estimate will benefit from this project? \*

Must be a whole number (no decimal place). Approx. projected number

3b. What student community will most benefit from the proposed project/activity? \*

Word count: 0 words

Must be no more than 100 words. For example, will it benefit a particular cohort? Undergraduate students or postgraduate students? Is it aimed more towards international students?

4. What are the expected outcomes of the project/activity? Describe three (3) things you want the project to achieve in terms of benefits for students.

Word count: 0 words

Must be no more than 200 words. Describe three things you want the project to achieve in terms of benefits for participants and/or others (200 words recommended)



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# WHO

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# WHO can apply?



Applicant must be a current University of Melbourne student or Staff Member (including Affiliate).



Applicants must be the Project Leader



Applicants must be able to complete the project/activity by 30 November 2025



Applicants must not graduate before completion of the project or acquittal.



Not have multiple applications in the one round



Must not have outstanding acquittals



## Support

Strengthen your case for support

- Endorsement (Letter of Support)
- Each staff applicant **must** have the support from their manager, collaborator, or colleague.
- Profile (project and team)
- Reach
- Funds
- Expertise
- Reach out
- Make it mutually beneficial
- Document expectations

## Mentors

Mentors can endorse your project and provide guidance and support

- Engage with networking opportunities
- This is a requirement for Student applicants if there is no co-applicant
- Contact us for advice (if needed)
- Reference the HGP Mentor Guide
- Mentor must be UoM Academic or Professional staff

## Co-applicants

You can work together

- Engage with networking opportunities
- Student Applicants are **required** to have either a Mentor or Staff Co-applicant as a requirement for HGP
- Contact us for advice (if needed)
- Each staff applicant must have the support from their manager, collaborator, or colleague.
- Applications made directly by University, UMSU, GSA or MU Sport affiliated groups, clubs or societies require evidence of support



# Clarifications

## UMSU, GSA or MU Sport affiliated groups, clubs or societies

- A mentor is not required if you are applying as above
- Evidence of support (letter of support is required)

### Student Club, Societies, Affiliated Organisation Details

This project is supported by ☐ No ☐ GSA ☐ USMU ☐ MU Sport ☐ Other:  [Clear](#)

**Student Club, Society and/or Organisation? \*** At least 1 choice must be selected. If you answered 'No' please answer 'Not Applicable' to the next question.

Evidence of Support

Attach a file:

No file chosen

You MUST supply a letter of support via PDF (this can be either on Letterhead or copy of an email)



# KEY CHANGES

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UMSU 2024





# HGP Grant - Key Clarifications/Changes



Application form design/Questions (streamlined)



Entities or groups are eligible to submit 1 application on behalf.



Catering is now capped at 40% of the proposed \$ ask (we took on your feedback)



Payment to person to administrate or coordinate the *Grant* is strictly prohibited





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# Budget & Timeline

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**Engineers Without Borders**  
Student Outreach R1 2017

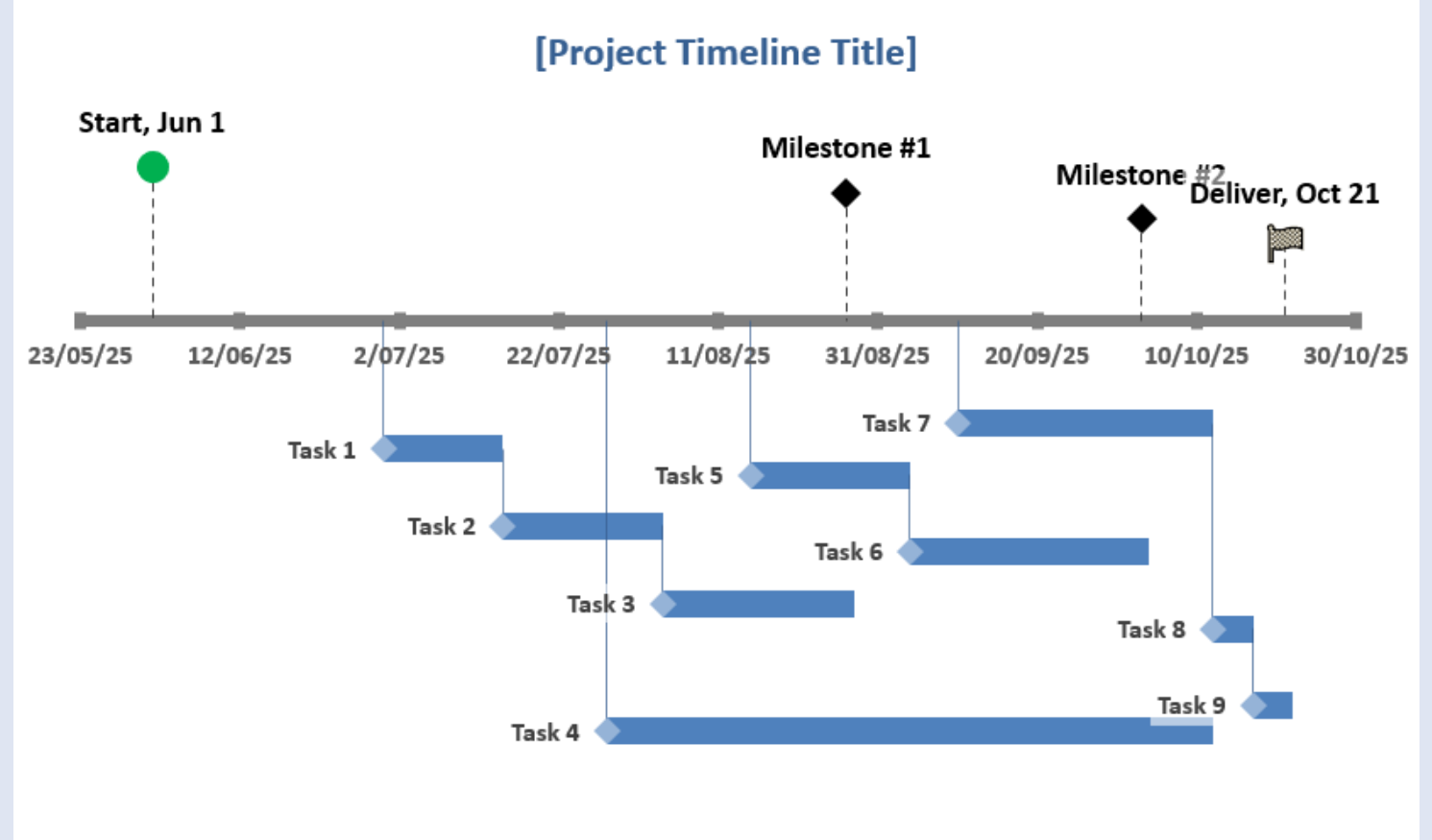




# Timeline

- When will the project start and finish?
- What are the milestones?
- Are you realistic about the time you need?
- What are the dependencies?
- What are the activities involved?

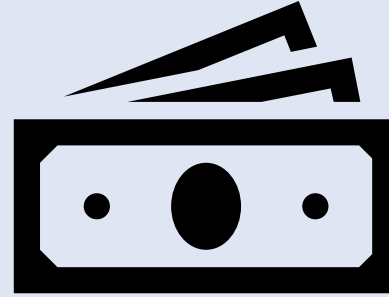
*Timeline Resource*



# Budget and planning

## Define financial and time parameters

- How much will the project cost?
- How much are you requesting?
- Are your costs realistic?
- What are you requesting?
- The budget is the **backbone** of your proposal – and it needs to be updated and referred to throughout your delivery
- Having a strong budget avoids overspending/underspending



*\*Please seek support if you need*





# Budgets – Format

- ❖ Include items that are essential and required for the completion of the project/activity.
- ❖ The proposed budget items should include as much detail as possible. This could include quotes from service providers. All prices should be quoted including GST.
- ❖ It is recommended that you have your mentor (for student applicants) or manager (for staff applicants) review the proposed project/activity budget.
- ❖ The HGP funding request should be included as Income; and Other Income funding contributions and/or in-kind support for this proposed project must be listed in the budget.
  - (e.g. this could include partial funding from your Student Club, Society and/or Organisation; School and/or Faculty).
- ❖ Please refer to the HGP Grant Guidelines for examples of the types of budget items that will be supported, or reach out to the SET team via email
  - [HGP-grants@unimelb.edu.au](mailto:HGP-grants@unimelb.edu.au)
- ❖ Successful grants will be required to submit a Progress and Acquittal Report, inclusive of a financial acquittal; by 30 October 2025
  - Financial Acquittals require the provision of receipts for all grant expenditure.

**Income Budget**

Text within table is a prompt only, please tailor to your needs

| Income                              | \$AUD |
|-------------------------------------|-------|
| SSAF Grant Requested (unconfirmed)  | 4000  |
| Project Partner Funding (confirmed) | 4000  |
|                                     |       |
|                                     |       |

Add More

Must be at least 1 rowMust be at least 1 row

Section 3

**Expenditure Budget**

Text within table is a prompt only, please tailor to your needs

| Expenditure        | \$AUD |
|--------------------|-------|
| Catering           | 4000  |
| Volunteer expenses | 400   |
| Marquee            | 4000  |
|                    | \$    |
|                    | \$    |
|                    | \$    |
|                    | \$    |
|                    | \$    |

Add More

Must be at least 1 rowMust be at least 1 row

Section 4

**Budget Totals**

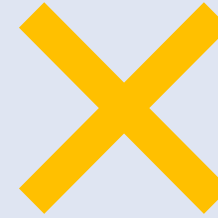
| Column 1                          | Column 2                          | Column 3                                                                                                                       |
|-----------------------------------|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| Total Income Amount               | Total Expenditure Amount          | Income - Expenditure                                                                                                           |
| \$                                | \$                                | \$                                                                                                                             |
| This number/amount is calculated. | This number/amount is calculated. | This number/amount is calculated. This number should ideally be \$0.00. If it is not, please provide Budget Explanatory Notes. |



# Budgets



- Quotes/estimates obtained and accurate
- Factored in all costs
- Considered partner contributions (if applicable)
- Venue hire options (check for on campus options if applicable)
- Budget items are relevant



- Based on guesses/googled > over-priced or under-priced significantly
- Ranges for budgets or approximates for budget
- Haven't factored in costs accurately or allow for flexibility – missing things e.g. catering
- Resources are excessively broken down
- Budgeting for items that may not be funded and require justification





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# Top Tips

*Mental Health Matters 2024*





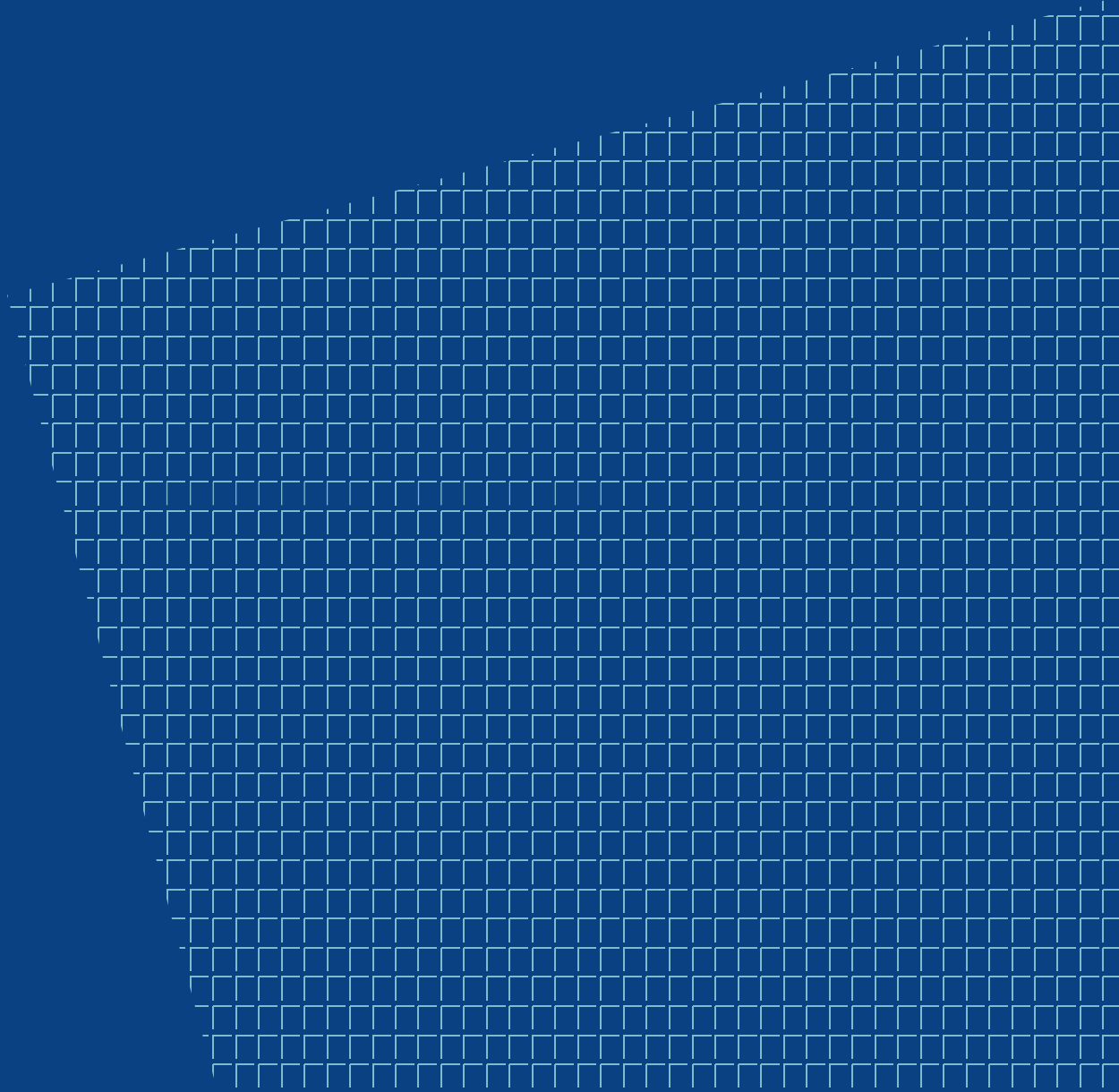
- **Frame it like you are telling a Story** (*who, what, when, where and why*)
  - **But keep to the facts** (*your project is actionable*)
  - **You have thought through the budget and timeline** (*working through these two items in the initial planning stage will help you be realistic*)
  - **Letters of Support** (*show you have talked to people strategically*)
  - **AI: we know that you use it - don't use it badly or without acknowledgment** (*we can tell when its used poorly, unproofed, unedited and used without critical thinking and consideration*)
- 
- *Student AI Guidelines*
- **Ask Questions!!!** (*here to help*)





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# Question Time







# Thank YOU!!

Contact:

Health Promotion Program Team  
[health-promotion@unimelb.edu.au](mailto:health-promotion@unimelb.edu.au)

Impact Grants

[Impactgrants-team@unimelb.edu.au](mailto:Impactgrants-team@unimelb.edu.au)

