***Western Australian Suicide Prevention Grants Program***

***Guidelines***

The Mental Health Commission of Western Australia have established the Western Australian Suicide Prevention Grants Program (Program), focusing on improving mental health and wellbeing and preventing suicide for groups disproportionately impacted by suicide***.***

Achieving the goal of reducing suicide attempts and deaths requires a collaborative approach. The Program will align with the four streams under the [Western Australian Suicide Prevention Framework](https://www.mhc.wa.gov.au/media/3505/wa-suicideprevention-a4-mk40-web-version.pdf):

* Prevention/ Early Intervention;
* Support / Aftercare;
* Postvention; and
* Aboriginal People

The Program will fund community-led initiatives aimed at raising awareness of suicide prevention services, encourage conversations about suicide and increase community participation and knowledge about suicide prevention and mental health.

**Grant Application Details**

Applications for the Program open on Friday, 13 December 2024 and close at 5:00pm on Wednesday, 19 February 2025. Late applications will not be accepted.

**Why is this important?**

Suicide tragically affects too many Western Australians. On average, more than one person dies by suicide each day in Western Australia. The impact is far-reaching, affecting not only the individuals, but also the families, friends, workplaces, and communities. While preventing suicide and reducing suicidal thoughts and behaviour is a priority for the State Government, some groups are at higher risk due to factors like social, economic, cultural, geographic, environmental, and individual challenges. Strengthening community capacity and increasing awareness of suicide prevention are crucial to helping people access support when needed and, ultimately, reducing lives lost to suicide.

**About the Suicide Prevention Grants Program**

The Program is designed to support locally developed initiatives that meet the specific needs of target communities. The Western Australian Government has allocated $1 million (excl. GST) for initiatives aimed at improving suicide prevention across the State. The Program will fund projects that leverage existing community strengths, abilities and expertise to address local needs through innovative, place-based activities. Eligible projects must start after 1 July 2025 and be completed no later than 30 June 2027.

Projects can be for a duration of up to two years.

**What will be funded by the Suicide Prevention Grants Program?**

Grants of up to$100,000 (excl. GST) are available for non-recurrent initiatives that address one or more objectives.

**Objectives of the Program are to:**

1. Support and promote mental health and wellbeing to reduce lives lost to suicide;
2. Enhance protective factors and reduce risk factors to prevent and reduce suicide and suicidal distress;
3. Increase awareness of services available in the community to encourage early help-seeking;
4. Reduce stigma associated with mental health and wellbeing and suicide; and
5. Improve community knowledge and health literacy regarding mental health, wellbeing and suicide, including training opportunities.

**To apply for a grant under the Program, applications must demonstrate that the proposed project will be delivered within WA.**

**Priority Groups**

The Program prioritises initiatives that deliver evidence-based or evidence-informed suicide prevention activities, training or programs aimed at groups disproportionately impacted by suicide including (but not limited to):

* Aboriginal peoples
* Children and young people
* Older people
* People who identify as LGBTQIA+
* People from ethnoculturally and linguistically diverse backgrounds, including refugees and asylum seekers
* First Responder Workers (such as police forces, ambulance officers and paramedics, fire and rescue service workers, prison officers)
* Veterans
* People living with a disability
* Men

**Partner Organisation**

Applicants are encouraged to identify a Partner Organisation in suicide prevention in WA with whom they will partner with for the duration of the Program.

**Examples of evidence-based suicide prevention training**

Please refer to the [Suicide Prevention Australia Accreditation Directory](https://www.suicidepreventionaust.org/directory-of-programs/) for a range of evidence-based suicide prevention training programs.

A suicide prevention accredited program ensures the program delivered is safe, high-quality and effective. For training programs that are not currently on the [Suicide Prevention Australia Accreditation Directory](https://www.suicidepreventionaust.org/directory-of-programs/), applicants are encouraged to include a budget line item to have the training program accredited.

**What cannot be funded?**

The following exclusions ensure the Grants focus on practical, community-based suicide prevention efforts.

* Programs or activities that do not address suicide prevention.
* Capital infrastructure (e.g., building purchases, upgrades to facilities, or major equipment).
* Ongoing operational costs such as rent, utilities, staff salaries for existing staff, or other costs unrelated to the delivery of the program/activity.

 • Programs aimed at generating profit for private enterprises. Program/activity should benefit community members.

 • Non-accredited or non-evidence-based suicide prevention, mental health or wellbeing training.

 • Projects already receiving substantial funding from other sources.

* Fundraising and the cost of prizes or gifts.
* Retrospective costs (any money spent before a Grant is approved).
* Projects targeting cohorts outside of Western Australia.

**Managing Risk**

Discussing suicide can be challenging. It is important to ensure a safe and supportive environment, particularly when things don’t quite go to plan. To help manage this risk it is important to provide participants ongoing access to support throughout the project by providing information for services such as Lifeline or Beyond Blue phone helplines.

A risk assessment and risk management plan is required as part of the application process with a plan of action for responding to incidents or challenges that may occur.

How you address and manage risk will be assessed as part of the criteria of your application.

All applications should refer to the **[Mindframe Guidelines](https://mindframe.org.au/guidelines)** for guidance on reducing stigma, encouraging help-seeking behaviour, and using appropriate language in mental health and suicide-related activities.

**Who can apply?**

Eligible applicants include:

* Incorporated community sector organisation (not–for–profit);
* Local government authority; and
* Unincorporated organisation or community group, applying through an incorporated body or a local government authority. Note: if successful the agreement will be between the incorporated body or local government authority and Suicide Prevention Australia.

A group or organisation is not-for-profit if its governing documents prohibit distribution of profits to individual members while the organisation is operating.

**Who cannot apply?**

You should not apply for this grant if you are:

* a Commonwealth or State Government agency;
* an individual;
* a commercial for-profit organisation;
* an unincorporated community sector organisation unless applying through an incorporated body or a local government authority. Note the agreement will be between the incorporated body or local government authority and Suicide Prevention Australia, if successful;
* an organisation located in the Indian Ocean Territories; and
* organisations that have not provided an acquittal and/or evaluation from previous WA Mental Health Commission funding in accordance with the agreed time frames within the agreement, are ineligible to apply until the required documentation has been submitted. Please contact the WA Mental Health Commission if there are any queries about your organisation’s acquittal status.

**Overview of the Assessment Criteria - What needs to be included in an application?**

Eligible applications will be assessed against the Assessment Criteria, described in this section.

The Grant application must include:

**Description:** provide a clear and concise description of what the grant funds will be used for. Include how the project is an evidence-based or evidence-informed suicide prevention activity, training, or program. How does this relate to the needs of the community? Include any consultations undertaken. What ongoing supports will be provided to participants?

**Participants:** Provide a clear and concise description of who (targeted group) and how the project/activity addresses suicide prevention in WA? How will the applicant ensure the project/activity is culturally appropriate? How will the applicant document consultations, engagement and attendance of the project/activity? How will the applicant receive feedback from the project/activity?

**Outputs:** Provide a clear and concise description of what the expected outputs will be. Detail how these outputs will be measured and match the objectives of the Program. Outline if partnering with an organisation and include a letter of support from that partner organisation.

**Risk Management Plan**: Outline the project’s Risk Management Plan including how to mitigate the risk. Use the Risk Management Plan template provided.

**Delivery:** Provide a clear and concise description of when the outputs will be delivered, including a delivery plan showing how outputs will be achieved as soon as possible of the Grant being awarded. Include commencement date, delivery date and project completion date.

**Budget:** Provide a clear and concise Budget Plan. Demonstrate that the budget is reasonable, achievable and value for money. Use the Budget Plan template provided.

**Capability:** Provide a clear and concise description of the applicant’s capacity, capability and competence in delivering the project/activity proposed.

**Details of two referees.**

**Public Liability**: hold current Public Liability insurance of at least $5million in cover.

**Key dates**

Application open: Friday, 13 December 2024

Application close: Wednesday, 19 February 2025

Notification of outcome: Friday 9 May 2025

**Commencement**

The funding commencement date for the Program is 1 July 2025.

**Duration**

The duration of funding will be up to 2 years.

**Award Value**

The Grant value will not exceed $100,000 (excl. GST).

**Selection Process**

Applications will be assessed based on the eligibility and assessment criteria as set out in these guidelines.

All applications will undergo an eligibility assessment to determine they meet the eligibility criteria. Eligible applications will be scored and ranked based on the assessment criteria by a Grant Review Panel.

**Notification Process**

Suicide Prevention Australia will email to confirm that an application has been submitted successfully.

Applicants will be notified of the outcome of the assessment process.

**Successful Grant Applications**

A successful applicant must enter into a legally binding Grant Agreement with Suicide Prevention Australia. A Grant Agreement sets out the terms and conditions.

Suicide Prevention Australia will execute a Grant Agreement with the successful applicant before any payments are made. Suicide Prevention Australia is not responsible for any of the successful applicant’s expenditure until a Grant Agreement has been executed.

For small grants (up to $25,000) Suicide Prevention Australia will pay 100% of the grant at the commencement of the Grant Agreement. For larger grants, Suicide Prevention Australia may pay the grant in instalments or as negotiated with the successful applicant/s.

A final report, financial acquittal statement and financial report will be required. For larger grants, additional reporting may be required.

Note: once the project is completed, any unspent grant funds, or grant funds not expended in accordance with the Grant Agreement, must be returned to Suicide Prevention Australia. However, the organisation can provide a proposal to Suicide Prevention Australia to utilise unspent funds through activities relating to the original Grant Agreement purpose. Suicide Prevention Australia will consider the proposal and if the proposal is approved, a written agreement between Suicide Prevention Australia and the organisation will be made which will include the purpose, activities, funding and timeframe.

**Communication and Promotion**

By submitting an application, consent is being given for contact for (but not limited to) operational feedback, public relations opportunities (such as commentary and interviews) and for inclusion on websites, social media, media releases and mentions in Ministerial announcements.

**How to apply**

All applications must address the criteria outlined in the Application form.

The Application form can be submitted via the following options:

Online: [click here](https://www.suicidepreventionaust.org/wa-grants) to fill out the forms online.

Email: download the form and return via email to qip@suicidepreventionaust.org

Download the Western Australian Suicide Prevention Grants Program documents

* Western Australian Suicide Prevention Grants Program Guidelines
* Western Australian Suicide Prevention Grants Program Application Form
* Western Australian Suicide Prevention Grants Program Risk Management Form
* Western Australian Suicide Prevention Grants Program Budget Plan

**Further Information**

If you require further information about the Program or assistance in completing the online application form, please contact Sharon or Leesa, Suicide Prevention Australia at qip@suicidepreventionaust.org