

RURAL PHC BUSINESS SUPPORT GRANT 2022/2023 APPLICANT GUIDELINES



1. Purpose

Rural Doctors Workforce Agency (RDWA) recognises that SA's rural primary health care (PHC) organisations are essential for communities to access health services. Continuous quality improvement initiatives and innovation are key elements supporting increased access to these services.

This grant aims to support SA's rural private general practices, private allied health practices, Aboriginal Community Controlled Health Services and other not-for-profit primary care providers, to improve access to health services.

The Rural PHC Business Support Grant was first offered during November 2022 to January 2023; and more than 50 grants were awarded for innovation and quality improvement initiatives.

RDWA now invites practices that did not receive a grant in the round that closed in January 2023 to apply for a Rural PHC Business Support Grant.

2. Scope

The Rural PHC Business Support Grant provides funds of up to \$5,000 (ex GST) toward the cost of implementing quality improvement and/or innovation initiatives which increase access to primary care services. Eligible SA rural primary care organisations can apply for a grant during the grant period – 17 March 2023 to 3 April 2023 (inclusive).

Grants will be assessed for eligibility and will be awarded in accordance with available grant funding. RDWA will publicly advise if the grant will close earlier than 3 April 2023 due to available resources being exhausted.

This round of Business Support Grants is only open to practices that were not awarded a Rural PHC Business Support Grant that closed on 30 January 2023. If a practice was awarded a grant and operates multiple sites, that practice can apply for a sites/location that was not awarded a Rural PHC Business Support Grant in the January 2023 round.

3. Eligibility

3.1 Organisation eligibility

Organisations providing PHC services located in rural SA are eligible to apply. PHC services are those that provide health-related and/or clinical services as the first point of contact within a community for prevention, diagnosis and treatment of ill-health, and for ongoing management of chronic disease.

A rural SA location is defined as MMM 2-7 (2019) and can be checked using the [Health Workforce Locator](#).

To apply, the organisation must:

- be in a rural SA location;
- be a business entity registered with an ABN;
- employ or contract PHC professionals currently delivering PHC services to the rural community for at least five sessions (0.5 full time equivalent [FTE]) per week ongoing; and
- able to demonstrate that it can undertake activities within the current financial year.

If an organisation has multiple sites, each site is eligible to apply for the grant provided it meets the eligibility criteria and the Scope for this round. A separate application for each site is required unless the activity across multiple sites is less than the maximum grant of \$5,000 (ex GST).

State, Commonwealth and local government owned or operated entities are not eligible to apply.

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3.2 Activity eligibility

Eligible activities include:

- Increasing a staff member's hours or contracting a project coordinator to lead an innovation or service improvement project;
- Purchase of essential equipment, such as an additional patient treatment bed, that demonstrably increases business capacity to service the local community.

The grant cannot provide for:

- An activity or resource that depends on recurrent funding – any connectivity or other ongoing costs will need to be funded by the PHC organisation;
- Activities that fund primary health services to be delivered outside the local service catchment area;
- Activities or solutions that do not demonstrate a distinct improvement;
- Costs associated with major capital expenditure, major construction / capital works or contribution toward purchase of land;
- Activities for which other Commonwealth, State or Local Government bodies have primary responsibility.

4. How to Apply

The grant opens at 5pm on 17 March 2023 and closes at 5pm on 3 April 2023. Please note the grant may be closed earlier, depending on available funding.

Applicants who meet the eligibility criteria can apply for the grant using the online application form.

To complete the application form, you will need to:

- Explain your business improvement initiative in 300 words (or less);
- Outline how the initiative will increase access to rural SA primary health services;
- Outline the total funding requested and provide a detailed breakdown of funding for each component; and
- Attach any supporting documents

Eligible applicants can apply for more than one grant if the entity has service delivery sites in different rural towns, for a maximum amount of \$5,000 (ex GST) per eligible site.

Applying for a grant does not guarantee that a grant will be made to the Applicant.

5. Assessment and notification

All applicants will be notified of their application outcome by the end of April 2023. RDWA reserves the right to request references to support the grant assessment process.

RDWA can provide part funding if some but not all of an application's items or activities are eligible activities. Practices offered a Rural PHC Business Support Grant will be required to sign a Grant Agreement committing to the agreed guidelines, deliverables, budget and reporting requirements.

Where RDWA assesses the application as ineligible, RDWA will advise applicants in writing the reasons for the decision.

Grants will be offered within available funding.

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6. Reporting

Reporting requirements will include providing a summary of the activity, outcomes and acquittal of funds expended at the conclusion of the activity and may include updates throughout the period of the agreement.

7. Payment of the Grant

Practices will submit tax invoices to RDWA to claim the funds. Evidence of expenses incurred by the practice must be attached.

RDWA will assess claim forms / invoices and where complete, pay the practice by electronic funds transfer.

8. Debt Recovery

Where a practice does not meet the obligations set out in the Business Support Grant Agreement, the funds granted will be repaid in full.

9. Independent advice

Applicants should consider the impact of entering an agreement for financial support payment and seek their own advice regarding their financial circumstance before applying for or accepting an offer of a grant.

More Information

Contact our Planning Team on planning@ruraldoc.com.au or call 08 8234 8277.

Effective 16 March 2023.