Frequently Asked Questions for External Partners

The following information is for organisations interested in becoming an External Partner in the SA Healthy Towns Challenge. Please read this in conjunction with the SA Healthy Towns Challenge Grants Guide.

Introduction to the SA Healthy Towns Challenge

The SA Healthy Towns Challenge is a grants program for regional and rural towns to develop preventive health programs within their community. Grants of up to $50,000 each are offered to a minimum of five towns each year for four years (a total of $250,000 per round) and 2020 is the third round.

Project applications need to:

- have a prevention focus
- address local health and wellbeing concerns
- aim to increase access or opportunity for the community to make healthier choices or participate in activities with a prevention focus
- provide measurable benefits to the community’s health and wellbeing.

1. Who can apply for an SA Healthy Towns Challenge grant?

All South Australian towns and communities within the six country SA Local Health Network regions are eligible to participate in the SA Healthy Towns Challenge. Applications may come from one town or a joint application may come from a group of towns within a local area.

One lead organisation – the ‘applying organisation’ – will need to be identified as the proposed grant recipient in the application.

The full details of all eligibility requirements are outlined in the SA Healthy Towns Challenge Grants Guide.
2. **What is an External Partner and what are the criteria to be one?**

An essential eligibility criterion for all SA Healthy Towns Challenge applications is that they be made in partnership with an External Partner.

External Partners should be not-for-profit organisations such as a non-government organisation (NGO) or a university, with expertise in the health and wellbeing sector. Examples include large, state-wide organisations such as a University department, Cancer Council SA, Diabetes SA or Active Ageing, as well as smaller community groups with specific expertise, such as Life Saving clubs or Walking SA.

External Partners do not need to be physically located in the town.

Please note that only one External Partner is required per application.

3. **What is the role of an External Partner?**

The aim of working with an External Partner is to help project applicants ensure their projects are based on evidence and best practice.

The role of the External Partner is to provide support to an applying organisation through the provision of knowledge and expertise around their project theme. This could be in the development, implementation and/or evaluation of the project.

It is up to the applying organisation to identify and initiate contact with a potential External Partner, as well as negotiate their level of input and commitment.

4. **How much time is required of the External Partner?**

The time commitment required of External Partners will vary depending on the nature of the project. This should be discussed upfront with the applying organisation to ensure that everyone is clear on expectations.

It is up to the applying organisation to provide the External Partner with as much information about their project as appropriate.

The External Partner is expected to be a member of the project committee, which provides guidance on project direction and implementation over the 12 month project period.

5. **Can an External Partner support more than one project application?**

There is no limit to the number of applications an External Partner can support, although the capacity of the organisation to support multiple projects – should each of them be successful - should be considered.

6. **What information is needed in a support letter for projects?**

A letter of support from the External Partner indicating their role in the project must be included in project applications. The support letter does not need to be long; a half page letter will usually suffice. The support letter should indicate an understanding of the project aims and expected outcomes, and an indication of the specific expertise offered by the External Partner. Any in-kind support provided by External Partners is viewed favourably and should be included in the letter.
7. **Does the grant include funding for the External Partner?**

Determining the project budget is the responsibility of the applying organisation, and needs to be the best use of funding for community outcomes. If any grant funding is proposed to be directed to the External Partner, the amount and purpose of the funding should be clearly described in the application budget.

8. **Can I be the applying organisation and the External Partner?**

An applying organisation cannot be their own External Partner, even if they have the relevant expertise. A separate External Partner is still required to fulfil the role.

9. **Who can I contact for further information?**

For any information regarding the SA Healthy Towns Challenge, including External Partner requirements, please refer to the website or contact the SA Health Towns Challenge Project Officer:

Telephone: 8226 6187; Email: SAHealthyTowns@sa.gov.au;