Small Community Grants 2019/20 Guidelines

SA Cervix Screening Program (SACSP) Strategic Partnership grants of up to $1,100 are now available. This funding is available to run small events or activities aimed at supporting women to access cervical screening services (which can include self-collection). The grants favour projects that target under-screened and marginalised women in the community and facilitate their participation in cervical screening. Wherever possible, promotion of breast and bowel screening should also be included within the grant project scope.

Applications close COB Wednesday 4 December 2019.

Note: Prior to implementation, any activities involving CALD women need to be discussed with the CALD Project Officer, Jacqueline Riviere (Monday-Wednesday) on 08 8226 8106.

Note: If you are planning on targeting Aboriginal women as part of your application, please contact us as there is a separate set of grants that support projects for Aboriginal women.

Background and target group

SA Health’s SA Cervix Screening Program (SACSP) is a partner of the National Cervix Screening Program (NCSP). It aims to reduce the incidence and mortality of cervical cancer amongst South Australian women. The Australian Institute of Health and Welfare’s Cervical Screening in Australia 2019 report shows that SA is achieving the highest cervical screening participation in the nation (58.7% vs 56.9% nationally). While this figure is comparatively good, it also indicates that 41% of women are not participating as recommended. Furthermore, South Australian screening participation is steadily declining, reflecting a national trend towards reduced participation in cervical screening.

NCSP changes

Based on new evidence and better technology, the NCSP changed on 1 December 2017 to improve early detection and save more lives.

The two yearly Pap test for women aged 18 to 69 is now a five yearly human papillomavirus (HPV) test for women aged 25 to 74. Women are due for the first Cervical Screening Test two years after their last Pap test. The changes include:
Women are invited when they are due to participate via the National Cancer Screening Register.

The Pap smear has been replaced with the more accurate Cervical Screening Test.

The time between tests has changed from two yearly to five yearly.

The age at which screening commences has increased from 18 years to 25 years.

Women aged 70 to 74 are now invited to have an exit test.

Self-collection has been introduced as a key strategy for engaging women who are under-screened or never-screened. Eligibility criteria apply, including being aged 30 or over, and being overdue by 2 years or longer (4 years since last Pap smear). Under-screened women can be encouraged to ask their healthcare provider whether self-collection is a suitable option. Further information can be found at https://bit.ly/30qfOQ4.

The NCSP Renewal can appear complex so please rest assured that SA Cervix Screening Program staff will support you with resources, simple key messages and advice.

Note: Please discuss with the CALD Project Officer, Jacqueline Riviere, about how best to incorporate the Renewal messages into any education or promotional activities/presentations you have planned during 2020.

Barriers to screening

Trends in participation rates show a link between increasing cervical screening participation rates and an increase in socio-economic status. Vulnerable population groups, remote communities and socio-economically disadvantaged areas have lower cervical screening rates, and greater numbers of women who are either lapsed screeners or have never been screened.

Factors that may increase participation rates include: accessible and sensitive health care services, female general practitioners (GPs), nurses, culturally appropriate health services, information in community languages and use of interpreters, assistance navigating a complex health care system, knowledge of and information about preventative health and screening, cost, proximity of health services and transport.

The Strategic Partnership Grants are one of a range of strategies used by the SACSP to engage with and build capacity in the health sector and under-screened communities to increase participation rates and prevent cervical cancer.

NCSP Renewal

Since the commencement of the NCSP Renewal on December 1, 2017, it is also important to remind women that their first Cervical Screening Test is due 2 years after their last Pap smear, after which they can then move to 5 yearly screening. Extra reassurance might also be required for women under 25 who are concerned, particularly if they have screened in the past. It is important to remind them that testing for the HPV virus is more accurate than the old test, and starting at 25 is completely safe. Cervical cancer is very rare in people under 25, and over 25 years of screening this age group has not reduced the rates of cervical cancer for these women.

Self-collection has been introduced as a key strategy for engaging women who are under-screened or never-screened. Eligibility criteria apply, but we can make under-screened women aware that they can discuss this option with their healthcare provider.

Target group

All projects funded under the Small Community grants must target under-screened and never-screened women. This would include:
• Women aged 25-74 years who have not had cervical screening for four or more years.
• Women who have never had a Pap smear.

Projects could also be tailored to reach specific groups such as:
• Women of low socio economic status.
• Culturally and Linguistically Diverse (CALD) women.
• Newly arrived refugee women.
• Women with disabilities.
• Same sex attracted women and transgendered participants.
• Women who have experienced sexual trauma.

**How much is each grant worth?**

Strategic Partnership grants of up to $1100 are available and will be paid in one lump-sum payment to successful grant applicants. Applications are assessed on merit.

**Essential Requirements**

• Only organisations based in South Australia, with an ABN are eligible
• Organisations need to have a primary focus on women's health and wellbeing and provide support for disadvantaged people within SA.
• Proposed projects must target vulnerable, under-screened or never screened women and aim to improve cervical screening participation rates for identified women.
• Proposed projects must provide numbers of women targeted (and target group/s), numbers of women who participated, numbers of women who were linked in to an accessible GP to have their cervical screening test as a result of the program, and a simple before and after evaluation of behaviour change (e.g. Have you had a cervical screening test before? Will you have regular cervical screening tests in the future? Will you talk to your friends and family about the importance of regular screening?).
• Proposed projects must be in addition to, or add value to, current services i.e. current ongoing activities will not be eligible for funding.
• Applications must demonstrate the capacity of the organisation to deliver the project. Demonstrating capacity to manage a project effectively will include, for example, how outcomes and progress of a project will be identified and monitored, and clear records of expenditure of grant funds.
• Proposed projects should demonstrate collaboration and connections with SACSP, GPs/Health care providers and other organisations and relevant communities that support screening and preventative health initiatives.
• Proposed projects must promote Renewal key messages to women. You will be supported to do this with resources and advice from Jacqueline Riviere/SACSP.

**Desirable Requirements:**

• Projects that link female participants to an appropriate, accessible GP clinic for cervical screening.
• Projects that support women to also access breast and bowel screening.
What will be funded

Funding will cover the costs associated with increasing cervical screening for vulnerable women, increasing accessibility of cervical screening or linking vulnerable women directly to cervical screening services including:

- Promotional expenses including advertising costs
- Venue hire
- Transport (for women attending services)
- Practical support for women to attend screening (i.e. support worker)
- Administration that directly supports project goals
- Child Care
- Catering
- Interpreter services
- Incentives for participants (e.g. women’s health and pampering activities/products, afternoon tea)

Projects that collect outcomes will receive priority during assessment of applications. Examples include number of Cervical Screening Tests or self-collection tests done, number of bowel kits requested for eligible participants, number of eligible participants booked for breast screening.

What will NOT be funded

- Establishment of new or ongoing services (unless future sustainability without assistance can be demonstrated).
- Funding of existing debts or shortfalls.
- Sponsorship of fundraising events.
- Employment and clinical training programs – such as the training of community or women’s health nurses to become cervical screening providers.
- Capital items such as computers or other office equipment, mobile phones and clinic equipment.
- Resource development costs where a similar resource is or has already been developed by the SA Cervix Screening Program or the National Cervical Screening Program.
- GP/medical salary

Examples of activities for funding:

- Outreach education and health promotion to under-screened women in isolated rural areas.
- Cervical screening education and awareness rising sessions to under-screened women.
- Initiatives to increase health service screening capacity in relation to under-screened women.
- Improving access to appropriate, sensitive and respectful cervical screening services.
Improving access to health care service that provides cervical screening for vulnerable women through a range of support initiatives—eg education, transport, support and follow-up.

Education and support to access Bowel and Breast Screening in eligible target groups.

Application process and timelines

It is not possible to fund all application requests. Funding should therefore not be anticipated or deemed automatic.

Notification of the outcome of applications will be provided as soon as possible, either late in 2019 or very early in 2020.

The current Cervix Screening Grant Program will fund approved projects within the 2019-2020 financial year (all funding must be expended before 30 June 2020).

Successful applicants will receive a grant agreement detailing the terms and conditions of funding.

Accountability requirements

All organisations approved for funding will be required to:

Sign and comply with reporting requirements in the grant agreement. You may also be required to fill in finance related forms to ensure you receive funding correctly.

Plan activities thoroughly in preparation to run activities in the period January to June 2020.

Provide a brief report and financial expenditure statements which must be completed and emailed electronically to the SA Cervix Screening Program at the end of the project. Clear proformas are supplied for these reports.

Funding can only be used for the purposes of the project.

Provide numbers of women who were under-screened, numbers of women invited to attend/participate, numbers of women who attended activities and numbers of cervical screening tests performed. If required, this should also include the number of eligible participants who were assisted to order a bowel kit and access breast screening.

Information and education projects will be required to provide some evidence of knowledge acquired, change in attitude and/or behaviour or increase in awareness via simple surveys (group or individual).

 Appropriately acknowledge the SA Cervix Screening Program as the funding body and use the SA Health logo in any promotional material. The logo can be supplied on request.

CALD projects must liaise with and involve the SACSP CALD Project Officer, Jacqueline Riviere on 8226 8106 (Monday-Wednesday) or email Jacqueline.riviere@sa.gov.au in project planning prior to implementing the project and education sessions.

Preparing your application

There are a number of tools you can use to help you plan your project. You might like to create and include a project log frame in your application to help you address each section. An example might look like: Aim: To improve cervical screening participation in xx community.

See example below. You can use this as a guide to create a similar table for your project and activities if it will help with the planning process.

The Planning and Evaluation Wizard developed by Flinders University is a great online tool that can

<table>
<thead>
<tr>
<th>Outcome</th>
<th>Strategy</th>
<th>Input</th>
<th>Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improve awareness of the importance of cervical screening</td>
<td>Provide information to community women via information session</td>
<td>Catering, printed resources, guest speaker, interpreter</td>
<td>Surveys, recording discussions, workshops</td>
</tr>
<tr>
<td>Increase access to screening services</td>
<td>Following information session, contact women to support them booking and attending a clinic in their area</td>
<td>Staff time, transport</td>
<td>Attendance list</td>
</tr>
</tbody>
</table>

**How do I apply?**

Read these grant funding guidelines


Hard copies of applications will not be accepted – all applications to be filled in electronically and returned via email to: megan.vanzanten@sa.gov.au

For any assistance please contact:

Megan van Zanten | Senior Project Officer  
T: 8226 8131 | [megan.vanzanten@sa.gov.au](mailto:megan.vanzanten@sa.gov.au)

OR

Jacqueline Riviere | CALD Project Officer  
T: 8226 8106 | [jacqueline.riviere@sa.gov.au](mailto:jacqueline.riviere@sa.gov.au)