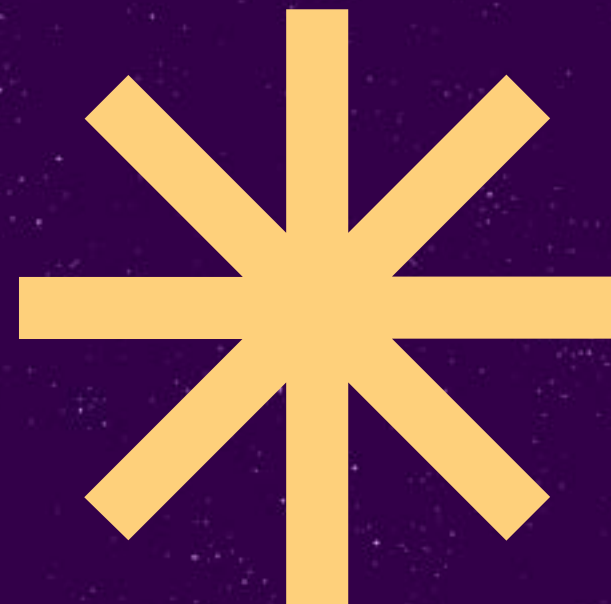


**Your idea  
could change  
the way we  
respond to  
mental health**

**Information Pack**  
*Spark Grants 2023*



**Fay Fuller**  
Foundation

**Spark Grants provide opportunities to explore preventative approaches for mental health and the conditions for wellbeing.**

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#### **Guide to this Information Pack**

This information pack has been put together to support you to apply for a Spark Grant. We recommend reading the [Our Approach to Mental Health and Wellbeing](#) document before developing your proposal.

On our website you will find a range of other support resources and information including a [Helpful Hints](#) document, videos, and FAQs. You can also register to attend an [information session](#) or reach out to our Grants Managers to support you in understanding whether Spark Grants are right for your idea and organisation or for support with the application process itself.

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#### **Grant details**

Spark Grants are a one year grant each to the value of \$40,000 and six partners are selected each open round. During the grant period you will have the support and partnership of the Foundation and access to a range of resources and networks.

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#### **The opportunity**

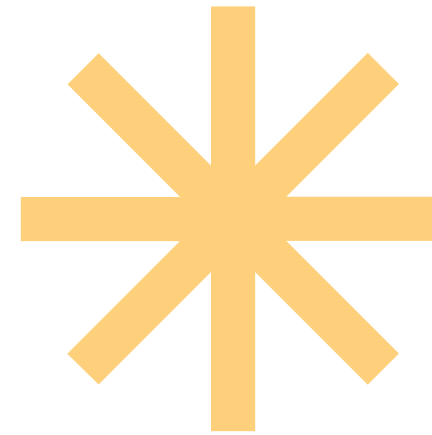
Spark is about having an idea, seeing an opportunity, or responding to what community says is needed but for which there isn't currently funding, resources, or time to develop it into a possibility. For your proposal, it isn't about solutions, programs, services or a plan for implementation but rather what you want to know more about that might make a difference.

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#### **What this looks like**

- Deeply engaging with and working alongside community to understand what preventative conditions for mental health and wellbeing means in their context, building a foundation of community informed evidence.
- Exploring possibilities and the potential of the opportunity with encouragement to test, learn, and adapt.
- Developing networks and relationships to provide expertise and support; and to contribute to a pathway for future concept development or implementation.

# Spark Grants create time and space to work deeply with community.



## Applications 2023

OPEN: 20 February  
CLOSE: 5pm 3 April

### How to apply

During the application period, register or log into our [Grant Toolbox platform](#) through our website to submit your proposal. Please register under the primary organisation or individual applying, there is an opportunity to add collaborating organisations or auspice partners later in the process.

Your proposal can either be uploaded as an attachment, written in an open text box or you can provide a link to an online platform to view or download.

*We recommend registering a week before the due date if you haven't used this platform before. There will be a video available on our website that walks through the whole process, but if you have any problems at all reach out for a chat.*

### Contact Information

Kate Arnold - Grants & Operations  
[kate@fayfullerfoundation.com.au](mailto:kate@fayfullerfoundation.com.au)  
0408 335 006

### Eligibility

To be considered for a Spark Grant your proposal needs to meet the following three criteria:

#### **Hold Tax Deductible Status for Donations**

We can only fund proposals where the organisation or a partner organisation holds Deductible Gift Recipient Status, item 1 (DGR-1). This is a special tax status and different from a standard charity registration. If you are unsure you can check by searching your [ABN registration](#). Read more about [DGR here](#), or reach out to us with any questions.

#### **South Australian Community Based**

As a South Australian based Foundation we support community-based programs of work within South Australia. This criteria is assessed on the location of the work and whether it is to the benefit of a South Australian community.

#### **Development of a Preventative and Strengths based approach to Mental Health and Wellbeing**

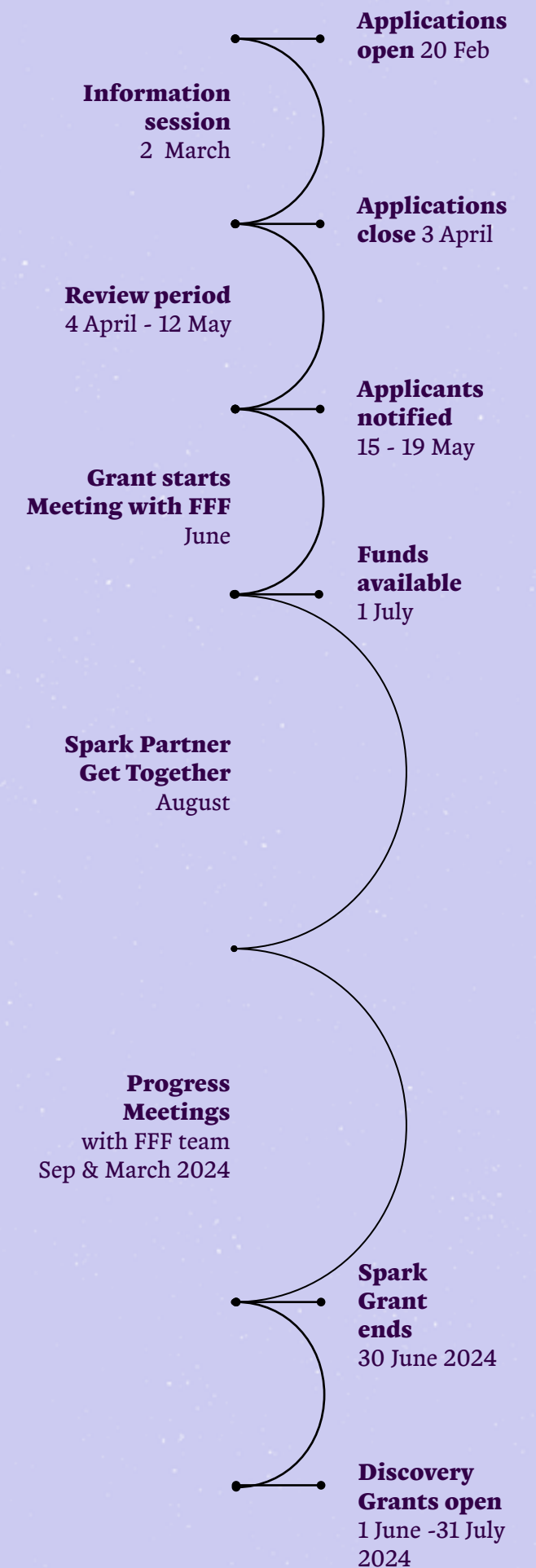
Spark Grants are intended to support the development of preventative approaches for mental health and the conditions for wellbeing in community. To learn more about this and how it differ from early intervention, read [Our Approach to Mental Health and Wellbeing](#) document.

### Key Dates

The funds will be available from 1 July 2023, one month after the official start date of the one year grant. During June we will arrange our first meeting to discuss your proposal and establish our ways of partnering together.

The official end date of Spark Grants is 30 June 2024 so that there is the opportunity to use Spark findings to inform a full application for our next public grant round; Discovery Grants between 1 June - 31 July 2024.

We recognise that your exploration may experience hurdles or need to adapt and we are happy to work flexibly and extend the timeline to suit your needs as required.





# Your application

## Preparing your proposal

Through your proposal we will be looking to understand your ways of working, relationship with community, and your hopes for the work. It is also important for us to consider whether the proposal is well suited to the opportunity and resources provided by a Spark Grant.

### Format

We want to hear from you in whichever way is easiest and preferred for you, this includes how you communicate as well as how you choose to prepare your proposal. For instance your proposal could be a narrative, short answer responses, a video, or an audio recording and it might be conversational, academic, or a more formal proposal. We will not be taking into account presentation, grammar, or length when reviewing your proposal, only how what you have shared with us aligns to the guiding statements and assessment criteria.

### Length and detail

We don't want you investing too much of your time or resources in us and encourage you to be brief and speak to the heart of the matter. As a guide this might look like 1-2 pages of information. However, we understand that you might want to share more, or find it hard to cut down, longer is ok too! We don't require letters of support, or background information but if there is anything important or relevant to support your application you are welcome to reference or attach.

### Direct Questions

When you upload your proposal in Grant Toolbox we will also ask you to name:

- Your Community Group
- Location of the Work
- Type of Proposal

## Information to include

The five guiding statements below invite the type of information it is important for us to understand for a Spark Grant application. You are welcome to include anything additional that you think is relevant.

### **What | Describe the opportunity you hope to explore and understand through a Spark Grant.**

This might include: information about the current situation, what is most important to find out or is currently unknown, and/or the future you hope to work towards.

### **Who & How | Tell us about your relationship and ways of working with your community group and/or people with lived experience.**

This might include: information, stories or examples of your past work together, what is important to you about how you work with community, or a description of your roles and how you work together.

### **Why | Share with us the inspiration or evidence that has informed your proposal.**

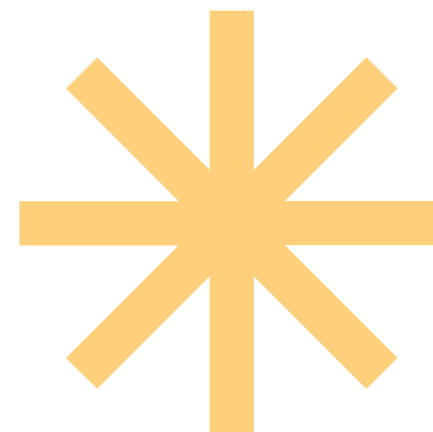
This might include: information about what you have seen, heard, read, and discussed with your community that caused you to apply.

### **How | Talk to us about what a Spark Grant might look like for you or your organisation.**

This might include: information about what the opportunity to test, learn and adapt your idea means to you or how you would use a Spark Grant with thought to the amount of funding, one year time frame, and opportunity to build a deeper understanding and learn with your community.

### **Hope | Explain how you think your proposal might unpack or develop opportunities to build preventative approaches for mental health and the conditions for wellbeing?**

This might include: information about what preventative approaches for mental health and wellbeing means for your community, what you hope a Spark Grant might lead to, and/or what might be developed for your community through the process of a Spark Grant.



## Process

Your proposal will be individually reviewed by two Fay Fuller Foundation staff members against the eligibility requirements and the assessment criteria. We take a strengths based approach, so we will be looking for how what you have told us meets the assessment criteria. If something is unclear in your application we may phone the primary contact listed during the assessment period 4 April - 12 May.

Our reviews will be collated and discussed as a whole team to inform a shortlist. We will share shortlisted proposals with representatives of the community sector who are either previous or current grant partners. This will provide external and diverse understanding and experience that we don't have internally.

Finally, we will take all this information with thought to the balance across the shortlist and with consideration to diversity and focus area, and ultimately closest alignment with the Spark Grant process and opportunity. The Fay Fuller Foundation board will make the final selection of six proposals based on all assessment information and their own review.

# Assessment and selection

## Assessment Criteria

We will use the below criteria to review your proposal. Each criteria is equally as important as the next and will be applied to all of the information provided in your proposal.

### **Learning from people**

We will be looking to understand how you will work with, and act on the voice of community and people with lived and living experience throughout your Spark Grant.

### **Open way of working**

We will be looking to understand your openness to using this opportunity for learning, testing and adapting to deepen your understanding of what is possible and wanted by community.

### **Aligned to Spark Grants**

We will consider how what you have proposed aligns with the resources and opportunity of a Spark Grant with specific consideration to the amount of funding and time available.

### **Preventative and Strengths-based**

We will consider how you connect with or speak about building the conditions for preventative and strengths based support for mental health and wellbeing.

# Questions & Answers

## Communication and Feedback

### *What communication will I receive about my application?*

When you upload your proposal through our [Grant Toolbox online platform](#), you will receive an automatic confirmation email.

We will notify all applicants of the outcome of their proposal via email during the announcement period 15-19 May, with a public announcement made on 19 May. For all communications, the information for the key contact provided in Grant Toolbox will be used unless otherwise indicated within the application.

### *What feedback will we receive?*

We will provide written feedback to all applicants as to the outcome of their proposal, particular the strengths that stood out to us, along with any specific feedback as it relates to an eligibility or assessment criteria. We understand detailed feedback can be valued, but believe it is contextual to the process so offer to provide this on a one to one basis if requested.

## Funding

### *What can the funding be used for?*

Spark Grant Partners will receive a once off donation of \$40,000. The funding can only be provided to the organisation with Deductible Gift Recipient Status 1 (DGR-1), it is GST exclusive and the Foundation will need a tax-deductible receipt for our records.

### *What can the funding be used for?*

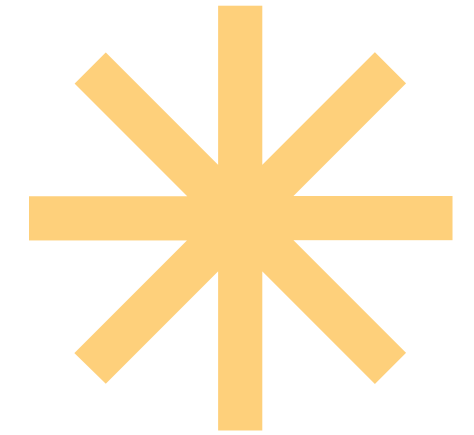
The funding is to enable you to work alongside your community to develop evidence, and deepen your understanding of key components of your idea as well as to build a network of supporters and stakeholders. The only restrictions on what resources the funding can be used for is that it must contribute to the exploration and development of your proposal, for the benefit of community.

### *What are the reporting requirements for the funding?*

We ask our partners to engage in a Memorandum of Understanding that clarifies roles, intentions and expectations, an example is [available here](#) but this will be workshopped with partners at the outset of our work together.

We don't require a funding acquittal with individual receipts but we will work with you to understand how the funding enabled you to do the work.

# Partnering with the Foundation



## What to expect if you receive a Spark Grant

Although there is no set method to undertaking your Spark journey, or strict budget and reporting requirements, the intention is that the Foundation will work alongside you as a partner. This means we will develop collaborative ways of working and learning together, to support conversations about:

- How to approach the work to utilise the funding and time available
- The way you work with your community to ensure you are reaching out and involving a diversity of voices through methods that are right for them, build agency and are culturally informed, compassionate, strengths based and accessible
- What you are learning from people, your process during Spark, and how you'll use these findings to inform your next steps
- What you might like to record or track during your work and what might happen after Spark finishes
- Capturing your process, learnings and next steps to share back with your community and with us at the end of the journey.

## Key Milestones

The first step for new Spark Partners will be an introductory meeting in June. At this point we will provide a Welcome Pack, finalise the [Memorandum of Understanding](#) and look to schedule meetings and establish ways of working throughout the grant period to support your work.

Throughout our partnership we will provide access to a range of resources as well as learning and networking opportunities as relevant to each partner.

In August we will support a gathering of all interested Spark Partners to build relationships to share learnings and support.