



Alcohol, Tobacco and Other Drug Sector COVID-19 Capacity Building Package

The Tasmanian Government (Mental Health Alcohol and other Drug Directorate within the Department of Health) together with Primary Health Tasmania have provided \$285,000 to support the alcohol, tobacco and other drug sector during the COVID-19 impact period in 2020.

The Alcohol, Tobacco and Other Drug Sector COVID-19 Capacity Building Package will support community sector organisations delivering alcohol, tobacco and other drug programs and services to invest in necessary modifications or initiatives to ensure service continuity during the COVID-19 impact period.

Funding for organisations will be allocated through a Grant program coordinated by the Alcohol, Tobacco and Other Drugs Council of Tasmania.

Applications open on Monday, 25 May 2020 and close at 5pm on Friday, 5 June 2020.

Eligible organisations can apply for a **maximum of \$25,000** and organisations who have already invested in modifications or initiatives after 10 March 2020 to ensure their alcohol, tobacco and other drug programs and services could continue, will be eligible to apply for funding retrospectively (and provide proof of expenses).

Full details, including Terms and Conditions, eligibility and selection criteria are available below.

Conditions and Eligibility

Eligibility Criteria

- The applicant must be a registered community service organisation (with an ABN) that provides an existing alcohol, tobacco and other drug program or service to the Tasmanian community.
- The applicant must demonstrate that the funding requested is required to ensure the ongoing delivery of alcohol, tobacco and other drug programs or services during the COVID-19 impact period.
- Priority will be given to applications seeking funding for modifications or initiatives for alcohol, tobacco and other drug service and programs that provide direct support and /or treatment to existing client groups and communities, particularly vulnerable Tasmanians.
- Grants must be for a purpose directly related to responding to the impact of COVID-19 on the delivery of programs and services funds cannot be used to fund standard business operational expenses.

- Funding will **not** be approved to support the purchase of technology required to adapt to new program and service delivery methods as funding for this purpose has already been made available through the Tasmanian Government's Community Managed Mental Health and Alcohol and Other Drug Sector COVID-19 Technology Fund (administered by the Mental Health Council of Tasmania) and the Essential Technology Fund (administered by TasCOSS).
- Funding will **not** be approved to support primary prevention and early intervention initiatives (e.g. community public health messaging) as funding for this purpose will be made available by the Tasmanian Government separate to this grant process.
- Funding will **not** be approved for programs and services that will require ongoing funding beyond the COVID-19 impact period.

Selection Criteria

Grant applications will be reviewed and assessed by an Assessment Committee, and each application will be rated against the following selection criteria:

Organisation and Service Type

- The applicant is a community sector organisation, providing alcohol, tobacco and other drug programs and services in Tasmania.
- The Grant funding will be used to support the continuity of an existing alcohol, tobacco and other drug program or service in Tasmania.
- The Grant funding will be used for modifications or initiatives that will ensure alcohol, tobacco and other drug programs and services continue during the COVID-19 impact period.

Demonstrated Need

- Evidence of impact from COVID-19 on the organisations ability to provide an existing alcohol, tobacco and other drug program or service.
- Evidence of reduced organisational capacity to continue to effectively provide an existing program or service during the COVID-19 impact period.
- Evidence that the funding will be used for modifications or initiatives that will support the organisation's service continuity during the COVID-19 impact period.

Price & Value for Money

- Clear outline of the modifications or initiatives the funding will be used for and an indication of research into pricing and associated costs.
- The extent to which the modifications or initiatives will support the organisation to continue to provide an existing program or service.
- The overall impact the Grant funding will have on the clients/community.

Terms and Conditions

- This Grant funding is a one-off opportunity provided to the alcohol, tobacco and other drug sector in Tasmania to be utilised for the purposes of continuity of service under the changed circumstances due to the impacts of COVID-19.
- Only one (1) Grant application per organisation will be considered, up to a maximum amount of \$25,000.
- If the applicant organisation is unable to proceed with the proposed program or service modifications or initiatives outlined in the application, the Grant funding can be spent on similar modifications or initiatives that reflect the initial request so long as it supports program or service continuity (the ATDC as Grant coordinator will need to be notified of this change and a time limit of six months to spend the funds will apply. Receipts and acquittal will still be required).
- The Grant funds must be used for the modifications or initiatives for the program or service outlined in the application. If after approval, the applying organisation determines that the funding will be better spent on a different program or service, they must seek the approval of ATDC (as Grant coordinator) and provide new evidence.
- The Grant recipient organisation must provide receipts to demonstrate expenditure of Grant funding up to 90% of the total Grant amount received. Any remaining funds totaling over 10% of the full Grant amount must be utilised by the applicant for another appropriate purpose (to be approved by the funder).
- Organisations who have already invested in modifications or initiatives to ensure service continuity through the COVID-19 impact period will be eligible to apply for grant funds retrospectively with proof of purchase made from 10 March 2020.