GOVERNMENT OF WESTERN AUSTRALIA

healthway

Healthy Partnerships Program

For sport, arts, racing and community organisations

Guidelines for funding requests **over $5,000**



August 2025

Creating a healthier WA together

At Healthway, we aim to create a healthy Western Australia (WA). We do this by working in partnership with community organisations to inspire Western Australians, especially children and young people, to live healthier lives.

Through our Healthy Partnerships Program we partner with sport, arts, racing and community organisations to fund programs that encourage good health now and into the future. Our partners play a valuable role in supporting our vision of creating a healthier Western Australia.

We see partnerships as an important vehicle for bringing together diverse skills and resources for more effective health promotion outcomes.

The Healthy Partnerships Program is focused on organisations collaborating with us to develop their funding application. In working together, we hope to combine expertise from across sport, arts, racing and community sectors with our knowledge of effective health promotion strategies to achieve health outcomes that benefit the broader community.

We look forward to working with you.

Over $5,000 funding

The objectives of our over $5,000 Healthy Partnerships Program are to:

- **Educate and raise awareness about good health** to support healthy choices.
- **Create healthy environments** within organisations and venues.
- **Reduce the promotion of unhealthy messages or brands** which do not align with good health.
- **Provide opportunities for participation** in healthy activities particularly among Healthway's priority populations.
- **Build the capacity of organisations and the community** to advocate for health promoting culture, norms and practices.

These guidelines provide an overview of our funding requirements and request process for grant funding over $5,000. There are **separate guidelines** when the amount requested is $5,000 or under.

Before applying, all applicants are encouraged to contact our partnerships team on **133 777** or email **healthway@healthway.wa.gov.au.**

Requests must be received **at least five (5) calendar months** prior to the commencement of the program.

What are our strategic priorities?

Healthway's Strategic Plan 2024-2029: Creating a healthier Western Australia together details our priorities across five strategic health areas:



Promote healthy eating

Promote active living

Promote mental wellbeing

Prevent and reduce use of tobacco, e-Cigarettes and other novel tobacco products

Prevent and reduce use of alcohol

Our plan reflects current evidence and complements both state and national health promotion plans, strategies and policies.

In your funding request, you will be asked to select a priority health area(s) for your program. This step is crucial to ensure your initiative aligns with our strategic goals and the needs of your community. So we can support you in this process, please contact our partnerships team to discuss your ideas and help guide your selection.

Our broad objectives in each priority health area are outlined below.

Priority health areas	Actions
 **Promote healthy eating**	• Create environments that promote and increase access to healthy food and drinks and reduce the provision of unhealthy food and drinks. • Reduce exposure to the marketing and promotion of unhealthy food and drink, particularly to children and young people. • Increase knowledge and self-efficacy to motivate behaviour change and increase healthy eating patterns. • Advocate to create health promoting, environmentally sustainable food systems that ensure quality, affordable food is available and accessible for all.
 **Promote active living**	• Advocate for healthy, liveable, sustainable communities that encourage and enable all members of society to be more physically active and reduce sedentary behaviours in their daily lives (active living). • Increase awareness and motivate behaviour change to support active living. • Facilitate initiatives that focus on inclusion and increasing participation in physical activity, particularly in priority groups. • Support the development of fundamental movement skills and physical literacy from the early years, to sustain physical activity participation over the life course.

Healthy, liveable, and sustainable communities support our health and wellbeing by providing plenty of opportunities for safe walking and cycling, to 'live local' by using nearby facilities and services, for interaction with open spaces and the natural environment, and for community engagement and social inclusion. They are built in ways that encourage the use of sustainable public transport, reduce our reliance on cars, and help mitigate the effects of climate change.[1]

Priority health areas	Actions
Promote mental wellbeing	• Create environments that encourage protective factors for high mental wellbeing and reduce the risk factors for low mental wellbeing. • Increase knowledge, awareness, and positive attitudes on the importance of mental wellbeing. • Enable all members of society to feel confident to protect and improve their own and others' mental wellbeing. • Support initiatives that increase opportunities that provide mental health benefits through social inclusion and participation.
Prevent and reduce use of tobacco, e-Cigarettes and other novel tobacco products	• Create environments that are smoke and vape free. • Reduce exposure to the marketing and promotion of e-cigarettes, particularly to children and young people. • Motivate behaviour change and raise awareness of the harms of tobacco and e-cigarette use. • Advocate to reduce supply, availability and accessibility of tobacco, e-cigarettes, and other novel tobacco products.
Prevent and reduce use of alcohol	• Create alcohol-free environments particularly where children and young people may be present. • Reduce exposure to the marketing and promotion of alcohol, particularly to children and young people. • Raise awareness of the harms associated with alcohol use. • Advocate to reduce supply, availability, and accessibility of alcohol. • Motivate behaviour change and promote awareness of ways to reduce harmful levels of alcohol use.

Mental wellbeing reflects a person's psychological, emotional, physical and social states. It refers to the ability of an individual to maintain connections, contribute to their community, and cope with the normal stressors of life events or challenges - Mental Health Commission (WA). [2]

Priority populations

We acknowledge many people in our community face barriers to good health and we remain committed to working with a range of partners to find new and innovative ways to achieve better health for Western Australians that need it the most.

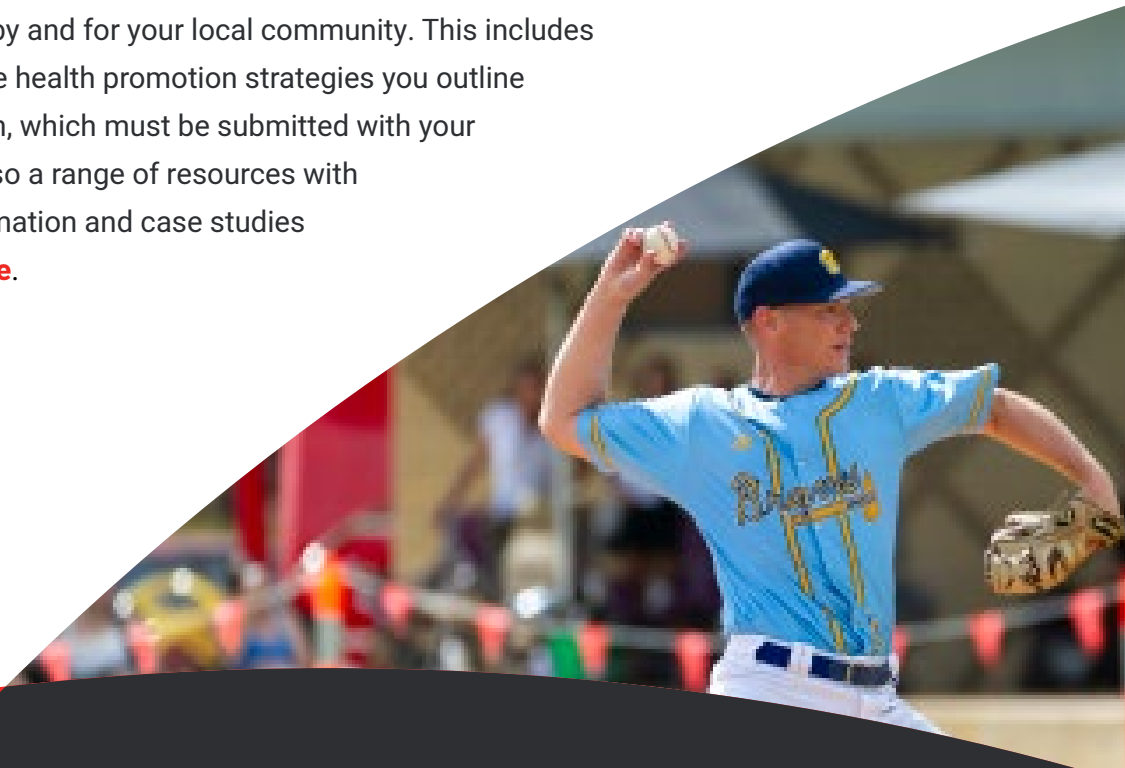
Our Healthy Partnerships Program prioritises:

- Early Years (children aged 0-5 years)
- Children (6-12 years of age) and young people (aged 13-17)
- Aboriginal and Torres Strait Islander people
- People from Culturally and Linguistically Diverse communities
- People living in rural and remote communities
- People experiencing disadvantage
- The LGBTQIA+ community.

If your organisation wishes to work with Aboriginal people and/or communities, please refer to **Healthway's Policy on Engaging with Aboriginal People and Communities**.

Our partnership approach

We are here to work with you every step of the way. Before submitting your request, we invite you to speak to our team. We have a team of partnership officers whose role is to support you throughout your program. Together, we can ensure your ideas are shaped by and for your local community. This includes helping you to refine the health promotion strategies you outline in your Partnership Plan, which must be submitted with your application. There is also a range of resources with health promotion information and case studies available on our **website**.



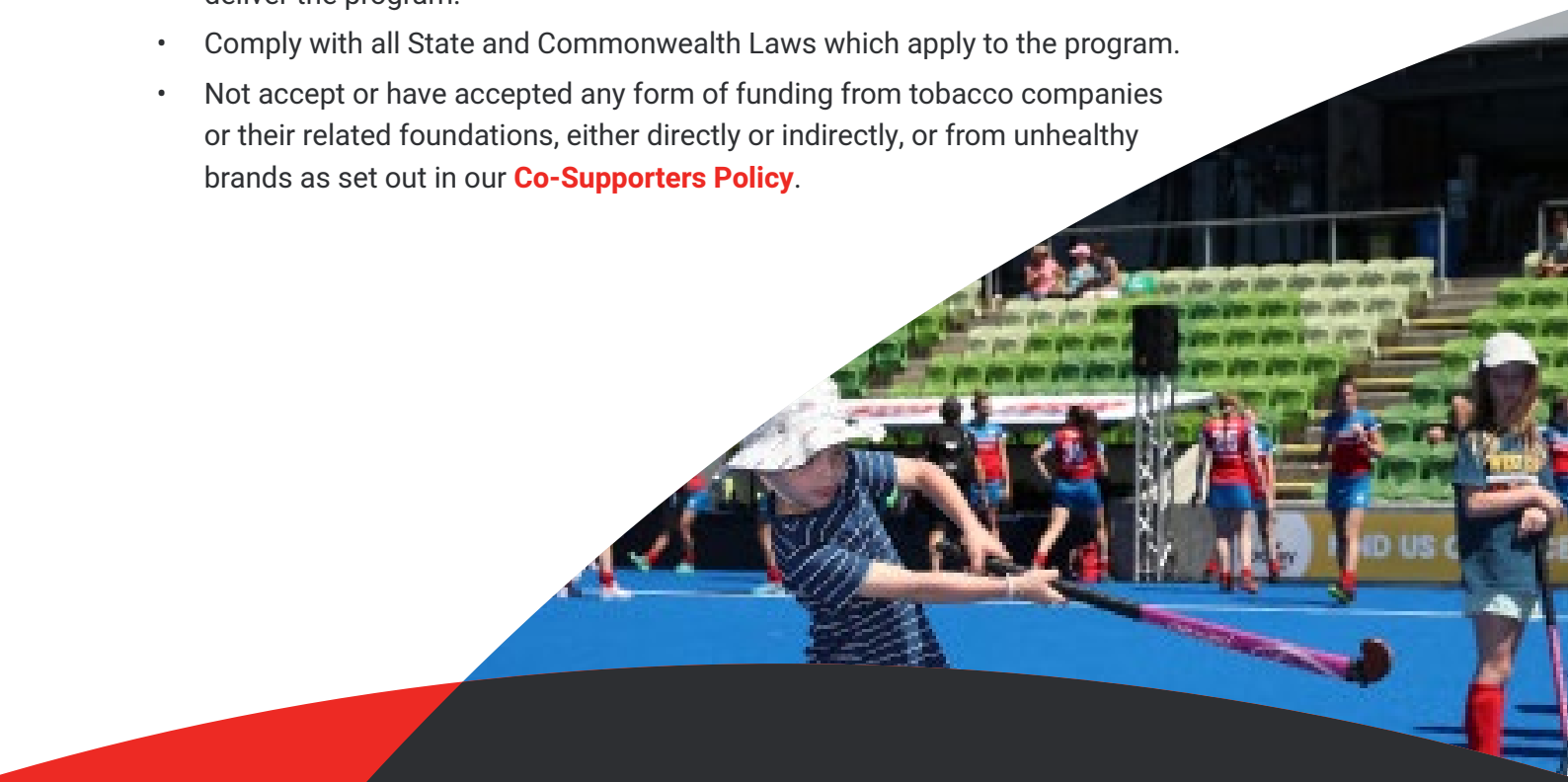
Who is eligible for funding?

Eligible organisations are defined as:

- **Sporting organisations** involved in a recognised sport or active recreation that can deliver health promotion outcomes.
- **Arts organisations** involved in arts and cultural programs or activities that can deliver health promotion outcomes.
- **Racing organisations** involved in motor car or motorcycle racing that can deliver health promotion outcomes.
- **Community organisations** delivering health promotion outcomes through sport, recreation, arts, cultural, or racing programs, activities or facilities.

In addition, to be eligible for funding you must:

- Be an incorporated association, company, statutory body or trust.
- Be ABN registered or provide an ATO 'Statement By Supplier' form.
- Fulfil all previous acquittal requirements for Healthway funded programs.
- Maintain a general public liability insurance policy of at least $10,000,000 for the term of the partnership.
- Have appropriate Health and Safety and Risk Management policies and practices in place to deliver the program.
- Comply with all State and Commonwealth Laws which apply to the program.
- Not accept or have accepted any form of funding from tobacco companies or their related foundations, either directly or indirectly, or from unhealthy brands as set out in our **Co-Supporters Policy**.



What funding cannot be used for

Funding cannot be used for:

- Camps, conferences, uniforms and club-owned playing equipment.
- Capital works, equipment, fundraising, purchase of infrastructure or costs associated with running an organisation.
- One-off events which are defined as typically single occasion activities occurring over one day or a period of consecutive days.
- Boxing or any activity that allows the deliberate targeting of the head within the rules.
- The advancement or promotion of a religion or religious outlook or the recruitment of people to a religion.
- The advancement or promotion of a political organisation or political outlook.
- School activities that form part of the core curriculum and activities organised by school P&Cs.
- Overseas/interstate travel and tours, or activity occurring outside WA.
- Auspiced funding arrangements.

What are our requirements for funding?

Aligned to our vision of a healthier WA, to be eligible for over $5,000 Healthy Partnership funding, organisations must meet the below requirements:

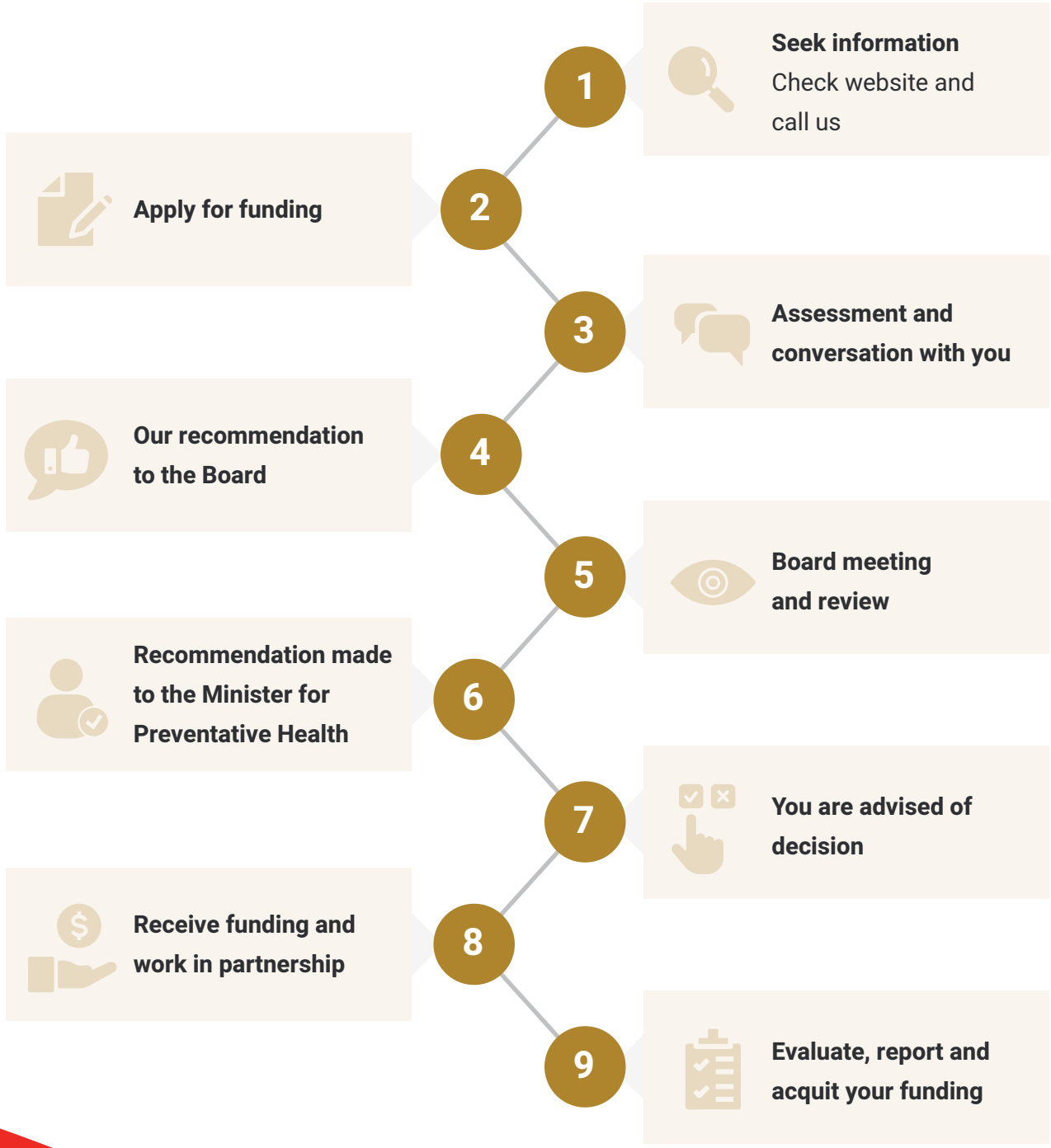
- Legally execute a Healthy Partnership Program Agreement (Agreement) that formally describes the responsibilities of the recipient of any funding from Healthway. Please review the Agreement example on our **website**. If funding is approved, you will receive a tailored Agreement specifically for your program.
- Meet the conditions outlined in our **Minimum Health Requirements Policy** for all activities. These are minimum requirements of our Healthy Partnership grants.
- Comply with our **Co-Supporters Policy**. There is an expectation that organisations seeking funding from Healthway are committed to achieving good health. We will generally not provide any funding to organisations that have arrangements (direct or indirect) with co-supporters resulting in the promotion of unhealthy brands or messages.
- Comply with our **Healthy Food and Drink Provision Policy** where applicable. We require organisations to increase healthy food and drink choices at funded activities by creating settings that encourage healthy eating.

These requirements are summarised in the table on the next page.

Requirements for funding	What you will need to do
Minimum Health Requirements Policy	To ensure funded activities align with our core purpose of promoting and facilitating good health, our **Minimum Health Requirements Policy** is a condition of all funding. These minimum requirements are aligned to our strategic priorities. **If food and drinks are available:** • Provide healthy food and drink options. • Do not use unhealthy food and drink vouchers as prizes, awards, promotions. • Provide free drinking water. **If alcohol is available:** • Serve alcohol in standard drink portions. • Provide low strength and non-alcoholic options. • Do not use alcohol as prizes or awards. • Ensure there are no activities or promotions that encourage rapid consumption of alcohol (e.g. discounted drink prices, happy hours, drinking competitions). • Ensure there are no promotions or activity names that glamorise getting drunk or imply that getting drunk is desirable. **Healthway funded programs are required to:** • Provide and maintain smoke-free indoor and outdoor areas (including e-cigarettes/vaping). • Healthway's **Smoking in the Arts Policy** applies to all funded performances. • Provide adequate sunshade.
Co-Supporters Policy	Our **Co-Supporters Policy** aims to reduce the promotion of unhealthy brands and minimise the risk that the promotion of good health is being undermined by the presence of other sponsors. Grant applicants are required to complete a **Co-Supporters Declaration form** with information on any new or existing sponsors or associates who seek to promote, advertise or endorse alcohol, food and beverages with low nutrients and high in kilojoules, saturated fat, added sugar or added salt, the promotion of gambling to underage audiences and tobacco products. We will review a grant applicants' Co-Supporters Declaration and, if deemed necessary, will assess the risk of co-funding to Healthway achieving its health promotion objectives.
Healthy Food and Drink Provision Policy	We support increasing healthy food and drink options at funded activities by creating settings that support healthy eating. As such, Healthway applies the following minimum conditions when food and drinks are offered for sale: • Sugary drinks will not be on display; and • Supported organisations will encourage the attendance of food vendors from the **Healthier Vendor Guide**, or vendors who are able to offer food and drink choices that are consistent with the assessment criteria for inclusion in the Guide.
Healthy Environments Policy	Funded organisations are required to develop a Healthy Environments Policy which will support their organisation to create healthy environments for their community. We have developed a **template** to support the writing of this Policy. On project completion, supported organisations are required to submit their Healthy Environments Policy (or an existing one).

What is the request and assessment process?

We assess all requests for funding and recommendations are presented to the Healthway Board and Minister for Preventative Health. During the assessment process we may liaise with other relevant stakeholders including Lotterywest and/or other funding partners to discuss your request.



Completing a request

To be considered for funding, grant applicants are required to complete an online request form through the **Healthway Lotterywest Grants Portal** (Portal). We also require that you complete and upload a **Partnership Plan (Part C)** as part of your application. A preview of the online request form is available on **our website**.

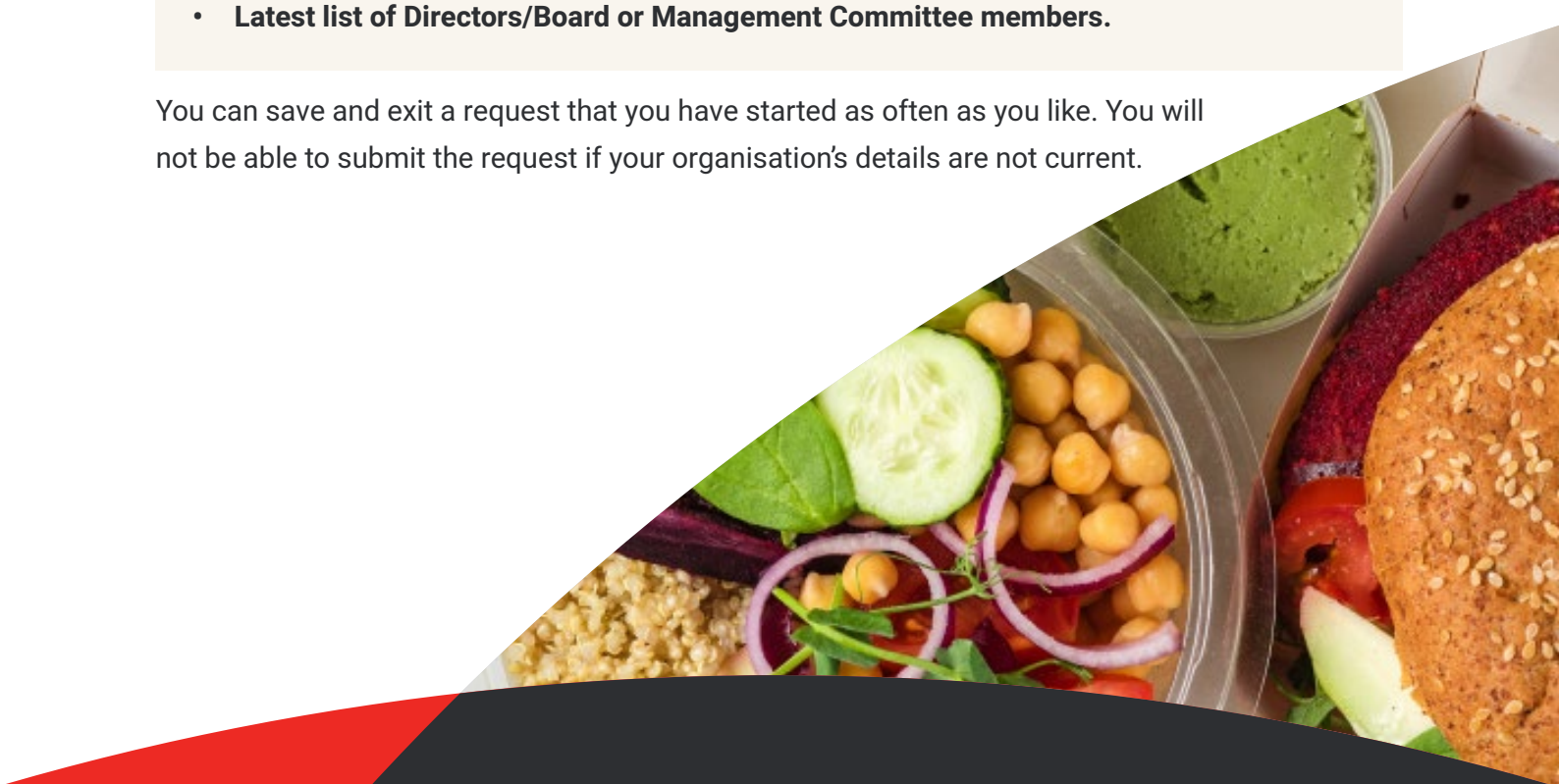
We have a number of helpful resources and tools to support the application process **on our website**.

It is important that you talk to us prior to completing a grant request. Requests must be received at least five (5) calendar months prior to the commencement of the program.

Please ensure your organisation's details are up to date in the **Portal** before you commence the request form. Current information we must have on file includes:

- **A recent bank statement from your organisation's main operating account. Note the account name must match the applicant's legal entity name.**
- **Your latest financial statement (this must be provided with every funding request).**
- **Your latest Annual Report or AGM minutes.**
- **Your constituent document (e.g. Constitution, Rules of Association, Trust Deed).**
- **Latest list of Directors/Board or Management Committee members.**

You can save and exit a request that you have started as often as you like. You will not be able to submit the request if your organisation's details are not current.



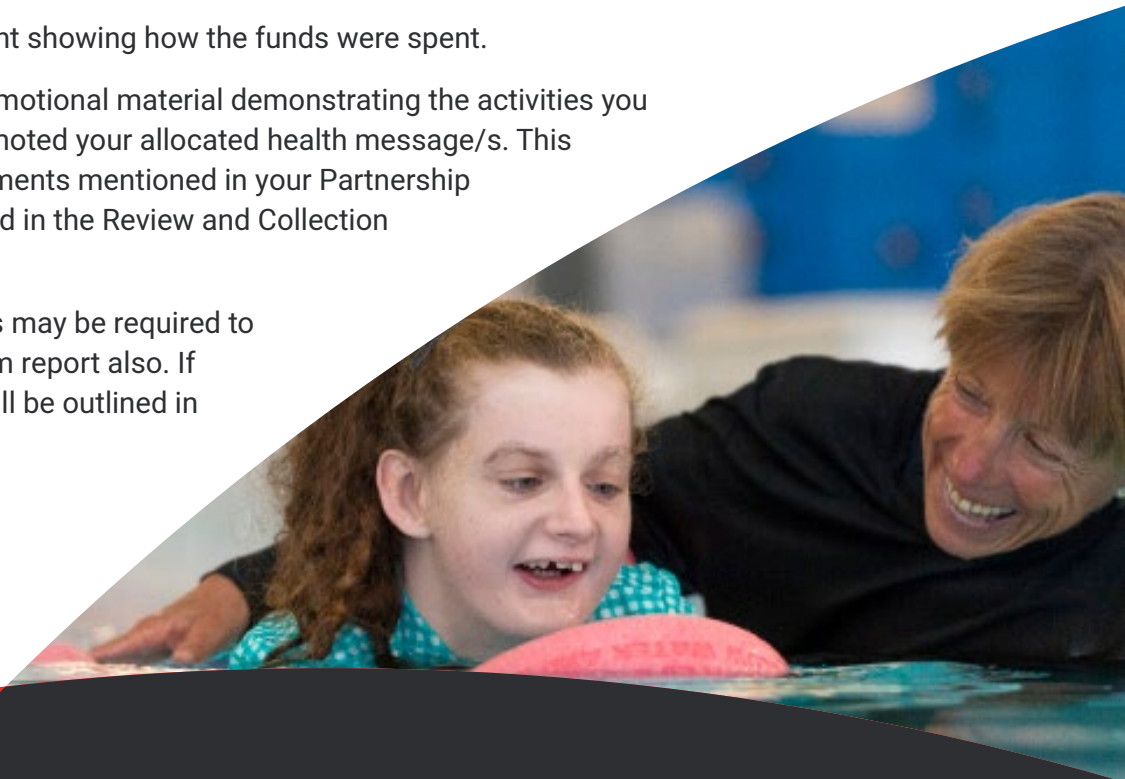
Information required	Explanation
Organisation information	Please provide (or update) the contact person, legal signatories and person applying for the funding.
Request details	Please enter the following information: • Program area (Sport, Arts or Racing). • Funding amount range. • Program title (make it short and sweet). • Summary of your program (what you are planning to do to improve the health of your participants). • The priority health area that best aligns to your program. It is important that the health area is chosen in consultation with Healthway. • Start and end dates.
Part C of the Partnership Plan template	Read the materials we have provided **on our website** to help you complete the Partnership Plan. This will outline the activities you will deliver that align with our strategic priorities and your allocated priority health area/s.
Consultation and partnerships	Briefly outline the consultations that you have undertaken or plan to undertake regarding your proposed program. This should include any health and community organisations, participants and the broader community. Are you working with any other partners on this program? If so, please provide details.
Program reach and priority populations	Outline the total reach of your program by completing the tables. Also provide the number of participants/organisers and spectators/audience by priority populations. If you are planning to work with Aboriginal people and/or communities please refer to our **Engaging with Aboriginal People and/or Communities Policy**.
Supporting documents	Please upload all of the required supporting documents: • Part C of the Partnership Plan. • Program budget. • Partner Activity Schedule. • Co-Supporters Declaration (where applicable).
Program details	Please enter the following information: • The primary region that will benefit from the funding. If the activities are occurring across three or more regions, please select statewide. • Up to five categories of people who will benefit from the funding.

Information required	Explanation
Program budget and other funding	Please complete the tables and upload your budget with details of all income and expenses (excluding GST) associated with the program.
Co-Supporters	Please download and review the **Co-Supporters Policy** and, if applicable, complete the declaration form relating to any supporters that use unhealthy brands (monetary or product) either directly or through a third party. Fill in the table and upload the **Co-Supporters Declaration Form**, if applicable.
Healthy policies	Please confirm your organisation is able to adhere to **our policies.**
Documents	Upload any other documents to support your request e.g. letters of support in the Supporting Documents upload box.

On completion of your program

Funded organisations will be required to report on the outcomes of their program. The reporting process includes the following:

- An end of year and final report which highlights how your program objectives were achieved as outlined in the Agreement.
- A financial statement showing how the funds were spent.
- Photographs or promotional material demonstrating the activities you undertook that promoted your allocated health message/s. This could include documents mentioned in your Partnership Plan and those listed in the Review and Collection Methods section.
- Some organisations may be required to complete a mid-term report also. If this is required, it will be outlined in your Agreement.



Ready to apply?

Once you are ready to apply, please ensure you have completed all the following steps:

Request checklist:

1. Read our guidelines for details on eligibility. ☐

2. Contact our Healthy Partnerships team on 133 777 to discuss your program ideas prior to submitting a request. ☐

3. Ensure your organisation and your governing body can enter into a Partnerships Program Agreement and meet the relevant **policies** including the Minimum Health Requirements Policy and comply with the Co-Supporters Policy and Healthy Food and Drink Provision Policy. ☐

4. If you have received Healthway or Lotterywest funding previously, ensure your organisation's details are up to date in the **Healthway Lotterywest Grants Portal.** If you are applying for Healthway or Lotterywest funding for the first time, register your organisation and user details in the **Portal.** ☐

5. Complete all sections of the Healthy Partnerships Funding request form available from the **Portal.** A full assessment of your request cannot be undertaken without this information. ☐

6. Prepare the supporting documents to submit with your request. ☐

7. Review all your details to ensure they are accurate. ☐

8. Submit the request form via the **Portal** allowing **a minimum of FIVE months prior** to the commencement of the program. ☐

References

[1] Giles-Corti B, Capon A, et al. Physical determinants of health: healthy, liveable and sustainable communities. Medical Journal of Australia 2021; 214 (8 Suppl): S17-S21.

[2] Mental Health Commission. Western Australian Mental Wellbeing Guide (2023). Perth: Mental Health Commission, Western Australia. Available from: **https://www.mhc.wa.gov.au/about-us/major-projects/mental-wellbeing-guide/**





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