GOVERNMENT OF WESTERN AUSTRALIA

healthway

Healthy Partnerships Program

For sport, arts, racing and community organisations

Guidelines for funding requests **up to $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 your funding request. 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.

Up to $5,000 funding

The objective of our up to $5,000 Healthy Partnerships Program is to support sport, arts, racing and community organisations to create **healthy environments** for our community.

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

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 four (4) calendar months** prior to the commencement of your 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:

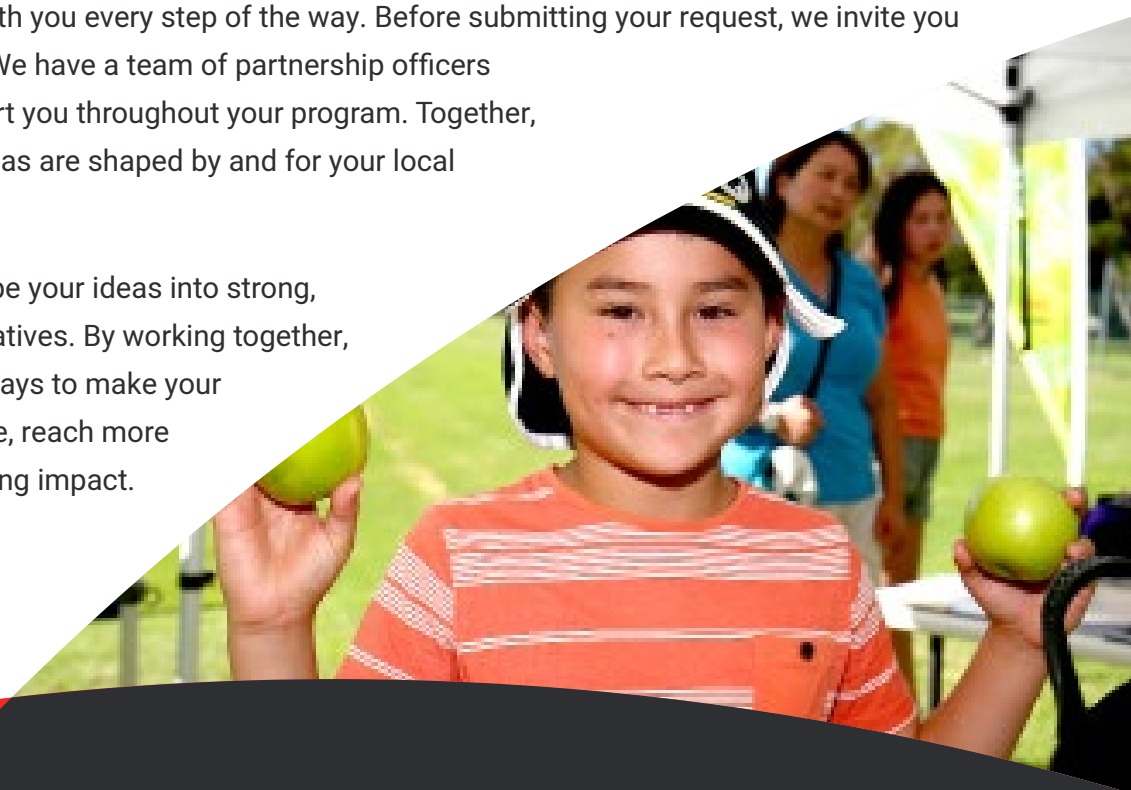
- Early Years (children aged 0-5 years)
- Children (6-12 years of age) and young people (aged 13-17)
- Aboriginal and Torres Strait Islander people
- People from Culturally and Linguistically Diverse communities
- People living in rural and remote communities
- People experiencing disadvantage
- The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

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

We're here to help shape your ideas into strong, community-driven initiatives. By working together, we can find practical ways to make your program more effective, reach more people and create lasting impact.



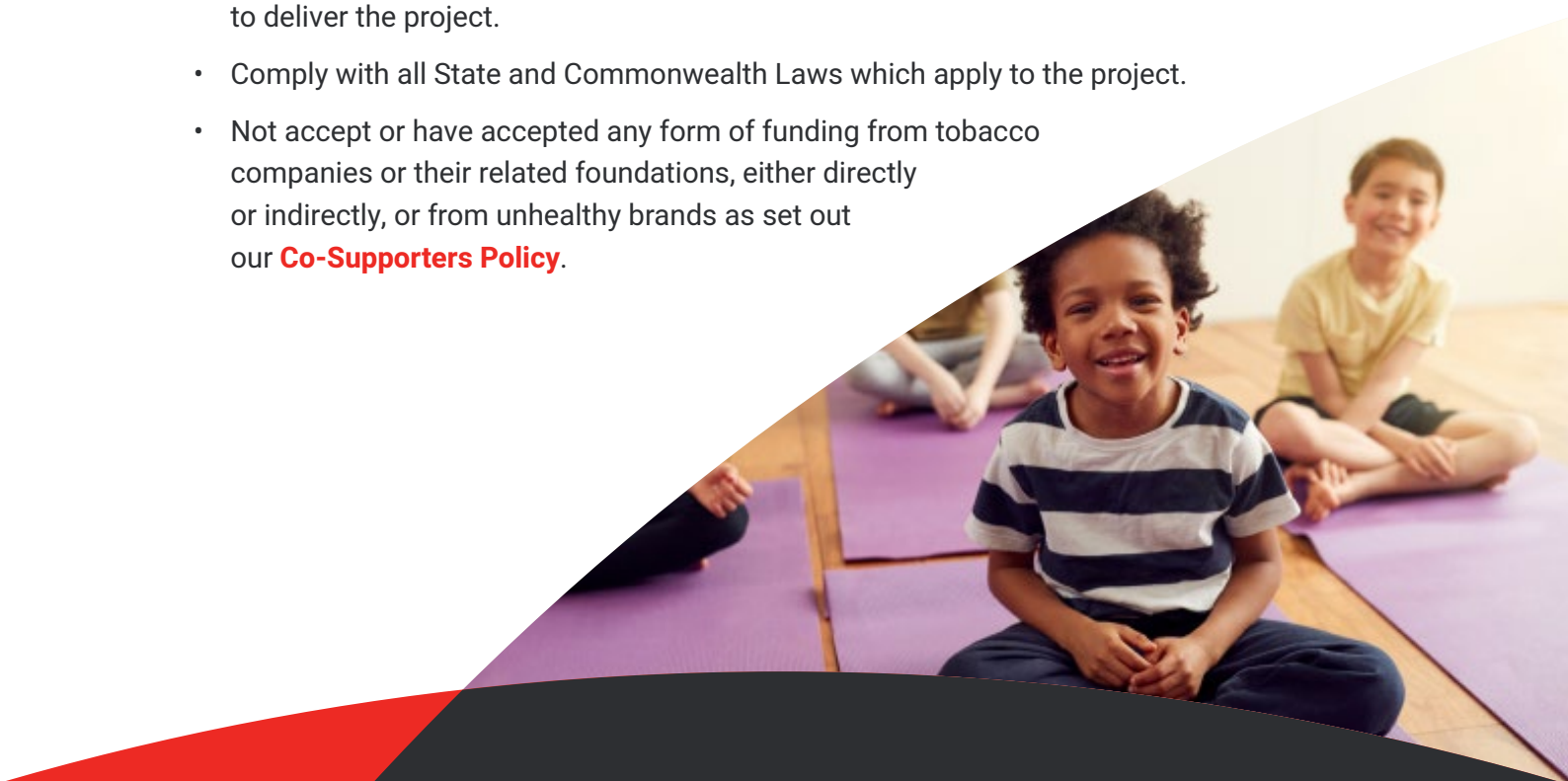
Who is eligible for funding?

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 project.
- Comply with all State and Commonwealth Laws which apply to the project.
- 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 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 up to $5,000 Healthy Partnerships funding, organisations must meet the requirements outlined in the table on the next page.

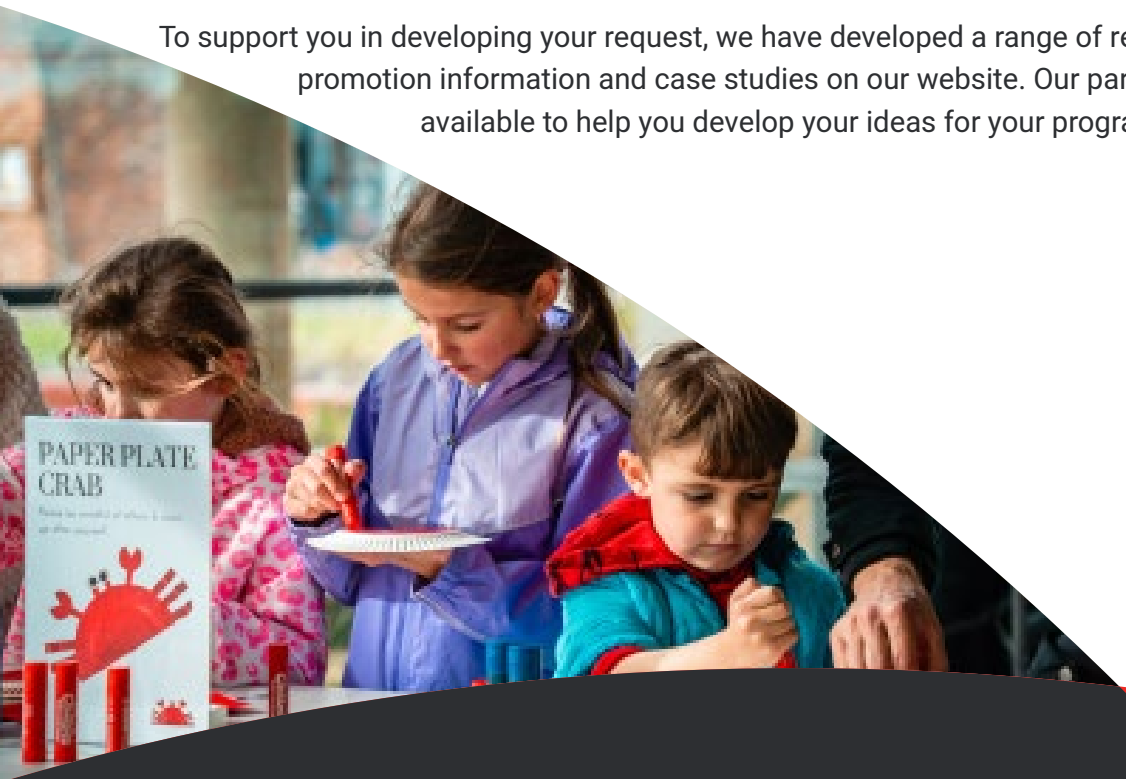


Requirements for funding	What you will need to do
Conditions of Funding	Grant applicants are required to read and agree to our **Conditions of Funding** as part of a request to Healthway. A Conditions of Funding document that has been signed by the person(s) legally able to enter contracts must be submitted with your request.
Minimum Health Requirements Policy	To ensure funded activities align with our core purpose of promoting and facilitating good health, a number of minimum requirements are applied as 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 or promotions. • Provide free drinking water. **If alcohol is available:** • Serve alcohol in served 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 projects are required to:** • Provide and maintain smoke-free indoor and outdoor areas (including e-cigarettes/vaping). • Our **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 of undermining health promotion efforts through the presence of other sponsors. Grant applicants are required to complete a **Co-Supporters Declaration Form**. This form must include details of any new or existing sponsors or associates who seek to promote, advertise, or endorse: • Alcohol, and food and beverages that are low in nutrients and high in kilojoules, saturated fat, added sugar, or added salt. • Gambling to underage audiences. • Tobacco products. We will review a grant applicant's Co-Supporters Declaration and, if necessary, assess the risk that co-funding may pose to Healthway's ability to achieve its health promotion objectives.

Requirements for funding	What you will need to do
Healthy Food and Drink Provision Policy	We support increasing healthy food and drink options at funded activities by creating settings that support healthy eating. For organisations that occupy and manage food and drink outlets or provide their own food and drink services, it will be a condition of funding that sugary drinks will not be on display. Sugary drinks may still be sold, however they cannot be displayed for sale or advertised. Funded organisations will also encourage the attendance of food vendors from the **Healthier Vendor Guide**, or vendors/caterers who are able to offer food and drink options that are consistent with the assessment criteria for inclusion in the Guide. Free training is provided for an organisation representative through the **Fuel to Go & Play online community venue training**.
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, funded organisations are required to submit their Healthy Environments Policy (or an existing one).

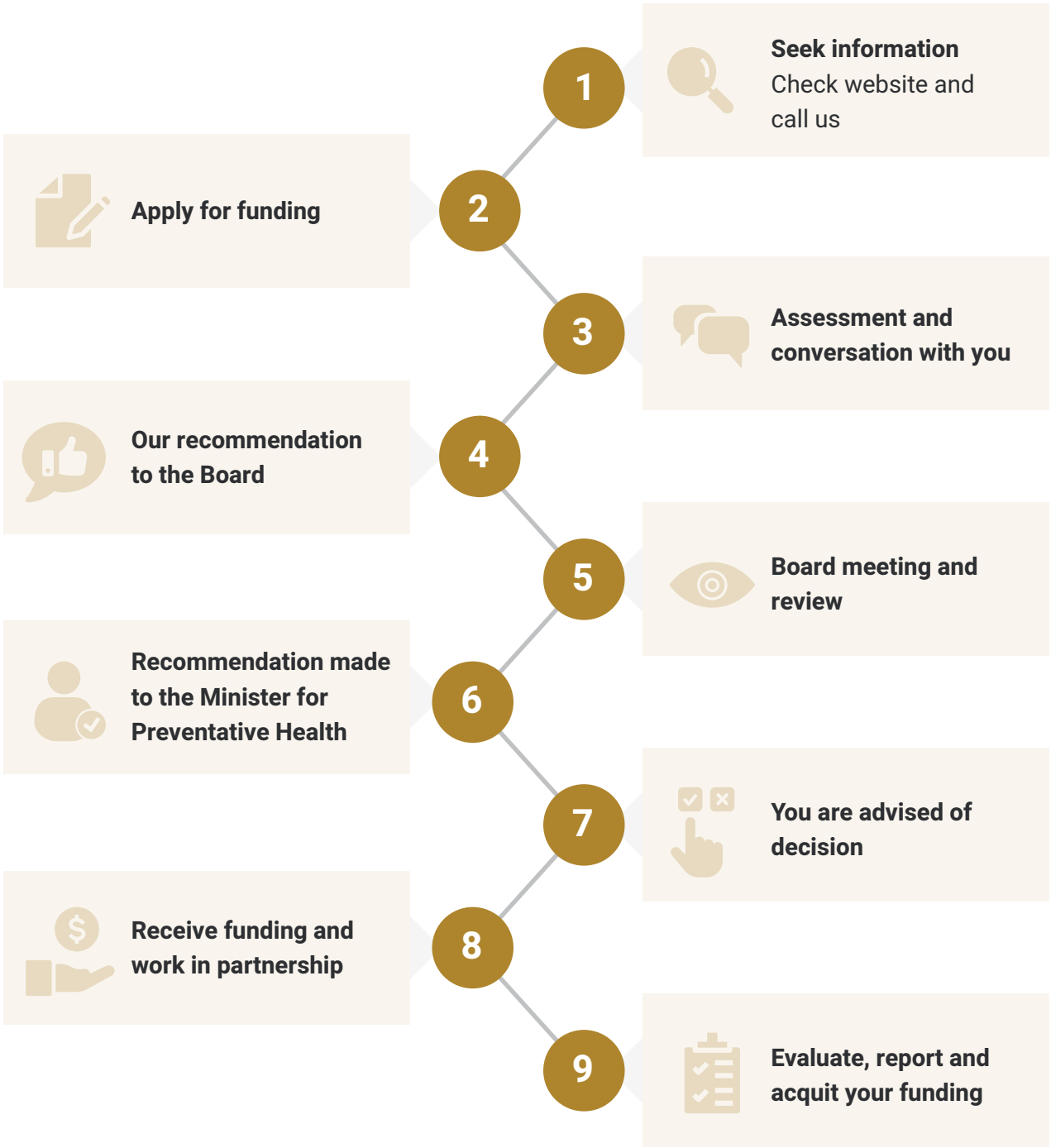
Support to develop your request

To support you in developing your request, we have developed a range of resources with health promotion information and case studies on our website. Our partnerships team is also available to help you develop your ideas for your program.



What is the request and assessment process?

We assess all requests for funding and recommendations are presented to the 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). A preview of the online request form is available on our **website**.

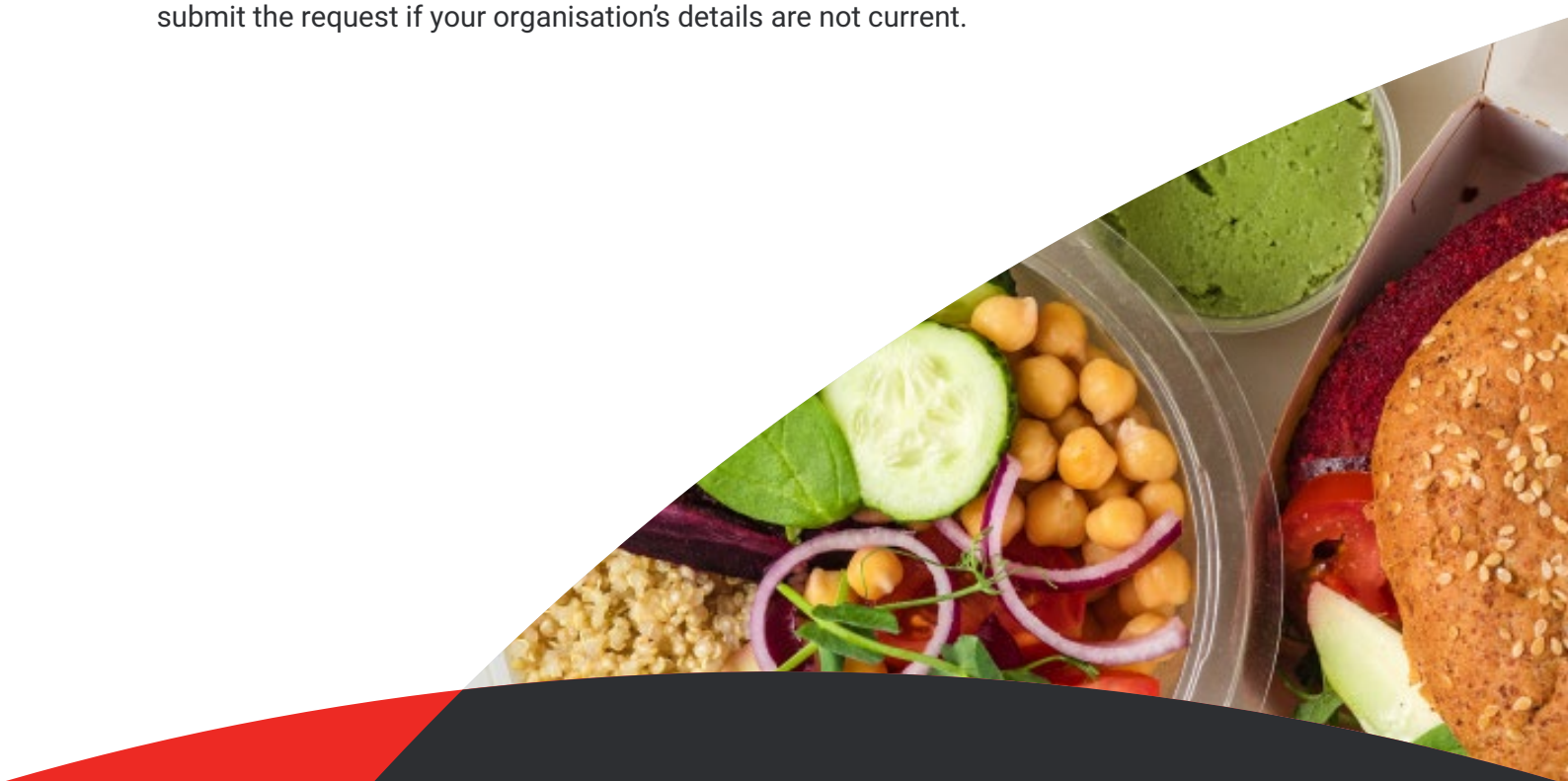
The following instructions provide a step-by-step guide to completing the online request form. It is important that you talk to us prior to completing a grant request.

Requests must be received **at least four (4) calendar months prior** to the commencement of the project.

Please ensure your organisation's details are up to date in the **Portal** before you fill out the request form. This 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: • Area your project falls under (Sport, Arts or Racing). • Funding amount range. • Project title. • Description of your project, including the specific location(s) where it is taking place. • The priority health area that best aligns to your project. It is important that the health area is chosen in consultation with Healthway. • Start and end dates.
Project planning	Please enter the following information: • Explain the health issue your project will address (this should include one or more of Healthway's priority health areas). • Detail how you will promote the health message through your program. • Detail how your program will engage our priority populations. • Detail any consultation or any partnerships you have formed to be able to deliver the program.
Project reach and priority populations	Outline the total reach of your project by completing the tables. Also provide the number of participants and spectators/audience by priority group. If you are planning to work with Aboriginal people and/or communities please refer to our policy on **Projects Engaging with Aboriginal People or Communities**.
Project 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. Remember, the exact location details are added to your program description. • Up to five categories of people who will benefit from the funding.
Project budget and other funding	Please complete the tables. The amount requested cannot exceed $5,000 on this 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.

Information required	Explanation
Healthy policies	Please confirm your organisation is able to adhere to our **policies**.
Creating healthy environments	Answer the questions in the request form to show how your program will create an environment for your community that supports healthy choices. The actions covered by these questions enable your organisation to meet all our funding requirements. Free training is provided for an organisation representative through the **Fuel to Go & Play online community venue training**.
Documents	Grant applicants are required to read and agree to our **Conditions of Funding** as part of a request to Healthway. A Conditions of Funding document that has been signed by the person(s) legally able to enter contracts on behalf of your organisation must be submitted with your request. Please upload your budget with details of all income and expenses (excluding GST) associated with the program as one of your supporting documents. Upload any other documents to support your request e.g. letters of support in the supporting documents upload box.

What happens if my request is successful?

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

- A final project report which highlights how your program objectives were achieved as outlined in the request.
- A financial statement showing how the funds were spent.
- A copy of your organisation's Healthy Environments Policy.
- A copy of the Fuel to Go & Play Community Venue Training Certificate (if applicable).
- Photographs and copies of educational, promotional or media materials demonstrating the activities you undertook that promoted your allocated health message/s.

Ready to apply?

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

Request checklist:

1. Check your organisation is eligible by reviewing the eligibility criteria. ☐
2. Contact our partnerships team on 133 777 to discuss your program prior to submitting a request. ☐
3. Ensure your organisation and your governing body can 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 in 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. Confirm all information is accurate as your organisation will be required to submit an acquittal report based on the information you provide in your request. ☐
8. Submit the request form via the **Portal** allowing **a minimum of FOUR months prior** to the commencement of your project. ☐

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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