

## NGO SERVICE DEVELOPMENT GRANT PROGRAM – FAQ

Question	Response
<b>Is it possible to get an extension beyond the closing date?</b>	No. Applications must be sent to NADA by 5pm, Wednesday 10 April 2019 to be eligible for assessment.
<b>What if my responses are over the word limit?</b>	Responses within 10% above the word limit are acceptable. Responses that are more than 10% over the word limit may affect the evaluation of the application. There is no minimum word requirement. Documents such as policies and project/program documents should just be referred to rather than attached. Letters of support may be attached and do not count towards the word limits. All questions in the grant application form must be answered – if you have not answered a question please indicate why in the text box provided. Incomplete application forms cannot be assessed.
<b>How will applications be assessed?</b>	Applications will be assessed by the Program Selection Panel. The Panel will include a person with AOD lived experience and representatives from the NSW Ministry of Health, NADA, and a local health district.
<b>Do all project components need to be undertaken in NSW?</b>	Yes. Funding is for projects to be undertaken in NSW AOD treatment settings.
<b>How do I select a stream if the project relates to both stream 1 and 2?</b>	Applicants should select the stream that the project primarily relates to.
<b>Can I request less than the maximum amount offered?</b>	Yes, we recommend that the proposed budget considers value for money and line item costs.
<b>Can I apply for funding to cover renovation costs?</b>	No. Capital works expenses are excluded. Funding cannot be used for capital works, general maintenance costs, general telephone/communication systems (unless integral to the practice change), basic office equipment (such as desks and chairs), rent and the cost of utilities.
<b>My project will take longer than the grant timeframe – should I still apply?</b>	Projects for this grant program need to be commenced and completed within the grant timeframes .
<b>Can I engage a consultant to undertake work in my application?</b>	Yes. Applicants may engage a consultant to undertake work within the times specified within the application.

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<b>My service is funded to provide AOD services – am I eligible to apply?</b>	Organisations funded by <a href="#">NSW Health</a> to provide <a href="#">AOD treatment services</a> are eligible to apply.
<b>My service is funded by NSW Health - am I eligible to apply?</b>	Organisations funded by NSW Health <a href="#">to provide AOD treatment services</a> are eligible to apply.
<b>My service’s parent body may be funded by NSW Health for AOD treatment services, but my service is not, can I still apply?</b>	No. The applying service must be currently funded by NSW Health to provide AOD treatment service/s in NSW.
<b>Where can I find out more information about core treatment processes for AOD?</b>	Please refer to the document – <a href="#">‘Further information: core treatment processes for AOD’</a> for further information about the core treatment processes for AOD.
<b>Do I need to be a NADA member to apply for a grant?</b>	No. As long as you meet the eligibility criteria outlined in the <a href="#">NGO SDG Program Guidelines</a> you are eligible to apply.
<b>Where can I find information about the NGO SDG grant program?</b>	Information about the NGO SDG Program can be found on the NADA website on the ‘grants and subsidies’ page - <a href="https://nada.org.au/about/what-we-do/grants-subsidies/#ngo-service-development-grants">https://nada.org.au/about/what-we-do/grants-subsidies/#ngo-service-development-grants</a> .
<b>Can I apply for both and individual and partnership grant?</b>	Yes. Organisations can submit multiple applications, however only one individual grant and/or one partnership grant will be awarded per organisation if successful.
<b>If I am successful in a partnership grant, and also submit an individual grant, will my individual application be disadvantaged?</b>	No. Each grant will be assessed on its own merits. If successful organisations can be awarded: <ul style="list-style-type: none"> <li>- One partnership grant, or</li> <li>- One individual grant, or</li> <li>- One partnership and one individual grant</li> </ul>
<b>Can you send me a grant application form that is not password protected?</b>	No. The form can only be sent in its current password protected format.
<b>I am having difficulty with the formatting of the response entry fields in the grant application form, what should I do?</b> <i>*recently updated*</i>	On 8 April 2019 an improved version of the Word version of the application form, and a PDF version of the application form with text fields, were uploaded to the NADA website at <a href="https://nada.org.au/about/what-we-do/grants-subsidies/#ngo-service-development-grants">https://nada.org.au/about/what-we-do/grants-subsidies/#ngo-service-development-grants</a> .  Please visit the link above and re-download the application form.

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<p><b>Do partner organisations need to meet all the eligibility criteria, or does only the applying organisation need to meet all the eligibility criteria?</b></p> <p><i>*recently updated*</i></p>	<p>To be eligible for the Program the <u>applying</u> organisation must be:</p> <p>i. A registered non-government organisation that is categorised as one of the following:</p> <ul style="list-style-type: none"> <li>- Association incorporated under NSW or ACT Association or Incorporation Acts.</li> <li>- Aboriginal corporation registered under the <i>Corporations (Aboriginal and Torres Strait Islander) Act 2006</i>.</li> <li>- Organisation established through specific Commonwealth or State/Territory legislation.</li> <li>- Company incorporated under <i>the Corporations Act 2001</i> (Cth).</li> </ul> <p>AND</p> <p>ii. Currently funded by NSW Health to provide AOD treatment service/s in NSW.</p>