



# Application Guidelines Round Two

Version 1.0 March 2024



## Background

Thank you for considering making an application under the Jobs Queensland (JQ) *Health and Community Services Sectors Workforce Development project 2022–2025* (HCSSWD).

The HCSSWD is an action of the *Good jobs. Good people: Queensland Workforce Strategy 2022-2032* (QWS), the first whole-of-government workforce strategy delivered by the Queensland Government. The strategy is a 10-year plan to provide the strategic foundation for government to work with industry, business, community, and government stakeholders to develop a strong and skilled workforce.

Under the first QWS Action Plan (2022-2025) the Queensland Government, through JQ, has partnered with peak bodies of the health and community services sectors and relevant government departments to identify and support workforce attraction, development, and retention activities for these sectors.

JQ and the peak bodies from the Community Services and Health sectors have formed the Queensland Care Consortium (QCC) which include JQ, CheckUP Australia, Queensland Council of Social Services (QCOSS) and the Services Union (TSU).

Together, these peak bodies form the QCC Project Champion Group (PCG). The PCG supports development and delivery of industry-led, government enabled activities that will support workforce planning and development.

As part of the QCC project, a forum was convened on 23 November 2023 to discuss and workshop workforce issues. Challenges with psychosocial safety and wellbeing in the workplace featured prominently in these discussions. Issues raised included:

- The complex and challenging work environments in the sector,
- Lack of focus on psychosocial safety and wellbeing of workers,
- Reputation of the work – staff shortages, long shifts, physical work,
- Leadership capability to support psychosocial wellbeing.

In response, the PCG agreed that the second, and final, funding round will focus on projects that deliver sustainable, innovative solutions to address psychosocial wellbeing with a retention and attraction lens within a defined timeframe. For 2024-25, the HCSSWD will provide funding totalling up to \$750,000 to enable Health and Community Services sector stakeholders to implement these solutions.

We encourage you to consider undertaking a scan of complementary programs and government funding that can be leveraged to deliver the activity, avoid duplication of effort, and maximise the utility of industry and government investment in workforce psychosocial wellbeing initiatives that lead to attraction and retention for the targeted sector.

## QCC project round 2 scope and objectives

The project will support activities that enable the health and community services sectors to implement place-based psychosocial wellbeing activities and initiatives that promote the attraction and retention of the sectors' local workforce.

These activities will contribute to the building of the capability and capacity of regional stakeholders to develop and nurture sustainable local solutions.



## Project Principles

The project is built on the principles of supporting solutions that are:

- community centred, industry-led and government enabled
- future-focused, agile, and flexible
- easily replicable and adaptable across health and community services sectors
- ready for implementation and capable of making impact within a defined timeframe.

The experience and impact of these activities will be evaluated and shared with health and community services sector stakeholders.

Project outcomes will inform Jobs Queensland's advice to the Queensland Government to improve the effectiveness of future public investment in vocational education and training to support the health and community services sectors' future workforce and skills needs in Queensland.

## Project activities

### Eligibility considerations

Jobs Queensland, in consultation with the QCC PCG, will determine the eligibility of an applicant and their application to receive project funding. To be eligible, an applicant must:

- have not previously received funding under the QCC project
- be aligned to the Health and Community Services sectors
- be an incorporated body with an Australian Business Number (ABN) – if the application is a collaboration, an incorporated entity must be nominated as the lead
- be registered for GST
- be financially viable
- provide evidence of demonstrated capacity and capability to manage the project
- agree to the terms and conditions in the funding agreement.

### Funding guidelines

Funding applications are open to not-for-profit community organisations, industry organisations, an enterprise, or a group of enterprises to work collaboratively to undertake an agreed place-based attraction, development and retention, or future focused skilling activity in Queensland.

The project is not providing funding for a skilling activity (or skilling activities) that is a duplication of an existing Australian or Queensland Government skills investment program. It will fund other activity that supports a workforce development objective for the Queensland Health and Community Services sectors.

Funding of up to \$150,000 per application is available for successful activities.

With advice from the QCC PCG, JQ will approve activities. Applications should address the following criteria:

- a rationale, and a clearly defined target population and the intended activity/project outcomes in terms of workforce retention and/or development through psychosocial wellbeing initiatives.
- as appropriate, evidence of any engagement and participation of First Nations and other priority populations as active partners of the proposed activity invited to participate in the delivery and evaluation of the activity.
- an evaluation strategy (a documented, multi-faceted process) that will be used to assess how well the planned activity was implemented and how successful it was in achieving the intended outcomes in terms of the activity's objectives, including sustainability e.g., legacy



outcomes and outputs, and how well the ambitions and expectations of target populations or other stakeholders were met.

- a dedicated project manager (a resource accountable for implementation and reporting)
- a proposed delivery schedule (minimum 6 months but not more than 12 months).
- How the solutions / products / activities will be easily replicable, adaptable and shared across sectors.
- readiness for implementation and capable of making impact within a defined timeframe.

Activity types considered for funding include:

- an activity/program that activates an existing workforce psychosocial wellbeing program
  - excluding training costs for accredited training, AQF qualification or recognised skill set. A case for subsidising industry recognised training and other options such as industry recognised micro credentials may be considered.
- solutions-focused workplace psychosocial wellbeing assessments.
- a place-based workforce retention strategy including activities to improve productivity, workplace culture or increase participation of priority or underrepresented populations in psychosocial wellbeing programs.
- psychosocial wellbeing initiatives that support workforce attraction and retention in First Nations communities.
- an activity/program/plan to help address service delivery shortages in psychosocial wellbeing programs, with a focus on rural and remote locations (including evidence of engagement with rural and remote population).

Activities considered out of scope for funding include:

- industry or enterprise workforce planning.
- generic literacy, numeracy and digital competence building activities.
- any activity eligible for other Australian and Queensland governments or industry funding.

## Assessment

Applications will be assessed independently against the criteria outlined above. The assessment panel will request PCG feedback as to whether each application addresses the Project Principles outlined on page 4 of this document. This feedback will be considered by the independent DESBT assessment panel as part of the assessment process.

## Support

Please refer to the [Funding FAQs](#) to assist with your application.

Should you need more advice, in the first instance, please contact your industry peak body on the PCG (i.e. CheckUP, QCOSS or TSU).

A member of the PCG can assist you to develop an application. If a PCG member (or a member of their organisation) has assisted you with your application you will need to declare this has occurred. To manage any perceived or actual conflicts of interest, that PCG member will not participate in preparing or providing the PCG's feedback on the Project Principles to the independent assessment panel in the evaluation of your application.

If you require further assistance, please contact JQ by emailing the project team at [QCCAdmin@jobsqueensland.qld.gov.au](mailto:QCCAdmin@jobsqueensland.qld.gov.au) or phoning 07 3294 4707.

## Appeals



If an application for funding is unsuccessful, the applicant may request a review of the decision by contacting the Jobs Queensland Secretariat.

Appeals must be lodged in writing within 21 days of being notified of a funding decision to:

QCC Program Officer

Jobs Queensland Secretariat

PO Box 80

IPSWICH QLD 4305

## Timelines

Round 2 funding application timelines are as follows:

- Opens at 9am on Thursday, 11 April 2024.
- Closes at 11:59pm on Thursday, 16 May 2024.

Successful applicants will be notified in June 2024.

