



Australian Government

Department of Health

# AUSTRALIAN GOVERNMENT

## Department of Health

### NATIONAL SHED DEVELOPMENT PROGRAMME

Administered by the Australian Men's Shed Association (AMSA)



Australian Men's Shed Association

## ROUND 21

### PROGRAMME GUIDELINES

OPENS: Monday 19 October 2020

CLOSES: Friday 27 November 2020

### Enquiries

Email: [amsa@mensshed.net](mailto:amsa@mensshed.net)

Telephone: 1300 550 009

### Statement relating to R21 priority

Round 21 of the NSDP will specifically prioritise applications requesting events/improvements/equipment with a strong health, wellbeing or safety emphasis, in acknowledgement of the impact of COVID-19 and the needs of Sheds in the recovery period (and beyond). Additionally, in light of COVID-19, IT equipment and training will be prioritised to facilitate connectivity.

# Introduction

This is a guide to the Australian Government National Shed Development Programme.

It provides the information needed to apply for a grant under this programme.

Grants are open to all Men's Sheds across Australia.

The Australian Men's Shed Association (AMSA) administers this programme on behalf of the Australian Government Department of Health.

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## 1. What is a Men's Shed?

A Men's Shed is any community-based organisation which is open to males, where:

- The primary objective is to advance the health and well-being of male members.
- The primary activity is the provision of a safe, friendly and inclusive environment where males are able to gather and/or work on meaningful projects at their own pace, in their own time.

A 'Men's Shed' can be a purpose built facility, a multipurpose community or private building or shared space used on a regular basis for the purposes of a Men's Shed.

Men's Sheds provide a safe, friendly and inclusive environment where males are able to gather and/or work on meaningful projects at their own pace, in their own time and in the company of other males.

Men's Sheds may:

- Make a variety of products including toys, household or garden furniture, Indigenous crafts or wood turned articles.  
[Please note that these articles cannot be sold for commercial gain or in competition with existing local businesses]
- Undertake activities that may include gardening, wood turning, metalwork, undertaking repairs or restoration such as heritage machinery, bicycle and small engine maintenance, computer training & cooking, demonstrations in nutrition.
- Undertake community projects if desired.
- Participate in training programmes such as first aid & computers.
- Participate in activities that advance the health and well-being of male members.
- Engage in traditional and cultural activities.

These activities may not necessarily be conducted within a specific facility known as a 'Men's Shed' but in a meeting place designated and known as a men's group.

## 2. About the National Shed Development Programme (NSDP)

The NSDP provides direct financial assistance to:

- Address the health and wellbeing of the shed members.
- Support health improvements for shed members.
- Deliver appropriate activities and programmes.
- Improve facilities and the sustainability of Men's Sheds across Australia.

The NSDP is open to all Men's Sheds in Australia and is a competitive grants programme. It allows Men's Sheds and organisations supporting a Men's Shed to better respond to the local needs of their community.

## 3. Funding purposes

Men's Sheds can apply for financial support across the following funding categories:

<b>Category 1</b>	Health, Wellbeing, and Events	\$8,000 maximum
<b>Category 2</b>	Shed Improvements	\$8,000 maximum
<b>Category 3</b>	Equipment	\$5,000 maximum

Total funding across categories to a successful applicant will not exceed \$10,000.

## 4. Detailed descriptions of the funding categories

### Category 1-Health and wellbeing and events - \$8000 maximum

#### i. Regional Event

Support for events can still be applied for under Round 21, noting that Sheds will need to show how the proposed event can be undertaken appropriately and safely in line with local restrictions and in an environment where COVID-19 considerations remain paramount.

Funding can be requested to plan and deliver a regional event that should have a strong health focus and may include some Men's Shed operational topics. It is recommended that the AMSA Events model/template and Manual (*AMSA Resource- The Men's Shed Gathering and Health Event Manual June 2019 V2*) be used as a guide when planning and delivering a health event.

Compulsory elements include:

- Delivery of a 'Spanner in the Works?' men's health check programme or a similar presentation with a health focus.
- Health related guest speakers, health information sessions/stands, and community services participation.
- Letters of support for the event from two (2) regional Men's Sheds confirming their members' intention to attend.

Funding requests may also include:

- Transport subsidies (fuel cards) for visiting Men's Shed members - accommodation subsidies (**Note:** only available for events of 2 or more days duration, for Shed members who are required to travel considerable distances and is limited to \$500 per grant applicant).
- Catering, venue hire, hire of equipment such as a public address system. Auspicing bodies cannot request funds for administration or transport/accommodation costs for these events.

**Please Note:** The AMSA Events Coordinator and Men's Health Project Officer are available to provide advice and support about planning and delivering potential events.

Please contact AMSA on [amsa@mensshed.net](mailto:amsa@mensshed.net) or call 1300 550 009

#### ii. Health and wellbeing equipment may include:

- First Aid kit, eye wash systems.
- Automated External Defibrillators (*where the Shed does not currently have a working defibrillator, or where they have a defibrillator that is more than 6 years old*).
- Shed health & safety equipment e.g. safety signage, fire extinguishers and chemical storage cabinets.
- Test and tag equipment.
- Fitness equipment.
- Computer and IT equipment (*to support and facilitate shed-based connectivity, address member welfare, online interaction and participation in online events*).
- Personal Protection Equipment (PPE) - safety glasses, hearing protection.

**iii. Health and wellbeing training for members may include:**

- First Aid and mental health related training programmes.
  - Computer and IT training.
  - Defibrillator training.
  - Mental wellness workshops/Meditation courses
  - Food handling and safety and nutrition training.
  - Men's Shed health & safety courses such as handling chemicals, test & tag, workshop occupational health and safety and the safe use of machinery.
  - Health & wellbeing resources such as books, handbooks and manuals, DVD's.
- 

**Category 2-Shed Improvements - \$8,000 maximum**

Premises occupied by the Men's Shed are eligible for funding to undertake improvements, modifications and refurbishment including:

- Upgrades to improve the health and safety of the Shed environment, such as dust extraction systems, air filters, industrial fans
  - Construction of disability access ramping
  - Electrical upgrades including additional lighting and/or power points
  - Plumbing upgrades including repair /replacement of toilet facilities
  - Upgrades to or replacement of kitchens to improve hygiene
  - Labour/materials to address health and safety issues including disability access
  - Purchasing containers to address storage or lack of work space
  - Enclosing outdoor space for additional work and/or storage areas
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**Category 3-Tools & Equipment - \$5,000 maximum**

The priority for funding under Category 3 is providing financial support to new Men's Sheds (less than 2 years old) and/or those Men's Sheds that demonstrate a high need. Tools and equipment are generally aimed at supporting interaction and activities within Sheds and may include:

- Tools for Men's Shed activities such as woodwork, metalwork, crafts, gardening.
  - Air compressors, power tools, raised garden beds, leatherwork tools.
  - Equipment to develop/improve areas within the Men's Shed such as kitchen microwave units, office computer and filing cabinets.
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Please Note: Auspicing bodies applying for the NSDP on behalf of a Men's Shed must have an MOU/Agreement in place.

Applicants can apply for funding under each Category however the total funding to each successful applicant will be limited to \$10,000.

Refer to the AMSA website for further details

at: <https://mensshed.org/developmentgrants/national-shed-development-programme-nsdp-application-guidelines/>

## 5. What cannot be funded by the NSDP?

- Building a new shed/facility is not supported under this programme.
- Funds to support a designated co-ordinator.
- Utility expenses such as electricity, telephone, internet etc.
- The purchase, leasing and associated maintenance of vehicles.
- Sponsoring bodies requests to reimburse **their** organisational expenses - the grant funds are for those expenses incurred directly by the Men's Shed project.
- Sponsoring bodies requests to fund their organisational staff expenses.
- Sponsoring bodies requests to apply an administration fee.
- Individual projects requiring ongoing funding.
- The purchase of land.
- Repair of facilities damaged by vandalism, fire or other natural disasters where the act is covered by insurance.
- Additional funding for Men's Sheds that have already received substantial funding from governments for similar applications and for which need is not identified.

## 6. Which groups will be given priority under this grant programme?

- Males not in work.
- Aboriginal and Torres Strait Islander males.
- Socially disadvantaged.
- Isolated males.
- Males with a disability.
- Males with a mental illness (e.g. Depression).
- Migrant males.
- Males living in rural and remote areas.
- Defence veterans.
- Males suffering alcohol abuse.
- Males suffering drug abuse.
- Males who need support due to relationship issues.

## 7. What Men's Shed applications will be given priority in Round 21?

The priorities for Round 21 include:

- Round 21 of the NSDP will specifically prioritise applications evidencing a strong health/safety intent in acknowledgement of the heightened importance of these factors during the period of COVID-19 recovery.
- Additionally, in light of COVID-19, IT equipment and training will be prioritised to facilitate connectivity.
- Men's Sheds that provide services in areas of greatest need, in particular to individuals and/or communities experiencing levels of disadvantage.

- Applicants who have not received previous NSDP funding and can demonstrate need and engagement with the Priority Groups (see Section 6 above), noting:
  - Applicants who have previously received funding are still eligible to apply.
  - Applicants will be required to list all prior funding received and this will form part of the considerations by the Evaluation Panel.

## 8. Who can apply?

- All Men's Sheds registered as a legal entity.
- Men's Sheds that are not a registered legal entity can have an overseeing sponsor body act on their behalf and submit an application.

If a sponsor body acts as an applicant, written consent must be in place in the form of a signed **Memorandum of Understanding/Agreement** between the Men's Shed and applying body and this document must accompany the application as an attachment.

The sponsor body must be a legal or registered entity, such as an Association incorporated under State and Territory Incorporation legislation, and act as a legal entity separate from its individual members that can hold property.

- Applicants who have previously received funding under the NSDP are eligible to apply and will be required to list all prior funding received both from the NSDP and other government funding. This will form part of the consideration by the Evaluation Panel and will be provided to the Australian Government Department of Health.

## 9. How to apply

### a) Applicant Eligibility

The Associations Incorporation Act provides a means of creating a separate legal entity for small community-based organisations. For the purposes of the NSDP, this includes community-based organisations such as Men's Sheds, Rotary or Lions Clubs, Health Services or any other relevant community-organisation who wish to support an existing Men's Shed. Community-based organisations applying on behalf of a Men's Shed must have the capacity to specifically offer shed-type activities to males in the local community and/or within a wider region (Mobile Sheds).

### b) Complete the Application Form

- You must apply using the Application Form available from the AMSA website <https://mensshed.org/development-grants/>.
- Information and instructions are available on this site to assist with completing each section of the form.
- There are also application and document checklists provided to assist you.

***Please note that contact details (name and telephone number) provided on the application form may be provided to your Federal Member of Parliament. Please contact the AMSA if you have any concerns.***

## 10. How are applications assessed?

Full details are on the AMSA website [mensshed.org](http://mensshed.org):

- Each application is assigned a score.
- The AMSA Evaluation Panel conducts an assessment.
- Recommendations for funding are made by the Panel.
- The Australian Government Department of Health reviews and examines the recommendations made by the Panel. The Department has the authority to review and change recommendations based on funding criteria.
- Final recommendations are submitted to the Minister for Health by the Department of Health.
- Successful applicants are informed and results are announced via a media release from the Minister for Health.

## 11. Application timeline

**Monday, 19 October 2020** Round 21 applications **OPEN for 6 weeks**

**Friday, 27 November 2020** Round 21 applications **CLOSE**

### *Indicative dates subject to change:*

<b>Fri 22 January 2021</b>	Applications checked for compliance, eligibility, scores & rankings calculated, finalisation of spreadsheets & documentation. Applications forwarded to Evaluation Panel.
<b>Wed 10 February 2021</b>	Assessment of eligible applications by Evaluation Panel completed.
<b>Mon 15 February 2021</b>	Documentation regarding Recommendations submitted to Department for approval.
<b>March/April 2021</b>	Minister announces grant recipients. Formal announcement of successful applicants and release of grant outcomes on AMSA website. All applicants formally informed of outcomes and successful applicants provided with Funding Agreement documentation.

## 12. Lodging your application

Applicants in Round 21 have **two lodgement options** from which to choose:

**1. Email:**

The signed Application and all attachments may be emailed to [amsa@mensshed.net](mailto:amsa@mensshed.net)

**OR**

**2. Post:**

ONE COPY of the completed and signed Application and attachments -please do not package the application documents into a bound folder or staple.

**Applications must be posted to:**

**Australian Men's Shed Association**

**PO Box 793**

**The Junction NSW 2291**

***Reference:***

**Australian Government National Shed Development Programme**

**Round 21**