



RWAV

RURAL WORKFORCE
AGENCY VICTORIA

Allied Health and Nursing Upskilling Grant



Table of Contents

Grant Overview.....	3
Eligibility	4
Eligible Activities	5
Ineligible Activities	5
Application Process	6
Notification of Applications	6
Changes to Grant Activities.....	6
Termination of Grant Letter of Agreement	7
Debt Recovery.....	7
Complaints and Appeals	7
More Information	7

1. Grant Overview

Rural Workforce Agency Victoria (RWAV) is a not-for profit government-funded organisation aimed at improving health care for rural, regional, and Aboriginal communities in Victoria.

The Allied Health and Nursing Upskilling Grant is funded by RWAV as part of the Australian Government Department of Health Rural Health Workforce Support program and provides up to \$1,000 for eligible professions as outlined below.

The purpose of the Allied Health and Nursing Upskilling Grant is to:

- Support allied health practitioners and nursing professionals to access educational, professional and skill development opportunities
- Build allied health and nursing workforce capabilities and quality
- Increase recruitment, retention and career progression opportunities for allied health and nurse professionals
- Improve provision of allied health and nursing services that meet the health and wellbeing needs of the community.
- Allied Health and Nursing Upskilling funding is directly related to clinical training and upskilling within the field of the applicant's undergraduate qualification and is assessed on value for money, the relevance to the development and provision of rural health services and the likelihood to meet identified primary healthcare needs of the community.

2. Eligibility

Applicants must:

- Provide primary health services in Victoria (MMM 2 locations only)
- Provide at least 8 hours per week of face-to-face clinical care in private practice or non-government primary health sector
- Eligible professions for this grant are:
 - o Counsellor
 - o Diabetes Educator
 - o Dietician
 - o Exercise Physiologist
 - o Midwife
 - o Nurse
 - o Nurse Practitioner
 - o Occupational Therapist
 - o Physiotherapist
 - o Podiatrist
 - o Psychologist
 - o Social Worker
 - o Speech Pathologist

The following health professionals are **NOT** eligible to apply:

- Health professionals employed solely by any Government entity (Local, State or Federal)
- Employees who solely provide NDIS, HACC, etc. or any other government funded services
- Employees of hospices, unless the employee provides home based care
- Employees who solely provide telehealth
- Employees working in MMM3-7 or in Aboriginal Community Controlled Organisations (ACCO) – employees of these organisations should refer to the Health Workforce Scholarship Program guidelines for their eligibility.

Applicants are **not eligible** for funding if they have already received funding support for the same professional development activity from a government source.

3. Eligible Activities

- Short courses;
- Workshops;
- Conferences and seminars;
- Webinars and online training;
- Training that meets the professional development requirements of the applicant's professional registration and/or association;
- Post-graduate courses.

Applicants may apply for program funding for registration or course fees only.

4. Ineligible Activities

This grant **does not** cover travel and/or accommodation.

Course costs deferred to FEE-HELP or HECS-HELP are not eligible for reimbursement through this grant.

5. Funding Available

The Allied Health and Nursing Upskilling Grant provides payments of up to \$1,000 per applicant per financial year. Claims for reimbursement must be made prior to May 31st, 2025.

This grant will be open for **two rounds** during the financial year.

Round One

- Applications will open at 9:00 am on 1 October 2024 and close at 11.59 pm on 31 October 2024.
- This round is only open for courses which commence from 1 October 2024 to 31 January 2025.
- Applicants will be notified of the outcome of their application by 15 November 2024.

Round Two

- Applications will open at 9:00 am on 1 February 2025 and close at 11.59 pm on 28 February 2025.
- This round is only open for courses which commence from 1 February 2024 to 30 June 2025.
- Applicants will be notified of the outcome of their application by 14 March 2023.

6. Application Process

All applications must be made through the [MyRWAV portal](#) accessed on the RWAV website prior to the activity taking place.

You may be asked to provide more information to support your application. Submitting your application does not guarantee you will be successful. Only applications submitted by 11:59 pm on the day **BEFORE** the activity commences will be considered

7. Notification of Applications

RWAV will notify you the outcome of your application via email. Please note applications may take up to six (6) weeks to be assessed, approved, and processed.

If your application is unsuccessful, RWAV will provide an explanation as to why your application has been declined.

If your application is successful, we will email you a Grant Letter of Agreement for you to sign and return within 30 days.

The Grant Letter of Agreement details:

- The funded course/activity
- The amount of funding available
- Your requirements as a Grantee (successful applicant)

8. Changes to Grant Activities

Written approval from RWAV is required to change the course/activity outlined in your Grant Letter of Agreement. RWAV will review any new activity against the identified health/workforce need, your original application and the reason for the change. Changes to proposed course/activity are at the discretion of RWAV and are usually only permitted where the training provider cancels the training or under exceptional circumstances. RWAV reserves the right to cancel the Grant Letter of Agreement if the original activity cannot be completed.

9. Termination of Grant Letter of Agreement

RWAV may terminate a **Grant Letter of Agreement** if it reasonably believes the applicant:

- Has transferred to a different activity without consent from RWAV
- Has breached the Grant Agreement
- Has provided false or misleading information in their application
- Fails to complete the activity

10. Debt Recovery

Where a Grantee (successful applicant) does not fulfil their requirements as detailed in the Grant Letter of Agreement, RWAV may seek to recover the relevant monies. Each Grantee will be asked to sign a Grant Letter of Agreement, confirming that they have understood the terms and conditions of the agreement including the process for debt recovery should the Grantee be unable to meet their obligations.

The Grants Administrator will support the Grantee during the period outlined in the Grant Letter of Agreement to address issues as/before they arise. This will minimise the need for debt recovery in most cases. Where this fails, and the Grantee is unable to meet their obligations, the Grants Administrator will contact the Grantee to inform them that the debt recovery process will begin.

11. Complaints and Appeals

Unsuccessful applicants who wish to appeal the outcome of their application should initially email the grants team at grants@rwav.com.au to determine if they may be eligible to access funding and/or support from other sources to meet their upskilling or professional development needs. If the matter is not resolved applicants can appeal to the Manager, Strategy and Partnerships - Health Workforce Solutions to consider their case.

12. More Information

Any questions relating to the Allied Health and Nursing Upskilling Grant should be directed to the Grants Administrator at grants@rwav.com.au or via phone on 03 9349 7800



Wurundjeri Country

Level 6, Tower 4, World Trade Centre
18 - 38 Siddaley Street, Docklands VIC, 3008

+61 3 9349 7800

rwav.com.au