



THE UNIVERSITY OF
SYDNEY

Healthy Sydney University

2017 seed funding
information pack (staff)



sydney.edu.au/healthy-sydney-university

healthy.uni@sydney.edu.au

Introduction

Creating a healthy university for all

Healthy Sydney University is a university-wide initiative endorsed by the University's Senior Executive Group in 2012.

Healthy Sydney University works towards our university being a health promoting university. [The Okanagan Charter on Health Promoting Universities](#) (2015) defines a health promoting university as follows:

Health promoting universities and colleges infuse health into everyday operations, business practices and academic mandates. By doing so, health promoting universities and colleges enhance the success of our institutions; create campus cultures of compassion, well-being, equity and social justice; improve the health of the people who live, learn, work, play and love on our campuses; and strengthen the ecological, social and economic sustainability of our communities and wider society.

Our vision

Healthy Sydney University brings students and staff together to promote the health and wellbeing of our community at the University of Sydney.

We believe the best health and wellbeing outcomes occur when we support healthy people, build healthy places, develop healthy policies and implement healthy practices.

We use and generate evidence to support health for our staff, students and visitors across a range of areas, including the academic, physical, social, psychological and occupational.

Our working groups

Our three working groups focus on initiatives and strategies to promote physical and mental health and wellbeing for all in our community.

Mental Wellbeing

Co-Chairs:
Dr Marie Leech
Ms Julia Cohen



Move More, Sit Less

Co-Chairs:
Professor Tim Gill
Assoc Professor Martin Mackey



Eat Better

Co-Chairs:
Professor Margaret Allman-Farinelli
Professor Stephen Colagiuri



Our guiding principles

Guiding principle	Definition
<i>Evidence-informed and evidence-generating</i>	Projects carried out or in association with Healthy Sydney University need to be evidence-informed and evidence-generating.
<i>Collaboration</i>	Projects affecting staff or student life are to be developed in collaboration with staff, students and their representatives, including student organisations. Healthy Sydney University supports collaboration with the broader community, including government, industry and non-government organisations who are committed to the health and wellbeing of the community.
<i>Holistic view of health and wellbeing</i>	Projects implemented or endorsed by Healthy Sydney University recognise the relationship between physical and mental health and wellbeing.
<i>University-wide engagement at all levels</i>	Healthy Sydney University supports academic and professional staff, management, students and student organisations across all sections of the university to work together – top-down and bottom-up.
<i>Population and settings-based approach</i>	Activities under the Healthy Sydney University umbrella adopt an integrated, population-based approach, utilising existing resources with a view to scaling up across the university and sustaining outcomes over time. Healthy Sydney University is not a university service addressing individual health needs. These fall under the purview of university operational units (for staff) and university funded or supported services (for students).

Seed funding information

General information

Healthy Sydney University has a small allocation of seed funding available to support original and new initiatives that promote the health and wellbeing of our University community. These projects must relate to [2016-2020 strategy of Healthy Sydney University](#) and/or the areas of interest and strategies of at least one Healthy Sydney University working group. The project may also related to a strategy identified in [the University of Sydney's 2016-2020 strategic vision](#).

Eligibility

Any University of Sydney member of staff is eligible to apply for seed funding.

Staff members from associated organisations (including student organisations, residential colleges or affiliated research institutes) may be involved as part of the project team but cannot be project leader for the purposes of seed funding applications.

Please note that seed funding is not available for strategies planned by faculties or units in the course of their usual business.

All applications for seed funding must be presented to a Healthy Sydney University working group before submission. Please contact healthy.uni@sydney.edu.au for a list of working group meeting dates, well in advance of the close of seed funding.

Funding

There is generally an upper limit of AUD \$5,000 available for each project seed funded by Healthy Sydney University, however the Healthy Sydney University Chairs reserve the right to award seed funding smaller or greater than this amount.

Seed funding may be used to assist the funding of:

- Consumables or non-consumables needed for measuring the impact of interventions or strategies with university-based outcomes;
- Materials for which there is no other identified funding source;
- Research assistant or project officer time; and/or
- Other appropriate items as approved by Healthy Sydney University.

Timeframe

Seed funding is only for use in the calendar year for which it is approved. Any funding not used by the end of that calendar year will be absorbed into general revenue.

It is expected that all projects funded by Healthy Sydney University will fit within the following timeframe for completion.

Activity Description	Date
Applications for 2017 seed funding close	5pm 31 August 2016
Successful projects announced by Healthy Sydney University (via email) with expenditure guidelines	3 October 2016
Seed funding accounts set up for successful projects	31 October 2016
200 word update to Healthy Sydney University Chairs	1 May 2017
Final project report (1,500 words) due to Healthy Sydney University	1 November 2017
Presentation at end of year Healthy Sydney University event	Late November/ Early December 2017

Completion of project

On completion of the project, seed funding recipients will be required to submit a summary report of up to 1,500 words for a layperson audience.

Recipients must also prepare a 10 minute oral presentation for Healthy Sydney University's end of year event (usually held in late November or early December of each year).

This final project report should include the following information:

- Project Name
- Project Leader and affiliation
- Names of team members and affiliation
- Lay summary of project (200 words)
- Rationale and design of project
- Aims and objectives
- Findings/outcomes
- Implications/recommendations for university wide scalability & sustainability.

Project leaders are encouraged to publish the findings of the project in an appropriate academic journal, conference or other form of external dissemination. It is envisaged that project leaders request support for these costs from their department, faculty, unit or other body in the University. In some instances project leaders may apply to Healthy Sydney University to access additional funding for these costs, however it should be noted that Healthy Sydney University has limited funds to support such costs and successful allocation is through a competitive application process.

Assessment of applications

All applications for seed funding will be assessed and ranked by the Healthy Sydney University working group Chairs.

All applications for seed funding are judged using the following criteria (25 points in total) using the scale 1-5, where 1 equals 'Does not address any criteria' to 5 'Addresses all criteria to a high level.'

Section	Criteria
Project Plan (5 points)	<ul style="list-style-type: none"> The project is aligned with a strategy or strategies identified in the 2016-2020 Healthy Sydney University strategic plan and/or a strategy identified in the University of Sydney's 2016-2020 strategic vision The project is aligned with Healthy Sydney University's guiding principles The project is aligned with one or more of the areas of the Healthy Sydney University working groups The project is innovative in creating a healthy learning and working environment for University of Sydney staff and/or students The project plan includes collection of data or information to evaluate the project.
Evidence and research basis (5 points)	<ul style="list-style-type: none"> The project builds on available evidence and has a clear rationale The project applies a promising approach from another setting to the university setting The project is well planned, realistic, and has a methodology to achieve the proposed aims and objectives The project will generate reasonably robust evidence about health or wellbeing within a university setting.
Project team (5 points)	<ul style="list-style-type: none"> The project involves a range of staff (academic and professional) and/or students working together The project will utilise existing resources, staff and/or students to generate project outcomes The project involves a range of people from around the University with the knowledge or expertise to deliver the objectives of the program or project The project may involve engaging with external organisations (eg. Local council; not-for-profit) to achieve the project's aims and objectives.
Sustainability scalability and dissemination (5 points)	<ul style="list-style-type: none"> The project demonstrates potential for sustainability –ie. the project could be sustained on a longer term basis once seed funding expires The project has potential for permanent embedding as everyday university business There is a well-articulated plan to disseminate findings to the wider university community and publish findings as appropriate (journal article, infographic, conference presentation, media story etc).
Budget (5 points)	<ul style="list-style-type: none"> The project demonstrates value for money with a realistic budget matched to anticipated project outcomes The project leader has carefully considered how to utilise existing resources and limited Healthy Sydney University funds to ensure the project achieves its aims and objectives.

Submitting your application

To apply for Healthy Sydney University seed funding, the following documents must be submitted to healthy.uni@sydney.edu.au by 5pm 31 August 2016:

- A completed application form
- If you are utilising existing resources or personnel from an area of the University, a statement of support is required which outlines how they will support your project to completion.

Contact us

Healthy Sydney University is based in the [Charles Perkins Centre](#), a multi-disciplinary major research and education hub committed to discovering life-changing solutions to global health problems such as obesity, diabetes and cardiovascular disease and related conditions.

For further information about seed funding applications or Healthy Sydney University in general, please contact:

Healthy Sydney University
Level 6 Charles Perkins Centre D17
The University of Sydney NSW 2006
E: healthy.uni@sydney.edu.au
Ph: +61 2 9036 7891.

