Healthy Sydney University

2018 seed funding information

sydney.edu.au/healthy-sydney-university
healthy.uni@sydney.edu.au
Healthy Sydney University

Supporting and promoting a healthy campus

Healthy Sydney University is a university-wide initiative that brings students and staff together to promote the health and wellbeing of our community.

We work towards the University being a health promoting university. A health promoting university is one that embeds health in the everyday business of a university through its education, research, community engagement and organisational culture.

Our vision

We believe a healthy university supports healthy people, builds healthy places, develops healthy policies and implements healthy practices to support our students, staff and the broader community.

We aim to develop projects and initiatives in collaboration with students and staff across all levels of the organisation, informed by our five guiding principles and the University of Sydney 2016-2020 Strategic Plan.

Our people

Healthy Sydney University is based in the Charles Perkins Centre Research and Education Hub and chaired by Professor Margaret Allman-Farinelli from the School of Life and Environmental Sciences, Faculty of Science. The Chair is supported by a Senior Project Officer and an executive group of academic and professional leaders from across the university.

Healthy Sydney University has three working groups of students and staff who pursue initiatives and strategies relating to the areas of interest for a health promoting university: mental health and wellbeing (including topics such as alcohol and tobacco); physical activity, movement and active travel; nutrition and healthy food environments.

Mental Wellbeing
Co-Chairs:
Dr Marie Leech
Ms Julia Cohen

Move More, Sit Less
Co-Chairs:
A/Prof Martin Mackey
Dr Josephine Chau

Eat Better
Co-Chairs:
Prof Stephen Colagiuri
A/Prof Helen O'Connor
### Our guiding principles

Healthy Sydney University expects all of our projects and activities to align with our guiding principles. These principles were developed in collaboration with academic experts and are based on the best available evidence.

<table>
<thead>
<tr>
<th>Guiding principle</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evidence-informed and evidence-generating</td>
<td>Projects carried out or in association with Healthy Sydney University need to be evidence-informed and evidence-generating.</td>
</tr>
<tr>
<td>Collaboration</td>
<td>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.</td>
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<tr>
<td>Holistic view of health and wellbeing</td>
<td>Projects implemented or endorsed by Healthy Sydney University recognise the relationship between physical and mental health and wellbeing.</td>
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<tr>
<td>University-wide engagement at all levels</td>
<td>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.</td>
</tr>
<tr>
<td>Population and settings-based approach</td>
<td>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).</td>
</tr>
</tbody>
</table>
Seed funding information

Healthy Sydney University has a small allocation of seed funding available to support staff and student projects in 2018. Applications for seed funding can only be made using the online form. Any supporting documents (such as letter of support) should be emailed to healthy.uni@sydney.edu.au. All projects must be relate to one of the following strategies:

<table>
<thead>
<tr>
<th>Focus</th>
<th>Strategy</th>
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<tbody>
<tr>
<td>Students</td>
<td>Support students to learn about personal health and wellbeing, which produces graduates respectful of their own health and the health of their community</td>
</tr>
<tr>
<td></td>
<td>Monitor the impact of practices and initiatives on campus that will have a beneficial effect on student wellbeing</td>
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<tr>
<td>Campus environments</td>
<td>Monitor the campus physical environment to facilitate more opportunities for healthy choices</td>
</tr>
<tr>
<td></td>
<td>Strengthen collaborations with campus services to enable healthy and safe campus environments</td>
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<tr>
<td>Culture</td>
<td>Develop initiatives to help support a healthy and safe University culture</td>
</tr>
<tr>
<td></td>
<td>Help University services design, implement and evaluate health promoting policies and practices</td>
</tr>
<tr>
<td>Research</td>
<td>Grow existing research expertise about young adulthood</td>
</tr>
<tr>
<td></td>
<td>Engage external partners for healthy and safe communities beyond the University</td>
</tr>
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</table>

Staff grants

Staff grants are worth $5,000 each. Current University of Sydney members of staff are eligible to apply for seed funding. This includes both academic and professional staff.

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.

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

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 time; and/or
- Other appropriate items as approved by Healthy Sydney University.
Student scholarships

Student scholarships are worth $2,500 each. These scholarships offer interested students the opportunity to engage with University of Sydney students and staff in developing and implementing strategies to promote health and wellbeing on campus. The particular focus of these scholarships is student engagement, however the scholarships may also provide research opportunities depending on the project and supervisor.

The following eligibility criteria applies for student scholarship applicants:

- The student must be enrolled in full time study for both semesters in 2018;
- The student must be enrolled in an undergraduate or postgraduate degree at the University of Sydney;
- Student scholarships cannot be used for work completed through the course of a degree or unit of study. This includes Honours, PhD or MPhil projects.

Healthy Sydney University encourages applications from equity groups, including students who have a disability, are first in their family to attend university, and/or who are Aboriginal and Torres Strait Islander.

Each student scholarship is paid in two equal installments of $1,250. One installment will be paid at the beginning of the project (February 2018) and the other installment once the final project report has been submitted.

All scholarship recipients are expected to abide by and be familiar with the University of Sydney’s Student Code of Conduct, as well as University policies regarding academic honesty and research.

The scholarship may be terminated at any time if the research or conduct of the student is deemed to be unsatisfactory, or if serious ill-health or misadventure interferes with the capacity of the student to complete the project in the timeframe allowed. Healthy Sydney University reserves the right to withhold scholarship funds in these circumstances.
Important information

Seed funding is only available for use in the 2018 calendar year - there is no opportunity to roll over funds to the following year.

Seed funding recipients are required to:

− Provide a bimonthly (every 2 months) update to their respective working group in the form of a short presentation;
− Provide a mid-year progress report (500 words);
− Provide a final project report (1,500 words).

The final project report must include the following information:

− Title or name of project
− Lay description of project (100 words)
− Project team members (staff grants) or academic supervisor name (student scholarships)
− Rationale and aims of project
− Findings and outcomes of project
− Recommendations – ‘what should Healthy Sydney University do next as a result of this project?’

Timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>28 August 2017</td>
<td>Applications for 2018 seed funding open</td>
</tr>
<tr>
<td>23 November 2017</td>
<td>Applications for 2018 seed funding close at 5pm</td>
</tr>
<tr>
<td>1 December 2017</td>
<td>Applicants informed of outcomes via email</td>
</tr>
<tr>
<td>1 February 2018</td>
<td>Funding transferred to staff recipients</td>
</tr>
<tr>
<td></td>
<td>First payment of scholarship to student recipients</td>
</tr>
<tr>
<td>1 June 2018</td>
<td>500 word mid-year progress report due</td>
</tr>
<tr>
<td>30 November 2018</td>
<td>1,500 word final project report due</td>
</tr>
<tr>
<td></td>
<td>Second payment of scholarship to student recipients</td>
</tr>
</tbody>
</table>
Assessment of applications

All seed funding applications will be assessed and ranked by the members of the Healthy Sydney University Executive.

Applications will be judged using the following criteria using the scale 0-5, where 0 points equals ‘Does not address any criteria’ to 5 points ‘Addresses all criteria to a high level.’ The maximum score is 25 points.

<table>
<thead>
<tr>
<th>Section</th>
<th>Assessment criteria</th>
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</table>
| Project aims and objectives (5 points)     | - The project’s aims and objectives are feasible  
- The project will contribute to creating a healthy learning and working environment for University of Sydney students and/or staff |
| Project rationale and background (5 points)| - The project has a clear rationale or reason for action  
- The project builds on available evidence  
- The project will directly address an identified need or interest  
- The project is clearly aligned with one of Healthy Sydney University’s 2018 strategies |
| Project design and timeline (5 points)     | - The project is well planned, realistic, and has a methodology to achieve the proposed aims and objectives  
- 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 plan includes a clear schedule of work with appropriate milestones and dates for completion of tasks. |
| Project feasibility and applicability (5 points) | - The project is feasible in the timeline proposed  
- The project could be implemented at the University  
- The project could be sustained and scaled up across the University on a long term basis |
| Project evaluation plan (5 points)         | - The project plan includes some collection of data or information to evaluate whether the project has been successful or effective  
- 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, or other type of communication strategy). |

For further information about seed funding applications, 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.
2018 Seed Funding Application

Section 1

1 What type of seed funding are you applying for?

*Please note that only University of Sydney staff and students can apply for seed funding.*

- [ ] Staff grant - $5,000 (1)
- [ ] Student scholarship - $2,500 (2)

2 Your details

- [ ] First name (1) _____________________________________________
- [ ] Surname (2) ______________________________________________
- [ ] Email address (3) __________________________________________
- [ ] Phone number (4) __________________________________________

3 What degree are you currently enrolled in? [student applicants only]

4 Your title or position at the University  *Eg. Associate Professor; Professor; Lecturer; Project Officer; Manager; Research Fellow.* [staff applicants only]
5 Your faculty, school or unit

- Architecture, Design and Planning (1)
- Arts and Social Sciences (2)
- Business (3)
- Conservatorium of Music (4)
- Dentistry (5)
- Engineering and IT (6)
- Health Sciences (7)
- Law (8)
- Medicine (9)
- Nursing (10)
- Pharmacy (11)
- Science (12)
- University-wide operational unit or area eg. Library; CIS; HR; or other. (13)

6 What university-wide unit or group are you associated with?

7 The title or name of your project
8 A lay description of your project (max. 1000 characters)

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

9 Project team members (other than yourself) [staff applicants only]

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

10 What is the name of your proposed academic supervisor for this project? [student applicants only]

Please note that you must provide a letter or email of support from this supervisor with your application. Please email it to healthy.uni@sydney.edu.au.
Section 2

11 Which Healthy Sydney University strategy does your project best align with? Please choose only one.

- STUDENTS: Support students to learn about personal health and wellbeing, which produces graduates respectful of their own health and the health of their community (1)

- STUDENTS: Monitor the impact of practices and initiatives on campus that will have a beneficial effect on student wellbeing (2)

- CAMPUS ENVIRONMENTS: Monitor the campus physical environment to facilitate more opportunities for healthy choices (3)

- CAMPUS ENVIRONMENT: Strengthen collaborations with campus services to enable healthy campus environments (4)

- CULTURE: Develop initiatives to help support a healthy University of Sydney culture (5)

- CULTURE: Help University services design, implement and evaluate health promoting policies and practices (6)

- RESEARCH: Grow existing research expertise about young adulthood (7)

- RESEARCH: Engage external partners for healthy communities beyond the University (8)

12 Which Healthy Sydney University working group have you consulted about your proposed project?

- Eat Better (1)

- Mental Wellbeing (2)

- Move More, Sit Less (3)

- I have not consulted a working group (4)

- My project does not fit within these working groups (5)
13 Project aim, rationale and strategic alignment (max. 3000 characters).

*Please include the following:*
  - The aims and objectives of the project
  - The project rationale and background
  - A brief overview of the existing evidence/research to support the project
  - How your project is aligned with the strategy you chose in Q11.

14 Project outcomes

- Outcome 1 (1) ________________________________________________
- Outcome 2 (2) ________________________________________________
- Outcome 3 (3) ________________________________________________

15 Project design and timeline (max. 1000 characters).

*Please include the following:*
  - Description of the project design
  - Timeline for project with anticipated dates for major tasks and how you will complete the project by the end of 2018.
16 Project feasibility and applicability (max. 1000 characters)

*Please outline the following:*
How your project is feasible in the timeline you have proposed
How your project or initiative could be implemented at the University immediately and how it may be sustained in the long term
If you plan to evaluate your project, how you will do this
How you plan to disseminate and communicate the results of your project.

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17 Project budget (max. 1000 characters)  [staff applicants only]

*Please outline:*
What you will use the seed funding for i.e. expenditure items related to the project.

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18 Are there any additional or in-kind resources required for your project?

- Yes (1)
- No (2)
- Not sure (3)
19 Additional or in-kind resources (max. 1000 characters)

*Please outline:*
what resources will be provided
who will be providing them
the agreed level of support.
You must also send a letter or email of support from the unit, area or organisation that is providing these resources to healthy.uni@sydney.edu.au.

*Student applicants: this should be included in the note from your academic supervisor.*

__________________________________________________________________________

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__________________________________________________________________________

20 Any further information you would like to add to support your application? (max. 200 characters)

__________________________________________________________________________

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