

## **Primary Health Care COVID-19 Vaccination Grants Program 2025**

### **Grant Guidelines**

Western NSW Primary Health Network

June 2025

## Acknowledgement of Country

Western NSW Primary Health Network (WNSW PHN) respectfully acknowledges First Nations people as the Traditional Custodians of the nations and countries on which we work, and commit to building relationships, respect and opportunities with all First Nations Peoples in our region. We pay respect to Elders past and present and extend recognition to all First Nations people reading this message. We respectfully acknowledge the following nations:

**Wiradjuri**

**Gamilaraay / Gamilaroi / Kamilaroi**

**Wailwun**

**Wongaibon**

**Ngemba / Nyemba / Ngiyampaa**

**Murrawarri**

**Barkindji**

**Barindji**

**Barundji**

**Nyirrpa**

**Karenggapa**

**Wadigali**

**Wilyakali / Wiljali**

**Wandjiwalgu**

**Danggali**

**Muthi-Muthi**

**Kureinji**

**Gunu**

**Barranbinya**

**Bandjigali**

**Malyangaba**

**Dadi Dadi**

We acknowledge Elders who are the knowledge holders, teachers and pioneers, the youth who are the hope for a brighter future and who will be the future leaders. We acknowledge and pay our respect to First Nations people who have gone before us and recognise their contribution to First Nations people and community.

## WNSW PHN's Commitment to Reconciliation

WNSW PHN is committed to reconciliation and demonstrates its commitment by building meaningful, sustainable initiatives in partnership with First Nations communities that close the gap and achieve equitable health outcomes First Nations people. WNSW PHN is committed to leading this journey through its Innovate Reconciliation Action Plan (RAP), which is built on respect, relationships and opportunities. This reconciliation journey is grounded in truth telling, listening, learning, and partnering with First Nations communities.

You can find out more about WNSW PHN's commitment to reconciliation in its Innovate RAP [HERE](#).

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## 1. About the Western NSW Primary Health Network

The **Western NSW Primary Health Network (WNSW PHN)**, is one of 31 Primary Health Networks across Australia, established to support frontline health services and increase the efficiency and effectiveness of primary health care. Our focus is people who are at risk of poor health outcomes and working to improve the coordination of their care, so they receive the right care in the right place at the right time. We work closely with key stakeholders including general practice, other health care providers, Local Health Districts, hospitals and the broader community to align services with the health needs of the region.

WNSW PHN is a not-for-profit organisation primarily funded by the Australian Government.

WNSW PHN covers both Far West and Western NSW Local Health Districts across a total area of 433,379 square kilometres, making it the largest PHN in NSW (at 53.5%). The total population is estimated to be over 312,000 people, with 20.3% over the age of 65 years. Approximately 11.36% of people in the WNSW PHN region identify as First Nations (ABS, 2021).

The geographic region covered by WNSW PHN is captured in Figure 1 below. You can also check to see if you fall within the WNSW PHN region, using the PHN Location Map found [HERE](#).



Figure 1 – WNSW PHN Geographical Footprint

## 2. Background - Primary Health Care Vaccination Grants Program

Since 2020, WNSW PHN has been leading a range of initiatives to support the local primary health care sector in responding to local COVID-19 vaccination needs. To further enable local primary health care providers to support priority populations across the WNSW PHN footprint, WNSW PHN is offering funding through the Primary Health Care Vaccination Grants Program 2025. The program aims to:

1. Increase the number of local General Practices, Aboriginal Medical Services and Pharmacies stocking and delivering COVID-19 vaccinations.
2. Increase the number of General Practices, Aboriginal Medical Services and Pharmacies providing vaccination to priority populations where there is unmet vaccination needs.

WNSW PHN invites applications from eligible organisations for the Grant Program. Relevant information for application is provided below.

## 3. Key Grants Details

Grant funding is offered via two streams.

Stream One	Stream Two
New Vaccinators	Priority Populations - Outreach Clinics
<p>A once-off payment of \$2,000 (excl. GST) for General Practices, Aboriginal Medical Services and Pharmacies currently <b>not offering</b> COVID-19 vaccination who agree to stock and administer COVID-19 vaccinations. *</p>	<p>Total funding of up to \$14,000 (excl. GST) is available for General Practices, Aboriginal Medical Services and Pharmacies currently <b>offering</b> COVID-19 vaccination to provide outreach clinics to priority community groups ** currently not receiving access to vaccination providers, including:</p> <ul style="list-style-type: none"> <li>• First Nations</li> <li>• Rural, Remote and Hard to Reach</li> <li>• Aged Care</li> <li>• Disability</li> <li>• Homelessness</li> <li>• Culturally and Linguistically Diverse Groups</li> </ul> <p>Applicants are encouraged to use the clinics as opportunities to co-administer MBS eligible National Immunisation Program (NIP) vaccines where appropriate.</p>
<p>* Grant recipients that successfully meet their obligations under Stream One funding, will be permitted to apply for funding under Stream Two outside of the Grant funding cycle.</p>	<p>** WNSW PHN is available to assist in identifying local priority groups where gaps exist.</p>

## 4. Grant Funding Details

Stream One	Stream Two
New Vaccinators	Priority Populations - Outreach Clinics
<b>\$2,000 (excl. GST) *</b>	<p><b>Up to \$14,000 (excl. GST) **</b></p> <p>\$2,000 (excl. GST) will be made available on execution of Grant Agreement to support administration costs.</p> <p>Payment of \$100 (excl. GST) per administered COVID-19 vaccination will be made to a total maximum value of \$10,000 (excl. GST). Payments are not available for any co-administered NIP vaccinations delivered during clinics.</p> <p>Up to \$2,000 (excl. GST) is available to support travel and accommodation costs to facilitate coordination of clinics. This must align to ATO tax rates.</p>
<p>* Once off payment will be made on submission and acceptance of evidence that the applicant is stocking and administering COVID-19 vaccinations.</p>	<p>** Once Grants have been awarded and funds exhausted, WNSW PHN may consider applications for additional funding beyond this amount if further needs can be demonstrated.</p>

## 5. Grant Timelines

Grant Applications Open:	6 June 2025
Grant Applications Close:	20 June 2025
Grants Awarded:	Within 10 business days of receipt of application
Activity Completion:	Within 3 months of executing Grant Agreement

To ensure timely administration of Grant applications, WNSW PHN will review and process application as they are received.

## 6. Eligibility Criteria

To be eligible for funding, applicants must:

Stream One	Stream Two
New Vaccinators	Priority Populations - Outreach Clinics
<ul style="list-style-type: none"> <li>• Be a General Practice, Aboriginal Medical Service or Pharmacy in the Western NSW PHN region.</li> <li>• Be (or agree to become) an authorised immunisation provider, access to the Australian Immunisation Register and comply with NSW Health Legislation.</li> <li>• Currently <b><u>not offering</u></b> COVID-19 vaccinations.</li> <li>• Must hold relevant insurances, including               <ul style="list-style-type: none"> <li>○ Public Liability Insurance (minimum coverage \$10 million).</li> <li>○ Professional Indemnity Insurance.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Be a General Practice, Aboriginal Medical Service or Pharmacy in the Western NSW PHN region.</li> <li>• Be an authorised immunisation provider, access to the Australian Immunisation Register and comply with NSW Health Legislation.</li> <li>• <b><u>Currently offering</u></b> COVID-19 vaccinations.</li> <li>• Must hold relevant insurances, including               <ul style="list-style-type: none"> <li>○ Public Liability Insurance. (minimum coverage \$10 million)</li> <li>○ Professional Indemnity Insurance.</li> </ul> </li> </ul>

## 7. Deliverables

Stream One	Stream Two
New Vaccinators	Priority Populations - Outreach Clinics
<b>Activity Deliverables</b> <ul style="list-style-type: none"> <li>• Commence stocking and delivering COVID-19 vaccinations.</li> <li>• Agree to stock and administer COVID-19 vaccinations for a period of at least six months.</li> </ul> <b>Reporting Requirements</b> <ul style="list-style-type: none"> <li>• Evidence of appropriate insurance coverage.</li> <li>• Evidence that applicant is stocking and administering COVID-19 vaccinations.</li> <li>• Monthly activity summary reports.</li> </ul>	<b>Activity Deliverables</b> <ul style="list-style-type: none"> <li>• Establish COVID-19 vaccination clinics for priority groups.</li> <li>• Administer COVID-19 vaccinations.</li> </ul> <b>Reporting Requirements</b> <ul style="list-style-type: none"> <li>• Evidence of appropriate insurance coverage.</li> <li>• Monthly activity summary reports.</li> </ul>

## 8. Grant Conditions

1. WNSW PHN reserves the right to award all, part, or none of the Grant.
2. Successful applicants will be required to enter into a Grant Agreement with WNSW PHN.
3. Applicants must disclose potential or perceived conflicts of interest.
4. Breaches of terms may result in Grant recovery.
5. Successful Grants may be publicly listed on the WNSW PHN website.
6. Applicant must ensure compliance with working with children checks.
7. Applicant must acknowledge WNSW PHN in promotions.

## 9. Assessment Criteria

Applications will be evaluated based on:

1. Submission of fully completed application.
2. Meeting the eligibility criteria outlined in Section 6.
3. Capacity to meet the expected deliverables.

## 10. Grant Application

To apply for Grant funding:

### Stream One – New Vaccinators

1. Review and accept all Grant conditions.
2. Applications will remain open until 5:00pm, Friday 20 June 2025.
3. Complete the Application Form: [HERE](#) or use the QR Code:



### Stream Two - Priority Populations - Outreach Clinics

1. Review and accept all Grant conditions.
2. Applications will remain open until 5:00pm, Friday 20 June 2025.
3. Complete the Application Form: [HERE](#) or use the QR Code:



## 11. Further Information

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