

Expression of Interest

Queensland Mental Health and Wellbeing Grants - Lived Experience Selection Panel Members

The Queensland Mental Health Commission (the Commission) invites interested people with Lived Experience to submit an expression of interest to be a member of **two** time-limited Selection Panels for the Mental Health and Wellbeing Grants program. There are a total of **four** panel positions available (two for each panel).

1. About the Mental Health and Wellbeing Grants program

The Queensland Government is investing \$9 million over three years, in community grants, to fund initiatives that enhance mental health and wellbeing.

The Mental Health and Wellbeing Grants (the Grants) will be administered by the Commission, on behalf of the Queensland Government and support early implementation of *Thriving Lives, Connected Communities – Queensland’s Commitment to Mental Health and Wellbeing*.

The Queensland Government recognises the importance of investing in approaches that promote mental health and wellbeing, prevent mental ill-health where possible, and embed early intervention. This includes strengthening approaches that consider the conditions in which people are born, grow, learn, work, live, and age. Such initiatives often fall outside the mental healthcare service system, however, are crucial to supporting mental health and wellbeing of individuals, families, and communities.

The Grants program will provide \$3 million in 2024. Eligible applicants can apply for one of three funding grant categories. These categories are:

1. up to \$50,000
2. from \$50,001 to \$100,000
3. from \$100,001 to \$ 150,000

Grants are for non-recurrent initiatives and programs. These initiatives/programs could include, for example:

- equipment to support the establishment of programs like a men’s shed/bike shed
- local community events focused on mental wellbeing
- establishment of new group programs
- youth mental wellbeing activities
- arts-based programs.

All initiatives must contribute to enhancing mental health and wellbeing (inclusive of suicide prevention and alcohol and other drugs) of the community and be inclusive of priority communities such as:

- people living in rural, regional and remote communities
- Aboriginal and Torres Strait Islander peoples
- children and young people
- older people
- people identified as LGBTQIA+
- people from culturally and linguistically diverse backgrounds including refugees and asylum

seekers

- people who experience complex socio-economic circumstances and other vulnerabilities (e.g. homelessness, domestic and family violence, interaction with the justice system)
- carers and supporters of people with lived experience.

The proposed initiative must address one or more of the following objectives in relation to one or more of the identified population groups:

- support and promote mental health and wellbeing
- enhance protective factors and reduce risk factors to prevent and lessen the impacts of mental-ill health
- encourage early help-seeking
- improve mental health, wellbeing, AOD or suicide prevention literacy and understanding.

One Selection Panel will assess grant applications with a budget of up to \$50,000, and the second Selection panel will assess grant applications with a budget between \$50,001 to \$150,000.

2. Queensland Mental Health Commission objective to embed Lived Experience

The Commission's vision is to embed lived experience in the system as stated in the following actions of *Shifting minds: The Queensland Mental Health, Alcohol and Other Drugs, and Suicide Prevention Strategic Plan 2023-2028*:

44. Strengthen lived experience leadership and representation.
45. Strengthen effective and meaningful engagement and participation of people with a lived experience, families and carers in policy, planning, evaluation, service delivery and governance.
46. Develop, grow and support a peer workforce across different contexts and environments.
49. Address barriers to commencing a career in mental health, alcohol and other drugs, and suicide prevention. This includes career pathways that span across sectors, cross-sector professional development, and recruitment and retention practices and initiatives.

A note on language

The Commission acknowledges the importance of language and notes that there is not currently a consensus on the language used to define collective Lived-Living Experience. Lived-Living Experience may be conceptualised as a continuum of experiences which people may have at different times in their lives. The use of the hyphen signifies the fluidity or changing nature of our experiences along this continuum. The Commission thanks Lived-Living Experience leaders working in the Alcohol and Other Drugs space for this approach.

The Commission also recognises that many Lived-Living Experience leaders prefer to use the shorter term 'Lived Experience' and 'Lived Experience leader' to refer to both past and present experiences as they feel the definition provided below makes it clear that significant lived experiences changes the way individuals perceive themselves in the world forever.

For the purposes of this expression of interest the term 'Lived Experience' is used to refer to people who identify as having direct personal experiences of mental ill-health, and/or alcohol and other drugs (AOD) and/or suicidality and/or trauma; as well as their families, carer and kin, which impacted their life in such a way as to be life changing or life-defining.

3. Expression of interest for Lived Experience Selection Panel Members

To align with our vision, the Commission will recruit **four** Lived Experience Selection Panel Members as part of the **two** Selection Panels of the Grants program to ensure people with Lived Experience are included in deciding the successful grant recipients. The Commission will provide support mechanisms such as orientation, debriefing and training through panel members' specific needs. Lived Experience Panel Members will be remunerated through the Commission's Paid Participation policy.

The four Lived Experience Selection Panel Members will be selected through an expressions of interest process convened by Commission staff overseeing the implementation of the Grants program.

4. Purpose of the Selection Panels

The Selection Panels have a key role in the selection process of the Grants applications. Their function is to review and select successful grant recipients in line with the Grants guidelines.

5. Out of Scope

Members of the Selection Panels are not to change objectives of the Grants program.

6. Membership

Membership of each Selection Panel is to be confirmed but proposed to be:

- a Queensland Mental Health Commission representative (Chair)
- two Lived Experience representatives
- a Health and Wellbeing Queensland representative
- a Queensland Health representative
- a First Nations representative.

Other invited guests may attend meetings to provide expertise and advice as needed however will not assume decision-making responsibilities.

The Commission will provide administrative support to the Selection Panels.

7. Role of the Selection Panel Members

Members of the Selection Panels are to:

- comply with confidentiality requirements
- familiarise themselves and reference to the Grants Guidelines and other relevant documents to ensure all selection processes are followed to meet the operation needs of the Grants program
- inform the Commission of any accessibility support requirements in a timely manner to enhance equity in the Grants selection process
- attend all Selection Panel meetings and read required documents prior the meetings
- submit required documents on time to enable the Commission to meet timeline of the Grants program
- contribute to the selection process in a positive and respectful manner
- inform of any delay in action or apologies for meetings as soon as possible.

8. Role of the Lived Experience Selection Panel Members

In addition to the previous section, Lived Experience Selection Panel Members will:

- use their Lived Experience to inform their input and decisions
- follow the Paid Participation Policy and submit a Paid Participation Form to claim participation and travel remuneration on time

9. Time commitment

The Selection Panels will convene after the Grants program is released to the public:

When	#What	#Time	Format
After release of Grants	Grants document reading and brief meeting/ conversations with Commission staff	1-2 hours	Electronic/ online
After applications close (closing on 10 October 2024)	Meeting to make sure all Selection Panel Members have all documents needed and process understood	1 hour	Online
14 – 21 October	*Application reading and report writing time	15 hours	Electronic
21 October – 4 November	*Meeting(s) to discuss applications	4 hours	Online/ In-Person
4 – 18 November	Final meeting to endorse all decisions	1 hour	Online/ In-person
Program revision (December)	Feedback and improvement discussion after the final meeting including reading	2 hours	Electronic, online/ in-person
Total (approximately)		25 hours	
<p>*Time required could scale up or down depending on applications received. #Please note this proposal is made up with the best estimation at the time of the Grants program development. The activities and time needed could change upon joint discussion and agreement by Selection Panel Members.</p>			

10. Remuneration and support

- Activities carried out by the Lived Experience Selection Panel Members will be remunerated on Level 2 payment rate under the Commission’s Paid Participation Policy and the rate is:
 - \$100 for less than 2 hours
 - \$200 for half a day (maximum of 4 hours)
 - \$400 for a whole day (Maximum of 7.25 hours)
- Travel support may be available as outlined in the Paid Participation Policy.
- Debriefing support and capacity building events will be available as identified and agreed throughout the Grants program selection process period.
- Orientation, including information regarding requirements as a Lived Experience Selection Panel Member in grants selection process will be provided.

11. Who is it for?

This opportunity will suit people with:

- a Lived Experience and passion for achieving the objectives of the Grants, especially in community-led initiatives focused on prevention, promotion and early intervention

- ability to think strategically, or be involved in strategic planning and/or a procurement/grants selection panel previously
- knowledge and experience of the public and community service system in Queensland
- committee/reference group/advisory group experience.

12. Lived Experience Selection Panel Members selection criteria

Expression of interest applications will be assessed with the following criteria:

Criteria	Weighting
	Member of Committee
A Lived Experience	Required
A strong interest in supporting the objectives of the Grants program	30%
Ability to think strategically, and/or previous involvement in strategic planning/procurement/grants selection panel	30%
Knowledge and experience of the public and community service system in Queensland	20%
Committee/reference group/advisory group experience	20%

13. How to submit your expression of interest and further information

Complete your expression of interest via Survey Monkey by **20 September 2024** (<https://www.surveymonkey.com/r/QXHG6WW>) **OR** submit a up to 2-minute video to zoe.cunningham@qmhc.qld.gov.au. You should cover:

1. your interest on which Selection Panel you are applying for (1. Up to \$50,000 grant applications, or 2. From \$50,001-up to \$150,000 grant applications)
2. refer to the criteria and weight scale table in Section 11 and 12 and address how your experience, including your Lived Experience, abilities, knowledge and personal qualities would enable you to contribute to the Grants program Selection Panel
3. whether you identify as one of the priority groups mentioned in Section 1, and
4. any accessibility support needs for equity of this expression of interest process.

If you have questions please contact Zoe Cunningham, Program Manager, Mental Health, via (07) 3244 9212 or zoe.cunningham@qmhc.qld.gov.au.