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| 2020-21 Metropolitan Health Infrastructure Fund |
| Frequently asked questions |

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# General

## What is the Metropolitan Health Infrastructure Fund (MHIF)?

In 2020 the Victorian Government established the Metropolitan Health Infrastructure Fund (the Fund) to improve service capacity, service efficiency and the ability to deliver contemporary models of care within the metropolitan health sector through minor capital grants. The investment will ensure continuity of services to the public and assist economic recovery.

## Scope

Funding is available to Victorian metropolitan health services and agencies including acute health, sub-acute (rehabilitation care), community palliative care services, mental health, public residential aged care, primary and community health, registered community health services and Aboriginal Community Controlled Health Organisations.

Grants can be used for the following:

* Construction: minor infrastructure including replacement, reconfiguration, remodelling and refurbishment projects to address aged building fabric, compliance and demand issues
* Non-construction: equipment (standalone furniture, fittings, medical equipment, engineering infrastructure and plant)
* Information and communications technology and new technologies including systems to reduce usage and increase efficiencies of power and/or water
* Compliance related capital and/or upgrade works (e.g. AS4187 including pandemic improvement / readiness, Fire and life safety works).

## 2020-21 Metropolitan Health Infrastructure Fund

The key objectives of the Fund are to assist metropolitan health services and agencies to:

* mitigate sub-acute and other unmet infrastructure risk and service interruptions/failures related to assets and to offer contemporary models of care.
* sustain and improve infrastructure assets that provide essential capacity for delivering responsive and appropriate clinical services across metropolitan public health facilities
* minimise whole-of-system risks
* further incentivise health services and agencies to implement effective asset management that aligns with existing government frameworks and policies.

## What types of projects will be prioritised under the Metropolitan Health Infrastructure Fund?

Priority will be given to applications that address:

* infection prevention and control
* fire safety
* minor medical equipment
* healthcare worker safety initiative
* construction works.

## Can a health service/agency submit more than one application to the 2020–21 Metropolitan Health Infrastructure Fund?

Yes, each Metropolitan health service is limited to two (2) submissions per hospital facility/campus. For all other eligible health services two submissions are allowed. If more than one submission is made, a priority order (Priority 1 or Priority 2) must be assigned to each submission.

## Should different proposals be combined in the same application?

No. Each project will require a separate application to the Metropolitan Health Infrastructure Fund. Health services/agencies are required to rank the relative priority of each application on the first page of the application form.

## Can I apply for projects that may be eligible under other funding sources?

Yes. Health services and agencies can still apply but should identify in their applications that they have submitted proposals to other funding sources. Note that under the conditions of funding, funding is not available for projects previously funded or already approved for funding from another source.

## When does my project need to be completed?

All non-construction projects must be completed within two (2) financial years.

Construction projects must be completed in accordance with the signed Project Agreement.

## Can funds be sought for projects to leased properties?

Projects that relate to capital works to property not owned or controlled by the Victorian Government will be considered. However, it is preferred that such property should not be mortgaged nor encumbered. In such circumstances, the department will require a legally binding agreement with the mortgagee or charge of the property. Applications should clearly outline the lease term.

# Applications

## When do applications close?

5.00 pm on Wednesday 31 March 2021.

## How do I submit an application?

Applications must be submitted though the [SmartyGrants Portal](https://dhhs.smartygrants.com.au/MHIF).<https://dhhs.smartygrants.com.au/MHIF>

The application form must be completed in its entirety. Further supporting information is to be provided as attachments.

## Will hard copies be accepted?

No. All submissions must be submitted via the SmartyGrants portal.

## What information should the application include?

Applicants should read the *2020-21 Metropolitan Health Infrastructure Fund Guidelines* in full before submitting. Please consider your eligibility and alignment of the proposal with the guidelines and criteria, prior to submitting your proposal.

The application form and the CEO declaration must be completed for each proposal to the Metropolitan Health Infrastructure Fund. Relevant supporting documentation must be included as attachments to the application.

## Does a life cycle costing spreadsheet need to be submitted with each application?

You must complete the Metropolitan Health Infrastructure Fund Lifecycle costing spreadsheet for applications greater than $5 million (where appropriate) OR for applications where additional revenue and/or cost savings are anticipated from the solution proposed. Cost savings or additional revenue generated will be considered favourably. You can download this from our website [Metropolitan Health Infrastructure Fund](https://www.vhhsba.vic.gov.au/health/hospitals/metropolitan-health-infrastructure-fund) <https://www.vhhsba.vic.gov.au/health/hospitals/metropolitan-health-infrastructure-fund>.

## What file types and naming conventions should be used in applications?

The conventions and file types to be used in the submission are on the 2020-21 Metropolitan Health Infrastructure Fund application form.

## How will my application be assessed?

All applications will be considered in the context of the Metropolitan Health Infrastructure Fund objectives, a statewide priority context and the submission’s alignment with Victorian Government objectives.

Applications will be assessed against criteria outlined in the *Metropolitan Health Infrastructure Guidelines*.

### Assessment of applications will be assessed in three phases:

1. Initial review of application for compliance, eligibility and buildability readiness
2. Internal departmental program review
3. Prioritisation and recommendations to the Minister for Health for endorsement.

## Can I make changes to my application after it has been submitted?

If you need to alter your application after it has been submitted but before the application period closes, please contact us via mhif@dhhs.vic.gov.au. Once the Round closes on Wednesday 31 March 2021 applications are unable to be altered.

## How will I know the outcome of my submission?

All applicants will receive written notification of the outcome of their submission following completion of the assessment process. Successful projects will be listed in due course on the Metropolitan Health Infrastructure Fund webpage.

# Further information

## Where can I get further information or assistance?

If you require further information or assistance in relation to the requirements of the Metropolitan Infrastructure Fund, please contact mhif@dhhs.vic.gov.au.

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