About Return to Work Innovation Trials - 2026

* indicates a required field

Return to Work Innovations funding opportunity

Evidence suggests that work plays an important role in people's health, wellbeing and sense of purpose. Following an injury, safe and supported return to work can help workers maintain social connections, financial security, confidence and routine, while supporting their recovery and long-term wellbeing. Research shows that the longer a person is away from work the less likely they are to successfully return, highlighting the importance of early intervention and effective support.

Victorian industries and workplaces have different levels of capability, confidence and experience in supporting workers to achieve a safe and sustainable return to work following injury. They also face different return to work challenges and are at different stages of readiness to implement and embed effective return to work practices.

WorkSafe's Return to Work Innovations Program is seeking to fund Return to Work (RTW) Innovation Trials (Trials) of up to $1.25 million each, to be delivered over 2 years, within the following industries OR cohort:

- Manufacturing
    - Food product
    - Wood product
    - Fabricated metal product
    - Machinery and equipment
- Construction:
    - Building construction
    - Heavy and civil engineering construction
    - Construction services
- Health Care and Social Assistance
    - Hospitals
    - Medical and other health care services
    -

- Residential care services
- Social assistance services
- Workers from multicultural communities
- Manufacturing
- Construction
- Health Care & Social Assistance

The Trials aim to drive system level change that transforms recovery and return to work outcomes for injured workers and employers. By testing and accelerating innovative approaches, the Trials will unlock new solutions to improve return to work systems such as processes, technology, workplace culture, and workforce capability.

Through rigorous evaluation, the Trials will generate evidence on what works and establish leading practice in recovery and return to work. This evidence will be used throughout the trials to refine, expand and scale successful initiatives across industries, organisations and regions, accelerating their impact and reach.

WorkSafe is seeking a lead agency to partner with who will establish and manage a consortium of partners to co-design and deliver a Trial within participating workplaces.

The consortium will consist of:

- the applicant (Trial owner)
- an independent evaluation partner
- industry or sector bodies
- union representation, and
- subject matter experts.

Click here to visit our home page and learn more about Return to Work Innovations and here to check out the specific guidelines for the Trials.

Our work supports the five-year WorkSafe Victoria Strategy. The Strategy includes an aim to increase return to work rates through partnerships and highlights the importance of community collaborations in helping to achieve that goal.

Before you apply

As the Victorian State election will be held on Saturday 28 November 2026, the Victorian Government will assume a caretaker role from 6.00pm on 3 November 2026 until such time that either it becomes clear that the incumbent Government will be returned, or when a new Government is commissioned. In line with the caretaker conventions, the incoming

Government will determine whether to proceed with this grant process and award the grants after the caretaker period. Applicants should be aware that:

- all information about this grant process represents the position of the current Government only, and is subject to change
- the incoming Government may decide to not proceed with this grant process.

Privacy

Please refer to the Collection Notice at the end of this application for information about how your personal information will be collected, used and disclosed.

IMPORTANT !

Preparing your application:

1. **Read** the following resources:
   - RTWI Trial Guidelines
   - Frequently Asked Questions (FAQs)
   - Template Funding Agreement
   - Budget Template
   - Return to Work Innovations website
2. **Respond** to all questions.
3. **Press 'save'** as you go. You can save, logout and return.
4. **Upload** all required documentation.
5. Refer to the 'How to apply' section in the Return to Work Innovation Trials guidelines.
6. **Submit** your application via this platform (SmartyGrants) before the closing date and time. Incomplete applications and/or applications received after the closing date will not be considered.
7. **Please allow enough time to review and submit** your application. SmartyGrants will not allow you to submit the form until any errors or missed responses are corrected/ completed.
8. **Please provide evidence** of consortium partners engagement for the proposed Trial. This should be a letter of Expression of Interest from the relevant senior leaders within the organisation.
9. **Confirm** your application has been submitted. You will see an on-screen confirmation message. Please also check that you receive the confirmation email with the time and date stamped PDF copy of your applicatio

Previous grant applicants have indicated that on average, even once they had prepared their application responses and supporting documentation, the process of uploading the content via the online platform took approximately 1-2 hours.

Need help?

- SmartyGrants can be contacted directly for technical questions about their platform on (03) 9320 6888 or via service@smartygrants.com.au. Have your application ID handy.

- You can also access a Smarty Grants user guide here**:** Help Guide for Applicants
- For questions about the grant itself, you are welcome to contact us at rtwinnovations@worksafe.vic.gov.au. Please allow at least three business days for a reply.

Application requirements

Before completing this application form, applicants must read the Return to Work Innovation Trials Guidelines on the WorkSafe Victoria website.

I confirm I have read and understood the guidelines. *
○ Yes ○ No

Ineligible application

Based on your responses, your application is not eligible to proceed.

Please refer to the Return to Work Innovations Trials Guidelines for more information on eligibility and exclusions.

If you have further questions, please email us at RTWInnovations@worksafe.vic.gov.au.

*

Grant application Terms & Conditions

The applicant agrees to the following terms and conditions when submitting their application:

- The determination of successful applicants, including the number of successful applications and amount funded is at WorkSafe's sole discretion;
- the purposes for which documents issued by WorkSafe in connection with the application process may be used by the applicants for the sole purpose of applying– and that they are commercial in confidence;
- applications that are short-listed and/or entering into discussions with WorkSafe does not give rise to a contract (express or implied) between the funding recipient and WorkSafe. No legal relationship will exist between WorkSafe and any successful applicant unless and until a binding contract substantially in the form of the proposed funding agreement is executed by WorkSafe and the relevant successful applicant; and
- WorkSafe has sole discretion on how it manages queries relating to the application process (including the publication of answers) - if that information has not already been included elsewhere.

I agree to the Terms and Conditions described above. *
○ Yes ○ No

Ineligible application

Based on your responses, your application is not eligible to proceed.

Please refer to the Return to Work Innovations Trials Guidelines for more information on eligibility and exclusions.

If you have further questions, please email us at RTWInnovations@worksafe.vic.gov.au.

*

Supporting Documentation

You will need to attach supporting documents as part of your application. You can upload these files in the relevant file attachment sections throughout the application form.

Supporting documents include:

- References and/or relevant evidence that supports the challenge and your proposed approach.
- A completed budget template (provided here).
- Letter of Expression of Interest (EOI) from your proposed consortium partners.

Organisation eligibility

Please review the Organisation requirements on page 20 of the Return to Work Innovation Trials Guidelines and respond to the following question.

If you have any **questions** in regards to these **eligibility criteria**, please email us at RTWInnovations@worksafe.vic.gov.au.

Eligibility is subject to WorkSafe's determination in line with the eligibility criteria.

My organisation meets the organisation eligibility requirements as described within the Return to Work Innovation Trials Guideline requirements. *

○ Yes ○ No

Please review the Organisation exclusion criteria on pages 14 &15 of the Return to Work Innovation Trials Guidelines and respond to the following question.

I have read the application exclusion criteria in the Return to Work Trials Guidelines and confirm that my application doesn't meet any of the exclusion criteria. *

○ Yes ○ No

Ineligible application

Based on your responses, your application is not eligible to proceed.

Please refer to the Return to Work Innovation Trials Guidelines on pages 14 & 15 for more information on eligibility and exclusions.

If you have further questions, please email us at RTWInnovations@worksafe.vic.gov.au.

*

If you answer YES to any of the following questions, you may not be eligible to apply for a grant:

The organisation applying for this grant is a Victorian Government Department? *
○ Yes ○ No
Victorian Government Departments (defined as any Department existing by virtue of an Order made under section 10 of the Public Administration Act 2004 (Vic))

The organisation applying for this grant is insured by ComCare *
○ Yes ○ No

The applicant applying for this grant is a sole trader *
○ Yes ○ No

The organisation applying for this grant is a WorkCover Agent *
○ Yes ○ No

Ineligible application

Based on your responses, your application is not eligible to proceed.

Please refer to the Return to Work Innovation Trials Guidelines for more information on eligibility and exclusions.

If you have further questions, please email us at RTWInnovations@worksafe.vic.gov.au.

*

Trial eligibility

This section is designed to help you, and us, understand if your trial is eligible for this round of grant funding.

It's crucial that you complete these questions before any others to ensure you are eligible before proceeding with the application.

Please refer to the Return to Work Innovation Trials Guidelines for information on our funding principles and focus areas for the round.

If you have any questions in regards to these eligibility criteria, please email the Return to Work Innovations: RTWInnovations@worksafe.vic.gov.au

The Trial can demonstrate alignment to the funding principles for this grant round *
○ Yes ○ No

The Trial and funding will be used for workers, employers or workplaces in the State of Victoria *
○ Yes ○ No

Ineligible application

Based on your responses, your application is not eligible to proceed.

Please refer to the Return to Work Innovation Trial Guidelines for more information on eligibility and exclusions.

If you have further questions, please email us at RTWInnovations@worksafe.vic.gov.au.

*

Ineligible Proposal

Thank you.

Due to your responses to the eligibility questions, unfortunately your application cannot proceed at this time and you will be unable to submit an application.

Please refer to the Return to Work Innovation Trial Guidelines for further information regarding your ineligibility.

If you have any further questions regarding your submission, please contact us at RTWInnovations@worksafe.vic.gov.au

You may also email us if you would like to subscribe to our mailing list to be kept up to date on the latest news and upcoming grant rounds.

1. Contact details

* indicates a required field

Applicant organisation details

Applicant organisation name *
Organisation Name

Please use your organisation's full name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

Department / branch / faculty

Use this field only if relevant

Applicant primary address *
Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be Australia

Applicant postal address
Address

Applicant website

Must be a URL

Primary contact person *

Title | First Name | Last Name

This is the person we will correspond with about this grant

Position held in organisation *

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

Must be an Australian phone number.

Back-up phone number

Must be an Australian phone number.

Primary contact person's email address *

This is the address we will use to correspond with you about this grant.

What is the best description of your organisation/group *

- ○ Private Enterprise
- ○ Charity / Not For Profit
- ○ Union Group/ Peak Body/ Employer Association
- ○ Other:

If 'Other' is selected, please provide description

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register
ABN
Entity Name
ABN Status

Entity Type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

Must be an ABN

Please describe your organisation's purpose or mission? *

Word count:
Must be no more than 200 words.

Conflict of Interest

The applicant confirms that it, and its consortium partners, staff and consultants, do not have and are not aware of any actual, perceived or potential conflicts of interest which may arise between WorkSafe and the applicant, unless indicated below.

Please provide details of any engagements, obligations or commitments that the applicant or any of its partners, staff or consultants have or are likely to acquire which may give rise to any actual or perceived conflict of interest. This includes conflicts of interest with any of the activities that may be required as a result of this application process or in connection with the Funding Agreement.

If there are none, please state 'None'.

Conflict of Interest details: *

Proposed Funding Agreement conditions

A copy of the proposed Funding Agreement Terms and Conditions can also be viewed here.

Please review the proposed Funding Agreement. Ensure that you are comfortable with the generic terms within the document. This will be an indicator of the type of agreement you may be entering in with WorkSafe and the type of obligations you may have by entering an agreement with WorkSafe Victoria.

If you require amendments to the terms and conditions within the proposed Funding Agreement, please specify these changes in the section provided.

IMPORTANT!

This proposed Funding Agreement document is **not finalised** and may be subject to amendment during the contract discussion phase. There may be additional clauses or requirements added to the proposed Funding Agreement contract if WorkSafe deem necessary.

I have read WorkSafe's proposed Funding Agreement terms and conditions *
○ Yes ○ No

Will you require proposed departures (variations) to the Proposed Funding Agreement terms and conditions? *
○ Yes ○ No

Please read the provided copy of the proposed Funding Agreement Terms and Conditions before proceeding further with the application”

*

Proposed departures (variations)

In this section, please describe any variations or adjustments you would like to request to the proposed Funding Agreement.

WorkSafe is prepared to contemplate minor variations or departures from the proposed funding agreement. However, applicants should note that significant or substantive variations or departures from the funding agreement will not be viewed favourably unless the applicant is able to demonstrate to the satisfaction of WorkSafe the necessity for such variations or departures.

Please outline proposed departures in the following section. *

2. Trial details

* indicates a required field

Trial title: *

Provide a name for your project. Your title should be short but descriptive

Targeted industries / cohort

Need to update

Please select the industry/ies your proposal is targeting *
☐ Manufacturing
☐ Construction
☐ Health Care and Social Assistance
☐ Workers from muticultural communities
At least 1 choice must be selected.
Appications must target one or more of these target industries.

Please refer to the Return to Work Innovation Trials Guidelines on pages 8 & 9 for more information on choosing your target industry or cohort.

Manufacturing

*

- ☐ Food Product
- ☐ Wood Product
- ☐ Fabricated Metal Product
- ☐ Machinery and Equipment

Construction

*

- ☐ Building construction
- ☐ Heavy and civil engineering construction
- ☐ Construction Services

Health Care & Social Assistance

*

- ☐ Hospitals
- ☐ Medical and other health care services
- ☐ Residential care services
- ☐ Social assistance services

Workers from multicultural communities

*

- ☐ Manufacturing
- ☐ Construction
- ☐ Health Care & Social Assistance

What is the proposed location and geographical reach of the Trial? *

Word count:
Must be no more than 200 words.

Which workplaces do you plan to recruit and involve as trial workplaces? *

Word count:
Must be no more than 200 words.

2.2 Problem description

The following sections will formulate the problem statement for your proposal and will help us to understand the current state of the issue or challenge being faced.

This section only provides context for why a proposal is being initiated. It does not describe the solution or approach that will be taken.

Consider what the problem is and how often or where it occurs.

For information on how to construct a problem description please refer to Page 7 of the

Evaluating OH&S Interventions: A WorkSafe Victoria Intervention Evaluation Framework.

Clearly define what the problem is concisely and discuss the key factors that contribute to the problem.

What is the problem? *

Word count:
Must be no more than 500 words.

3. Trial aim and objectives

* indicates a required field

Introduction

The following section will provide a complete overview of your proposed Trial. You need to provide detail of your proposed approach(es) to address the problem, the Trial's objectives, scope, and delivery approach.

Applicants should demonstrate a clear understanding of the problem, evidence of need, and a credible approach to testing and refining potential solutions in partnership with workplaces and consortium partners. The focus of the Trial is on generating evidence, learning what works, and identifying and implementing approaches that have the potential to improve recovery and return to work outcomes at scale.

Information that is captured in this section will also contribute to the proposed Funding Agreement.

3.1 Proposed trial approach

Please describe the approach you propose to test through the Trial. Explain how your proposed approach responds to the problem outlined in Section 2.

In your response outline how, the approach will apply systems thinking and demonstrate holistic thinking and an understanding of the factors, relationships and interactions that influence return to work outcomes.

Please outline the Trial approach: *

Word count:
Must be no more than 500 words.

3.2 Trial objectives

Describe the Objectives your Trial aims to achieve.

Objectives should contribute to the broader aims of the Return to Work Innovation Trials, as outlined in the Guidelines.

Please detail your Trial objectives using the SMART methodology ensuring they are specific, measurable, achievable, relevant and time-bound, there should be multiple objectives to a trial.

Please outline the objectives of the Trial: *

Word count:
Must be no more than 500 words.

3.3 Trial scope

Trial scope refers to items that make up the trial deliverables. Scope can be activities or products or a combination of both. Scope has a direct relationship with timing of activities and funding.

Please outline what is 'in' scope for the Trial *

Word count:
Must be no more than 500 words.

Please outline what is 'out' of scope for the Trial

Out of scope items refer to items that will not be delivered as part of the trial.

*

Word count:
Must be no more than 500 words.

4. Trial lead organisation

* indicates a required field

Describe your organisation, including your core business activities,areas of expertise and experience relevant to the proposed Trial. *

Word count:
Must be no more than 500 words.

Describe your organisation's experience working with employers, industry groups, workers, unions, service providers or other relevant stakeholders. *

Word count:
Must be no more than 500 words.

Describe your organisation's experience in delivering large scale change. *

Word count:
Must be no more than 500 words.

Identify the key personnel who will be responsible for managing the trial. Personnel should have experience in delivering trials, program and/or project management. Describe their relevant qualifications, expertise and experience. *

Word count:
Must be no more than 500 words.

Detail the key personnel from your organisation that will contribute to the design, implementation and success of the Trial. Please describe their specific knowledge, skills and experience and how this expertise will be applied throughout the Trial. *

Word count:
Must be no more than 500 words.

5. Consortium and partnerships approach

* indicates a required field

The success of the Trial will depend on effective collaboration across the consortium. Please outline the organisations that will comprise your consortium, including their roles, capabilities, and contribution to the Trial.

Applicants must establish a consortium that includes an independent evaluation partner, industry or sector representation, union representation and relevant subject matter expertise.

The consortium should bring together organisations and individuals with complementary skills, experience, networks and perspectives. Collectively, each consortium should demonstrate a strong understanding of:

- employer obligations
- recovery and return to work principles and practice
- the barriers to recovery and return to work experienced within the targeted Industry Subdivision(s) or Cohort
- effective approaches to workplace and systems change.

Please outline how your proposed consortium meets these requirements and identify the organisations or individuals who will provide:

- Independent evaluation
- Industry or sector representation
- Union representation
- Subject matter expertise
- Lived experience (if applicable)

5.1 Proposed consortium Partner 1

Who (name of organisation and website)? *

ABN of the partnering organisation *

What is their role and what are they accountable for delivering? *

Word count:
Must be no more than 200 words.

What is their experience with delivery this type of work? *

Word count:
Must be no more than 200 words.

Please upload a Letter of Expression of Interest (EOI) from your proposed consortium partner organisation.

The letter must include

- Name and contact details of the partnering organisation
- Their role
- Commitment of their participation in the event funding is granted.

*
Attach a file:

Add another partner? *
☐ Yes ☐ No

5.1.2 Proposed consortium Partner 2

Who (name of organisation and website)? *

ABN of the partnering organisation *

What is their role and what are they accountable for delivering? *

Word count:
Must be no more than 200 words.

What is their experience with delivery this type of work? *

Word count:
Must be no more than 200 words.

Please upload a Letter of Expression of Interest (EOI) from your proposed consortium partner organisation.

The letter must include

- Name and contact details of the partnering organisation
- Their role
- Commitment of their participation in the event funding is granted.

*
Attach a file:

Add another partner? *
☐ Yes ☐ No

5.1.3 Proposed consortium Partner 3

Who (name of organisation and website)? *

ABN of the partnering organisation *

What is their role and what are they accountable for delivering? *

Word count:
Must be no more than 200 words.

What is their experience with delivery this type of work? *

Word count:
Must be no more than 200 words.

Please upload a Letter of Expression of Interest (EOI) from your proposed consortium partner organisation.

The letter must include

- Name and contact details of the partnering organisation
- Their role
- Commitment of their participation in the event funding is granted.

*
Attach a file:

Add another partner? *
☐ Yes ☐ No

5.1.4 Proposed consortium Partner 4

Who (name of organisation and website)? *

ABN of the partnering organisation *

What is their role and what are they accountable for delivering? *

Word count:
Must be no more than 200 words.

What is their experience with delivery this type of work? *

Word count:
Must be no more than 200 words.

Please upload a Letter of Expression of Interest (EOI) from your proposed consortium partner organisation.

The letter must include

- Name and contact details of the partnering organisation
- Their role
- Commitment of their participation in the event funding is granted.

*
Attach a file:

Add another partner? *
☐ Yes ☐ No

5.1.5 Proposed consortium Partner 5

Who (name of organisation and website)? *

ABN of the partnering organisation *

What is their role and what are they accountable for delivering? *

Word count:
Must be no more than 200 words.

What is their experience with delivery this type of work? *

Word count:
Must be no more than 200 words.

Please upload a Letter of Expression of Interest (EOI) from your proposed consortium partner organisation.

The letter must include

- Name and contact details of the partnering organisation
- Their role

- Commitment of their participation in the event funding is granted.

*
Attach a file:

Add another partner? *
☐ Yes ☐ No

5.1.6 Proposed consortium Partner 6

Who (name of organisation and website)? *

ABN of the partnering organisation *

What is their role and what are they accountable for delivering? *

Word count:
Must be no more than 200 words.

What is their experience with delivery this type of work? *

Word count:
Must be no more than 200 words.

Please upload a Letter of Expression of Interest (EOI) from your proposed consortium partner organisation.

The letter must include

- Name and contact details of the partnering organisation
- Their role
- Commitment of their participation in the event funding is granted.

*
Attach a file:

Add another partner? *
☐ Yes ☐ No

5.1.7 Proposed consortium Partner 7

Who (name of organisation and website)? *

ABN of the partnering organisation *

What is their role and what are they accountable for delivering? *

Word count:
Must be no more than 200 words.

What is their experience with delivery this type of work? *

Word count:
Must be no more than 200 words.

Please upload a Letter of Expression of Interest (EOI) from your proposed consortium partner organisation.

The letter must include

- Name and contact details of the partnering organisation
- Their role
- Commitment of their participation in the event funding is granted.

*
Attach a file:

5.2 Proposed Evaluation partner

Please provide details of your proposed independent evaluation partner, including their qualifications, experience and capability to undertake a robust evaluation of the Trial.

Who (name of organisation and website)? *

ABN of the partnering organisation *

What is the Evaluation Partner's qualifications and experience in evaluating real world large scale public Trials or projects? *

Word count:

Must be no more than 200 words.

6. Trial Workplaces

* indicates a required field

Please outline the workplaces you intend to recruit for your Trial. Please specify the:

- Workplace types
- Number/size of workplaces and total reach
- Workplaces you plan to or have approached (who you feel have the commitment, readiness to take action and capacity to get involved)
- Location of workplaces

*

Word count:
Must be no more than 200 words.

Please outline your approach to recruiting workplaces to participate in the Trial. In your response, describe how you will secure workplace commitment. *

Word count:
Must be no more than 200 words.

Please describe how you will maintain workplace engagement throughout the Trial to support successful design, implementation and outcomes. *

Word count:
Must be no more than 200 words.

7. Trial Governance

* indicates a required field

Trial Governance

Governance refers to the structures, roles, responsibilities and decision-making processes that will be used to oversee the Trial and ensure it is delivered effectively and in accordance with agreed objectives.

Please describe your proposed governance arrangements for the Trial. Your response should outline how the Trial will be managed and monitored, including governance structures, key roles and responsibilities, decision-making processes, and reporting arrangements.

Applicants should demonstrate how their governance approach will support WorkSafe's oversight of the Trial.

You may wish to consider:

- the governance structure for the Trial
- the lead organisation and accountable officers
- the roles and responsibilities of consortium partners
- committees or working groups
- decision-making and escalation pathways
- progress monitoring and performance reporting
- reporting arrangements with WorkSafe.

Governance arrangements should be proportionate to the scale and complexity of the Trial.

Please outline the Trials intended governance structure.

*

Word count:
Must be no more than 500 words.

Risk management requirement

Risks are the possibility that an issue will occur, they may happen and have not happened yet. Risks are an important component to managing a Trial as they allow for mitigation strategies to be put in place in the even the risk comes to fruition

It is a requirement for the Trial that risks are to be captured and managed in a risk register. Risks that are identified must be raised and escalated to leadership as part of Trial management governance established in Section 7 Governance (above).

Please describe the methodology and process that you will undertake take to manage risks for the Trial?

*

Word count:
Must be no more than 500 words.

8. Investment Principles

* indicates a required field

Each principle must be addressed as part of the assessment criteria. Together, the investment principles contribute to 50% of the total score for the grant assessment.

Information about how to address the investment principles can be found on Page 7 of the Return to Work Innovation Trials Guidelines.

8.1 Innovation

Innovation could encompass approaches which propose novel methods, techniques, services or processes to improve return to work outcomes.

Consider what might be unique about your proposal, and how it is a different alternative to what is currently being done.

Please describe how your proposed Trial is innovative or incorporates elements of innovation.

Innovation *

8.2 Evidence based

It is important that proposals are grounded in research, data or have a theoretical foundation demonstrating their potential effectiveness.

Please provide a summary of the evidence that supports the challenge and your proposed approach. Evidence may also be data that supports the use of a particular tool or method, or any pilot data or information that may have been collated from prior testing or case studies, that align with and support your proposed approach.

Your summary should be a synthesis of the evidence you have collated for your proposal and should clearly justify why the proposed approach has been put forward as the best option.

Evidence, data and/or research *

Please include references or attach any relevant evidence that supports your proposal.
Attach a file:

This may include, but is not limited to, previous pilot studies, peer-reviewed research or data.

8.3 Potential for scaling

Trials should demonstrate the potential for broader adoption beyond the participating workplaces.

Please describe how your proposed Trial could be scaled, replicated or adopted more broadly across workplaces, industries, cohorts or regions. This is to include the settings, workplaces or geographic areas in which the solutions may be adopted, the channels or mechanisms through which it may be shared, and how the trial will be communicated to support broader adoption and sustainable change.

Potential for scaling *

8.4 Capability building and knowledge sharing

Please describe your approach to build capability of the target audience or share knowledge.*

Describe the approach and strategies that will be taken to uplift the knowledge or skills of the intended audience to ensure the change is successful. Consider how the capability increase can be measured and the potential for impact in the long-term. For example, workshops, tools, reports, mentorship, resource sharing.

Capability building & knowledge sharing *

8.5 Inclusivity & Accessibility

Applicants should demonstrate how their proposed solution will enable people with diverse needs, abilities and circumstances to access, understand and participate equitably.

When developing your proposal, consider the needs of people with:

- age-related conditions
- changing abilities
- disability
- health conditions
- cognitive, neurological or learning disabilities
- cultural and language needs.

Applicants should also demonstrate how the proposed solution is inclusive of:

- Aboriginal and Torres Strait Islander peoples
- people with disability
- people from multicultural and multifaith backgrounds
- people of all sexualities

- people of all genders
- people of different ages
- people with caring responsibilities
- people from diverse socio-economic backgrounds, including different levels of education, work experience and income.

Applicants are encouraged to consider the principles of universal design, which seek to ensure that products, services, environments and experiences are accessible and usable by as many people as possible, regardless of age, ability, cultural background or other characteristics.

Please describe how your proposal considers inclusivity and accessibility.

Inclusivity & Accessibility *

9. Timelines

* indicates a required field

At the application stage, applicants are not expected to provide a detailed schedule of the specific activities required to develop the proposed solutions, as these will be further defined through the design phase.

Your timeline **must** include the following phases and approximate durations:

1. **Establish and design** – 6 months
2. **Implementation** (test, evaluate, refine) – 12 months
3. **Scale** (roll out the initiative across the cohort, industry, regions as applicable) – 6 months
4. **Close** (final evaluation report) – 2 months (to commence prior to end of scale phase)

The Trial must be completed within two years of contract execution.

How many months will it take to complete your Trial? *

Must be a number and no more than 24.

10. Budget

* indicates a required field

Applicants should provide a clear and sufficiently detailed budget that demonstrates how the funding will be allocated across the delivery of the proposed trial, including the roles, activities and contributions of the lead organisation and consortium partners.

Applicants should provide sufficient detail to demonstrate that these costs are reasonable, proportionate and represent value for money.

At the application stage, applicants may provide an indicative allocation for the development and testing of the approach as a high-level budget item. As the solutions are further developed and refined through the design phase, more detailed costings and budgets would be expected to be established prior to implementation.

10.1 Budget summary

Please detail the total budget **required** for the proposed grant application.

Total amount requested (excl. GST) *

Must be a dollar amount.

Total Trial cost (excl. GST) *

Must be a dollar amount.

Will this Trial be funded from other income sources, which are not a part of this application? e.g. funding from other interested parties, including your own organisation *

○ Yes ○ No

10.2 Income sources

Please provide a summary of any additional income sources that you have either applied for or will be contributing to funding the Trial, the type of funding and amount. The list should also include funding applications that have not yet approved or confirmed.

Please do not add commas (,) to the figures. e.g. type $1000 not $1,000.

Income description	Funding type	Funding confirmed?	Income amount ($) (excl. GST)
	Other:		Must be a dollar amount.

10.3 Budget

Please upload a copy of the full budget template, including the breakdown of costs for the proposed Trial amount. A copy of a budget template that can be used, is located here.

The budget should describe:

- Trial expenditures, and expenditure type
- lead organisation resource costs
- consortium partner costs

- evaluation partner costs
- independent financial audit
- travel expenses
- Trial output costs
- materials and consumables
- other income streams

*
Attach a file:

Attachments

You can attach any other documentation you wish to include as part of your application.
Attach a file:

Certification & Collection Notice

* indicates a required field

Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the Terms and Conditions of the grant as outlined in the letter of approval.

I agree * ○ Yes ○ No

Name of authorised person * Title First Name Last Name

Must be a senior staff member, board member or appropriately authorised volunteer

Position *

Position held in applicant organisation (e.g. CEO, Treasurer)

Contact phone number *

Must be an Australian phone number.
We may contact you to verify that this application is authorised by the applicant organisation

Contact Email *

Must be an email address.

I confirm that I have read the Collection Notice and that where I provide information about another individual they:

- **have authorised me to provide this information and have been given WorkSafe's contact details; and**
- **are aware that I have collected the information in accordance with the Privacy and Data Protection Act 2014 (Vic).**

A copy of the Collection Notice is provided below.

I confirm: * ○ Yes ○ No

Date *

Must be a date

Collection Notice

WorkSafe Victoria (WorkSafe) handles personal and health information in accordance with the *Privacy and Data Protection Act 2014 (Vic), Health Records Act 2001 (Vic),* and its Privacy Policy.

Personal information is being collected for the purpose of assessing and administering the application for Return to Work Victoria Innovation grant funding.

Any personal and health information will be stored and retained securely in accordance with WorkSafe's Privacy Policy. Access to the information collected is limited to WorkSafe employees who have a legitimate interest in the information for the purpose of assessing and administering the application. Information collected will not otherwise be shared with any third parties except as required or authorised by law. If you choose not provide us with the requested information, we will be unable to consider your application or continue administering your Return to Work Victoria Innovation funding.

Individuals have the right to access and correct any personal information held by WorkSafe. If you have any questions about how your personal information will be handled or would like to gain access to your personal information, please contact WorkSafe's Privacy Team at privacy@worksafe.vic.gov.au or access WorkSafe's Privacy Policy here.

For information about how SmartyGrants collects, handles and stores information within your Application, Applicants can contact SmartyGrants on (03) 9320 6888 or via email service@smartygrants.com.au. A copy of SmartyGrants Privacy Policy can be found **here.**

Ineligible application

Based on your responses, your application is not eligible to proceed.

Please consider your responses relating to Certification and the Collection Notice. If you have any further questions regarding your submission, please contact us at RTWInnovations@worksafe.vic.gov.au

You may also email us if you would like to subscribe to our mailing list to be kept up to date on the latest news and upcoming grant rounds.

Ineligible Proposal

Thank you.

Due to your responses to the eligibility questions, unfortunately your application cannot proceed at this time and you will be unable to submit an application.

Please refer to the Return to Work Innovation Trial Guidelines for further information regarding your ineligibility.

If you have any further questions regarding your submission, please contact us at RTWInnovations@worksafe.vic.gov.au

You may also email us if you would like to subscribe to our mailing list to be kept up to date on the latest news and upcoming grant rounds.

Ineligible Proposal

Thank you.

Due to your responses to the Certification and the Collection Notice questions your application is unable to proceed. If you have any further questions regarding your submission, please contact us at RTWInnovations@worksafe.vic.gov.au

You may also email us if you would like to subscribe to our mailing list to be kept up to date on the latest news and upcoming grant rounds.