



ROBIN BROMLEY VISIONARY GRANTS

In partnership with



The Robin Bromley Visionary Grants program aims to empower Canteen Supervisors to undertake professional development and training and/or enhance the canteen by purchasing essential equipment with funds provided by this program.

This is a Western Australian School Canteen Association Inc. (WASCA) initiative in partnership with Browne's Dairy.

Application Guidelines 2021

Who is eligible?

Each of the following criteria **MUST** be met:

- Grants are available to Canteen Supervisors or canteens in schools of all education systems within Western Australia only
- The canteen/school must be fully compliant with the Department of Education's *Healthy Food and Drink* (HFD) policy including:
 - » having a written Healthy Food and Drink school policy
 - » skills and knowledge - representatives from the school have completed 'Traffic Light' training
 - » canteen menu is compliant with the HFD policy e.g. >60% green; <40% amber
 - » school community involvement e.g. newsletter communications; colour coded menu; promotions
 - » paid and voluntary canteen staff have completed FoodSafe® training (or equivalent) **AND [All about allergens for schools](#)**
- Applicants can be either in a paid or volunteer capacity providing they are the Canteen Supervisor/Manager i.e. the person responsible for day to day operation of the canteen
- Members of the WASCA Executive Committee are eligible to apply for the grants, however, if applying, they will be excluded from the selection panel for the funding period
- Successful applicants and/or schools cannot reapply for two consecutive years after being awarded the grant
- If the application is unsuccessful, the Canteen Supervisor/canteen is eligible to reapply the following year
- Schools must be current members of the Association. Membership forms can be completed and submitted with the application.

Grant Inclusions

The grant can only be used for approved purposes. Examples include but are not limited to:

- Professional development/training e.g.
 - » TAFE Canteen Management course
 - » Accredited food safety training
 - » Computer skills training

- Equipment:
 - » Essential equipment to increase menu options categorised as green and/or implement best business practice e.g. a blender to make fruit smoothies; computer for the canteen record keeping
 - » Canteen uniforms e.g. shirts, caps, aprons.

Note: if considering purchasing a computer for the canteen, investigate Department of Education's Common Use Agreement and ICT purchasing and standards; IT support within your school; and internet access options prior to applying.

Grant amount

- Three grants will be awarded each year;
- Each grant is worth \$1,000 (inc. GST), this means your application needs to be for at least \$1,000.

Funding will not be provided for any other requirements

For example:

- One off events that are unlikely to contribute long-term benefits to the individual and school canteen e.g. fruit and veg month promotion; one day events
- Training or equipment not related to healthy eating e.g. cake decorating course; purchasing a deep fryer
- Wages and operational costs of the canteen
- One off presentations or guest speakers to the school e.g. asking a dietitian to present to the school community
- Building and infrastructure e.g. repairs and maintenance.

Timeline - 2020

- Applications to be submitted to WASCA by close of business Friday 17 September. Late applications will not be accepted
- Applications to be emailed or posted to WASCA
- Successful applicants notified by Friday 15 October
- Successful school/parent body to raise an invoice for \$1,000 (inc. GST)
- WASCA will make a payment to the school/parent body nominated bank account not to a personal account
- Funds to be acquitted by 30 June 2022 unless written permission from WASCA to carry over to end of the year.

Application procedure

1. Contact WASCA to discuss your application before submission!
2. Complete the application form and submit before the closing date
3. Use grant money for approved purposes only
4. Provide evaluation and acquittal documents including receipts.

Branding and acknowledgement

All activities must acknowledge the funding source in the following way:

- All materials and activities funded by the Robin Bromley Visionary Grants must carry either:
 - » The words - 'Funding proudly provided by the Robin Bromley Visionary Grants, a Western Australian School Canteen Association Inc. initiative in partnership with Brownes Dairy' and/or;
 - » The Robin Bromley Visionary Grant banner, which includes the WASCA and Brownes Dairy logos (electronic file will be provided to successful applicants).

