

Please complete this form to help us evaluate your nomination. Forward the completed form to the YMCA managed centre to which your client is seeking access, or to the contact details below.

Agency Name

Contact

Agency Address

Postcode

Phone

Fax

Email

Applicant/s Name/s

Phone

Spoken Language/s

Is an interpreter required?

Which of the following YMCA Open Doors target populations is applicable to the applicant? (Please tick as many boxes as appropriate).

- Low socio economic Indigenous Australian Other
 Person with a disability Newly arrived/culturally and linguistically diverse

How is the applicant experiencing disadvantage due to their personal circumstances?

How could this disadvantage be improved by participation in YMCA programs and services?

Do you feel your applicant would benefit most from individual or group activities?

Is the applicant able to make a financial contribution to the program?

No Yes if yes, to the value of \$ per week.

Does your agency have funds available to contribute to this applicant's membership/participation in YMCA programs?

No Yes if yes, to the value of \$ per week.

Endorsement of the application by official reference

I certify that the individual listed in this application is in necessitous circumstances and that the YMCA service or program listed is for the direct relief of the person in this circumstance (Income Tax Assessment Act 1997, Australian Taxation Office).

Name (agency representative) _____

Signed _____

Date _____

Referral Agency Information

YMCA Open Doors is a community-based initiative that aims to address health inequalities by ensuring no-one is denied access to the YMCA programs and services that strengthen the mind, body and spirit.

YMCA Geelong's mission is to build strong people, families and communities. YMCA Open Doors supports this by providing access to the programs and services that have a positive impact on overall health and wellbeing.

To assist with program/service selection please visit
www.geelong.ymca.org.au

Selection of suitable applicants

YMCA Open Doors is targeted at people and families whose financial circumstances make them unable, not unwilling, to pay the full fee of YMCA programs and services.

When nominating applicants, we ask that you nominate the people and/or families who are experiencing health inequalities and would benefit from being involved with the YMCA.

YMCA Open Doors criteria to assist nominations:

- Applicants must live or attend a service or school locally (preferably within the local government area) to the YMCA managed centre/program they wish to access (with the exception of camps).
- Children 10 years and under must be accompanied by an adult when attending the YMCA managed centre/program (with the exception of camps)
- Applicants will need appropriate attire to participate in some programs. Please advise the centre if your client requires assistance with appropriate footwear and/or apparel.

Open Doors Application Process

1. Agency to complete the Referral Agency Nomination Form.
2. Applicant or applicant's parent/guardian to complete Application Form with assistance from referral agency.
3. Agency to submit completed Participant Application Form and Referral Agency Nomination Form to the designated contact at a YMCA managed centre. **NB:** These forms are used by the YMCA to confirm the financial need of the applicant. Forms will be kept in strict confidence between the YMCA and the referral agency.
4. YMCA Geelong to process application and nomination form – allow one month for response.
5. YMCA Geelong may ask for an informal meeting with the applicants to discuss their application form.
6. YMCA Geelong to notify agencies and application as to the status of applications.
7. YMCA Geelong to organize orientation and program inductions for successful applicants where necessary.
8. YMCA Geelong will monitor throughout the program to ensure the participant is attending and that their needs are being met. If the participant has not been attending, YMCA Geelong will follow up. If unable to contact the participant the referral agency will be contacted and if necessary the program will be postponed.
9. At completion of initial term of YMCA Open Doors, an evaluation will be completed including appropriateness of the program for the participant and any benefits/challenges encountered. This will be done in consultation with the referral agency.
10. YMCA Geelong is committed to having a positive and ongoing impact on all participants. Pending evaluation, YMCA Open Doors assistance may be extended. The period of access granted will range between 12 weeks and 12 months and will be reviewed at the end of each agreed period.