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

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

To assist with program/service selection and for a list of local YMCA managed centres, please visit www.victoria.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 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.
- To receive ongoing assistance, applicants will need to demonstrate that their circumstance has been improved through their involvement in YMCA Open Doors.

Open Doors application process:

1. Agency to complete Referral Agency Nomination Form.
2. Applicant or applicants parent/guardian to complete Application Form with assistance from the 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 Victoria to process application and nomination form – allow one month for response.
5. YMCA Victoria to notify agencies and applicants as to the status of applications.
6. YMCA Victoria to organise orientation and program inductions for successful applicants.
7. YMCA Victoria 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 Victoria will follow up. If unable to contact the participant the referral agency will be contacted and if necessary the program will be postponed.
8. 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.
9. YMCA Victoria 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.
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: 

### Agency address: 

### Ph: 

### Fax: 

### Email: 

### Applicant name: 

### 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
- 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 in a position to make a financial contribution to the program?

Yes: 

No: 

Does your agency have funds available to contribute to this applicant’s membership/term program?

Yes: 

No: 

**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:**
Please complete this form to help us evaluate your application. Forward the completed form to the YMCA managed centre to which you are seeking access, or to the contact details.

Date: __________________ Name: __________________ DOB: __________________

Parent/Guardian details (if 16 or under):

Address: __________________
Suburb/town: __________________ Postcode: __________________

Home ph: __________________ Work ph: __________________ Mobile: __________________

To which YMCA managed centre/program are you requesting access?

Please list the activity that you think would be of most benefit:

Preference 1: __________________ Preference 2: __________________

Are you currently a member/user of the YMCA? Yes [ ] No [ ]

Have you been a member/user of the YMCA in the past? Yes [ ] No [ ]

Are there any special considerations you would like us to take into account when evaluating your request?

How do you believe participating in this YMCA program will benefit you and/or your family?

If your application is successful, do you give permission for YMCA Victoria to use your story (personal details will be changed) to promote YMCA Open Doors? Yes [ ] No [ ]

YMCA Open Doors participant rights & responsibilities

- If you require a carer they will be granted access at no charge when accompanying you. Please inform the YMCA prior to your initial visit to the Centre.
- The YMCA has an expectation that you will commit to making the most of your access by attending as often as possible. Attendance rates are considered when assessing applications to extend the period of access.
- The YMCA understands that circumstances may at times affect your ability to attend the Centre. If this occurs, please contact the YMCA you are attending to discuss. Unexplained non-attendance may result in the cessation of your access.
- In some cases, YMCA Open Doors participants may be asked to pay a portion of the fees (no more than 20%). A payment plan for this will be organised prior to program commencement.
- Please notify the YMCA immediately of any changes to your contact details.
- Your participation in this program should be positive and enjoyable. If this is not the case, or you have any other feedback, please speak to the Program Coordinator.

Participant or Parent/Guardian signature __________________ Date __________________

YMCA Open Doors
582 Heidelberg Road, Fairfield Vic 3078
T: 9403 5000 F: 9403 5100 E: ymcaopendoors@ymca.org.au
www.victoria.ymca.org.au