



Australian Government

Community
Grants Hub
Improving your grant experience



Information, Linkages and Capacity Building – Jurisdictional Based Grants (Round 2) NSW, SA & ACT

Feedback for applicants

Overview

The Department of Social Services Community Grants Hub (the Hub), in partnership with the National Disability Insurance Agency (NDIA), recently completed the Information, Linkages and Capacity Building (ILC) Jurisdictional Based Grants (Round 2) NSW, SA & ACT.

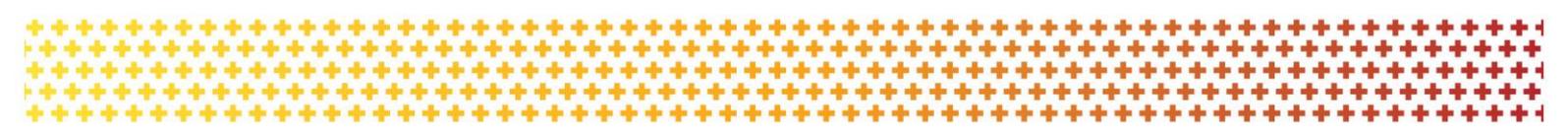
As part of our commitment to sharing information with the sector to help inform future applications, and as an acknowledgement of the time and effort that applicants have put into developing applications, the Hub and the NDIA are pleased to share this feedback.

The vision of the National Disability Insurance Scheme (NDIS) is to empower people with disability to choose and achieve their goals in inclusive communities, leading to their increased independence and social and economic participation. The NDIS achieves this through two parts:

- Individual Funding Packages (or NDIS plans as they are sometimes called); and
- Information, Linkages and Capacity Building (ILC).

ILC focuses on inclusion of people with disability, and creating connections between people with disability and their communities. The objective of the ILC Jurisdictional Based Grants (Round 2) NSW, SA & ACT was to fund projects that are aligned to the [ILC Policy](#) and the [ILC Commissioning Framework](#) that will:

- facilitate the rollout of ILC in these jurisdictions and drive change for people with disability and communities. This objective will be achieved by funding activities that deliver outcomes for people with disability, their families and carers across the four Activity Areas of the ILC Policy.
- outline evidence-based, innovative models and modes of delivery aligned with the ILC Activity Areas, ILC Focus Areas and that will contribute to ILC Outcomes. The proposed activities should meet identified needs and interests of people with disability and reflect a contemporary, positive and progressive approach to inclusion.



This ILC grant opportunity targeted the following activity areas from the [ILC Policy](#):

1. Information, linkages and referrals – this area is about making sure that people with disability and their families and carers have access to up-to-date, relevant and quality information. It is also about making sure they are linked into services and supports in the community that meet their needs.
2. Community awareness and capacity building – this area is about making sure community activities and programs understand the needs of people with disability and have the skills and knowledge they need to be more inclusive.
3. Mainstream capacity building – this area is about making sure mainstream services have the knowledge and skills they need to meet the needs of people with disability. Mainstream services are those things usually funded by government such as education, transport and health.
4. Individual capacity building – this area is about making sure people with disability have the knowledge, skills and confidence they need to set and achieve their goals.

Selection Process

This funding round used an open competitive selection process, which was open to all eligible organisations. The Hub administered the selection process on behalf of the NDIA.

Grants requesting under \$10,000

Each compliant and eligible application was assessed against the following three equally-weighted assessment criteria:

Criterion 1 – Demonstrate the suitability of the proposed activity

Criterion 2 – Demonstrate Stakeholder Engagement.

Criterion 3 – Demonstrate the contribution of the proposed activity to ILC Outcomes and how progress will be monitored.

Grants requesting over \$10,000

Each compliant and eligible application was assessed against the following five weighted assessment criteria:

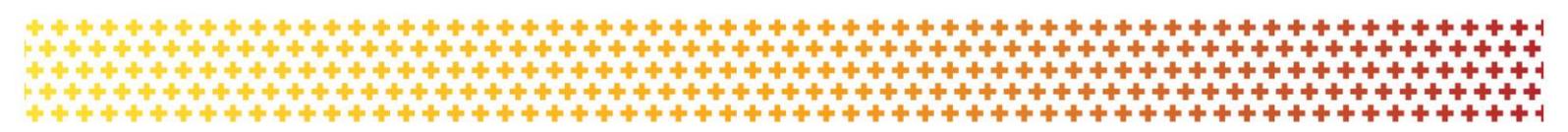
Criterion 1 – Demonstrate the suitability of the proposed activity (weighting 25%)

Criterion 2 – Demonstrate Stakeholder Engagement (weighting 25%)

Criterion 3 – Demonstrate the contribution of the proposed activity to ILC Outcomes and how progress will be monitored (weighting 25%)

Criterion 4 – Demonstrate the capability of your organisation and the experience of relevant staff to successfully deliver the proposed activity (weighting 10%)

Criterion 5 – Outline your organisation's project management approach, including how the proposed activity will be sustainable beyond the life of the grant (weighting 15%)



Applications were assessed by jurisdiction. The NDIA convened three Expert Panels to review the top scored projects assessed by the Hub in each jurisdiction. The Expert Panel included key NDIA staff, representatives from the Department of Social Services and an independent panel member who had a deep understanding of the disability sector and lived experience of disability. Recommendations from the Expert Panel were provided to the NDIA delegate, the Chairman of the NDIA Board.

Selection Results

The Hub received a total of 609 applications for the ILC Jurisdictional Based Grants (Round 2) NSW, SA & ACT. ¹

Australian Capital Territory

A total of 70 applications were received in the ACT, 54 of which passed eligibility checks. The NDIA Delegate awarded funding to 17 applicants to a total value of \$2,695,812 (GST Excl.). This grant round is the second Jurisdictional Round for the ACT. Individual grant value ranges from \$12,500 (GST Excl.) to \$350,000 (GST Excl.).

New South Wales

A total of 386 applications were received in NSW, 335 of which passed eligibility checks. The NDIA Delegate awarded funding to 55 applicants to a total value of \$18,735,439 (GST Excl.). Individual grant value ranges from \$7,153 (GST Excl.) to \$1,399,987 (GST Excl.).

South Australia

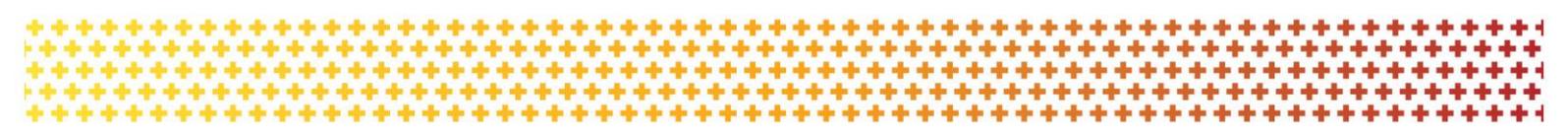
A total of 161 applications were received in SA, 141 of which passed eligibility checks. The NDIA Delegate awarded funding to 32 applicants to a total value of \$7,088,290 (GST Excl.). Individual grant values ranges from \$10,000 (GST Excl.) to \$570,103 (GST Excl.).

Application Feedback

The successful applications included strong responses to the selection criteria. The proposed activities represented value for money and demonstrated the organisation's potential to meet the grant requirements as outlined in the Grant Opportunity Guidelines.

Further detail about what constituted a strong response to each criterion is discussed below, as well as feedback on how future applicants can strengthen applications. Key themes in the feedback include:

¹ The total of 609 excludes double counting of applicants that applied across multiple jurisdictions.

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- *Demonstrating the need* – strong applications provided specific details of the need their project would address, including evidence that the need exists.
 - *Demonstrating that the proposed approach would be effective and would contribute to the ILC outcomes* - strong applications explained in detail how specific activities would address the identified need and how they would contribute to the ILC outcomes.
 - *Ensuring that ILC is responsible for funding the proposed project* – many applications could not be funded because:
 - the activity they proposed is the responsibility of other Commonwealth, state, territory or local government bodies.
 - the activity they proposed overlapped with the responsibilities of governments, businesses and organisations to be accessible and inclusive, and to meet the needs of people of people with disability, which are outlined in the National Disability Strategy and *Disability Discrimination Act 1992*
 - *Ensuring the proposed activity does not overlap with other areas of the NDIS* - a range of applications submitted proposals that would be eligible to be funded under an NDIS Participant Plan or are the responsibility of NDIS Partners in the Community (Local Area Coordination and/or Early Childhood Early Intervention).
 - *Clearly outlining proposed stakeholder engagement* – strong applications clearly explained roles for people with disability in the design and implementation of an activity. Ensuring potential or actual involvement of other organisations that would contribute to the delivery of the proposed activity.
 - *Evaluation* – strong applications outlined a robust process for evaluation of the progress toward the ILC Outcomes and some projects applied funding towards engaging independent evaluation.
 - *Sustainability* – strong applications demonstrated the sustainability of the proposed activity by describing how the activity will continue to contribute to outcomes for people with disability and/or make a difference to community after the funding has finished.



Criterion 1

Demonstrate the suitability of the proposed activity

- Describe the need or issue that the proposed activity will address, including the particular group/s that will be targeted.
- Explain how the proposed activity will effectively address the need or issue among the particular group/s (you may wish to refer to relevant data or research to support your explanation).

Strong responses to Criterion 1 demonstrated the following:

Strength	Example
Preferred applicants describe the need or issue that the proposed activity will address, including the particular group/s that will be targeted.	Responses described: <ul style="list-style-type: none">• a detailed understanding of the target group's need/s in the target location and how the need/s align with the ILC Policy;• recognised statistics, studies and/or the results of surveys that demonstrate the target group's need/s; and• relevant service gaps and/or barriers that affect the target group in the target location, and how the activity will address these.
Preferred applicants explained how the proposed activity will effectively address the need or issue among the particular group/s and included relevant data or research to support the explanation.	Responses described: <ul style="list-style-type: none">• how the activity will address the need or issue of the target group;• specific details of the activities that will be delivered to the target group; and• evidence-based research or independent evaluations of similar projects or pilot projects that demonstrate the proposal's potential effectiveness to address the need or issue of the target group.

Areas for improvement

Generally, applicants could have strengthened their responses to Criterion 1 by:

- Sourcing and quoting strong, publically recognised evidence that clearly explains and justifies the need/s for the proposed activity in the target location and its relevance to ILC. This includes surveys or feedback from people with disability about the need to be addressed.
- Demonstrating the need for the activity in the target location. Applications that were submitted in multiple jurisdictions needed to demonstrate the need in each of the relevant jurisdictions.

Areas for improvement

- Describing in detail how the processes to deliver the activities to target groups or individuals, use existing processes and technologies or professional standards, or involve innovation and performance improvement.
- Explaining how the proposed activity does not replace the responsibilities of governments, businesses and organisations to be accessible and inclusive and meet the needs of people with disability, which are outlined in the National Disability Strategy and *Disability Discrimination Act 1992*. A number of applications proposed activities that would be a “reasonable adjustment” expected to be delivered by an employer or could be the responsibility of another mainstream or government funded service.
- Explaining how the proposed activity does not overlap with other areas of the NDIS. A range of applications submitted proposals that would be eligible under an NDIS Participant Plan or are the responsibility for NDIS Partners in the Community (Local Area Coordination and/or Early Childhood Early Intervention).

Criterion 2

Demonstrate Stakeholder Engagement

- Describe the involvement of people with disability in:
 - developing the proposed activity.
 - the governance, management, delivery or other aspect of the proposed activity.
- Describe the involvement of other organisations identified in the proposed activity including:
 - the nature of the relationship/s with other organisations (e.g. informal agreement; partnership).
 - their specific role in relation to the proposed activity.

Strong responses to Criterion 2 demonstrated the following:

Strength	Example
Preferred applicants described the involvement of people with disability in: <ul style="list-style-type: none">○ developing the proposed activity.○ the governance, management, delivery or other aspect of the proposed activity.	Responses described: <ul style="list-style-type: none">• collaboration and involvement of people with disability in all aspects of the activity, including design, implementation, and evaluation;• ongoing involvement of people with disability in the delivery of the proposed activity; and• ongoing involvement of people with disability in governance, staff and/or volunteer roles.



Strength	Example
<p>Preferred applicants described the involvement of other organisations identified in the proposed activity including:</p> <ul style="list-style-type: none">○ the nature of the relationship/s with other organisations (e.g. informal agreement; partnership).○ their specific role in relation to the proposed activity.	<p>Responses described:</p> <ul style="list-style-type: none">• a strong understanding of who the relevant stakeholders are for the proposed activity;• consultation, or a plan for engaging with relevant stakeholders to inform the design and/or delivery of the proposed activity; and• support from relevant stakeholders.

Areas for improvement
<p>Generally, applicants could have strengthened their responses to Criterion 2 by:</p> <ul style="list-style-type: none">• Clearly explaining the role of people with disability in the proposed activity, and describing the processes by which people with disability will be engaged in decision making and delivery of design, implementation and evaluation of activities.• Clearly explaining how stakeholders will be involved in the activity including providing specific details of their role in the project.• Clearly explaining how stakeholders have been consulted and what their contribution will be to ensure the successful implementation of the proposed activity.

Criterion 3

Demonstrate the contribution of the proposed activity to ILC Outcomes and how progress will be monitored

- Explain the connection between the proposed activity, the expected results of the activity and the ILC Outcomes you have nominated.
- Describe how progress toward the ILC Outcome/s will be measured and monitored.

Strong responses to Criterion 3 demonstrated the following:

Strength	Example
Preferred applicants explained the connection between the proposed activity, the expected results of the activity and the ILC Outcomes nominated.	Responses described: <ul style="list-style-type: none">• an understanding of ILC outcomes and the measurement approach outlined in the ILC Outcomes Framework Discussion Starter (i.e., how much is being done, how well it is being done and the difference made for the target group, which may be measured at an individual, organisational and/or community level)• a clear cause and effect pathway between the activity and the ILC outcome.
Preferred applicants described how progress toward the ILC Outcome/s will be measured and monitored.	Responses described: <ul style="list-style-type: none">• a clear methodology for collecting qualitative and quantitative data to monitor the progress towards ILC outcomes over the period of the grant.

Areas for improvement

Generally, applicants could have strengthened their responses to Criterion 3 by:

- Not just relating the ILC outcomes, but by describing how the project activities lead to the outcome (cause and effect pathways)
- Better describing the approach to evaluating the effectiveness of the activity. Applications may be enhanced by the inclusion of an independent evaluation. This is particularly relevant when a proposal includes the potential for scale up and implementation in other locations
- If the project was seeking extension of funding for an existing organisational activity, quoting independent research that demonstrated the effectiveness of the approach in providing outcomes for people with disability

Criterion 4

Demonstrate the capability of your organisation and the experience of relevant staff to successfully deliver the proposed activity

- Use examples to describe your organisation’s experience with developing and implementing the proposed (or similar) activity; and
- Explain the relevant experience and qualifications held by key personnel and their role in managing the proposed activity.

Strong responses to Criterion 4 demonstrated the following:

Strength	Example
Preferred applicants used examples to describe their organisation’s experience with developing and implementing the proposed (or similar) activity	Responses described: <ul style="list-style-type: none">• examples of successful delivery of the proposed activity in the past, including specific details of the outcomes achieved and how these outcomes are consistent with ILC;• examples of successful delivery of another activity in the past, including specific details of the outcomes achieved, and an explanation of how the activity is comparable to the organisation’s proposed activity for ILC and/or how the experience of delivering the activity is relevant to ILC; and• other organisational expertise and/or experience that is relevant to ILC and delivery of the proposed activity.
Preferred applicants explained the relevant experience and qualifications held by key personnel and their role in managing the proposed activity	Responses described: <ul style="list-style-type: none">• key staff that will be involved in the proposed activity(ies), including each individual’s relevant experience, skills and qualifications; and• specific examples that demonstrate the ability of key staff to manage activities in a way that produces high quality and sustainable outcomes for people with disability within budget and on time.

Areas for improvement

Generally, applicants could have strengthened their responses to Criterion 4 by:

- Providing more specific details about the organisation’s successful delivery of the proposed activity in the past, its history or relationship with the target audience and describing outcomes that were achieved.
- Providing more specific details about the successful delivery of other relevant activities including the achieved outcomes and how they are relevant to the ILC Policy.



Criterion 5

Outline your organisation’s project management approach, including how the proposed activity will be sustainable beyond the life of the grant

- Outline how your organisation will manage: resources; governance; finances; risk; monitoring, evaluation and reporting.
- Describe how you intend to continue, and share, the learning and capability to make a contribution to ILC Outcomes that is developed through the proposed activity and with whom.

Strong responses to Criterion 5 demonstrated the following:

Strength	Example
Preferred applicants described how they intend to continue, and share, the learning and capability to make a contribution to ILC Outcomes that is developed through the proposed activity and with whom.	Responses described: <ul style="list-style-type: none">• how the design, methodology, implementation and intended outcomes of the proposed activity will be capacity building (ie creates positive and lasting changes to individuals <i>and/or</i> organisations delivering activities <i>and/or</i> communities by delivering knowledge, skills and processes that can be utilised over time).
Preferred applicants outlined how their organisation will manage: resources; governance; finances; risk; monitoring, evaluation and reporting.	Responses described: <ul style="list-style-type: none">• organisational policies, processes and/or systems to manage risk, monitor progress, evaluate service delivery and continuously improve service delivery; and• why the organisation’s approach is appropriate given the scale of the proposed activity.• the development and implementation of governance structures such as steering committees, advisory boards or project reference groups that consist of relevant stakeholders who will guide and oversee the delivery of the proposed activity.• organisational policies, processes and/or systems that enable the organisation to manage resources and effectively deliver projects on time, within budget and in accordance with audit and compliance requirements.



Areas for improvement

Generally, applicants could have strengthened their responses to Criterion 5 by:

- Explaining how their proposed activity is designed to ensure that knowledge and skills are embedded at an individual, organisational and/or community level, for example, how the activity will continue to provide relevant information, linkages and/or referral services for people with a disability beyond the life of the grant.
- Clearly outlining the organisation's project management and governance approach for the proposed activity.