Accredited Sexual Violence Training – 2018-2570

Questions and Answers

Eligibility

1. Is my organisation eligible to apply?

This grant opportunity is seeking applications from consortium partnerships to develop and deliver training to build the capacity of frontline workers to better recognise and respond to all victims of sexual violence.

The lead organisation (lead applicant) of the consortium partnership must be a specialist organisation with sexual violence expertise, including:

- a specialist women's sector and / or specialist sexual violence service

- a peak advocacy organisation in the sexual violence sector, or

- a researcher and/or university with expertise in sexual violence.

The lead organisation must demonstrate relationships with specialist organisations who work with, or represent, people from diverse backgrounds.

2. What constitutes an eligible 'specialist organisation'?

The department is seeking applications from lead organisations with sexual violence expertise. This may include:

- A **specialist women's sector organisation –** for this opportunity a specialist women's sector organisation must demonstrate extensive experience working with victims/survivors of sexual violence. The organisation may also be a crisis response or support service, or deliver violence prevention activities such as schools-based programs, awareness raising campaigns, and women's empowerment/gender equality initiatives.

- A **specialist sexual violence service** - an organisation that provides support services for victims/survivors of sexual violence and their families and/or supporters. This may include face to face, telephone or online counselling to people who have experienced or are at risk of sexual violence, and/or education, training and professional consultation to agencies and private practitioners.

- A **peak advocacy organisation** - an organisation that provides leadership, policy advice, and advocacy at local or national level to reduce violence against women and/or advance gender equality. The organisation may contribute to policy development with government and non-government organisations, promote social and policy changes towards ending

violence against women, and/or conduct research into best practice violence prevention and response initiatives.

- A **researcher and/or university** - either an individual with expertise in sexual violence that is affiliated with an Australian university or other academic body, or an Australian university/academic body that specialises in sexual violence research.

3. Why are you seeking consortium partnerships

The department is seeking applications from consortium partnerships to ensure that:

- the needs and voices of victims and survivors are central to the development and delivery of the training package

- the training package incorporates an understanding of different experiences of trauma

- the training package takes into account the service delivery needs and experiences of different cultures.

4. Can I apply as a single entity?

Applications for this grant opportunity **must** be submitted by consortium partnerships. Consortium partnerships will consist of two or more individuals and / or organisations who will work together to develop and deliver accredited training on sexual violence.

5. Do you want letters of support from consortium members attached to the application?

Letters of support are not required at this stage. You must have a formal arrangement in place, including an agreed governance structure, with all parties prior to execution of the agreement. You should only provide the documents requested in the Grant Opportunity Guidelines.

6. Do I have to partner with a Registered Training Organisation (RTO)?

It is a requirement of this grant that the training is accredited and delivered nationally. Accredited training can only be delivered by a RTO registered by ASQA or a relevant state or territory regulator, or organisations delivering accredited Vocational Education and Training (VET). If you do not intend to partner with a RTO, your application should outline how you will ensure accredited training will be developed and delivered nationally.

7. How many grants do you expect to approve?

The department expects to fund only **one** grant to develop and deliver the training. The successful organisation is expected to lead a consortium or partnership as outlined in the Grant Opportunity Guidelines.

Project delivery

Questions and Answers added (8 - 14) 5 August 2019

8. **Will there be a provision for organisations to retain ownership of pre-existing Intellectual Property?**

   The department will not vest intellectual property ownership of existing material through this grant opportunity, except where the existing material is incorporated in or supplied with the activity material. Any existing material of an organisation that is incorporated into the training package will be treated as activity material in accordance with the grant agreement, and as such the department intends to own the intellectual property rights associated with this material. However, this is subject to the terms of the relevant grant agreement, which may be negotiated with the successful organisation as necessary.

9. **What level and type of qualification is the department seeking through this grant opportunity?**

   The department expects that participants would receive, at minimum, a Statement of Attainment upon completion of the training.

10. **Why does the training need to be delivered by a Registered Training Organisation (RTO)?**

    To ensure the training is nationally recognised, it is a requirement that the training be accredited by the Australian Skills Accreditation Authority and as such must be delivered by a RTO. If the lead applicant is not a RTO, they will need to consider how they intend on delivering the training, whether that be through partnering with a RTO under consortium arrangements or through sub-contracting arrangements.

11. **Does the department have any agreement with ASQA to fast track accreditation of the outcome of this tender?**

    The department does not have an arrangement with ASQA to fast-track accreditation.

12. **Is it a requirement for any pilot study to be with accredited material or would the department permit the tenderer to utilise the unaccredited materials submitted to ASQA pending ASQA's decision on accreditation?**

    The department will allow controlled user testing of the training package whilst a decision on accreditation from ASQA is pending.

13. **Would you permit the full roll out to commence prior to ASQA's decision on accreditation?**

    The department will not allow full rollout of the training package prior to ASQA accreditation.
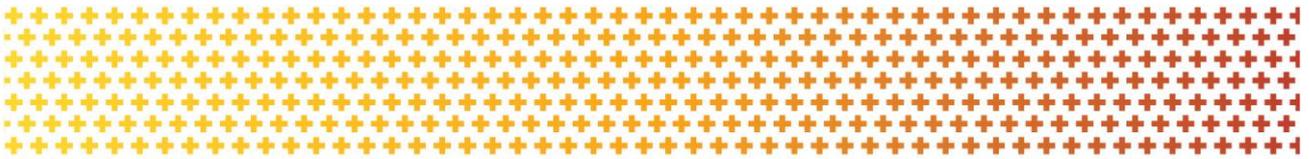
14. Given there is a requirement that the training be accredited by ASQA may mean significant delays in providing any training. Is the department willing to accept a nonconforming tender or vary the tender conditions to remove this requirement?

The department will not allow any non-compliant applications. Please refer section 5.1 of the grant opportunity guidelines. The department expects the training package will be delivered for a minimum of 12 months.

15. Where am I required to deliver the training?

You will be required to deliver the training nationally across metropolitan, regional, rural and remote areas. Your response to Criterion 3 should provide information about how you propose to roll out the training and could identify initial delivery areas. You can also provide this information in your draft Activity Work Plan.

16. When am I expected to start delivering the training?

The delivery start date will be determined with the successful applicant during grant agreement negotiations. Research and development of the training package is expected to begin upon agreement of the final Activity Work Plan. The successful applicant is expected to pilot the training program for a minimum of 12 months following the development of the training package.

17. Why do digital products have to comply with the Digital Transformation Standards?

All Australian Government services and products that are public facing; owned by non-corporate Commonwealth entities; new informational or transactional services; or existing high-volume transactional services must adhere to the Digital Service Standards.

The Digital Service Standard is a set of best-practice principles designed to help digital teams to build services that are simple, clear and fast. You can find more information on the Digital Service Standards at the Digital Transformation Agency [website](#).

18. You have requested a draft Activity Work Plan, will I be held to the detail in the plan?

The purpose of the attachment is for organisations to outline a **draft** plan on how they expect to meet the objectives of the program.

The department expects the final Activity Work Plan (to be agreed with the department) to strongly reflect the project your application proposed to deliver.

A final Activity Work Plan must be agreed up to 60 days after the execution of the grant agreement with the successful organisation.

19. Will my application be accepted if I don't attach a draft Activity Work Plan?

The draft Activity Work Plan is mandatory and will be reviewed as part of the assessment process. Applications cannot be submitted without a draft Activity Work Plan.

Reporting and evaluation

20. How will project progress be reported?

The successful organisation will be required to provide six-monthly reports against their Activity Work Plan (to be approved by the department) including (but not limited to) evidence of progress against agreed milestones and outcomes and expenditure to date.

Final Key Performance Indicators will be agreed with the department.

You will also be required to submit a final report providing:

- how outcomes have been achieved
- agreed evidence as specified in the grant agreement
- total eligible expenditure incurred

21. Am I required to independently evaluate the training?

Yes, the successful organisation must conduct an independent evaluation of the training package during the final year of the grant activity. The evaluation report will be delivered at the end of the grant activity and must assess the performance and impact of the training package over the funding period and make recommendations for future improvements.

An evaluation framework will be a key deliverable and the department will work with the successful organisation to develop the framework early in the funding period.

22. Do successful applicants have to report information through the Data Exchange?

No. Successful applicants will report against an Activity Work Plan to be approved by the department.

Funding

23. How much funding is available?

The Australian Government has announced a total of $4.494 million GST exclusive over 3 years for this grant opportunity.

24. Is the funding ongoing?

No. If successful, the funding will be provided over a three-year grant agreement (across FY2019-20 to FY2021-22).

25. Can I apply for more than the amount of funding specified in the Grant Opportunity Guidelines?

No. The grant amount applied for cannot exceed the amount of available funds stated in the funding table at Section 3.1 of the Grant Opportunity Guidelines.

26. Where is the funding coming from?

On 5 March 2019, the Australian Government announced a $328 million package to reduce violence against women and children. This represents the Australian Government's contribution to the Fourth Action Plan 2019-2022, the final plan under the *National Plan to Reduce Violence against Women and their Children 2010-2022*.

This included funding of up to $4.494 million GST exclusive to develop and deliver free accredited training for sexual violence responses.

27. Will our organisation be eligible to receive the Social and Community Services (SACS) supplementation?

No. SACS supplementation does not extend to new programs that did not exist in February 2012. As new policy proposals and programs are developed, SACS wage costs (at the relevant award rate) need to be factored into the baseline program funding.

Further information about SACS is available on the [Department of Social Services](#) website.

28. If my organisation is successful, when can we expect payments?

Successful organisations will be contacted to enter negotiations and to execute a grant agreement with the Department of Social Services. It is anticipated that a grant agreement will be executed by November 2019. The grant will be made available once the grant agreement has been executed, and as per the payment schedule in the grant agreement.

Application Process

29. What is the closing time and date for applications?

Applications must be submitted by **11:00pm Australian Eastern Standard Time (AEST) on 4 September 2019**. It is recommended that you submit your application **well before the closing time and date**.
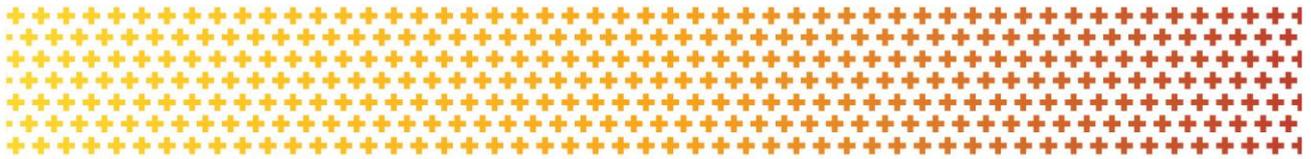
30. If I am not able to submit my application by the due time and date, can I be granted an extension?

Extensions can only be given due to exceptional circumstances per Section 7.3 of the Grant Opportunity Guidelines. Written requests to lodge a late application must be submitted no later than two business days before the grant opportunity closes.

The Delegate or their appointed representative will determine whether a late application will be accepted. The decision of the delegate will be final and not be subject to a review or appeals process.

31. How many applications can I submit?

You may only submit one application as the lead organisation for this selection round. However, submitting an application as the lead organisation does not preclude you from being a consortium member as part of an alternative consortium partnership application.

32. Do word limits apply to my application?

Yes, there is a total word limit of 900 words for addressing each selection criterion.

33. When will my organisation know the outcome of my application?

You will be notified of the outcome of your application at the end of the selection process. This is expected to be in October or November 2019. For probity reasons, it is not possible to give you information about the status of individual applications during the assessment process.

34. What feedback will be available for this funding round?

A feedback summary will be published on the Community Grants Hub website following the finalisation of the funding round.

The feedback summary will provide information specific to this funding round, such as main strengths and areas of improvement for the applications received in this round.

Individual feedback will be available upon request for this grant opportunity but will be provided only to the requesting organisation.

35. Where should I go for further information?

Please email your enquiries to support@communitygrants.gov.au.