

# Intercountry Adoptee and Family Support Service (ICAFSS) – Project Plan Template

<b>Organisation name</b>			
<b>Start date</b>	1 July 2021	<b>Finish date</b>	30 June 2026

## Funding requested

Complete the table below outlining the total grant funding your organisation is requesting for the delivery of the Intercountry Adoptee and Family Support Service (ICAFSS). Any co-contribution your organisation is proposing to provide should also be included below. Refer to section 3.1 of the Grant Opportunity Guidelines for information on total funding available against the three program elements listed below (Therapeutic Care, Capacity Building and Small Grants and Bursaries Program).

*The red text throughout this template is help text for guidance and should be deleted after the template has been completed. The text provided is an example only.*

Annual funding requested for the period 1 July 2021 to 30 June 2026					
Financial Year	Therapeutic Care (GST exclusive)	Capacity Building (GST exclusive)	Small Grants and Bursaries Program (GST exclusive)	Total Department of Social Services funding requested (GST exclusive)	Annual organisational co- contributions (if any)
2020-2021	N/A	N/A	N/A	<i>Transition funding only</i>	
2021-2022				N/A	
2022-2023				N/A	
2023-2024				N/A	
2024-2025				N/A	
2025-2026				N/A	
<b>Total (over 5 years)</b>					

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## Project plan

Please complete the project plan below with the deliverables and outcomes your organisation proposes to undertake and achieve in the first two years of delivering the ICAFSS. The department is requesting a plan for the first two years only, noting the service will continue to evolve and build towards achieving outcomes over the life of the grant. If successful, the proposed deliverables and outcomes may be included in the Activity Work Plan, to be updated annually and used to report progress.

When developing your project plan to accompany your ICAFSS application, consider applying the following four principles to improve effectiveness and efficiency of the program and help the wellbeing of individuals and families across Australia:

- **person-centred** – ensuring that the needs of people and families are at the centre of the service delivery
- **outcomes-focused** – having a clear and shared vision of the outcomes, or desired changes for individuals and families accessing services
- **systems-oriented** – recognising that complex social policy problems cross organisational, institutional and social boundaries, consider how your service might collaborate and better coordinate approaches to respond to complex problems and improve outcomes for vulnerable Australians you will be interacting with
- **evidence-informed** – how will your organisation build knowledge of what works and use insights gained from data and lived experience to improve the wellbeing of individuals and families who access your services.

In conjunction with these principles, develop your yearly intended/expected outcomes using Standard Client/Community Outcomes Reporting (SCORE). Guidance material for SCORE can be found [here](#) on the Department of Social Services website.

## Proposed activity

Program elements	Deliverables for year 1 July 2021 – June 2022 (implementation and transition year)	Intended/expected outcomes for year 1 and how they will be achieved (An outcome is the end result of an activity or process undertaken)	Deliverables for year 2 July 2022 – June 2023	Intended/expected outcomes for year 2 and how they will be achieved
Therapeutic Care	<p><b>Examples:</b></p> <ul style="list-style-type: none"> <li>• <i>counselling and/or psychoeducation services available nationally by [date]</i></li> <li>• <i>case management service(s) established nationally by [date] through [action/set up]</i></li> <li>• <i>first/[number of] group work session(s) run by [date]</i></li> <li>• <i>peer or mentorship approaches established by [date] through [action]</i></li> <li>• <i>collaborative engagement with other related service providers initiated by [date] through [action(s)]</i></li> <li>• <i>all counselling professionals trained in intercountry adoption and trauma-informed approaches, [and/or] strengths-based and culturally responsive practice [etc.] through [action] by [date]</i></li> <li>• <i>other deliverables/actions.</i></li> </ul>	<p><b>Examples:</b></p> <ul style="list-style-type: none"> <li>• <b>understanding and managing the impacts of trauma:</b> where a client (an adoptee and/or adoptive parent) is engaging with past or current trauma (their own or another’s trauma - including trauma triggers) [explain how the deliverables would contribute to this being achieved]</li> <li>• <b>identity understanding and acceptance:</b> where the client (an adoptee) is seeking to establish a better understanding and work towards acceptance of their identity and how it has, and will continue to, shaped their life [explain how the deliverables would contribute to this being achieved]</li> <li>• <b>achieving cultural connectedness:</b> where the client (an adoptive parent and/or adoptee) is seeking to establish a stronger connection with country of origin and culture, and maintain essential cultural connectedness [explain how the</li> </ul>	•	•

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		<p style="color: red;">deliverables would contribute to this being achieved].</p>		
Capacity Building	<ul style="list-style-type: none"> <li>• <i>establishment of lived experience reference group (or similar) by [date] through [action]</i></li> <li>• <i>begin promotion of the ICAFSS, with a focus on regional and remote areas, by [date] through [action]</i></li> <li>• <i>begin development of guidance resource on [topic] for [cohort], with guidance from the reference group</i></li> <li>• <i>other deliverables/objectives/actions.</i></li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
Small Grants and Bursaries	<ul style="list-style-type: none"> <li>• <i>establish administrative and policy requirements for the delivery of the small grants and bursary program by [date], including [requirements]</i></li> <li>• <i>determine role of reference group (or similar) through [engagement/document] by [date], including terms of reference and [other]</i></li> <li>• <i>promote the Small Grants and Bursaries program to [cohort] through [action]</i></li> <li>• <i>open the first grant and small bursaries round by [date]</i></li> <li>• <i>other deliverables/objectives/actions</i></li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>