



Families and Communities Program

Families and Children / Children and Parenting / Intensive Family Support Services / Lajamanu Funding Round Summary

November 2016

Families and Children – Children and Parenting - INTENSIVE FAMILY SUPPORT SERVICES

The Intensive Family Support Services (IFSS) is a component under the Children and Parenting sub-Activity, which sits under the Families and Children Activity in the Families and Communities Program.

IFSS is available in selected Northern Territory (NT) and Anangu Pitjantjatjara Yankunytjatjara (APY) Lands. IFSS provides intensive and practical parenting education and support to families in their communities and homes for approximately 12 months, to help them improve the health, safety and wellbeing of their children. IFSS is an evidence-informed service that focuses on achieving outcomes to reduce child neglect, improve child wellbeing and increase parenting capacity.

IFSS is available to parents and caregivers of children aged 0-12 years of age where child neglect is a concern. State and territory government child protection authorities refer families to IFSS and Child Protection Income Management (CPIM). Through IFSS, families on CPIM are supported to stabilise their financial situations, but will also be supported to make positive and sustained life changes to improve the health, safety and wellbeing of their children.

In some locations, other child protection referrals and community referrals can be considered, due to a limited child protection footprint and CPIM referral activity. Priority of Access rules ensure that families on CPIM continue to have priority access to the service, while vacancies in the program are managed.

IFSS has a strong workforce development focus in response to the workforce challenges experienced by many providers in the NT and APY Lands (e.g. chronic skills shortages, high staff turnover, significant absence of suitable local workers, and low participation levels in training). In response to these challenges, a central IFSS Implementation and Capacity Support Service (ICSS) will be established to assist IFSS providers to access a range of supports and opportunities to enable the delivery of an evidence-informed service that achieves the intended outcomes for children and their families. The ICSS will be a time-limited package.

The ICSS will work in partnership with IFSS providers to build on the things that organisations already do well and help them to access a range of tools and supports to assist organisations and their staff to deliver a service that will support families to grow strong children. Each IFSS provider will have access to a range of supports across the following three support streams:

- **organisational capacity strengthening:** to focus on support around governance, financial management, human resources management and administration;
- **implementation support:** for effective implementation of a quality, evidence-informed, outcomes-focused IFSS that is locally relevant and considers workforce skills and capabilities; and
- **workforce development and education:** to support the skill development of IFSS workers through relevant training, including accredited training, particularly focussed on working with vulnerable families.

The 'package of supports' will be based on the strengths and needs of the organisation and workers and identify local, organisational and systems level requirements.

Selection type

This selection is a restricted process to select one provider to deliver the IFSS in Lajamanu. Funding may be offered to one organisation as a result of this process.

A restricted (or targeted) selection process is used where there are few providers available due to highly specialised services being required, there are geographical considerations, specific expertise is required or there are time constraints. A restricted round is still competitive, but only opened to a small number of potential grant recipients based on the specialised requirements of the granting activity or project under consideration. Potential grant recipients are invited to apply and are assessed against designated selection criteria.

Applicant eligibility

Applications will be assessed against the criteria to ensure public accountability and meet program outcomes. Organisations must be in one of the following categories to have their Application considered:

- Incorporated associations (incorporated under state/territory legislation, commonly have 'Association' or 'Incorporated' or 'Inc.' in their legal name)
- Incorporated cooperatives (also incorporated under state/territory legislation, commonly have 'Cooperative' in their legal name)
- Companies (incorporated under the *Corporations Act 2001* (may be a proprietary company (limited by shares or by guarantee) or a public company)
- Aboriginal corporations (incorporated under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006*)
- Organisations established through a specific piece of Commonwealth or state/territory legislation (public benevolent institutions, churches, universities, unions etc)
- Partnerships
- Trustees on behalf of a trust

Available funding for this Activity

Up to **\$2,060,055 million** is available from 2017 to 2020 to deliver the IFSS.

Site Location	2016-17* (GST Excl)	2017-18 (GST Excl)	2018-19 (GST Excl)	2019-20 (GST Excl)	TOTAL (GST Excl)
Lajamanu	\$277,500*	\$594,185	\$594,185	\$594,185	\$2,060,055

* Funding in 2016-17 includes an amount of \$159,000 for establishment costs.

Closing date and time

Applications must be submitted by 2:00pm AEDT **Tuesday 17 January 2017**.

Late Applications – information on grant policies including the late Application policy is available on the [website](#).

Questions

Questions and answers for this funding round are available on the DSS website.

If you cannot find an answer to your question relating to this selection process or the Activity on the DSS website, please send your question to support@communitygrants.gov.au.

Answers to questions will be published on the funding round page within five working days of receipt, unless the answers are available in the Application Pack. The Community Grants Hub will only answer questions to explain the requirements of the Application Form and Program Guidelines. The Community Grants Hub will not advise how to respond to specific selection criteria.

The Community Grants Hub will not respond to any questions from **5:00pm AEDT, Tuesday 10 January 2017**, until the conclusion of the selection process.

The Community Grants Hub cannot answer questions about individual applications during the assessment process. Each applicant will be notified of the outcome of their application once the selection process is complete.

Grant objectives

The key outcome of IFSS is to prevent and reduce child neglect and improve child wellbeing.

To reach this outcome, IFSS works to:

- Increase the capacity of parents and carers;
- Support the development and implementation of evidence-informed and outcomes focused intensive family support services; and
- Strengthen the capability of local organisations and the IFSS workforce to deliver IFSS.

Statement of Requirement

Key elements of IFSS include:

1. Establishing the service in community with a focus on:

- undertaking and linking into existing community engagement activities to support the development and uptake of IFSS including engagement with local Elders, governance bodies and relevant services;
- undertaking IFSS recruitment activities; and
- undertaking pre-service worker training.

2. Working in partnership with the ICSS to:

- develop, document and implement an IFSS practice model that is locally relevant, evidence-informed, outcomes focused and considers workforce capabilities that build over time;
- develop and agree to a tailored ICSS support plan across the three ICSS support streams, to assist in effectively establishing, implementing and delivering IFSS; and
- establish a process to monitor and review the ICSS support plan.

3. Overall the IFSS provider will be responsible for:

- delivering the IFSS outlined in their proposal for the full term of the funding period;

- providing intensive and practical home or community based parenting education and support to parents and caregivers according to priority of access eligibility, to support parents and caregivers improve the health, safety and wellbeing of their children; and
- working collaboratively with key service providers, including the Northern Territory child protection agency to identify and work with eligible families.

Consideration will be given to a range of services including, but not limited to, purpose driven and practical in home and in community support such as:

- *Intake / assessment*, such as:
 - Initial engagement
 - Family planning
 - *Information / advice / referral*, such as:
 - Referral to other services
 - Service planning and case work
 - *Education and skills training*, such as:
 - Parenting and life skills training and education
 - *Advocacy / support*
 - *Community capacity building*, such as:
 - Provision of information or education sessions
 - Interagency service meetings
 - Where relevant support community awareness, understanding and ownership
 - *Outreach*, such as:
 - Home and community visits
 - *Family capacity building*, such as:
 - Activities that promote social inclusion which strengthen family interactions and community relationships
 - Group workshops/activities
- Demonstrate organisational capacity to support and manage the delivery of IFSS, including service infrastructure (ability to provide outreach), office space, appropriate management governance, financial and administration systems and intended workforce/team composition (outlining skills and qualifications).
 - Demonstrate ability to work collaboratively with other government and non-government agencies to ensure high quality service delivery that meets the diverse needs of vulnerable families and children.
 - Demonstrate a commitment to a partnership approach and continuous improvement processes to develop and/or build on organisational systems to support the implementation of IFSS.

Value for Money

In assessing the extent to which Applications represent value for money, the Community Grants Hub will consider the information provided at the 'Achieving value for money' section of the [Families and Children Program Guidelines Overview](#)

Selection Criteria

When completing your Application you **must** provide all information where you are directed to do so. The equally weighted selection criteria are:

Criterion 1 – Demonstrate your understanding of the need for the funded Activity in the specified community and/or the specified target group.

Your response **must** demonstrate an understanding of:

- the aims of the funded activity, particularly how the services delivered under IFSS complement other Commonwealth, State and Territory services that aim to improve the wellbeing of children aged 0-12 years and increase the capacity of parents and caregivers to reduce instances of child neglect and harm
- services already available to support the target group in the location and whether there is an unmet need
- the extent of the issues the target group faces, including child neglect concerns and the level of engagement by child and family services and the community more broadly.

Criterion 2 – Describe how the implementation of your proposal will achieve the Activity objectives for all stakeholders, including value for money within the Grant funding.

Your response **must** demonstrate and outline all of the following:

- how your proposed practice model is informed by evidence, is culturally-appropriate and will support workers to address local needs and achieve positive outcomes for vulnerable families and children.
- how your service will engage with stakeholders and other relevant services, including the local child protection authority, to support positive relationships and ensure effective referral pathways into IFSS.
- how your service will demonstrate value for money.

Criterion 3 – Demonstrate your experience in effectively developing, delivering, managing and monitoring Activities to achieve the Activity objectives for all stakeholders

Your response **must** demonstrate all of the following:

- previous experience in developing, delivering and managing similar/relevant services in the community
- established quality assurance and continuous improvement systems in place to support the implementation of IFSS
- experience in working collaboratively with other government and non-government agencies to ensure quality service delivery.

Criterion 4 – Demonstrate your organisation's capacity and your staff capabilities (experience and qualifications) to deliver the Activity objectives in the specified community and/or specified target group.

Your response **must** demonstrate all of the following:

- organisational capacity to support and manage the delivery of an IFSS, including service infrastructure (ability to provide outreach) and appropriate management governance, financial and administration systems
- that staff are appropriately skilled and experienced in working with vulnerable families and children in a culturally appropriate way to achieve outcomes

- capacity and systems to build and support a strong workforce, including strong and dedicated supervisory systems and supports
- that your organisation has established relationships with the community – is known, respected and trusted.

Attachments

For this round, no attachments have been requested to support your Application.

Feedback for this funding round

Individual feedback is available for this selection process. Details on how to request feedback will be included in the letter advising of the outcome of this selection process.

Multicultural Access and Equity Policy

Australia's *Multicultural Access and Equity Policy: Respecting diversity. Improving responsiveness*, means that Australian Government agencies make sure that cultural and linguistic diversity is not a barrier for people who need to access government and community services. This means, for example, that appropriate language services should be provided. Grant Applicants should consider whether professional translating or interpreting services may be needed to deliver services, projects, activities or events to non-English speakers. If your Application Form states that a budget is required, costs for translating and interpreting services should be included in your budget.

Assessment

The Assessment Team may be comprised of Australian Government officers from each state/territory and national offices. Teams will undertake training so that Applications are assessed consistently. The Assessment Team will be bound by the APS Code of Conduct and the departmental Secretary's Instructions.

Probity and fairness

The selection of funding recipients must be fair, open and demonstrate the highest level of integrity.

The following principles will be applied throughout the selection process:

- a. fairness and impartiality;
- b. consistency, accountability and transparency of process;
- c. security and confidentiality of information;
- d. identification and resolution of conflicts of interest; and
- e. compliance with legislative obligations and government policy.

These principles are intended to achieve an equitable, justifiable and sound process.

The Community Grants Hub may engage a Probity Advisor to help DSS meet its obligations to make selection processes defensible and able to stand up to external and internal scrutiny. The Probity Advisor also advises the Community Grants Hub on, and monitors, the procedures used in the selection process to make sure they comply with the published relevant Program Guidelines. The Probity Advisor plays no part in the assessment of Applications.

Program Guidelines and Operational Guidelines (if applicable)

The Program Guidelines and Operational Guidelines provide the starting point for parties considering whether to apply for funding and is/are the basis for the business relationship between DSS and the funding recipient. Applicants are strongly advised to read the Program Guidelines and Operational Guidelines before completing an Application Form.

How to apply

Once you have completed your Application Form, you must submit it electronically by using the submission section at the end of the form. Following electronic submission, a message with your Submission Reference ID will appear on your screen. An email will be sent to the main email contact provided in the Application Form. A function is also available on the submission page to allow you to send a receipt email to the address of your choosing. Please save this email receipt for future reference and use it in all correspondence about this Application. If you do not receive a confirmation email or you have difficulties submitting the Application Form, please call the Community Grants Hub Grants Hotline on 1800 020 283.

Grant Agreement information

The Grant Agreement is a performance-based, legally enforceable agreement between the Commonwealth (represented by DSS) and the successful Applicant that sets out the Terms and Conditions governing the funding to be provided.

The type of Grant Agreement entered into will depend on the Activity, the assessed Activity risk level, the length of the Activity and the amount of the grant.

The executed Grant Agreement represents each grant provided within it and the relevant Activity and supersedes all prior representations, communications, agreements, statements and understandings, whether oral or in writing.