



Australian Government

Department of Social Services

**National Framework for Protecting Australia's
Children Program**

**Building Capacity in Australian Parents (BCAP)
trial**

Funding Round Summary

March 2017

Families and Communities Program – National Initiatives Activity – National Framework for Protecting Australia’s Children

Building Capacity in Australian Parents Trial

The Building Capacity in Australian Parents (BCAP) trial is a project to be delivered under Strategy One of the Third Action Plan 2015-2018 under the *National Framework for Protecting Australia’s Children 2009-2020* (the National Framework). This is part of the National Initiatives Activity under the Families and Communities Program.

The National Initiatives Activity aims to achieve positive outcomes for families, women and their children by working across sectors to improve the safety and wellbeing of children, advancing gender equality and reducing violence against women and their children.

The National Framework is a long-term partnership between the Commonwealth Government, state and territory governments and civil society to deliver a substantial and sustained reduction in child abuse and neglect over time. The National Framework aims to drive change for families and children so that Australia’s children grow up safe and well.

The target group for projects and grants funded under the National Framework are organisations that are committed to working together to improve safety and wellbeing of Australia’s children through research, policy development and evaluation, enabling and strengthening the focus of other national reform agendas.

Strategy One of the Third Action Plan under the National Framework is: *Early intervention with a focus on the early years, particularly the first 1000 days for a child*. This strategy aims to reduce risk for children and young people from conception to adulthood. The first 1000 days for a child are especially influential on their future capabilities and establish the critical role of parents. This strategy will have an overarching focus on early intervention, with attention on this important initial period.

The Strategy includes *Signature Action 1.1.1: Commonwealth to initiate community awareness raising activities focused on effective parenting practices and strategies to enhance safe and supportive environments in the early years, at both national and local levels*.

Selection type

This selection is a restricted process to select up to three providers to deliver at least one local coordinator in each of the BCAP trial locations.

If your letter of invitation specifies you are invited to apply to multiple locations, you must complete a separate Application Form for each location. Each Application Form should state which location the form relates to.

A restricted (or targeted) selection process is used if 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.

Available funding for this Activity

Up to \$1,450,000 is available from 2016-17 to 2018-19 to undertake the local coordinators duties for the three BCAP trial sites.

	Approximate funding for each location – may vary upon grant negotiation (Estimated Resident population ERP, ABS 2014)			Total funding
	Rockhampton (ERP 119,800)	Ipswich (ERP 182,700)	Toowoomba (ERP 150,700)	(ERP: 453,200)
2016-17	\$169,000	\$266,500	\$214,500	\$650,000
2017-18	\$130,000	\$205,000	\$165,000	\$500,000
2018-19	\$78,000	\$123,000	\$99,000	\$300,000

Closing date and time

Applications must be submitted by **2.00pm Canberra local time (AEST) on 18 April 2017**.

Late applications – information on the late application policy is available on the [Hub website](#).

Questions

Questions and answers for this funding round are included in the Application Pack.

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

Responses to questions will be emailed to all invitees, except where the answers are already available in the Application Pack.

Questions will only be answered to explain the Application Form and Program Guidelines and not to advise on how to respond to specific selection criteria or about individual Applications during the assessment process. All Applicants will be notified of the outcome of their Application when the selection process is complete.

The question and answer period will close at **5:00pm (AEST) on 11 April 2017**. No further questions will be answered from this date until the conclusion of the selection process.

If you would like help or support in using and/or submitting the Application Form, please call 1800 020 283 or TTY 1800 555 677 or email support@communitygrants.gov.au.

Grant objectives

The BCAP initiative aims to trial ways to build parenting skills and strengths-based parenting behaviours in the target group of expectant parents and parents whose children are aged up to two years old (the first 1000 days for a child). There will be a particular focus on building on existing service systems and testing what supports help vulnerable families that face significant or multiple disadvantages.

The BCAP trial will take place in three locations, Rockhampton and surrounds, Ipswich and surrounds, and Toowoomba and surrounds, between June 2017 and June 2019. Evaluation activities will extend into the first half of 2020.

This grant from DSS will provide for at least three BCAP local coordinators, with at least one FTE in each of the three locations. If a provider is successful to deliver BCAP in more than one location, they can share some of the administration function across those locations, for example data entry.

The local coordinators roles will involve:

- building the capacity of organisations to help parents become effective in parenting roles
- administering a text messaging system for parents using specifications from governments
- working with trial partner governments to continuously improve the trial.

The content of the messages will be developed by parenting communications experts to encourage strength-based parenting knowledge and behaviours. This development work will be undertaken in partnership with DSS and with the Behavioural Economics Team of the Australian Government (BETA) at the Department of the Prime Minister and Cabinet. The local coordinators will receive a package including the text messaging content and relevant capacity-building resources.

Statement of Requirement

The local coordinators are required to assist with the BCAP trial in each site (establishing the trial in mid-2017 and implementing the trial over two years until June 2019). At least one FTE will be employed as a local coordinator in each trial site: Rockhampton and surrounds, Ipswich and surrounds, and Toowoomba and surrounds.

The local coordinators will have a critical role for the BCAP trial. The role has four components that are outlined in further detail below. They are:

- Learning opportunities for local organisations: run training workshops for local organisations, run a learning network with local organisations to foster better collaboration and understanding
- Text messages: recruit parents to voluntarily participate in the text messaging system, maintain participant database and system, provide local input into content
- Work with trial partner governments and Third Action Plan governance committees: including co-design discussions, regular reviews for continuous improvement, and reporting
- Additional activities to contribute to the goals of the BCAP trial

The local coordinators will be persons with established networks in the chosen location for the trial, and a demonstrated ability to build trust with parents and local organisations.

Learning opportunities for local organisations

The local coordinators will work with organisations in the trial locations to improve capability of organisations and individuals to support vulnerable parents and families with children in the first 1000 days of life and to encourage strength-based parenting behaviours.

The local coordinators will deliver training workshops and other learning resources to organisations, staff members, volunteers and other community members as appropriate.

The local coordinators will be provided with a package of training materials, developed by parenting experts on behalf of DSS, but will have an opportunity to tailor these to different local audiences. The training will cover childhood developmental stages, what parents can do in the first 1000 days, how organisations can be child-safe and support parents, and the work of other services in the area.

The local coordinators will also run coordination activities with these organisations. This could take the form of a learning network or a community of practice, and would reinforce and implement the knowledge gained from the workshops and learning materials.

A broad range of local organisations that come into contact with parents should be included, not exclusively family or childhood services. For example, the local coordinators would work with mental health services, drug and alcohol services, local schools and other organisations. The involvement of family violence organisations is considered critical.

Text messages

The local coordinators will assist in the roll-out of the text messaging component of the trial.

They will recruit participants for the text messaging service, which will be voluntary. Eligible participants will be expectant parents, and parents and carers with children up to two years old. The local coordinators is expected to focus recruiting efforts on vulnerable and disadvantaged parents, however all parents with children within the first 1000 days are eligible. Equitable participation by Aboriginal and Torres Strait Islander families will be highly valued.

DSS may be able to offer assistance with advertising the service to potential parent participants.

The local coordinators will maintain a database of participants and operate the text messaging service, sending out regular text messages through a bulk messaging platform.

The local coordinators will receive a package with the content of the majority of the messages, as developed by parenting experts, but will be asked to develop and send additional text messages that advise parents of relevant local events or services on an agreed schedule.

Participate in trial review and evaluation with partner governments

The BCAP trial is managed by DSS and the Department of Communities, Child Safety and Disability Services in the partner jurisdiction, Queensland Government. The trial partner governments will manage the trial with advice from the Third Action Plan Strategy One Working Group that is responsible for overseeing the actions under Strategy One of the Third Action Plan, including BCAP.

The local coordinators will work with DSS the Queensland Government, the Strategy One Working Group and Local Implementation Groups to discuss and confirm the local implementation of the trial design. They will be expected to participate in regular implementation meetings so that continuous improvements can be made to the trial. The local coordinators will provide regular

reports on an agreed schedule, including relaying any feedback received about the text messages or the training materials to DSS.

The local coordinators will also be expected to assist with the evaluation of the trial. This will include participation in the partnership approach of the Data Exchange.

Additional activities to contribute to the goals of the BCAP trial

The local coordinators will be able to propose additional activities and tools they believe would contribute to the objectives of the trial. Any additional activities will be approved by DSS and the Strategy One Working Group, and be funded within the existing budget allocation.

Selection Criteria

The selection criteria are equally weighted.

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

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

- the target group (parents of young children and expectant parents) and the types of issues they face
- service responses and community settings that are beneficial to the target group
- services that interact with the target group in the location/s.

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** indicate:

- how you will implement the key components described under the Statement of Requirement, including any additional activities that you would propose as optimising the outcomes for trial participants
- whether you intend to deliver the trial in one or both locations.

Criterion 3 – Demonstrate your organisation’s capacity and your staff capability (experience and qualifications) to deliver the Activity objectives in the specified community and/or specified target group.

Your response **must** demonstrate:

- productive relationships with community members and local organisations
- if your organisation/entity is not an Aboriginal and Torres Strait Islander (Indigenous) Community Controlled Organisation, your capacity to provide a respectful and culturally responsive service environment for Indigenous families, and your experience in collaborating and partnering with local Indigenous Community Controlled Organisations and community members
- expertise in supporting families
- experience delivering training.

Value for Money

In assessing the extent to which applications represent value for money, consideration will be given to the information provided at the 'Achieving value for money' Section 3.3 of the [Program Guidelines](#) available on the DSS website or in the Application Pack available on the Community Grants Hub [website](#).

Attachments

For this round, no attachments are requested. Documents attached to applications will not be assessed.

Feedback for this grant round

The Feedback Summary will provide general round-specific information and will include main strengths and areas of improvement for the applications received in this round.

The Feedback Summary will be provided in an email to each applicant following the finalisation of the funding round.

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 comprise 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 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

The Program 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 before completing an Application Form.

How to apply

If your letter of invitation specifies you are invited to apply in multiple locations, you must complete a separate Application Form for each location. Each Application Form should state which location the form relates to.

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, TTY on 1800 555 677 or email support@communitygrants.gov.au.

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 grant 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.