

Questions and Answers

Building Safe Communities for Women

The following questions and answers are specific to this funding round. Please also refer to the [Frequently Asked Questions page](#) for general questions about applying for DSS grants

1. What is meant by local community groups?

Local community groups are not-for-profit entities usually organised around common values within a shared geographic location or a specific, identifiable group of people within the community. This could include, for example service clubs, sporting bodies, faith groups or Indigenous or Culturally and Linguistically Diverse groups.

2. What type of projects could be funded?

The type of projects that could be funded includes a range of innovative, multi-faceted, different actions, for example but not limited to:

- local community awareness raising about the nature and impact of violence against women, services available to support victims, and/or services for perpetrators and actions that can be taken to improve safety for women and their children
- increasing understanding of how family and or friends can help victims, including where they may be able to get help to do this and how they could then help others
- engaging sporting and other community or cultural organisations and local businesses to get involved and take a stand in a joined up local response
- working with schools and other organisations who are keen to work with youth to engage with young people about violence within relationships and respectful relationships
- creating working partnerships across support services to better respond to the needs of victims such as those providing specialist domestic violence services, police, health, financial and, family support within the community

3. What is a community?

Communities may be a geographic area and/or a community of interest. It may take in a region with a broader geographic area. Alternatively the community may consist of a target group whether or not they are in a defined geographic location.

4. Can funding be used to deliver a new service, or expand an existing service?

No, funding cannot be used to develop and deliver a new service or expand an existing service.

The funding can be used to assist communities to develop the capacity and capability to establish sustainable inter-connections across community organisations and government agencies. For example this could improve the way organisations work together in responding to women and their children who have experienced violence; or work together to raise awareness within the community about the causes, impacts and how they could support victims in an effort to prevent violence within the community.

5. The Statement of Requirement states that funding is not provided for the development of new toolkits or resources but can existing toolkits be used?

Yes, funding can be used for the implementation of existing toolkits and resources that are targeted at raising awareness of domestic violence issues in the community and supporting women experiencing domestic violence.

Funding can also be used to support the development of resources directly related to the implementation of specific activities, for example resources to promote activities within the community, documents to support the development and implementation of new working relationships between organisations within the community.

6. What key performance indicators will we need to report on?

Successful applicants will need to report on how their project has:

- Increased awareness of domestic violence issues in the community
- Increased preparedness of the community to address domestic violence issues
- Improved community networks to support women experiencing domestic violence
- Increased knowledge of support services for women experiencing domestic violence

These indicators will be measured through action research reporting.

7. Can I run my project idea by you to get your opinion?

Due to probity reasons, it is not possible to comment on the eligibility of an organisation, an applicant, the suitability of a project or provide pre-assessment of an application. Please refer to the statement of requirements in the funding round summary for more information.

8. What is a lead organisation?

A lead organisation must be an incorporated body which is able to enter into the Grant Agreement. The other partner organisations do not have to be incorporated.

If you submit a joint Application with one or more other organisations, you must nominate a lead organisation for the Application. The lead organisation for the project will, if your Application is successful, sign the Grant Agreement, receive the funding and assume legal responsibility for performing the activities and meeting the outcomes under the Grant Agreement.

9. If my organisation is part of a group of organisations, can we submit a joint application?

Yes, a joint application can be submitted if the work or project benefits or involves more than one organisation. However, in order to manage the funds appropriately, if a joint Application is successful, the Department will enter into a Grant Agreement with the nominated lead organisation. Additionally, the joint Application must include a letter of support from each organisation that is part of the joint Application.

10. Would the Department prefer a consortia (joint) approach?

Applications submitted from individual organisations will be neither preferred nor disadvantaged over applications from consortia.

11. If my application is successful, what will be the contract period?

The contract period will be from the date of the execution of the Grant Agreement until 31 October 2017.

12. If my application is successful, when will we receive funding?

Funding commences from the date of the execution of the Grant Agreement.

13. What funding is available for this grant?

A total of \$4 million (GST exclusive) has been allocated over the 2015-2016 and 2016-17 financial years. Applications will be considered for one-off time limited proposals of approximately \$150,000 (in total) over this period.

14. What are the contract conditions for this grant?

A copy of the Department's standard terms and conditions is available as part of the Application Pack for this funding round.

15. Can the funding be used for capital improvements for existing services, or to purchase new equipment for an existing service?

No, funding cannot be used for capital upgrades or the acquisition of assets for existing services or organisations. Funding can be used for the purchase of materials and equipment directly related to the implementation of the funded project.

16. Can the funding be used to expand or extend an existing project?

The grant cannot be used for activities more appropriately funded from other sources, that is activities for which other Commonwealth, State, Territory or Governments have primary responsibility.

However it would be acceptable to combine funding from this grant with financial or in-kind support obtained from other sources such as philanthropic donations or contributions from businesses.

17. Is the funding ongoing?

No, the grant will provide one-off financial support to communities to create their own practical solutions to address violence against women and their children. As part of the project, consideration should be given to how the actions can be sustained across the community after the conclusion of this funding.

18. Where can I get a copy of the National Plan to Reduce Violence against Women and their Children 2010-2022?

A copy of the *National Plan to Reduce Violence against Women and their Children 2010-2022* and the *Second Action Plan: Moving Ahead 2013-2016* can be found on the [DSS website](#).

19. Can I attach documents to support my application?

Attachments to your application should only be added if the Department has specifically asked for the information to be attached. Additional attachments that have not been requested by the Department will not be considered when assessing your application.

20. What is action research?

Action research refers to a family of research approaches or methodologies that pursue action (or change) and research (or understanding) at the same time. It is distinct from traditional academic research in the sense that:

- The central goal of the research is positive change rather than solely the production of knowledge;
- Those involved in the research participate in ongoing testing and monitoring of improvements in practice settings; and
- Researchers work in a collaborative way to identify issues and develop processes for improvement.

The cycle for action research is typically described as:

Plan – Act – Collect - Reflect

Based on the reflection, further planning occurs to help inform the next steps of the project. And the action research cycle begins again.

21. Why include an action research component to the grant objectives?

There are several reasons why the grant objectives involve an action research component. Action research provides a model for ongoing reflection on project directions and outcomes, and adaptation of the project where necessary. It offers a way to encourage open exploration of what is and is not working, and provides a methodological approach to adjusting a project in real time to deal with aspects that are not working or to enhance what is working well. Importantly action research supports rigorous reflection processes without requiring extensive theoretical knowledge or training.

The action research will help grant recipients to effectively capture and document the lessons learned. It helps support innovation without fear of failure, for example by recognising that identifying what to avoid is as important as identifying what works. In the case of this grant objective, action research will encourage knowledge and skills transfer and exchange within the funded organisation, between organisations and to others in the community.

22. What assistance is available to help with the action research requirements of the grant?

The Department will engage a specialist research organisation to provide assistance and support to successful applicants. This support will cover designing the research, undertaking action research and documenting/publishing information about the project and its outcomes.

23. The requirements also say information has to be published during the project. What does this mean?

As part of the grant requirements, funded organisations will be required to make information about their activities available to other organisations and communities. This includes other funded projects as well as other communities who may be looking to take action against violence against women and their children.

It is anticipated this could include information about the activities being planned and undertaken, how organisations went about working together, case studies and lessons learnt. Outcomes from the action research would form a key part of the information to be shared.

The form information is published in could also vary. It might include written documents, charts, diagrams, videos, or recordings.

The Department is also considering how it may also be made available and promoted through other websites, including the organisation engaged to support funded organisations' action research.

24. Where should I go for further information?

Please email your enquiries to: grants@dss.gov.au

New Q&As – Added 20 July 2015

25. The questions above mention the department providing successful applicants with assistance to help with the action research requirements of the grant. Does this mean that universities, for example, can't apply for research funding in this grant round?

Building Safe Communities for Women grants are available for projects to deliver practical local solutions to addressing issues of violence against women and their children within the community. As part of the project, grant recipients will be required to participate in action research, and some of their funding may be used for this purpose. Funding is not intended for purely research projects.

New Q&As – Added 23 July 2015

26. Can single organisations submit more than one application?

Yes, organisations should submit a separate application where each proposal is different or where the proposal would be delivered in different locations. Alternatively, organisations may want to consider whether different elements could be combined into a single proposal.

27. In part 7 of the application form there is an opportunity to attach a work plan, risk management plan, consortium letters of support and budget. Are these attachments optional, or are they required as part of the application?

Please see the [Application Form Information – Guidance for completing the application form](#) document on the website. The only attachments that you are encouraged to attach to your application form are the letters of support if you intend to deliver the project as part of a consortium arrangement. Please do not include any other attachments as they will not be considered in assessing your application.

28. Our proposed project is Statewide. Is it possible to apply for the maximum funding of 150k over 2 years to run the Southern component of the project and submit another application for an additional 150k to run the North/North West component? If this is possible, do you require two separate applications?

Yes, organisations should submit a separate application where each proposal is different or where the proposal would be delivered in different locations. Alternatively, organisations may want to consider whether different elements could be combined into a single proposal.

New Q&As – Added 24 July 2015

29. We are funded to implement our preventing violence against women project by state government until the end of November 2015. The funding round summary states that grants are not provided for the expansion or for ongoing delivery of services, however our model of preventing violence against women in the community utilises a primary prevention approach to community development and social change (is not a service as such). Are we eligible to apply for this funding?

Building Safe Communities for Women funding of up to \$150,000 is for one-off projects over 2 years. There is no provision for ongoing funding. Work funded by other levels of government is not eligible for concurrent funding.

If the funding proposal covers activities previously implemented within the community, applications should describe how the proposal differs from previous activities, provide supporting evidence of outcomes achieved and explain how the funding requested will increase or add to these outcomes.

New Q&As – Added 28 July 2015

30. We are a parent body for two organisations. Each of these organisations is incorporated separately, with their own constitution and management committee (in Victoria and NSW). Is it possible for us to lodge a separate application for each of the organisations? Or would DSS consider us to be one organisation?

Organisations should submit a separate application where each proposal is different or where the proposal would be delivered in different locations.

31. What does 3 cycles of the Action Research methodology mean?

The cycle for action research is typically described as Plan – Act – Collect – Reflect. Over the 2 year life of the project, organisations are expected to undertake three cycles of Plan – Act – Collect – Reflect to consider the achievements and lessons learned from the project to date to help ensure the project meets its stated objectives. Questions 20, 21 and 22 above provide further information about action research.

32. We are a consortium made up of 5 organisations with each one of the organisations covering a different LGA. My understanding is that there is \$150,000 available for each LGA for 2 years, so would we be able to tender as a consortium for a project which would run in all these different LGAs for \$750,000 in total?

Building Safe Communities for Women funding of up to \$150,000 over 2 years is available per application. Organisations should submit a separate application where each proposal is different or where the proposal would be delivered in different locations.

New Q&As – Added 29 July 2015

33. Is the promotion of gender equity to prevent violence against women in CALD communities within the scope of the grant objectives?

Projects that increase knowledge and awareness in CALD communities of the cause and impact of violence against women and their children, how to support victims and where they can get support is in scope for Building Safe Communities for Women funding.

34. Would a group of women from varying cultural backgrounds, working together to improve understanding and awareness of violence against women in their communities be seen as a community of interest?

Yes, a community of interest can be a target group, in this case women from different cultural backgrounds, whether or not they are in a defined geographic location. Please see the [Funding Round Summary](#) document on the website for information about eligibility requirements for Building Safe Communities for Women funding.

New Q&As – Added 31 July 2015

35. If we want to submit separate applications for different communities, can these be the same project in each location?

Each application needs to address the selection criteria in relation to the specified community. For example, applications would need to address the unique needs and circumstances of the nominated community and specify how the project would be implemented and achieve outcomes in that community taking into account the unique needs and resources of that location.

New Q&As – Added 7 August 2015

36. To enable the cost of attending action research workshops to be included in the budget can you advise whether the workshops will be held in Canberra or if face to face workshops could be done in each state capital city?

While the exact location of the workshops has not been finalised, it is anticipated these would be held in a capital city on the eastern seaboard, and in either the capital or a regional centre in the West. The final locations will be determined in part by the geographic distribution of funded projects.

37. Is funding available for delivery of services?

This is one-off funding for two years aimed at supporting community organisations to create their own solutions to tackle violence against women. Funding cannot be used for service delivery or for the ongoing operation of processes or practices that may be developed to improve service responses. Funding may however be used to assist organisations to work together to develop new approaches to improve the delivery of services or better integration of the way organisations operate within the community to respond to the needs of women and their children who experience violence or to community need more generally.

Please see question 2 above for examples of the types of projects that could be funded. This also reflects the need for projects to be sustainable beyond the life of the grant funding.

38. Please clarify the funding end date for Building Safe Communities for Women grants funding. The 'Application Form Information' document states it is 30 June 2017 but the 'Q&A' document states the contract will run until 31 October 2017.

It is anticipated that the final payment will be made in June 2017 however the grant agreement will continue until October 2017 to allow for the project activities to run for two years.

New Q&As – Added 10 August 2015

39. Will a proposal for a target cohort of female seniors over 65 be considered for funding?

Due to probity reasons, it is not possible to comment on the suitability of a project or target group. No priority has been given to any particular target group or geographic location. The mix of locations, project types and target groups may be taken into account in the funding decision.

New Q&As – Added 13 August 2015

40. Our organisation is a professional association, not for profit, but we do not have tax deductible status, are we eligible for funding?

Not for profit organisations are eligible for funding. The tax deductible status is not an eligibility requirement. Please see the [Funding Round Summary](#) for information about eligibility requirements for Building Safe Communities for Women funding.

New Q&As – Added 18 August 2015

41. Can funding be used to set up a community consortium to research and identify the gaps in service options for domestic violence and then use this information to generate targeted awareness at the services available and then potentially source funding for new initiatives to fill the gaps?

Please see question 7 above about getting our opinion about your project.

Funding is intended to support engagement between organisations, and across the broader community to reduce violence against women and to enhance the response to women and their children who have experienced violence. The funding is not intended to support projects which focus specifically on research however analysis of specific issues as part of a broader strategy or project for engagement would be acceptable. The aim of the funding is to implement practical, sustainable local solutions which assist in creating safe communities for women.

New Q&As – Added 20 August 2015

42. Can the grant be used to cover the staff costs to support a target group needing crisis/temporary accommodation in a respite setting?

Please refer to question 4 and 37 above. Funding is intended to address the significant issue of violence against women and their children in our communities. Funding can be used to help strengthen relationships between organisations where it relates to addressing this issue and is part of the project aim to increase awareness and understanding.

Please see question 2 above for examples of the types of projects that could be funded.