



Australian Government

Department of Social Services

Ageing and Service Improvement Programme

Partners in Culturally Appropriate Care (PICAC)

Western Australia

Funding Round Summary

August 2015

Partners in Culturally Appropriate Care (PICAC)

The Australian Government funds one PICAC organisation in each state and territory with the aim of supporting aged care providers to deliver culturally appropriate care to older people from Culturally and Linguistically Diverse (CALD) backgrounds.

There are seven PICAC organisations funded to deliver PICAC services across the eight states and territories. PICAC services are delivered by the same organisation in New South Wales and the Australian Capital Territory.

A new PICAC organisation is required to deliver services in Western Australia.

Selection type

This selection is an open process.

Eligibility

It is preferable that the successful applicant be located in Western Australia in order to have a close ongoing presence with providers and the Department of Social Services (DSS) State Office, however, it is not essential provided there are local staff to deliver the service with autonomy to make decisions at a local level.

To satisfy eligibility requirements, applicants to PICAC must fall into one of the following categories:

- 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
- State and Territory Governments
- Local Governments.

Both not-for-profit and for-profit entity types specified above meet the eligibility requirements.

How much?

Funding of up to \$551,412 available from 1 July 2015 to 30 June 2017 for PICAC services in Western Australia.

Closing Date and Time

Applications should be submitted by 2:00pm AEST, 30 September 2015.

Who to contact?

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

Grant objectives

The primary objectives of the activity are to:

- Embed the principles of culturally appropriate aged care in the everyday practice of all service providers.
- Increase access to appropriate information and resources on aged care services for older CALD people.
- Improve the capacity of older CALD people to make informed decisions about their aged care needs.

Statement of Requirement

The Programme aims to equip aged care providers with the necessary skills to ensure the delivery of culturally appropriate care and supports innovative and alternative methods of service provision to meet specific needs. A key mechanism for this is through the encouragement and strengthening of partnerships between aged care providers, CALD communities and the Australian Government.

The successful PICAC organisation will need to demonstrate its ability to deliver the following:

- Providing sustainable partnerships between CALD communities and aged care services;
- Developing, assisting and disseminating a range of translated aged care resources;
- Delivering information and cultural briefing sessions to CALD communities;
- Identifying specific barriers faced by older CALD people when accessing aged care services;
- Providing culturally appropriate skills training to aged care staff;

A particular area of focus in the delivery of these activities will be to include communication and support to aged care providers and CALD consumers on changes to aged care. This will include the introduction of Consumer Directed Care and the introduction of the Commonwealth Home Support Program with attention to restorative care and changes to *My Aged Care*.

In addition, the successful PICAC organisation will need to demonstrate the ability to adapt to any further changes to the aged care system.

The successful PICAC organisation may develop other specific deliverables to suit local needs. These outputs must support the overall programme objectives.

Selection criteria

1. Provide justification of why this project is needed and describe how this project links with, or is complementary to, other activities/projects and/or services. If this is an extension to an existing project you will need to demonstrate why this extension is needed.
2. Explain how this project will address the identified need and the long term benefits it will deliver to achieve the desired outcomes of the Aged Care Service Improvement and Healthy Ageing Grants – Partners in Culturally Appropriate Care Programme.
 - Explain how you will increase knowledge and understanding by CALD consumers about aged care reforms including Consumer Directed Care, the Commonwealth Home Support Program with attention to restorative care and changes to *My Aged Care*.
 - Explain how you will adapt your project to any further changes to the aged care system.
3. Provide details of your organisational and staff capacity (experience, skills and qualifications of management and project personnel, including the time they will commit to the project) to deliver the project's objectives and details of your organisation's previous experience in delivering similar projects.
4. Describe how your organisation will manage the project to ensure outcomes are met within the project timeframe and how your organisation manages multiple projects with competing timeframes.

Multicultural Access and Equity policy

Australia's *Multicultural Access and Equity Policy: Respecting diversity. Improving responsiveness* obliges Australian government agencies to ensure that cultural and linguistic diversity is not a barrier for people engaging with government and accessing services to which they are entitled, for example, by providing access to language services where appropriate. Grant applicants should consider whether services, projects, activities or events may require the use of professional translating or interpreting services in order to communicate with non-English speakers. If your Application Form states that a budget is required, costs for translating and interpreting services should be included in your application.

Special needs groups under the *Aged Care Act 1997 (the Act)*

People from CALD backgrounds are one of nine groups identified under the *Aged Care Act (1997)* as a Special Needs Group. DSS aims to remove and reduce barriers to people with diverse needs so they can effectively access and use Commonwealth funded Aged Care services.

PICAC organisations should ensure that their work plans are consistent with the Principles described in the *National Ageing and Aged Care Strategy for people from Culturally and Linguistically Diverse backgrounds*.¹

In addition, PICAC organisations should indicate how they will consider barriers to access to aged care for older people from CALD backgrounds who are Lesbian, Gay, Bisexual,

¹ <https://www.dss.gov.au/our-responsibilities/ageing-and-aged-care/older-people-their-families-and-carers/people-from-diverse-backgrounds>

Transgender and Intersex as described in the *National Lesbian, Gay, Bisexual, Transgender and Intersex Ageing and Aged Care Strategy*.

Assessment

The Assessment Team may be comprised of DSS officers from each state/territory and national offices. Teams will undertake training to ensure consistent assessment for all applications received. The Assessment Team will be bound by the APS Code of Conduct and the Secretary's Instructions.

Probity

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

The following probity principles will be applied through all stages of 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.

Adherence to the probity principles means that everyone involved with the selection process will act:

- f. impartially; and
- g. with integrity, including avoiding actual or perceived conflicts of interest.

A Probity Advisor may be appointed for the Activity. The role of the Probity Advisor is to assist DSS meet its probity obligations in relation to the Activity by ensuring that the selection processes are defensible and will withstand external and internal scrutiny.

The role of the Probity Advisor is to independently monitor procedural aspects of the selection process to ensure compliance with the published relevant Programme Guidelines and to advise DSS in relation to such matters. The Probity Advisor plays no part in the assessment of applications.

Programme Guidelines

The Programme Guidelines Overview provides the key starting point for parties considering whether to participate in the activity and forms the basis for the business relationship between DSS and the funding recipient. Applicants are strongly advised to read the Programme Guidelines Overview prior to completing an Application Form.

How to Apply

Please read and complete the declaration part of the Application Form carefully. Ensure all responses are true and accurate. Click the **Submit Application** button and follow the instructions provided. All questions will be verified. Any incorrect or unanswered responses

will be displayed for your correction. The Application Form will not submit until all responses have been verified.

Upon successful submission you will be issued with a confirmation receipt and email. Submission may take several minutes. **Please be patient and do not close the Application Form before receiving confirmation. Do not attempt to submit the application more than once.** If you do not receive confirmation or you experience difficulties submitting the Application Form, please call 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 be influenced by the nature of the Activity, the assessed Activity risk level, the length of the Activity and the value of the Activity.

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.

Questions

Questions can be submitted via email to grants@dss.gov.au.

Responses to questions will be published on the funding round page within five working days of their receipt, except where the answers are already available in the Application Pack. DSS will only respond to requests for information that seek clarification of issues to allow applicants a better understanding of the requirements of the Application Form and Programme Guidelines e.g. will not provide advice on how to respond to specific Selection Criteria.

DSS will not respond to any questions, requests for information or correspondence about the status or progress of applications from the **23 September 2015** to the closure of the application period and during the assessment phase.