Community Partnerships for Primary Prevention

Program Guidelines
The Victorian Government is committed to a Victoria free from family violence. This includes taking a primary prevention approach to stop family violence and other forms of violence against women from happening in the first place.

As part of the 2015-16 Victorian State Budget, the Victorian Government has allocated more than $2.65million for the Community Partnerships for Primary Prevention grants program. Funding will be provided to support a limited number of new or existing partnerships between businesses, schools, workplaces and community settings to plan for, coordinate and drive local community action for the primary prevention of family violence and other forms of violence against women.

Background
The Victorian Government recognises the important role that organisations, businesses, community groups and institutions can play in challenging the social norms, structures and practices that influence the attitudes and behaviours that lead to family violence occurring in the first instance. In particular, organisations in local communities have a crucial role in reaching members of the community who may otherwise be hard to reach, such as people with disabilities, young and older people, and those from Indigenous and culturally and linguistically diverse backgrounds.

Taking a strengths-based community approach, the intent of the Community Partnerships for Primary Prevention grants program (the grants program) is to support and enable new and existing partnerships in the community to plan and coordinate tailored prevention activity. The grants program also supports ongoing investment and effort in Victoria to end family violence, particularly in lead up to the 2017 release of the Prevention of Family Violence Strategy.

Grant details
The Victorian Government is providing funding for organisations, institutions, associations or community groups to establish or expand a partnership for commitment to the prevention of family violence. Partners will be required to formalise new or existing partnerships and co-design a plan for shared action to prevent family violence and other forms of violence against women. The partnerships must then use a portion of the seed funding provided through the grants program to initiate implementation of their action plan.

Grant applications open: Thursday 15 December 2016
Grant applications close: Wednesday 15 February 2016
**Eligibility criteria**

The following types of organisations are eligible to apply for funding:
- Businesses and start-ups
- Professional associations
- Media outlets
- Local government authorities
- Not-for-profit organisations
- Community groups
- Early childhood, secondary and tertiary educational settings
- Sports clubs
- Women’s and community health organisations

In addition, to be eligible for funding applicants must:
- Be based in, or have significant reach into, the state of Victoria
- Possess an Australian Business Number (ABN), or can provide written advice from the Australian Tax Office that no withholding tax is required from the grant payment, or
- Have an auspice agreement with an organisation that is a legally constituted entity (for example, a government authority).

**Funding details**

The total investment for the grants program is $2.65 million. This grants program does not attract GST and all grants will be paid exclusive of GST.

Funding will be available to support the establishment and/or expanding of new and existing partnerships for the prevention of family violence and other forms of violence against women.

<table>
<thead>
<tr>
<th>Category of application</th>
<th>Funding available per application (excluding GST)</th>
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<tbody>
<tr>
<td><strong>Category A:</strong> New or existing partnerships between community groups, businesses, institutions, educational settings and/or agencies looking to form a local prevention partnership and develop and initiate a shared action plan to drive primary prevention efforts at the local level.</td>
<td>Up to $150,000</td>
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<tr>
<td><strong>Category B:</strong> Individual organisation seeking to form a local prevention partnership and develop an action plan to drive primary prevention efforts at the local level.</td>
<td>Up to $50,000</td>
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Funded projects are to take place between July 2017 - June 2018. Projects must commence no later than August 2017.
Community Partnerships for Primary Prevention

Program Guidelines

Activities that will generally not be funded
- Projects for application or implementation within single organisations
- Projects or activities that promote or support political party gain
- Upgrades to infrastructure, equipment, facilities and/or buildings or significant capital works
- Projects offering cash prizes and/or commercial gifts
- Activities for which more suitable sources of funding are available
- Purchase or lease of buildings or land
- Projects related to early intervention or responding to family violence once it has already occurred.

Funding requirements
- Individual applicants and/or at least one partner represented in any application must demonstrate experience in the planning, design and/or delivery of evidence-informed primary prevention of family violence or violence against women programs or activities.
- Applicants must be able to demonstrate that the partnership, and any corresponding activities resulting from it, have the support of senior leaders within each organisation represented in any application prior to the project being funded. Evidence can be demonstrated by a signed letter of support from a senior leader/executive from each partner.
- Successful applicants will be required to cooperate fully with an evaluation to be undertaken throughout the project period. An external evaluator will be engaged by the Department of Premier and Cabinet (DPC) to develop and implement an evaluation framework for the outcomes of the grants program.
- Successful applicants (or their nominated delegates) will be required to: participate in the shared learning forums described in these program guidelines, engage with the program evaluator, and participate in any additional meetings as required by the funding body. Participants will be provided with templates and advice on the structure and content for any presentations required.
- Successful applicants will be required to submit a project plan, an interim and final report, and financial acquittal, in required timeframes, and may be required to provide evidence of reaching milestones.

Project and funding Timelines
The following table provides a summary of the anticipated program timelines

<table>
<thead>
<tr>
<th>Timing</th>
<th>Milestone</th>
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<tr>
<td>15 December, 2016</td>
<td>Grants program is launched and applications open</td>
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<tr>
<td>15 February, 2017</td>
<td>Applications close</td>
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<tr>
<td>Early March, 2017</td>
<td>Applications are shortlisted</td>
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<tr>
<td>Late March, 2017</td>
<td>Panel convenes to select successful applications</td>
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<tr>
<td>April – May, 2017</td>
<td>Successful applicants are notified, contract negotiation takes place and signed contracts are returned</td>
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<tr>
<td>June, 2017</td>
<td>Funding is distributed</td>
</tr>
<tr>
<td>July 2017- June 2018</td>
<td>Funded project takes place</td>
</tr>
<tr>
<td>Deliverable</td>
<td>Detail</td>
</tr>
<tr>
<td>-----------------------------------------</td>
<td>------------------------------------------------------------------------</td>
</tr>
<tr>
<td>1. Return of signed contract</td>
<td>Signed contract returned to funding body</td>
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<tr>
<td>2. Participation in shared learning forum</td>
<td>Successful applicants will be required to participate in an initial shared learning forum focusing on the latest research, policy frameworks and best practice prevention.</td>
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<td>3. Evidence of partnership development¹</td>
<td>This should include (but is not limited to):</td>
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<td>• Evidence of the partnership (including senior leadership support for the partnership from each partner)¹</td>
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<td>• Evidence of a shared understanding of the partnership and commitment to a shared goal</td>
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<td>• Articulation of a shared commitment a primary prevention approach</td>
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<td></td>
<td>• Evidence of a shared understanding of the value, benefits and costs of the partnership including in terms of its ability to drive primary prevention in the local area</td>
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<td>• Analysis of each partner’s strengths, skills, influence, knowledge and resources; and articulation of the roles each partner can play in driving primary prevention at the local level.</td>
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¹Applicants are referred to examples of partnership analysis tools to assist the undertaking of this deliverable, for example: The Partnership Analysis Tool (VicHealth, 2016) Collaborative Partnerships Evaluation Tool (South Australian Community Health Research Unit, Flinders University)
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<thead>
<tr>
<th>Deliverable</th>
<th>Detail</th>
<th>Requirement for category A?</th>
<th>Requirement for Category B?</th>
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| 4. A plan for collaborative action | A co-designed plan for collaborative action to progress primary prevention activity in the local community. Proposed activities should be evidence-informed and consistent with evidence based and best-practice resources outlined in the program guidelines.  

2Applicants are referred to examples of evidence informed frameworks and best practice planning and implementation tools, including Change the Story, a shared national framework for the prevention of violence against women and their children (Our Watch, ANROWS, VicHealth, 2015); and Community Based Prevention of Violence against Women and their Children, a toolkit for practitioners, Our Watch, 2016). | Yes                        | Yes                         |
<p>| 5. Interim report               | Participants will be required to provide a brief interim report. This will outline activities to date and provide indicative timeframes for completion. Reporting templates will be provided to participants by DPC.                                                                                                                                   | Yes                        | Yes                         |
| 6. Participation in shared learning forum | Participants (or their nominated delegates) will be required to participate in a shared learning forum to present their action plan and discuss emerging challenges and successes.                                                                                                                                                  | Yes                        | Yes                         |
| 7. Initiating the shared action plan | Partnerships will be required to utilise seed funding to initiate their shared action plan.                                                                                                                                                                                                                                                | Yes                        | No                          |
| 8. Participation in shared learning forum | Participants (or their nominated delegates) will be required to participate in a shared learning forum to discuss progress, emerging challenges and successes.                                                                                                                                                                            | Yes                        | Yes                         |
| 9. Final report                 | Participants will be required to submit a final report at completion of the project. The final report will outline activities undertaken, will include any documents produced and a financial acquittal. Reporting templates will be provided to participants by DPC.                                                                                                             | Yes                        | Yes                         |</p>
<table>
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<tr>
<th>Category</th>
<th>Assessment criteria</th>
<th>Corresponding question/s for application form</th>
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| **Partnership**<br>25% | • The application includes a letter of commitment from each of the partners outlining their understanding of the purpose and objectives of the partnership.  
• Partnerships include at least one partner with significant experience or expertise in the prevention of family violence or violence against women.  
• The proposal clearly details the process for partnership engagement and development, including a description of the value and opportunities of the proposed partnership.  
• The proposal identifies any local primary prevention efforts currently taking place, including where local schools may be implementing the Victorian Government’s Respectful Relationships Program. | Have each of the organisations listed on this application received support from their senior executives (or equivalent) to establish the proposed partnership and undertake any proposed activities?  
Has at least one of the partners in the application had experience in the design/delivery of primary prevention of family violence or other form of violence against women work?  
Describe the process for partnership engagement and development.  
What primary prevention activity is currently taking place in the geographic area relevant to the proposed partnership? |
| **Sustainability and scale** | • The application outlines how the proposed partnership is likely to be sustained in the longer term, or have long-term impact.  
• Applications from large, for-profit organisations, must include a letter of commitment detailing the organisation’s commitment to contribute to any seed funding provided by the grants program for the proposed activity or project.  
• Applicants identify the geographical area and/or cohort/s likely to be affected by the proposed partnership and its activities. | How will the partnership support the prevention of family violence or other forms of violence against women in the longer term?  
Are any of the organisations associated with this application providing any in-kind support for the project? If yes, what contribution will be provided?  
Which geographical area and/or cohort/s are likely to be affected by the proposed partnership and its activities? |
| **Efficacy** | • The application demonstrates a clear need for the partnership and demonstrates a clear understanding of the drivers of family violence and violence against women.  
• The proposal outlines or describes a clear program logic illustrating how the partnership will link activities with intended outcomes. This should include reference to any policy or practice frameworks or resources used to guide the proposed project.  
• The application demonstrates the extent to which the partnership:  
  − is ready to proceed and is supported by clear and realistic timeframes  
  − is based on sound cost estimates and represents value for money | What does the proposed partnership set out to achieve?  
How will the proposed project or activity achieve the desired outcome?  
Who/what groups will the program or activity impact?  
What will it cost to undertake the proposed activities and what is the budget breakdown? |
Process for assessment
Applications will be assessed by the program’s Assessment Panel, comprising representatives of the Office for Prevention and Women’s Equality and other branches or business units of the Department of Premier and Cabinet. The Assessment Panel may call on the expertise of other professionals where required. The Assessment Panel will be assessing applications against a set of criteria (see above).

How to apply?

Contacts
If you would like further information on the Community Partnerships for Prevention grants program please contact prevention@dpc.vic.gov.au or Grant Support on 1300 366 356.