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AUTHORISED:



Australian Government

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and Indigenous Affairs**

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Mr James Catchpole
Committee Secretary
Standing Committee on Family and Human Services
House of Representatives
Parliament House
Canberra ACT 2600

Dear Mr Catchpole

**SUBMISSION OF ADDITIONAL INFORMATION FOR THE HOUSE OF
REPRESENTATIVES' STANDING COMMITTEE ON FAMILY AND HUMAN
SERVICES INQUIRY INTO THE IMPACT OF ILLICIT DRUG USE ON FAMILIES**

Thank you for your letter of 6 July 2007, requesting additional information following FaCSIA's attendance at the public hearing of the Committee on 20 June 2007.

The additional information is as follows:

- The list of 45 Communities for Children sites selected for the Stronger Families and Communities Strategy (SFCS) (**Attachment A**);
- The list of organisations that were selected for the Strengthening and Supporting Families Coping with Illicit Drug Use Programme (**Attachment B**);
- Tender documents to select providers as part of the Strengthening and Supporting Families Coping with Illicit Drug Use Programme (**Attachment C**);
- Proportion of grants spent on services vis-à-vis administration by grant recipients (**Attachment D**); and
- Information about Family Relationship Centres (**Attachment E**).

I look forward to seeing the Committee's final report.

Yours sincerely

A handwritten signature in black ink, appearing to read 'J Harmer', written over a white background.

Dr Jeff Harmer
13 August 2007

Communities for Children sites and Facilitating Partners

State	Site	Organisation/Consortium
NSW	Lismore	YWCA NSW
NSW	Murwillumbah (linked with the Lismore site)	YWCA NSW
NSW	Miller and surrounds	Mission Australia
NSW	Fairfield —encompassing Fairfield, Fairfield East, Fairfield Heights and Fairfield West	The Smith Family
NSW	Campbelltown —encompassing Ambarvale, Rosemeadow	The Benevolent Society
NSW	Blacktown —encompassing Blackett, Mount Druitt, Dharruk, Emerton, Hebersham, Minchinbury, Whalan	Mission Australia
NSW	Wyang —encompassing Berkeley Vale, Chittaway Bay, Chittaway Point, Glenning Valley, Killarney Vale, Bateau Bay, Shelley Beach, Tumbi Umbi, Blue Bay, Long Jetty, The Entrance, The Entrance North, Toowoong Bay	The Benevolent Society
NSW	Dubbo/Wellington/Narromine —encompassing Dubbo, Wellington, Narromine	Centacare Diocese of Wilcannia-Forbes
NSW	Raymond Terrace	<i>Consortium:</i> Raymond Terrace Communities for Children (Led by The Smith Family and including The Family Action Centre)
NSW	Taree—encompassing the Greater Taree LGA	Mission Australia
NSW	Shellharbour	Barnados Australia

Communities for Children sites and Facilitating Partners

State	Site	Organisation/Consortium
Vic	East Gippsland Shire	Kilmany UnitingCare
Vic	Bendigo —encompassing North Bendigo, Long Gully, California Gully, White Hills, Ironbark, Eaglehawk	St Luke's Anglicare
Vic	Hume/Broadmeadows —encompassing Broadmeadows, Dallas, Jacana, Coolaroo, Meadow Heights, Campbellfield	<i>Consortium:</i> Opportunities for All Children—A Communities for Children project (Led by Broadmeadows Uniting Care and including Dianella Community Health Inc and Orana Family Services)
Vic	Brimbank —encompassing Albion, Sunshine, Sunshine North, Sunshine West, Ardeer	<i>Consortium:</i> TSFISIS (Led by The Smith Family and including ISIS Primary Care)
Vic	Greater Dandenong —encompassing Dandenong, Dandenong North, Dandenong South, Bangholme	<i>Consortium:</i> Mission Australia—Greater Dandenong (Led by Mission Australia and including the City of Greater Dandenong)
Vic	Frankston North —incl Frankston North, Karingal, Carrum Downs	Anglicare Victoria
Vic	Swan Hill and Robinvale	St Luke's Anglicare and Mallee Family Care (consortium)
Vic	Cranbourne	Windermere Child & Family Services Inc
SA	North Western Adelaide	UnitingCare Wesley Port Adelaide
SA	Onkaparinga —encompassing Morphett Vale, Hackham, Hackham West, Christies Downs, Lonsdale	<i>Consortium:</i> Healthy Families, Strong Communities (Led by Anglicare SA Inc. and

Communities for Children sites and Facilitating Partners

State	Site	Organisation/Consortium
		including UnitingCare Wesley Adelaide)
SA	Port Augusta	UnitingCare Wesley Port Pirie
SA	Salisbury —encompassing Salisbury East, Pooraka, Para Hills, Ingle Farm and Para Hills West	The Salvation Army (South Australia) Property Trust
SA	Murray Bridge	Anglican Community Care Inc
Qld	Coomera, Cedar Creek and surrounds	Lifeline
Qld	Deception Bay	BoysTown
Qld	Gladstone—encompassing the SLAs of Gladstone and Calliope Part B, and Calliope Part A including Tannum Sands and the towns of Calliope, Benaraby, Wurdon Heights and Beecher and the settlements of River Ranch, West Stowe, Burua and Boyne Islands	<i>Consortium:</i> Gladstone Communities for Children Consortium (Led by Gladstone Area Promotion and Development Ltd and including Anglicare Central Queensland Ltd)
Qld	Kingston/Loganlea/Waterford West	The Salvation Army (Queensland) Property Trust as part of The Salvation Army Australia Eastern Territory
Qld	Inala-Ipswich—encompassing Inala, Durack, Richlands, Wacol, Carole Park, Goodna and Gailes	Mission Australia
Qld	Townsville West	The Smith Family Good Beginnings Consortium
Qld	Cairns	Mission Australia
Qld	Mount Isa	Centacare-Townsville-Mount Isa-Bowen
WA	Girrawheen, Koondoola, Balga and Mirrabooka	The Smith Family
WA	Kwinana —encompassing Medina, Orelia, Parmelia, Bertram, Leda, Calista, Wellard	The Smith Family

Communities for Children sites and Facilitating Partners

State	Site	Organisation/Consortium
WA	East Kimberley —encompassing the SLAs of Wyndham-East Kimberley and Halls Creek	<i>Consortium:</i> Yambaba Consortium (Led by Lingiari Foundation Inc. and including Save the Children Australia)
WA	Armadale —encompassing Armadale, Brookdale, Forrestdale, Kelmscott, Champion Lakes, Seville Grove and Mount Richon	Communicare (Inc.)
WA	West Pilbara	Pilbara Area Consultative Committee Inc (PACC). (Led by West Pilbara Communities for Children Consortium)
WA	Lower Great Southern	Rainbow Coast Neighbourhood Centre and Great Southern Division of General Consortium
NT	Palmerston/Tiwi Islands —encompassing Durack, Bakewell, Driver, Moulden, Woodroffe, Gray and the Tiwi Islands	Australian Red Cross Northern Territory Division
NT	East Arnhem —encompassing Nhulunbuy (Gove), Alyangula, Milingimbi, Ramingining, Galiwinku, Gapuwiyak, Yirrkala, Gunyangara, Milyakburra, Angurugu, Umbakumba, Numbulwar	Synod of the Diocese of the Northern Territory Incorporated (Anglicare NT)
NT	Katherine	The Smith Family Good Beginnings (consortium)
TAS	Launceston and surrounds	Anglicare Tasmania
TAS	Burnie and surrounds	Centacare Tasmania
TAS	South East Tasmania	The Salvation Army (Tasmania)
ACT	Inner North Canberra	Northside Community Service

Communities for Children sites and Facilitating Partners

State	Site	Organisation/Consortium
	—encompassing Ainslie, Turner, Braddon, Watson, Downer, Dickson, Lyneham, Reid, O'Connor	Inc

NIDS - STRENGTHENING FAMILIES – PROJECT DETAILS

Name of Project	Organisation	Region
How to Drug Proof Your Kids	Focus on the Family	National
Stepping Stones Program	Family Drug Support	National
Safe Passage Program	Parent to Parent	North & NW NSW
Family Support Program	Drug Arm	Toowoomba, Warwick, Stanthorpe QLD
Grandparents Raising Grandchildren Support Project	Early Support for Parents	Hobart, Launceston & Ulverstone TAS
Counting the Kids Program	Odyssey House Victoria	Melbourne VIC
Drug Beat	ADTARP Inc	Adelaide SA
Family Re-Integration Program	Grace Fellowship – Teen Challenge	Perth WA
Mobile Family Support Worker	Holyoake Australian Institute for Alcohol & Drug Addiction Resolutions	Wheatbelt WA
Counting the Kids National Brokerage Fund	Odyssey House Victoria	Victoria, ACT & Tasmania
Pregnancy, Early Parenting & Illicit Substance Abuse (PEPISU) Children's project	Women's Health Care Association	Greater Perth metro area

Name of Project	Organisation	Region
Yeaca Dhargo Family Project	Kurbingui Youth Development Association	Outer northern Brisbane - Zillmere, Sandgate, Bracken Ridge, Aspley, Nundah & Banyo
Family Outreach Support Service (FOSS)	Open Family Australia Inc	Hume Region of Victoria and City of Greater Shepparton
Aboriginal Kinship Program	Adelaide Central Community Health Service	Metropolitan Adelaide
Skate (Supporting Kids and their Environment) project	Glastonbury Child & Family Services	Geelong, Queenscliff, Colac and surrounds
Aboriginal Family and Carer Training (AFACT) Project	Streetwize Communications	National
Family Coping Project	Centacare NT	Wadeye, Nauiyu Belyuen, Nguiu, Palmerston Indigenous Village
Drugs In The Family	Youth Coalition of the ACT	ACT
QulHN Family Support Worker Program	Queensland Injectors Health Network Ltd	Maroochydore shire & Brisbane metro area
Bridges to Families	Blacktown Alcohol & Other Drugs Family Services Inc.	Blacktown LGA, NSW
Transform project	The Benevolent Society NSW	Redfern, Waterloo, Glebe and Newtown



Australian Government

Department of Family and Community Services

NATIONAL ILLICIT DRUG STRATEGY

STRENGTHENING AND SUPPORTING FAMILIES COPING WITH ILLICIT DRUG USE (*STRENGTHENING FAMILIES*) MEASURE APPLICATION GUIDELINES

Number: FaCS/05/T442

The Guidelines contain:

- Section 1 – Overview
- Section 2 – Statement of Requirement
- Section 3 – Selection Criteria and Selection Process
- Section 4 – Terms and Conditions of Application
- Section 5 – Funding Proposal Application Form and Draft Funding Agreement (available separately via http://www.facs.gov.au/internet/facsinternet.nsf/youth/strengthening_families.htm).

Commonwealth of Australia 2005

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TTY: 1800 260 402 (a telephone typewriter for people with a hearing or speech impairment)

Important information

Please note that these *Application Guidelines* and the *Application Form* relate only to funding under Phase 2 of the *Strengthening Families Measure*. The Department's officers are unable to provide:

- their own views or interpretation on what parts of the *Application Guidelines* mean;
- advice on how to respond to the *Application Guidelines* or the *Application Form*; or
- any more information, other than that included in the *Application Guidelines*.

If you have questions about the *Strengthening Families* Selection Process you can email Strengthening.Families@facs.gov.au or phone the Hotline on Freecall 1800 220 425

Questions and Answers will be posted on the *Strengthening Families* Webpage on date Tuesday 26 April 2005.

Timelines

- 9 April 2005** National advertising for Application for Funding for Strengthening Families Projects.
The *Strengthening Families* Application Guidelines and Application Form are available on the Internet at:
http://www.facs.gov.au/internet/facsinternet.nsf/youth/strengthening_families.htm
- 6 May 2005 - 2.00pm EST** Applications for funding close.
Applications lodged at the Submission Address:
Tender Box FaCS/05/T442
Strengthening Families Measure - Assessment Team
Department of Family and Community Services
Module B Reception
Tuggeranong Office Park
Athllon Drive
TUGGERANONG ACT 2900
- Late May 2005** Advice to Applicants on the Selection Process outcomes.
- Early June 2005** Funding Agreement negotiations commence.
- 1 July 2005** New Funding Agreements begin.

How to find out more

Webpage: http://www.facs.gov.au/internet/facsinternet.nsf/youth/strengthening_families.htm

Email: Strengthening.Families@facs.gov.au

Write to: The *Strengthening Families* Assessment Team
Youth Bureau
Department of Family and Community Services
PO Box 7788
Canberra Mail Centre ACT 2610

Note: This is not the address for lodging completed forms.

Phone: Freecall 1800 220 425 for more information on the *Strengthening Families* Measure
(Monday to Friday 9am to 5pm EST)

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Glossary

Applicant (Organisation)

Means an organisation or consortium that submits an Application. Individuals are not eligible to apply.

Application

Means the Application for *Strengthening Families* funding submitted by an Applicant. It must be filled out in accordance with the requirements in the Application Guidelines and Application Form and submitted by the Closing Date.

Application Form

Means the Application Form available to Applicants submitting an Application for funding under the *Strengthening Families* measure. The Application must be submitted using the Application Form available on the *Strengthening Families* Webpage at http://www.facs.gov.au/internet/facsinternet.nsf/youth/strengthening_families.htm.

Application Guidelines

Means the Guidelines accessed by organisations interested in submitting an Application for funding under the *Strengthening Families* measure. The Application Guidelines include:

Section 1 – Overview

Section 2 – Statement of Requirement

Section 3 – Selection Criteria and Process

Section 4 – Terms and Conditions of Application

Section 5 – Draft Funding Agreement (available separately via the *Strengthening Families* Webpage at http://www.facs.gov.au/internet/facsinternet.nsf/youth/strengthening_families.htm).

Australian National Council on Drugs (ANCD)

The Australian National Council on Drugs (ANCD) is the principal advisory body to Government on drug policy and plays a critical role in ensuring the voice of the community is heard in relation to drug related policies and strategies. Membership of the ANCD includes people with a wide range of experience and expertise on various aspects of drug policy, such as treatment, rehabilitation, education, family counselling, law enforcement, research and work at the coalface in community organisations.

Collaborative Bids

Refers to bids where two or more Eligible Organisations have expressly indicated their intention to submit a joint Application for funding under the *Strengthening Families* measure. (Also see *Definition of Consortium*).

Commercial-In-Confidence

Means information in the Application Form that the Applicant clearly identifies as confidential and is not information that is:

a) in the public domain; or

b) already known to the Department other than through an obligation of confidence.

Consortium

Consortium means a group of Eligible Organisations lodging a joint Application. A partnership consisting of individuals will not be considered a Consortium. If your group of organisations has been incorporated, the incorporated body is not considered to be a Consortium for the purposes of this Selection Process, but is an organisation in its own right.

Decision Maker

The Australian Government Parliamentary Secretary for Children and Youth will approve all projects under the Strengthening Families measure with reference to a report on the Selection Process outcomes provided by the Australian Government Department of Family and Community Services. The Parliamentary Secretary for Children and Youth may also refer to advice from the ANCD.

Department (the)

Means the Australian Government Department of Family and Community Services (FaCS).

Departmental Contact

Means the

Section Manager
Policy and Coordination Section - *Strengthening Families*
Youth Bureau
Department of Family and Community Services
PO Box 7788
Canberra Mail Centre ACT 2610

Draft Funding Agreement

Means the Department's *Strengthening Families* Draft Funding Agreement, a copy of which is available separately via the *Strengthening Families* web page at:

http://www.facs.gov.au/internet/facsinternet.nsf/youth/strengthening_families.htm

Eligible Organisations

An Eligible Organisation for the purpose of *Strengthening Families* funding is:

- an incorporated organisation;
- a Consortium, provided that a Lead Agency is identified and incorporated; and/or
- a not-for-profit organization.

Note: The Department will not enter into a *Strengthening Families* Funding Agreement with an unincorporated organisation. The Australian Government, state and territory governments, and local governments, or their agencies, are not eligible to apply to be funded under the *Strengthening Families* measure. A Consortium can include a local government agency, provided that agency is not the Lead Agency. However, a Consortium cannot include Australian Government and/or state and territory government agencies.

Lead Agency

The organisation which is authorised, in writing, by a group of organisations in a Consortium to act on behalf of the members of the Consortium.

Project

The project or program that is the subject of the Application.

Selection Criteria

Means the Selection Criteria for assessing Applications as outlined in Section 3.3.

Selection Process

Means the process for the selection of *Strengthening Families* funding recipients outlined in the Application Guidelines and Application Form.

Strengthening Families

The Strengthening and Supporting Families Coping With Illicit Drug Use - *Strengthening Families* measure is an early intervention, family-focused part of the wider National Illicit Drug Strategy (NIDS). It is specifically directed towards family support rather than the health, education or criminal aspects of the Strategy.

Strengthening Families Email Address

Means the email address an Applicant can use to obtain information relating to the Selection Process, which is strengthening.families@facs.gov.au

Strengthening Families Webpage

Means the Webpage for the measure at http://www.facs.gov.au/internet/facsinternet.nsf/youth/strengthening_families.htm

Successful Applicant

The Selection Process will assess to what extent each Applicant has met the Selection Criteria. Recommendations will be made to the Decision Maker and Applicants advised of their success or otherwise. The decision regarding Successful Applicants is final.

Supporting Material

Means additional material provided by the Applicant with the Application that clarifies the Application, but which does not alter the Application in any material sense.

Value in Social Services Delivery

Value in Social Services Delivery is the optimum combination of quality and cost with minimal risk to the Australian Government. The Department seeks best Value in Social Service Delivery. Best value does not mean monetary value alone or lowest cost. A funding proposal that represents best value in the *Strengthening Families* measure will:

- meet the *Strengthening Families* measure's Selection Criteria; and
- demonstrate that it can be delivered in an efficient and effective way.

1 Section 1 – Overview of the *Strengthening Families Measure*

1.1 *What is the Strengthening Families Measure?*

The *Strengthening Families* measure is an early intervention, family focussed component of the wider National Illicit Drug Strategy (NIDS). The measure is specifically directed towards family support rather than the health, education or criminal aspects of the Strategy. The measure focuses on illicit drugs but recognises polydrug use as well as the issue in some jurisdictions, of the problematic use of alcohol and chroming (licit substances).

1.1.1 *What is the focus of the Measure?*

The primary focus of the *Strengthening Families* measure is to provide support for families, including parents, grandparents, kinship carers and children of drug-using parents. This is achieved through the provision of education; counselling support services; advice and referral services; and targeted projects for families.

1.2 *What is the National Illicit Drug Strategy?*

In April 1999, the Council of Australian Governments (COAG) agreed to make a new investment in combating drug use by combining strong national action against drug traffickers with early intervention strategies to prevent a new generation of illicit drug users emerging in Australia. This new approach is known as the National Illicit Drug Strategy - *Tough on Drugs* package.

The centrepiece of this early intervention and prevention approach is a nationally consistent diversion measure. This measure seeks to target illicit drug users early in their involvement with the criminal justice system. Police (and in some jurisdictions, courts) divert eligible offenders to drug education or assessment, for referral to a suitable drug education or treatment program.

In addition to the central diversion measure, COAG considered a range of measures to:

- Support families and communities to tackle the illicit drug problem;
- Educate children and the broader community about the dangers of illicit drug use;
- Reduce supply of illicit drugs; and
- Address drug use in prisons.

As part of the Government's ongoing National Drug Strategy, NIDS is implemented in consultation with state and territory governments, the community sector and non-government organisations, including the Australian National Council on Drugs (ANCD), which was established as part of the Strategy.

State and territory governments have received project grants as part of NIDS and have also played an important role in developing and implementing policy, which supports work in their own jurisdictions.

To date, NIDS has funded measures in the areas of:

- treatment;
- prevention;
- education;
- family strengthening and support;
- diversion programs;
- training and skills development for frontline workers;
- monitoring and evaluation;
- research; and
- measures to intercept drugs within Australia and its borders.

Key players in NIDS include:

Australian Government agencies

- Department of Health and Ageing;
- Attorney - General's Department;
- Australian Federal Police;

- Australian Customs Service;
- Department of Education, Science and Training;
- Department of Family and Community Services;
- Department of Finance and Administration; and
- Department of the Prime Minister and Cabinet.

State and Territory agencies

- Health;
- Community Services;
- Justice; and
- Police.

Non-Government sector

- Australian National Council on Drugs;
- Alcohol and Other Drugs Council of Australia; and
- Representatives of other agencies and universities.

Community Organisations

- Alcohol and Other Drug sector;
- Family and Relationship Support sector; and
- Health/Mental Health sector.

1.3 What does the Measure aim to achieve?

The *Strengthening Families* measure includes the following outcomes.

HIGH LEVEL OR LONG TERM OUTCOMES

- The emotional, social and economic impact of illicit drug use and substance abuse on families of drug using people (including children, siblings, parents, grandparents and kinship carers) is minimised and family capacity is strengthened.

MIDDLE LEVEL OR MEDIUM TERM OUTCOMES

- Reduced psychological and physical harm caused to drug users and other family members;
- Family functioning and relationships are enhanced or improved through increased awareness of, and capacity to access family support services;
- Improved capacity of families to cope with difficulties arising from illicit drug use and substance abuse;
- Improved linkages to education, employment and social and welfare opportunities; and
- Decreased uptake and drug use through early intervention and prevention

LOWER LEVEL OR LONGER TERM (INITIATIVE) OUTCOMES

- Improved communication, life and family relationship skills;
- Increased awareness of other NIDS initiatives and capacity to access appropriate family support and AOD sector services;
- Increased collaboration and partnerships within the family support, child welfare and AOD sectors;
- Increased knowledge and understanding about illicit drugs and their affects and an increased capacity to apply new understanding and skills.

1.4 What are the Objectives of the Strengthening Families Measure?

FaCS is seeking to fund projects that would include one or more of the following objectives:

Families

- Empower and strengthen families through the provision of information, education and skills training;
- Provide effective parenting, relationship and communication strategies aimed at helping parents to prevent harmful drug use by children and young people;
- Provide support for children of drug-using parents;
- Increase awareness of other NIDS measures and capacity to access appropriate family support and AOD services;
- Reduce the psychological and physical harm caused to family members affected by illicit drug abuse and substance abuse;
- Improve the emotional health and wellbeing of parents/family members of people with illicit drug and substance abuse issues;
- Increase knowledge and understanding about illicit drugs and their effects and increase capacity to apply new understandings and skills.

Communities/Sector Workforce

- Increase collaboration and partnerships between the AOD, family support and child welfare sectors
- Increase awareness of family support and AOD sector services that assist families coping with the effects of drug use
- Improve capacity in the AOD and family support sector through training and education programs

Individuals

- Improve outcomes for people with illicit drug and substance abuse issues by enhancing their connectivity to family, education and employment;
- Improve relationship, communication and life skills;
- Provide effective post intervention and transitional support to the families of individuals undergoing drug treatment.

1.5 Funding Background

1.5.1 Funding 1999 - 2003

From 1999 to 2003, programs have been delivered and administered through state and territory governments with funding provided through a Memorandum of Understanding process. *Strengthening Families* projects undertaken by states and territories have been quite varied with differing aims and objectives. Many of these projects will continue until June 2005.

1.5.2 Evaluation 2003

An Evaluation of the *Strengthening Families* measure in October 2003 by Health Outcomes International reported that the measure enhanced the emotional well-being of families, improved communication within families and ultimately helped reduce or prevent illicit drug use and substance abuse. However, it made a number of recommendations around changed delivery arrangements.

1.5.3 Funding 2004-2008

In the 2004-05 Budget, the Australian Government announced funding of \$13.6 million over four years to extend the *Strengthening Families* measure. This funding is being implemented in two phases.

1.6 Phase One Selection Process

On 15 December 2004, following consultations about funding priorities with the principal advisory body to Government on drugs, the ANCD, Senator Kay Patterson, Minister for Family and Community Services, announced that eight organisations had been selected to receive conditional funding offers under phase one of the measure.

The Department is currently finalising funding agreements with phase one organisations.

1.7 Strengthening Families Selection Advisory Group

In early March 2005, the Department invited key stakeholders in the Alcohol and Other Drug sector to be represented on the Strengthening Families Selection Advisory Group (SFSAG). The SFSAG advises the Department on a range of issues regarding the implementation of the phase two selection process

including the selection strategy and selection criteria, funding priorities methodology, assessment plan and program management and evaluation framework. The SFSAG is advisory in nature and does not have decision-making responsibility.

2 Section 2 – Statement of Requirement

2.1 Required Services

Through the phase two *Strengthening Families* Selection Process, the Department is seeking incorporated non-government organisations to provide services to assist families coping with, or affected by the problems of illicit drug use and substance abuse. The Projects will be funded under the *Strengthening Families* measure.

2.2 Funding Agreement period

Through the phase two Selection Process, the Department aims to contract with *Strengthening Families* funding recipients by the end of June 2005. Successful Applicants will be offered a Funding Agreement for up to three years.

The Draft Funding Agreement containing standard terms and conditions will be used for all *Strengthening Families* projects and a draft copy is provided at Section 5. The Application will form part of the Funding Agreement.

2.3 Amount of Funding Available

Following phase one allocations the Department expects to allocate a further \$1.1 million in 2004-05, \$1.3 million in 2005-06 and \$1.4 million in 2006-07 through the phase two Selection Process.

2.4 Funding Priorities

Priority areas for funding include support for:

- Families with young people affected by drugs and young people in families affected by drugs;
- Indigenous families and their members to cope with illicit drug use and substance abuse; and
- Children of drug-using parents.

The Department is also looking for well-established organisations to submit innovative proposals to pilot a brokerage model to provide direct assistance to children whose parents are undergoing treatment for illicit drug use and substance abuse.

Proposals for projects that do not meet the above funding priorities may still be considered for funding.

2.5 Uses of Strengthening Families funding

Funding may be used for:

- staff salaries and on-costs – project management/establishment only;
- staff training;
- accommodation for the Project;
- materials and equipment directly related to the implementation of the Project;
- operating expenses directly related to the implementation of the Project such as office materials, utilities, insurances, vehicle leases, telephones, travel, book keeping, audit;
- travel within Australia related to the Project;
- expenses involved in conducting formal and informal evaluation of the Project;
- delivery of Services to standards as indicated in the Application Guidelines; and
- user support and training.

Funding will not be provided for the following categories of costs, whether or not the Project may otherwise meet the Selection Criteria:

- Costs that are not directly and specifically related to the Project, eg. ongoing staff wages, rent, overheads and administrative costs of the existing operations;
- Overseas travel;
- Relocation costs; and
- Retrospective costs, including costs incurred in the preparation of the Application.

2.6 Performance Management Framework

The Department intends to introduce a performance management framework for the *Strengthening Families* Measure. The new framework will be applied progressively during the funding period.

2.7 Performance Indicators

Performance indicators will be included in the schedule to the final draft Funding Agreement, which will be offered to successful Applicants.

Service level performance indicators will be negotiated with individual *Strengthening Families* funds recipients and will be included in the initial work plan and subsequent annual work plans. The Department may agree to amend performance indicators in subsequent years.

3 Section 3 – Selection Criteria and Selection Process

Following the Application Closing Date, the Department will conduct an assessment of Applications.

To enable a comprehensive and accurate assessment of Applications against the Selection Criteria, Applicants must provide the information required in the format and to the extent specified in the Application Guidelines and Application Form.

Decisions on the parameters and methodology for assessment will be final.

The Selection Process will comprise analysis of Applications and may include consideration of responses to clarification questions, referee interviews, verification of claims, interviews, presentation and site visits, as required.

3.1 Principle

The overriding principle guiding the selection process is value in social service delivery to the Australian Government. The Department has a set of principles in place to guide selection processes. The process will be conducted in accordance with these principles.

3.2 Process

The process will be an open competitive selection process.

3.3 Selection Criteria

The proposed selection criteria have been designed to take into account the objectives of the Strengthening Families measure, the skills and capacities of organisations to deliver projects, the needs of communities and organisational capacity. The proposed selection criteria are:

1. Capacity of the organisation/consortium to undertake the project under the *Strengthening Families* measure;
2. The project has the capacity to meet the objectives of the *Strengthening Families* measure and the relevant funding priorities;
3. Demonstrated knowledge of issues facing families coping with illicit drug use and substance abuse relevant to your project;
4. Demonstrated knowledge of links in the community of interest for your project; and
5. Demonstrated Financial Viability.

3.4 Stages in the Assessment Process

Assessments will be undertaken by the Department with input from relevant experts and conducted in accordance with an Application Assessment Plan. The assessment will be conducted in accordance with the following stages:

- Stage 1 – Receipt and Registration of Applications, Initial Screening for Compliance;
- Stage 2 – Assessment of Applications against the selection criteria 1 to 4;
- Stage 3 – Financial Viability and Legal Risk Assessment against Selection Criteria 1 and 5;
- Stage 4 – Selection of Preferred Applicant/s; and
- Stage 5 – Negotiation of Funding Agreements.

3.4.1 Stage 1 - Receipt and Registration of Applications, Initial Screening for Compliance

Following the receipt and registration of Applications, there will be an initial screening of Applications. The initial screening is to ensure that:

- Applicants comply with the terms and conditions of Application Guidelines; and
- Complete information has been provided in the Application Form to enable an assessment to be made.

3.4.2 Stage 2 - Assessment of funding proposals against selection criteria

Appraisal teams will undertake assessments. Each appraisal team will consist of three people, including an officer from the FaCS state or territory office network, an officer from the FaCS Youth Bureau, and an appropriate officer from elsewhere in FaCS or another Australian Government agency.

The appraisal teams will consider the Applicant's response to each selection criteria against an 11-point (0 to 10) scale (see Table below).

At a minimum, an Application will need to rate as good quality (6 to 7) against each selection criteria, for consideration as a potential service provider (see below, Table: Eleven-point rating scale for each criterion). Applications that do not rate as good quality will not be considered further.

Appraisal teams will assess Applications primarily on the information provided in the Application Form. Appraisal teams may also use information about an Applicant that is provided by:

- referees nominated by the Applicant; and/or
- funding bodies who have a current or previous funding arrangement/contract with the Applicant.

The Department may also use information that is known in the course of its business and publicly available information. This information could relate to Applicants or to funding priorities.

Table 1: Eleven-point rating scale for selection criteria

Rating	Score
Excellent quality —excellent claims against the criteria, exceeds expectations, supporting information confirms consistent superior performance	10
Very good quality —very good claims against the criteria, meets all expectations to a high standard with complete and comprehensive supporting information	8 to 9
Good quality —good claims against the criteria, meets all expectations with convincing supporting information	6 to 7
Satisfactory quality —adequate claims against the criteria, mostly meets expectations, but may be lacking detail and/or supporting information	4 to 5
Marginal or poor quality —poor claims against the criteria, does not meet expectations, has deficient supporting information	2 to 3
Does not meet criteria at all	0 to 1

The Department reserves the right to determine the number of Applications proceeding to stage 3, based on the rating determined in stage 2.

3.4.3 Stage 3 –Financial Viability and Legal Risk Assessment against Selection Criteria 1 and 5

Applications will be subject to a Financial Viability and a Legal Risk assessment against all of Selection Criteria and rated against a scale of high, medium and low risk.

Note: The Department may not fund Applicants that are assessed as high-risk in terms of Financial Viability or non-compliance with the Draft Funding Agreement.

Information required from Applicants for the Financial Viability assessment is gathered via the information requested in Part 3 of the Application Form, ie. *Addressing Selection Criterion 5 (Information on Financial Viability)*. If your Service is part of a larger organisation or has a parent company then these organisations should provide the information requested in Part 3 of the Application Form. All members of a Consortium are required to provide the information requested in Part 3 of the Application Form.

The Draft Funding Agreement forms the basis for a final Funding Agreement.

3.4.4 Stage 4 – Selection of Preferred Applicants

At the stage 4 of the assessment process, and following assessment against the selection criteria, the Department will take several stage 4 criteria into account (*see below*). The stage 4 criteria are designed to achieve the best solution for each funding priority.

To rank Applications which have been assessed as good quality (6 to 7) or above against all criteria, and to decide on the provisional allocation of funding, the stage 4 criteria (in no order of priority or weighting) are:

- **the relative quality of the Applications (as indicated by the scores against the selection criteria)**
The Department will rank the relative quality of Applications as assessed against the selection criteria; and
- **the ability of applications to meet identified funding priorities** — The Department will rank providers on diversity in service models, cost, and complementary strengths and focuses in service delivery.

Following stage 4 and prior to final sign off by the delegate, the SFSAG may be consulted about the proposed projects. FaCS' decision relating to the selection process methodology and outcomes will be final.

3.4.5 Stage 5 - Entering Funding Agreements

The Selection Process will be finalised when Successful Applicants have entered into Funding Agreements with the Department. The Funding Agreement will contain the entire agreement between the parties. There is no binding agreement on any parties until the Funding Agreement is agreed to and signed by the Departmental delegate and the Applicant's authorised representative.

Any or none of the Applications under *Strengthening Families* may be accepted.

Parts of the Application will form may form an attachment to the Funding Agreement.

3.5 Ensuring a fair and open Selection Process

The Department is committed to making sure that the Selection Process is fair and open. Therefore, it is important that the process is transparent and subject to appropriate scrutiny, and that the Selection Process in the Application Guidelines is followed.

The Department has developed a Probity Plan for this Selection Process and will seek probity advice from FaCS Community Programs Design Branch accordingly. The Probity Advisor will not assess Applications.

4 Section 4 – Terms and Conditions of Application

4.1 Interpreting terms in the Guidelines and Application Forms

Terms in this section are defined in the Glossary at the front of this document.

4.2 Eligibility requirements for organisations

Applicants must be Eligible Organisations. (see Glossary)

Note: Individuals, unincorporated organisations, and Australian Government and state, territory and local governments and their agencies are not eligible to apply under *Strengthening Families*. A Consortium can include a local government agency, provided that the agency is not the Lead Agency. However, a Consortium cannot include Australian Government and/or state and territory government agencies.

4.3 Application Conditions

To meet Application conditions, Applicants must fulfill the requirements set out in the following table. An Applicant's response to the Application Form will form the information base for assessment of Applications.

Table 2: Application requirements

Application details	Application requirements
Submission Format	Applications must be submitted in hard copy using the Application Form. Responses must be in English. Please also provide a copy on computer disk or CD, if possible.
Submission Address	Tender Box FaCS/05/T442 <i>Strengthening Families</i> Measure - Assessment Team Department of Family and Community Services Module B Reception Tuggeranong Office Park Athllon Drive TUGGERANONG ACT 2900 Important: Do not lodge an Application at any other Departmental address.
Number of Copies	Applicants must complete the Application Form, and must send the original Application, plus 1 copy. The original document must be identified as the original, and the copy must be numbered. Please also provide a copy on computer disk or CD, if possible.
Selection Criteria	Applicants must provide complete responses to the Selection Criteria.
Referees	Applicants must submit two written referee reports with each Application. The reports must be from current and relevant referees, address the Selection Criteria and include the referees' phone numbers.
Checklist	Applicants must complete the checklist.

Application details	Application requirements
Sending (lodging) your Application	Applicants must mail, courier or personally deliver the Application and copy (and a copy on computer disk or CD, if possible) to the Submission Address.
Closing Date	Applications must be received at the Submission Address by: 2.00pm Eastern Standard Time (EST) on Friday, 6 May 2005

4.4 Completing and Lodging Applications

All Applications must be in 12 point Arial font or, if completing the Application by hand, printed and in black pen. Applications must be submitted in hard copy. Please also provide a copy on computer disk or CD, if the application is not hand written.

In the Application, Applicants need to provide complete responses. Complete responses are required whether or not you have had previous contact with or provided services on behalf of the Department or other Australian Government agencies.

The Department will not accept responsibility for any misunderstanding arising from the failure by an Applicant to comply with the requirements in the Guidelines and Application Forms, or arising from any ambiguity contained in the Applicant's response.

4.4.1 Minimum requirements for Applications

All Applicants must provide a completed Application, which includes, at a minimum:

- signatures where required;
- Applicant's details;
- contact person information;
- a description of the Project to be provided;
- claims against the Selection Criteria;
- Consortium details (if applicable);
- a signed Statutory Declaration. If applying as a Consortium, also provide the Lead Agency's written authorisation from each member of the Consortium to act on the member's behalf; and
- a checklist.

Note: The Department may not consider Applications that do not include a response to the Selection Criteria in their Application.

4.4.2 Consortia Application requirements

Members of a Consortium must complete the Application as follows:

- The Lead Agency must complete and submit all Parts of the Application Form (ie, Parts 1 to 6) on behalf of the Consortium. The Lead Agency must provide the details required in Part 1 of the Application Form regarding all members of the Consortium, including the Lead Agency;
- The Statutory Declaration must be completed by the Lead Agency on behalf of the Consortium; and
- A written authority for the Lead Agency to act for the Consortium members must be attached to the Statutory Declaration.

4.4.3 Submitting Supporting Material

Any Supporting Material must be submitted by the Closing Date and should be submitted with the Application.

4.4.4 Copies

If there is a discrepancy between the original and any of the copies, the original takes precedence.

4.4.5 Alterations, amendments or illegibility

Alterations and amendments to the Application Form should be legible and initialed by the Applicant. Applications with alterations or amendments that have not been initialed and that contain illegible information may be excluded from further consideration.

4.4.6 Packaging and labelling of Applications

Applications must be enclosed in a sealed envelope or other sealed container. The envelope or container must be clearly marked with FACS/05/T442, and the Closing Date details. Applications must be addressed to the Submission Address.

Faxes, emails, electronic Applications and Applications provided *only* on computer disk or CD will not be accepted.

4.4.7 Deadlines and timing

Applicants are entirely responsible for ensuring that Applications are lodged at the Submission Address by the Closing Date.

If using the post or a courier, it is a good idea to ask for a receipt from the Post Office on the day that you send your Application or get written delivery confirmation from the courier.

4.4.8 Late Applications

The Department may reject any Application or supplementary information lodged at the Submission Address after the Closing Date. If an Application is late, the Department may determine that there were exceptional circumstances beyond your control that meant the Applicant could not meet the relevant deadline. In these circumstances, the Applicant will need to supply documentary evidence to support any claim setting out the exceptional circumstances. Any decision by the Department to accept or not accept a late Application will be final.

The Department has no obligation to accept a late Application.

4.4.9 Referees

Applications must include two written referee reports completed by referees that are nominated by the Applicant. The Department reserves the right to contact or not contact referees. Staff of the Department and people employed by the Applicant cannot act as referees.

4.5 Checks of Applicants

As a part of the Selection Process, the Department may undertake further checks of Applicants. The Department may also conduct checks for non-disclosure of relevant information.

In addition, any debts to the Department or other Australian Government agencies may be taken into account when making a decision to offer funding.

The Department reserves the right to use information from:

- the Department's databases;
- other Australian Government agencies, such as the Australian Taxation Office and Australian Securities and Investments Commission;

- state or territory agencies;
- law enforcement agencies;
- credit reference agencies;
- courts or tribunals;
- referees; or
- any other appropriate organisation or person reasonably required as part of these checks.

Information obtained from the Applicant checks described in this section may be taken into account during the assessment of Applications or in making the final decision to offer funding.

4.6 Applicant responsibilities

Applicants are considered to have:

- examined the Application Guidelines and all documents referred to in it;
- examined any written information about the Selection Process that has been made available by the Department;
- examined other information, which was provided by the Department in response to reasonable enquiries about the Application Guidelines; and
- satisfied themselves that their Applications are complete and correct.

If you have any doubts about the meaning of any part of the Application Guidelines or Application Form, you can:

- write to the Departmental Contact; or
- send an email to the *Strengthening Families* Email Address.

4.7 Ownership of Applications for Funding

Once lodged, all Applications become the property of the Department. The Department may copy any of this material if it is needed for assessments.

4.8 Keeping acceptance of Applications private

An Applicant must not release any information or make any statement about acceptance of their Application without the Department's prior written approval.

4.9 Requests for more information

Requests for further information regarding the Application Guidelines and Application Forms must be directed to the Departmental Contact or the *Strengthening Families* Email Address.

Except for contact through the Departmental Contact or *Strengthening Families* Email Address, Applicants must not communicate with or solicit information from other Departmental staff or from any other Australian Government agency.

If an Applicant believes that a question will involve information that is confidential to itself, it must clearly identify this information as Commercial-In-Confidence.

4.10 Questions and answers

During the Selection Process, the Department will post answers to frequently asked questions to the *Strengthening Families* Webpage.

The Department will stop taking questions on Thursday, 21 April 2005 at 5pm EST.

All questions and answers will be published on the Webpage at http://www.facs.gov.au/internet/facsinternet.nsf/youth/strengthening_families.htm on Tuesday 26 April 2005.

4.11 Releasing information

4.11.1 Distributing information to Applicants

When, in the opinion of the Department, further information provided to one Applicant should be provided to all Applicants, such information will be distributed to all Applicants via the *Strengthening Families* Webpage at http://www.facs.gov.au/internet/facsinternet.nsf/youth/strengthening_families.htm. The Department will not release information that is Commercial-In-Confidence. The Department will be posting answers to questions on the *Strengthening Families* Webpage only. It is the responsibility of Applicants to check the *Strengthening Families* Webpage for new information. The Department will not be responding individually to Applicants on questions relating to the Selection Process.

4.11.2 Website information takes precedence

Information published by the Department on its website takes precedence over information provided by any other nominated Departmental staff, including the Departmental Contact.

4.11.3 Acknowledging receipt of documents

The Department will send written acknowledgments of receipt of Applications by 9 May 2005.

If you do not receive an acknowledgment within 10 working days of the above date, you should email the *Strengthening Families* Email Address.

4.12 Correspondence during Selection Process

4.12.1 Responding to requests about progress on Applications

The Department will not accept or respond to any Applicant's requests for information or correspondence about the status and progress of their Applications.

At the end of the Selection Process, the Department will write to all Applicants about the outcome of their Applications.

4.12.2 Nominating a contact person

Each Applicant must nominate a contact person who can answer questions that may come up during the Selection Process. The name, title, address, phone and fax numbers, and e-mail address of the contact person must be included in the Application.

4.12.3 Responding to questions from the Department

If the Department asks the contact person a specific question about the Application during the Selection Process, the contact person must respond in writing within five working days.

The Department will only ask the contact person for information that clarifies the existing information. If the contact person's response is different from the information in the Application, the Department may decide not to use it as part of the Selection Process.

When the contact person does not provide answers to particular questions within the specified five working days, the Department will base its assessment on the information already provided in the Application.

Notwithstanding this, the Department is not responsible for ensuring that Applications are complete and does not promise that it will contact the Applicant if an Application is incomplete. Applicants are solely responsible for ensuring that their Applications are complete and up to date.

4.12.4 Debriefs for Unsuccessful Applicants

Unsuccessful Applicants will be offered a debrief. At the end of the Selection Process, the Department will provide details about how to arrange this.

4.12.5 Debriefs for Successful Applicants

The Department will provide debriefs to Successful Applicants on request.

4.13 Conflicts of interest

4.13.1 Making sure there are no conflicts of interest

An Application will not be considered if, in its preparation, any person misuses any position of knowledge or opportunity they have (or have had) which relate to any other dealings with the Department or any other Australian Government agency.

Applicants need to make sure they do not have any conflicts of interest that would prevent their organisation from proceeding with an Application or in performing the duties of the Funding Agreement.

4.13.2 Obligation to disclose conflict of interest

The Applicant must immediately notify the Department if any actual or potential conflict of interest arises during the Selection Process.

If this happens, the Department may:

- enter into discussions to try and resolve the conflict of interest;
- disregard the Application; or
- take any other action which it considers is appropriate.

4.14 Costs of preparing Applications

Applicants are responsible for all costs of preparing and lodging their Application and for the costs of answering any of the Department's requests for more information or clarification.

4.15 Confidentiality and Freedom of Information

Applicants need to make sure that all information relating to the Application is treated as "Commercial-In-Confidence". As well, Applicants must not provide information to other people or organisations about the acceptance or progress of their Application. If they do, the Application may be excluded from the Selection Process.

Information provided by Applicants will be used only for the purposes of the Selection Process, contract management and monitoring of *Strengthening Families* funds recipients. If any of the information in an Application is confidential, Applicants must clearly mark this as "Commercial-In-Confidence". Information will only be treated as Commercial-In-Confidence if it is clearly marked as confidential. If an Applicant marks their entire Application as Commercial-In-Confidence, the Department may not be able to verify claims in the Application, and the Application may suffer as a result. The Department will treat Commercial-In-Confidence material as confidential.

Please note: the Department may be required to disclose documents and information relating to the Selection Process to Parliament.

The *Freedom of Information Act 1982* (FOI Act) applies to the Department.

The FOI Act gives the public rights of access to documents held by the Australian Government and its agencies. These documents may include documents relating to Applicants in the *Strengthening Families* Selection Process and to *Strengthening Families* funding recipients.

Access is limited by exceptions and exemptions necessary for the protection of the public interest and the private and business affairs of people for whom information is collected and held by departments and public authorities.

If a request is made under the FOI Act for access to an Application that may contain sensitive business information or confidential material, a decision by the Department to grant or refuse access would normally be made only after consultation with the Applicant concerned. However, this consultation would not prejudice any decision to release the information, which would be determined by the requirements of the FOI Act.

If an Applicant is also seeking funds from other Departmental programs, the Applicant's financial viability details in their Application may be supplied to the areas of the Department that administer the other programs.

4.16 Sub-contracting

Applications must be based on the fact that Applicants will not sub-contract any of the Service without prior written approval from the Department.

4.17 Consortium Applications

Where more than one organisation participates in a single Application, they need to apply as a Consortium.

Each Consortium will appoint a Lead Agency as an agent for the other members. The Lead Agency will be authorised to negotiate, act and bind each member of the Consortium. The Lead Agency will submit the Application. Consortium Applications must identify members of the Consortium and include written confirmation of the Lead Agency's authority. All members of the Consortium will be separately liable to the Australian Government.

Unless the Department agrees in writing to any changes to the membership, the Consortium members are to remain as specified in the Application:

- from the time the Application is received by the Department;
- through assessment and Funding Agreement negotiations; and
- throughout the Funding Agreement period.

In the case of proposed changes to a Consortium's arrangements, the Lead Agency must advise the Department in writing. Because of the changes, in some cases the Department may decide not to consider an Application or impose conditions, which may include:

- the changed Consortium membership confirming the terms of their Application;
- confirmation from all the members that they still authorise the Lead Agency to act on their behalf;
- re-assessment of the Application; and/or
- anything else that the Department considers necessary or appropriate.

Note: Applicants must specify in the Application if they are intending to apply as a Consortium.

4.18 Acknowledgments by the Applicant

By submitting an Application and signing the Statutory Declaration, the Department assumes that the Applicant acknowledges and agrees that they:

- have not relied on any sources of information other than in the Application Guidelines and from the nominated contact staff for *Strengthening Families* in the Department;
- did not and cannot use the improper assistance of any Department employee or ex-employee or information unlawfully obtained from the Department in the Selection Process; and
- comply and will comply with all conditions set out in the Guidelines.

4.19 Liability issues

The Department is not liable to the Applicant in relation to the Selection Process, including without limitation, when the Department:

- varies or terminates all or any part of the Selection Process or any negotiations with the Applicant;
- decides not to acquire any or all of the services sought through the Selection Process;
- varies the Selection Process; or
- exercises or fails to exercise any of its other rights under or in relation to the Guidelines.

4.20 The Application Guidelines and Application Forms are not an Agreement or Contract

Nothing in the Application Guidelines and/or Application Forms create a contract between the Department and the Applicant.

4.21 Non-compliant submissions

The Department may accept or reject any Application that does not comply with the requirements of the Guidelines and Application Forms.

4.22 The Department's rights

Subject to the Department's obligation to conduct an accountable and transparent process, the Department reserves the right at any time to:

- cease to proceed with the Selection Process;
- require and/or accept additional information from one or more Applicant(s) or anyone else, or provide additional information or clarification;
- change the structure, timing, approach, contents or requirements of the Selection Process (including the Selection Process);
- vary or extend any time or date in this Selection Process for all or any Applicants or other persons, at any time and for such period as the Department considers appropriate;
- suspend or vary the Selection Process or any part of it;
- conduct another Selection Process;
- consider and accept or reject any Application that does not comply with the Guidelines and Application Forms;
- terminate further participation in the Selection Process by any Applicant for any reason, whether or not the Application conforms with the Application Guidelines and Application Forms requirements;
- add to, alter, delete or exclude any part of the Funding Agreement;
- terminate any negotiations being conducted at any time with an Applicant for any reason;
- negotiate with any person who is not an Applicant for selection as a *Strengthening Families* funding recipient and enter a contract with them on such terms as the Department accepts without prior notice to any Applicant;
- negotiate with any one or more Applicant(s) and allow any Applicants to change their Application; and
- call for new Applications.

4.23 Disclaimer

The Department and its officers, employees, agents and advisors:

- are not, and will not be, responsible or liable for the accuracy or completeness of any information in or provided in connection with the Guidelines and Application Forms;
- make no express or implied representation or warranty that any statement as to future matters will prove correct;
- disclaim any and all liability arising from any information provided to the Applicant, including, without limitation, errors in, or omissions contained in, that information;
- except so far as liability under any statute cannot be excluded, accept no responsibility arising in any way from errors or omissions contained in any information in the Application Guidelines and Application Forms; and
- accept no liability for any loss or damage suffered by any person as a result of that person, or any other person, placing reliance on the contents of the Application Guidelines and Application Forms, or any other information provided by the Department.

4.24 *Equal employment opportunity*

The Applicant must state whether or not they, or any other party they are in a Consortium with, is currently named as not complying with the *Equal Opportunity for Women in the Workplace Act 1999* (the Act). Where sub-contractors are specified in an Application, the Applicant must specify whether or not the sub-contractor is currently named as not complying with the Act.

The Department may decide to cease consideration of an Application, which includes an Applicant or Consortium member currently named as not complying with the Act.

Proportion of National Illicit Drug Strategy (NIDS) program funding directed to service provision

The Department has been asked what proportion of National Illicit Drug Strategy (NIDS) program funding is directed to service provision (see page 14 of the transcript).

An analysis of overall NIDS program funding indicates that 80% of funding is directed to direct service delivery and 14% is directed to administrative costs.

Family Relationship Centres

The Family Relationship Centres are a highly visible entry point to the whole family law system. They are a source of information for families at all stages, including people starting relationships, those wanting to make their relationships stronger, those having relationship difficulties and those affected when families separate. Centres also offer individual, group and joint sessions to help separating families make workable arrangements for their children without having to go to court.

Specifically, Family Relationship Centres:

- **Provide information for families:** People who need information to help them with relationships can find it in one place and the Centres offer information for people of all ages at any stage of their family relationship.
- **Help families use other services:** The Centres make it easier for families to find out about and use the many services throughout Australia that can help them. These other services include early intervention services that help prevent relationships from breaking down. (The family law reform package expanded the number of family relationship services available across Australia.)
- **Provide assistance for separating families:** As well as providing information and referral, Centres are able to help separating parents in a number of ways, including:
 - individual interviews for separating/separated parents to help them identify issues and options and focus on the needs of their children;
 - group programs on parenting after separation; and
 - joint family dispute resolution sessions for separating parents to help them reach agreement on parenting arrangements. The first three hours of joint family dispute resolution are provided free of charge. Where interpreters are needed, up to 6 hours is provided free of charge in recognition of the fact that more time will be required in these cases.

The Family Relationship Centres are run by a range of organisations whose professionally qualified staff deliver high quality, confidential and impartial services, and who are able to make referrals to other specialist services if necessary. These professionals have high levels of skills in relevant areas.

Forty Family Relationship Centres are now open. Details are attached.

A further 25 Centres will become operational from 1 July 2008. The locations of those 25 Family Relationship Centres will be: Bankstown, Bathurst, Brookvale, Coffs Harbour, Dubbo, Gosford, Parramatta, Sydney City, Tamworth, Taree, Broadmeadows, Chadstone, Melbourne City, Shepparton,

Warrnambool, Bundaberg, Chermside, Logan, Mackay, Toowoomba, Bunbury, Perth City, Broome, Adelaide and Mount Gambier.

The selection of organisations to provide these services will occur through an open competitive selection process, with advertisements seeking applications for funding for these services appearing in national and state newspapers on 4 August 2007

Additional information about the Family Relationship Centres can be found at www.familyrelationships.gov.au

For further information please contact Ms Sue Pidgeon, Assistant Secretary, Family Pathways Branch, Attorney General's Department on (02) 6234 4884.

FAMILY RELATIONSHIP CENTRES

CENTRE	TELEPHONE	ADDRESS
New South Wales		
Penrith	02 4720 4999	Ground Floor, 27 Lawson Street (Cnr Henry St) Penrith NSW 2750
Sutherland	02 9525 6488	383-385 Port Hacking Road South Caringbah NSW 2229
Wollongong.	02 4220 1100	Shop 2, 310 Crown Street Wollongong NSW 2500
Lismore	02 6622 7003	Market Street Community Centre 5 Market Street Lismore NSW 2480
Blacktown	02 8811 0000	125 Main Street Cnr Main Street and Sunnyside Road Blacktown NSW 2148
Campbelltown	1300883471	8 Iolanthe St Campbelltown (interim site) Level 2, Macarthur Square Gilchrist Road Campbelltown NSW 2560(permanent site)
Fairfield	1300851437	Cnr Hamilton and Barbara Streets Fairfield NSW 2165
Greater Newcastle	02 4016 0566	495 Hunter Street Newcastle NSW 2300
North Ryde	02 8874 8088	North RydeLink Business Park 277 Lane Cove Road North Ryde NSW 2113
Nowra	02 4429 1400	38-44 Berry Street Nowra NSW 2541
Wagga Wagga	02 6923 9100	129 Fitzmaurice Street Wagga Wagga NSW 2650
Victoria		
Sunshine	03 9313 0444	1 Clarke Street Sunshine VIC 3020
Ringwood	03 9871 6300	16 Bond Street Ringwood VIC 3134
Frankston	03 9770 0341	37 Playne Street Frankston VIC 3199
Mildura	1300 667 382	105 Lemon Avenue Mildura VIC 3500
Ballarat	1300 303 988	32 Main Road Ballarat VIC 3350 (interim site for 4-6 weeks) 1/1253 Howitt Street Wendouree VIC 3355
Berwick	03 8768 4111	1-2, 38 Clyde Road Berwick VIC 3806

Geelong	1300 656 043 03 5246 5600	27 Myers Street Geelong VIC 3220
Greensborough	03 9404 7800	79 Grimshaw Street Greensborough VIC 3088
Morwell/Traralgon	03 5174 1055	41 Grey Street Traralgon VIC 3844
Wodonga	02 60228644	282 Beechworth Road Wodonga VIC 3690
Queensland		
Townsville	07 4779 4211	Unit 1, 281 - 285 Ross River Road Aitkenvale QLD 4814
Strathpine	07 3423 6962	16 Mecklem Street Strathpine QLD 4500
Cairns	07 4041 6063	182 Gatton Street Manunda QLD 4870 - Interim site 125 Grafton Street Cairns QLD 4870 - permanent venue
Gold Coast	07 5656 1700	Suite 11 Ashmore Commercial Centre 207 Currumburra Road Ashmore City QLD 4214 Corner of Currumburra Rd and Green Glen Street
Ipswich	07 3202 2214 (this number diverted to new number) 07 38108400 (new number)	41 East Street Ipswich QLD 4305
Rockhampton	07 4927 1210	36 East Street Rockhampton QLD 4700
Sunshine Coast	07 5452 9700	Big Top Shopping Centre Ocean Street Maroochydore QLD 4558 (interim site until mid Dec) 43-45 Primary School Court Maroochydore QLD 4558
Upper Mount Gravatt	07 3423 6967	23 Sanders Street Upper Mt Gravatt QLD 4122
Western Australia		
Joondalup	08 9301 8500	Sanori House, 126 Grand Boulevard Joondalup WA 6027
Geraldton	08 9921 2611	116 Durlacher Street Geraldton WA 6530
Mandurah	08 9583 1400	Shop 1B, 11-13 Pinjarra Road Mandurah WA 6210
Midland	08 9436 0600	Unit 15, 53 The Crescent Cnr Sayer St and The Crescent Midland WA 6056

South Australia		
Salisbury	08 8255 3323	Shop 52a, Elizabeth Shopping Centre 50 Elizabeth Way Elizabeth SA 5112
Noarlunga	08 8202 5200	38 Beach Road Christies Beach SA 5165
Port Augusta	08 8641 0432 1300 769 901	6 Gibson Street (interim site to end July 2007) 11 Marryatt Street Port Augusta SA 570
Tasmania		
Hobart	03 6211 2100	178 Macquarie Street Hobart TAS 7000
Launceston.	03 6336 7050	121-125 York Street Launceston TAS 7250
Northern Territory		
Darwin	08 8923 1400 1800 650 276 (toll free)	Ground Floor, Winlow House 75 Woods Street Darwin NT 0800
Australian Capital Territory		
Canberra	02 6122 2444	Level 1, 1 Keltie Street Woden ACT 2606