

NSW Sexual Violence Project Fund Grant Guidelines

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NSW Sexual Violence Project Fund Guidelines

The NSW Sexual Violence Project Fund Guidelines provide an overview of the Fund, information on the application process, eligibility and assessment criteria, how the funds can and cannot be used, and reporting requirements.

These guidelines should be read prior to completing an application for the NSW Sexual Violence Project Fund.

Overview of the NSW Sexual Violence Project Fund

The NSW Sexual Violence Project Fund is a grants program that will fund a range of one-off and time-limited early intervention and response projects that address and respond to sexual violence in priority populations in NSW.

The NSW Sexual Violence Project Fund is intended to support the delivery of the NSW Sexual Violence Plan 2022-2027. The NSW Sexual Violence Plan acknowledges that sexual violence is linked to gender inequality and rigid gender norms. Other intersecting forms of discrimination and inequality that affect the prevalence and dynamics of sexual violence include racism, ableism, homophobia and transphobia. Other power inequalities, such as those linked to attitudes towards children, are also drivers of sexual violence.

The Fund also contributes to Target 13 of the National Agreement on Closing the Gap that states that by 2031, 'the rate of all forms of family violence and abuse against Aboriginal and Torres Strait Islander women and children is reduced by at least 50 per cent, as progress towards zero.'

In this Fund, 'sexual violence' is used as an umbrella term to describe acts of a sexual nature that happen without consent. It includes acts that are criminal offences, such as sexual assault and child sexual abuse, and acts that are not criminal offences, for example sexual harassment in the form of unwanted comments and leering. Sexual violence not only comprises physical, but also non-physical acts and behaviours, such as image-based sexual abuse. It can range from a single instance of harassment or assault to abuse perpetrated over long periods.

The NSW Government recognises that gender-based violence, including sexual violence and domestic and family violence, can be prevented and its impacts reduced. Doing so requires a public health approach. A public health approach provides a framework for informing all efforts to prevent and respond to sexual violence and is critical to understanding key risks and the individual, relationship, community and societal factors that interact and contribute to sexual and other gender-based violence.

A public health approach also recognises that victim-survivors and their families often have complex needs and are more likely to experience co-occurring and multiple forms of abuse and violence, rather than a single abusive incident, over a lifetime. It recognises the need for integrated, multi-disciplinary interventions from a range of services and promotes collaborative and integrated service delivery at system, service, and practice levels. A public health approach includes primary prevention, early intervention, response, and recovery and healing.¹ These principles underpin the focus of the NSW Sexual Violence Project Fund, with a specific focus on: Early intervention and Response.

¹ NSW Sexual Violence Plan 2022-2027, 16. Accessed at: <https://www.dcj.nsw.gov.au/content/dam/dcj/dcj-website/documents/service-providers/domestic-and-family-violence-services/NSW-Sexual-Violence-Plan-2022%E2%80%932027.pdf>

Purpose of the NSW Sexual Violence Project Fund

The NSW and Australian Governments have committed a total of \$10 million of grant funding to support projects of up to two years duration focused on sexual violence early intervention or response strategies for high priority groups. Additional funding has also been provided to support administration and evaluation of the Fund.

Early intervention (also known as secondary prevention) refers to strategies that identify and aim to address the early signs of violence to stop it from escalating or prevent it from recurring. It includes efforts to change the trajectory of violence and prevent the progression of violence.²

Response efforts (also referred to as tertiary prevention) involve intervening once the violence is already occurring and aims to support victim-survivors and hold perpetrators to account.

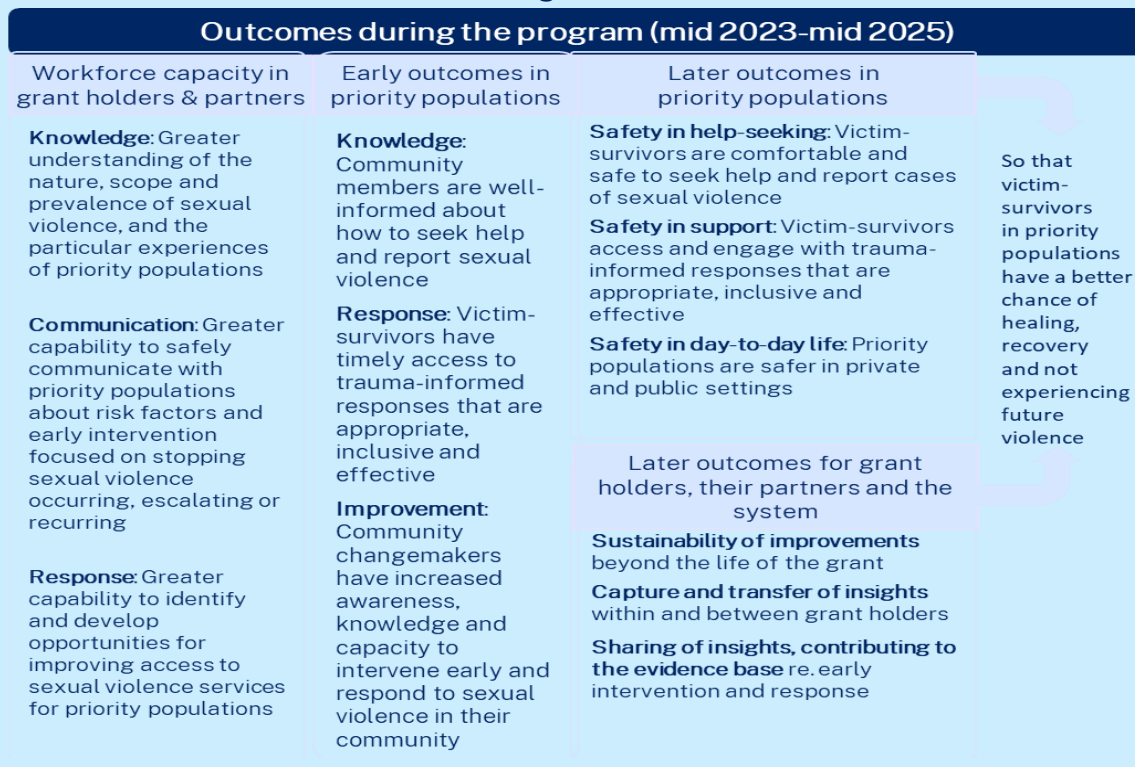
The Sexual Violence Project Fund is not designed to replicate or duplicate existing services or programs already operating in NSW. It will not support primary prevention projects or projects that aim to deliver an established project with no evidence of adaptation to priority groups.

Objectives of the NSW Sexual Violence Project Fund

- Improve the capacity of the system to intervene early and respond appropriately to high priority groups.
- Increase delivery of early intervention and response projects to communities across NSW, to high priority groups and informed by co-design principles.
- Improve outcomes and effectiveness of service delivery and improve integration through stronger coordination, collaboration, and information sharing.

Expected outcomes of the Fund

Projects will need to contribute to the following outcomes:³



² Please refer to the [NSW Sexual Violence Plan](#) and the [National Plan to End Violence Against Women and Children 2022-2032](#) for further information about early intervention and response strategies to address sexual violence.

³ Please refer to Appendix A of the Guidelines to view the overall Program Logic of the Fund.

Appendix A provides the overall Program Logic for the Sexual Violence Project Fund, and should be read in conjunction with the Guidelines.

Funding streams

Two funding pathways are available within the NSW Sexual Violence Project Fund. Eligible organisations must choose a funding stream and will only be able to submit one application for the NSW Sexual Violence Project Fund.

Stream 1: Single entity projects

Stream 1 is designed for projects on early intervention or response run by **a single entity**.

Eligible organisations (refer to page 5) can apply for a minimum funding amount of \$100,000 and a maximum funding amount of \$1,000,000.

The total funding pool available for Stream 1 is approximately \$4 million (final allocations to each stream may be adjusted depending on applications received).

Stream 2: Partnerships projects

Stream 2 is designed for projects on early intervention or response designed and delivered by a **group of organisations or partnership** where the lead applicant is an eligible entity (refer to page 5).

Eligible organisations (refer to pages 5 and 6) can apply for a minimum funding amount of \$500,000 and a maximum funding amount of \$1,500,000.

The total funding pool available for Stream 2 is approximately \$6 million ((final allocations to each stream may be adjusted depending on applications received)).

Note - stream 2 is not open to projects designed and run by a single entity.

Target groups

The NSW Sexual Violence Project Fund will provide grants to support projects focusing on the following high priority groups, who are at higher risk of experiencing sexual violence as indicated in the NSW Sexual Violence Plan:

- Women and children at risk of or experiencing sexual violence
- First Nations people
- Culturally and linguistically diverse communities (in particular, people of refugee, refugee-like experiences, and asylum seeker backgrounds)
- Rural and remote communities
- LGBTIQ+ people
- Older women
- Children and young people (in particular, those who have experienced trauma, sexual and domestic violence or who are in or leaving out-of-home care)
- People with disability

Key dates

- Applications open: 28 February 2023
- Application close: 5pm AEST, 3 April 2023
- Assessment outcomes announced: mid-May 2023
- Funding agreements established and payment made by: 30 June 2023
- Final date for financial acquittal and project conclusion: no later than 30 June 2025

Funding Amounts

There are two funding streams available within the NSW Sexual Violence Project Fund that eligible applicants may apply for:

Stream 1 – single entity projects	Stream 2 – partnership projects
Applications submitted by single entity: \$100,000 - \$1,000,000 per project	Applications submitted in partnership with other organisation(s): \$500,000 – \$1,500,000 per project.
The total funding pool available is \$4 million (approximately).	The total funding pool available is \$6 million (approximately).

Eligible organisations can only submit one project proposal. The same project cannot be submitted to both funding streams, or submitted twice by different applicants.

DCJ may vary the distribution of the funding pool depending on the number of funding applications submitted.

DCJ may also offer successful applicants a package lower than the amount requested. In the application form you will be asked if you would consider delivering a project with a lower funding amount, given the limited pool of funding available, and will be able to nominate a first or second preference of funding amounts for your project proposal.

Assessment Criteria

Eligibility criteria:

All applicants are required to meet the following eligibility criteria:

1. Eligible organisations

Stream 1: only organisations with the following legal status will be eligible to apply for funding:

- ✓ Incorporated organisation registered and approved as a not-for-profit body by NSW Fair Trading
- ✓ NSW based not-for profit company limited by guarantee (must be registered with ACNC and/or have DGR status)
- ✓ NSW based Indigenous Corporation (must be registered with Office of the Registrar of Indigenous Corporations)
- ✓ NSW Local Aboriginal Land Council
- ✓ Religious organisation operating in NSW
- ✓ NSW non-government organisation established under its own Act of Parliament

For more information see:

NSW Fair Trading: <https://applications.fairtrading.nsw.gov.au/assocregister/default.aspx>

Australian Charities and Not-for-profits Commission: <https://www.acnc.gov.au/charity/charities>

Office of the Registrar of Indigenous Corporations: <https://www.oric.gov.au/catsi-act/about-public-register>

Stream 2: projects delivered by a group of organisations or partnership must have a lead applicant. The lead applicant must be an eligible entity included in the list of eligible organisations mentioned above.

Non-lead partner can include:

- NSW Government agencies and Local Government Councils
- Unincorporated community groups
- Non-profit organisations
- For-profit organisations providing pro bono services, and/or
- Other eligible organisations listed above.

In the case of partnership applications, DCJ will only provide a grant to a single eligible organisation. Organisations can work together through one lead organisation using subcontracting arrangements between them, if required. The lead applicant will have to demonstrate their legal status as mentioned above and should demonstrate the capacity and capability to establish, manage and be held accountable for the delivery of the project and intended outcomes, including reporting on the progress of the project. Notional allocations to partner organisations, if any, should be included in the application. For more information about subcontracting please refer to the [DCJ subcontracting policy](#).

Note for stream 2 applicants only – applicants will need to submit a letter of understanding jointly signed by all partners or a subcontract form that can be downloaded from the DCJ website (<https://www.facs.nsw.gov.au/download?file=580809>).

2. **Project focus** – Applicants will have to select whether their project focus primarily on **early intervention** or **response** to sexual violence. The Fund will not support primary prevention initiatives (see definitions on early intervention and response on page 3).
3. **Geographic locations** – projects must be implemented within the state of NSW only.
4. **Priority groups** – projects must clearly demonstrate their focus on at least one of the following high priority groups:
 - ✓ Women and children at risk of or experiencing sexual violence
 - ✓ First Nations people
 - ✓ Culturally and linguistically diverse communities (in particular, (including people of refugee, refugee-like experiences and asylum seeker backgrounds)
 - ✓ Rural and remote communities
 - ✓ LGBTIQ+ people
 - ✓ Older women
 - ✓ Children and young people (in particular, those who have experienced trauma, sexual and domestic violence or who are in or leaving out-of-home care)
 - ✓ People with disability

Assessment criteria:

All applications will be assessed against the following assessment criteria:

Criteria	Sub criteria	Weighting
Demonstrated need	<ul style="list-style-type: none"> • Demonstrated understanding of local context, priority groups and needs, including demonstrating a clear funding gap. • Project must be evidence-based. Project proposals must clearly articulate the evidence for the specific problem, as well as the proposed solution. See below for further guidance. 	30%
Outcome and impact	<ul style="list-style-type: none"> • Alignment to NSW Sexual Violence Project Fund objectives and expected outcomes. • Strong link between project activities, demonstrated community need and proposed outcomes. • Sustainability of impact of the project beyond the life of the funding. 	30%

Capacity to deliver	<ul style="list-style-type: none"> • Demonstrated relevant and existing work in the community where the proposal is targeted and with selected priority groups. • Applicant’s understanding of gender-based violence, in particular sexual violence, or domestic and family violence. • Clear and feasible project plan and milestones. • For Stream 2 only: Partner roles identified and relevance to project outcomes. 	25%
Value for money	<ul style="list-style-type: none"> • Clear budget based on valid cost estimates. 	10%
Risk management	<ul style="list-style-type: none"> • Demonstrated awareness of potential risks to the project and how they will be addressed. 	5%

Prioritisation:

The assessment process will prioritise equitable distribution of grants across priority groups and will ensure reasonable spread between early intervention and response projects.

Applications may also be prioritised to ensure geographic distribution across NSW to ensure an equitable spread of funds and projects in regional, rural and remote areas.

Evidence requirements

Applicants must be able to demonstrate the evidence of the specific problem (i.e., the need for the intervention), as well as the evidence that the proposed response is fit for purpose and will address the identified problem.

The evidence for both the problem and response should be current, relevant, reliable and adequate.

The applicant must describe the problem to be addressed in terms of extent, demographics and location.

Evidence of the problem can be demonstrated through published data (i.e. from the Bureau of Crime Statistics and Research, the Australian Bureau of Statistics, ANROWS) or from peer-reviewed published research or independent program evaluations.

Application and assessment process

Application process

All applications should demonstrate alignment to the NSW Sexual Violence Project Fund expected outcomes, address the specific needs of priority groups and must focus on early intervention or response efforts to address sexual violence.

All applications must be completed via the [SmartyGrants portal](#). No other form of submission will be accepted.

Applicants must ensure they complete in full and submit the correct application form prior to the closing date. Applicants will receive an email notification when their application is submitted.

Late applications: applications cannot be submitted after the closing date and time of 5pm AEST on 3 April 2023 via the Smarty Grants portal. Requests for extensions will not be considered. DCJ will not accept changes, modifications or adjustments to applications after the closing date and time.

DCJ may extend the closing date or accept late applications if there is a significant system issue.

Supporting documentation for stream 2 only: lead applicant must upload a letter of understanding jointly signed by all partners. Alternatively, applicants can submit a subcontract form that can be downloaded from the DCJ website (<https://www.facs.nsw.gov.au/download?file=580809>).

Available support: if you have any questions about the grant program or application requirements contact sexualviolencegrantsfund@facs.nsw.gov.au. For queries about the application form (including any technical issues) contact SPC-GrantsHub@facs.nsw.gov.au.

Assessment process

The NSW Sexual Violence Project Fund will have a competitive open process where all eligible applications are assessed on their comparative merits against the above criteria.

Applications will initially be reviewed by the DCJ team for general eligibility and compliance with guidelines. Officers may contact applicants to seek clarification or further supporting information. The DCJ team will also undertake a preliminary assessment against the assessment criteria.

Applications will then proceed to the Assessment Panel for assessment. The Assessment Panel may include representatives of NSW Government and independent experts.

The assessment panel will assess applications based on the criteria and weightings provided in these guidelines. Ranking based on assessment scoring will generally form the basis of the recommendations made by the assessment panel unless there is a particular circumstance that requires consideration such as ensuring geographic spread of funding, priority groups, reasonable spread between early intervention and response projects and duplication of projects.

Applicants will be formally notified whether their application has been successful.

Note for all applicants:

- Applicants must ensure that their contact details are up to date.
- Applicants must not have any outstanding acquittals for any other funding program or Grant with DCJ.

Grant funds expenditure

Funds can only be used for expenses directly associated with the project. The application must clearly outline proposed expenditure in the budget.

Eligible costs are costs only directly associated with delivery of the project, which may include:

- Technical and professional staff involved in delivery of the proposed project, including on-costs of lead applicants, and partner organisations (for projects under stream 2)
- Expenses related to design or publication of material and resources
- Advertising expenses
- Development costs such as licence fees for third party provider services used during the project
- Travel, such as transport and accommodation, to deliver project components.

Grant funds exclusions

Funding is **not** to be used for:

- Business as usual service delivery

- Establishing a new frontline service
- Primary prevention activities
- Any activity of a commercial nature that is for profit
- Business as usual activities not directly related to the project, including an organisation's costs for delivery of ongoing services, increased capacity or staffing not directly involved in the project, capital investments, training for ongoing service delivery
- Buying core business capital equipment such as office equipment
- Capital works, including building work
- Costs already approved through other funding resources
- Costs associated with attending or hosting conferences not directly related to the project
- Covering existing debts or budget deficits
- Day to day activities, including supplementing, increasing or continuing ongoing service delivery that is the core business of the organisation
- Paying salaries and on-costs for ongoing staff not directly involved in the project
- Permanent equipment purchases, for example tables and computers
- Programs or activities that encourage gambling such as bingo, or the consumption of alcohol
- Projects not undertaken in NSW and not benefiting NSW communities
- Projects that duplicate existing services and initiatives
- Retrospective activities, such as work already undertaken, part completed
- Interstate or overseas travel

NSW National Redress Scheme sanctions

The NSW Government will not award a Grant Funding Arrangement to a non-government organisation with Redress Obligation (or to any of its Related Entities) if that non-government organisation:

- has declined to join the Scheme, or
- at the expiry of six months after the time it is notified to join the Scheme, has failed to do so.

Visit the [website](#) for further information about the [NSW National Redress Scheme](#) sanctions

COVID-19

Projects must adhere to current NSW Government public health orders and advice in regards to COVID-19. Up-to-date information is available on the [NSW Government COVID-19 website](#).

Insurance

Grant recipients must maintain current and adequate insurance appropriate to the activities/services funded under this grant to cover any liability of the grant recipient that might arise in connection with the performance of its obligations under a Grant Funding Agreement. This must include but is not limited to a minimum of \$10 million Public Liability Insurance.

Applicants will be asked to provide a copy of all relevant insurance policies and certificates in the application form.

Banking details information

It is the applicants' responsibility to provide correct banking details, including the authorised signature to verify the applicant's bank details, in their application form. Funds transferred to an incorrect bank account may not be recoverable.

Successful applicants' obligations and reporting

- Organisations that receive funding will be required to submit regular progress reports (frequency to be confirmed at contracting phase) to DCJ. Progress reports should include, at a minimum, progress against key milestones, the learning that has occurred, and the plans for implementing the next phase of the project.
- Details of payment arrangements and commitments will be identified in the funding agreement.
- All projects must be completed by 30 June 2025.
- You are required to submit a Final Report and Financial Acquittal in SmartyGrants no later than 30 July 2025. DCJ will send you the final acquittal form prior the required date that you will need to complete in the SmartyGrants portal.
- Any variations to the approved project scope, project location and completion time frames outlined in the original application form must be formally requested and approved in writing before any related work takes place. To discuss a variation, please contact the Program area by email sexualviolencegrantsfund@facs.nsw.gov.au.
- Please note that any photographs or videos containing images of participants and/or staff submitted in the Final Completion Report must be accompanied by a signed [DCJ still and moving images consent form](#).
- It is a program requirement that all financial records related to grant expenditure and acquittal be retained by the committee of the organisation for seven years. If the committee changes, these documents must be forwarded to the new incoming committee.

Monitoring and Evaluation (M&E)

The NSW Sexual Violence Project Fund will be independently evaluated. This evaluation will document outcomes from the Fund as well as capturing lessons and insights from across the projects, with the intention of contributing to the evidence base for effective sexual violence early intervention and response initiatives.

An external evaluator will be appointed to evaluate the program as whole (program-level evaluation) as well as each funded project (project-level evaluation). Grant holders will contribute to the independent evaluation process via data collection and input, and also receive support in the design and evaluation aspects of their project. Grant holders should not budget for expending funds on project-level evaluation, beyond time allocation of relevant personnel.

Applicants should factor in time to:

- develop an evaluation plan for their project at the project establishment phase with support from the independent evaluator
- share project data with the independent evaluator at regular intervals through the project period as part of a continuous improvement process (frequency to be determined)
- participate in the sharing of findings with other grant holders throughout the project period (process to be determined)

In the event that evaluation requires endorsement of a Human Research Ethics Committee, this process will be managed by the external evaluator with input from the grant holders.

The Program Logic for the Sexual Violence Project Fund is attached to the Guidelines (Appendix A) and a copy of the Monitoring and Evaluation Framework for the overall Fund evaluation will be shared with successful grant holders at the project establishment phase.

Feedback process

If your application is not successful, it does not mean your application is without merit. Funding is limited and not all applications are successful. Due to the high-volume applications, we are unable to provide individual feedback on each unsuccessful application.

Appendix A

NSW Sexual Violence Project Fund Program Logic draft

Drivers	Inputs	Activities	Outputs	Outcomes during the program (mid 2023-mid 2025)			
Needs we are responding to	Resources being invested	What is happening	What gets produced	Workforce capacity in grant holders & partners	Early outcomes in priority populations	Later outcomes in priority populations	
<p>Discrimination, and inequality (based on age, race, class, disability, sexuality and gender) can influence a person's experience of sexual violence, the impacts on them, the way they seek help and the response they receive</p> <p>There is a need to expand the evidence-base for effective and innovative responses with priority populations in NSW</p>	<p>The skills and time of personnel in DCJ, NSW Health, other government agencies and participating organisations</p> <p>Funding (~\$10m) to distribute to well-placed single organisations and/or partnerships for two years</p> <p>Support for grant holders around design and evaluation</p> <p>The structure and focus provided by the SV Plan 2022-27</p> <p>Research to inform the program scope and focus</p> <p>Systems to manage grants and report/acquit</p> <p>Resources for evaluation of the program as a whole</p>	<p>Announcement of Fund, including comms, promotion and ROI process to test market</p> <p>Development of guidelines, then distribution through networks</p> <p>Assessment of applications, funding of selected grants</p> <p>Grant holding agencies and partnerships:</p> <ul style="list-style-type: none"> • refine their project design, using co-design principles • deliver their project • evaluate outcomes and identify lessons learned <p>Grant management, associated reporting</p> <p>Evaluation of the program as a whole: planning, conduct, sharing of findings</p>	<p>New and/or enhanced early intervention and response projects that target priority populations</p> <p>Tools, training and resources that build the capacity of services to deliver tailored and effective responses for victim-survivors from priority populations</p> <p>Evaluation findings and insights</p>	<p>Knowledge: Greater understanding of the nature, scope and prevalence of sexual violence, and the particular experiences of priority populations</p> <p>Communication: Greater capability to safely communicate with priority populations about risk factors and early intervention focused on stopping sexual violence occurring, escalating or recurring</p> <p>Response: Greater capability to identify and develop opportunities for improving access to sexual violence services for priority populations</p>	<p>Knowledge: Community members are well-informed about how to seek help and report sexual violence</p> <p>Response: Victim-survivors have timely access to trauma-informed responses that are appropriate, inclusive and effective</p> <p>Improvement: Community changemakers have increased awareness, knowledge and capacity to intervene early and respond to sexual violence in their community</p>	<p>Safety in help-seeking: Victim-survivors are comfortable and safe to seek help and report cases of sexual violence</p> <p>Safety in support: Victim-survivors access and engage with trauma-informed responses that are appropriate, inclusive and effective</p> <p>Safety in day-to-day life: Priority populations are safer in private and public settings</p> <p>Later outcomes for grant holders, their partners and the system</p> <p>Sustainability of improvements beyond the life of the grant</p> <p>Capture and transfer of insights within and between grant holders</p> <p>Sharing of insights, contributing to the evidence base re. early intervention and response</p>	<p>So that victim-survivors in priority populations have a better chance of healing, recovery and not experiencing future violence</p>

