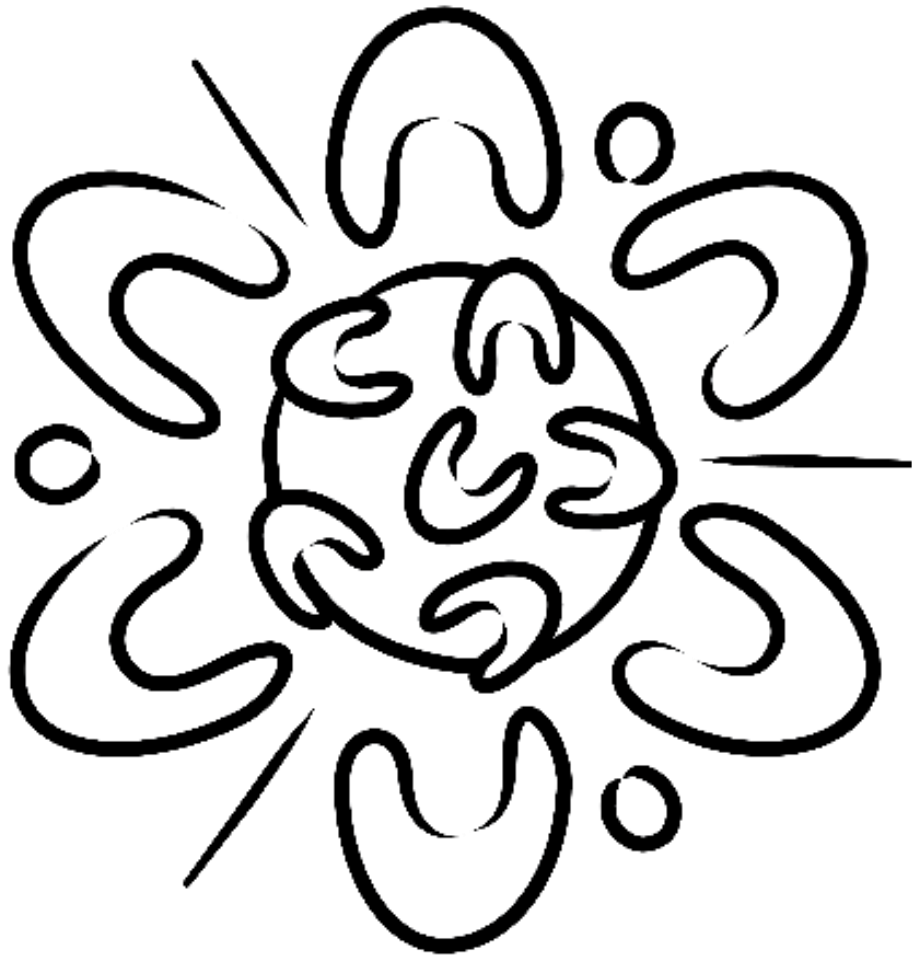


NSW Justice Reinvestment Grant Program

Grant Program Guidelines

January 2024



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1 Key dates and information

Stage 1: EOI Application Opening	9am on Tuesday 23 January 2024
Information Session 1	4pm - 5pm on Wednesday 14 February 2024
Information Session 2	1pm – 2pm on Monday 26 February 2024
Stage 1: EOI Application Closing	5pm on Monday 18 March 2024
Invitation to submit Full Grant Application	Between 19 March 2024 and 1 April 2024
Stage 2: Full Grant Application Opening	9am on Tuesday 2 April 2024
Stage 2: Full Grant Application Closing	5pm on Monday 13 May 2024
Application outcomes advised	June 2024
Project delivery timeframe (for successful applications)	From 30 June 2024 – 30 June 2027
Decision-maker	NSW Attorney General
NSW Government Agency	Department of Communities and Justice (DCJ)
Type of grant opportunity	Targeted, competitive
Grant value (total available funding for the grant and the available individual grant amounts, excluding GST)	<p>A total of up to \$7.5 million (excluding GST) in funding is available for initiatives up to three years duration.</p> <p>The current minimum grant value is \$100,000. There is no maximum grant value. We will reassess the minimum grant amount before the Full Grant Application (Stage 2) opening.</p>
Enquiries	<p>Justice Reinvestment team, DCJ, via email: justicereinvestment@dcj.nsw.gov.au</p> <p>Also available via phone: 02 8688 8940_</p>

2 Support and contact

The NSW Justice Reinvestment Grant Program is committed to Closing the Gap and continues to apply practices that can support Aboriginal Community-led organisations in NSW wishing to apply.

You can contact the NSW Justice Reinvestment Grant team for help with:

- understanding the guidelines for this grant;
- accessing data about your local community to support your grant application;
- submitting an application in a way that is accessible to you and your organisation; and
- trouble shooting.

Email: justicereinvestment@dcj.nsw.gov.au

Phone: 02 8688 8940

Online meeting: contact us to schedule a meeting through Microsoft Teams.

DCJ is partnering with Thirriwirri to support the NSW Justice Reinvestment Grant Program. Thirriwirri will support DCJ with promotion and co-facilitation of the Information Sessions during Stage 1. Thirriwirri will be available to provide support to applicants in Stage 2 of the NSW Justice Reinvestment Grant Program, including assisting organisations found eligible in Stage 1 to develop a Full Grant Application in Stage 2.

About Thirriwirri

Thirriwirri is a 100% Aboriginal owned business which makes available to others their knowledge and experience, to provide support in building their own strong, successful and adaptive communities and organisations.

Thirriwirri is the Muktung (Maneroo) word for Ironbark. Ironbark is tough, textured and enduring, rooted deeply and firmly in Country and culture. It represents their commitment to working with tenacity and perseverance to deliver quality services and solutions for our clients and partners.

You can read more about Thirriwirri on their website here: <https://www.thirriwirri.org/>.

3 Information Sessions

DCJ will host two online information sessions to provide an overview of the NSW Justice Reinvestment Grant Program and to answer questions at the following times:

- Information Session 1: 4pm - 5pm Wednesday 14 February 2024
- Information Session 2: 1pm - 2pm Monday 26 February 2024

Attendance at an information session is not compulsory and the same information will be delivered at both information sessions.

If you would like to attend, please email justicereinvestment@dcj.nsw.gov.au to RSVP for one or both information sessions and DCJ will provide a meeting link.

If you are unable to attend, a link will be available on the grant website within three days after the session.

Further information about the NSW Justice Reinvestment Grant Program can be found on the DCJ website here: <https://www.dcj.nsw.gov.au/legal-and-justice/strategies-and-plans/justice-reinvestment.html>.

4 Overview of grants program

What is Justice Reinvestment?

Justice Reinvestment is an approach that supports Aboriginal communities to find local solutions to local issues. The aim of Justice Reinvestment is to resource communities to develop, and deliver solutions that reduce contact with the criminal justice system, including the police, courts and prison.

It aims to support communities to identify the reasons why people end up in the criminal justice system in the first place, and then come up with activities and initiatives that can make real change.

While Justice Reinvestment is about Aboriginal-led solutions, it is also about government supporting communities to identify issues and develop a plan for change. Government support can include:

- providing data held by government to help identify and analyse options
- creating deeper relationships with local service providers or government agencies to support Justice Reinvestment initiatives and/or remove blockages that may get in the way of reform.

The NSW Justice Reinvestment Grant Program

The NSW Justice Reinvestment Grant Program has been created to provide funding to Aboriginal communities in NSW to develop Justice Reinvestment approaches to systems change. Up to \$7.5 million (excluding GST) in total funding is available for initiatives across a duration of three years. Funding can be used by Aboriginal organisations to:

- create or support community governance and consultation
- investigate issues, including by using data, research or through local community meetings
- develop a plan for change, including specific initiatives and/or options for reform
- implement or pilot initiatives and/or options already developed by the community to address identified issues.

Priority will be given to three-year proposals from Aboriginal and/or Torres Strait Islander Community-Controlled organisations (ACCOs). Funding is available to both communities with existing Justice Reinvestment initiatives and communities that have not yet tried Justice Reinvestment. The NSW Justice Reinvestment Grants Program will have two stages:

- **Stage 1: Expression of Interest (EOI)** – Applicants **must** submit an EOI in Stage 1 to be eligible to receive funding. The first stage is to make sure your organisation is eligible and to answer questions that will help DCJ design Stage 2 assessment criteria to meet the local needs of organisations who have submitted an EOI in Stage 1.
- **Stage 2: Full Grant Application** – If your organisation or partnership is found to be eligible, you will be invited to Stage 2. In Stage 2, you will have access to support to submit a full proposal and costing.

Applicants are encouraged to read all the details in these guidelines, and the FAQs, before applying.

Stage 1: Expression of Interest (EOI)

DCJ invites Aboriginal communities to submit an EOI for the NSW Justice Reinvestment Grants Program. Interested applicants must complete the EOI **by 18 March 2024**. The information required in the EOI is general information only. Please note:

- You don't need to have a fully formed plan to submit an EOI. In Stage 1 you just need to tell us about your organisation and community and how you would use this funding to reduce Aboriginal people in your community coming into contact with the justice system.

- DCJ encourages communities to think about longer term approaches, as up to three years of funding can be provided through this process.
- DCJ can support you to develop your EOI, including by providing you with data to support your application.

The EOI is split into two parts:

- **Part A – ‘Applicant Details’** – applicants provide basic information about their organisation so that DCJ can determine organisational eligibility. All organisations who submit an EOI and meet the eligibility criteria in Section 5 will be invited to submit a Full Grant Application in Stage 2. Eligibility criteria is further detailed in Section 5 of these Guidelines.
- **Part B – ‘Grant Program Community Input’** – applicants tell us about how their local community could use this funding to reduce contact with the criminal justice system. These answers will help DCJ design the Stage 2 criteria to meet local needs of organisations who have submitted an EOI in Stage 1.

Information from Part B will not be used for eligibility and assessment purposes. Your responses to Part B will influence the final design of Stage 2, as, including the Stage 2 Grant assessment criteria, so your responses are important. . Please note:

- All EOI forms are confidential and will not be published.
- The EOI is for the purpose of scoping the sector only and does not guarantee funding.
- DCJ will not accept full proposals at the EOI stage.
- If you have any questions, please contact us at: justicereinvestment@dcj.nsw.gov.au

DCJ will host two online information sessions to provide an overview of the NSW Justice Reinvestment Grant Program and answer questions from **4pm - 5pm Wednesday 14 February 2024** and **1pm - 2pm Monday 26 February 2024**. Please email justicereinvestment@dcj.nsw.gov.au and we will send you the MS Teams link for the meeting.

An Applicant’s Guide and FAQs to assist applicants is available from the NSW Department of Communities and Justice website:

Stage 2: Full Grant Application

Eligible organisations who have submitted an EOI during Stage 1 will be invited to submit a detailed grant application in Stage 2 which will open on **2 April 2024** and close on **13 May 2024**.

Thirriwirri will provide support to applicants during Stage 2, if desired, to develop their Full Grant Application.

Based on information provided in Stage 1, these Grant Guidelines will be revised before Stage 2 and will include the formal assessment criteria to be used to assess Stage 2 applications.

Further information is provided in section 7.

5 Eligibility criteria

Eligible applicants

To be eligible for the Justice Reinvestment Grant you must meet the eligibility requirements in the eligible applicant definitions below.

Applicants must:

- be an eligible legal entity located in NSW;
- be able to enter into a funding agreement with Department of Communities and Justice;
- have an Australian bank account;
- have an Australian Business Number (ABN); and
- have public liability insurance of at least \$10 million per claim or propose to include the cost of insurance if invited to submit a Full Grant Application in Stage 2.

Eligible applicant definitions

The Department of Communities and Justice is committed to funding Aboriginal and Torres Strait Islander Community-Controlled Organisations (ACCO). Priority in the NSW Justice Reinvestment Grant Program will be given to ACCO applicants.

For the purpose of this grant an ACCO delivers services that build the strength and empowerment of Aboriginal communities and people, and is:

- incorporated by relevant legislation (including Office of the Registrar of Indigenous Corporations (ORIC) or NSW Fair Trading);
- not-for-profit;
- controlled and operated by Aboriginal and/or Torres Strait Islander people;
- connected to the community or communities in which they deliver the services; and
- governed by a majority Aboriginal and/or Torres Strait Islander governing body.

Applicants will be required to provide documentation to support their ACCO status.

In addition to ACCOs, only organisations with one of the following legal status are 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 ORIC)
- NSW Local Aboriginal Land Council
- NSW non-government organisation established under its own Act of Parliament

For more information see:

- Office of the Registrar of Indigenous Corporations (ORIC): <https://www.oric.gov.au/catsi-act/about-public-register>
- NSW Fair Trading (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>

Organisations applying in partnership: auspice arrangements and sub-contracting

An unincorporated Aboriginal community group can apply for funding in partnership with an eligible auspice organisation as the 'lead applicant' For more information on auspicing see: <https://www.nfplaw.org.au/free-resources/working-with-others/what-is-auspicing>.

Projects delivered by a group of organisations (consortium) or through an auspice or subcontracting arrangement must have a lead applicant. The lead applicant must be an eligible entity included in the list of eligible organisations mentioned above. The lead applicant will enter into a grant funding agreement with DCJ if successful and have contractual responsibility for delivering the project.

Non-lead partner organisations can include:

- NSW Government agencies and Local Government Councils
- Unincorporated community groups
- Non-profit organisations (which do not meet the eligibility conditions above)
- For-profit organisations providing pro bono services, and/or
- Other eligible organisations listed above.

Ineligible applicants

You are not eligible if you are:

- An individual.
- Federal and State Government agencies and bodies.
- NSW educational facilities (public schools, private schools, TAFE).
- For-profit organisations, including Aboriginal businesses.
- Unincorporated organisations or groups without an eligible auspicing organisation.
- Organisations that have not met project requirements, including acquittal and reporting, for funding received from DCJ in the previous two years.
- Organisations with Redress Obligations under the National Redress Scheme that that have not joined the National Redress Scheme for Institutional Child Sexual Abuse).

6 Application process

Application portal

All EOI and applications are completed online via Smarty Grants, the NSW Department of Communities and Justice online grants platform. Applicants will only be invited to apply for a grant in Stage 2 by submitting an EOI in Stage 1 and meeting eligibility requirements. If eligible in Stage 1, your application will proceed to Stage 2 Full Grant Application assessment process.

You can withdraw your application at any time by emailing justicereinvestment@dcj.nsw.gov.au with your name and application number.

Stage 1 – EOI application

Expressions of Interest open on **23 January 2024** and close on **18 March 2024**.

As noted above, the EOI includes two parts. **Part A** eligibility criteria is described in Section 5.

Part B is the **Grant Program Community Input**.

In this section we want to hear from you about how your community could use this funding to reduce contact with the criminal justice system, including police, courts and prison. We will develop the Justice Reinvestment Grant Guidelines based, in part, on what applicants submit in this EOI.

Please answer these questions:

1. Which local Aboriginal community will benefit from your initiative?
2. What is your concept/idea for Justice Reinvestment funding? (You will not be bound by your answer here if you are invited to apply for a grant in Stage 2).
3. What is the focus of your organisation or group?
4. What are the specific needs or challenges experienced in your community?
5. What gaps in local services (or service capacity) do you believe contribute to the number of people in your community who are in contact with the criminal justice system, if any?
6. Do you have relationships with existing community groups or organisations that can support your work, if you were to receive a grant?
7. Based on the information in the Grant Program Guidelines, what would be your estimate of the funding amount your organisation will apply for? (You will not be bound by your answer here if you are invited to apply for a grant in Stage 2).

Applicants can choose to submit a video response to Part B – ‘Grant Program Community Input’ questions. NSW Department of Communities and Justice staff are available to support applicants with recording and preparing a file for upload, if required.

Stage 1 - EOI applications will be assessed by DCJ for eligibility and program alignment. Eligible applicants from Stage 1 will be invited to submit a Full Grant Application for funding in Stage 2.

If your application is found to be ineligible, we will let you know by email within 14 days of the closing date and your application will not proceed to Stage 2.

Please note: an invitation to Stage 2 does not guarantee that funding will be awarded. All EOI applications approved will be invited to submit a Full Grant Application in Stage 2 which will be comparatively assessed (as outlined in Section 7).

Stage 2 – Full Grant Application

Full Grant Applications must be received between **2 April 2024** and close on **13 May 2024**.

The revised Justice Reinvestment Grant Guidelines will be released when the Full Grant Application opens on 2 April 2024, and will be provided to all applicants found eligible in Stage 1.

Full grant applications will require more detail on your proposal including the following:

- Impact on adult and/or young people’s contact with the legal system, prisons, and re-offending.
- Project Plan – including key milestones and activities.
- Project Risk Plan – Key risks and processes for managing these.
- Project Budget – Detailed budget breakdown.
- Supporting Documentation (Please see table below).

Before applying, please read these NSW Justice Reinvestment Grant Guidelines alongside supporting information provided in the Questions and Answers (Q&A) and Fact Sheet provided.

These documents are found on the NSW Grant website: <https://www.dcj.nsw.gov.au/legal-and-justice/strategies-and-plans/justice-reinvestment.html>.

Organisations applying in partnership

We recognise that some organisations may want to join together as a consortium (group of organisations) to deliver a justice reinvestment proposal.

In these circumstances, you must appoint a ‘lead organisation’. The lead organisation is required to satisfy all the eligibility criteria. Only the lead organisation can submit the application form and enter into a grant funding agreement with DCJ. You will be asked to identify all other members of the consortium in the application.

Similarly, in some cases an organisation that would not be otherwise eligible may choose to partner with an eligible organisation on an auspice or sub-contracting basis, who would then be the lead applicant. For more information on auspicings see <https://www.nfplaw.org.au/free-resources/working-with-others/what-is-auspicings>.

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: <https://www.facs.nsw.gov.au/providers/working-with-us/fcm-resources/subcontracting>.

Late applications

Late submissions will not be considered or accepted unless in emergency or extreme circumstances. Where possible, the Justice Reinvestment Team may ask for a Cultural Review from DCJ Aboriginal staff. DCJ’s decision on whether to accept the request will be final.

7 Assessment process

Assessment of grant applications

This is an open and competitive grants program. Applicants will be assessed and scored against the eligibility criteria. Applications with the highest scores are more likely to be funded.

The assessment process for the NSW Justice Reinvestment Grant Program is outlined below.

Stage 1 – EOI assessment

EOI applications will be reviewed by DCJ staff. The EOI has two parts:

Part A - Organisation Details will be assessed to determine whether the applicant is eligible for Stage 2 (Full Grant Application). Eligible applicants will be advised in writing before 2 April 2024 and invited to submit a Stage 2 application before the close date of 13 May 2024.

Part B - Grant Program Community Input invites applicants to answer general questions about the community's specific needs, initial ideas for local Justice Reinvestment any service gaps, and an estimate of funding.

The information provided in Part B will not affect whether your organisation is invited to submit an application in Stage 2. If your applicant organisation is eligible under the Part A of the EOI (Organisation Details) you will be invited to submit an application in Stage 2.

Stage 2 – Full Grant Application assessment

DCJ will produce and publish a revised Stage 2 edition of these Grant Guidelines after we receive and review the EOI applications. We will develop the Justice Reinvestment Grant Guidelines based, in part, on what each applicant submits as their EOI. The Justice Reinvestment Grant Program will fund successful projects for up to three years.

Full grant applications will be assessed by an Aboriginal majority panel of senior officers from DCJ, Council of Aboriginal Peak Organisation (CAPO), NSW Coalition of Aboriginal Regional Alliances (NCARA), and community representatives to review all Grant applications.

Formal assessment criteria will not be determined until the revised edition of these Grant Guidelines. Currently the proposed assessment guide includes:

Criteria	Sub-criteria	Weighting
Demonstrated need	<ul style="list-style-type: none">• Demonstrated understanding of local context, and needs, including demonstrating a clear funding gap.• Project to be evidence-based. Project proposals can articulate the evidence for the specific issue, as well as the proposed solution. See below for further guidance.	To be determined (TBD)
Outcome and impact	<ul style="list-style-type: none">• Show how the Aboriginal community-led project will contribute to reduce Aboriginal people's contact with the criminal legal system.• Be informed by community knowledge and other data.• Take a collaborative approach, and consider a systems focus.• Strong link between project activities, demonstrated community need and proposed outcomes.	TBD

Criteria	Sub-criteria	Weighting
	<ul style="list-style-type: none"> Sustainability of impact of the project beyond the life of the funding. 	
Capacity to deliver	<ul style="list-style-type: none"> Demonstrated targeted proposal to relevant and existing work in the community Applicant's understanding of Aboriginal incarceration and impact on reduction. Clear and feasible project plan and milestones. For joint/partnership application: Partner roles identified and relevance to project outcomes. Demonstrate local Aboriginal community leadership, support and involvement in the development and delivery of the project. 	TBD
Value for money	<ul style="list-style-type: none"> Clear budget based on valid cost estimates. 	TBD
Risk management	<ul style="list-style-type: none"> Demonstrated awareness of potential risks to the project and how they will be addressed. 	TBD

Applicants must be able to demonstrate the evidence of the specific issue (i.e., the need for the initiative), as well as the evidence that the proposed response will address the identified issue.

The evidence for both the issue and response should be current, relevant, reliable and adequate, and informed by Indigenous Data Sovereignty and Governance.

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

Evidence of the issue can be demonstrated through published data (i.e. from the Bureau of Crime Statistics and Research, the Australian Bureau of Statistics, ANROWS) or Aboriginal community data (in keeping with Indigenous Data Governance and Sovereignty) or from peer-reviewed published research, or independent program evaluations.

Prioritisation

During Stage 2, the assessment process will prioritise:

- grant applications delivered by Aboriginal and/or Community-Controlled Organisations (ACCO).

During Stage 2, the assessment process may prioritise:

- grant applications which provide a geographical spread of successful grant applications;
- grant applications that target areas with the highest demonstrated need; and
- grant applications that will not lead to service duplication.

Decision-making

The Secretary, DCJ, is the final decision-maker for funding. The Secretary will consider the recommendations of the assessment panel in this decision-making.

DCJ staff may request additional information and/or clarification from applicants at any time during the assessment process.

Part funding may be offered where an application includes ineligible activities or budget items.

Independent probity advisors will provide guidance on issues concerning integrity, fairness, and accountability that may arise throughout the application, assessment, and decision process. This helps to ensure decisions are made with integrity, fairness, and accountability, while delivering value for money for NSW.

Type	Assessment	Assessors
Stage 1: Preliminary assessment	Preliminary assessment of individual applications, scored against the EOI eligibility	DCJ Justice Reinvestment team and an assessment officer from DCJ Transforming Aboriginal Outcomes and/or Aboriginal Affairs NSW
Stage 2: Grant Assessment Panel	Assessment of all applications, scored against the assessment criteria and final recommendations to the DCJ Secretary	A Grant Assessment Panel comprised of government and sector representatives
Decision maker	Final decision on funding based on panel recommendations	Deputy Secretary, Strategy, Policy and Commissioning Division, DCJ

NOTE: The Justice Reinvestment Team may ask for a Cultural Review from DCJ Aboriginal staff based on applications with Aboriginal content and engagement.

Notification of application outcomes

All applicants will be notified in writing of the outcome of their application.

Justice Reinvestment Grant Program grant recipients will be announced publicly by the Department of Communities and Justice from June 2024 onwards.

Feedback on applications

Applicants can request feedback by contacting the Justice Reinvestment team, Department of Communities and Justice. Feedback sessions will be held via Teams meetings.

There are no appeals process available for this grant program.

Publication of grants information

The Grants Administration Guide requires that certain information is published in relation to grants awarded no later than 45 calendar days after the grant agreement takes effect (see section 6.5 of the Guide and Appendix A to the Guide). This information is also open access information under the *Government Information (Public Access) Act 2009* (NSW) (GIPA Act), which must be made publicly available unless there is an overriding public interest against disclosure of the information.

In accordance with these requirements, relevant information about the grants awarded will be made available on the NSW Government Grants and Funding Finder as soon as possible after the grant funding is approved or declined.

All records in relation to this decision will be managed in accordance with the requirements of the *State Records Act 1998* (NSW).

8 Successful grant applications

Grant agreement

Successful applicants are required to:

- Enter into a Grant Funding Agreement with NSW Department of Communities and Justice within four weeks of the grant offer being made.
- Start and complete funded activities and events within the dates specified in the Funding Agreement.
- Seek approval from NSW Department of Communities and Justice for any proposed changes to a funded activity prior to the proposed changes being made.
- Acknowledge the support of the NSW Government in accordance with the Funding
- Acknowledgement Guidelines: “The NSW Government proudly supports this community-led partnership with funding provided under the NSW Justice Reinvestment Grant Program.”

Project variations may be accepted where the requested change aligns with the Program Guidelines and the original intent of the approved project.

NOTE: Please note that no grant agreements will be accepted after 20 June 2024 due to end of financial year deadlines. If you do not return your grant agreement by this date your grant will be forfeited.

Grant payment

Grants will be paid in instalments. The first instalment will be paid upon return of the fully executed Funding Agreement. The Funding Agreement will also specify future instalment dates.

Indicative reporting and acquittal requirements

Recipients will be required to:

- Complete progress reporting as requested by NSW Department of Communities and Justice.
- Agree that DCJ staff may meet virtually or visit in person, during or at the completion of your grant activity, to review your progress. We will seek your permission to visit, in accordance with local protocols, and provide you with reasonable notice of any visit.
- Complete a Final Report on project outcomes and Financial Acquittal within two months (56 days) of project completion.
- Allow DCJ to inspect the records you are required to keep under the grant agreement.

If the acquittal is not complete within the required timeframe, you will not be eligible to apply for any NSW Department of Communities and Justice grants for the following two years.

Evaluation

NSW Department of Communities and Justice will work with all grant recipients to undertake an evaluation of initiatives funded under the NSW Justice Reinvestment Grant.

The NSW DCJ Justice Reinvestment team may seek your permission to use information from your application and progress reports for the purpose of completing this evaluation.

The NSW Justice Reinvestment team may also ask you for more information to help us understand how the grant is contributing to positive changes within your community in relation to reducing contact with the legal system among Aboriginal adults or young people. This will help us to understand local improvements supported by the program and evaluate how these local improvements are contributing to broader, whole-of-program outcomes at the NSW level.

The NSW Justice Reinvestment team may contact you up to one year after you finish your grant for more information to assist with this evaluation.

Unspent funds

If a grant recipient's project is completed and there are unspent funds remaining, these must be returned to NSW Department of Communities and Justice.

Alternatively, the recipient may request a variation to use the funds for other items related to the project, ensuring these items are eligible under the Program Guidelines and are within scope of the approved project.

9 Additional information

Complaint handling

Any complaints should be sent in writing to: justicereinvestment@dcj.nsw.gov.au

Access to information

Note that documents submitted as part of a grant application may be subject to an application under the GIPA Act or an order for papers under Standing Order 52.

The GIPA Act provides for the proactive release of government information by agencies and gives members of the public an enforceable right to access government information held by an agency (which includes Ministerial offices). Access to government information is only to be restricted if there is an overriding public interest against disclosure.

Before information is released in response to an application under the GIPA Act, there will be an assessment of the public interest considerations in favour of and against disclosure of that information, and there may be consultation requirements that apply.

The NSW Legislative Council has the power to order the production of State papers by the Executive Government. Standing Order 52 provides that the House may order documents to be tabled by the Government in the House. The Cabinet Office coordinates the preparation of the papers – that is, the return to order. The return to order may contain privileged and public documents. Privileged documents are available only to members of the Legislative Council.

Ethical conduct

Conflict of interest management

Conflicts of Interest between DCJ and applicants will be managed in accordance with the DCJ's code of conduct, and declarations are made and recorded by all persons involved in performing functions related to the assessment process.

Confidentiality

DCJ staff who assist an applicant with an application will not be involved in assessment for that application.

Information relating to the successful applications, including the name of the applicant, description of the funded project and the funding amount, will be included in:

- Public media releases.
- An announcement on the DCJ website.
- The NSW Grants finder website.
- DCJ social media.

Disclaimer

Every effort has been made to ensure that this publication is free from error and/or omission at the date of publication. The authors, publisher and any person involved in the preparation of this publication take no responsibility for loss occurring to any person acting or refraining from action as a result of information contained herein.

Communities and Justice

6 Parramatta Square
10 Darcy Street
Parramatta NSW 2150

Locked Bag 5000
Parramatta 2124

Office hours:
Monday to Friday
9:00am – 5:00pm

E: justicereinvestment@dcj.nsw.gov.au

