

NSW Men's Behaviour Change Program Development Grants

Grant Program Guidelines

September 2024

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1 Department of Communities and Justice Grant Program Guidelines

The purpose of the Grant Program Guidelines is to provide potential applicants with an overview of the grant, the application and assessment process, and the performance, monitoring and reporting requirements.

Men's Behaviour Change Program Development Grant Program Guidelines

The Men's Behaviour Change Program (MBCP) Development Grant Program Guidelines contain information to assist potential applicants to complete the application. It includes an overview of the MBCP Development grant program, information about the application process, eligibility and assessment criteria, how the funds can and cannot be used, and reporting requirements.

It is recommended that these guidelines are read prior to completing your application for the MBCP Development grant program.

Overview of the MBCP Development grant

Purpose of the MBCP Development grant program

The Department of Communities and Justice has developed a grants program to:

- assist MBCPs to tailor MBCP service delivery for particular priority groups;
- for other service providers to develop and register an MBCP for particular priority groups.

The Grants program will provide up to \$4m funding for eligible projects and invited organisations to be completed by March 2026.

The current round of the MBCP Development grant program will focus on:

- implementing and testing pilots of the adapted MBCPs and
- applying for MBCP registration for the adapted MBCPs.

Target group

MBCPs are predominantly group-based programs and services that focus on working with men to enable them to recognise their violent behaviour and develop strategies to stop them from using violence.

MBCPs must be registered with the Department of Communities and Justice to receive funding or referrals from the NSW Government.

Prioritisation

The priority groups are:

- Aboriginal people
- people from culturally and linguistically diverse (CALD) &/or refugee backgrounds
- lesbian, gay, bisexual, transgender, intersex, queer or asexual (LGBTIQA+)
- people living with cognitive impairment.

Objectives and outcomes

The objectives of the MBCP Development grant program are to develop and register MBCPs that meet the needs of people from a particular priority community group.

The priority groups are:

- Aboriginal people
- CALD &/or refugee backgrounds
- LGBTIQA+
- people living with cognitive impairment.

The project is to achieve a registered MBCP under the NSW MBCP Practice Standards and Compliance Framework (Attachment A) for a particular priority group. Please see: <https://dcj.nsw.gov.au/service-providers/supporting-family-domestic-sexual-violence-services/dfv-programs-funding/men-s-behaviour-change-program.html>

Eligibility Criteria

All applicants are required to have:

- been previous recipients from round one of the MBCP Development Grants program funded by DCJ in 2023-24 and
- be committed to piloting an adapted MBCP for a priority group and registering an MBCP under the NSW MBCP Practice Standards and Compliance Framework (Attachment A) for a particular priority group before December 2025.

The following are mandatory eligibility criteria. Further information is provided in sections below:

- all applicants **must** have appropriate insurance minimum of \$10 million
- all applicants **must** address the NSW National Redress Scheme sanctions ,
- applications **will not** be accepted from organisations that have outstanding acquittals with DCJ.

Assessment Criteria

Eligible organisations must meet the following assessment criteria to be considered for funding:

- Demonstrate how the submitted Implementation Plan proposal meets the objectives of the DCJ MBCP Development Grants program
- Be committed to registering an MBCP under the NSW MBCP Practice Standards and Compliance Framework (Attachment A) for a particular priority group before December 2025.
- How the submitted Budget demonstrates value for money
- Has the capacity and capability to deliver project on time and budget

Assessment

Applications will be assessed against eligibility and assessment criteria. An Assessment Panel will assess the applications.

The Panel will make a recommendation to the Delegated officer as per the Decision Makers approval.

The approved delegated officer will consider the recommendations.

Funding amounts

- The total funding allocated is \$4m over 2 years.
- There will be two funding categories available to apply for.
 - Registered MBCPs can apply for a minimum of \$100,000 and up to \$150,000 per annum
 - Service providers seeking MBCP registration can apply for a minimum of \$200,000 and up to \$250,000 per annum
- Grant funding will need to be expended by March 2026.
- DCJ may also offer successful applicants a package lower than the amount requested.

Grant funds expenditure

Funds can only be used for expenses/activities directly associated to the grant. Your application must clearly outline your proposed expenditure in relation to the funding amounts identified above and included in the budget you submit with your application.

Grant fund exclusions

Organisations must use the grant funds, including any interest earned, for the purposes of the grant.

Items or activities that funding cannot be used for include:

- Any activity of a commercial nature that is for profit
- Existing debt or budget deficits
- Capital works, including building work
- Permanent salaries/wages (costs for temporary tutors/instructors for your program or activity can be included)
- Permanent equipment purchases, for example tables and computers
- Business as usual costs or general operating expenses
- Programs or activities that encourage gambling such as bingo, or the consumption of alcohol
- Programs and activities coordinated by NSW Government Departments and Statutory Authorities

Application process

One step application process:

One application form, which includes an Implementation Plan and budget, submitted by the applicant that will be assessed based on eligibility and assessment criteria.

SmartyGrants will be used to support the application process. Inquiries can be emailed to DVStandards@dcj.nsw.gov.au

Note for all applicants:

- Applicants must ensure that their contact details are up to date.
- All applications submitted are managed using the SmartyGrants portal.

Invited Applicants will be formally notified on whether their application has been successful. It is an applicant's responsibility to ensure all contact details are up to date.

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.

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

It is your responsibility as the applicant to provide correct banking details, including two authorised signatures to verify your bank details in the application form. Funds transferred to an incorrect bank account may not be recoverable.

Successful applicants – grant funding agreement.

The application, Grant Funding Agreement and acquittal for the grant will be managed using the SmartyGrants management system and DocuSign or Adobe Acrobat Sign.

Successful applicants are required to return the signed Grant Funding Agreement within two weeks of receipt.

Agreements can only be signed by authorised officers of your organisation. This may be a member of the executive/committee as deemed under the Articles of Association or Constitution for a not-for-profit organisation, or the General Manager or delegated officer if you are a council.

Please note, all applicants must provide the contact details (email address, phone number, name and position) of the relevant authorised signatories, or their delegates, in their application form.

It is the applicants' responsibility to ensure staff availability to complete and sign documents, to carefully read the terms and conditions of the Grant Funding Agreement, and to sign the Grant Funding Agreement using the correct authorised signatories.

Once we receive your signed Grant Funding Agreement via DocuSign or Adobe Acrobat Sign, DCJ will countersign the agreement and return to you by email.

Any **variations** to the Grant Funding Agreement, including scope, location or time frames outlined in the application form and Grant Program Guidelines must be formally requested and approved in writing. Failure to do so may result in the withdrawal of the grant offer.

To discuss a variation, please contact the Grants team by email on grantdesignandsupport@dcj.nsw.gov.au.

Successful applicants' obligations and reporting

- 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 Grant Design and Support by email grantdesignandsupport@dcj.nsw.gov.au.
- All projects must be completed by March 2026. You are required to submit a Final Report and Acquittal in SmartyGrants no later than 30 April 2026. DCJ will send you the final acquittal form prior the required date that you will need to complete in the SmartyGrants portal.
- All projects must submit 6 monthly performance reporting using the MBCP Development Grants Implementation Plan template via Smarty Grants portal
- 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 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.

Timeframes

Date	Event/Action
30 September 2024	Grant applications open
18 October 2024	Grant applications close
October 2024	Assessment of grant applications
October 2024	Advice to all applicants
November 2024	Public announcement by Minister
November 2024	Projects commence
March 2026	Projects end
April 2026	Final Report Acquittal due to DCJ

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: grantdesignandsupport@dcj.nsw.gov.au