

NSW Primary Prevention Multi-Year Partnerships 2025-2028

Grant Program Guidelines

December 2024

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1 Key dates and Information

Stage 1: EOI Application Opening	11 December 2024
Information Sessions	16 December 2024 and 5 February 2025
Stage 1: EOI Application Closing	18 February 2025
Invitation to submit Full Grant Application	March 2025
Stage 2: Full Grant Application Opening	March 2025
Stage 2: Full Grant Application Closing	April 2025
Application outcomes advised	May 2025
Project delivery timeframe	June 2025-June 2028
Decision-maker	Minister Harrison
NSW Government Agency	NSW Department of Communities and Justice
Type of grant opportunity	Open, competitive
Grant value (total available funding for the grant and the available individual grant amounts, excluding GST)	\$4.25m
Enquiries	DFSVprimaryprevention@dcj.nsw.gov.au

2 Overview

2.1 NSW Primary Prevention Multi-Year Partnerships Grant Program

The NSW Primary Prevention Multi-Year Partnerships (MYP) Grant Program Guidelines contains information to assist potential applicants. The guidelines contain an overview of the Primary Prevention Strategy, information about the grant application process and eligibility and assessment criteria, how the grants can and cannot be used, and reporting and other key requirements.

It is recommended that these guidelines are read prior to completing your application for the MYP Grant Program.

2.1.1 Program Context

On 13 September 2024, the NSW Government launched its first Primary Prevention Strategy - *Pathways to Prevention: NSW Strategy for the Prevention of Domestic, Family and Sexual Violence 2024-2028* (the Strategy). The Strategy sets out the framework to address the underlying beliefs and attitudes that tolerate and, in many cases, condone the use of violence against women and children.

As a part of the 2024-2025 State Budget investment of \$245.6 million to enhance support for domestic, family, and sexual violence (DFSV), funding of \$38.3 million has been committed for the implementation of the Strategy, including the development and delivery of a range of initiatives to address the drivers of domestic, family and sexual violence.

The NSW Government has committed \$5.75 million to support local communities in NSW to be leaders in domestic, family, and sexual violence prevention across their communities through multi-year partnerships to deliver primary prevention projects. From this, NSW Government has committed \$4.25 million towards this grant program.

2.1.2 Purpose of the MYP grant program

This MYP grant program is a three-year program that will support organisations to deliver primary prevention of DSFV.

In our research and community consultation, we have heard that longer-term, place-based partnerships are needed both to allow time for social change, measuring that change, and reaching whole-of-community saturation. Department of Communities and Justice (DCJ) wants to measure the attitudinal changes of program participants towards issues of violence as well as related issues (e.g. gender inequality) over a period of three years to ensure the efficacy of the grant program as well as individual grantees.

Evidence in the field of primary prevention supports this length of approach, with other effective primary prevention programs utilising this three-year implementation and review approach¹.

The MYP Grant Program aims to achieve the following objectives:

1. Establish a consistent and coordinated approach to primary prevention across NSW.

¹ See e.g. ANROWS 2019, Evaluation of the Local Council Domestic and Family Violence Prevention Toolkit, <https://www.anrows.org.au/project/anrows-action-research-evaluation-of-the-local-council-domestic-and-family-violence-prevention-toolkit/>

2. Strengthen primary prevention coordination and collaboration across the state.
3. Provide opportunities for capacity building within the NSW DFSV sector and community to identify and support all individuals impacted by, or are at risk of violence, particularly in diverse communities.
4. Foster attitudes, norms, and practices in communities and individuals that support gender equality and prevent DFSV.

DCJ will administer this grant program in close consultation with expert/peak bodies including Local Government NSW (LGNSW), Domestic Violence NSW (DVNSW) and Our Watch.

2.2 Two-stage - MYP Grants Program

The MYP Grants Program has been designed to be a two-stage process.

- Stage 1: Expression of Interest (EOI) – This first stage will involve inviting organisations to submit applications to express their interest in the MYP Grant program. All applications will be assessed against the eligibility criteria to determine whether they will be invited to Stage 2.
- Stage 2: Full Grant Application – Eligible applicants from Stage 1 will be invited to submit a full application for assessment against the MYP grant program assessment criteria.

This is version 1 of the guidelines; revised guidelines will be posted when Stage 2 opens in February 2025.

2.2.1 Objectives and expected outcomes

The MYP Grant Program will focus on supporting existing community-based primary prevention programs that have demonstrated promise but are facing funding cliffs or challenges in expanding and scaling their delivery.

The program aims to support local community organisations and local government organisations in achieving the following outcomes:

- Expanding existing programs that deliver primary prevention of family, domestic, or sexual violence.
- Building further evidence on the effectiveness of established primary prevention approaches and their impact on reducing gender-based violence.
- Developing strategic approaches to prevent gender-based violence while enhancing existing organisational capabilities.

In Stage 1, DCJ invites three-year proposals from organisations with prior experience in primary prevention approaches. Applications are open to individual organisations and partnerships.

Organisations that succeed in progressing to Stage 2 will be offered:

- Opportunities for capacity building and education for staff and volunteers.
- The chance to join a state-wide Primary Prevention Communities of Practice, fostering collaboration and shared learning.

2.2.2 Target group

This grant program is aimed at organisations or partnerships that are already undertaking primary prevention of family, domestic, and sexual violence in local, place-based settings. This grant is designed to support community-led, three-year initiatives with clear and actionable delivery plans across metro, rural, and regional NSW that engage a range of different communities and marginalised cohorts.

2.2.3 Key impact areas

Proposals on DFSV primary prevention initiatives that target a range of settings including workplaces and businesses, schools and higher education spaces, community spaces, and health services, with the following key impact areas will be deemed advantageous:

- Community-led, three-year initiatives with clear and actionable delivery plans.
- Incorporation of robust evaluation frameworks to measure program impact.
- Collaboration with at least one NSW Local Council or outlined plans to establish such collaboration.
- Use of place-based, co-design approaches with a proven record of engaging local communities.
- A focus on Aboriginal communities and demonstration of facilitating Aboriginal self-determination.
- Efforts to engage men and boys in prevention initiatives.
- Alignment with the 'Change the Story'² framework, including related frameworks 'Changing the Picture', 'Changing the Landscape' and 'Pride in Prevention'.
- Support for LGBTQIA+ communities through inclusive programming (e.g. challenging cisnormativity and heteronormative systems and attitudes).
- Support for migrant and refugee communities.
- Exploration of innovative approaches, including the use of digital spaces such as social media.

2.2.4 Funding amounts

One-off, time limited funding will be available for three-year projects. The total amount of funding that is available for this grant program is \$4.25 million for proposals of projects or initiatives to be delivered over Financial Year 2025-26, 2026-2027 and 2027-28.

Year 1	Year 2	Year 3	Total
\$1,000,000	\$1,550,000	\$1,700,000	\$4,250,000

- The maximum funding value that can be applied for through this grant program is \$500,000 over the three-year period. Consideration may be given to applications that exceed the \$500,000 limit.
- The first instalment will be paid upon return of the fully executed Grant Funding Agreement. (See Section 8.1.1 for further details regarding future instalments). Applicants will be able to indicate their preferred quarter to receive funds in subsequent financial periods.
- Payments are contingent on meeting reporting requirements.
- DCJ may vary the distribution of packages depending on the number of funding applications submitted. DCJ may also offer successful applicants a package lower than the amount requested.

² <https://www.ourwatch.org.au/change-the-story/change-the-story-framework>

3 Support and contact

You can contact the NSW MYP Grant Program team for help with:

- understanding the guidelines for this grant program;
- submitting an application in a way that is accessible to you and your organisation; and
- access to accessing and navigating SmartyGrants.

Email: DFSVprimaryprevention@dcj.nsw.gov.au

4 Information Session

DCJ will host two online information session to provide an overview of the MYP Grants Program and to answer questions:

- Information Session date: 16 December 2024 and 5 February 2025
- Attendance at an information session is not compulsory.
- If you would like to attend, please email DFSVprimaryprevention@dcj.nsw.gov.au to RSVP and the team will provide a meeting link.

5 Eligibility Criteria

5.1 Eligible applicants

All applicants are required to meet the following eligibility criteria:

- i. be an eligible legal entity located in NSW, including:
 - o Local government organisations, including:
 - NSW local councils operating under the Local Government Act 1993 (LG Act)
 - Joint Organisations (s4000 of the LG Act)
 - County Councils (s383 of the LG Act)
 - Regional Organisations of Councils (which are voluntary groupings of councils).
 - o Aboriginal Community Controlled Organisation (ACCO) – these Applicants will be required to provide documentation to support their ACCO status
 - o Incorporated organisation registered and approved as a not-for-profit body by NSW Fair Trading. Not-for-profit organisations will be considered eligible, if they are:
 - incorporated organisations that are registered and approved as not-for-profit bodies by NSW Fair Trading
 - not-for profit companies limited by guarantee, registered in NSW (must have ACNC registration and/or DGR status)
 - Indigenous Corporations (must be registered with the Office of the Registrar of Indigenous Corporations)
 - NSW Local Aboriginal Land Councils
 - religious organisations operating in NSW
 - NSW non-government organisations established under their own Act of Parliament.
- ii. be able to enter into a grant funding agreement with Department of Communities and Justice
- iii. have an Australian bank account
- iv. have an Australian Business Number (ABN)
- v. have appropriate insurance; this must include but is not limited to a minimum of \$10 million Public Liability Insurance
- vi. address the NSW National Redress Scheme sanctions (included in this template),

Please note: Only eligible EOI applicants who are assessed and recommended will be invited to submit an application for the Stage 2 Full Grant Application assessment process.

5.2 Ineligible applicants

You are not eligible if you are:

- i. An individual.
- ii. Federal and State Government agencies and bodies.
- iii. NSW educational facilities (public schools, private schools, TAFE).

- iv. For-profit organisations, including Aboriginal businesses.
- v. Unincorporated organisations or groups without an eligible subcontracting organisation.
- vi. Organisations that have not met project requirements, including acquittal and reporting, for funding received from DCJ in the previous two years.
- vii. Organisations with Redress Obligations under the National Redress Scheme that have not joined the National Redress Scheme for Institutional Child Sexual Abuse).
- viii. have overdue acquittals with DCJ.

6 Applying for the MYP Grant Program

6.1 Application process

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 with DCJ.

All EOI are to be completed online via the SmartyGrants Portal, the NSW Department of Communities and Justice online grants platform.

Please note: EOI applicants who are assessed and recommended will be invited to submit an application at Stage 2 Full Grant Application assessment process.

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

6.1.1 Stage 1 – EOI application

Expressions of Interest open on 11 December 2024 and close on 18 February 2025.

We would like to hear from you about how your organisation could deliver under this grant program to prevent family, domestic, and sexual violence in your community.

In your EOI you will be required to:

- Provide a broad outline of your initiative.
- Address the grant program objectives.
- Outline who will participate in the project.
- Outline the short, medium and long-term outcomes of your project.
- Detail your track record in similar projects.
- Request a specific grant funding amount to deliver the project.

Please refer to Section 2, which may help with you drafting your application (see information on objectives and aims of the program).

If your organisation is found to be ineligible, we will let you know by email within 4 weeks 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 will be assessed and those that meet the eligibility and prioritisation criteria will be invited to submit a Full Grant Application in Stage 2 where their application will be comparatively assessed.

6.1.2 Stage 2 – Assessment Criteria

Grant Applications will be open 18 March 2025 and close 15 April 2025, revised program guidelines will be published when this round opens for application, these will include updated assessment criteria but will include the following:

- Project Plan – including key milestones and activities.
- Project Risk Plan – Key risks and processes for managing these.
- Project Budget – Detailed budget breakdown.

- Supporting Documentation.

6.1.3 Organisations applying in partnership

We recognise that some organisations may want to join together as a consortium (group of organisations) to deliver a DFSV Primary Prevention proposal. Note that partnerships are working together in collaboration not a financial formal arrangement.

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.

If a subcontracting arrangement is required please review the DCJ [subcontracting](#) policy.

6.1.4 Late applications

Late submissions will not be considered or accepted unless in emergency or extreme circumstances.

Please email us on emailing DFSVprimaryprevention@dcj.nsw.gov.au if you need to get in touch.

DCJ's decision on whether to accept the request will be final.

7 Assessment process

7.1 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.

At the end of the 3-year period, DCJ aims for the MYP Grant Program to achieve:

1. **Cultural and Attitudinal Shifts:** Positive changes in attitudes, norms, and practices that challenge gender stereotypes, promote gender equality, and reject violence.
2. **Sustainable Prevention Infrastructure:** A well-coordinated primary prevention network across NSW, fostering effective collaboration among councils, community organizations, and stakeholders.
3. **Capacity Building within Organisations:** Strengthened organisational capabilities to deliver impactful, scalable, and sustainable primary prevention programs.
4. **Building a Strong Evidence Base:** Collection of robust and useful data to evaluate what works in primary prevention, supporting the refinement and evolution of prevention initiatives for long-term impact.
5. **Alignment with Strategic Goals:** Clear alignment with Pathways to Prevention: NSW Strategy for the Prevention of Domestic, Family, and Sexual Violence 2024-2028³, supporting its vision and objectives.

The planned assessment process for the MYP Grant Program is outlined below.

7.1.1 Stage 1 – EOI assessment

EOI applications will be assessed for eligibility and then assessed against the Stage 1 assessment criteria to determine recommendations to Stage 2.

All applicants will be advised of results by March 2025 and applicants recommended will be invited to apply for Stage 2.

7.1.2 Stage 2 – Full Grant Application assessment

Stage 2 applications will be required to meet the updated assessment criteria of the guidelines.

The MYP Grant Program will fund successful projects for three years.

Currently the proposed assessment guide includes:

- **Demonstrated need:** Proposals should address a clear community need, be evidence-based, and tailored to local cultural, social, and economic contexts.
- **Outcome and impact:** Projects must link activities to community needs, ensure long-term impact, and adopt a collaborative and intersectional approach.
- **Capacity to deliver:** Applicants must show experience in DFSV prevention, clear project plans, and partnerships where relevant.

³ <https://dcj.nsw.gov.au/service-providers/supporting-family-domestic-sexual-violence-services/domestic-family-sexual-violence-plans-and-strategies/nsw-strategy-for-the-prevention-of-domestic-family-and-sexual-violence.html>

- Local Lens: Emphasis on gender equality, inclusive community consultations, and policies addressing social inequalities.
- Value for money: Budgets should be clear and cost-effective.
- Risk management: Identify and mitigate potential project risks.

7.1.3 Prioritisation

During Stage 2, the assessment process will prioritise:

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

7.1.4 Decision-making

The Minister of Minister for Women, Minister for Seniors, and Minister for the Prevention of Domestic Violence and Sexual Assault is the final decision-maker for funding. The Minister 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.

Please note:

DCJ may engage independent probity advisors to provide guidance to ensure decisions are made with integrity, fairness, and accountability, while delivering value for money for NSW.

The MYP Grant Program team may ask for a Cultural Review from DCJ Aboriginal staff based on applications with Aboriginal content and engagement.

7.1.5 Notification of application outcomes

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

The MYP Grant Program recipients will be announced publicly by the Department of Communities and Justice from May 2025 onwards and listed on the NSW Grant Funding Finder website.

7.1.6 Feedback on applications

Applicants can request feedback by contacting the MYP Grant Program team, Department of Communities and Justice.

There are no appeals process available for this grant program.

7.1.7 Publication of grant information

The NSW Grant 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 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

8.1 Grant Funding 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.
- The application, Grant Funding Agreement and acquittal for the grant will be managed using the SmartyGrants management system and Adobe Acrobat Sign.
- Start and complete funded activities and events within the dates specified in the Grant 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 via a variation submission in your SmartyGrants portal.
- Acknowledge the support of the NSW Government in accordance with the Grant Funding Agreement.
- Acknowledgement Guidelines: “The NSW Government proudly supports this community-led partnership with funding provided under the MYP Grants 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 funding agreements will be accepted after 30 June 2025 due to end of financial year deadlines. If you do not return your grant agreement by this date your grant will be forfeited.

8.1.1 Grant payment

Payments will be made in financial years. The first instalment will be paid upon return of the fully executed Grant Funding Agreement. The Grant Funding Agreement will also specify future instalment dates.

8.1.2 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 four weeks of project completion.
- Allow DCJ to inspect the records you are required to keep under the grant funding agreement.
- Six-monthly written project reports will be required and phone catch-ups may be also be conducted. Under your Grant Funding Agreement you will be required to respond to any other reasonable request for information on your project status and progress.

8.2 Evaluation

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

The DCJ MYP Grant Program team may seek your permission to use information from your application and progress reports for the purpose of completing this evaluation.

The DCJ MYP Grant Program 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 addressing DFSV Primary Prevention. 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 MYP Grant Program team may contact you up to one year after you finish your grant for more information to assist with this evaluation.

8.3 Unspent project funds

If a grant recipient's project is completed and there are unspent project funds remaining, these must be returned to NSW Department of Communities and Justice unless otherwise specified in the grant funding agreement if more than \$250.

Alternatively, the recipient may request a project extension to deliver the approved project.

8.4 Successful applicants' obligations and reporting – Stage 2

- 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 Lucinda Vitek lucinda.vitek@dcj.nsw.gov.au OR the Grant Design and Support email grantdesignandsupport@dcj.nsw.gov.au.
- All projects must be completed by 30 June 2028. You are required to submit a Final Report and Financial Acquittal in SmartyGrants no later than four weeks from the project end date. DCJ will send you the final acquittal form prior to the required date that you will need to complete in the SmartyGrants 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.

9 Grant funds expenditure

Funds can only be used for expenses/activities directly associated to the grant program criteria and objectives.

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.

9.1 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
 - The same project twice. For example, two different organisations cannot apply for funds for the same program or activity
-

9.2 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.

9.3 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 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.

If your organisation is not covered by the appropriate insurance, you will need to approach another organisation (such as your local council or an incorporated not-for-profit) to sponsor your application so that your project will be covered under their insurance.

9.4 Banking details

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

10 Additional information

10.1 Complaint handling

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

10.2 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.

10.3 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.
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10.4 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.

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