

NSW Primary Prevention Multi-Year Partnerships

Grant Program Guidelines (Stage 2)

March 2025

URL goes here

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1 Key dates and Information

Stage 1: EOI Application Opening	10 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	20 March 2025
Stage 2: Full Grant Application Closing	5pm, 15 April 2025
Application outcomes advised	May 2025
Project delivery timeframe (for successful applications)	Projects to be delivered over Financial Years 2025-26, 2026-2027 and 2027-28
Decision-maker	Deputy Secretary, Strategy Policy and Commissioning, Department of Communities and Justice
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)	\$5.175m
Enquiries	DFSVprimaryprevention@dcj.nsw.gov.au

2 Overview

2.1 NSW Primary Prevention Multi-Year Partnerships Grants Program Guidelines (Stage 2)

The NSW Primary Prevention Multi-Year Partnerships (MYP) Grant Program Guidelines (Stage 2) provide an overview of the Grant Program, 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 MYP Grant Program.

This document is for applicants who have submitted a successful application to Stage 1 of the MYP Grant Program (EOI) and have been invited to provide a more detailed application for Stage 2. It is recommended that these Guidelines are read closely prior to submission as they differ from the Grant Guidelines for Stage 1.

Please note: an invitation to Stage 2 does not guarantee that funding will be awarded. All Stage 1 (EOI) applications have been assessed and those that met the eligibility and prioritisation criteria have been invited to submit a Full Grant Application in Stage 2, where their application will be comparatively assessed.

2.2 NSW Primary Prevention Multi-Year Partnerships Grant Program Overview

Under the *Pathways to Prevention: NSW Strategy for the Prevention of Domestic, Family and Sexual Violence 2024-2028* (the Strategy), the NSW Government has committed \$5.175 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.

The Primary Prevention Strategy acknowledges that gender inequality is a root cause of gender-based violence. But violence is not caused by any single factor. Evidence shows there are also ‘key drivers’ and context-specific risk factors that contribute to domestic, family and sexual violence.

Primary prevention means stopping violence before it starts. It requires a service system that actively works to reduce the root causes of abuse and prevent risk factors progressing to violence.

The Strategy recognises that an effective state-wide approach to prevention requires the concerted efforts of multiple stakeholders. The NSW Government acknowledges the leadership role it must play in driving and coordinating prevention work. However, institutions, organisations, communities and individuals also have roles to play in preventing domestic, family and sexual violence in NSW. These different stakeholders have the complementary areas of focus, expertise, capacities and spheres of influence needed to drive change.

The MYP Grant Program is an integral part of the Primary Prevention Strategy to address the drivers of violence in high impact settings of cultural influence, by funding programs delivered by organisations and partnerships in local communities, schools, workplaces and sporting clubs. These place-based initiatives will aim to improve gender equality and reinforce healthy gender norms by engaging people across the many settings where they live, learn, work, socialise and play.

The aim is that the MYP Grant Program contributes to the overall objectives of the Primary Prevention Strategy, to ensure that:

- NSW has embedded primary prevention efforts across the community with a diverse range of partners and expanded the NSW evidence base.

- Aboriginal-led prevention in NSW is expanded, in collaboration with community leaders, led by skilled staff with ongoing opportunities for professional development.
- NSW has structures and systems to support good governance, collaboration and coordination across the primary prevention system to support reform now, and into the future.

2.2.1 Purpose of the MYP Grant Program

The Primary Prevention MYP Grant Program is a three-year program that will support organisations to deliver primary prevention of DSFV.

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 Program 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.

2.3 Two-stage - MYP Grants Program

The MYP Grants Program is a two-stage process.

- Stage 1: Expression of Interest (EOI) – Completed.
- Stage 2: Full Grant Application – Successful eligible applicants from Stage 1 have been invited to submit a full application for assessment against the MYP grant program assessment criteria.

This document is the revised Grant Guidelines relating to the requirements for Stage 2 applications.

2.3.1 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 expanding existing programs that deliver primary prevention of family, domestic, or sexual violence.

The program aims to support local community organisations and local government organisations. At the end of the three-year period, DCJ aims for the MYP Grants 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 organisations, 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 2024-2028¹, supporting its vision and objectives.

¹ <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>

Projects will need to contribute to the following outcomes:

- **Cultural and attitudinal shifts:** positive changes in attitudes, norms, and practices that challenge gender equality, and reject violence.
- **Capacity building within organisations:** strengthened organisational capabilities to deliver impactful, scalable, and sustainable primary prevention programs.
- **Sustainable preventions infrastructure:** a well-coordinated primary prevention network across NSW, fostering effective collaboration among councils, community organisations, and stakeholders.
- **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.

An interim program logic for the Pathway to Prevention Strategy and this Grant Program is included in Appendix A of this document. This document is to provide applicants an indication of the monitoring and evaluation framework and the expected outcomes of this grant program and may be updated after the grants are awarded.

In Stage 1, DCJ invited three-year proposals from organisations with prior experience in primary prevention approaches. Successful grant recipients of the Stage 2 process will be offered:

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

2.3.2 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. While not compulsory, the following key impact areas will be deemed advantageous:

- 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, especially those activities delivered by ACCOs.
- 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 cishnormative 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 <https://www.ourwatch.org.au/change-the-story/change-the-story-framework>

2.3.3 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 \$5.175 million for projects or initiatives to be delivered over financial years 2025-26, 2026-2027 and 2027-28.

FY 2024-2025	FY 2025-2026 Year 1 of delivery	FY 2026-2027 Year 2 of delivery	FY 2027-2028 Year 3 of delivery	Total
\$1,925,000	\$0	\$1,550,000	\$1,700,000	\$5,175,000

- This funding amount has been updated from the Stage 1 Grant Guidelines with an additional \$925,000 available for the grant program as a whole.
- Generally, grant recipients will be paid on an annual basis, however, this additional \$925,000 is available to be paid in total up front for suitable projects, taking into consideration a range of factors that may influence project or administrative efficiency including project delivery experience of the provider, project maturity and expenditure plans under the proposal.
- The maximum funding value that can be applied for through this Grant Program is \$500,000 over the three-year period with payments to be made in instalments. Consideration may be given to applications that exceed the \$500,000 limit.
- DCJ may vary the distribution of funding amounts depending on the number of funding applications submitted. DCJ may also offer successful applicants a funding amount lower than the amount requested.

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 and navigating SmartyGrants.

Email: DFSVprimaryprevention@dcj.nsw.gov.au

4 Information Session

DCJ will host an online information session to answer any questions about the updated guidelines:

- Information Session date: 2pm, 26 March 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.
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5 Application Criteria

5.1 Eligibility Criteria

Only applicants that have been successful in Stage 1 of the Primary Prevention MYP Grant Program assessment and have been invited by DCJ to submit an application for Stage 2 are eligible for this grant opportunity.

All applicants are required to meet the following eligibility criteria:

- be an eligible legal entity located in NSW, including:
 - 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).
 - Aboriginal Community Controlled Organisation (ACCO) – these Applicants will be required to provide documentation to support their ACCO status
 - 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),

5.2 Assessment Criteria

Stage 2 is the select and competitive grant program. Applicants will be assessed and scored against the assessment criteria set out below. Applications with the highest scores are more likely to be funded.

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

5.2.1 Stage 2 – Full Grant Application Assessment Criteria

Stage 2 applications will be required to meet the following assessment criteria:

Criteria	Sub-criteria	Word limit
Demonstrated need: Proposals should address a clear community need, be evidence-based, and tailored to local cultural, social, and economic contexts.	<ul style="list-style-type: none"> • Demonstrated understanding of local context, and needs, including demonstrating a clear gap in available services. • Demonstrated community readiness or appetite to engage in the work of DSFV primary prevention you are proposing. • Interventions should be tailored to specific contexts, recognising the diverse cultural, social, and economic backgrounds within communities. • Describe the problem to be addressed in terms of extent, demographics and location. • Project to be evidence-based. Project proposals can articulate the evidence for the specific problem, as well as the proposed solution. 	500 words
Outcome and impact: Projects must link activities to community needs, ensure long-term impact, and adopt a collaborative and intersectional approach.	<ul style="list-style-type: none"> • Be informed by community knowledge and other data. • Strong link between project activities, demonstrated community need and proposed outcomes. • Sustainability of impact of the project beyond the life of the funding. • Take a collaborative approach, and consider systems focus. 	600 words

Capacity to deliver: Applicants must show experience in DFSV prevention, clear project plans, and partnerships where relevant.	<ul style="list-style-type: none"> • Demonstrated targeted proposal to relevant and existing work in the community. • Demonstrated knowledge and experience in DFSV primary prevention. • Demonstrated understanding of gender-based violence. • Clear and feasible project plan including key milestones and activities, and alignment with the expected outcomes (2.3.1) the draft program logic (Appendix A). • <i>For joint/partnership application: Partner roles identified and relevance to project outcomes.</i> 	500 words
Intersectional Lens: Emphasis on gender equality, inclusive community consultations, and policies addressing social inequalities.	<ul style="list-style-type: none"> • Programs should challenge traditional gender norms and promote respect and equitable relationships between genders. • Programs should be sensitive to trauma and prioritise safety, empowerment, and recovery. • Programs should acknowledge and ensure they are adapted to the cultural sensitivities and differences when talking about DSFV. • Use data that identifies gender, race, religion, sexuality, disability status and socioeconomic background demographics to address social inequalities in the population that you work with. 	500 words
Value for money: Budgets should be clear and cost-effective.	<ul style="list-style-type: none"> • Clear budget based on valid cost estimates. 	200 words
Risk management: Identify and mitigate potential project risks.	<ul style="list-style-type: none"> • Demonstrated awareness of potential risks to the project and how they will be addressed. 	200 words

5.2.2 Evidence Requirements

The evidence for both the problem and response should be current, relevant, reliable and adequate, and where relevant to Aboriginal communities, be informed by Indigenous Data Sovereignty and Governance.

Evidence of the problem can be demonstrated through published data (i.e. from the NSW 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.

There will be an opportunity to upload additional evidence with your application, if you wish, but will not be compulsory.

5.2.3 Prioritisation

During Stage 2, the assessment process will prioritise those applications that relate to the Key Impact areas outlined in these Grant Guidelines (Section 2.3.2).

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, and to ensure that there is not a duplication of funded services delivering primary prevention activities.

5.2.4 Decision-making

The Deputy Secretary, Strategy Policy and Commissioning, Department of Communities and Justice will be the final decision-maker for awarding the grants. The Deputy 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.

DCJ has engaged an independent probity advisor for this grant assessment process 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.

5.2.5 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.

5.2.6 Feedback on applications

Applicants can request feedback by contacting the MYP Grant Program team, DCJ.

There is no appeals process available for this grant program.

5.2.7 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)*.

6 Applying for the MYP Grants 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 Full Grant Applications are to be completed online via the SmartyGrants Portal, the DCJ online grants platform.
- 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 closed on 18 February 2025.

6.1.2 Stage 2 – Invite only grant applications

Stage 2 Grant Applications will open 20 March 2025 and close 5pm 15 April 2025.

6.1.3 Organisations applying as part of a 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 and are 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 for Stage 2 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 Successful grant applications

7.1 Grant Funding Agreement

Successful applicants are required to:

- Please note that all grant funding agreements must be executed within 14 days of receipt. If you do not return your grant agreement by this date your grant will be forfeited.
- The application, Grant Funding Agreement and acquittal for the grant will be managed using the SmartyGrants management system and DocuSign.
- 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 smarty grants 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.

7.1.1 Grant payment

Payments will be made across the three financial years (subject to section 2.3.3). 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.

7.1.2 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 Final 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.
- DCJ may withhold or cancel future instalments of grant payments (or require a return of unspent funds) if written project reports are not submitted or there are serious performance concerns that cannot be resolved with the applicant.

7.2 Monitoring and Evaluation

The DCJ MYP Grant Program will be independently evaluated. The evaluation will document outcomes from the MYP Grant Program as well as capturing lessons and insights from across the projects, with the intention of contributing to the evidence base for effective primary prevention of domestic, family and sexual violence. DCJ will work with all grant recipients to facilitate this evaluation of initiatives funded under the MYP Grant Program.

An external evaluator will be appointed to evaluate the grant 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 consultant)
- 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 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.

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

7.3 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.

7.4 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 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.

- 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 Grant Design and Support Team via email: grantdesignandsupport@dcj.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 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.

8 Grant funds expenditure

Grant funds, including any interest earned, can only be used for expenses/activities directly associated with the delivery of the project, for the purpose of the grant program.

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.

8.1 Grant fund exclusions

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
 - 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
 - Costs associated with attending or hosting conferences not directly related to the project
-

8.2 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.

8.3 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.

8.4 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.

9 Additional information

9.1 Complaint handling

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

9.2 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.

9.3 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.

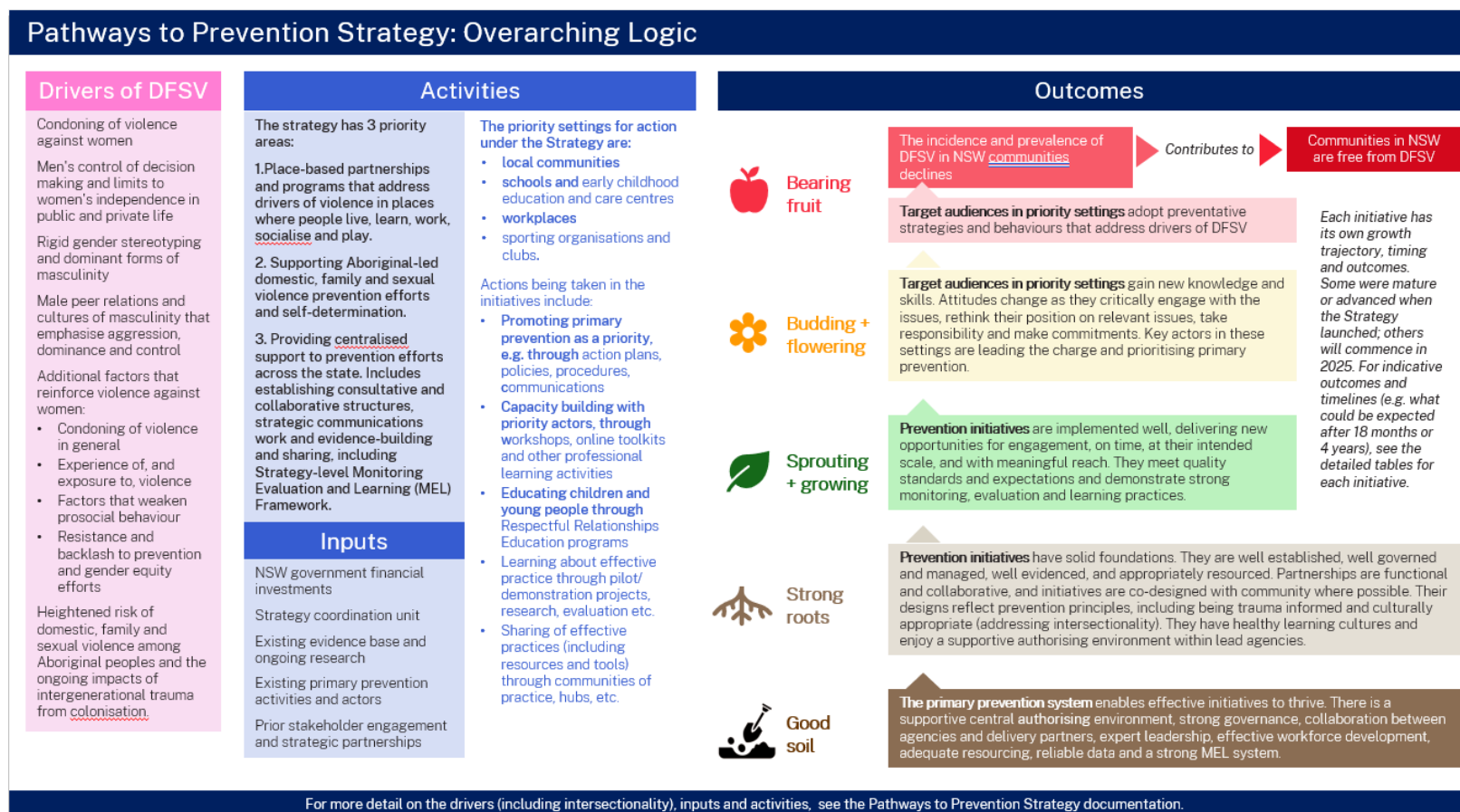
Information relating to the successful applications, including the name of the applicant, description of the funded project and the funding amount, will be included in:

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

9.4 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.

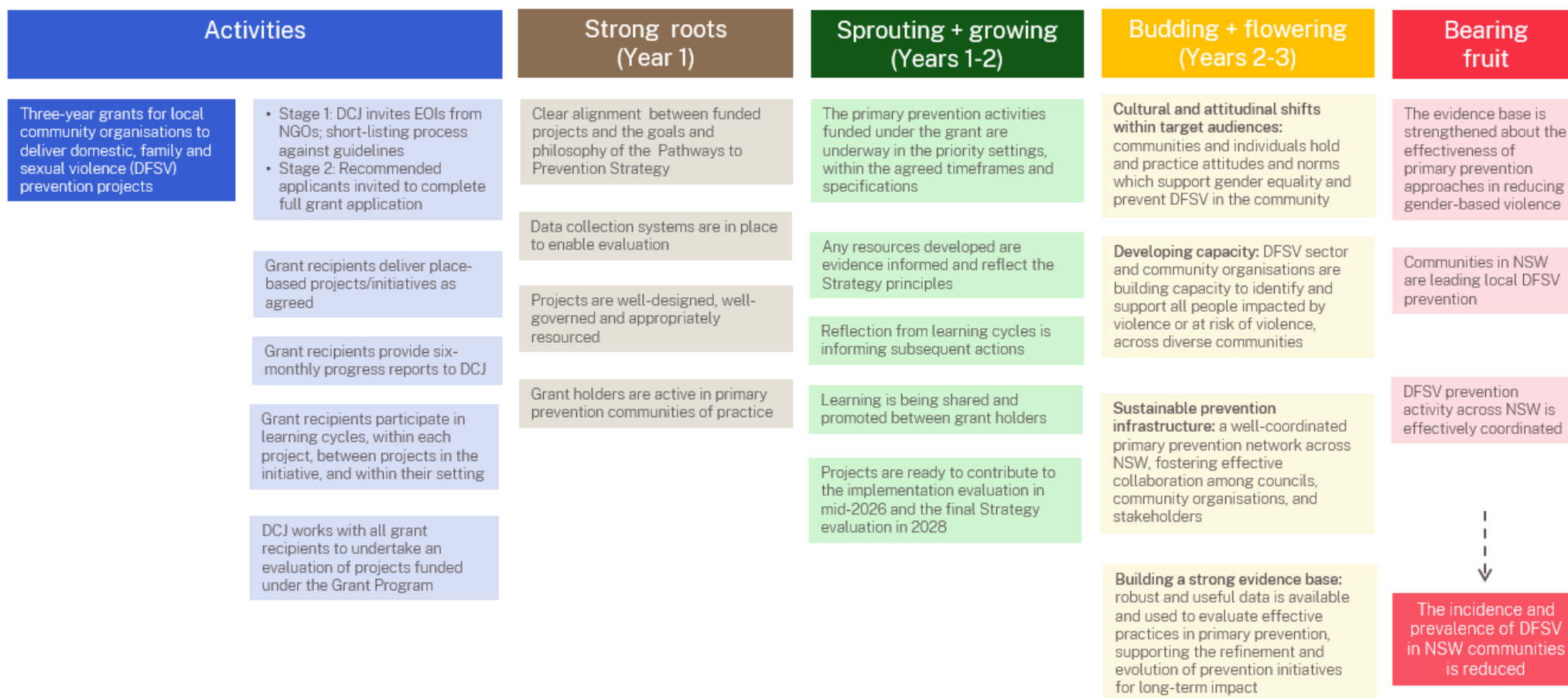
10 Appendix A - Interim Program Logic for the Primary Prevention Strategy and the Multi-Year Partnership Grant Program



Priority setting: Community Multi-Year Partnership Grant Program, DCJ

OUTPUTS

OUTCOMES



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