

SUPPORTING YOUNG PEOPLE: QUALITY IMPROVEMENT INCENTIVE PROGRAM

GUIDELINES FOR APPLICANTS

ABOUT THE GRANTS

The Network of Alcohol and Other Drugs Agencies (NADA) invites member organisations to apply for the Quality Improvement Incentive Program. The one-off incentives will support alcohol and other drug services (AOD) working with young people to improve access, engagement and support for young people.

PURPOSE AND AIMS

This Quality Improvement Incentive Program (QIIP) will support NSW NGO AOD services that work with young people to undertake services improvement activities. The QI Incentive Program is a one-off incentive program that provides an opportunity for NADA members working with young people to access financial support to enhance their services to improve access, engagement and support for young people.

The program will cover the following areas:

1. Information and Communication Technology (ICT)
 - Scope and implement service delivery models that use ICT to engage and support young people.
Intended outcomes: Utilisation of ICT to engage and support clients which would significantly increase the potential to reach young people that are unengaged, marginalised and geographically isolated.
 - Scope and enhance data collection and reporting, including evaluating client retention and engagement.
Intended outcomes: Support in evaluating current programs to enhance and expand data collection system to improve the monitoring and reporting functionality for youth AOD services that provides an evidence base to evaluate client retention and engagement.
2. Program development
 - This element would fund specialist and/or clinical research expertise to assist and support agencies in the implementation of existing evidence-based youth

focused interventions that would enhance services and program design changes.

Intended outcomes: Evidence informed service planning and design improvements in treatment service to young people.

3. Amenity improvement and small scale infrastructure upgrades

- Provide NGO services that are currently working young people with access to quality improvement and infrastructure funds to improve specialist youth AOD services facilities for better engagement with young people.

Intended outcomes: the development of youth friendly safe spaces/appropriate infrastructure.

FUNDING AVAILABILITY

One-off incentives of up to \$80,000 (excluding GST) are available to help services through enhancements in ICT, program development or amenity/infrastructure. The following caps have been placed for each type of incentive to ensure equity of allocation of funding:

| Incentive | Funding cap (ex GST) |
|-----------------------------|----------------------|
| ICT and program development | |
| - Individual application | \$30,000 |
| - Partnership application | \$80,000 |
| Amenity/Infrastructure | \$10,000 |

NADA is encouraging partnerships with other NGO service providers working with young people in NSW. Larger amounts are available to members who work together on service improvements.

DEVELOPMENT OF MATERIALS

Wherever materials/reports are produced with grant funds a copy each of such materials/reports shall be forwarded to NADA upon completion. The intellectual property rights associated with the materials/reports shall be negotiated on a case by case basis at commencement of the work. In all cases, the funding of the material/report will confer on the NSW Ministry of Health, as the provider of the funds, a licence to adapt and reproduce without charge, the intellectual property that is created with the grant funds. Appropriate acknowledgment will be provided. Any concerns regarding this should be discussed with NADA.

APPLICATION PROCESS

Expressions of Interest

The application process will include the submission of an Expression of Interest (EOI) which will be reviewed by a Selection Panel. All applicants must address the eligibility and selection criteria in their EOI.

The Selection Panel will include representation from NSW Ministry of Health, NADA, as well as an independent representative.

Submitting applications

Applications must be submitted using the EOI form and emailed to ana@nada.org.au. The closing date for applications is **5pm Wednesday 13 September 2017**.

SELECTION PROCESS

Eligibility criteria

To ensure access and equity of funding allocation, the following limitations are in place:

- Funding is allocated only to NADA members that are currently providing AOD services to young people.
- Organisations can submit multiple applications, however only one grant will be awarded per organisation, if successful.

Selection Criteria

1. **Project design:** The strength of the proposal in articulating:
 - a clear purpose, aims and objectives
 - methodology required to undertake the project
 - Appropriate budget to undertake activity
2. **Impact:** The extent to which the project will improve outcomes for young people.
3. **Organisational capacity:** The capacity of the organisation to manage the project and implement practice change or infrastructure.

KEY DATES

| DATE | ACTIVITY |
|--------------------------|---|
| 21 August 2017 | Applications open |
| 13 September 2017 | Applications close |
| 6 October 2017 | Applicants notified of outcome |
| 1 November 2017 | Contracts signed and initial instalment paid (final instalment will be paid upon receipt of the final report) |
| 31 May 2018 | Projects to be completed by 31 May 2018 (if not before) |

QUESTIONS ABOUT THE GUIDELINES OR APPLICATION PROCESS

Questions can be emailed to ana@nada.org.au, or by contacting Tata on 02 8113 1308.