



Australian Government

Department of Social Services

Families and Communities Programme

**Community Development and Participation -
Broadband for Seniors Funding Round Summary**

19 June 2014

Restricted Funding Round Summary

Community Development and Participation - Broadband for Seniors

Broadband for Seniors provides free computer and internet training to seniors in a supportive and welcoming environment.

Applications for funding will be directed to Service Providers for their application.

Selection type

This selection is a restricted competitive process.

Eligibility

- a. Incorporated Associations (incorporated under state/territory legislation, commonly have 'Association' or 'Incorporated' or 'Inc.' in their legal name)
- b. Incorporated Cooperatives (also incorporated under state/territory legislation, commonly have 'Cooperative' in their legal name)
- c. Companies (incorporated under the *Corporations Act 2001* – may be a proprietary company (limited by shares or by guarantee) or public companies)
- d. Aboriginal Corporations (incorporated under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006*)
- e. Organisations established through a specific piece of Commonwealth or state/territory legislation (public benevolent institutions, churches, universities, unions etc)
- f. Partnerships, and
- g. Trustees on behalf of a Trust

How much?

Funding of up to \$415,000 for 2014-15, \$430,000 for 2015-16 and \$430,000 for 2016-17 will be available for a Broadband for Seniors community service provider

Applications should clearly outline the scope and provide a detailed budget.

Closing Date and Time

Applications should be submitted by 2:00pm 23 July 2014.

Who to contact?

Please email your enquiries to: grants@dss.gov.au

Grant objectives

Grants are to support the engagement of a community service provider to:

- increase the capacity and ability of seniors Australians to connect with their families, friends and communities by participating online;
- support the effective operation of organisations which provide training to seniors in using digital technology

Statement of Requirement

Applications for funding for a not-for-profit community service provider to deliver Broadband for Seniors services to support the effective operation of around 1,600 Broadband for Seniors kiosks from 1 January 2015 to 30 June 2017. Funding will support an establishment phase from 1 September 2014 to 31 December 2014.

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A single community service provider will be selected. This may include a consortium arrangement.

Funding will be available for a not-for-profit community service provider to deliver the following services to support the effective operation of Broadband for Seniors kiosks and to increase the skills and confidence of senior Australians using computers and the internet:

- provision of appropriate tools and resources to support the operational and reporting requirement of Broadband for Seniors kiosks
- Provision of training materials and resources for use by seniors in a range of different formats and learning styles, including facilitating access to existing high quality products
- Support for kiosk volunteer tutors including:
 - Provision of training resources and tools, online courses, webinars and printed materials in a range of different formats and learning styles
 - Individual support for volunteer tutors on issue impacting on their role
 - Newsletter
 - Networking, development and support resources
- Volunteer management resources, including recruitment and retention strategies
- Broadband for Seniors Helpline for kiosks and seniors
- Broadband for Seniors website
- Development of a communication and promotion strategy to increase awareness of Broadband for Seniors among seniors, including development of promotional materials and resources for use by kiosks
- Establishment of partnership arrangements with the corporate sector to facilitate increased opportunities for increasing seniors engagement with new technology
- Develop partnerships with peak bodies representing senior Australians
- Provision of policy advice to the Department on current and emerging learning and training needs of senior Australians, including seniors who are located in rural/remote locations, are Indigenous, have a disability, have low literacy levels, or who are from multicultural backgrounds.

Commencement of the service delivery will occur in two phases:

1. Establishment Phase

1 September 2014 to 31 December 2014. The successful applicant will commence on 1 September 2014, or as soon as possible after this date following completion of the selection process. The phase will allow for the applicant to prepare for the commencement of full service delivery from 1 January 2015. It will also involve a handover of services and resources from the existing Broadband for Seniors service provider.

2. Service Delivery Phase

From 1 January 2015 to 30 June 2017. This phase involves the full delivery of Broadband for Seniors support services.

Selection Criteria

1. Demonstrate your understanding of the need for the funded Activity in the chosen community and/or target group.
2. Describe how the implementation of your proposal will achieve the Activity objectives for all stakeholders, including value for money within the Grant funding.

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3. Demonstrate your experience in effectively developing, delivering, managing and monitoring Activities to achieve Activity objectives for all stakeholders.
4. Demonstrate your organisation's capacity and your staff capability (experience and qualifications) to deliver the Activity objectives in the chosen community and/or target group.

Multicultural Access and Equity policy

Australia's Multicultural Access and Equity Policy: Respecting diversity. Improving responsiveness obliges Australian government agencies to ensure that cultural and linguistic diversity is not a barrier for people engaging with government and accessing services to which they are entitled, for example, by providing access to language services where appropriate. Grant applicants should consider whether services, projects, activities or events may require the use of professional translating or interpreting services in order to communicate with non-English speakers. If your Application Form states that a budget is required, costs for translating and interpreting services should be included in your application.

Assessment

The Assessment Team may be comprised of Department of Social Services (DSS) officers from each state/territory and national offices. Teams will undertake training to ensure consistent assessment for all applications received. The Assessment Team will be bound by the APS Code of Conduct and the Department's Chief Executive Instructions.

Probity

The selection of funding recipients for the Activity must be fair, open and demonstrate the highest level of integrity, consistent with the public interest.

The following probity principles will be applied through all stages of the selection process.

- (a) fairness and impartiality;
- (b) consistency, accountability and transparency of process;
- (c) security and confidentiality of information;
- (d) identification and resolution of conflicts of interest; and
- (e) compliance with legislative obligations and government policy.

These principles are intended to achieve an equitable, justifiable and sound process.

Adherence to the probity principles means that everyone involved with the selection process will act:

- (f) impartially; and
- (g) with integrity, including avoiding actual or perceived conflicts of interest.

A Probity Advisor has been appointed for the Activity. The role of the Probity Advisor is to assist DSS meet its probity obligations in relation to the Activity by ensuring that the selection processes are defensible and will withstand external and internal scrutiny.

The role of the Probity Advisor is to independently monitor procedural aspects of the selection process to ensure compliance with the published relevant Programme Guidelines and to advise DSS in relation to such matters. The Probity Advisor plays no part in the assessment of applications.

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Programme Guidelines Overview

The Programme Guidelines overview provide the key starting point for parties considering whether to participate in the activity and form the basis for the business relationship between the Department and the funding recipient. Applicants are strongly advised to read the Programme Guidelines overview prior to completing an Application Form. The Programme Guideline Suite comprises of the following documents:

- Programme Guidelines Overview
- Funding Round Summary
- Application Form
- DSS Streamlined Grant Agreement template - General Grant Conditions
- Questions and Answers (will be provided directly to applicants)

How to Apply

Applications can be lodged by emailing your completed application to: grants@dss.gov.au.

Grant Agreement Information

The type of grant agreement you are asked to enter into will be influenced by the nature of the Activity, the assessed Activity risk level, the length of the Activity and the value of the Activity.

In your Application Pack you will receive a draft copy of a grant agreement for information. The grant agreement is a performance based, legally enforceable agreement between the Commonwealth (represented by DSS) and the successful applicant that sets out the terms and conditions governing the funding to be provided.

Your executed grant agreement represents the Department's and your entire agreement in relation to each grant provided within it and the relevant Activity and supersedes all prior representations, communications, agreements, statements and understandings, whether oral or in writing.