



Australian Government
Department of Social Services

Authority to Proceed and Spending Minute

To: Lynne Clune, A/g Branch Manager
From: s22 A/g Section Manager, s22
Date: 6 October 2017
Subject: To seek your approval for the intended commitment and to implement a direct desktop selection process for 23 Community Development and Participation grants.

Purpose

1. To seek your approval to undertake a direct desktop selection process, and subject to a satisfactory selection outcome, to provide funding of up to s22 from 1 January 2018 to 31 March 2018 for the Community Development and Participation (CDP) Activity under Strengthening Communities, within Outcome 2.1 Families and Communities Program.

Background

1. The aim of the CDP Grants is to support the delivery of services or one-off projects activities or events that respond to local community needs and make a positive contribution to community life.
2. The CDP Activity formed part of the redesign of the Strengthening Communities Activity. The redesign has established a new activity called the Strong and Resilient Communities (SARC) Activity which will commence from 1 April 2018.
3. There were 104 multi-year CDP projects funded up to 30 June 2017. The grants are intended to be short-term interventions rather than support ongoing service delivery. This has occurred in the majority of cases, however, there are approximately 23 projects that have been successful in receiving ongoing funding, with around 20 being funded for 10 years or more. These projects were identified as critical services by the Department in a gap analysis conducted in March 2015.

Funding

4. Minister Porter agreed to offer a three month extension of funding to the CDP ongoing projects from 1 January 2018 – 31 March 2018 (MS17-000944 **Attachment A**).
5. Funding is available to extend the 23 CDP projects for a further three months from 1 January 2018 to 31 March 2018.

6. The extension will prevent a gap in funding for the 23 CDP ongoing projects until the commencement of the new Strong and Resilient Communities Activity on 1 April 2018.
7. As the current funding agreements with providers (**Attachment B**) are due to expire on 31 December 2017, variations need to be in place as soon as possible to ensure sufficient time to plan ahead.

Selection process

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13. The organisations being approached as part of this direct process are listed at **Attachment B**. The funding breakdown (GST exclusive) and details of the service locations have also been provided.
14. Offering this grant funding to the organisations at **Attachment B** achieves value with relevant money by ensuring existing service providers can continue to provide services ^{s22}
15. The Secretary, Department of Social Services, has issued an Instrument of Delegation, which delegates to you the authority to approve a commitment of relevant money under s32B of the *Financial Framework (Supplementary Powers) Act 1997* (the FFSP Act), in keeping with the provisions of the *Public Governance, Performance and Accountability Act 2013* (the PGPA Act), and *Public Governance, Performance and Accountability Rules 2014*.

16. It is a requirement of direct desktop processes that the organisations are considered to be high performing. The Grant Agreement Managers have advised the organisations are delivering their projects to a high standard and are meeting all reporting milestones.

Issues

17.^{s22}

18.

19.^{s42}

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Recommendations

Recommendation	Action
1. Note the Purpose, Aims and Objectives of the Community Development and Participation Activity.	Noted / Please Discuss
2. Note that the expenditure will constitute a Grant and that the PGPA Act and rules, including the CGRGs that apply to you.	Noted / Please Discuss
3. Note that the legal authority for the grant is provided by Item 46 of Schedule 1AB of the <i>Financial Framework (Supplementary Powers) Regulations 1997</i> .	Noted / Please Discuss
4. Agree to conduct a direct desktop selection process to form a view on the identified organisations, and subject to value for money being established, allocate funding to the identified organisations at Attachment B .	Agreed / Not Agreed / Please Discuss
5. Agree to exercise your authority as departmental delegate to waive the need for selection criteria for this process.	Agreed / Not Agreed / Please Discuss
6. ^{s42}	Noted / Please Discuss
7. Subject to the Selection process forming a view that the provider(s) are suitable for advancing objectives and achieving outcomes, approve the funding of up to ^{s22} from 2017-18 for the Community Development and Participation Activity under Strengthening Communities within Outcome 2.1 Families and Communities as per Attachment B .	Approved / Not Approved / Please Discuss

s22

Lynne Clune
 A/g Branch Manager
 Multicultural and Community Branch

6 October 2017

RECEIVED

For Official Use Only

27 JUN 2017



Australian Government
Department of Social Services

Office of the Minister
for Social Services

Submission
MS17-000944

To: Minister for Social Services, the Hon Christian Porter MP (for decision by 5 July 2017)

Subject: s22

Critical Date: s22
s22

Date Sent to MO: 27 JUN 2017

Recommendations for Minister Porter: That you
s22



4. Sign the letter to the Prime Minister at **Attachment D s22**
s22 seeking a funding extension for organisations currently funded under the
Strengthening Communities Activity's Community Capacity Building Program for
three months.

*Min approval
electronic signature
s22*

Minister's signature:

Signed / Not Signed

Date: / / 2017

Minister's Comments

Purpose:
s22

Key Points:
s22

For Official Use Only

s22

The Strong and Resilient Communities Activity

8. s22
s22

- a) The^{s2} organisations who have been provided with a funding extension under the Strengthening Communities Activity's Community Capacity Building (CCB) Program until 31 December 2017 will require an additional three month funding extension^{s22}
s22 A list of these organisations is at **Attachment C**.
- b) The Department has prepared a letter from the Minister for Social Services to the Prime Minister, the Hon Malcolm Turnbull MP, seeking a funding extension for organisations currently funded under CCB for a three month period (at **Attachment D**).

s22

s22

For Official Use Only

Attachments:

Attachment A: s22

Attachment B:

Attachment C:

Attachment D: Draft letter to the Prime Minister seeking an extension of funding arrangements for SARC.

For Official Use Only

Contact Officer: Yvette Sims
Position: Branch Manager
Branch: Multicultural and Communities Branch
Phone/Mobile: s22

Cleared by: Evan Lewis
Position: Group Manager
Phone/Mobile: s22
s22

Signature: _____

Date: 26/6/17

Cleared by: Barbara Bennett PSM
Position: Deputy Secretary
Phone/Mobile s22

Signature: _____

Date: 26/6/17



COPY

The Hon Christian Porter MP
Minister for Social Services

MS17-000944

The Hon Malcolm Turnbull MP
Prime Minister
Parliament House
CANBERRA ACT 2600

- 6 JUL 2017

Dear Prime Minister

s22

s22

I seek your approval to continue funding arrangements for the ^{s22} organisations funded under
the Strengthening Communities activity until 30 March 2018. s22

s22

s22

Yours sincerely
s22

The Hon Christian Porter MP
Minister for Social Services



Australian Government
Department of Social Services

Attachment B

Organisation name	2017-18 1 January 2018 – 31 March 2018	2017-18 SACS	Service Locations
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s22

s22

WA			
Kimberley Aboriginal Law and Culture Centre Aboriginal Corporation	\$25,000	Yes	State: WA SA2: Derby - West Kimberley

s22

s22

From: s22
To: "Robyn Wilson"
Cc: Wes Morris; "Janelle White"
Subject: RE: Extens on of Funding - Yiriman Women's Program through to 31 March 2018 [SEC=UNCLASSIFIED]
Date: Thursday, 16 November 2017 5:41:23 PM
Attachments: LoV - WA - Kimberley Aboriginal Law and Culture Centre (Aboriginal Corporation) - 2017-1869 - Activity 4-10LUPUC - FINAL 081117.pdf
image001.png
image002.png

Good Afternoon Robyn

Please find attached Letter of Variation – WA - Kimberley Aboriginal Law and Culture Centre Please print and return the signed, dated and witnessed document via reply email to me for processing

When the document is countersigned, a copy of the letter will be returned to you for your reference

Kind regards

s22
Department Officer
WA Families, Communities and Settlement
Department of Social Services

s22

S

DSS acknowledges the traditional owners of country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to elders both past and present.

From: Wes Morris [mailto:coordinator@kalacc.org.au]
Sent: Wednesday, 15 November 2017 8:13 AM
To: 'Janelle White'; 'Robyn Wilson'; 'Tom Francis'
Cc: s22
Subject: Extension of Funding - Yiriman Women's Program through to 31 March 2018

Hi Janelle

As advised on the phone just now, DSS will enter in to a grant variation to extend the end date through to 31 March

s22 I am going on leave literally in two hours time I won't be accessing emails again until 27 November

If formal documentation needs to be attended to in my absence, Robyn Wilson of KALACC will attend to that

Kind regards

Wes Morris KALACC Coordinator
Phone: s47F
Email: coordinator@kalacc.org.au

"To assist and promote the ceremonies, songs and dance of Kimberley Aboriginal people, to encourage and strengthen their social, cultural and legal values and ensure their traditions a place in Australian society."

From: s22
Sent: Wednesday, 15 November 2017 9:48 AM
To: coordinator@kalacc.org.au
Subject: FW: KALACC - Request for DSS Financial Statement - 1 July 2017 to 31 December 2017 [SEC=UNCLASSIFIED]

Hi Wes

My apologies for the delay in replying to your email – this was due to notification of KALACC's additional grant funding and Activity End Date of 31 March 2018 – when the system approval process is completed the Letter of Variation will be sent to you for signature and return

I have contacted Tom and asked him to "hold off" on completing the Activity Work Plan as the additional funding will be included in the "Budgeted Amount"

AWP Completion Clarification:

Activity Work Plan Budgeted Amount to include all 2017/18 funding:	\$ 8,898.75 – SACS payment 11/7/17 \$ 50,000.00 – Grant payment 11/7/17
Additional Funding:	\$ 4,449.38 – SACS payment .../11/17 \$ 25,000.00 – Grant payment .../11/17
	\$ 75,000.00 – Total Grant Funding 2017/18 \$ 13,348.13 – Total SACS Funding 2017/18

Hope the above information is of assistance

Kind regards

s22

s22

s22

From: s22
Sent: Wednesday, 8 November 2017 3:42 PM
To: coordinator@kalacc.org.au
Subject: FW: KALACC - Request for DSS Financial Statement - 1 July 2017 to 31 December 2017 [SEC=UNCLASSIFIED]

Good Afternoon Wes

I have received a system generated reminder for KALACC Activity Work Plan milestone due **3 October 2017**

Are you able to provide me with an expected date of completion for KALACC Activity Work Plan milestone?

Many thanks

s22
 Department Officer
 WA Families, Communities and Settlement
 Department of Social Services
 s22

DSS acknowledges the traditional owners of country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to elders both past and present.

From: Wes Morris [<mailto:coordinator@kalacc.org.au>]
Sent: Wednesday, 1 November 2017 10:09 AM
To: 'Tom Francis'
Cc: s22
Subject: KALACC - Request for DSS Financial Statement - 1 July 2017 to 31 December 2017

Hi Tom

When you get a chance, can I ask you to please provide a Financial Statement for the DSS funding for the Yiriman Women s Program, covering the period 1 July 2017 to 31 December 2017

Attached is the report document

The financial information will need to be inserted in to the bottom of page 10, in this format:

Budget

Items	Budgeted Amount	Expended Amount to ..J./2017
Mandated SACS Component		
KALACC Administration Fee of 20% of income - insurances, audit, financial management services, project management		
Wages – Inclusive of superannuation, housing allowance, leave loading, annual travel allowance		
Fuel and Transport Costs including Registration and Vehicle Repairs		
Project materials and supplies, including food and cultural project materials		

Many thanks

Wes Morris KALACC Coordinator
 Phone: s47F
 Email: coordinator@kalacc.org.au

"To assist and promote the ceremonies, songs and dance of Kimberley Aboriginal people, to encourage and strengthen their social, cultural and legal values and ensure their traditions a place in Australian society."

From: s22
Sent: Wednesday, 1 November 2017 11:47 AM
To: Wes Morris <coordinator@kalacc.org.au>
Subject: RE: KALACC - Activity Workplan update for DSS [SEC=UNCLASSIFIED]

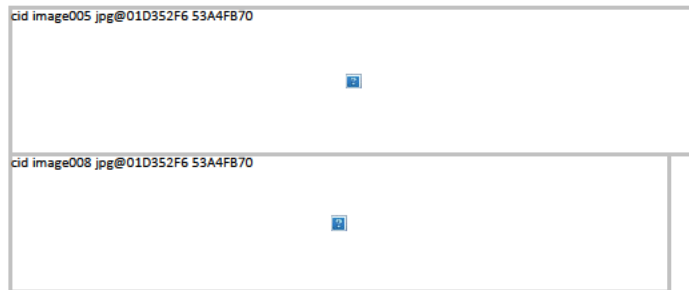
Hi Wes

The Activity Work Plan Milestone reports on the output-level detail for the 2017/18 financial year (1 July 2017 to 31 December 2017 Activity End Date) The screenshots below are taken from the signed agreement and variation for your reference

Hope this information is of assistance

Kind regards

s22



From: Wes Morris [<mailto:coordinator@kalacc.org.au>]
Sent: Wednesday 1 November 2017 8:30 AM
To: s22
Subject: FW: Activity Workplan update for DSS

Hi s22

To prepare the financial information, can you please remind me what the reporting period is for this report?

Thanks

Wes Morris - KALACC Coordinator
Phone: **S47F**
Email: coordinator@kalacc.org.au

"To assist and promote the ceremonies, songs and dance of Kimberley Aboriginal people, to encourage and strengthen their social, cultural and legal values and ensure their traditions a place in Australian society."

From: Janelle White [<mailto:women@yiriman.org.au>]
Sent: Tuesday, 31 October 2017 7:13 PM
To: Wes Morris <coordinator@kalacc.org.au>
Cc: s22
Subject: Activity Workplan update for DSS

Hello Wes,
I have attached the latest DSS activity workplan which I completed today
Could you please update the budget section and then send on to s22 for processing

Thank you
Kind Regards,
Janelle

-
Janelle White
Yiriman Project Women's Coordinator
www.yiriman.org.au
women@yiriman.org.au
mobile **S47F**



Australian Government
Department of Social Services

Mr Wes Morris
Coordinator
Kimberley Aboriginal Law and Culture
Centre (Aboriginal Corporation)
PO Box 110
FITZROY CROSSING WA 6765

GPO Box 9820
Perth WA 6848
Telephone: 1300 653 227
Website: www.dss.gov.au
TTY: 133 677

Dear Mr Morris,

Variation of Grant Agreement – Community Development and Participation Grants Program

The Commonwealth of Australia, represented by the Department of Social Services and Kimberley Aboriginal Law and Culture Centre (Aboriginal Corporation) (the **Parties**) have a current Streamlined Grant Agreement 4-1OLUPU5 (the **Agreement**).

Following discussion with you concerning:

Extension of the **Yiriman Project** Activity **4-1OLUPUC** under the **Strengthening Communities** Program, with additional 2017-18 funding of \$25,000.00 (GST exclusive) and reporting, we have agreed to vary the Agreement.

The Parties seek to vary the Agreement, as follows and do so with this **Letter of Variation**.

You are provided with the Letter of Variation for you to sign. You are required to return two signed copies to us at the above address within thirty (30) Business Days of the date of this letter otherwise this offer will lapse.

We will sign both copies and return one copy to you for your records. The Variation takes effect from the date on which we sign this Letter of Variation.

The Parties agree to the following variations:

Under Schedule Id: 4-1OLUPU8

for Activity Id: 4-1OLUPUC

1. **Replace** the Activity End Date at **Item C – Duration of the Grant Schedule and Activity/ies** with 31 March 2018.

2. **Add** the following milestones at Item D – Payment of the Grant:

Milestone	Anticipated date	Amount (excl. GST)	SACS (excl. GST)	GST	Total (incl. GST)
Additional payment of 2017-18 funds	On Execution	\$25,000.00	\$0.00	\$2,500.00	\$27,500.00
Additional payment of 2017-18 SACS Supplementation	On Execution	\$0.00	\$4,449.38	\$444.94	\$4,894.32
Total Amount		\$25,000.00	\$4,449.38	\$2,944.94	\$32,394.32

3. **Replace** the milestones after 30 January 2018 at Item E – Reporting with the following:

Milestone	Activity If Applicable	Information to be included	Due Date
Service Stocktake	Community Development and Participation	A report with progress against Activity Work Plan, compliance or other reporting as set out in Item E.5	15 August 2018
Financial Acquittal Report	Community Development and Participation	Financial Acquittal from 1 July 2017 to 30 June 2018 as per Item E.4	31 October 2018

The Parties agree that:

(a) terms in this Letter of Variation with initial capital letter(s) have the same meaning as they have in the Agreement; and

(b) the only variations are those set out in this Letter of Variation. In all other respects, the Agreement remains unamended.

If you have any questions, please contact s22 on s22 or email s22

Yours sincerely,

s22

s22
WA
State Manager
16 November 2017

Signatories to this Letter of Variation

Parties

Commonwealth of Australia, as represented by and acting through **The Department of Social Services ABN 36 342 015 855**,
71 Athllon Drive GREENWAY ACT 2900 ("**us**", "**we**" or "**our**")

Kimberley Aboriginal Law and Culture Centre (Aboriginal Corporation)
ABN 51 568 324 485 of Great Northern Highway FITZROY CROSSING WA
6765 ("**you**" or "**your**")

Executed by the Parties on the day the last Party signs, which is

.....Day ofYear

Signed for and on behalf of the **Commonwealth of Australia** by the relevant Delegate,
represented by and acting through **The Department of Social Services ABN 36 342 015 855** in
the presence of:

_____	_____
(Signature of Departmental Representative)/...../.....	(Signature of Witness)/...../.....

_____	_____
(Name of Departmental Representative)	(Name of Witness in full)

(Position of Departmental Representative)

Signed for and on behalf of **Kimberley Aboriginal Law and Culture Centre (Aboriginal Corporation)**,
ABN 51 568 324 485 in accordance with its rules, and who warrants that he/she is authorised to sign this
Agreement:

_____	_____
(Name and position held by Signatory)	(Signature) /...../.....

_____	_____
(Name and position held by second Signatory/Name of Witness)	(Signature of second Signatory/Witness) /...../.....



Australian Government
Department of Social Services

Mr Wes Morris
Coordinator
Kimberley Aboriginal Law and Culture
Centre (Aboriginal Corporation)
PO Box 110
FITZROY CROSSING WA 6765

GPO Box 9820
Perth WA 6848
Telephone: 1300 653 227
Website: www.dss.gov.au
TTY: 133 677

Dear Mr Morris,

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for Activity Id: 4-1OLUPUC

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2. **Add** the following milestones at **Item D – Payment of the Grant**:

Milestone	Anticipated date	Amount (excl. GST)	SACS (excl. GST)	GST	Total (incl. GST)
Additional payment of 2017-18 funds	On Execution	\$25,000.00	\$0.00	\$2,500.00	\$27,500.00
Additional payment of 2017-18 SACS Supplementation	On Execution	\$0.00	\$4,449.38	\$444.94	\$4,894.32
Total Amount		\$25,000.00	\$4,449.38	\$2,944.94	\$32,394.32

3. **Replace** the milestones after 30 January 2018 at **Item E – Reporting** with the following:

Milestone	Activity If Applicable	Information to be included	Due Date
Service Stocktake	Community Development and Participation	A report with progress against Activity Work Plan, compliance or other reporting as set out in Item E.5	15 August 2018
Financial Acquittal Report	Community Development and Participation	Financial Acquittal from 1 July 2017 to 30 June 2018 as per Item E.4	31 October 2018

The Parties agree that:

(a) terms in this Letter of Variation with initial capital letter(s) have the same meaning as they have in the Agreement; and

(b) the only variations are those set out in this Letter of Variation. In all other respects, the Agreement remains unamended.

If you have any questions, please contact s22 on s22 or email s22

Yours sincerely,

s22

s22
WA
State Manager
16 November 2017

Signatories to this Letter of Variation

Parties **Commonwealth of Australia**, as represented by and acting through **The Department of Social Services ABN 36 342 015 855**,
71 Athllon Drive GREENWAY ACT 2900 ("us", "we" or "our")

Kimberley Aboriginal Law and Culture Centre (Aboriginal Corporation)
ABN 51 568 324 485 of Great Northern Highway FITZROY CROSSING WA
6765 ("you" or "your")

Executed by the Parties on the day the last Party signs, which is

24th Day of November Year 2017

Signed for and on behalf of the Commonwealth of Australia by the relevant Delegate,
represented by and acting through **The Department of Social Services ABN 36 342 015 855** in
the presence of:

s22

(Signature of Departmental Representative)

24/11/17

(Signature of Witness)

24/11/2017

s22

(Name of Departmental Representative)

ASSISTANT DIRECTOR, SMA.

(Name of Witness in full)

(Position of Departmental Representative)

**Signed for and on behalf of Kimberley Aboriginal Law and Culture Centre (Aboriginal Corporation),
ABN 51 568 324 485** in accordance with its rules, and who warrants that he/she is authorised to sign this
Agreement:

s47F

(Name and position held by Signatory)

- FEMALE CHAIRPERSON

s47F

(Signature)

s47F

(Name and position held by second Signatory/Name of
Witness)

- PUBLIC OFFICER

s47F

(Signature of second
Signatory/Witness)

24/11/17

24/11/17

From: s22
 To: [Wes Morris: 'Tom Francis'](mailto:Wes.Morris@kalacc.org.au)
 Subject: CLARIFICATION: DSS ACTIVITY WORK PLAN BUDGET 2017/18 [SEC=UNCLASSIFIED]
 Date: Thursday, 14 December 2017 5:45:55 PM
 Attachments: [image001.png](#)
[image014.wmz](#)
[image007.png](#)
[image011.png](#)
[image015.png](#)
 Importance: High

Hi Wes and Tom

Thank you for your emails.

I can confirm that KALACC need to provide a budget for the extended funding period 1 July 2017 to 31 March 2018 only (refer funding table below).

DSS funding provided in the 2016/17 financial year expired on 30 June 2017 and has been fully acquitted – please do not include any funding received for the 2016/17 period.

2017/18 Funding:

Activity Work Plan Budgeted Amount to include all 2017/18 funding:	\$ 8,898 75 – SACS payment 11/7/17 \$ 50,000 00 – Grant payment 11/7/17
Additional Funding:	\$ 4,449.38 – SACS payment 9/11/17 \$ 25,000.00 – Grant payment 9/11/17
Total funding 1 July 2017 to 31 March 2018	\$ 75,000 00 – Total Grant Funding 2017/18 \$ 13,348 13 – Total SACS Funding 2017/18

I trust the clarification and information provided above is of assistance.

Please do not hesitate to contact me if you require further information.

Kind regards

s22

Department Officer
 WA Families, Communities and Settlement
 Department of Social Services

s22

DSS acknowledges the traditional owners of country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to elders both past and present.

From: Tom Francis [mailto:tom@gscpa.com.au]
 Sent: Wednesday, 13 December 2017 3:39 PM
 To: Wes Morris <coordinator@kalacc.org.au>, s22
 Subject: RE: We need to provide a budget to Dept of Social Services

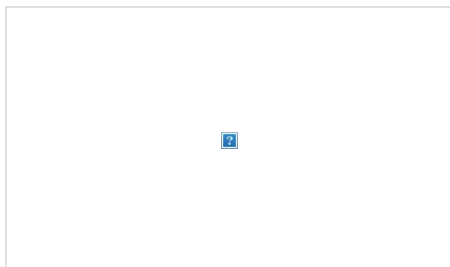
Hi Wes and s22

The budget I have prepared to date was for \$88,348 13, of which \$75,000 was normal funding and \$13,348 13 was SACS. Is it therefore \$25,000 plus circa \$4,400 of SACS that I should now budget or \$100,000 plus SACS? Or as Wes suggests are we now at \$125,000 plus SACS?

Tom Francis
 Senior Manager



T: (08) 9316 7000 A: Level 1, 58 Kishorn Road
 M: s47F Mount Pleasant WA 6153
 E: tom@gscpa.com.au P: Locked Bag 6
 W: www.gscpa.com.au Canning Bridge WA 6153



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From: Wes Morris [mailto:coordinator@kalacc.org.au]
 Sent: Wednesday, 13 December 2017 10:57 AM
 To: s22 'Tom Francis' <tom@gscpa.com.au>
 Subject: We need to provide a budget to Dept of Social Services

Importance: High

Hi s22

I have copied our accountant, Tom Francis, in to this email

Tom, there is an extension of funding for this activity by one quarter ie through to 31 March 2018

Associated with that, we will now receive an additional quarter s funding This equates to \$25, 000 plus GST

s22 just to be clear, do we provide you with the budget for 12 months or for 15 months? ie for \$100, 000 plus GST or for \$125, 000 plus GST?

Budget

Items	Budgeted Amount	Expended Amount to ./. /2017
Mandated SACS Component		
KALACC Administration Fee of 20% of income - insurances, audit, financial management services, project management		
Wages – Inclusive of superannuation, housing allowance, leave loading, annual travel allowance		
Fuel and Transport Costs including Registration and Vehicle Repairs		
Project materials and supplies, including food and cultural project materials		

Kind regards

Wes Morris - KALACC Coordinator
Phone: S47F
Email: coordinator@kalacc.org.au

"To assist and promote the ceremonies, songs and dance of Kimberley Aboriginal people, to encourage and strengthen their social, cultural and legal values and ensure their traditions a place in Australian society."

From: s22

Sent: Wednesday, 6 December 2017 3:26 PM

To: Wes Morris <coordinator@kalacc.org.au>; 'Janelle White' <women@yiriman.org.au>

Subject: HIGH PRIORITY - Yiriman Women's Program - Activity Work Plan [SEC=UNCLASSIFIED]

Importance: High

Hi Wes and Janelle

I refer to my email below and attached KALACC Activity Work Plan. I have received a system generated reminder that the signed document remains outstanding.

Could you please advise when the Activity Work Plan is expected to be completed.

Your earliest attention to this matter is greatly appreciated.

Kind regards

s22
Department Officer
WA Families, Communities and Settlement
Department of Social Services

s22

DSS acknowledges the traditional owners of country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to elders both past and present.

From: s22
 To: [Wes Morris](mailto:Wes.Morris)
 Cc: "Tom Francis"
 Subject: RE: CLARIFICATION: DSS ACTIVITY WORK PLAN BUDGET 2017/18 [SEC=UNCLASSIFIED]
 Date: Wednesday, 3 January 2018 11:32:45 AM
 Attachments: [image001.wmz](#)
[image004.png](#)
[image006.png](#)
[image008.png](#)
[image013.png](#)
[Kimberley Aboriginal Law and Culture Centre - Activity Work Plan.docx](#)
[image003.png](#)
 Importance: High

Good Morning Wes

Tom provided the Activity Work Plan (AWP) Budget below which includes the extended funding and I have populated the allocated amounts into the attached AWP at page 10.

Please review the document, print, sign, scan and return to me via reply email, or you may wish to hand deliver the document to Peter Ryan at your meeting on Friday. Due to the overdue status of this milestone, completion is required by close of business Friday, 5 January 2018.

Please do not hesitate to contact me if you require further information or clarification.

Kind regards

s22
 Department Officer
 WA Families, Communities and Settlement
 Department of Social Services
 s22

DSS acknowledges the traditional owners of country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to elders both past and present.

From: Wes Morris [mailto:coordinator@kalacc.org.au]
 Sent: Tuesday, 2 January 2018 4:14 PM
 To: 'Tom Francis' <tom@gscpa.com.au>; s22
 Subject: RE: CLARIFICATION: DSS ACTIVITY WORK PLAN BUDGET 2017/18 [SEC=UNCLASSIFIED]

Thanks for that Tom

s22 can you please clarify Tom's comment: you could provide the balance of the activity plan during that meeting?

I must confess that I don't know at all what that refers to, so please spell that out for me

I note that we did receive today an email from DSS Forms, requesting that we submit the next report by 30 January, and I have immediately forwarded that on to Janelle White for her attention

Thanks

Wes Morris - KALACC Coordinator
 Phone: s47F
 Email: coordinator@kalacc.org.au
"To assist and promote the ceremonies, songs and dance of Kimberley Aboriginal people, to encourage and strengthen their social, cultural and legal values and ensure their traditions a place in Australian society."

From: Tom Francis [mailto:tom@gscpa.com.au]
 Sent: Tuesday, 2 January 2018 6:05 PM
 To: Wes Morris <coordinator@kalacc.org.au>; s22
 Subject: RE: CLARIFICATION: DSS ACTIVITY WORK PLAN BUDGET 2017/18 [SEC=UNCLASSIFIED]

Hi s22 and Wes

Please see below a revised budget for the extended timeline through to 31 March 2018. The SACS component is factored into the wages figure below already rather than being detailed separately. The accurate numbers (down to the decimal) arise because I have assumed a consistent pattern of spending for this grant based on our activities to date. Each figure is therefore a percentage of the new \$88k (such as admin @ 20%)

Wes s22 and I spoke on the phone today and she noted your meeting with the department on Friday and suggested you could provide the balance of the activity plan during that meeting?

Thank you both

Budget:

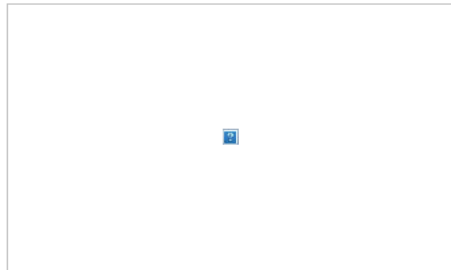
Items	Budgeted Amount
KALACC Administration Fee of 20% of income - insurances, audit, financial management services, project management	\$16,108.19
Wages - Inclusive of superannuation, housing allowance, leave loading, annual travel allowance (includes SACS)	\$48,992.76
Fuel and Transport Costs including Registration and Vehicle Repairs	\$7,981.23
Project materials and supplies, including food and cultural project materials	\$7,234.30
GST	\$8,031.65
Total	\$88,348.13

Tom Francis
 Senior Manager

T: (08) 9316 7000 A: Level 1, 58 Kishorn Road
 M: s47F Mount Pleasant WA 6153



E: tom@gscpa.com.au P: Locked Bag 6
W: www.gscpa.com.au Canning Bridge WA 6153



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From: Wes Morris [mailto:coordinator@kalacc.org.au]
Sent: Saturday, 16 December 2017 4:43 PM
To: 'RASMUS, Tracey' <Tracey.RASMUS@dss.gov.au>; Tom Francis <tom@gscpa.com.au>
Subject: RE: CLARIFICATION: DSS ACTIVITY WORK PLAN BUDGET 2017/18 [SEC=UNCLASSIFIED]

Hi Tom

Following on from s22 advice of Thursday, can you now please provide her with the budget to match this total funding amount

Many thanks

Wes Morris KALACC Coordinator
Phone: **S47F**
Email: coordinator@kalacc.org.au

"To assist and promote the ceremonies, songs and dance of Kimberley Aboriginal people, to encourage and strengthen their social, cultural and legal values and ensure their traditions a place in Australian society."

From: s22
Sent: Thursday, 14 December 2017 4:46 PM
To: Wes Morris <coordinator@kalacc.org.au>; Tom Francis' <tom@gscpa.com.au>
Subject: CLARIFICATION: DSS ACTIVITY WORK PLAN BUDGET 2017/18 [SEC=UNCLASSIFIED]
Importance: High

Hi Wes and Tom

Thank you for your emails.

I can confirm that KALACC need to provide a budget for the extended funding period 1 July 2017 to 31 March 2018 only (refer funding table below).

DSS funding provided in the 2016/17 financial year expired on 30 June 2017 and has been fully acquitted – please do not include any funding received for the 2016/17 period.

2017/18 Funding:

Activity Work Plan Budgeted Amount to include all 2017/18 funding:	\$ 8,898 75 – SACS payment 11/7/17 \$ 50,000 00 – Grant payment 11/7/17
Additional Funding:	\$ 4,449.38 – SACS payment 9/11/17 \$ 25,000.00 – Grant payment 9/11/17
Total funding 1 July 2017 to 31 March 2018	\$ 75,000 00 – Total Grant Funding 2017/18 \$ 13,348 13 – Total SACS Funding 2017/18

I trust the clarification and information provided above is of assistance.

Please do not hesitate to contact me if you require further information.

Kind regards

s22
Department Officer
WA Families, Communities and Settlement
Department of Social Services
s22

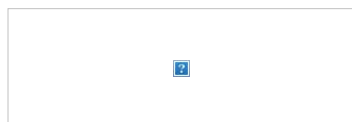
DSS acknowledges the traditional owners of country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to elders both past and present.

From: Tom Francis [<mailto:tom@gscpa.com.au>]
Sent: Wednesday, 13 December 2017 3:39 PM
To: Wes Morris <coordinator@kalacc.org.au> **s22**
Subject: RE: We need to provide a budget to Dept of Social Services

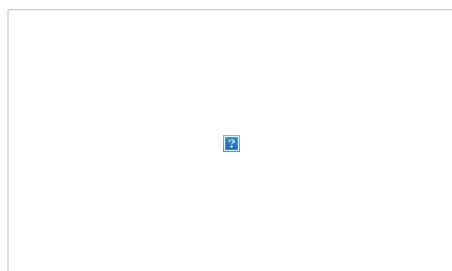
Hi Wes and s22

The budget I have prepared to date was for \$88,348 13, of which \$75,000 was normal funding and \$13,348 13 was SACS Is it therefore \$25,000 plus circa \$4,400 of SACS that I should now budget or \$100,000 plus SACS? Or as Wes suggests are we now at \$125,000 plus SACS?

Tom Francis
Senior Manager



T: (08) 9316 7000 **A:** Level 1, 58 Kishorn Road
M: s47F Mount Pleasant WA 6153
E: tom@gscpa.com.au **P:** Locked Bag 6
W: www.gscpa.com.au Canning Bridge WA 6153



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From: Wes Morris [<mailto:coordinator@kalacc.org.au>]
Sent: Wednesday, 13 December 2017 10:57 AM
To: s22 Tom Francis' <tom@gscpa.com.au>
Subject: We need to provide a budget to Dept of Social Services
Importance: High

Hi s22

I have copied our accountant, Tom Francis, in to this email

Tom, there is an extension of funding for this activity by one quarter ie through to 31 March 2018

Associated with that, we will now receive an additional quarter s funding This equates to \$25, 000 plus GST

s22 just to be clear, do we provide you with the budget for 12 months or for 15 months? ie for \$100, 000 plus GST or for \$125, 000 plus GST?

Budget

Items	Budgeted Amount	Expended Amount to ./.2017
Mandated SACS Component		
KALACC Administration Fee of 20% of income - insurances, audit, financial management services, project management		
Wages – Inclusive of superannuation, housing allowance, leave loading, annual travel allowance		
Fuel and Transport Costs including Registration and Vehicle Repairs		
Project materials and supplies, including food and cultural project materials		

Kind regards

Wes Morris KALACC Coordinator
 Phone: s47F
 Email: coordinator@kalacc.org.au

"To assist and promote the ceremonies, songs and dance of Kimberley Aboriginal people, to encourage and strengthen their social, cultural and legal values and ensure their traditions a place in Australian society."

From: s22
Sent: Wednesday, 6 December 2017 3:26 PM
To: Wes Morris <coordinator@kalacc.org.au>; 'Janelle White' <women@yiriman.org.au>
Subject: HIGH PRIORITY - Yiriman Women's Program - Activity Work Plan [SEC=UNCLASSIFIED]

Importance: High

Hi Wes and Janelle

I refer to my email below and attached KALACC Activity Work Plan. I have received a system generated reminder that the signed document remains outstanding.

Could you please advise when the Activity Work Plan is expected to be completed.

Your earliest attention to this matter is greatly appreciated.

Kind regards

s22

Department Officer
WA Families, Communities and Settlement
Department of Social Services

s22

DSS acknowledges the traditional owners of country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to elders both past and present.



Activity Work Plan Report

Instructions

To complete the Activity Work Plan Report you will need a copy of your approved Activity Work Plan.

Most of text boxes in this form will be populated by copying the text in your Activity Work. You will need to report against each line item in the text boxes on the right hand side of the form.

For further guidance on completing this form go to the [Website](#)

Add rows to the following tables as required.

Activity Details

Organisation Name	Kimberley Aboriginal Law and Culture Centre (KALACC)
Grant Activity Name	Yiriman Project
Grant Activity ID	4-10LUPUC

Activity Deliverables

Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
<p><i>(Mandatory)</i></p> <p>To deliver projects that respond to particular local community needs and make a positive contribution to community life within the West Kimberley region by increasing the opportunities for intergenerational interaction with a focus on knowledge transfer to youth</p>	<p>Identify the total number of individuals directly assisted.</p> <p>Identify the total number of organisations directly assisted.</p> <p>Percentage and total numbers of individuals assisted from Indigenous and culturally and linguistically diverse backgrounds.</p> <p>Percentage and number of individuals satisfied with the service provision.</p> <p>Activities are completed according to scope, quality, timeframes and budget defined in this plan.</p>	<p>Reported six monthly through the Service Stocktake report and Activity workplan progress reports as per Grants Agreement</p>	<p>Total number of individuals directly assisted.</p> <p>Percentage and total numbers of individuals assisted from Indigenous and culturally and linguistically diverse backgrounds.</p> <p>Percentage and number of individuals satisfied with the service provision.</p> <p>Activities are completed according to scope, quality, timeframes and budget defined in this plan.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Mostly informal feedback received to date; formal sought via electronic media – Mobile Phone filming</p> <p>Ongoing</p>	<p>From June to September 2017, there have been four on-Country camps, and five other activities engaged in by the Yiriman women. A total of 15 Elders, 45 mid-aged women, and 50 young women have engaged across the various projects during this quarter, with 2 Project Officers also employed intermittently.</p> <p>Mobile Phone Journalism (MOJO training received earlier this year) – community-based journos are documenting some of the Yiriman activities, their outcomes, and participants’ feelings/experiences. Feedback session perhaps at year’s end (cultural advisors’ meeting in December)</p> <p>Interaction with other communities and organisations: Mangkaja Art Centre; KAMSC; WACHS; Ngurrara Women Rangers; Wangkatjunka Community School; Djugiradi Community School; Sharing Stories; Marninwarntikura; Juvenile/ Youth Justice; Karajarri Women Rangers; Environs Kimberley (EK); Kimberley Land Council (KLC).</p>

Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
<p>Enhance and Develop Social Enterprise Opportunities</p>	<p>Build skills and opportunities to make communities more self-reliant, through the development of social enterprises. Activities conducted on-country and in communities which focus on social enterprise related activities , training, networking and small business development, in the areas of sustainable wild plant and bush foods harvest , bush medicine products , traditional jewellery and wood artefact making, natural plant dying textile production, and /or tourism. Elder women teach and pass on traditional knowledge while younger generations gain both traditional and modern skills for product production and small enterprise formation.</p> <p>Empower elders and women leaders to take on teaching and management positions associated with the development and enhancement of the social enterprises. Participants receive training in the basics of sustainability, small business practices, marketing, and in the processes of setting up their own small social enterprises in ways that continually engage multiple generations of women in each community. Informal training opportunities will be combined with more formal approaches provided through networking with professional training organisations and/or business development agencies (e.g. IBA; Many Rivers Micro-Finance) to help increase business understanding and skills – particularly among the young people.</p>	<p>Regular trips to Country scheduled across the 12 month period</p> <p>Market and festival attendance also scheduled</p> <p>Workshops arranged according to identified needs/interests throughout the 12 months</p>	<p>Number of opportunities to market and sell products (initially locally, and potentially also nationally and/or internationally.)</p> <p>Number of individuals involved in such activities</p> <p>Number and type of benefits received/reported from such involvement (including health and wellbeing, economic, socio-cultural.)</p> <p>Number of participants at workshops</p> <p>% of participants who report and/or practice improved business understanding</p> <p>Number of Elders and women leaders taking on teaching and/or management positions</p> <p>% of participants aged under 30 years (i.e. youth involvement)</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Formal feedback to be gained through research process with Bridging the Landscapes and Stepwise Heritage and Tourism</p> <p>Ongoing</p> <p>Formal feedback to be gained through research process</p>	<p>Yiriman women attended the Mowanjum Festival in July. Two Yiriman Elders from Jarlmadangah were accompanied by a Nyikina/ Mangala Project Officer. Setting up a stall showcasing bush medicinal plants, workshops and demonstrations were given on bush soap and oil production. The women were paid to attend, and the Project Officer was paid by the Yiriman Project.</p> <p>People attending the workshops included community members, both young and old, as well as tourists.</p> <p>A jewellery-making workshop took place at Ngumpan community on 29-30th August. Run by professional jeweller, Jess Jubb, techniques were taught to broaden general skill development. Taking place at Ngumpan Art Centre, a total of 40 women and young girls and boys attended over the 2 days, including students from Wangkatjunka community school. 85% were aged under 30 years. A Project Officer was paid by the Yiriman Project.</p>

<p>Increase community participation in community activities through delivering cultural education programs</p>	<p>Implement on-country trips and activities focussing on intergenerational cultural education, focussing on language instruction, song and dance instruction and documentation/recording, visiting and documenting culturally significant sites and areas, travelling over country and teaching traditional arts.</p> <p>More than 10 On-Country trips in the Kimberley to be organised over 12 months with up to 20 participants on each trip – refer to calendar of events.</p> <p>Engage young women on pathways to employment by forming partnerships with indigenous ranger groups, art centres, the health field, local schools and other community organisations. This will include finding trainee volunteer placements in these types of areas with a view to gaining employment and on the job training. (project will link with the local CDP provider to explore options for activities/training to be approved as eligible activities and whether parts can be accredited or lead to accreditation.)</p> <p>Instruct young people in multimedia documentation and cultural archiving. This occurs during on country trips (with stills and/or video cameras being used by trip participants to record cultural information. Additionally , filming expertise and post trip editing and post production skills are available through Yiriman’s contact with Dr Dave Palmer at Murdoch University as well as the Sharing Stories Production Team led by Liz Thompson who has worked extensively with Jarlmadangah Community. On site mentoring therefore regularly occurs.</p>	<p>10+ trips to take place from August 2016 to July 2017</p> <p>Ongoing</p> <p>Ongoing – occurs every on-country trip</p>	<p>Number of on country trips organised</p> <p>Number of participants at each on-country trip, and the number of repeat participants</p> <p>% of participants on on-country trips who report improved cultural knowledge/ interest</p> <p>No of women placed with employment pathway venture stakeholders</p> <p>No of women engaging with media activities and % of participants reporting improved media skills/knowledge/interest</p>	<p>Ongoing</p> <p>Largely informal feedback – although MOJO (see below)</p> <p>Two project Officers employed during camps</p> <p>Of the eight people trained in MOJO (mobile phone journalism), 5 are actively collecting stories from community members on Country</p>	<p>Yiriman Women and Ngurrara Rangers 6-week program June – August.</p> <p>June 12th - June 19th, Canning Stock Route - Well 49</p> <p>Three young women from Fitzroy Crossing and two Walmajarri women Elders joined the Ngurrara Rangers in June at Well 49 on the Canning Stock Route. The Rangers were completing a range of tasks, including construction and visitor management, as well as conducting water-monitoring and animal trapping activities. The young women accompanied the women Rangers and completed some of the TAFE-directed tasks, being mentored by the Ranger women whilst interacting with their Elders. Culturally-based activities included: learning Skin names, talking about connection to Country through family and kin, identifying plants and animals, recording their language names and associated traditional knowledge.</p> <p>The interim generation provided the key to engagement of these young women, with the women rangers providing a role-model position. (See attached newsletter, p. 1)</p> <p>August 29th – Sept. 2nd, TAFE course and fashion parade, Fitzroy Crossing</p> <p>One of the young women from Fitzroy Crossing completed a four-day TAFE course in professional make-up and nail artistry. Supported by peers and</p>
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				<p>Stills cameras, including digital SLRs, are also regularly being used by young women on the Ngurrara Rangers' trips</p>	<p>role models from Marnin Studio (at the Fitzroy Crossing Women's Centre, Marninwarntikura), she completed the nail artistry certificate course and went on to walk the cat-walk for the Fitzroy Crossing fashion parade, showcasing locally designed and made fashion pieces that had just returned from the Darwin Art Fair. The young woman has since been chosen to travel with a small group to Canberra to learn more about fashion and modelling, and to interact with other young Aboriginal women from around Australia. (See attached newsletter, p. 2)</p> <p>July 6th, Mowanjum Festival, Mowanjum Community</p> <p>Two Yiriman Elders from Jarlmadangah were accompanied by a Nyikina/Mangala Project Officer to the Mowanjum Festival. Setting up a stall showcasing bush medicinal plants, workshops and demonstrations were given on bush soap and oil production.</p> <p>July 17th - 21st, Nyikina Mangala Culture camp, Langi Langi (on Fitzroy River)</p> <p>Many young boys and girls, men and women of the Nyikina and Mangala peoples joined the Yiriman Elders at an important site located towards the mouth of the Fitzroy River. Travelling from Derby, Looma, Jarlmadangah, and further afield, more than 50 people took part in dancing, singing</p>
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				<p>and cultural activities that involved the passing on of important information to the next generations. The Ngikina Mangala Rangers were also present for this reason – to continue Country care and management through the cultural framework.</p> <p>August 13th, Dermatology Conference, Broome</p> <p>Yiriman Elder, Annie Milgin, presented to a national dermatology conference on the Yiriman Women’s work in the bush medicine arena.</p> <p>August 14th, Cultural Health Service Workshop, Broome</p> <p>Nine Yiriman women from Bidydanga and Jarlmadangah communities met in Broome with Health Service Providers from various organisations (KAMSC, WACHS, Palliative Care) to workshop the development of a Cultural Health Service. Focal points included: palliative care; birthing, neonatal and mothering; and Health Care product development.</p> <p>August 29-30th, Jewellery workshop, Ngumpan Community</p> <p>A two-day workshop for jewellery-making and basketry happened at Ngumpan community. Josie Farrer and the Kimberley Development Commission provided funds for the workshop, which was taught by Jess Jubb and supported by Yiriman Women Elders. It took place at</p>
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Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
					<p>Ngumpan Art Centre and had a total of 40 women and young girls and boys attend over the 2 days, with students from Wangkatjunka community school making bracelets on the second day.</p> <p>Sept. 18th – 22nd, Combined AGMS, Lombardina</p> <p>The Yiriman Women took part in a ‘Women’s Activities Space’ at the KALACC 2017 Regional Cultural Festival in Lombardina. This involved a number of key Aboriginal women’s organisations from across the Kimberley including Marninwarntikura Women’s Resource Centre; women artists from the Mowanjum Arts and Mangkaja Arts, in addition to the Yiriman Women’s Program. Senior women from these organisations established a place at the Festival for women to undertake artistic and cultural exchanges, sharing their knowledge and narratives with the next generations.</p>

Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
<p>Develop Partnerships through Outreach Networking and Collaboration</p>	<p>Support, foster and grow local service networks to improve capacity and sustainability for communities. Activities seek to build directly on the strong outcomes developed over 15 years of highly successful programs and activities. Putting their years of acquired skills and training to use, multigenerational members of the Yiriman model and initiate programs and activities in the role of teachers, trainers, mentors and ambassadors, both within the Yiriman community and also with other Aboriginal groups and regions of the Kimberley – and with a wealth of partner organisations. The goal of this is to increase community participation and partnerships among an ever widening circle of networks in an area of great social need.</p>	<p>Attendance at at least four health forums and/or camps over the 12 months period</p>	<p>Number of participants attending such events</p> <p>Number of fee for service events attended by Yiriman women (i.e. where they are the paid experts in cultural framework establishment.)</p> <p>Number of ongoing partnerships with local and or regional health organisations, schools, training institutes, etc.</p>	<p>Ongoing</p>	<p>Partnership development and experiences with other organisations has occurred, including:</p> <p>Mangkaja Art Centre; Kimberley Aboriginal Medical Service (KAMSC); Marninwarntikura; Juvenile/ Youth Justice; Karajarri Women Rangers (KLC); Ngurrara Women Rangers; Notre Dame University; La Grange Community School; Wangkatjunka Community School</p> <p>Annie Milgin was a paid presenter at a Dermatology conference in Broome in August.</p> <p>The first Yiriman Women’s Cultural Health Service Enterprise Project workshop took place in August in Broome with representatives of 4 service providers present.</p>

Risk Management (please note any predicted risks & related mitigation strategies)

Risk	How the Risk will be Managed	Report
<p>Weather and Climate</p> <p>Yiriman’s core project methodology involves working on country. The Kimberley is a hot tropical region</p>	<p>By its very nature the work of Yiriman is seasonal. It is too hot to work on country across late November to early February. As a work practice, staff accrue annual leave and Time off in Lieu and they access this leave during this time. When staff are working over these months, the nature of the work relates to end of year reporting (up to Christmas) and start of year planning (from late January to February)</p>	<p>The series of workshops which have been held this year have all been held in community or at locations which at least have some basic infrastructure. Yiriman partners with a wide range of agencies. Thus we never have single vehicles operating in remote locations ie there is always a back up and safety strategy.</p>
<p>Isolation, remoteness</p> <p>Yiriman’s core project methodology involves working on country. This includes working in remote desert locations.</p>	<p>There are inherent risks associated with working in hot, remote, isolated areas. In addition to that, communication is vitally important and comes in the form of satellite phones. And there are important work practices such as not travelling with single vehicles to remote areas.</p>	<p>Trips on Country were modified in terms of time and geographic location – . Travel in convoy to camp locations, with signage provided for participants. Communication with local pastoralists to ensure safety prevails – e.g., emergency plans to contact/drive out if necessary.</p>
<p>Cultural Factors</p> <p>Sorry business is an important cultural factor in the Kimberley. So too is the seasonal period of law time.</p>	<p>Most of the impacts from Law Time are mitigated by the seasonal nature of the work. i.e. Holiday and Yiriman down time coincide generally with the period of law time.</p> <p>Sorry business cannot be planned for but must be appropriately responded to. This involves being flexible with planning arrangements and always being prepared to change to Plan B. i.e change of dates or change of venue</p>	<p>All scheduled trips took place during July - September 2017.</p>

Risk	How the Risk will be Managed	Report
<p>Great demand placed on a few key elders</p> <p>Important people are in high demand. Demographically, there are few old people and a great many young people. And the nature of old people is that they are not permanent fixtures always available.</p>	<p>Intergenerational Cultural exchange is a central element of Yiriman’s methodology. But this central plank only works if in fact the old people are available i.e they are not drawn to other commitments or not unavailable due to ill health. Thus, a key element of the project planning and risk assessment is regular, almost constant dialogue and discussion with elders and also with partner organisations who are also seeking to engage with the same elders.</p>	<p>Development of a formal calendar of events with other stakeholders in Fitzroy Crossing and Bidyadanga has meant that there has been more collaboration and sharing of resources and camps. In particular, Kimberley Aboriginal Medical Service (KAMSC) and Ngurrara Rangers in Fitzroy Crossing, and the Women Rangers in Bidyadanga.</p>

Budget

Items	Budgeted Amount (excludes GST)	Expended Amount to 31/03/2018
Mandated SACS Component	\$13,348.13	
KALACC Administration Fee of 20% of income - insurances, audit, financial management services, project management	\$16,108.19	
Wages – Inclusive of superannuation, housing allowance, leave loading, annual travel allowance	\$35,644.63	
Fuel and Transport Costs including Registration and Vehicle Repairs	\$7,981.23	
Project materials and supplies, including food and cultural project materials	\$7,234.30	

Stakeholder	Interest or Impact	Engagement Strategy	Progress Report
KALACC	Provides auspicing and administration but also key cultural and governance events such as AGM's	Deeply connected via formal and informal processes	KALACC has submitted to DSS an application under the SARC program, seeking three years funding for the establishment of a Yiriman Women's Cultural Health Service. KALACC has recently endorsed the Operational Work Plan for the Kimberley Suicide Prevention Trial. We look forward to seeing the PMC and DSS contributions towards the implementation of this Operational Plan.
Murdoch University	Long term project partner focussing on research and evaluation	Key relationship with Dr Dave Palmer but also Murdoch University students, using digital technology to pass on Nyigina stories	Dr Palmer assisted KALACC to develop the Yiriman Evaluation Framework to be used with WAPHA. Dr Palmer prepared the proposal for Yiriman to present at the Rural and Regional Mental Health Conference in Broome in October 2017.
Ranger Groups (including Nyikina-Mangala, Karajarri, Ngurrara)	There is a natural affinity, overlap and range of shared goals between Yiriman and the ranger groups. And there is a long history of working together, particularly on the implementation of back to country trips	Engagement through interaction on health camps/on country trips	<p>The Yiriman Project was identified as playing a key role in helping develop the capacity and activities of an increasing number of female rangers. Yiriman was represented at the national Indigenous Ranger Forum held at Pender Bay on the Dampier Peninsular in July 2017.</p> <p>Yiriman Women and Ngurrara Rangers 6-week program June – August:</p> <p><i>June 12th - June 19th, Canning Stock Route - Well 49</i></p> <p><i>August 29th – Sept. 2nd, TAFE course and fashion parade, Fitzroy Crossing</i></p>

Stakeholder	Interest or Impact	Engagement Strategy	Progress Report
<p>Allied Health Professionals – including WACHS and KAMSC</p>	<p>In the interest of cultural safety and contributing towards understanding of wellness</p>	<p>Engaged through interaction on health camps/at health forums</p>	<p>August 13th, Dermatology Conference, Broome Yiriman Elder, Annie Milgin, presented to a national dermatology conference on the Yiriman Women’s work in the bush medicine arena.</p> <p>August 14th, Cultural Health Service Workshop, Broome Nine Yiriman women from Bidydanga and Jarlmadangah communities met in Broome with Health Service Providers from various organisations (KAMSC, WACHS, Palliative Care) to workshop the development of a Cultural Health Service. Focal points included: palliative care; birthing, neonatal and mothering; and Health Care product development.</p>
<p>Local Schools</p>	<p>In the interest of inter-generational teachings/learnings</p>	<p>Engaged through attendance on regularly scheduled bush produce collection/production trips</p>	<p>August 29-30th, Jewellery workshop, Ngumpan Community A two-day workshop for jewellery-making and basketry happened at Ngumpan community. Josie Farrer and the Kimberley Development Commission provided funds for the workshop, which was taught by Jess Jubb and supported by Yiriman Women Elders. It took place at Ngumpan Art Centre and had a total of 40 women and young girls and boys attend over the 2 days, with students from Wangkatjunka community school making bracelets on the second day.</p>

Stakeholder	Interest or Impact	Engagement Strategy	Progress Report
Local Art Centres	Pooling of expertise and sharing of resources, collaborating on projects thereby increasing overall involvement /participation	Engagement in regards to the delivery of cultural workshops and also the implementation of back to country trips	<p>A specific focus for this reporting period has been the 20th anniversary Ngurrara Canvass return to Jilgi Bore, conducted by Mangkaja Arts and supported by Yiriman and by KALACC.</p> <p>Jarlmadangah community members also attended Mowanjum Art Centre’s Festival in July, presenting workshops and selling bush produce. (1 Elder; 1 mid-aged; 1 young person)</p> <p>There has also been a collaboration through Mangkaja Arts in Fitzroy Crossing with a Design Anthropologist based in Sydney for exhibition. This collaboration has involved the traditional art of hair rope making.</p>

This Activity Work Plan is to be finalised, or reviewed and renewed, by the Activity Work Plan End Date specified above.

Department of Social Services

Signed for and on behalf of _____

Position _____

Date ____ / ____ / ____

____ / ____ / ____

From: Wes Morris
To: s22
Subject: RE: CLARIFICATION: DSS ACTIVITY WORK PLAN BUDGET 2017/18 [SEC=UNCLASSIFIED]
Date: Wednesday, 3 January 2018 12:53:27 PM
Attachments: [image002.wmz](#)
[image010.png](#)
[image015.wmz](#)
[image016.png](#)
[image018.png](#)
[image020.png](#)
[image024.png](#)
[Yiriman_Work_Plan_-_signed.pdf](#)

Hi s22

Signed document now attached

Many thanks

Wes Morris - KALACC Coordinator
Phone: s47F
Email: coordinator@kalacc.org.au

"To assist and promote the ceremonies, songs and dance of Kimberley Aboriginal people, to encourage and strengthen their social, cultural and legal values and ensure their traditions a place in Australian society."

From: s22

Sent: Wednesday, 3 January 2018 10:33 AM
To: Wes Morris <coordinator@kalacc.org.au>
Cc: 'Tom Francis' <tom@gscpa.com.au>
Subject: RE: CLARIFICATION: DSS ACTIVITY WORK PLAN BUDGET 2017/18 [SEC=UNCLASSIFIED]
Importance: High

Good Morning Wes

Tom provided the Activity Work Plan (AWP) Budget below which includes the extended funding and I have populated the allocated amounts into the attached AWP at page 10.

Please review the document, print, sign, scan and return to me via reply email, or you may wish to hand deliver the document to s22 at your meeting on Friday. Due to the overdue status of this milestone, completion is required by close of business Friday, 5 January 2018.

Please do not hesitate to contact me if you require further information or clarification.

Kind regards

s22
Department Officer
WA Families, Communities and Settlement
Department of Social Services

s22

DSS acknowledges the traditional owners of country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to elders both past and present.

From: Wes Morris [<mailto:coordinator@kalacc.org.au>]
Sent: Tuesday, 2 January 2018 4:14 PM
To: 'Tom Francis' <tom@gscpa.com.au>; s22
Subject: RE: CLARIFICATION: DSS ACTIVITY WORK PLAN BUDGET 2017/18 [SEC=UNCLASSIFIED]

Thanks for that Tom

s22 can you please clarify Tom's comment: you could provide the balance of the activity plan during that meeting?

I must confess that I don't know at all what that refers to, so please spell that out for me

I note that we did receive today an email from DSS Forms, requesting that we submit the next report by 30 January, and I have immediately forwarded that on to Janelle White for her attention

Thanks

Wes Morris - KALACC Coordinator
Phone: s47F
Email: coordinator@kalacc.org.au

"To assist and promote the ceremonies, songs and dance of Kimberley Aboriginal people, to encourage and strengthen their social, cultural and legal values and ensure their traditions a place in Australian society."

From: Tom Francis [<mailto:tom@gscpa.com.au>]
Sent: Tuesday, 2 January 2018 6:05 PM
To: Wes Morris <coordinator@kalacc.org.au>; s22
Subject: RE: CLARIFICATION: DSS ACTIVITY WORK PLAN BUDGET 2017/18 [SEC=UNCLASSIFIED]

Hi s22 and Wes

Please see below a revised budget for the extended timeline through to 31 March 2018. The SACS component is factored into the wages figure below already rather than being detailed separately. The accurate numbers (down to the decimal) arise because I have assumed a consistent pattern of spending for this grant based on our activities to date. Each figure is therefore a percentage of the new \$88k (such as admin @ 20%)

Wes s22 and I spoke on the phone today and she noted your meeting with the department on Friday and suggested you could provide the balance of the activity plan during that meeting?

Thank you both

Budget:

Items	Budgeted Amount
KALACC Administration Fee of 20% of income - insurances, audit, financial management services, project management	\$16,108 19
Wages – inclusive of superannuation, housing allowance, leave loading, annual travel allowance (includes SACS)	\$48,992 76
Fuel and Transport Costs including Registration and Vehicle Repairs	\$7,981 23
Project materials and supplies, including food and cultural project materials	\$7,234 30
GST	\$8,031 65
Total	\$88,348.13

Tom Francis
Senior Manager



T: (08) 9316 7000 A: Level 1, 58 Kishorn Road
s47F Mount Pleasant WA 6153
E: tom@gscpa.com.au P: Locked Bag 6
W: www.gscpa.com.au Canning Bridge WA 6153



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From: Wes Morris [<mailto:coordinator@kalacc.org.au>]
Sent: Saturday, 16 December 2017 4:43 PM
To: s22 Tom Francis <tom@gscpa.com.au>
Subject: RE: CLARIFICATION: DSS ACTIVITY WORK PLAN BUDGET 2017/18 [SEC=UNCLASSIFIED]

Hi Tom

Following on from s22 advice of Thursday, can you now please provide her with the budget to match this total funding amount

Many thanks

Wes Morris KALACC Coordinator
Phone: s47F
Email: coordinator@kalacc.org.au

"To assist and promote the ceremonies, songs and dance of Kimberley Aboriginal people, to encourage and strengthen their social, cultural and legal values and ensure their traditions a place in Australian society."

From: s22
Sent: Thursday, 14 December 2017 4:46 PM
To: Wes Morris <coordinator@kalacc.org.au>; 'Tom Francis' <tom@gscpa.com.au>
Subject: CLARIFICATION: DSS ACTIVITY WORK PLAN BUDGET 2017/18 [SEC=UNCLASSIFIED]
Importance: High

Hi Wes and Tom

Thank you for your emails.

I can confirm that KALACC need to provide a budget for the extended funding period 1 July 2017 to 31 March 2018 only (refer funding table below).

DSS funding provided in the 2016/17 financial year expired on 30 June 2017 and has been fully acquitted – please do not include any funding received for the 2016/17 period.

2017/18 Funding:

Activity Work Plan Budgeted Amount to include all 2017/18 funding:	\$ 8,898 75 – SACS payment 11/7/17 \$ 50,000 00 – Grant payment 11/7/17
Additional Funding:	\$ 4,449.38 – SACS payment 9/11/17 \$ 25,000.00 – Grant payment 9/11/17
Total funding 1 July 2017 to 31 March 2018	\$ 75,000 00 – Total Grant Funding 2017/18 \$ 13,348 13 – Total SACS Funding 2017/18

I trust the clarification and information provided above is of assistance.

Please do not hesitate to contact me if you require further information.

Kind regards

s22
Department Officer
WA Families, Communities and Settlement
Department of Social Services

s22

DSS acknowledges the traditional owners of country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to elders both past and present.

From: Tom Francis [<mailto:tom@gscpa.com.au>]
Sent: Wednesday, 13 December 2017 3:39 PM
To: Wes Morris <coordinator@kalacc.org.au>; s22
Subject: RE: We need to provide a budget to Dept of Social Services

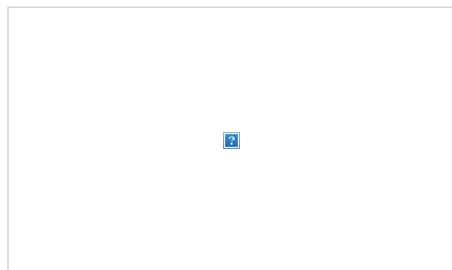
Hi Wes and s22

The budget I have prepared to date was for \$88,348 13, of which \$75,000 was normal funding and \$13,348 13 was SACS. Is it therefore \$25,000 plus circa \$4,400 of SACS that I should now budget or \$100,000 plus SACS? Or as Wes suggests are we now at \$125,000 plus SACS?

Tom Francis
Senior Manager



T: (08) 9316 7000 A: Level 1, 58 Kishorn Road
s47F Mount Pleasant WA 6153
E: tom@gscpa.com.au P: Locked Bag 6
W: www.gscpa.com.au Canning Bridge WA 6153



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From: Wes Morris [<mailto:coordinator@kalacc.org.au>]
Sent: Wednesday 13 December 2017 10:57 AM
To: s22 'Tom Francis' <tom@gscpa.com.au>
Subject: We need to provide a budget to Dept of Social Services
Importance: High

Hi s22

I have copied our accountant, Tom Francis, in to this email

Tom, there is an extension of funding for this activity by one quarter ie through to 31 March 2018

Associated with that, we will now receive an additional quarter s funding. This equates to \$25,000 plus GST

s22 just to be clear, do we provide you with the budget for 12 months or for 15 months? ie for \$100,000 plus GST or for \$125,000 plus GST?

Budget

Items	Budgeted Amount	Expended Amount to/2017
Mandated SACS Component		
KALACC Administration Fee of 20% of income - insurances, audit, financial management services, project management		
Wages – Inclusive of superannuation, housing allowance, leave loading, annual travel allowance		
Fuel and Transport Costs including Registration and Vehicle Repairs		
Project materials and supplies, including food		

and cultural project materials

Kind regards

Wes Morris KALACC Coordinator

Phone: s47F

Email: coordinator@kalacc.org.au

"To assist and promote the ceremonies, songs and dance of Kimberley Aboriginal people, to encourage and strengthen their social, cultural and legal values and ensure their traditions a place in Australian society."

From: s22

Sent: Wednesday, 6 December 2017 3:26 PM

To: Wes Morris <coordinator@kalacc.org.au>; 'Janelle White' <women@yiriman.org.au>

Subject: HIGH PRIORITY - Yiriman Women's Program - Activity Work Plan [SEC=UNCLASSIFIED]

Importance: High

Hi Wes and Janelle

I refer to my email below and attached KALACC Activity Work Plan. I have received a system generated reminder that the signed document remains outstanding.

Could you please advise when the Activity Work Plan is expected to be completed.

Your earliest attention to this matter is greatly appreciated.

Kind regards

s22

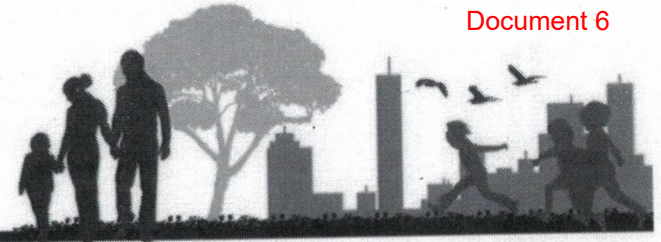
Department Officer

WA Families, Communities and Settlement

Department of Social Services

s22

DSS acknowledges the traditional owners of country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to elders both past and present.



Activity Work Plan Report

Instructions

To complete the Activity Work Plan Report you will need a copy of your approved Activity Work Plan.

Most of text boxes in this form will be populated by copying the text in your Activity Work. You will need to report against each line item in the text boxes on the right hand site of the form.

For further guidance on completing this form go to the [Website](#)

Add rows to the following tables as required.

Activity Details

Organisation Name	Kimberley Aboriginal Law and Culture Centre (KALACC)
Grant Activity Name	Yiriman Project
Grant Activity ID	4-10LUPUC

Activity Deliverables

Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
<p><i>(Mandatory)</i></p> <p>To deliver projects that respond to particular local community needs and make a positive contribution to community life within the West Kimberley region by increasing the opportunities for intergenerational interaction with a focus on knowledge transfer to youth</p>	<p>Identify the total number of individuals directly assisted.</p> <p>Identify the total number of organisations directly assisted.</p> <p>Percentage and total numbers of individuals assisted from Indigenous and culturally and linguistically diverse backgrounds.</p> <p>Percentage and number of individuals satisfied with the service provision.</p> <p>Activities are completed according to scope, quality, timeframes and budget defined in this plan.</p>	<p>Reported six monthly through the Service Stocktake report and Activity workplan progress reports as per Grants Agreement</p>	<p>Total number of individuals directly assisted.</p> <p>Percentage and total numbers of individuals assisted from Indigenous and culturally and linguistically diverse backgrounds.</p> <p>Percentage and number of individuals satisfied with the service provision.</p> <p>Activities are completed according to scope, quality, timeframes and budget defined in this plan.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Mostly informal feedback received to date; formal sought via electronic media – Mobile Phone filming</p> <p>Ongoing</p>	<p>From June to September 2017, there have been four on-Country camps, and five other activities engaged in by the Yiriman women. A total of 15 Elders, 45 mid-aged women, and 50 young women have engaged across the various projects during this quarter, with 2 Project Officers also employed intermittently.</p> <p>Mobile Phone Journalism (MOJO training received earlier this year) – community-based journo's are documenting some of the Yiriman activities, their outcomes, and participants' feelings/experiences. Feedback session perhaps at year's end (cultural advisors' meeting in December)</p> <p>Interaction with other communities and organisations: Mangkaja Art Centre; KAMSC; WACHS; Ngurrara Women Rangers; Wangkatjunka Community School; Djugiradi Community School; Sharing Stories; Marninwarntikura; Juvenile/ Youth Justice; Karajarri Women Rangers; Environs Kimberley (EK); Kimberley Land Council (KLC).</p>

Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
<p>Enhance and Develop Social Enterprise Opportunities</p>	<p>Build skills and opportunities to make communities more self-reliant, through the development of social enterprises. Activities conducted on-country and in communities which focus on social enterprise related activities , training, networking and small business development, in the areas of sustainable wild plant and bush foods harvest , bush medicine products , traditional jewellery and wood artefact making, natural plant dying textile production, and /or tourism. Elder women teach and pass on traditional knowledge while younger generations gain both traditional and modern skills for product production and small enterprise formation.</p> <p>Empower elders and women leaders to take on teaching and management positions associated with the development and enhancement of the social enterprises. Participants receive training in the basics of sustainability, small business practices, marketing, and in the processes of setting up their own small social enterprises in ways that continually engage multiple generations of women in each community. Informal training opportunities will be combined with more formal approaches provided through networking with professional training organisations and/or business development agencies (e.g. IBA; Many Rivers Micro-Finance) to help increase business understanding and skills – particularly among the young people.</p>	<p>Regular trips to Country scheduled across the 12 month period</p> <p>Market and festival attendance also scheduled</p> <p>Workshops arranged according to identified needs/interests throughout the 12 months</p>	<p>Number of opportunities to market and sell products (initially locally, and potentially also nationally and/or internationally.)</p> <p>Number of individuals involved in such activities</p> <p>Number and type of benefits received/reported from such involvement (including health and wellbeing, economic, socio-cultural.)</p> <p>Number of participants at workshops</p> <p>% of participants who report and/or practice improved business understanding</p> <p>Number of Elders and women leaders taking on teaching and/or management positions</p> <p>% of participants aged under 30 years (i.e. youth involvement)</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Formal feedback to be gained through research process with Bridging the Landscapes and Stepwise Heritage and Tourism</p> <p>Ongoing</p> <p>Formal feedback to be gained through research process</p>	<p>Yiriman women attended the Mowanjum Festival in July. Two Yiriman Elders from Jarlmadangah were accompanied by a Nyikina/ Mangala Project Officer. Setting up a stall showcasing bush medicinal plants, workshops and demonstrations were given on bush soap and oil production. The women were paid to attend, and the Project Officer was paid by the Yiriman Project.</p> <p>People attending the workshops included community members, both young and old, as well as tourists.</p> <p>A jewellery-making workshop took place at Ngumpan community on 29-30th August. Run by professional jeweller, Jess Jubb, techniques were taught to broaden general skill development. Taking place at Ngumpan Art Centre, a total of 40 women and young girls and boys attended over the 2 days, including students from Wangkatjunka community school. 85% were aged under 30 years. A Project Officer was paid by the Yiriman Project.</p>

<p>Increase community participation in community activities through delivering cultural education programs</p>	<p>Implement on-country trips and activities focussing on intergenerational cultural education, focussing on language instruction, song and dance instruction and documentation/recording, visiting and documenting culturally significant sites and areas, travelling over country and teaching traditional arts.</p> <p>More than 10 On-Country trips in the Kimberley to be organised over 12 months with up to 20 participants on each trip – refer to calendar of events.</p> <p>Engage young women on pathways to employment by forming partnerships with indigenous ranger groups, art centres, the health field, local schools and other community organisations. This will include finding trainee volunteer placements in these types of areas with a view to gaining employment and on the job training. (project will link with the local CDP provider to explore options for activities/training to be approved as eligible activities and whether parts can be accredited or lead to accreditation.)</p> <p>Instruct young people in multimedia documentation and cultural archiving. This occurs during on country trips (with stills and/or video cameras being used by trip participants to record cultural information. Additionally, filming expertise and post trip editing and post production skills are available through Yiriman's contact with Dr Dave Palmer at Murdoch University as well as the Sharing Stories Production Team led by Liz Thompson who has worked extensively with Jarlmadangah Community. On site mentoring therefore regularly occurs.</p>	<p>10+ trips to take place from August 2016 to July 2017</p> <p>Ongoing</p> <p>Ongoing – occurs every on-country trip</p>	<p>Number of on country trips organised</p> <p>Number of participants at each on-country trip, and the number of repeat participants</p> <p>% of participants on on-country trips who report improved cultural knowledge/interest</p> <p>No of women placed with employment pathway venture stakeholders</p> <p>No of women engaging with media activities and % of participants reporting improved media skills/knowledge/interest</p>	<p>Ongoing</p> <p>Largely informal feedback – although MOJO (see below)</p> <p>Two project Officers employed during camps</p> <p>Of the eight people trained in MOJO (mobile phone journalism), 5 are actively collecting stories from community members on Country</p>	<p>Yiriman Women and Ngurrara Rangers 6-week program June – August.</p> <p>June 12th - June 19th, Canning Stock Route - Well 49</p> <p>Three young women from Fitzroy Crossing and two Walmajarri women Elders joined the Ngurrara Rangers in June at Well 49 on the Canning Stock Route. The Rangers were completing a range of tasks, including construction and visitor management, as well as conducting water-monitoring and animal trapping activities. The young women accompanied the women Rangers and completed some of the TAFE-directed tasks, being mentored by the Ranger women whilst interacting with their Elders. Culturally-based activities included: learning Skin names, talking about connection to Country through family and kin, identifying plants and animals, recording their language names and associated traditional knowledge.</p> <p>The interim generation provided the key to engagement of these young women, with the women rangers providing a role-model position. (See attached newsletter, p. 1)</p> <p>August 29th – Sept. 2nd, TAFE course and fashion parade, Fitzroy Crossing</p> <p>One of the young women from Fitzroy Crossing completed a four-day TAFE course in professional make-up and nail artistry. Supported by peers and</p>
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<p>SECTION TWO: FINDINGS</p>	<p>CONTEXT</p> <p>The Fitzroy Crossing Women's Centre (FCWC) is a not-for-profit organisation that provides a range of services to women and children in the Fitzroy Crossing community. The FCWC was established in 2008 and has since grown to become a significant part of the community. The FCWC provides a range of services including: counselling, support groups, legal advocacy, and employment assistance. The FCWC also provides a range of cultural and social activities for women and children.</p>	<p>STILLS</p> <p>The FCWC has a collection of stills that are used for a range of purposes. These stills are used for: marketing, documentation, and education. The FCWC has a collection of stills that are used for a range of purposes. These stills are used for: marketing, documentation, and education.</p>	<p>Cameras, including digital SLRs, are also regularly being used by young women on the Ngurrara Rangers' trips</p>	<p>role models from the Fitzroy Crossing Women's Centre, Marninwarntikura), she completed the nail artistry certificate course and went on to walk the cat-walk for the Fitzroy Crossing fashion parade, showcasing locally designed and made fashion pieces that had just returned from the Darwin Art Fair. The young woman has since been chosen to travel with a small group to Canberra to learn more about fashion and modelling, and to interact with other young Aboriginal women from around Australia. (See attached newsletter, p. 2)</p> <p>July 6th, Mowanjum Festival, Mowanjum Community</p> <p>Two Yiriman Elders from Jarlmadangah were accompanied by a Nyikina/Mangala Project Officer to the Mowanjum Festival. Setting up a stall showcasing bush medicinal plants, workshops and demonstrations were given on bush soap and oil production.</p> <p>July 17th - 21st, Nyikina Mangala Culture camp, Langi Langi (on Fitzroy River)</p> <p>Many young boys and girls, men and women of the Nyikina and Mangala peoples joined the Yiriman Elders at an important site located towards the mouth of the Fitzroy River. Travelling from Derby, Looma, Jarlmadangah, and further afield, more than 50 people took part in dancing, singing</p>
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and cultural activities involved the passing on of important information to the next generations. The Ngikina Mangala Rangers were also present for this reason – to continue Country care and management through the cultural framework.

August 13th, Dermatology Conference, Broome

Yiriman Elder, Annie Milgin, presented to a national dermatology conference on the Yiriman Women’s work in the bush medicine arena.

August 14th, Cultural Health Service Workshop, Broome

Nine Yiriman women from Bidydanga and Jarlmadangah communities met in Broome with Health Service Providers from various organisations (KAMSC, WACHS, Palliative Care) to workshop the development of a Cultural Health Service. Focal points included: palliative care; birthing, neonatal and mothering; and Health Care product development.

August 29-30th, Jewellery workshop, Ngumpan Community

A two-day workshop for jewellery-making and basketry happened at Ngumpan community. Josie Farrer and the Kimberley Development Commission provided funds for the workshop, which was taught by Jess Jubb and supported by Yiriman Women Elders. It took place at

Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
					<p>Ngumpun Art Centre and had a total of 40 women and young girls and boys attend over the 2 days, with students from Wangkatjunka community school making bracelets on the second day.</p> <p>Sept. 18th – 22nd, Combined AGMS, Lombardina</p> <p>The Yiriman Women took part in a 'Women's Activities Space' at the KALACC 2017 Regional Cultural Festival in Lombardina. This involved a number of key Aboriginal women's organisations from across the Kimberley including Marninwarntikura Women's Resource Centre; women artists from the Mowanjum Arts and Mangkaja Arts, in addition to the Yiriman Women's Program. Senior women from these organisations established a place at the Festival for women to undertake artistic and cultural exchanges, sharing their knowledge and narratives with the next generations.</p>

Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
<p>Develop Partnerships through Outreach Networking and Collaboration</p>	<p>Support, foster and grow local service networks to improve capacity and sustainability for communities. Activities seek to build directly on the strong outcomes developed over 15 years of highly successful programs and activities. Putting their years of acquired skills and training to use, multigenerational members of the Yiriman model and initiate programs and activities in the role of teachers, trainers, mentors and ambassadors, both within the Yiriman community and also with other Aboriginal groups and regions of the Kimberley – and with a wealth of partner organisations. The goal of this is to increase community participation and partnerships among an ever widening circle of networks in an area of great social need.</p>	<p>Attendance at at least four health forums and/or camps over the 12 months period</p>	<p>Number of participants attending such events</p> <p>Number of fee for service events attended by Yiriman women (i.e. where they are the paid experts in cultural framework establishment.)</p> <p>Number of ongoing partnerships with local and or regional health organisations, schools, training institutes, etc.</p>	<p>Ongoing</p>	<p>Partnership development and experiences with other organisations has occurred, including:</p> <p>Mangkaja Art Centre; Kimberley Aboriginal Medical Service (KAMSC); Marninwarntikura; Juvenile/ Youth Justice; Karajarri Women Rangers (KLC); Ngurrara Women Rangers; Notre Dame University; La Grange Community School; Wangkatjunka Community School</p> <p>Annie Milgin was a paid presenter at a Dermatology conference in Broome in August.</p> <p>The first Yiriman Women’s Cultural Health Service Enterprise Project workshop took place in August in Broome with representatives of 4 service providers present.</p>

Risk Management (please note any predicted risks & related mitigation strategies)

Risk	How the Risk will be Managed	Report
<p>Weather and Climate</p> <p>Yiriman's core project methodology involves working on country. The Kimberley is a hot tropical region</p>	<p>By its very nature the work of Yiriman is seasonal. It is too hot to work on country across late November to early February. As a work practice, staff accrue annual leave and Time off in Lieu and they access this leave during this time. When staff are working over these months, the nature of the work relates to end of year reporting (up to Christmas) and start of year planning (from late January to February)</p>	<p>The series of workshops which have been held this year have all been held in community or at locations which at least have some basic infrastructure. Yiriman partners with a wide range of agencies. Thus we never have single vehicles operating in remote locations ie there is always a back up and safety strategy.</p>
<p>Isolation, remoteness</p> <p>Yiriman's core project methodology involves working on country. This includes working in remote desert locations.</p>	<p>There are inherent risks associated with working in hot, remote, isolated areas. In addition to that, communication is vitally important and comes in the form of satellite phones. And there are important work practices such as not travelling with single vehicles to remote areas.</p>	<p>Trips on Country were modified in terms of time and geographic location – . Travel in convoy to camp locations, with signage provided for participants. Communication with local pastoralists to ensure safety prevails – e.g., emergency plans to contact/drive out if necessary.</p>
<p>Cultural Factors</p> <p>Sorry business is an important cultural factor in the Kimberley. So too is the seasonal period of law time.</p>	<p>Most of the impacts from Law Time are mitigated by the seasonal nature of the work. i.e. Holiday and Yiriman down time coincide generally with the period of law time.</p> <p>Sorry business cannot be planned for but must be appropriately responded to. This involves being flexible with planning arrangements and always being prepared to change to Plan B. i.e change of dates or change of venue</p>	<p>All scheduled trips took place during July - September 2017.</p>

Risk	How the Risk will be Managed	Report
<p>Great demand placed on a few key elders</p> <p>Important people are in high demand. Demographically, there are few old people and a great many young people. And the nature of old people is that they are not permanent fixtures always available.</p>	<p>Intergenerational Cultural exchange is a central element of Yiriman's methodology. But this central plank only works if in fact the old people are available i.e they are not drawn to other commitments or not unavailable due to ill health. Thus, a key element of the project planning and risk assessment is regular, almost constant dialogue and discussion with elders and also with partner organisations who are also seeking to engage with the same elders.</p>	<p>Development of a formal calendar of events with other stakeholders in Fitzroy Crossing and Bidyadanga has meant that there has been more collaboration and sharing of resources and camps. In particular, Kimberley Aboriginal Medical Service (KAMSC) and Ngurrara Rangers in Fitzroy Crossing, and the Women Rangers in Bidyadanga.</p>

Budget

Items	Budgeted Amount (excludes GST)	Expended Amount to 31/03/2018
Mandated SACS Component	\$13,348.13	
KALACC Administration Fee of 20% of income - insurances, audit, financial management services, project management	\$16,108.19	
Wages – Inclusive of superannuation, housing allowance, leave loading, annual travel allowance	\$35,644.63	
Fuel and Transport Costs including Registration and Vehicle Repairs	\$7,981.23	
Project materials and supplies, including food and cultural project materials	\$7,234.30	

Stakeholder	Interest or Impact	Engagement Strategy	Progress Report
KALACC	Provides auspicing and administration but also key cultural and governance events such as AGM's	Deeply connected via formal and informal processes	KALACC has submitted to DSS an application under the SARC program, seeking three years funding for the establishment of a Yiriman Women's Cultural Health Service. KALACC has recently endorsed the Operational Work Plan for the Kimberley Suicide Prevention Trial. We look forward to seeing the PMC and DSS contributions towards the implementation of this Operational Plan.
Murdoch University	Long term project partner focussing on research and evaluation	Key relationship with Dr Dave Palmer but also Murdoch University students, using digital technology to pass on Nyigina stories	Dr Palmer assisted KALACC to develop the Yiriman Evaluation Framework to be used with WAPHA. Dr Palmer prepared the proposal for Yiriman to present at the Rural and Regional Mental Health Conference in Broome in October 2017.
Ranger Groups (including Nyikina-Mangala, Karajarri, Ngurrara)	There is a natural affinity, overlap and range of shared goals between Yiriman and the ranger groups. And there is a long history of working together, particularly on the implementation of back to country trips	Engagement through interaction on health camps/on country trips	<p>The Yiriman Project was identified as playing a key role in helping develop the capacity and activities of an increasing number of female rangers. Yiriman was represented at the national Indigenous Ranger Forum held at Pender Bay on the Dampier Peninsular in July 2017.</p> <p>Yiriman Women and Ngurrara Rangers 6-week program June – August:</p> <p><i>June 12th - June 19th, Canning Stock Route - Well 49</i></p> <p><i>August 29th – Sept. 2nd, TAFE course and fashion parade, Fitzroy Crossing</i></p>

Stakeholder	Interest or Impact	Engagement Strategy	Progress Report
<p>Allied Health Professionals – including WACHS and KAMSC</p>	<p>In the interest of cultural safety and contributing towards understanding of wellness</p>	<p>Engaged through interaction on health camps/at health forums</p>	<p>August 13th, Dermatology Conference, Broome</p> <p>Yiriman Elder, Annie Milgin, presented to a national dermatology conference on the Yiriman Women’s work in the bush medicine arena.</p> <p>August 14th, Cultural Health Service Workshop, Broome</p> <p>Nine Yiriman women from Bidydanga and Jarlmadangah communities met in Broome with Health Service Providers from various organisations (KAMSC, WACHS, Palliative Care) to workshop the development of a Cultural Health Service. Focal points included: palliative care; birthing, neonatal and mothering; and Health Care product development.</p>
<p>Local Schools</p>	<p>In the interest of inter-generational teachings/learnings</p>	<p>Engaged through attendance on regularly scheduled bush produce collection/production trips</p>	<p>August 29-30th, Jewellery workshop, Ngumpan Community</p> <p>A two-day workshop for jewellery-making and basketry happened at Ngumpan community. Josie Farrer and the Kimberley Development Commission provided funds for the workshop, which was taught by Jess Jubb and supported by Yiriman Women Elders. It took place at Ngumpan Art Centre and had a total of 40 women and young girls and boys attend over the 2 days, with students from Wangkatjunka community school making bracelets on the second day.</p>

Stakeholder	Interest or Impact	Engagement Strategy	Progress Report
Local Art Centres	Pooling of expertise and sharing of resources, collaborating on projects thereby increasing overall involvement /participation	Engagement in regards to the delivery of cultural workshops and also the implementation of back to country trips	<p>A specific focus for this reporting period has been the 20th anniversary Nurrara Canvass return to Jilgi Bore, conducted by Mangkaja Arts and supported by Yiriman and by KALACC.</p> <p>Jarlmadangah community members also attended Mowanjum Art Centre's Festival in July, presenting workshops and selling bush produce. (1 Elder; 1 mid-aged; 1 young person)</p> <p>There has also been a collaboration through Mangkaja Arts in Fitzroy Crossing with a Design Anthropologist based in Sydney for exhibition. This collaboration has involved the traditional art of hair rope making.</p>

This Activity Work Plan is to be finalised, or reviewed and renewed, by the Activity Work Plan End Date specified above.

s47F

Department of Social Services

Signed for and on behalf of

Position

Date

K. Price COORDINATOR

31/1/18



Activity Work Plan Report

Instructions

To complete the Activity Work Plan Report you will need a copy of your approved Activity Work Plan.

Most of text boxes in this form will be populated by copying the text in your Activity Work. You will need to report against each line item in the text boxes on the right hand side of the form.

For further guidance on completing this form go to the [Website](#)

Add rows to the following tables as required.

Activity Details

Organisation Name	Kimberley Aboriginal Law and Culture Centre (KALACC)
Grant Activity Name	Yiriman Project
Grant Activity ID	4-10LUPUC

Activity Deliverables

Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
<p><i>(Mandatory)</i></p> <p>To deliver projects that respond to particular local community needs and make a positive contribution to community life within the West Kimberley region by increasing the opportunities for intergenerational interaction with a focus on knowledge transfer to youth</p>	<p>Identify the total number of individuals directly assisted.</p> <p>Identify the total number of organisations directly assisted.</p> <p>Percentage and total numbers of individuals assisted from Indigenous and culturally and linguistically diverse backgrounds.</p> <p>Percentage and number of individuals satisfied with the service provision.</p> <p>Activities are completed according to scope, quality, timeframes and budget defined in this plan.</p>	<p>Reported six monthly through the Service Stocktake report and Activity workplan progress reports as per Grants Agreement</p>	<p>Total number of individuals directly assisted.</p> <p>Percentage and total numbers of individuals assisted from Indigenous and culturally and linguistically diverse backgrounds.</p> <p>Percentage and number of individuals satisfied with the service provision.</p> <p>Activities are completed according to scope, quality, timeframes and budget defined in this plan.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Mostly informal feedback received to date; formal sought via electronic media – Mobile Phone filming</p> <p>Ongoing</p>	<p>From June to September 2017, there have been four on-Country camps, and five other activities engaged in by the Yiriman women. A total of 15 Elders, 45 mid-aged women, and 50 young women have engaged across the various projects during this quarter, with 2 Project Officers also employed intermittently.</p> <p>Mobile Phone Journalism (MOJO training received earlier this year) – community-based journals are documenting some of the Yiriman activities, their outcomes, and participants’ feelings/experiences. Feedback session perhaps at year’s end (cultural advisors’ meeting in December)</p> <p>Interaction with other communities and organisations: Mangkaja Art Centre; KAMSC; WACHS; Ngurrara Women Rangers; Wangkatjunka Community School; Djugiradi Community School; Sharing Stories; Marninwarantikura; Juvenile/ Youth Justice; Karajarri Women Rangers; Environs Kimberley (EK); Kimberley Land Council (KLC).</p>

Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
<p>Enhance and Develop Social Enterprise Opportunities</p>	<p>Build skills and opportunities to make communities more self-reliant, through the development of social enterprises. Activities conducted on-country and in communities which focus on social enterprise related activities, training, networking and small business development, in the areas of sustainable wild plant and bush foods harvest, bush medicine products, traditional jewellery and wood artefact making, natural plant dying textile production, and/or tourism. Elder women teach and pass on traditional knowledge while younger generations gain both traditional and modern skills for product production and small enterprise formation.</p> <p>Empower elders and women leaders to take on teaching and management positions associated with the development and enhancement of the social enterprises. Participants receive training in the basics of sustainability, small business practices, marketing, and in the processes of setting up their own small social enterprises in ways that continually engage multiple generations of women in each community. Informal training opportunities will be combined with more formal approaches provided through networking with professional training organisations and/or business development agencies (e.g. IBA; Many Rivers Micro-Finance) to help increase business understanding and skills – particularly among the young people.</p>	<p>Regular trips to Country scheduled across the 12 month period</p> <p>Market and festival attendance also scheduled</p> <p>Workshops arranged according to identified needs/interests throughout the 12 months</p>	<p>Number of opportunities to market and sell products (initially locally, and potentially also nationally and/or internationally.)</p> <p>Number of individuals involved in such activities</p> <p>Number and type of benefits received/reported from such involvement (including health and wellbeing, economic, socio-cultural.)</p> <p>Number of participants at workshops</p> <p>% of participants who report and/or practice improved business understanding</p> <p>Number of Elders and women leaders taking on teaching and/or management positions</p> <p>% of participants aged under 30 years (i.e. youth involvement)</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Formal feedback to be gained through research process with Bridging the Landscapes and Stepwise Heritage and Tourism</p> <p>Ongoing</p> <p>Formal feedback to be gained through research process</p>	<p>Yiriman women attended the Mowanjum Festival in July. Two Yiriman Elders from Jarlmaidangah were accompanied by a Nyikina/Mangala Project Officer. Setting up a stall showcasing bush medicinal plants, workshops and demonstrations were given on bush soap and oil production. The women were paid to attend, and the Project Officer was paid by the Yiriman Project.</p> <p>People attending the workshops included community members, both young and old, as well as tourists.</p> <p>A jewellery-making workshop took place at Ngumpan community on 29-30th August. Run by professional jeweller, Jess Jubb, techniques were taught to broaden general skill development. Taking place at Ngumpan Art Centre, a total of 40 women and young girls and boys attended over the 2 days, including students from Wangkatjunka community school. 85% were aged under 30 years. A Project Officer was paid by the Yiriman Project.</p>

<p>Increase community participation in community activities through delivering cultural education programs</p>	<p>Implement on-country trips and activities focussing on intergenerational cultural education, focussing on language instruction, song and dance instruction and documentation/recording, visiting and documenting culturally significant sites and areas, travelling over country and teaching traditional arts.</p> <p>More than 10 On-Country trips in the Kimberley to be organised over 12 months with up to 20 participants on each trip – refer to calendar of events.</p> <p>Engage young women on pathways to employment by forming partnerships with indigenous ranger groups, art centres, the health field, local schools and other community organisations. This will include finding trainee volunteer placements in these types of areas with a view to gaining employment and on the job training. (project will link with the local CDP provider to explore options for activities/training to be approved as eligible activities and whether parts can be accredited or lead to accreditation.)</p> <p>Instruct young people in multimedia documentation and cultural archiving. This occurs during on country trips (with stills and/or video cameras being used by trip participants to record cultural information. Additionally, filming expertise and post trip editing and post production skills are available through Yiriman's contact with Dr Dave Palmer at Murdoch University as well as the Sharing Stories Production Team led by Liz Thompson who has worked extensively with Jarlmadangah Community. On site mentoring therefore regularly occurs.</p>	<p>10+ trips to take place from August 2016 to July 2017</p> <p>Ongoing</p> <p>Ongoing – occurs every on-country trip</p>	<p>Number of on country trips organised</p> <p>Number of participants at each on-country trip, and the number of repeat participants</p> <p>% of participants on on-country trips who report improved cultural knowledge/interest</p> <p>No of women placed with employment pathway venture stakeholders</p> <p>No of women engaging with media activities and % of participants reporting improved media skills/knowledge/interest</p>	<p>Ongoing</p> <p>Largely informal feedback – although MOJO (see below)</p> <p>Two project Officers employed during camps</p> <p>Of the eight people trained in MOJO (mobile phone journalism), 5 are actively collecting stories from community members on Country</p>	<p>Yiriman Women and Ngurrara Rangers 6-week program June – August.</p> <p>June 12th - June 19th, Canning Stock Route - Well 49</p> <p>Three young women from Fitzroy Crossing and two Walmajarri women Elders joined the Ngurrara Rangers in June at Well 49 on the Canning Stock Route. The Rangers were completing a range of tasks, including construction and visitor management, as well as conducting water-monitoring and animal trapping activities. The young women accompanied the women Rangers and completed some of the TAFE-directed tasks, being mentored by the Ranger women whilst interacting with their Elders. Culturally-based activities included: learning Skin names, talking about connection to Country through family and kin, identifying plants and animals, recording their language names and associated traditional knowledge.</p> <p>The interim generation provided the key to engagement of these young women, with the women rangers providing a role-model position. (See attached newsletter, p. 1)</p> <p>August 29th – Sept. 2nd, TAFE course and fashion parade, Fitzroy Crossing</p> <p>One of the young women from Fitzroy Crossing completed a four-day TAFE course in professional make-up and nail-artistry. Supported by peers and</p>
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				<p>Stills cameras, including digital SLRs, are also regularly being used by young women on the Ngurrara Rangers' trips</p>	<p>role models from Marnin Studio (at the Fitzroy Crossing Women's Centre, Marninwarntikura), she completed the nail artistry certificate course and went on to walk the cat-walk for the Fitzroy Crossing fashion parade, showcasing locally designed and made fashion pieces that had just returned from the Darwin Art Fair. The young woman has since been chosen to travel with a small group to Canberra to learn more about fashion and modelling, and to interact with other young Aboriginal women from around Australia. (See attached newsletter, p. 2)</p> <p>July 6th, Mowanjum Festival, Mowanjum Community</p> <p>Two Yiriman Elders from Jarlmadangah were accompanied by a Nyikina/Mangala Project Officer to the Mowanjum Festival. Setting up a stall showcasing bush medicinal plants, workshops and demonstrations were given on bush soap and oil production.</p> <p>July 17th - 21st, Nyikina Mangala Culture camp, Langi Langi (on Fitzroy River)</p> <p>Many young boys and girls, men and women of the Nyikina and Mangala peoples joined the Yiriman Elders at an important site located towards the mouth of the Fitzroy River. Travelling from Derby, Looma, Jarlmadangah, and further afield, more than 50 people took part in dancing, singing</p>
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				<p>and cultural activities that involved the passing on of important information to the next generations. The Ngikina Mangala Rangers were also present for this reason – to continue Country care and management through the cultural framework.</p> <p>August 13th, Dermatology Conference, Broome</p> <p>Yiriman Elder, Annie Milgin, presented to a national dermatology conference on the Yiriman Women’s work in the bush medicine arena.</p> <p>August 14th, Cultural Health Service Workshop, Broome</p> <p>Nine Yiriman women from Bidydanga and Jarlmadangah communities met in Broome with Health Service Providers from various organisations (KAMSC, WACHS, Palliative Care) to workshop the development of a Cultural Health Service. Focal points included: palliative care; birthing, neonatal and mothering; and Health Care product development.</p> <p>August 29-30th, Jewellery workshop, Ngumpan Community</p> <p>A two-day workshop for jewellery-making and basketry happened at Ngumpan community. Josie Farrer and the Kimberley Development Commission provided funds for the workshop, which was taught by Jess Jubb and supported by Yiriman Women Elders. It took place at</p>
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Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
					<p>Ngumpun Art Centre and had a total of 40 women and young girls and boys attend over the 2 days, with students from Wangkatjunka community school making bracelets on the second day.</p> <p>Sept. 18th – 22nd, Combined AGMS, Lombardina</p> <p>The Yiriman Women took part in a 'Women's Activities Space' at the KALACC 2017 Regional Cultural Festival in Lombardina. This involved a number of key Aboriginal women's organisations from across the Kimberley including Marninwarntikura Women's Resource Centre; women artists from the Mowanjum Arts and Mangkaja Arts, in addition to the Yiriman Women's Program. Senior women from these organisations established a place at the Festival for women to undertake artistic and cultural exchanges, sharing their knowledge and narratives with the next generations.</p>

Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
<p>Develop Partnerships through Outreach Networking and Collaboration</p>	<p>Support, foster and grow local service networks to improve capacity and sustainability for communities. Activities seek to build directly on the strong outcomes developed over 15 years of highly successful programs and activities. Putting their years of acquired skills and training to use, multigenerational members of the Yiriman model and initiate programs and activities in the role of teachers, trainers, mentors and ambassadors, both within the Yiriman community and also with other Aboriginal groups and regions of the Kimberley – and with a wealth of partner organisations. The goal of this is to increase community participation and partnerships among an ever widening circle of networks in an area of great social need.</p>	<p>Attendance at at least four health forums and/or camps over the 12 months period</p>	<p>Number of participants attending such events</p> <p>Number of fee for service events attended by Yiriman women (i.e. where they are the paid experts in cultural framework establishment.)</p> <p>Number of ongoing partnerships with local and or regional health organisations, schools, training institutes, etc.</p>	<p>Ongoing</p>	<p>Partnership development and experiences with other organisations has occurred, including:</p> <p>Mangkaja Art Centre; Kimberley Aboriginal Medical Service (KAMSC); Marninwarntikura; Juvenile/ Youth Justice; Karajarri Women Rangers (KLC); Ngurrara Women Rangers; Notre Dame University; La Grange Community School; Wangkatjunka Community School</p> <p>Annie Milgin was a paid presenter at a Dermatology conference in Broome in August.</p> <p>The first Yiriman Women’s Cultural Health Service Enterprise Project workshop took place in August in Broome with representatives of 4 service providers present.</p>

Risk Management (please note any predicted risks & related mitigation strategies)

Risk	How the Risk will be Managed	Report
<p>Weather and Climate</p> <p>Yirimán's core project methodology involves working on country. The Kimberley is a hot tropical region</p>	<p>By its very nature the work of Yirimán is seasonal. It is too hot to work on country across late November to early February. As a work practice, staff accrue annual leave and Time off in Lieu and they access this leave during this time. When staff are working over these months, the nature of the work relates to end of year reporting (up to Christmas) and start of year planning (from late January to February)</p>	<p>The series of workshops which have been held this year have all been held in community or at locations which at least have some basic infrastructure. Yirimán partners with a wide range of agencies. Thus we never have single vehicles operating in remote locations ie there is always a back up and safety strategy.</p>
<p>Isolation, remoteness</p> <p>Yirimán's core project methodology involves working on country. This includes working in remote desert locations.</p>	<p>There are inherent risks associated with working in hot, remote, isolated areas. In addition to that, communication is vitally important and comes in the form of satellite phones. And there are important work practices such as not travelling with single vehicles to remote areas.</p>	<p>Trips on Country were modified in terms of time and geographic location – . Travel in convoy to camp locations, with signage provided for participants. Communication with local pastoralists to ensure safety prevails – e.g., emergency plans to contact/drive out if necessary.</p>
<p>Cultural Factors</p> <p>Sorry business is an important cultural factor in the Kimberley. So too is the seasonal period of law time.</p>	<p>Most of the impacts from Law Time are mitigated by the seasonal nature of the work. i.e. Holiday and Yirimán down time coincide generally with the period of law time.</p> <p>Sorry business cannot be planned for but must be appropriately responded to. This involves being flexible with planning arrangements and always being prepared to change to Plan B. i.e change of dates or change of venue</p>	<p>All scheduled trips took place during July - September 2017.</p>

Risk	How the Risk will be Managed	Report
<p>Great demand placed on a few key elders</p> <p>Important people are in high demand. Demographically, there are few old people and a great many young people. And the nature of old people is that they are not permanent fixtures always available.</p>	<p>Intergenerational Cultural exchange is a central element of Yiriman's methodology. But this central plank only works if in fact the old people are available i.e they are not drawn to other commitments or not unavailable due to ill health. Thus, a key element of the project planning and risk assessment is regular, almost constant dialogue and discussion with elders and also with partner organisations who are also seeking to engage with the same elders.</p>	<p>Development of a formal calendar of events with other stakeholders in Fitzroy Crossing and Bidyadanga has meant that there has been more collaboration and sharing of resources and camps. In particular, Kimberley Aboriginal Medical Service (KAMSC) and Ngurrara Rangers in Fitzroy Crossing, and the Women Rangers in Bidyadanga.</p>

Budget

Items	Budgeted Amount (excludes GST)	Expended Amount to 31/03/2018
Mandated SACS Component	\$13,348.13	
KALACC Administration Fee of 20% of income - insurances, audit, financial management services, project management	\$16,108.19	
Wages – Inclusive of superannuation, housing allowance, leave loading, annual travel allowance	\$35,644.63	
Fuel and Transport Costs including Registration and Vehicle Repairs	\$7,981.23	
Project materials and supplies, including food and cultural project materials	\$7,234.30	

Stakeholder	Interest or Impact	Engagement Strategy	Progress Report
KALACC	Provides auspicing and administration but also key cultural and governance events such as AGM's	Deeply connected via formal and informal processes	KALACC has submitted to DSS an application under the SARC program, seeking three years funding for the establishment of a Yiriman Women's Cultural Health Service. KALACC has recently endorsed the Operational Work Plan for the Kimberley Suicide Prevention Trial. We look forward to seeing the PMC and DSS contributions towards the implementation of this Operational Plan.
Murdoch University	Long term project partner focussing on research and evaluation	Key relationship with Dr Dave Palmer but also Murdoch University students, using digital technology to pass on Nyigina stories	Dr Palmer assisted KALACC to develop the Yiriman Evaluation Framework to be used with WAPHA. Dr Palmer prepared the proposal for Yiriman to present at the Rural and Regional Mental Health Conference in Broome in October 2017.
Ranger Groups (including Nyikina-Mangala, Karajarri, Ngurrara)	There is a natural affinity; overlap and range of shared goals between Yiriman and the ranger groups. And there is a long history of working together, particularly on the implementation of back to country trips	Engagement through interaction on health camps/on country trips	<p>The Yiriman Project was identified as playing a key role in helping develop the capacity and activities of an increasing number of female rangers. Yiriman was represented at the national Indigenous Ranger Forum held at Pender Bay on the Dampier Peninsular in July 2017.</p> <p>Yiriman Women and Ngurrara Rangers 6-week program June – August:</p> <p><i>June 12th - June 19th, Canning Stock Route - Well 49</i></p> <p><i>August 29th – Sept. 2nd, TAFE course and fashion parade, Fitzroy Crossing</i></p>

Stakeholder	Interest or Impact	Engagement Strategy	Progress Report
<p>Allied Health Professionals – including WACHS and KAMSC</p>	<p>In the interest of cultural safety and contributing towards understanding of wellness</p>	<p>Engaged through interaction on health camps/at health forums</p>	<p>August 13th, Dermatology Conference, Broome</p> <p>Yirman Elder, Annie Milgin, presented to a national dermatology conference on the Yirman Women’s work in the bush medicine arena.</p> <p>August 14th, Cultural Health Service Workshop, Broome</p> <p>Nine Yirman women from Bidydanga and Jarlmadangah communities met in Broome with Health Service Providers from various organisations (KAMSC, WACHS, Palliative Care) to workshop the development of a Cultural Health Service. Focal points included: palliative care; birthing, neonatal and mothering; and Health Care product development.</p>
<p>Local Schools</p>	<p>In the interest of inter-generational teachings/learnings</p>	<p>Engaged through attendance on regularly scheduled bush produce collection/production trips</p>	<p>August 29-30th, Jewellery workshop, Ngumpan Community</p> <p>A two-day workshop for jewellery-making and basketry happened at Ngumpan community. Josie Farrer and the Kimberley Development Commission provided funds for the workshop, which was taught by Jess Jubb and supported by Yirman Women Elders. It took place at Ngumpan Art Centre and had a total of 40 women and young girls and boys attend over the 2 days, with students from Wangkatjunka community school making bracelets on the second day.</p>

Stakeholder	Interest or Impact	Engagement Strategy	Progress Report
Local Art Centres	Pooling of expertise and sharing of resources, collaborating on projects thereby increasing overall involvement /participation	Engagement in regards to the delivery of cultural workshops and also the implementation of back to country trips	<p>A specific focus for this reporting period has been the 20th anniversary Ngurrara Canvass return to Jilgi Bore, conducted by Mangkaja Arts and supported by Yiriman and by KALACC.</p> <p>Jarlmadangah community members also attended Mowanjum Art Centre's Festival in July, presenting workshops and selling bush produce. (1 Elder; 1 mid-aged; 1 young person)</p> <p>There has also been a collaboration through Mangkaja Arts in Fitzroy Crossing with a Design Anthropologist based in Sydney for exhibition. This collaboration has involved the traditional art of hair rope making.</p>

This Activity Work Plan is to be finalised, or reviewed and renewed, by the Activity Work Plan End Date specified above.

s47F

Department of Social Services

s22

Signed for and on behalf of

Position

KAYLEE COORDINATOR ASSISTANT DIRECTOR, SETTLEMENTS

Date

31/1/18

4/1/18



Australian Government
Department of Social Services



Mr Wes Morris
Kimberley Aboriginal Law and Culture Centre (Aboriginal Corporation)
PO Box 110
FITZROY CROSSING WA 6765

PO Box GPO Box 9820
Perth WA 6848
Telephone: 1300 653
227
Website:
www.dss.gov.au
TTY: 133 677

Dear Mr Morris

Variation of Grant Agreement

The Commonwealth of Australia, represented by the Department of Social Services and Kimberley Aboriginal Law and Culture Centre (Aboriginal Corporation)(the **Parties**) have a current Streamlined Grant Agreement 4-1OLUPU5 (the **Agreement**).

Following discussion with you concerning:

Extending the Community Development and Participation Grants Activity end date by six months and increasing the funding, we have agreed to vary the Agreement.

The Parties seek to vary the Agreement, as follows and do so with this **Letter of Variation**.

Two original copies of this Letter of Variation are enclosed for you to sign. Once you have signed both copies, you need to return both copies to us at the above address within thirty (30) Business Days of the date of this letter otherwise this offer will lapse.

We will sign both copies and return one copy to you for your records. The variation takes effect from the date on which we sign this Letter of Variation.

The Parties agree to the following variations:

Schedule Id: 4-1OLUPU8

Activity Id: 4-1OLUPUC

1. **Replace** the Agreement Schedule end date at **Item C – Duration of the Grant Schedule and Activities** with 30 November 2018
2. **Replace** the Activity end date at **Item C.1** with 31 December 2017.

3. **Add** the following payments to the table at **Item D – Payment of the Grant**

Milestone	Anticipated Date	Amount (Excl GST)	SACS (Excl GST)	GST	Total (Incl GST)
Payment of 2017-18 funds	11 July 2017	\$50,000.00	\$0.00	\$5,000.00	\$55,000.00
Payment of 2017-18 SACS Supplemetation	11 July 2017	\$0.00	\$8,898.75	\$889.88	\$9,788.63
Total Amount		\$50,000.00	\$8,898.75	\$9,788.63	\$64,788.63

4. **Add** the following Milestones to the table at **Item E - Reporting**

Milestone	Activity if Applicable	Information to be included	Due Date
Activity Work Plan	Community Development and Participation	Output-level detail for the funded Activity negotiated with DSS and captured in an Activity Work Plan as per Item E.2	3 October 2017
Service Stocktake	Community Development and Participation	A report with progress against Activity Work Plan, compliance or other reporting as set out in Item E.5	30 January 2018
Financial Aquittal Report	Community Development and Participation	Financial Aquittal from 1 July 2017 to 30 June 2018 as per Item E.4	31 October 2018

The Parties agree that:

(a) terms in this Letter of Variation with initial capital letter(s) have the same meaning as they have in the Agreement; and

(b) the only variations are those set out in this Letter of Variation. In all other respects, the Agreement remains unamended.

If you have any questions, please contact s22

or email

Yours sincerely,
s22

s22

State Manager, Western Australia

24 January 2017

Signatories to this Letter of Variation

Parties Commonwealth of Australia, as represented by and acting through The Department of Social Services ABN 36 342 015 855, Tuggeranong Office Park, Soward Way (Cnr Athllon Drive), Greenway ACT 2900 ("us", "we" or "our")

Kimberley Aboriginal Law and Culture Centre (Aboriginal Corporation) ABN 51 568 324 485 of Great Northern HIGHWAY ("you" or "your")

Executed by the Parties on the day the last Party signs, which is

23rd Day of February Year 2017

Signed for and on behalf of the Commonwealth of Australia by the relevant Delegate, represented by and acting through The Department of Social Services ABN 36 342 015 855 in the presence of:

s22

(Signature of Departmental Representative)
23.2.17

(Signature of Witness) 23, 2, 2017

s22

(Name of Departmental Representative)

(Name of Witness in full)

Manager, Families, Communities
4 Settlements Section, WA
(Position of Departmental Representative)

Signed for and on behalf of Kimberley Aboriginal Law and Culture Centre (Aboriginal Corporation) ABN 51 568 324 485 in accordance with its rules, and who warrants that he/she is authorised to sign this Agreement:

s47F

(Name and position held by Signatory)

(Signaturé)

WESLEY MORRIS
(Name and position held by second Signatory/Name of Witness)

30.1.17
(Signature of second Signatory/Witness)

KAREN LEARD MATHER

30.1.17