



# Partnerships with Aboriginal Community Controlled Organisations.

Tender Requests for a number of Earlier Intervention Support Services and Out of Home Care Services will be advertised in 2017. A key requirement for some of the Tenders will be for Respondents to provide a *Statement of Intent* to partner with an Aboriginal Community Controlled Organisation (ACCO) at the point of submitting the Tender Response.

## What is a *Statement of Intent*?

A Statement of Intent should include:

- The name of the ACCO or ACCOs that your organisation has identified as a potential partner or formed a partnership with.
- A detailed plan on how the partnership will be developed and/or negotiated.
- A letter of support from the ACCO advising they are willing to commence partnership discussions with your organisation.
- A statement regarding your organisations commitment to developing a meaningful and mutually beneficial partnership with an ACCO to support your organisation in achieving the outcomes of the contract.

## What are the Partnership Requirements?

The minimum partnership requirements and milestones through-out the contract will be:

Timeframe	Requirement/Milestone
On submission of Tender Response.	<ul style="list-style-type: none"> <li>• Detail intent to develop partnership/s including the identification of possible ACCOs; and</li> <li>• the skills and knowledge your organisation will be seeking from, and contributing to, the partnership/s.</li> </ul>
Within 12 months after commencement of the service agreement.	<ul style="list-style-type: none"> <li>• Provision of a signed Memorandum of Understanding (MoU) between the organisations. This must be provided to the Department’s assigned Contract Manager. The MoU must include:               <ul style="list-style-type: none"> <li>○ details of the partnership and how the partnership will assist in achieving the outcomes of the</li> </ul> </li> </ul>



	<p>Service Agreement;</p> <ul style="list-style-type: none"><li>○ benefits of the partnership and contributions made by each party, including financial;</li><li>○ terms of reference;</li><li>○ roles and responsibilities of each party;</li><li>○ goals of the partnership, including key milestones; and</li><li>○ a dispute resolution process.</li></ul>
12 months after commencement of the service agreement.	<ul style="list-style-type: none"><li>● Submission of a Cultural Development Plan to increase the cultural safety and responsiveness of the service. This must be provided to the Department's assigned Contract Manager. The Plan must include:<ul style="list-style-type: none"><li>○ strategies to increase the number of Aboriginal employees;</li><li>○ target for the incremental increase in the number or percentage of Aboriginal employees over the life of the service agreement;</li><li>○ strategies to increase the cultural connections for children or young people in the family care arrangements;<ul style="list-style-type: none"><li>▪ training opportunities for staff in cultural awareness (particularly at a local level) and how this will be measured as achieving increased cultural awareness; and</li><li>▪ strategies to develop and transfer the skills and knowledge of each party.</li></ul></li></ul></li><li>● Submission of a report to the assigned Contract Manager detailing:<ul style="list-style-type: none"><li>○ issues and achievements of the partnership; and</li><li>○ goals of the partnership in the next 12 months.</li></ul></li></ul>
24 months after commencement of the	<ul style="list-style-type: none"><li>● Submission of a report to the assigned Contract Manager detailing:</li></ul>





service agreement.	<ul style="list-style-type: none"> <li>○ progress against the Cultural Development Plan;</li> <li>○ issues and achievements of the partnership; and</li> <li>○ goals of the partnership in the next 12 months.</li> </ul>
36 months after commencement of the service agreement.	<ul style="list-style-type: none"> <li>● Submission of a report to the assigned Contract Manager detailing: <ul style="list-style-type: none"> <li>○ progress against the Cultural Development Plan;</li> <li>○ issues and achievements of the partnership; and</li> <li>○ goals of the partnership in the next 12 months.</li> </ul> </li> </ul>
48 months after commencement of the service agreement	<ul style="list-style-type: none"> <li>● Submission of a report to the assigned Contract Manager detailing: <ul style="list-style-type: none"> <li>○ progress against the Cultural Development Plan;</li> <li>○ issues and achievements of the partnership; and</li> <li>○ goals of the partnership in the next 12 months.</li> </ul> </li> </ul>
60 months after commencement of the service agreement	<ul style="list-style-type: none"> <li>● Submission of a report to the assigned Contract Manager detailing: <ul style="list-style-type: none"> <li>○ progress against the Cultural Development Plan;</li> <li>○ issues and achievements of the partnership;</li> <li>○ goals of the partnership in the next 12 months; and</li> <li>○ detail the future of the partnership.</li> </ul> </li> </ul>

Service Providers must develop a partnership with at least one ACCO that supports the achievement of the Service Outcomes and enhances service provision for Aboriginal children and young people. A Service Provider must either be in a partnership, or working towards a partnership, with an ACCO for the duration of the Service Agreement in accordance with the timeframes outlined in the Table above.

The Department will monitor the establishment and implementation of the partnership/s through active contract management and reporting processes.

Partnerships must be flexible to address the needs of each organisation, the local community, children and young people. The scope of the partnership/s may include, but is not limited to the provision of the following:

- cultural training and development for staff and carers;
- day to day service provision;
- assistance with recruitment and training of Aboriginal carers and staff;



- development of Cultural Support Plans for Aboriginal children and young people; and
- organisational development.

Where a service is delivered in partnership with another organisation and/or an ACCO, the lead agency that is awarded the Service Agreement will be responsible for managing all partnerships including sub-contracting arrangements. All partnering organisations will be required to attend and participate in contract management meetings, service reviews and other meetings as required by the Department.