

# Community Sector Disaster Capability Project

## Host Services Expression of Interest

### Frequently Asked Questions

Last updated 24 March 2023

This document addresses questions asked by organisations interested in applying to be a Local Host Organisation for the Community Sector Disaster Capability project, being delivered by NCOSS in partnership with the LCSA and AbSec.

Advice and explanation here adds to information contained in the EoI documents: the EoI Guidelines, the Program Overview and the EoI Application Form. These can be found at [www.ncoss.org.au/disaster-capability/](http://www.ncoss.org.au/disaster-capability/).

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## **ABOUT THE PROJECT**

### ***What is the Disaster Risk Reduction Fund (DRRF)?***

The Community Sector Disaster Capability (CSDC) Project has been funded under the Local & Regional Risk Reduction stream of the Disaster Risk Reduction Fund (DRRF).

The DRRF is jointly funded by the New South Wales (NSW) and Australian governments and is targeted at locally led initiatives to help keep communities safe in the future. The DRRF is administered by the NSW Reconstruction Authority.

The DRRF aims to deliver direct risk reduction and risk mitigation solutions, build capabilities in disaster risk reduction, and promote collaboration between local communities, councils and other stakeholders. The DRRF has three funding streams and offers \$52 million in total to build resilience and help reduce, mitigate and manage the risks of future disasters.

More information on the Disaster Risk Reduction Fund (DRRF) can be found here:

[www.nsw.gov.au/emergency/nsw-reconstruction-authority/disaster-risk-reduction-fund](http://www.nsw.gov.au/emergency/nsw-reconstruction-authority/disaster-risk-reduction-fund)

### ***Who administers this Project?***

The NSW Council of Social Service (NCOSS) administers the funding for the Community Sector Disaster Capability Project.

### ***What Monitoring & Evaluation tools will be provided?***

NCOSS has responsibility for developing the Monitoring and Evaluation Plan and associated tools for the project. These will accord with the Program Monitoring and Evaluation Plan provided by the NSW Reconstruction Authority.

Local Hosts will need to use the tools provided to collect project data. These tools are yet to be developed.

## **FUNDING**

### ***How much funding is available?***

Funding is being provided to Host Services in each location (identified through an Expression of Interest process). As set out in the EoI Guidelines:

- A \$10,000 Hosting Fee
- Funding and support to recruit, pay and manage two locally based Project staff:
  - 1 x 1FTE Local Project Coordinator – Level 7 SCHADS
  - 1 x 0.6FTE Local Project Officer – Level 5 SCHADS
- Funds for local engagement and capacity building activities, equipment, resources and travel – to be negotiated as part of the funding agreement.

### ***How much is available for each region for 'local engagement and capacity building activities, equipment, resources and travel'?***

- Total of \$120,000 to be split across all 3 project sites for engagement and capability-building activities and resources.
  - Some funds for engagement and activities to be agreed during contract negotiations.
  - Some to be held centrally and distributed once engagement has been undertaken and priorities for capability building activities and resources have been identified across the 3 locations.
- There will be a modest allocation for equipment (e.g. phones, laptops, monitors, and office chairs for project staff) and project related travel.

### ***Are training and development and venue hire included in the 'local engagement and capacity building activities, equipment, resources and travel' amount?***

Yes.

## **NETWORKS AND EXPERIENCE**

### ***We already have good cross-sector and NGO service connections here. Can we use those?***

- Yes, use your existing connections between the community sector, communities and emergency management agencies.
- The local host organisation is expected to have existing relationships and networks, and to strengthen and extend these through the project.
- The project should aim to strengthen community sector involvement in and linkages to existing disaster networks and agencies.

### ***We have done a lot of disaster readiness work and we are already connected with formal Emergency Management in our area. Should we apply?***

- All Local Host Organisations would be expected to build on their experience in disaster management including disaster response, recovery and preparedness and connections developed through this work.
- Place-based organisations with relevant experience and networks are encouraged to apply.

#### ***REQUIREMENT TO BE PLACE-BASED IN THE TARGET LOCATIONS***

##### ***We have good connections in our LGA but it might be difficult for us to reach the other target LGAs? Should we apply?***

- Yes. Consider a partnership with services in the other LGAs to maximise your knowledge of those communities and ensure your reach into those areas where you are not already engaged or delivering services.
- If you apply on your own, describe in your application how you will aim to ensure a locally engaged and informed approach in the other target LGAs.

##### ***Our service is not located in one of the target LGAs. Should we apply?***

As the Project is place-based, the Host Service must be active and connected in the target areas. This must be evidenced in your application.

Services with more limited service delivery and networks in the target location may want to consider supporting or partnering with an organisation that is locally based and engaged in the target LGA/s.

##### ***Can the target locations be reduced, or expanded to include adjacent LGAs?***

An application proposing a change to limit or extend a target location should be strongly evidenced and supported by partners. This proposal would need to be considered and assessed by the EoI Assessment panel against other applications aligning with target locations. Where such a proposal was recommended as the preferred option by the Assessment panel, approval would then need to be sought from NSW Reconstruction Authority.

##### ***Can large NGOs based in the target locations apply?***

There is not an upper level funding cap on the size of organisations that can apply to be a Local Host.

- Local Host Organisations should be based and embedded in the target locations with established local service delivery, connections and knowledge.
- As set out in the eligibility criteria in the EoI Guidelines, organisations must have the target location as the main focus of their service delivery and activities i.e. be place-based.
- Applications from larger place-based organisations (i.e. with income over \$5 million per year) will be assessed alongside other applications received.
- Large state-wide or national service provider organisations with local branches or outlets will not meet the criteria to be a Local Host Organisation.

## **APPLICATION PROCESS**

### ***Is there a word limit on application answers?***

No. However, we encourage you to keep answers to under 200 words.

### ***When will services be notified if they were successful?***

We have planned for the assessment phase to be completed by late April/early May 2023. This is dependent on receipt of applications and complexity of the assessment and contract negotiations.

Services should be able to start working on their projects from May 2023.

## **OTHER QUESTIONS?**

### ***My question is not answered here – how can I get an answer?***

Please email [eleanor@ncoss.org.au](mailto:eleanor@ncoss.org.au) to have your questions addressed.