

APPLICATION FOR FUNDING

National Binge Drinking Strategy Community Level Initiative

Application to note:

- **Application close at 5.00pm on Monday 11 August 2008**
- **Late applications will not be accepted**
- **Incomplete applications may not be assessed**
- **Do not alter the sequence of the information requested or delete any section**
- **Do not bind your application or place in folder**
- **Please type or print clearly in black ink**
- **Provide one (1) original application with all supporting documentation and three (3) copies of the application form and letters of support**

Application for Funding

Office use only

Application
Reference No.

Name of your organisation

Broken Hill Community Drug Action Team (CDAT)

Name of project

'Drink Safe Community' Initiative

Location(s) in which the project will take place

Suburb			
City/Town	Broken Hill		
State/Territory	NSW	Postcode	2880

Brief description of project including how the need for the project was determined and its key aims and objectives (not more than 50 words)

(this may be used for publication purposes)

Statistics and research indicate a high rate of youth alcohol use and related incidents, and a community acceptance of binge drinking culture.

A multi-faceted project involving community education, health promotion, harm minimisation and social marketing. The project aims to reduce risky drinking behaviors and develop an ongoing '**Drink Safe Community**' initiative.

Total funding requested

(do **not** include GST)

\$ 236,000

Length of project

months

24

(Maximum time period is 24 months)

Has your organisation previously received funding for this project

No ✓



PART 1 Applicant details

1.1 What is your organisation's primary purpose? Also briefly describe your main activities. (150 words maximum)

CDAT brings together key agencies, stakeholders and local residents (See **Committed Community Partners listed in 2.6**) to identify, prioritise and respond to alcohol and drug related problems in the local community with a focus on Youth and early intervention.

Purpose:

- identify drug-related problems in the local community
- identify gaps in local services which work on drug-related issues
- work with organisations and other community members to meet community needs
- Develop a Local Drug Action Plan

Objectives:

- Enable the Broken Hill community to comprehend and take ownership of drug issues by encouraging community and inter-agency involvement to identify and develop initiatives to address them.
- Work within the World Health Organisation (WHO) Safe Communities model using an evidence based approach to issues.

Main activities include school events, youth forums, community education, worker training, and health promotion programs using an evidence based approach (safe communities model).

1.2 Are you a not-for-profit organisation? Yes ✓

1.3 Is your organisation a peak body or a subsidiary?

Tick as appropriate

Subsidiary ✓

1.4 ABN

84 873 116 132 – Broken Hill City Council: Auspice organisation

1.5 Legal status

The auspice body Broken Hill City Council will cover services and volunteers under their risk management strategy (**refer to attached document- Risk Management Policy**). Any service that is involved in the initiative will be required to produce their 20 million dollar public liability.

Please attach a copy of your certificate of incorporation and relevant and current insurance policies.

1.6 Your organisation's address

Street address 479 Crystal Street
Broken Hill

State/Territory NSW

Postcode 2880

Postal address	479 Crystal Street Broken Hill		
State/Territory	NSW	Postcode	2880

Website	www.bhyouthinteragency.org
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E-mail address	youthser@ceinternet.com.au
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1.7 Your organisation's contact person for this project

Name	Scott Hammond	
	First Name	Surname

Position	Chairperson
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Telephone	(08) 8080 3591
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Fax	(08) 8088 6199
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Mobile	0439 632 463
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E-mail address	youthser@ceinternet.com.au
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PART 2 Proposed project

2.1 Description of project

The project description should provide **detailed** information about the project activity. It should include:

- how will the project reduce youth binge drinking in your community,
- the **main goal, purpose or issue to be addressed** by the project,
- a description of the **project model**, its content, activities and method of delivery,
- what is the model of community engagement for your project and how will it be achieved,
- where the project will be delivered,
- specific **client or population group**, including numbers of people/communities to benefit from the project, and how this group will be recruited to the project, and
- a description of the expected **outputs, outcomes and products**

How will project reduce youth binge drinking

The project will reduce youth binge drinking by educating young people, increasing community awareness about the harmful effects of alcohol, and promote community roles and responsibilities in relation to youth binge drinking.

Provide young people with the knowledge to make informed choices in relation to alcohol and levels of intoxication, and increase the social acceptance among young people of choosing to drink responsibly.

Main goal to be addressed

Our main goal is to reduce youth binge drinking and develop a model for a **'Drink Safe Community'** initiative.

Description of the project model, its content, activities and method of delivery

The project will consist of several separate drug and alcohol programs. These are:

- 2 day community event: This program will demonstrate the serious physical, social and emotional effects of binge drinking. The event will include workshops and program presentations by professional guest speakers (Local, State and National), displays, community service information and activities over a 2 day period, open to all communities in Far West NSW. The 2 day event will also utilise existing community programs and resources within the community and this initiative.

The two day event will target the wider community, with a focus on young people aged 12 to 25. Parents and the people who most influence or make decisions for young people will also be targeted through seminars and information.

- Year 11 and Year 9 Drug and Alcohol forums: Full day education forums will be delivered to year 9 and year 11 students from Broken Hill, Menindee and Wilcannia. A high profile guest speaker will present information about responsible alcohol choices and consequences, and resilience building skills.
- Save a Mate: A harm minimisation program for young people. The focus is on alcohol and drug use and their effects. It builds important knowledge and skills to look after each other.

Save a Mate will require community members to be trained in the program for its delivery. The proposed employed worker will recruit new trainers and coordinate their training.

Program information attached

- Aboriginal Focused Programs:

A collaborative approach from services with an indigenous focus will ensure culturally appropriate programs. Including:

- Crime prevention and ongoing workshops (such as health and wellbeing, healing, self esteem and assertiveness training).
- Elders, youth, women's business and men's business projects
- Camps at various locations. **Support letters attached**

- Schoolies Party Safe Packs:

Schoolies Party Safe Packs is a previously piloted program (2007) delivered locally to all Year 12 graduates (Schoolies) consisting of a variety of harm minimisation resources.

The **Party Safe Pack** is a back pack containing information and resources that help reduce the risks associated with end of year activities (Schoolies week). It is well known that end of year High School leavers celebrate usually by participating in high risk activities. These activities may include consuming large quantities of alcohol (binge drinking), attending parties where drugs are available and drink spiking can occur, travelling long distances with friends in cars, over exposure to our harsh climate and unsafe sex practices (STI) **Program information attached**

- Safe Party Packs (MYNITE)

My nite party safe packs: For young people who register upcoming parties on the MYNITE police website. These consist of resources to assist in conducting a safe party eg. Water, wristbands etc.

- Good Sports Program: A program designed to encourage sporting clubs adopt responsible alcohol management practices in their clubs. **Program information attached**

- National Drug Action Week: Support a national campaign to raise awareness about alcohol and other drugs (AOD) issues in Far West NSW and coordinate activities that promote awareness of alcohol and other drugs.

- Community Drink Safe Display Kits and community boards:

- Portable interactive kit including an electronic message board, an interactive touch screen display and banners. The portable kit will continuously visit local services, youth hot spots and major community events & celebrations.
- Community display/information boards: Permanent information stands containing alcohol information, services and relevant help lines. These boards will also be used to promote local Drug and Alcohol free events. Located in schools, CBD and frequently visited youth services.
- 2 permanent large billboards located on town entry highways, promoting the '**Drink Safe Community**' initiative.

These resources will have a variety of information about alcohol and its associated health risks, social and economic impacts, safe levels of drinking and alcohol related service information.

- Schoolies Week Events: 3 alcohol regulated music events between November 2008 - November 2010 aimed at Year 12 students (Schoolies) organised by young people.

See attached proposal/ support letter: Indent NSW

- Outback Indent Team Events: 2 x Drug and Alcohol free events (Battle of the Bands 2009/10) managed by a team of young people, promoting 'Drink Safe Community' messages targeting 12-25yrs in Far West NSW region including areas in the Central West NSW.

See attached proposal/ support letter: Indent NSW

- Brain Spectrum Program 'making a good brain great': An education program for teachers, schools and parents showing the harmful effects of alcohol and drug use on the brain. The program gives students knowledge that will enable them to expand the potential of their own brains, learn about science behind the brain, and come face to face with how their decisions now will influence who they become. **Program information attached**
- Designated Driver program: A program working with licensed venues to provide free / discounted non-alcoholic drinks to patrons who identify themselves as designated drivers. **Program information attached**
- Social marketing
Two year community Social Marketing program with local media including Southern Cross Television (Regional coverage), Hype FM, ABC (Regional & State coverage), Hill FM, 2BH, Community Radio 2DRYFM and local print media.
Local television, posters, brochures and radio advertising will be developed promoting responsible drinking, targeting youth, high risk groups (such as Aboriginal population) and the whole community in consultation with young people and youth leadership groups. In-kind support has been offered for this program. **See attached proposal / support letter**: Central Television & other Community Partners.
- Safe passage program
The 'Safe Passage Program' is a DVD based program that unlocks the power of the parent/carer. The program brings together key 'parenting-in-the-drug' and 'alcohol-age' concepts, which complement the invaluable Safe Passage DVD facilitated workshops. The dynamic program has proven to be an invaluable resource for families. The 'Safe Passage Program' contains 8 sessions with each session running approximately 30mins. The 'Safe Passage Program' creates confident parents/carers, capable of guiding young people around the influences of today's toxic culture. **Program information attached**
- Taxi cards
Safety strategy to decrease drink driving and risk taking behaviour of walking alone. A program will be set up with local Taxi companies to supply 'Taxi Credit Vouchers' to youth to ensure that their rides home are previously arranged. Parents will be able to put various amounts of credit on the card. **Program information attached**

Community engagement

The planning stages of this project, has had wide community involvement, with over 20 Government and Non-Government organisations, and several community members having input into its development. Extensive consultation with young people influenced decisions and program development, and will play an important role in the future direction of the project. These organisations and young people will be actively involved in the implementation of the project. Therefore the project is, and will continue to be a community lead initiative.

Location

The project will be delivered in the Broken Hill Local Government area with events being promoted in communities within the Far West and Central West NSW

Population group, including numbers of people/communities to benefit from the project, and how this group will be recruited to the project

The Broken Community as a whole will be involved in the **'Drink Safe Community' Initiative**. Specific population groups will include young people and their families, sporting clubs, pubs and clubs, and Aboriginal communities. The Broken Hill Community consists of 19 359 people, of these, 3,186 are aged between 12 – 25yrs, and 321 of these are indigenous (**ABS Statistics Census 2006**)

These groups will be recruited through social marketing, specific targeted health promotion programs, utilising existing Aboriginal health worker links, community networks, young people and word of mouth.

Expected Outcomes include:

- A reduction in the number of young people aged 12-25yrs engaging in binge drinking
- A change in the attitudes of young people about the acceptance of binge drinking
- A change in community attitudes regarding the accepted culture of binge drinking
- Increased knowledge about the harmful health effects of alcohol
- Decreased alcohol related presentations to the emergency department from young people
- Decreased reported youth alcohol related violence and crime from police statistics
- Increased number of registrations of Youth Parties on the "My nite" web site
- A reduction in the number of parents / carers buying alcohol for their underage children
- Increased number of young people participating in "alcohol free" and "alcohol regulated" events and activities
- Strengthened community partnerships and collaboration
- To develop a sustainable "Drink Safe Community" model

2.2 Demonstrated need for the project

What issue(s) in your community is the project addressing?

How have you identified this need?

What are the benchmark levels of relevant performance indicators?

Issue addressed

Youth binge drinking, its influences and impact on the local community.

Including:

- Street crime
- Domestic Violence
- Debt
- Cultural specific issues
- Underage drinking
- Family breakdown
- Gambling issues
- Mental Health issues
- Homelessness
- Injuries & hospitalisation
- Anti-social behaviour
- Unemployment
- Drink driving
- Risk taking behaviour
- Sexual risk taking

- Parental and community responsibility
- Lack of drug education and awareness
- Decrease the association between sport and binge drinking
- Current accepted community culture

How is need identified

Statistics from recent rural and remote research indicate:

(**'Alcohol harm and cost at a community level: data from police and health' Broken Hill Centre for Remote Health Research - Joint Initiative of the University of Sydney and Greater Western Area Health Service Report Attached**)

- The hospitalisation rate for all alcohol attributable conditions and injuries in NSW is increasing with higher rates in rural and remote areas.
- Alcohol related crimes including drink driving assaults and domestic violence are higher in Broken Hill than NSW overall.
- Self reported risk drinking in the Greater Western area (including Broken Hill) is higher than the NSW average.

The need has been further identified through local Youth Focus groups, drug and alcohol forum feedback and feedback received from local youth services.

At a recent Year 11 Drug and Alcohol Forum conducted in Broken Hill in collaboration with CDAT, surveys from 138 students indicated that: **(Report Attached)**

- 97% had consumed alcohol, of which 35% consumed alcohol at least once a week.
- 70% would consume 4 or more alcoholic drinks at a time, and 23% consuming more than 10 drinks.
- 34% receive alcohol from their parents and 77% report their parents are aware that they consume alcohol
- 48% believe drinking is a problem in the community

2007 Year 9 Drug and Alcohol forum conducted by CDAT reported: **(2007 & 2006 Report Attached)**

- 83% of participants have consumed alcohol
- 16% stated they would consume alcohol once per week
- 59% get their alcohol from either family or friends
- 48% of participant's parents know that they drink
- 46% think that teenage drinking is a problem locally
- 44% don't consider alcohol a drug

In 2007 research was compiled by Year 2 TAFE Students studying certificate IV in Community Services Work at the Broken Hill College - 228 teenagers participated in this research. **(Report Attached)**

- 60% of female participants aged 15-16yrs consumed 6 drinks on special occasions
- 7.5% of 16-18 yr old males reported that they consumed alcohol every day.
- 5% of 16yr old females consumed alcohol on a daily basis
- 42% of males over the age of 18yrs consumed 10 or more drinks each time they consumed alcohol.
- 42% of males aged 17yrs consumed 10 or more drinks each time they consumed alcohol.
(These 17yr old participants are now in year 12 and completing their HSC in October 2008)
- 33% of males surveyed 18yr+ consumed alcohol everyday

Barrier Local Command has indicated a high incident rate of alcohol related crime in both youth and adult age groups within Broken Hill. **(Report Attached)**

- From Jan 2007 to July 2008, 2057 alcohol related crime incidents
- Alcohol related juvenile legal actions have been increasing in 2008
- 829 alcohol related legal actions occurred in Broken Hill between Jan 2007 – July 2008

After consultation with local services that come into contact with young people and families, it is evident that all believe that binge drinking is a major issue in our community and urgent attention is needed.

Support letters from many of these services are attached.

Benchmarks levels

The rates of youth alcohol related incidence, crime and hospitalisations, and prevalence of youth binge drinking in Broken Hill compared to state averages.

2.3 Is your proposed project an extension of an existing project? No *

2.4 Target Population of Project (NB – please note that the CLI Guidelines specifies the target age group as 12-24 years. Please see page 4 of the Guidelines for further details)

What age group is the project aimed at? Young people aged 12- 24 yrs and the community members/groups they are most influenced by.

Which particular populations within the age group will be targeted?

Aboriginal communities, High Schools, low socio-economic families, pub patrons and sporting participants.

2.5 Is your project working with Indigenous issues or communities? Yes 

There will be some Indigenous involvement ✓

2.6 How does this project reflect current research in the area of community partnerships?

A large number of community partners and CDAT services support and will be involved in this project to ensure a coordinated approach. This will strengthen the project by increasing resources, sharing ideas and information, and expanding the capacity to address issues.

In addition to this, working in partnership with these organisations will strengthen the relationship between the service providers, increasing the likelihood of future coordinated approaches in relation to youth binge drinking.

Committed Community Partners:

- Community Drug Strategies
- Broken Hill City Council
- Southern Cross Television
- Mental Health Drug and Alcohol Service Greater Western Area Health Service
- Maari Ma Health Aboriginal Corporation
- Broken Hill Police
- Murdi Paaki Aboriginal Young Leaders
- Outback Indent Team
- Broken Hill Youth Accommodation Support Service Incorporated
- The Smith Family
- Department of Education and Training Broken Hill
- Sureway Employment Job Network Member
- Thankakali Aboriginal Corporation
- Barrier Division of General Practitioners
- School Parent & Citizens
- Department of Community Services Broken Hill
- Centacare Broken Hill
- Mission Australia Broken Hill
- Broken Hill High School
- Willyama High School
- Centrelink Broken Hill
- Lifeline Broken Hill
- Broken Hill Aboriginal Family Violence Prevention Legal Service
- Broken Hill Skills Centre Incorporated
- Aboriginal Community Justice Group
- Compass Housing
- Business Broken Hill Chamber of Commerce
- St Vincent de Paul
- Police Citizens Youth Club Broken Hill
- Rotary Club of South Broken Hill
- YMCA Broken Hill
- Broken Hill Wesley United Job Placement Education Training
- West Broken Hill Football/Netball Club
- Young Women's Christian Association of Broken Hill

Support Letters Attached

2.7 Please detail the immediate and short/medium term benefits of the project and how these will be measured?

What are the key performance indicators?

How will this data be collected and measured?

- Changes in community attitudes and acceptance in relation to safe levels of drinking through surveys in the community and throughout the programs during this initiative.
- Decreased reported youth alcohol related crime collected from police statistics
- Decreased reported youth alcohol related injury via documented presentations to hospital emergency department
- Increased help seeking behaviour measured by qualitative Feedback from Youth Services.
- Decreased numbers of young people binge drinking measured from surveys at the youth drug and alcohol forum

2.8 What do you see as the long term benefits to the community after the funded project ends?

- Sustained changes in community attitude and 'drinking culture'
- The implementation of the "Drink safe community" initiative.
- Increased community knowledge of risks and effects associated with high levels of alcohol consumption in the community.
- Reduction of binge drinking behaviour in Broken Hill
- Sustainable evidence based health promotion programs
- Improved partnerships between youth services
- Empowerment of young people to be involved in the decision making processes, planning and implementation of knowledge in making responsible alcohol choices and challenge the binge drinking culture

PART 3 Community Partners

3.1 How did you engage with other organisations, groups or individuals in developing this proposal, and who did you consult?

The Broken Hill CDAT team consists of numerous government and non government organisations and community members. This team used local media to invite the community to a planning meeting. This meeting was followed up by letters to local government and non-government organisations, inviting them to participate as partners in the development and implementation of the community led initiative.

CDAT also consulted with young people and youth groups both directly and through surveys, with their information demonstrating the urgent need for this project.

Community Partners:

- Community Drug Strategies
- Broken Hill City Council
- Southern Cross Television
- Mental Health Drug and Alcohol Service Greater Western Area Health Service
- Maari Ma Health Aboriginal Corporation
- Broken Hill Police
- Murdi Paaki Aboriginal Young Leaders
- Outback Indent Team
- Broken Hill Youth Accommodation Support Service Incorporated
- The Smith Family
- Department of Education and Training Broken Hill
- Sureway Employment Job Network Member
- Thankakali Aboriginal Corporation
- Barrier Division of General Practitioners
- School Parent & Citizens
- Department of Community Services Broken Hill
- Centacare Broken Hill
- Mission Australia Broken Hill
- Broken Hill High School
- Willyama High School
- Centrelink Broken Hill
- Lifeline Broken Hill
- Broken Hill Aboriginal Family Violence Prevention Legal Service
- Broken Hill Skills Centre Incorporated
- Aboriginal Community Justice Group
- Compass Housing
- Business Broken Hill Chamber of Commerce
- St Vincent de Paul
- Police Citizens Youth Club Broken Hill
- Rotary Club of South Broken Hill
- YMCA Broken Hill
- Broken Hill Wesley United Job Placement Education Training
- West Broken Hill Football/Netball Club
- Young Women's Christian Association of Broken Hill

Letters of support and commitment from these community partners are attached. **See attached letters**

3.2 How will the community partners be involved in the delivery of this project?

The community partners will contribute resources to promote and implement the programs to the appropriate target groups within the project guidelines. Community partners will utilise their existing contact with the community to increase community participation in the programs.

All community partners will be involved in CDAT and supported by CDAT leading up to and during the delivery of the Project.

Further involvement from these partners is outlined in their letters of support and commitment.

3.3 What contribution in kind will the applicant or community make to the project?

In kind contributions include:

- Donations of resources for the party safe packs and the two day community event
- Funding from the Greater Western Area Health Service for the Good Sports Program
- Contributions from publicans of non-alcoholic drinks for designated drivers
- Some donated social marketing
- Donation of venue usage for various programs
- Brain Spectrum training and resources
- Financial administration costs
- Human resources from government and non government agencies
- Aboriginal elders and community workers input
- Volunteer community workers
- Broken Hill Outback Indent team funded events
- Discounted graphic design for community display kit
- Safe Passage Program facilitator training and resources
- National Drug Action Week funded activities

PART 4 Project objectives and work plan

4.1 Project objectives – What are the project’s objectives?

These objectives should be consistent with the project description in section 2. You can have more or less than 4 objectives. If more space is required please attach a separate sheet.

Objective 1: Reduce youth binge drinking in young people aged 12 – 24 years
Objective 2: Increase community awareness on the negative effects of binge drinking
Objective 3: Develop a sustainable "Drink Safe Community" initiative
Objective 4: Raise awareness and change the current accepted youth binge drinking culture in the Broken Hill Community.
Objective 5: Prevent and reduce alcohol related injuries and risky behavior in young people

4.2 Project work plan

Note: Copy the table below if you have more than 4 objectives. **Use a separate page for each objective. These objectives should be the same as those listed in the previous section (4.1).**

Objective 1:	Reduce youth binge drinking in young people aged 12 – 24 years
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Activities (Functions you plan to undertake to achieve your objectives)	Performance Indicator/s (The way in which you will measure the success of each of your activities)
a. Year 9 and 11 Forums	Pre and post surveys, Evaluation form, qualitative interactions with students, Number of participating young people
b. Schoolies Week events	Pre and post surveys, Number of participating young people
c. Save a Mate	Evaluation forms, informal feedback from students
d. Social Marketing	Informal feedback from youth, level of participation in advertised events
e. Outback Indent Event	Number of young people attending, Feedback from young people and community.
f. Aboriginal Programs	Feedback from Aboriginal Community Working groups and health professionals, number of participants in programs & changes in attitudes.
g. Brain Spectrum	Number of schools participating in the program and the feedback received.

Objective 2:	Increase community awareness on the negative effects of binge drinking
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Activities (Functions you plan to undertake to achieve your objectives)	Performance Indicator/s (The way in which you will measure the success of each of your activities)
a. Year 9 and Year 11 Forums	Pre and post surveys, Evaluation form, qualitative interactions with students, Number of participating young people
b. Brain Spectrum imaging program	Number of schools participating in the program and the feedback received.
c. 2 day community event	Variety of workshops, presentation and guest speakers, number of participants in workshops, media coverage, feedback through evaluation surveys, completed within the budget.
d. Safe passage program	Number of parents undertaking the program and the number of youth workers trained. Community feedback.
e. Community Display Kit	Community feedback, media coverage, qualitative comments, quality of products.
f. National Drug Action Week	Number of participants, resources given out and number of community groups/ workers participating. Media coverage.
g. Social Marketing	Informal feedback from youth, level of participation in advertised events
h. Aboriginal Focus Program	Feedback from Aboriginal Community Working groups and health professionals, number of participants in programs & changes in attitudes.

Objective 3:	Develop a sustainable "Drink Safe Community" Program
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Activities (Functions you plan to undertake to achieve your objectives)	Performance Indicator/s (The way in which you will measure the success of each of your activities)
a. Social marketing	Informal feedback from youth, level of participation in advertised events
b. Community display kit	Community feedback, media coverage, qualitative comments, quality of products.
c. Monitoring Initiative Programs	On each program: Delivery of the program, number of participants, completed evaluations and reporting, completed with proposed budgets. Target group reached and reach of resources.
d. Consult with community partners, young people and the wider community	Number of participants, level of participation

Objective 4:	Raise awareness and change the current accepted binge drinking culture in the Broken Hill Community.
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Activities (Functions you plan to undertake to achieve your objectives)	Performance Indicator/s (The way in which you will measure the success of each of your activities)
a. 2 Day Event	Variety of workshops, presentation and guest speakers, number of participants in workshops, media coverage, feedback through evaluation surveys, completed within the budget.
b. Year 9 & 11 Forum	Pre and post surveys, Evaluation form, qualitative interactions with students, Number of participating young people
c. Good Sports Program	Number of sporting clubs accredited, media coverage.
d. Community Display Kit	Community feedback, media coverage, qualitative comments, quality of products.
e. Schoolies Week Events	Pre and post surveys, Number of participating young people
f. Outback Indent Team Event	Number of participants, media response, feedback from young people and the community.
g. Safe Party Packs (MYNITE)	Number of Safe Party Packs given out per month, compared to numbers registered on MYNITE website. Survey in the packs.
h. Designated Driver	Number of license premises participating in the program. Number of Designated Drivers each month.
i. Social Marketing	Informal feedback from youth, level of participation in advertised events
j. Aboriginal Focus Program	Feedback from Aboriginal Community Working groups and health professionals, number of participants in programs & changes in attitudes.

Objective 5:	Prevent and reduce alcohol related injuries and risky behaviour in young people
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Activities (Functions you plan to undertake to achieve your objectives)	Performance Indicator/s (The way in which you will measure the success of each of your activities)
a. 2 Day Event	Variety of workshops, presentation and guest speakers, number of participants in workshops, media coverage, feedback through evaluation surveys, completed within the budget.
b. Schoolies Party Safe Packs	Surveys, response during and after distribution, number of bags distributed.
c. Schoolies Week Events	Pre and post surveys, Number of participating young people
d. Outback Indent Team Events	Number of participants, media response, feedback from young people and the community.
e. Brain Spectrum	Number of schools participating in the program and the feedback received.
f. Safe Party Packs (MYNITE)	Number of Safe Party Packs given out per month, compared to numbers registered on MYNITE website. Survey in the packs.
g. Designated Driver	Number of license premises participating in the program. Number of Designated Drivers each month.
h. Safe Passage	Number of parents undertaking the program and the number of youth workers trained. Community feedback.
i. Taxi Cards	Number of taxi companies participating. Response and feedback from parents, number of young people utilising program.
j. Save a Mate	Evaluation forms, informal feedback from students

4.3 Milestones and timetable

List milestones and approximate dates to commence and complete.

Milestones	Date of commencement	Date of completion
Including, but not limited to:		
Execution of Funding Agreement	November 2008	November 2010
Initial Progress Report	May 2009	May 2009
Progress Reports	November 2009	November 2009
Final Progress Report	June 2010	June 2010
Project Evaluation	November 2010	December 2010

4.4 Staffing to meet agreed work plan

Include the contingency plans you have to ensure staffing will be maintained during the term of the grant.

Recruit a contracted staff member as a 'Project Coordinator' (**See question 4.5 for further details**)

Contracted staffing requirements

- 2 year contract
- Hosted by Community Partners Service
- \$21.32 per hour
25hrs per week
SACS NSW State Award
'Community Services worker'
Grade 3 – Yr 3
Performance review to be completed by CDAT members

In-kind staffing contribution:

- Community Drug Action Team members
- Community partners
- Volunteers

Contingency plans

- Interagency meetings
- Volunteer agreement form
- Offer free training
- Adequate resources and time frames
- CDAT Support
- Work cover paid staff
- Insurance and public liability for volunteers through auspice body or supporting organisations

4.5 Subcontractors
Does your project require you to subcontract any activities?

Yes * ►

Provide the names of the contractors or subcontractors and the services they will be delivering/providing. If you do not know the names of the contractors at this stage, indicate an intention to use such services. You will need to provide this detail at a later stage (if your application is successful).

Contractor or subcontractor	Services to be provided
<p>Project Coordinator:</p> <p>25hrs per week</p> <p>SACS NSW State Award – ‘Community Services worker’ Grade 3 – Yr 3</p> <p>(Information letter attached)</p>	<ol style="list-style-type: none"> 1) Coordinate: <ul style="list-style-type: none"> • Overall Project Evaluation: ‘Drink Safe Community’ Initiative • Assist in the delivery of programs. With a focus on: <ul style="list-style-type: none"> - 2 day Community Event - MYNITE Safe party packs & Schoolies Party Safe Packs - Coordinate local Save A Mate program and training • Progress reports to funding body, CDAT and the community 2) Ensure all delivered programs are evaluated 3) Research with young people and the general community 4) Networking 5) Secure ongoing alternative sources of funding and support 6) In collaboration with CDAT Develop a sustainable ‘Drink Safe Community’ Strategy and model

4.6 Given that Community Level Initiative funding is NOT recurrent, what is your exit strategy?

Exit Strategy

a) How will you conclude the project?

- A comprehensive evaluation of the Project, '**Drink Safe Community**' Initiative will be undertaken by the paid employee. This overall evaluation will include the evaluation of all programs, feedback, consultations with the community and community partners.
- Produce a planned model for an ongoing '**Drink Safe Community program**'. This new model will be based on the outcomes of the 2 year 'Drink Safe Community' Initiative including the success, appropriateness, costing and support of all the programs undertaken and the community capacity to sustain the projects.

Community consultation and comment will be sought on the '**Drink safe Community Program**'.

b) How will you refer clients to other services?

Community services and programs will be promoted throughout the two year project. The community will be well informed on the appropriate services that meet the needs of young people.

Information such as flyers, posters and messages will be distributed to young people linking them to appropriate services for their needs.

c) What are the implications for staff?

All in-kind staff and community volunteers that have committed to the '**Drink Safe Community**' Initiative Project, will have input into the evaluation and model and opportunity to work with the '**Drink Safe Community**' program in the following years.

d) What will happen to any capital item?

CDAT will ensure that all capital items remain the property of CDAT and will be used in the spirit and guidelines of the National Binge Drinking Strategy Community Level Initiative.

PART 5 Evaluation

5.1 How will you evaluate the effectiveness of your project? Refer to performance indicators in section 4.2

The effectiveness of all objectives - Reduce youth binge drinking in young people aged 12 – 24 years, Increase community awareness on the negative effects of binge drinking, Develop a sustainable "Drink Safe Community" initiative, Raise awareness and change the current accepted youth binge drinking culture in the Broken Hill Community, Prevent and reduce alcohol related injuries and risky behavior in young people, will be measured through an extensive evaluation process. This will include the dissemination of data gathered as a result of surveys both pre and post in all programs and activities provided throughout the funding period.

The impact evaluation will measure the short term effects including changes in behaviour, knowledge, skills and attitudes. Such data will be collected from programs designed to achieve the desired objective in terms of each individual activity. These will include but not limited to Year 9 and 11 Forums; Schoolies Week Events; Save a Mate and Aboriginal Programs.

Pre and Post surveys along with feedback from professionals involved in providing activities will provide excellent data, ensuring an accurate and successful evaluation process. Process evaluations will be carried out to measure the reach, satisfaction and effectiveness of resources and the implementation of strategies and activities.

In terms of Social Marketing; Brain Spectrum and Outback Indent Event, quantitative and qualitative evaluation will be measured by participation of Schools and the number there of; feedback received and documentation; number of young people participating and the number of participants in all advertised events.

PART 6 Project management capacity

6.1 Detail your organisation's experience in managing community based projects in the local area

If you have a copy of an evaluation/review of a relevant grant project completed in the last five years, please attach.

CDAT has been established for two years in the Broken Hill community. The team is comprised of 19 active members from various Government and Non-Government services and community members.

Within these two years CDAT has managed various local projects.

These include:

- Year 9 Drug & Alcohol forums
- Resource development
- Harm Minimisation and Education Programs
- Community Awareness projects
- Coordinated worker training

Note * Evaluations and reports attached

Each team member brings their own experience, knowledge and skills gained through specialised fields. CDAT through its previous and ongoing delivery of activities and programs have proven qualities to successfully manage community based projects and has the support of the community

PART 7 Applications to other agencies

7.1 Does your organisation have a current or planned application for grant funding for this particular project with any other agency?

Yes ✓

Provide the following details

Current application(s)

Agency name	Name of Programme or Grants Scheme	Year of current application	Amount of funding sought	Status of application	Date you expect to learn the result of your application
Community Drug Strategies	Year 9 Drug & Alcohol Forum	2008/09	5,500	In progress	September 2008

Planned application(s)

Agency name	Name of Programme or Grants Scheme	Year of planned application	Amount of funding sought
Broken Hill City Council	Community Grants Scheme	2009	3,000
Community Drug Strategies	National Drug Action Week	Planned for 2009/2010	3,000

PART 8 Previous and current government funding

8.1 In the last five years, has your organisation managed funding from:

- an Australian Govt organisation;
- a state/territory Govt organisation; or
- a local government organisation

Yes



Provide details of recent examples managed by your organisation. Attach where necessary.

Year(s) funded

2007 - 2008

Amount \$

18,000

Under which Program funding was approved

Community Engagement and Action- Community Drug Strategies

Purpose or project description

- 2 x Year 9 Drug and Alcohol Forums
- National Drug Action Week youth competition
- 2 day "Change and Choice" facilitator training

Name of government officer

Krystal Kelly

Phone No.

(02) 6841
2975

Name of government department

NSW Health

Please note: As part of the assessment process, contact is routinely made with nominated officials regarding your management of grants. Please ensure you provide accurate and current contact details.

8.2 If you answered 'No' to 8.1, please provide examples of your organisation's experience over the last five years in administering and accounting for funds it has received or its capacity to administer funds

NOT APPLICABLE

PART 9 Budget

9.1 Overview of project budget

Total CLI funding requested

\$236,000

Total of your financial contribution

\$11,000

Your 'in kind' contribution

\$114,700
(plus employee time contributions).....

TOTAL PROJECT BUDGET

\$ 361,700
+ employee time contributions

9.2 Your annual budget – INCOME

Provide details for each year of your project.

	Year 1	Year 2
Community Level Initiative funding	\$ 104,500	\$ 131,500
Your financial contribution	\$ 5,500	\$ 5,500
Your contributions in kind (list all)		
<ul style="list-style-type: none"> • Donations of resources for the party safe packs and • Community support for two day community event • Funding from the Greater Western Area Health Service for the Good Sports Program • Contributions from publicans of non-alcoholic drinks for designated drivers • Some donated social marketing • Donation of venue usage for various programs • Brain Spectrum training and resources • Financial administration costs (Auspice organisation) • Human resources from government and non government agencies • Volunteer community workers • Broken Hill Outback Indent team • Discounted graphic design for community display kit • Safe Passage Program facilitator training and resources • National Drug Action Week 	\$2,500 \$2,500 \$2,600 \$10,000 \$3,000 \$2,000 \$11,500 \$2,500 \$500 \$4,500 \$1,500	\$2,500 \$35,000 \$2,500 \$2,600 \$10,000 \$3,000 \$11,500 \$2,500 \$500 \$1,500
Total	\$43,100	\$71,600
Any other income source/contributor	\$ -	\$ -
TOTAL INCOME	\$ 153,100	\$ 208,600

Additional information on sources of income:

Annual project expenditure

Provide details for each year of your project and a total for the whole project. Remember to factor in possible increases in salaries or travel costs.

	Year 1	Year 2	Total
Total costs of salaries	\$ 33,000	\$ 33,000	\$ 66,000

Salaries on-costs	\$ included	\$ included	\$ included
Insurance	Covered by auspice organization Broken Hill City Council		
Public Liability	\$	\$	\$
Other	\$	\$	\$
Administrative costs	\$ 5,000	\$ 5,000	\$ 10,000
Audit	\$ 3,500	\$ 3,500	\$ 7,000
Project travel	\$	\$	\$
Advertising/publicity	\$ 10,000	\$ 10,000	\$ 20,000
Printing	\$	\$	\$
Events	\$ 17,500	\$ 47,500	\$ 65,000
Evaluation	\$	\$	\$
Training	\$ 3,000	\$	\$ 3,000
Other (Itemised)			
Party safe packs	\$ 12,500	\$ 12,500	\$ 25,000
Aboriginal specific programs	\$ 10,000	\$ 10,000	\$ 20,000
Community Drink Safe display kits	\$ 10,000	\$ 10,000	\$ 20,000
TOTAL EXPENDITURE	\$ 104,500	\$ 131,500	\$ 236,000

9.3 Do you have sufficient resources to finalise the last phase of the project before the final payment is made?

Yes ✓

Council has adequate funds to finalise the project as part of the auspice arrangements that will be in place for CDAT projects. **See attached support letter**

PART 10 Risk Assessment

Identifying and Analysing Risks

USE KEY ON NEXT PAGE

The aim of the risk assessment is to identify all the risks associated with achieving the project objectives identified and to determine the effectiveness of any current treatments and to give the risk a pre-treatment risk rating.

The identification of risks is a critical step in the risk management process. A successful risk management process relies on spending sufficient time ensuring all risks to the identified business objectives are considered and clearly defined.

The step of determining the effectiveness involves considering the 'likelihood' and 'impact' of an identified risk occurring in light of any treatments currently in place. Each identified risk is to be given a 'current risk rating' to determine if this risk requires any additional or other treatment(s) to be developed and implemented. This 'current risk rating' also provides an initial value against which the success of any additional or other risk treatment(s) can be measured.

RISK REFERENCE	THE RISK <i>WHAT CAN HAPPEN?</i>	SOURCE <i>HOW CAN THIS HAPPEN?</i>	IMPACT <i>FROM EVENT HAPPENING</i>	CURRENT TREATMENT STRATEGIES	EFFECTIVENESS OF CURRENT TREATMENTS	LIKELIHOOD	CONSEQUENCE	CURRENT RISK RATING	ACCEPTABLE/ UNACCEPTABLE?
R1	PROGRAM MILESTONES NOT BEING REACHED	POOR PLANNING	MAJOR	PLANNING MEETINGS, CONSULTATION & EXPERT ADVICE	EFFE CTIVE	E	M	M	A
R2		POOR COMMUNICATION	MAJOR	WRITTEN RECORDS, E-MAILS & MEETINGS	EFFE CTIVE	E	M	M	A
R3		POOR IMPLEMENTATION	MAJOR	REPORTING, MEETINGS &	EFFE CTIVE	E	M	M	A

RISK REFERENCE	THE RISK WHAT CAN HAPPEN?	SOURCE HOW CAN THIS HAPPEN?	IMPACT FROM EVENT HAPPENING	CURRENT TREATMENT STRATEGIES	EFFECTIVENESS OF CURRENT TREATMENTS	LIKELIHOOD	CONSEQUENCE	CURRENT RISK RATING	ACCEPTABLE/ UNACCEPTABLE?
				<i>MONITORING</i>					
<i>R4</i>	<i>DAMAGED REPUTATION</i>	<i>POOR MEDIA COVERAGE</i>	<i>MODERATE</i>	<i>MEDIA RELEASES, OFFICIAL MEDIA SPOKESPERSON & MEDIA POLICY</i>	<i>EFFE CTIVE</i>	<i>C</i>	<i>M</i>	<i>M</i>	<i>A</i>
<i>R5</i>	<i>CONFLICT</i>	<i>BETWEEN GROUPS</i>	<i>MODERATE</i>	<i>CONFLICT RESOLUTION/MEDIA TION</i>	<i>EFFE CTIVE</i>	<i>C</i>	<i>M</i>	<i>M</i>	<i>A</i>
<i>R6</i>	<i>COMPLAINTS</i>	<i>PUBLIC, USERS, STAFF</i>	<i>MODERATE</i>	<i>COMPLAINTS POLICY</i>	<i>EFFE CTIVE</i>	<i>C</i>	<i>M</i>	<i>M</i>	<i>A</i>
<i>R7</i>	<i>STAFF INJURY</i>	<i>AT WORK</i>	<i>MODERATE</i>	<i>OH&S INDUCTION POLICY & WORKERS COMPENSATION INSURANCE</i>		<i>C</i>	<i>M</i>	<i>M</i>	<i>A</i>

Risk Identification and Analysis – Key

Risk Likelihood	
Key	Explanation
A	Almost certain <i>Expected in most circumstances</i>
B	Likely <i>Will probably occur in most circumstances</i>
C	Possible <i>Could occur at some time</i>
D	Unlikely <i>Not expected to occur</i>
E	Rare <i>Exceptional circumstances only</i>

Consequences	
Key	Explanation
1	Severe <i>Would stop achievement of the objective(s)</i>
2	Major <i>Would threaten achievement of the objective(s)</i>
3	Moderate <i>Would require significant adjustment to achieve objective(s)</i>
4	Minor <i>Would require some adjustment to achieve objective(s)</i>
5	Insignificant <i>Very little consequence to achievement of the objective(s)</i>

Risk Rating	
Key	Explanation
E	Extreme risk <i>Would have a catastrophic impact on the achievement of the business objective(s) or the outcome(s) of the specific activity being assessed.</i>
H	High risk <i>Would threaten achievement of the business objective(s) or the outcome(s) of the specific activity being assessed</i>
M	Medium risk <i>Would impact the achievement of the business objective(s) or the outcome(s) of the specific activity</i>
L	Low risk <i>Would have minor impact on the achievement of the business objective(s) on the outcome(s) of the specific activity being assessed</i>

Risk Assessment and Rating Grid					
Likelihood	Consequences				
	Insignificant	Minor	Moderate	Major	Severe
Almost certain	M	H	H	E	E
Likely	M	M	H	H	E
Possible	L	M	M	H	E
Unlikely	L	M	M	M	H
Rare	L	L	M	M	H

Likelihood	Overall Risk Acceptability and Consequences				
	Insignificant	Minor	Moderate	Major	Severe
Almost certain	A	U	U	U	U
Likely	A	A	U	U	U
Possible	A	A	U	U	U
Unlikely	A	A	U	U	U
Rare	A	A	A	U	U

Overall Rating	
A	Acceptable
U	Unacceptable

PART 11 Lodging your application

Note: Incomplete applications will not be assessed.

11.1 How to lodge your application

Faxed or e-mailed applications will **not** be accepted;

Submit one (1) **original** with all supporting documentation (letters of support, annual report, financial statement, relevant evaluation) and **three (3) copies** of the Application form and letters of support only. ALL unbound, all completed and signed. Send to:

Community Level Initiative
Drug Strategy Branch
Department of Health and Ageing
MDP 27
GPO Box 9848
CANBERRA ACT 2601

The closing date is **5.00pm Monday 11 August 2008**

Only applications postmarked on or before 5.00pm on the due date will be accepted for consideration under this round.

11.2 Freedom of information

Your completed application, as documents in the possession of this Department, is subject to the operation of the ***Freedom of Information Act 1982*** and could, subject to the provisions of that Act, be released pursuant to a request made under it.

11.3 Privacy

If you are awarded Community Level Initiative Funding, under the terms of the Funding Agreement you will be obliged to meet the requirements of the Information Privacy Principles contained in the Federal Privacy Act 1988. These principles cover the collection, storage, use and disclosure of personal information. Under these principles, you should ensure that any personal information you may collect and hold is accurate, relevant to the purpose for which it was collected, up to date and not misleading. In most cases, personal information should not be used or disclosed to another person, body or agency without the individual's consent. Individuals have the right to access their personal information and to complain if they think their personal information has been mishandled. Information about the Privacy Act can be found at <www.privacy.gov.au> You should pay close regard to these principles in developing your project proposal. For example, if you are presenting case studies or evaluation data, personal information should be de-identified. Personal information about program or service participants should NOT be included without their explicit and informed written consent.

PART 12 Declaration

12.1 Declaration by organisation's representative

- The information given in this application is true and correct to the best of my knowledge
- I am duly authorised to make this application
- I have read, understood and agree to abide by the requirements of the 'Community Level Initiative Guidelines for Funding Applications'
- I understand that officers of the Department may seek clarification of any aspect of this application and may make independent inquiries of other agencies and/or referees
- If successful, I agree to complete the project acquittal and audit requirements within the specified time
- If successful, I understand that this application may form part of the Community Level Initiative Funding Agreement
- This organisation will contact the Department of Health and Ageing immediately if any information in this application changes or is found to be incorrect
- I have read and observed the provisions of the Federal *Privacy Act 1988* in respect of information provided in this application

Signature

Name (please print)

Position

Date

12.2 Feedback

To help us better inform the community about the Community Level Initiative; please tell us how you found out about the availability of Community Level Initiative funding:

- | | | |
|---|--------------------------|--|
| * Major national newspapers | <input type="checkbox"/> | Existing Community Level Initiative project(s) |
| <input type="checkbox"/> Department of Education | <input type="checkbox"/> | Conferences |
| * Regional newspapers | <input type="checkbox"/> | The Department of Health and Ageing web site |
| * Service providers | <input type="checkbox"/> | A colleague |
| <input type="checkbox"/> State Government officials | <input type="checkbox"/> | Indigenous Press |
| <input type="checkbox"/> Other web sites | | |
| <input type="checkbox"/> Other (please specify) | | <input type="text"/> |

State

- | | | | |
|--------------------------------|------------------------------|------------------------------|------------------------------|
| <input type="checkbox"/> ACT | <input type="checkbox"/> QLD | <input type="checkbox"/> VIC | <input type="checkbox"/> NT |
| * <input type="checkbox"/> NSW | <input type="checkbox"/> SA | <input type="checkbox"/> WA | <input type="checkbox"/> TAS |

***Thank you for your interest in the
Community Level Initiative***