Office of Emergency Management
Community Resilience Innovation Program

Program Guide

For projects commencing from 1 July 2018

Applications open: 12 February 2018   Applications close: 26 March 2018

The Community Resilience Innovation Program (CRIP) is a scheme under the Natural Disaster Resilience Program, funded by the New South Wales and Commonwealth Governments through the *National Partnership Agreement on Natural Disaster Resilience.*

The CRIP supports a broad range of community-led projects designed to increase all-hazard disaster preparedness and build community capacity and resilience. CRIP projects are based on collaboration and partnership between local community organisations and emergency management agencies.

CRIP aims to:

- Foster ways to effectively engage the local community in creative, community focussed activities that build local capacity and capability for disaster resilience
- Develop effective partnerships and build networks between local community organisations, councils, businesses and emergency services agencies
- Share knowledge and lessons learnt about approaches and models through project evaluation
- Support initiatives that can be integrated into current business and maintained in the longer term

Projects supported through the CRIP are designed to respond to the specific needs and characteristics of the community. Projects may involve the entire community or be tailored to the needs of particular groups, such as people identified as more vulnerable to disaster events.

A focus of CRIP is capturing lessons learned about new ways of working, what works and what could be done differently, so that successful projects can be replicated in other communities. For this reason project evaluation must be embedded within the project from inception to completion.

Projects should be completed within 12 months. Where there is a strong case, projects needing up to 2 years to complete can be considered.

CRIP has a limited budget and not all applications can be funded.

NSW State Level Emergency Risk Assessment

CRIP is consistent with the recently launched [NSW State Level Emergency Risk Assessment](#) which has identified 10 priorities, including 'coordinated approach to community engagement for emergency risks'.

National Strategy for Disaster Resilience

Projects should provide outcomes consistent with the [National Strategy for Disaster Resilience](#)**.** The National Strategy for Disaster Resilience priorities are:

- lead change and coordinate effort
- understand risks
- communicate with and educate people about risks
- partner with those who effect change
- empower individuals and communities to exercise choice and take responsibility
- reduce risks in the built environment
- support capabilities for disaster resilience

National Strategy for Disaster Resilience Community Engagement Framework

The [National Strategy for Disaster Resilience Community Engagement Framework](#) provides guidance to those working in emergency management. Applicants should use the Framework as a basis for designing community engagement strategies for their project.

Who can apply

- Non-government organisations including not-for-profit organisations and local community groups
- Local councils
- Government agencies with emergency management responsibilities

Unincorporated groups may apply through the auspice of a legally established body or, if a local unit of an emergency service, the parent agency.

Applications from non-government organisations who do NOT have emergency management responsibilities and are NOT partnering with a government agency with emergency management responsibilities must complete Section 1 of the CRIP Endorsement Form, available on the online CRIP Application Form, through enQuire.

Selection Criteria

Projects will be assessed on the extent they demonstrate:

1. **Innovation and benefit to the community**
- Collaborative partnerships in the development and implementation of the project

- New or stronger networks between the community and the emergency management sector
- Effective engagement of the community in the project
- Outcomes that are sustainable, and the project can be replicated in other communities
- Research evidence that supports the project need, and the proposed delivery approach

2. **Capacity and capability to deliver the project**
- A detailed budget that demonstrates value for money and effective use of project funds to achieve program outputs and outcomes
- Robust tasks that are achievable within project timeframes, using appropriate resources

3. **Effective project evaluation**
- Embedded quality evaluation from project inception to completion including consideration of one or more of the following - process, outcome and impact evaluations
- Effective strategies for communicating project findings and lessons learnt

Activities not funded

Day to day activities - regular activities of the organisation, maintenance of assets including website and IT platforms, and the purchase or maintenance of operational equipment.

Retrospective activities - work already undertaken or that will commence before the funding decision is made.

Recurrent funding - activities that require ongoing program funding.

Commercial benefit - activities that provide a financial or other benefit to a private entity, or produce commercial outputs.

Information for applicants

Applications are accepted from one organisation, acting as the lead agency. The applicant will be the primary point of contact and be willing to enter into a funding agreement.

The applicant must include the details of all organisations that are partners on the project, including contact person name, title, email address and phone number.

When planning the project, please allow adequate time for recruitment, procurement or other start up activities.

The project starting date is expected to be within three months of execution of the funding agreement.

CRIP does not support the regular activities of an organisation.

Applicants must complete Section 2 of the CRIP Endorsement Form for EACH partner organisation.

Applicants may be required to provide a copy of their Constitution, Charter or Article of Incorporation.

Additional information may be attached. For example, a financial statement, or reports/summaries of previous projects undertaken. If the attachment is a large report please include only the relevant sections.

Applications must be authorised by a Senior Officer with the appropriate delegation.

Late applications will not be accepted.

Funding decisions

The Office of Emergency Management staff make an initial assessment of applications against the criteria. Clarification may be sought from applicants and supporting information may be requested. Advice may be sought from independent experts.

An expert advisory panel will assess the applications and make recommendations to the Minister. Applicants receive written advice of the decision.

The list of approved projects is published on the Emergency NSW website.

Conditions of Funding

After grants are offered applicants may be required to provide further details before an agreement is signed.

The funding agreement is based on the information contained in the application, including any additional information provided. Grant recipients will provide quarterly progress reports and a final report of the project.

Failure to provide reports may affect an organisation's eligibility for future funding through the Natural Disaster Resilience Program. Funding is paid in two or three instalments, depending on the project value. Any unspent monies must be returned to the Office of Emergency Management.

Further assistance with preparing your application

Applicants are encouraged to contact the Office of Emergency Management via email at crip@mpes.nsw.gov.au or on (02) 9212 9241 when developing their applications.

For full details of the National Strategy for Disaster Resilience, NSW State Level Emergency Risk Assessment, National Strategy for Disaster Resilience Community Engagement Framework, and Get Ready go to the Emergency NSW website.