

Community Action Plan (CAP) Development and Delivery funding.

A Local Drug Action Team (LDAT) can receive 2 types of funding. They are:

TYPE 1 - CAP Development Funding

Successful applicants to the LDAT Program will receive a one off \$10,000 grant to support partnership development, engagement and planning and development of their Community Action Plan (CAP). All LDATs must develop and finalise their CAP within four months, as specified in their contract. LDATs who finalise a CAP will then be eligible to apply for further funding for the delivery of their approved activities.

Any unspent development funds may be rolled over to support the delivery of the CAP activities, if required.

TYPE 2 - CAP Delivery Funding

Funding may be applied for as part of the CAP submission to support delivery and evaluation of the CAP activity.

Any unspent funds may be rolled over to support the delivery of the LDAT's next CAP.

See table over page for the type of activities that LDAT funds may be used for.



SUPPORTED COSTS

Salaries and Fees

- Engagement of a Project Coordinator directly involved in the delivery of the CAP
- Fees incurred by professionals (e.g. facilitators, trainers, alcohol and other drugs experts, etc.) in the delivery of the CAP that are reasonable and competitive and are consistent with standard fees for such services (e.g. less than 25% of the overall CAP costs per workshop, fee for service has been competitively priced through quotation with multiple providers, and/or will assist in increasing impact of the activity and contributing to the evidence-base).

Program Delivery

- Activities that draw from the ADF informed toolkit approaches developed by the ADF or, if in the opinion of the assessment panel, have the potential to lead to new AOD harm minimisation or prevention approaches
- Activities that are informed by appropriate community consultation
- Sporting and camping equipment required for the delivery of the CAP
- Venue and facilities hire
- Catering of up to \$15 per person
- Merchandise and personal items that can be linked to achieving the CAP objectives
- Costs incurred in the development and delivery of workshops and seminars
- Printing and development costs incurred in the development of evidence informed information resources
- Information resources that are developed as part of the CAP that will be tested and piloted
- Development of online programs or communications to support the CAP.

Transport, Travel and Accommodation

- Hire of buses to transport participants to and from camps, venues or workshops
- Flights to regional or remote areas as required to transport facilitators or AOD experts to deliver LDAT activities and accommodation, as required, where online approaches to activity delivery are not appropriate through Zoom/Teams, etc.

Capital Expenses

- Capital goods under \$500, e.g. cameras, laptops, iPads, computer equipment required to support the delivery of activities
- Camping equipment under \$500 required to support the delivery of activities
- Capital expenditures exceeding \$500 that have been agreed to in writing by the ADF. A request must be submitted by specifying the item as part of any budget submission stating why the capital expense is critical to the success of the CAP.

Overheads and Administration

- The proportion of any general operational overhead incurred that is reasonably required for the delivery of the CAP.

UNSUPPORTED COSTS

Salaries and Fees

- Fees to attend LDAT or CAP related meetings
- Any fee or charge that is calculated on a basis other than the costs actually incurred in the delivery of the CAP
- Cash payment to participants to attend workshops, activities, or training sessions.

Program Delivery

- Activities that exclude or discourage community participation and community ownership
- Activities that are not supported by the needs of community
- Activities that have been developed without community consultation
- AOD treatment activities
- AOD prevention activities that do not address one or more of the priority issues
- Activities involving negative supporting evidence
- Impact measures and/or tools to measure impact that do not align to activities being delivered, and therefore will not adequately measure impact
- Merchandise and personal items that cannot be linked to the objectives of the CAP
- Activities that duplicate existing services and programs, e.g. Good Sports and Tackling Illegal Drugs or duplicate programs that may be already available and accessible
- Existing Information resources that have not been piloted and supported by appropriate evaluation.

Transport, Travel and Accommodation

- Where online delivery approaches such as Zoom/Teams are not appropriate and travel is required, international or interstate travel costs are not supported, including costs for facilitators, trainers, speakers, etc. It is expected that appropriate personnel can be sourced from within the state/territory. If not possible to source locally, a separate request must be submitted specifying the need as part of the budget submission and/or budget amendment stating the resource requirement and why the resource cannot be sourced from within the state/territory.

Capital Expenses

- Industrial planning and machinery purchases
- Land and buildings
- Building expansion, materials, and improvements
- Hardware purchases, such as computers and camping equipment over \$500
- Gifts and prizes
- Cars and other vehicles.

Overheads and Administration

- Administration and overhead costs that cannot be directly attributed to the delivery of the program and would otherwise be absorbed by the LDAT partners.