

Summary – Request for Proposal

Evaluation of the Resilience in Reach Project

Purpose	<p>The purpose of the multi-year evaluation is to examine the implementation, effectiveness and efficiency of the RiR Program and to generate evidence of outcomes that can be used to:</p> <ul style="list-style-type: none"> • To determine the reach and the impact the project has made for families, parents and carers of children and young people with complex mental health conditions who have engaged with the project. • To determine the reach and the impact the project for children and young people with complex mental health conditions who have engaged in the project. • To evaluate if the project activities met the outcomes of the project. 		
Budget	\$30,000		
Period	July, 2025 to June 2027		
Target Group(s)	<ul style="list-style-type: none"> • Parents, families, carers and kin of children and young people with complex mental health conditions. • Children and young people with complex mental health conditions and/or psychosocial disability. 		
Location	Queensland/State-Wide		
Lived Experience	Highly desirable that the Evaluator and/or their organisation will have relevant lived/living experience either personally or as a parent, carer or kin of a family member, including children or young people, with a complex mental health condition and/or psychosocial disability.		
Enquiries	<p>Craig Stanley-Jones, CEO, Raising Minds & Project Lead, Resilience in Reach.</p> <p>Email: info@raisingminds.org.au M:0427 786 301.</p>		
Opening Date	Wed June 4th, 2025	Closing Date	COB Wed June 18th, 2025

RFP: Evaluation of the Resilience in Reach Project

Part A: Background

The Resilience in Reach (RiR) Project consortium (the Consortium) unites Parent to Parent Assoc. Queensland Inc. (P2P) & Raising Minds Ltd (RMs), two organisations with extensive experience, networks & knowledge of project management, disability & psychosocial disability sectors.

P2P has a 25-year history of working with people with disabilities & families. P2P has successfully delivered multimillion national & statewide projects, notably, Participant Readiness, Mainstream & Me & Your Service, Your Rights.

RMs will contribute specialist psychosocial disability knowledge, project delivery, & stakeholder relationships. RM's project lead has 12 years of senior leadership experience, including QLD State Manager for NEAMI National one of Australia's largest service provider organisations, Aftercare (now Stride) and Anglicare SQ where he managed psychosocial disability support services, including similar capacity building programs.

Resilience in Reach

The Resilience In Reach (RiR) project is funded through the Department of Social Services under the Information, Linkages and Capacity Building Program (ILC). RiR will deliver objectives through the Individual Capacity Building (ICB) program stream of ILC, by building the capacity & skills of children & young people & their families to achieve successful life transitions, participate in their community, & reduce the lifelong impact of functional disability.

RiR will deliver further ICB objectives by strengthening the family unit as a primary support for children & young people with psychosocial disability.

Consumer and carer feedback collected by Raising Minds (RM) shows that families face barriers to understanding psychosocial support needs of children & young people in a developmental context. Navigation of disability, health, & community services are complex with barriers compounded by stigma, system gaps & disadvantage.

Raising Minds has partnered with Parent to Parent (P2P). This provides RiR with an urban and regional capacity to roll-out a range of face to face and online workshops throughout Qld.

A range of significant activities have been delivered to date (ie up to mid-April 2025) including the following:

- ✓ Appointed RiR Project Team
- ✓ Consortia Agreement developed, finalised and signed by parties
- ✓ Established RiR Consortia Governance Group
- ✓ Securing Office and Workshop Space
- ✓ Establish the Lived Experience Advisory Group
- ✓ Engage Co-Design Consultant through a RFT Contract
- ✓ Developed RiR Communication and Engagement Strategic Plan

- ✓ Initiate Stakeholder Exploration & Engagement
- ✓ Roll-out Four Co-Design Workshops (Feb – April 2025)
- ✓ Online Co-Design Forums x 2 - including one for Young people with complex mental health conditions and one for Mental Health service providers, government and “profit for purpose” reps.
- ✓ Engage Online Resource Consultants
- ✓ Team Leader, Administration and Peer Facilitator recruitment underway

Project Phases and Timelines

Phase	Timeline	Deliverable
Establishment	July – Dec 2024	Establish an office for RM to deliver the RiR project
Stakeholder Engagement	Nov 2024 – June 2027	Establish or re-establish relevant key contacts and networks throughout Qld with purpose of engaging the target group in workshops and the RiR project.
Co-Design	Nov 2024 – Sept 2025	4 codesigned workshops 2 online focus groups 32 – 48 people involved 5 workshops developed
Pilot Workshops	June 2025 – Sept 2025	Peer Facilitator Training 2 Online pilot workshops 2 Face to Face workshops (*Additional pilot workshops are being considered)
Statewide Delivery	Nov 2025 – April 2027	Min 170 people 5 referrals per month to the online network
Online Resources	Feb - Aug 2025	50 website hits
Online Peer Network(s)	October 2025 onwards	Min 30 people involved in network

Part B: Specification

Resilience in Reach (RiR) is seeking proposals for the provision of services outlined below. Proposals must be submitted via email no later than **COB Wed June 18th, 2025**.

RiR Outcomes

RiR is a 100% lived experience led & delivered project using co-production methodology for peer-led skills & capacity building.

Expected outcomes are:

- Increased personal confidence & skills to navigate disability & community service systems
- Greater knowledge of mainstream supports & services available, including self-help interventions & specialist services
- Greater level of connectedness to peer support networks
- Increased awareness of disability rights & capacity to self-advocate
- Greater access & use of self-help tools

1. Project Purpose and Scope

• **Purpose and Objectives**

The purpose of the multi-year evaluation is to examine the implementation, effectiveness and efficiency of the RiR Program and to generate evidence of outcomes that can be used to:

- To determine the reach and the impact of the project has made for families, parents and carers of children and young people with complex mental health conditions who have engaged with the project
- To determine the reach and the impact of the project for children and young people with complex mental health conditions who have engaged in the project.
- To evaluate if the project activities met the outcomes of the project

• **Scope of Works and how delivery of objectives is to be undertaken**

The RiR Project Team is seeking the following deliverables from the Evaluation Consultants.

- Evaluation Strategy – Review the project plan, outcomes, outputs and other relevant project documents to develop an evaluation strategy that includes qualitative and quantitative analysis.
- Statewide Delivery – develop the pre and post workshop participant questions.
- Evaluate the overall project as per the agreed evaluation strategy.
- Finalise and provide a final report which includes relevant case studies.

2. Organisational Resources

Resilience in Reach will provide the consultant with access to Raising Minds staff, relevant stakeholders, background resources, program documentation including any relevant email or contact lists in order to progress and/or complete their work as relevant for this proposal.

3. Intellectual Property

Intellectual property in any new material created for the purposes of this project will become the property of Resilience in Reach – Raising Minds Ltd. and Parent to Parent Assoc. Queensland Inc. unless otherwise agreed in writing.

Intellectual property in an existing material used for the purposes of the project will remain the property of the respective owners. The respondent (within Part C) should specify the details of existing material that will be used for the project. Unless otherwise agreed in writing, the respondent must ensure that Resilience in Reach – Raising Minds Ltd and Parent to Parent Assoc. Queensland Inc, is able to use, reproduce, and adapt the existing material after the end of the project at no extra cost. Resilience in Reach must also be able to give the existing material to others, including the Australian Government.

4. Capacity Development

The outcomes of this project should ensure that relevant knowledge and/or information is shared with Resilience in Reach staff in order to sustain the outcomes beyond the project's completion.

5. Pricing and Payment

The respondent will provide a price quotation as part of their proposal (see Part C). Any and all travel, transfers, accommodation, meals, printing, postage, photocopying and associated expenses must be incorporated into the quote submitted.

6. Contractual Arrangements

The Resilience In Reach (RiR) is funded through the Department of Social Services under the Information, Linkages and Capacity Building Program (ILC). The funding source may have particular requirements regarding consultancies and sub-contractors. The respondent understands that it will need to comply with these requirements if successful. Respondents must disclose any actual, perceived or potential conflicts of interest.

The Consortium may, as a result of a loss of RiR funding or RiR ILC contract termination from the Department of Social Services terminate this Contract at any time by giving not less than thirty (30) Business Days written Notice to the successful respondent. Expenses incurred and committed up to and including the termination date will be paid, if funds are received by the Consortium

Please note that the Australian Government reserves the right to terminate Resilience in Reach funding at its convenience. This requirement is passed through to the successful respondent.

7. Confidentiality

This document and all related documents are to be treated as commercial-in-confidence.

8. Proposal Assessment Criteria

In evaluating proposals, regard will be given to the following criteria:

- a. Examples of similar work i.e. work with start-up or early stage NFP organisational projects highly preferred.
- b. Knowledge of mental health lived and living experience-led project methodologies and the demonstrated ability to evaluate outcomes within this framework.
- c. Proposed methodology for completing the deliverables.
- d. Indicative budget for the deliverables.

Part C: Proposal Requirements

In submitting a proposal, please ensure the following criteria are sufficiently and adequately addressed:

1. Methodology and approach

Describe the methodology and approach that will be used to successfully deliver the evaluation. Including examples of similar evaluations completed.

2. Project schedule

Provide an evaluation schedule (e.g., Gantt chart) including key steps and milestones in line with project timeline supplied in Part A.

3. Budget

Provide an itemised budget.

4. Key personnel

Provide a professional summary on each of the key personnel to be involved in the delivery of the evaluation. Brief CVs may also be attached (no longer than two pages each).

5. Contact person

Provide details of contact person to receive advice of result of the Request for Proposal including name, position, telephone number, postal address, and email.

6. Due Diligences

Consultants are required to provide the following with their application:

- ABN

To be provided at short list stage:

- Public Liability Insurance (min. \$10mil) & Professional Indemnity Insurance (min. \$5mil)
- Outline of how data is secured by the successful applicant's IT hardware including phone, laptop or other relevant devices.

Declaration and General Conditions for Applications

The following conditions apply to the application process:

- Incomplete or ineligible applications cannot be processed or considered.
- The total application length ought to be no more than 10 pages including the budget. Attachments may be in addition to the 10page limit. Attachments may include for example, a CV and due diligence documents.
- This invitation for proposal does not create a legal or binding commitment, arrangement or understanding between the Consortium and the recipient of the invitation for proposal. Any such commitment will be the subject of further negotiation and documentation.
- This invitation for proposal may be reviewed and amended at any time.
- The applicant unconditionally agrees to bear all expenses and costs associated with preparing their application.

The following declarations are made:

- If the Consultant has greater than 100 employees, the Consultant acknowledges that it is not named by the Director of the Workplace Gender Equality Agency as an employer currently not complying with the *Workplace Gender Equality act 2012* (Cth).
- The Consultant represents and warrants that to the best of the Consultant's knowledge after making diligent inquiry, no conflict exists or is likely to arise in the Consultant, or the Consultant's personnel's performance, and if a conflict does arise, the Consultant must:
- Immediately notify the Company of the conflict making a full disclosure of all relevant information relating to the conflict and setting out the steps the Consultant proposes to resolve or otherwise deal with the conflict; and
- Take such steps as have been proposed by the Consultant, or at the discretion of the Company, take such steps as the Company may reasonably require to resolve or otherwise deal with the conflict.

Proposals must be received by the Raising Minds by

COB Wed June 18, 2025.

Please submit your proposal via email to **Craig Stanley-Jones, CEO, Raising Minds Ltd.** info@raisingminds.org.au.

For further information, contact Craig on 0427 786 301.

Blank Page
