PART B

Sector Support Funding Category Guidelines 2016 - 2018

Queensland Government

Contents

1. Sector Support Funding Category

The Sector Support Funding Category provides funding to assist Early Years Service (EYS) providers to increase the effectiveness of the early childhood development service system.

The Sector Support Funding Category outcomes may include, but are not limited to:

- Improving the capacity and capability of the workforce;
- Improving the quality of service delivery or the physical environment; and
- Increasing children's participation in early childhood education and care.

Funding may be provided to implement activities such as:
- Purchase of essential equipment or resources (e.g. whitegoods, educational materials, office equipment, office systems and playground equipment);
- Minor infrastructure upgrades (e.g. telecommunications, improvement of access for children with disability, playground enhancements);
- Purchase or lease of transport solutions (e.g. a car, bus or other vehicles);
- Establishing and supporting sector governance;
- Supporting the development of service networks and integration; and
- Professional Development.

Note: Services located on Department owned land are not eligible to apply for minor infrastructure upgrades under this funding category. Please call the Department's Minor Works Process area on 3328 6745.

2. Reporting on Outcomes

Standard performance measures for this category were developed using Results Based Accountability (RBA) and are outlined below. The RBA approach uses a simple framework to help the Department and EYS providers focus on positive outcomes for children and families.

Monitoring is undertaken through data collection requirements as listed here and financial accountability requirements as specified in the service agreement. The data is also supported by a qualitative report including the story behind the data and case studies which impact the achievement of expected outcomes.

2.1. Quantitative reporting

Type of measure	Measures	Counting Rules
Quantity How much?	Total number of target group (individuals or services) for the **reporting period.**	Count the number of target group (identified in service agreement and schedules) who are accessing activities during the reporting period **once only**. Count each target group who are accessing activities during the previous 12 months.
	Total number of target group, for past 12 month period, accessing activities.	Total number of target group for the past 12 months. Count each target group who are accessing activities during the past 12 months.
Quality How well?	Total number of target group (individuals, services) surveyed.	Count the number of target group surveyed **only once**.
	Number of target group report they are satisfied with the activity.	Count the number of target group (identified in service agreement and schedules) surveyed who report that they are satisfied with the activity. **Note:** Percentage will be automatically calculated in QGrants.
Effectiveness Is anyone better off?	Total number of target group (individuals, services) surveyed.	Count the number of target group surveyed **only once**. **Note:** Percentage will be automatically calculated in QGrants.
	Number of target group surveyed that report they are benefiting from participating in an activity.	Count the total number of target group (identified in service agreement and schedules) who report that they benefited from participating during the **reporting period once only**. **Note:** Percentage will be automatically calculated in QGrants.

2.2. Qualitative reporting

3.2.

The Department values the narrative information from EYS providers as well as the performance data and will collect this information through the story behind the data and two case studies.

2.2.1. Story behind the data

To continuously improve the service delivery and achievement of outcomes through early years funding it is important to analyse the data and identify issues that impact or influence client outcomes.

EYS providers should focus on the following:
- Service delivery performance;
- Activities delivered;
- Partners and partnerships;
- Strategies for improvement;
- Action plan; and
- Staff qualifications/training undertaken during the reporting period.

2.2.2. Case studies

Information provided should be non-identifying and include consideration of the following:
- Background;
- Support activities provided to improve clients circumstances; and
- How did the activities contribute to achieving the expected outcomes?

3. Grants Management System – QGrants

QGrants is the Department's grants management system that operates as one portal for you to apply for and manage Early Years Service grants.

3.1. How to use QGrants

How to apply for Queensland Government funding and submit claims via QGrants [https://qgrants.osr.qld.gov.au/portal]

3.2. Submitting claims through QGrants

Organisations with an executed funding agreement can lodge a 'claim' to submit required performance and financial reports.

Direct data entry will be required for the quantitative performance measures. The template for the story behind the data and case studies reporting should be submitted as an attachment through the QGrants claims process.

After reports have been assessed, payments will be released in accordance with the funding agreement. Further information is available at https://earlychildhood.qld.gov.au/funding-and-support/grants-tenders-and-funding/grants-management/grants-management

Appendix 1 – EYS Provider Feedback Form

Please send to: EYS@dete.qld.gov.au		
Document Name:		
Issue or Topic	**Reference (Page/section)**	**Suggested change or comment on the Early Years Services Guidelines Part A or Part B**