



ACT
Government

Chief Minister and Cabinet

The Grants Administrator
Australian Institute of Criminology
GPO Box 2944
CANBERRA ACT 2601

To the Grants Administrator

Application - Evaluation of ACT *Extending Throughcare for Offenders* program pilot

Please find enclosed a proposal for consideration by the Institute of Criminology. The research project *Evaluation of ACT Extending Throughcare for Offenders program pilot* is proposed by the ACT Government, represented by the Chief Minister and Cabinet Directorate in partnership with the School of Sociology, Australian National University represented by Dr Emmeline Taylor, and leading research advisers Professor Michael Levy, Director Justice Health, ACT Government and Associate Professor Stuart Kinner, Principal Research Fellow Justice Health, University of Melbourne.

This project provides a unique opportunity to evaluate the impact of an innovate new program on prisoner reintegration and reoffending within 6 months after release, with a specific focus on the immediate acute post release period. The research will use a combination of qualitative and quantitative data, derived from interviews with prisoners and administrative data sources. The project will also examine the experience of service providers and the newly established Throughcare Coordination Unit.

Focusing on the impact of a targeted throughcare initiative on reducing recidivism rates, the findings of this research will provide high-quality evidence that will directly inform improvements to throughcare policy and practice at a local and national level.

I look forward to discussing this exciting proposal with you, please feel free to contact me on 6207 8884 or via email on geoffrey.rutledge@act.gov.au

Yours sincerely

Geoffrey Rutledge
Director, Social Policy
Policy and Cabinet Division
17 August 2012

Official Use:

CRIMINOLOGY RESEARCH GRANTS

Application Form for Research Grant

(Please read Guidelines for Grants before completing this Application)

1. APPLICANT(S) ¹

ACT Chief Minister and Cabinet Directorate

2. HOST INSTITUTION ²

The Australian National University
Canberra
ACT 0200
Australia

Australian Business Number – ABN

ANU: 52 234 063 906

Are you registered for GST? Yes

The Australian National University

3. TITLE OF RESEARCH

Evaluation of ACT *Throughcare for Offenders* program pilot

Have you previously done research in the area: Yes No

If Yes, please provide details:

- 1) An evaluation commissioned by the Ministry of Justice (UK) to use action research techniques to inform understanding on Intensive Alternatives to Custody. The longitudinal project was comprised of interviews and focus groups with key stakeholders and service users, court observations, documentation review (e.g. sentence planning and pre-sentence reports) analysed in combination with statistical data on risk and offence history.
- 2) Exploratory research with recently convicted Prolific and Priority Offenders (PPOs) whose index offence was domestic burglary. The project, commissioned by Greater Manchester Police, developed profiles of these offenders to enable statistical analysis. To compliment this, 30 in-depth interviews were conducted with offenders, both in the community and in prison to gain understanding on the factors that increase or decrease the likelihood of recidivism upon release from prison.

4. APPLICANTS' RESPONSIBILITIES

Name	Project Responsibility
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¹ Indicate Prof./Dr./Mr./Ms - name in full, surname last. Personal Particulars Form and a c.v. of no more than 2 A4 pages for each Applicant to be attached

² This is the institution from which the proposed research will be conducted/supervised and which will administer the grant. Consent to the Conduct of Proposed Research by or on behalf of the Head of the Centre or Institution will be required. Name and address to be provided.

	(include a description of activities) ³
Dr Emmeline Taylor	Principal Researcher with overall responsibility for the project: <ul style="list-style-type: none"> • Research and tool design • Fieldwork • Analysis • Management of Field Researcher • Liaison with Project Research Team and Throughcare Governance Group
To be appointed (Level A8)	Field Researcher with expertise in qualitative and quantitative methodologies: <ul style="list-style-type: none"> • Stakeholder interviews and focus groups • Offender interviews • Transcription
Professor Michael Levy	Research Adviser <ul style="list-style-type: none"> • Research and tool design • Facilitate access to data, analysis and interpretation • Statistical expertise • Member of Research Project Team
Associate Professor Stuart A. Kinner	Research Adviser <ul style="list-style-type: none"> • Research and tool design • Data analysis and interpretation • Statistical expertise • Member of Research Project Team
Geoffrey Rutledge Director, Social Policy and Implementation ACT Chief Minister and Cabinet Directorate	Research Sponsor <ul style="list-style-type: none"> • Contribution to ensure continued policy relevance to inform effective program design and delivery • Provision of detailed contextual information and administrative data, where available • Facilitation of access for the researchers to prisoners and Throughcare Unit Coordination staff • liaison and communication with key stakeholders • high level representation on Project Research Group and Throughcare Governance Group • ongoing work across agencies to maintain support for the research project • progress updates and briefing as appropriate.

5. AMOUNT OF GRANT SOUGHT

TOTAL COST OF RESEARCH

(including funds provided by other agencies)

\$128,593 (+GST)	\$128, 593 (+GST)
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³ Principal Researcher with day-to-day responsibility for the entire project; Research Assistant; Research Adviser; etc. Please insert additional rows and responsibilities to suit. If Research Assistants are not yet appointed please state this.

6. FUNDS TO BE PROVIDED BY OTHER AGENCIES

Have you sought funding from any other agency? Yes No
If Yes, please provide details.

7. PREVIOUS FUNDING

Have you received any Australian Government funding in the past or are you currently receiving funding from another government source for other projects?

Yes No

If Yes, how much is being provided, when and under which programme?
(Please go back 5 years.)

Year	Amount	Government Department	Purpose
2010	\$620,000	DEEWR Innovation Fund	Home to Work program for most disadvantaged job seekers in the ACT. Funding granted to the Chief Minister and Cabinet Directorate was contracted out to a community partner to manage delivery of the program. Project was overseen by a high level community and government Governance Group and independently evaluated by the ANZOG Institute for Governance.

8. SUMMARY OF RESEARCH ⁴

Prisoners released to the community are characterised by chronic disadvantage, poor mental health, high rates of illicit drug use and a high rate of reoffending. This project provides a unique opportunity to evaluate the impact of the newly funded ACT *Throughcare for Offenders* program on reintegration and reoffending within 6 months after release, with a specific focus on the immediate acute post release period. The research will use a combination of qualitative and quantitative data, derived from interviews with prisoners and administrative data sources. The project will also examine the experience of service providers and the newly established Throughcare Coordination Unit.

9. POLICY RELEVANCE ⁵

Little evaluative work has been undertaken on the post release experience of prisoners and the impact of transitional programs to reduce recidivism. The need for more research in this is well

⁴ Summarise the aims, methodology and expected outcome of the research (no more than 100 words).

⁵ Policy relevance may arise out of the following, or other, questions: (See Guidelines for Grants Item 6.)

- (a) Does the proposal contribute to knowledge of crime trends which could be used for planning and resource allocation by government agencies?
- (b) Does the proposal examine an under-researched topic?
- (c) Is the topic of relevance to a current or emerging serious criminal justice issue?
- (d) Will the findings be of benefit in developing new policies or procedures for dealing with the crime problem in question?
- (e) Will the findings be of benefit in devising crime reduction strategies?
- (f) Will the findings assist in developing police policies or practices?
- (g) Will the findings be of benefit in devising legislative reform proposals?
- (h) Will the findings support and assist in the development of existing work by government agencies?
- (i) Will the findings inform training activities for criminal justice personnel?
- (j) Will the findings assist victim support activities or services?
- (k) Will the findings assist in offender support activities or services?
- (l) Will the findings contribute to statistical data holdings?

recognised. Accordingly, this project will:

1. Add to the body of knowledge about the impact of transitional programs on reducing recidivism rates;
2. Provide information on the needs of prisoners in the immediate acute post release period;
3. Inform the development of government policy to support reintegration and reduce reoffending;
4. Inform the development and implementation of post release programs for prisoners;
5. Inform the development of integrated service delivery models to optimise the use of government resources; and
6. Inform future government decisions on justice and corrections resource allocation, including justice reinvestment policies.

10. ETHICS APPROVAL

Is ethics approval required?

Yes No

If Yes, has ethics approval has been sought/obtained ⁶

Yes No

Ethics approval will be obtained prior to project commencement.

Approval No.:

Date of Approval:

11. ACCESS TO DATA OR OTHER SUPPORT ⁷

Is the project contingent on support or the provision of access to data from another agency?

Yes No

If Yes, provide written confirmation.

The project is contingent on using administrative data from ACT Corrective Services. Approval for access to these data has been provided (please see attached). The gatekeeper of data from the 2010 ACT Inmate Health Survey (IHS) has provided agreement for its use in the evaluation.

12. TIMETABLE OF PROPOSED RESEARCH

Commencement Date:	1 st January 2013 (24 months)	
Commencing dates for each significant stage:	Month	
	1-3	Project set up - Ethics Recruitment, finalise tool design, document review & service mapping etc.
	4-9	Create control group - propensity matching Throughcare cohort with IHS 2010 cohort of AMC prisoners
	4-12	Fieldwork – interviews & focus groups
	7-15	Transcribing interviews
	9-15	Ongoing data capture to populate database
	13-14	Interim report
	15-19	Recidivism quantitative analysis. Thematic analysis of interviews and focus groups.
	20-22	Final report writing
	22-24	Dissemination of findings and other publication writing.
Conclusion Date:	31 st December 2014	

⁶ If approval has been obtained, please provide the Committee's Approval No. or date of approval. (See Guidelines for Grants Item 4(c) dot point 4).

⁷ If yes, provide details. Approval of grant will be dependent on provision of evidence of access to data required

Applicants actual availability:	Throughout duration of project
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Table 1. Project timeline

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14
Project set up - Ethics Recruitment, finalise tool design, document review & service mapping etc.	Create control group - propensity matching Throughcare cohort with HIS 2010 cohort of AMC				Populating database to capture recidivism																			
	INTERVIEWS with stakeholders & practitioners												Interim report				Recidivism quantitative analysis, Thematic analysis of interviews and focus groups.							
	INTERVIEWS-(100 to be released prisoners from AMC, using HIS). Establish baseline										contingency						Final Report writing				Disseminate findings			
	INTERVIEWS-1st post release interview (1 week following release)										contingency													
	INTERVIEWS-2nd post release interview (4 weeks following release)					contingency																		
												Transcribing interviews												

13. DETAILED BUDGET (include GST before "Total")⁸

Budget Summary	First 12 months	Second 12 months (or part thereof)
Salary and wages:	\$52,541	\$52,541
Travel	\$16131.5	\$1466.5
Participant incentives	\$5600	0
Catering focus groups	\$320	0
Sub-Total	\$74,593	\$54,008
GST	\$7459.3	\$5400.8
TOTAL	\$82,052.3	\$59,408.8

Justification of Budget

The research consortium comprises three researchers and the Director, Social Policy and Implementation ACT Chief Minister and Cabinet Directorate, each with extensive track records directly related to the research (please see attached CVs). The time and expertise of these individuals has not been costed for and will be provided 'in kind' to the evaluation. In addition, the standard 8% overhead fees for external work have been waived by the ANU to reflect the value and importance that the institution attaches to applied criminological research of this nature.

The main expenditure relates to the recruitment of a Researcher (Level A8, 3.5 days per week for a total of 18 months).

Travel costs include:

- Travel to 100 pre-release interviews at the AMC (located at 10400 Monaro Highway); a 27 kilometre round trip from the ANU.
- Travel to 100 post release 2nd interviews to locations within the ACT.
- Travel to approx. 20 post release 3rd interviews to locations within the ACT.
- Travel to stakeholder / practitioner focus group and interview venues.
- Travel to steering group meetings

⁸ Budget Summary must be completed. Items are to include full effect of the GST

Researcher salary

Data collection with incarcerated populations and among those recently released from prisons is inherently difficult and time-consuming. The main budget item is a salary for one research assistant working on a permanent part-time basis to complete recruitment, data collection, data coding and data entry, within the specified time period. For each of the (potentially) 220 interviews this process is expected to take an average of two hours.

1st 12 months: 9 months (Apr-Dec 13) of A8 Researcher @ 0.7 plus 30% on-costs (\$52,541)

2nd 12 months: 9 months (Jan-Sept 14) of A8 Researcher @ 0.7 plus 30% on-costs (\$52,541)

Participant incentive payments

It has been common practice in research with hard-to-reach populations to reimburse participants for their time and out-of-pocket expenses. Consistent with previous research with prisoners participants will receive \$20 (pre-release) and \$30 (post-release) in exchange for participation in each interview. Total estimated amount is \$5,600.

Oncosts

In accordance with Australian National University policy and procedures, 30% on-costs have been added to the salary component of the budget.

Application

Australian Institute of Criminology - Criminology Research Grants

Project Title

An Evaluation of the ACT *Extending Throughcare for Offenders* program pilot.

Project Summary

Prisoners released to the community are characterised by chronic disadvantage, poor mental health and high rates of illicit drug use. Recently released prisoners are also characterised by a high rate of recidivism and extremely high post-release mortality. In particular, the first three months after release have been identified as a high risk period. This project will examine the impact of the recently funded ACT *Extending Throughcare for Offenders* program pilot (Extending Throughcare Pilot) on reintegration and recidivism rates within 6 months post release.

In order to measure post-release outcomes in the acute post release period the evaluation adopts a mixed-methods, longitudinal design and consists of three complementary components: a cohort study, data linkage and qualitative interviews.

Given the Extending Throughcare Pilot's focus on the coordination and integration of service responses, the research evaluation will also examine the experience of service providers and the staff in the newly established Throughcare Coordination Unit.

Background

The costs of crime and imprisonment to the community, governments, individuals and their families are high. A 2008 report by the Australian Institute of Criminology put the national cost of crime at \$35.8 billion per year (1, Rollings 2008) up from a 2003 estimate of nearly \$32 billion per year (2, Mayhew 2003). At 30 June 2011, there were 29,106 prisoners in Australia (3, ABS 2011). These figures, however, do not provide an accurate picture of the numbers flowing through the prison system. As most prisoners are given a sentence of less than one year, more than double the number of prisoners could flow through Australian prisons (4, Baldry, 2007). Over half (54.6%) of the people in prison in 2011 had been imprisoned before (5, ABS 2011). Importantly, in the ACT this figure is far higher than the national average with 71.5% of prisoners having known prior imprisonment (6, ABS 2011).

1) Recent research evidence indicates:

- a) even modest reductions in the rate at which prisoners are returning to prison result in substantial savings in prisoner numbers and correctional outlay;
- b) reductions in re-offending rates benefit the whole community, accruing when offenders make a positive contribution to community life (7, Weatherburn et al 2009);
- c) the majority of released prisoners are characterised by chronic disadvantage, poor physical and mental health, low educational qualification and high rates of substance abuse- often the same problems that brought them into contact with the criminal justice system in the first place; and how governments deal with offenders after release can have a significant effect on the rate of return to custody (8, Ibid).

There is an extensive body of evidence which suggest that people with multiple and complex needs are at the extreme end of a continuum of need (9, SESR 2007), yet they “are seen to be particularly poorly served by services” (10, Ibid) and their needs are generally not being met by existing services (11, Ibid). People with multiple and complex needs require long-term assistance and “are likely to require support from several different services to meet these needs” (12, Baldry 2007).

Moreover, the months immediately following release are an extremely high-risk period for premature death and for re-offending (13, Ibid). The comprehensive body of research which describes the current predicament faced by post-release prisoners when attempting to re-integrate back into the community, overwhelmingly details these substantial difficulties (14, Watterson 1996). Furthermore, the lives of many released prisoners are characterised by chronic disadvantage, poor physical and mental health, low educational qualifications and high rates of substance abuse. These are the same problems that brought many offenders into contact with the criminal justice system in the first place (15, Baldry 2007).

There is increasing recognition that interventions are most successful if delivered as part of an integrated program designed to address an individual prisoner’s specific needs (16, Borzycki et al 2003).

For reintegration to be successful, the transition to independent living needs to be underpinned by continuity of care from a range of service providers. This requires identification of the individual offender’s needs pre-release and coordination of a wide range of services including housing, mental health, drug and alcohol, behavioural management, training and employment assistance.

This requires the development of case management plans centred on the individual offender’s identified needs and involving often a wide range of services including mental health, drug and alcohol, behavioural management, training and employment assistance. The model emphasises the delivery of programs and services that will help offenders to re-integrate with the community after release from custody and reduce re-offending behaviours.

The management of prisoners in the ACT follows a Throughcare model based on the principle of continuous, integrated case management, which has as its main objective the successful re-integration of offenders. In this context reintegration includes a range of social determinants such as health, housing, education/training and employment.

In the 2012/13 Budget, ACT Corrective Services (ACTCS) received funding for a two-year pilot program to extend the Throughcare provision practised at the Alexander Maconochie Centre (AMC) to offenders post-release. The aim of the program is to support transition to the community, reduce duplication and eliminate gaps in service provision to meet the needs of prisoners post release, and reduce rates of re-offending.

A central coordination unit (Throughcare Coordination Unit) with responsibility for co-ordinating service delivery across corrections and community settings has been established. The Throughcare Coordination Unit will be based in ACTCS and work closely with AMC case workers and parole officers. Partner agencies will include a range of statutory, voluntary, community and government service providers.

The ACT extended Throughcare model will cover the period from induction through to around 12 months post release and include the following elements: clear governance arrangements; a single point of service coordination; services responsive to offenders’ needs; client centric case management; and established links with providers prior to release. Central coordination is

considered essential to create comprehensive service linkages prior to release and to oversee and monitor service delivery post release (17, ACT Government 2011).

In addition, the ACT Extended Throughcare Pilot provides brokerage funding of up to \$1,500 to each prisoner, to assist with transitioning to the community. This funding is not intended to subsidise existing programs or services, but is additional to existing service provision and intended to be used to meet the individual needs of prisoners on their path to reintegration. Brokerage funding will be administered by case managers, under strict reporting guidelines to ensure accountability and transparency. It is expected that this will also provide useful additional insights into the practical needs of prisoners post release.

Given that there is a considerable body of knowledge about the complex needs of prisoners post release, it is concerning that the quality of evidence about transitional programs is modest at best. While there have been a number of descriptive studies, there is a relative lack of evaluative research on the effectiveness of such programs to inform the development of policies and programs leading to better integration of released prisoners and a reduced rate of recidivism. Importantly, closing this knowledge gap will assist in ensuring that resources are allocated for optimal outcomes in terms of crime reduction and maximising the possibility of successful return to the community (18, Borzicky et al 2003). Evaluation of an integrated post release program is imperative to understanding the needs of prisoners upon release and informing future program development nationally (19, Skinner 2006).

International evaluation experience of an initiative similar to the ACT *Extending Throughcare for Offenders* is outlined in the United Kingdom Home Office Report *The Re-settlement of short-term prisoners: an evaluation of seven pathfinders* that examined the effectiveness and the cost-effectiveness of the Resettlement Pathfinders in addressing the resettlement needs of short-term prisoners and in reducing reconviction (20, Lewis et al 2003). The evaluation confirmed that short-term prisoners' resettlement problems are typically a combination of difficulties accessing opportunities and resources. The research highlighted the need for a holistic, integrated approach to provide a high level of pre-release contact which addresses not only practical resettlement problems but also lifestyle, attitudes and motivation to change.

While there are post-release programs operating in other jurisdictions, the ACT has certain characteristics which make it a particularly suitable jurisdiction for this evaluation:

1. Implementation of a newly funded program which can be evaluated concurrently;
2. A single prison which caters for all security classifications, both male and female, Indigenous and non Indigenous;
3. The ACT is a small jurisdiction with a predominantly local prisoner population (as at 8 August 2012 only 12 out of 177 (7%) are NSW residents) which suggests that retention rates for the evaluation are likely to be high;
4. A cohort of prisoners with a higher than national average level of known prior imprisonment (71.5% in the ACT compared to 54.6% nationally having been imprisoned before) supports the capacity of the evaluation to identify changes in reintegration and reoffending in a shorter timeframe compared to other jurisdictions that are nearer the national average for prior imprisonment;

5. As service providers in the ACT work across prison and the community, service relationships formed during imprisonment are more likely to be maintained after release; and
6. Evaluating the extended Throughcare model with brokerage funding attached will provide the capacity to determine the impact of flexible funding on reintegration and recidivism.

Objectives

In recognition of the need for more information about Australian prisoners *after* they are released and the relative lack of evaluation of transitional programs in Australia, this project has the following key objectives:

1. To evaluate the impact of the ACT Extending Throughcare Pilot program on prisoners recidivism rates within 6 months of release.
2. To evaluate the impact of the ACT Extending Throughcare Pilot program on prisoners level of community reintegration, social and health outcomes.
3. To describe and analyse the post release prisoner experience of service provision through the ACT Extending Throughcare Pilot– particularly their needs and experiences at the immediate point of post release.
4. To evaluate the operation of the ACT Extended Throughcare Pilot program and the new Throughcare Coordination Unit.

Benefits and Policy Outcomes

Little is known about the post release experience of prisoners in Australia. As noted above, an understanding of these experiences is important both from a crime prevention and social policy perspective. The need for enhanced understanding leading to better informed intervention in these areas is well recognised. Accordingly, this evaluation will:

1. Seek to examine an under-researched topic and add to the body of knowledge in the area of transitional programs for prisoners to reduce recidivism.
2. Seek to develop evidence-based solutions for reintegration and reduced recidivism amongst a high risk cohort.
3. Provide evidence for the successful provision of post-release services for recently released Australian prisoners, with a specific focus on “what works” in transitional service provision in the immediate acute post release period.
4. Inform the development and implementation of pre-release program policies and service responses for prisoners. As such, the project will be of benefit to devising future policy and service interventions, for example, reducing recidivism and integrated responses for vulnerable populations.
5. Inform the ongoing implementation of the Extending Throughcare Pilot to ensure it provides beneficial service co-ordination and brokerage funds to newly released prisoners.
6. Inform best practice on the provision of integrated post release program development nationally.

Methodology

The evaluation adopts a mixed-methods, longitudinal design and consists of three complementary components:

1. Cohort study. In order to measure post-release outcomes in the acute post-release period, 100 prisoners receiving the Extending Throughcare Pilot will participate in structured interviews within 4 weeks of release from the AMC to establish baseline data. The baseline interview will be an adapted version of the *2010 ACT Inmate Health Survey (IHS)* (21). The Survey is the first conducted in the ACT prison the Alexander Maconochie Centre and provides the best available evidence to form a baseline assessment of the needs of prisoners in the ACT. Adapted from the *NSW Inmate Health Survey* (22), the *ACT 2010 Inmate Health Survey* provides key findings on demographic profile; a range of social determinants of inmate participants (including family status, family, incarceration of parents, placement in care, education, accommodation, employment); access to health services; lifestyle; health conditions; mental health; infectious diseases; and tobacco smoking, alcohol and other drugs.

Cohort

- Participants will be a convenience sample of 100 sentenced prisoners from the AMC, in the weeks prior to their release.
- Based on previous release figures of 170-200 sentenced prisoners per year (ACTCS 2011 administrative data), we anticipate 9 months for the baseline data collection.
- Baseline interviews will be within 4 weeks of release.
- Second wave of interviews at 1 week post release of cohort group (100 participants) given the importance of the acute post-release period, and that previous studies have collected data starting 1 month or more post-release, so this is a knowledge gap.
- Third wave of interviews 1 month post release with 20 participants from original cohort group.

Data focus

Prior to the pre-release interview, data from ACTCS records will be collated, including:

- Demographics: age, gender, sentence length, ethnicity, country of birth, first language, educational attainments, vocational qualifications, marital status, number of children, their age and contact with the justice system.
- Index offence, sentence length, time served, history of imprisonment (yes/no), history of offending (yes/no) supported by cross-referencing with ACTCS data.

The pre-release interview will be based on the *2010 ACT Inmate Health Survey* and collect the following quantitative and qualitative information:

- Pre-incarceration employment and accommodation status
- Pre-incarceration history of drug and alcohol use
- Current tobacco use
- Current physical health status (supported by data from the Hume Health Centre at the AMC)
- Mental health history (supported by data from the Hume Health Centre at the AMC)
- Intervention and educational programs started in custody
- Expected status on release (e.g. parole)
- Expected date of release

- Expectations and plans post release: employment (any expectations or arrangements); accommodation (where and with whom); self-rated likelihood to return to drug and alcohol use; self-rated likelihood of reoffending.
- Key concerns / anxieties about upcoming release (supportive factors vs weaknesses).

It is expected that each interview will take 45- 60 minutes. To obviate any literacy problems, the interview schedule will be administered by the researcher.

2. Data linkage.

- In order to measure longer-term outcomes, participants in the Extended Throughcare Pilot cohort will be matched with individuals who took part in the 2010 IHS using propensity score matching (23, Oxford Journals). This method has previously been utilised to evaluate a large throughcare program (24, Department of Justice, United States). The 2010 IHS cohort will serve as a control group and through record linkage, we will measure the key outcome of recidivism.
- Baseline data will be linked with ACTCS data to measure the incidence, timing and nature of recidivism in the first six months post-release. Linkage will be at 6 months due to time limits of grant and the rolling nature of the data collection. However, early recidivism predicts later recidivism so those reoffending in this time period are of most interest.
- A range of data sources will be accessed and analysed to provide a detailed profile of those taking up the Extending Throughcare Pilot (demographics, offence types and assessment of risk and need). This information will be provided by the ACTCS from case management data.

For the purpose of this research, a number of measures will be utilised to define recidivism: self-reported reoffending, charged data, and rate of return to custody. The most serious offence will also be captured to measure whether there has been a reduction in severity and frequency of offending. Given the relatively short timeframe in which recidivism will be measured, the project requires these additional measures alongside return to custody.

3. Qualitative interviews.

- 100 prisoners will participate in semi-structured qualitative interviews at baseline and the same prisoners will take part in a second wave of qualitative data collection one week post release.
- A third wave of interviews one month post release will be undertaken with 20 participants from original cohort group.
- Qualitative findings will be overlaid onto quantitative data for a context rich understanding of the impact of the Extending Throughcare Pilot. This will be further complemented by the qualitative information gained from the focus groups and/or interviews conducted with key stakeholders and practitioners.
- The qualitative interviews will provide important insight into the factors that support reintegration and reduced reoffending, as well as identify key risk factors that are indicators of an increased likelihood of recidivism. In addition, the interview with both service users and practitioners will offer insight into the successes and challenges encountered in service co-ordination and delivery.

Post-release Interviews

Interviews will be conducted face-to-face and focus on the service provision and community experience of participants. Interviews will be scheduled to coincide with appointments with the Throughcare practitioners to increase the likelihood of attendance, and to minimise inconvenience to the participants. They will be conducted onsite at the Throughcare Coordination Unit, or another criminal justice agency premises. If more convenient to the interviewee arrangements can be made for them to take place on the ANU campus. If the participant has been re-imprisoned, permission will be sought to interview them in prison. It is expected that the follow up interviews will take between 60 and 90 minutes.

During each post-release interview, the following information will be collected:

- Checklist of pre-release and post-release services received, including level and frequency of contact (regarding accommodation, employment, mental health, substance use etc)
- Current accommodation status
- Current employment status
- Relationship status (with family, partner, children)
- Current pattern of drug and alcohol use
- Any parole violations or infringements since release.
- Open ended session – how participants perceive their current situation, the post-release support they received, how well service coordination worked. Did the post release experience meet their expectations, what could be better and what is worse?

Participant recruitment

As the AMC houses both male and female prisoners of all security classifications, it is expected that the evaluation will include male and female prisoners, both Aboriginal and Torres Strait Islander and non- Aboriginal and Torres Strait Islander.

Participants will be selected in order of release. The recruitment process will included a risk assessment and require informed consent from potential participants. As females make up 6.8% of the total ACT prisoner population and Aboriginal and Torres Strait Islander males make up 14.7% of the total population, the study will predominantly focus on the experiences of non-Indigenous male prisoners. To compensate for underrepresentation, emblematic case studies of female and Indigenous prisoners will be provided.

Researchers will meet with potential participants in the weeks prior to their release and explain the nature and purpose of the study, emphasising its voluntary and confidential nature. Participants will be provided with information sheets outlining the project and those agreeing to participate will be required to complete a consent form. The project tools and research questions will be approved by the ANU Research Committee prior to the commencement of the project. Those who consent to participate in up to three interviews, will be asked to provide up to three contact phone numbers and addresses in the community to maximise the chances of successful follow-up.

Participants will be paid \$20 (pre release interview) and \$30 (post release interview) or a voucher where substance abuse is apparent for their time in participating. For those who decline, the researcher will record gender, ethnicity, approximate age and reason for non-participation. Although every effort will be made to follow up the entire sample, realistically there will be some degree of attrition given the cohort under study.

Where possible, and with the permission of participants, all of the interviews will be audio recorded, transcribed verbatim and anonymised. Thematic analysis will be used to categorise the data and organize the findings into key themes.

Qualitative research elements

- Case studies – Candidates for emblematic case studies will be selected after the initial set of interviews. Permission will be sought at the initial interview. From analysis of interviews, a small number of participants will be selected to provide additional information including diversity of background, offending behaviour and experience in the corrections system. The researcher will work individually with a small cohort group (approximately 4-6) through extensive interviews.
- Service providers – interviews/forums – A key element of the Extending Throughcare Pilot is its emphasis on holistic multi-agency service provision, where partner agencies from the public, private and voluntary sectors work together to promote rehabilitation and desistance. There is a focus on individualisation of service provision to address the many and varied needs that newly released prisoners typically present with. Semi-structured interviews and focus groups will be conducted with key stakeholders to gain insights into the service provider perspective, with a specific focus on the impact of the model on service coordination and integration and its effects on prisoner outcomes,
- Throughcare Coordination Unit team – The Coordination Unit team and selected key stakeholders across government and the community sector will be asked to report on their experiences with implementing the model, with a specific focus on system responses, enablers and challenges. It is envisaged that this will take the form of a half day discussion forum at the start and six months into the program. Administrative data will also be analysed.

Governance

The implementation of the Extended Throughcare Pilot program is oversighted by a Governance Group comprising representatives of government and the community sector. The research project will be guided by the Research Project Team which will meet monthly by teleconference to discuss progress and will report findings to the Governance Group, to fulfil the action research element of the project. The research project advisers who form part of the research project team, will play a key role in project design and implementation, resolution of research dilemmas and data analysis.

Data Analysis

Quantitative

Descriptive statistics for the sample at baseline will be produced, and key subgroups (e.g., Indigenous vs. non-Indigenous) will be compared cross-sectionally using appropriate univariate (e.g., t-test, chi square) and multivariate (e.g., multivariable logistic regression) techniques. These analyses will characterise the health and psychosocial status of the TPP cohort at baseline, in the weeks before release from custody.

Six-month recidivism data for both the Extending Throughcare Pilot cohort and the 2010 IHS cohort will be analysed using proportional hazards regression, which is most appropriate for this sort of time-to-event data (25, Payne 2007). In order to examine the effect of the Extending Throughcare

Pilot, a binary group variable (2010 IHS vs. TPP) will be forced into the model. All quantitative analyses will be undertaken in Stata version 12.0.

In order to identify any participants who may have re-offended within six months of release, participants' names and DOBs will be checked against ACTCS records, precisely six months after release for each participant. This process will require a rolling data base whereby ACTCS establish a responsive system with the Principal Researcher to ensure accurate capture of this data.

Qualitative thematic analysis

Thematic analysis will be used to categorise the data and organize the findings from the semi-structured interviews with (ex) prisoners and the semi-structured interviews and focus groups with key stakeholders and practitioners. Thematic analysis provides a means of understanding and interpreting qualitative material. It focuses on the creation and application of 'codes' that relate to themes and patterns observable in the data (Aronson, 1994). The initial task in thematic analysis is to extract a list of the patterns of experience and themes from the data and use these to develop a coding frame. It is envisaged that some of the overarching themes generated by the interviews with ex-prisoners will relate to 'anxieties and risks upon release from prison'; 'criminogenic needs – met and unmet by services'; and 'experiences of Throughcare pilot', and stemming from these a number of sub-themes will be generated.

The analysis and reports will draw upon verbatim quotations to provide a rich and contextual understanding of the acute post-release period from the perspective of ex-prisoners; an area of understanding that is largely missing from the current literature. The qualitative data in addition to the statistical analysis of recidivism will enable the evaluation to understand the operational 'black box' (26, Pawson and Tilley, 1997) and situate the findings in the 'particular physical, psychological, social and cultural context' of the ex(prisoners) lived experience of the Throughcare program (27, Guba and Lincoln, 1989: 8)

A formative evaluation stance

This evaluation research will run concurrently to the implementation of the Extended Throughcare Pilot. It is recognised that as the Extended Throughcare Pilot unfolds there will be changes to the service system in better responding to released prisoners. The evaluation is a critical element of this.

Regular feedback on the findings will be presented in monthly action reports (available to the Throughcare Governance Group and Project Research Group), an interim report at the six month juncture, and a final report. This will enable the Project Research Team to highlight any issues or risks arising and also identify encouraging findings. In addition, the Extending Throughcare Pilot will be monitored through documentation review, and attendance at the Throughcare Governance Group and Project Research Group meetings.

It is proposed that this evaluation will be supported by a complementary formative evaluation of the operations of the new Throughcare Coordination Unit, to be funded by ACT Government. Using a complementary formative (or co-design model) will give a rich understanding of the participants journeys (individually and collectively) and their interaction with the a new system response that has been developed to better coordinate and integrate programs to meet the individual needs of prisoners on release.

Applicants' qualifications

Research Team- As outlined in the attached CVs, the research team has extensive experience with similar projects.

Principal researcher

Dr Emmeline Taylor is a lecturer at the Australian National University, specialising in crime, community safety and criminal justice. Dr Taylor has a strong background in applied criminology and has completed projects for the Home Office and the Ministry of Justice in the United Kingdom, as well as criminal justice agencies, including the probation service, police, and judiciary. Dr Taylor's research and evaluation spans numerous fields including the evaluation of several criminal justice initiatives and alternatives to custody. Dr Taylor has written extensively on many subjects pertaining to crime. Her research often adopts a socio-legal perspective with strong policy relevance, and always aims to develop evidence based solutions. She is a member of the ACT Forensics Chapter and the Salford University Centre for Prison Studies.

Research Project Advisers

Professor Michael Levy is the Director of Justice Health Services (ACT). He is a Public Health Physician with national and international experience in prisoner health. Professor Levy has a distinguished publication record with over 100 peer-reviewed publications since 1987, and a number of book chapters. Professor Levy is an international leader in the field of application of harm minimisation to the prison environment and through active clinical practice since 2007, developed the primary care model for adult and juvenile persons in detention. Professor Levy maintains a very active teaching commitment through co-ordinating the Custodial Medicine Unit for the Master of Forensic Medicine at Monash University.

Associate Professor Stuart Kinner is the Principal Research Fellow for Justice Health in the Centre for Health Policy, Programs and Economics, University of Melbourne. A/Prof Kinner has a background in forensic psychology and for the past eight years his research has focussed on the health of prisoners and ex-prisoners. He is the lead author of a global systematic review of health related re-entry programs for prisoners; Co-Convenor of the Justice Health Specialist Interest Group in the Public Health Association of Australia and he serves on the national Prisoner Health Information Committee guiding the development of a world-first minimum dataset for prisoner health.

Project Sponsor

Geoffrey Rutledge is the Director of Social Policy in Chief Minister and Cabinet Directorate, ACT Government. Mr Rutledge leads a team that provides social policy advice and stewardship across the whole of the ACT Government. Since joining the ACT Government in 2003, Mr Rutledge has held senior policy officer roles across a number of portfolio areas. Mr Rutledge policy interests lie in supporting children and young people and their families through school education, early childhood services and justice services. Mr Rutledge's qualifications include a Masters of Public Policy from the Australian National University and a Bachelor of Science (Psychology) from the University of New South Wales.

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28. Pawson, R. and Tilley, N. 1997 *Realistic Evaluation*. London: Sage.

Personal Particulars Form ¹

Details for First Applicant

Name in full (Prof / Dr / Mr / Ms)	Mr Geoffrey Rutledge	
Address for correspondence	Level 4, Canberra Nara Centre GPO Box 158 Canberra ACT 2601	
Contact Numbers	Work: (02) 6207 8884	Mobile: 0419 994259
Email	geoffrey.rutledge@act.gov.au	
Occupation / Appointment(s)	Director, Social Policy and Implementation Policy and Cabinet Division Chief Minister and Cabinet Directorate	
Details of Employer	Name: ACT Government	
	Address: As above	
Status in Project (Principal Researcher, Research Adviser, Research Assistant etc)	Research Sponsor	

Details for Second Applicant

Name in full (Prof / Dr / Mr / Ms)	Dr Emmeline Taylor	
Address for correspondence	School of Sociology College of Arts and Social Sciences Australian National University Haydon-Allen Building #22 Canberra ACT 0200 Australia	
Contact Numbers	Work: (02) 6125 1116	Mobile: 0498 122 009
Email	emmeline.taylor@anu.edu.au	
Occupation / Appointment(s)	Lecturer	
Details of Employer	Name: The Australian National University	
	Address: The Australian National University Canberra ACT 0200 Australia	
Status in Project (Principal Researcher, Research Adviser, Research Assistant etc)	Principal Researcher	

¹ Personal Particulars Form for each applicant together with a c.v. of no more than 2 A4 pages (double sided) to be attached.(c.v. should cover qualifications and main publications)

Connor, Joan

From: Saballa, Melanie
Sent: Monday, 20 August 2012 12:25 PM
To: Mitcherson, Bernadette; Bartlett, Mark; Inkpen, Nova; McIntosh, Andrew; 'Simon Rosenberg - Northside'
Cc: Moore, Renate; Rutledge, Geoffrey
Subject: FW: CRC Grant Application
Attachments: CRC Grant Application- Chief Minister & Cabinet Directorate FINAL.pdf
Importance: High

Dear All

I have attached the final grant application for the Criminology Research Grants. Thank you for your advice and input into this process where we were able to negotiate a research project with the School of Sociology ANU, School of Justice Health, Uni of Melbourne and with Professor Michael Levy, Director Justice Health, Health Directorate.

In negotiating the project to be competitive in this funding round there is a focus on quantitative research – principally looking at the measure of recidivism within a 6 month period (with a particular focus on the immediate acute post release period). We have also been able to build a strong qualitative component through 2 sets of interviews with a cohort of 100 prisoners (one interview pre-release and the next interview one week post-release). 20 follow interviews will be conducted @ 1 month post-release and there will be a small number of emblematic case studies. There will also be service and stakeholder forums as well interviews with the Coordination Unit team.

As outlined in the application we will look for opportunities to build in a complementary formative evaluation (co-design focus) of the operations of the new Throughcare Coordination Unit to be funded by ACT Government. This will allow for a more direct feedback loop into how the Unit is operating with a focus on service users influencing the cord and delivery of services. Although we tried to build this focus more into the research, given the number of interviews, funding to support this, and need for a strong quantitative focus for the research, it is something that we felt could best form part of a complementary action research component. You might like to read a little more on this at page 9 of the application. I would see this complementary piece of work could build in some of the wider across govt. outcomes we are interested in e.g. participation in education/ employment/ housing/ etc.

To assist with communication with the Throughcare Governance Group and Throughcare Coordination Unit the Research Project Team (i.e. the consortium of researchers) will provide regular updates and reports throughout the research project.

The Principal Research, Dr Emmeline Taylor has undertaken similar work in the UK and I think suggest we could invite her to a Throughcare Governance Group meeting to talk about the establishment of the Throughcare Coordination Unit.

We are hopeful that our application will be successful in its bid for funding- thanks again for your input.

Kind regards
Melanie

From: Rutledge, Geoffrey
Sent: Friday, 17 August 2012 4:28 PM
To: crg@aic.gov.au
Cc: Saballa, Melanie; Moore, Renate
Subject: CRC Grant Application
Importance: High

Please find attached a CRC Grant Application for a project sponsored by the ACT Government, with ANU and the University of Melbourne researchers.

I look forward to discussing the project you, at your convenience.

I would appreciate confirmation of receipt of the application.

Geoffrey Rutledge | Director, Social Policy

Phone: +61 2 6207 8884 | Mobile [REDACTED]

Chief Minister and Cabinet | ACT Government

GPO Box 158 Canberra ACT 2601 | www.act.gov.au

Connor, Joan

From: McIntosh, Andrew
Sent: Wednesday, 14 November 2012 9:31 AM
To: Bartlett, Mark; Inkpen, Nova; Martin, Victor; Malone, Anthony
Subject: RE: 2012-13 Criminology research grant applications

Hi Mark et al

From reviewing the scores of the assessment panel it would appear that the ACT's application fell short mainly due to one panel member taking the view that the ACT should fund the research rather than the AIC. This reduced his score from 5 to 1 in the relevant category which is in effect the amount the application fell short by. Nova's brief for Kathy will be seeking her to persuade the other CRAC Board members of the unique opportunity to add to what is a very limited research area at the moment. That said we are coming from a way back now.

In terms of organising a meeting with Emmeline to discuss alternatives, Nova has a few other matters that I need progressed as a priority so it will take some time for her to engage with this. It may be worth thinking of a budget bid and or special projects bid to get the funding to do the evaluation.

thanks
Andrew

From: Bartlett, Mark
Sent: Wednesday, 14 November 2012 09:20
To: Inkpen, Nova; Martin, Victor; Malone, Anthony
Cc: McIntosh, Andrew
Subject: RE: 2012-13 Criminology research grant applications

Hi Nova,

I am disappointed that the ranking for the Throughcare evaluation was so low.....can you arrange a meeting with Emmeline as soon as possible to discuss alternative options? Thanks

From those listed as suitable the following are highly relevant to ACTCS in my view:

- 09/12-13 Identifying health-related predictors of recidivism: informing evidence-based throughcare
- 58/12-13 Exploring the relationship between the use of online child exploitation materials, the use of internet-enabled technologies to procure children, and contact sexual offending against children
- 33/12-13 Welfare and recidivism outcomes of in-prison education and training
- 19/12-13 Is pro-social goal attainment associated with lower levels of dynamic risk in sex offenders?
The Common Life Goals Questionnaire:
convergent validity and relationship with dynamic risk
- 23/12-13 The effect of post-release supervision
on risk of re-offending
- 51/12-13 Protecting high-risk adolescents from harm:
Can an intervention to reduce risk-taking
behaviour and associated injury be used for
juveniles in detention?

Regards

Mark Bartlett

T (02) 620 78983 | M [REDACTED] | F (02) 620 72954 | E mark.bartlett@act.gov.au

From: Inkpen, Nova

Sent: Wednesday, 14 November 2012 8:27 AM

To: Martin, Victor; Malone, Anthony; Bartlett, Mark

Cc: McIntosh, Andrew

Subject: 2012-13 Criminology research grant applications

Dear Colleagues,

I'm preparing a brief for Kathy Leigh to attend the next Criminology Research Advisory Council meeting on Friday, 16 November. I have attached a list of ranked applications and would appreciate your advice on any applications that you believe would be of benefit to the ACT.

As I am briefing Kathy tomorrow morning, I'd value your advice by COB today. I apologise for the short turnaround. Our team is a little low on numbers due to illness.

Thanks for your support. Please give me a call if I can assist you further.

Regards

Nova

Dr Nova Inkpen

Senior Policy Officer

Justice Planning and Programs

Justice and Community Safety Directorate

Phone: 6205 4786

E-mail: nova.inkpen@act.gov.au

JACS acknowledges the traditional custodians of the ACT, the Ngunnawal people. JACS acknowledges and respects their continuing culture and the contribution they make to the life of this city and this region



CRIMINOLOGY RESEARCH GRANTS

Final Recommendation Summary

2012-13

Primary Recommendation Category	Single Year		Multi Year		All	
	N	%	N	%	N	%
1. Appropriate for funding - very highly recommended	4	6.8	1	1.7	5	8.5
2. Appropriate for funding - highly recommended	9	15.3	5	8.5	14	23.7
3. Appropriate for funding - average standard	7	11.9	7	11.9	14	23.7
4. Inappropriate for funding by CRC - due to topic or focus, but not quality	5	8.5	3	5.1	8	13.6
5. Inappropriate for funding - due to under developed nature	13	22.0	5	8.5	18	30.5
7. Topic worthy of funding as a consultancy but not as a funded application	0	-	0	-	0	-
No agreement on recommendation	0	-	0	-	0	-
All	38	64.4	21	35.6	59	100

List of 2012/13 Grant Applications in Rank Order

Note: Applications are listed numerically according to grant number within each ranking

These applications scored 1. Appropriate for funding - very highly recommended

09/12-13



\$153,782
12 months

13/12-13



\$75,022
12 months

31/12-13



\$39,956
12 months

48/12-13
[Redacted]
\$40,136
18 months

58/12-13
[Redacted]
\$99,177
24 months

These applications scored 2. Appropriate for funding - highly recommended

The Assessment Panel rated a total of 14 applications as 'appropriate for funding – highly recommended'. However, the Panel also considered that some of these applications were relatively more meritorious than others. Therefore, the Panel divided these 14 applications into two sub-ratings – Tier 1 and Tier 2, where Tier 1 are more highly recommended and more meritorious than Tier 2.

Tier 1

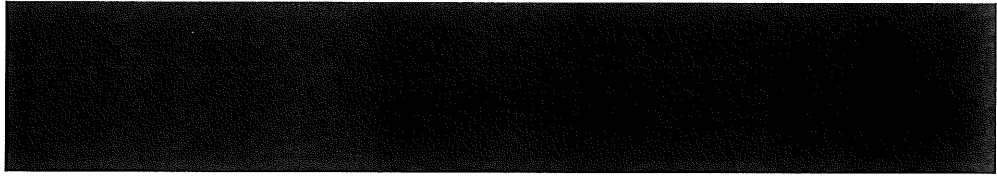
05/12-13
[Redacted]
\$19,800
6 months

24/12-13
[Redacted]
\$59,925
24 months

29/12-13
[Redacted]
\$15,161
11 months

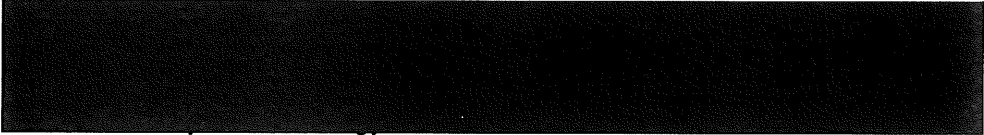
33/12-13
[Redacted]
\$102,534
12 months

35/12-13



\$33,000
20 months

43/12-13



\$20,860
18 months

Tier 2

18/12-13



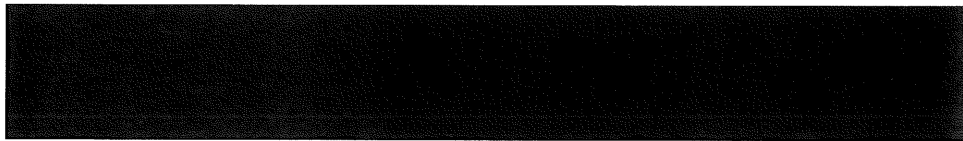
\$40,291
12 months

19/12-13



\$62,459
12 months

25/12-13



\$18,410
12 months

30/12-13



\$49,469
12 months

39/12-13



\$75,022



12 months

47/12-13



\$76,402

12 months

50/12-13



\$35,275
13 months

54/12-13



\$97,240
18 months

These applications scored 3. Appropriate for funding - average standard

02/12-13



\$48,821
12 months

04/12-13



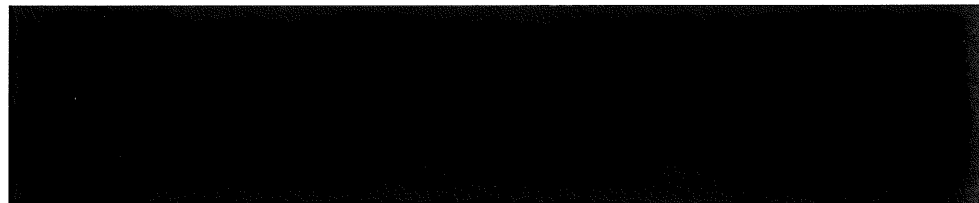
\$36,481
12 months

07/12-13



\$139,888
12 months

11/12-13



\$162,063
24 months

20/12-13



\$54,991
17 months

22/12-13



\$28,920
12 months

23/12-13



\$46,200
10 months

26/12-13



\$59,111
12 months

44/12-13



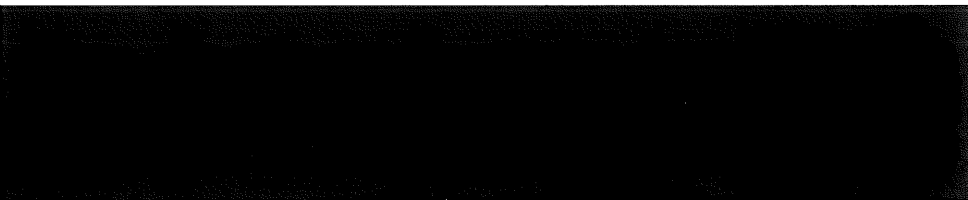
\$158,578
24 months

45/12-13



\$169,272
24 months

46/12-13



\$48,685
12 months

51/12-13



\$96,856
18 months

53/12-13



[Redacted]

\$150,987
16 months

59/12-13

[Redacted]

\$65,353
24 months

These applications scored 4. Inappropriate for funding by CRC - due to topic or focus, but not quality

10/12-13

[Redacted]

\$100,100
24 months

12/12-13

[Redacted]

\$104,291
9 months

14/12-13

[Redacted]

\$34,328
12 months

28/12-13

[Redacted]

\$56,540
12 months

36/12-13

[Redacted]

\$214,687
24 months

37/12-13

[Redacted]

[Redacted]

\$159,459
12 months

42/12-13

[Redacted]

\$64,417
12 months

56/12-13

Evaluation of ACT Throughcare for Offenders program pilot
Mr Geoffrey Rutledge
Dr Emmeline Taylor
Prof Michael Levy
A/Prof Stuart A Kinner
Australian National University
\$128,593
24 months

These applications scored 5. Inappropriate for funding - due to poor standard of application

01/12-13

[Redacted]

\$121,000
10 months

03/12-13

[Redacted]

\$6,000
12 months

06/12-13

[Redacted]

\$159,160
60 months

08/12-13

[Redacted]

\$82,060
12 months

15/12-13

[Redacted]

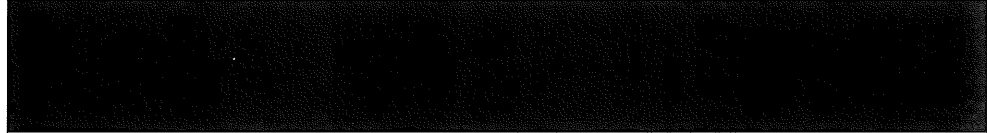
\$48,048
12 months

16/12-13



\$48,048
11 months

17/12-13



\$50,566
12 months

21/12-13



\$72,040
13 months

27/12-13



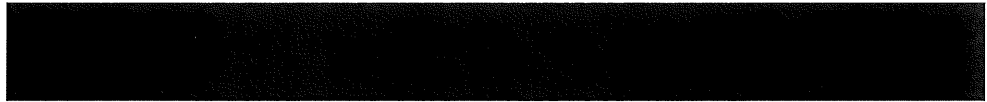
\$48,821
12 months

32/12-13



\$56,169
11 months

34/12-13



\$239,128
24 months

38/12-13



\$267,740
12 months

40/12-13



\$19,000

3 months

41/12-13



\$453,884
36 months

49/12-13



\$53,856
24 months

52/12-13



\$189,887
12 months

55/12-13



\$57,764
12 months

57/12-13



\$145,560
12 months

No applications scored 7. Topic worthy of funding as a consultancy but not as a funded application

The Panel reached agreement on all applications

CRIMINOLOGY RESEARCH GRANTS

Panel Assessment Form 2012
 [FOR COMPLETION BY PANEL MEMBERS ONLY]

Application no.	CRG 56/12-13
Applicants	Mr Geoffrey Rutledge Dr Emmeline Taylor Prof Michael Levy A/Prof Stuart A Kinner
Project title	Evaluation of ACT <i>Throughcare for Offenders</i> program pilot
Funding sought	\$141,452.30 (incl GST)
Previous research in the area	Yes

Nature of involvement of panel member with applicant, if any?

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External factors	Not applicable	Not yet applied for but required	Applied for and awaiting approval	Granted	Granted subject to conditions
Ethics approval		✓			
External agency permission to conduct research (written confirmation)				✓	
Other funding	✓				

Scoring: (1 Least Favourable) – (5 Most Favourable)

	Panel Member 1 ████████████████████	Panel Member 2 ████████████████████
Overall Assessment	Score: 1 Comments: Important evaluation of important ACT pilot program that utilizes case management (and brokerage funding) to facilitate/support transition into the community but should be funded by ACT government!	Score:4 Comments: Two year project adapted from UK.
Research Methodology	Score: 5 Comments: An impressive, thorough application. Methodology appears appropriate.	Score:4 Comments: Six month follow-up period to test relapse is very short.

	Will focus on post-release outcomes after six months employing cohort study (longitudinal), data linkage and qual interviews. Rationale for timing of post-release interviews unclear. (Why 2 nd /3 rd wave at only 1 week/month post release?)	
Policy Significance (see below)	Score: 5 Comments:	Score: 5 Comments: Exciting trend
National Significance	Score: 5 Comments:	Score: 4 Comments: Potential
Costing / budget issues	Score: 5 Comments: Relatively modest project in terms of cost.	Score: 4 Comments: \$17,000 for travel to 220 local interviews and meetings is excessive.
Research personnel	Score: 5 Comments: No CVs included in application but seems to be a strong team on the face of it.	Score: 3 Comments: No past funding; little track record to go on. PI has no Australian work, provided no background details. Much rides on unknown researcher yet to be hired. Strong advisor group.
Total Score	26 / 30 (87%)	24 / 30 (80%)

CRG Adviser's Summary and Assessment

Total Panel Members' Scores: 50 / 60 (83%)

Final Recommendation:

1. Appropriate for funding - very highly recommended
2. Appropriate for funding - highly recommended
3. Appropriate for funding - average standard
- 4. Inappropriate for funding by CRG - due to topic or focus, but not quality**
5. Inappropriate for funding - due to poor standard of application
6. Revise and re-submit application
7. Topic worthy of funding as a consultancy but not as a funded application

Summary comments

Potentially very valuable research with strong policy significance – particularly for the ACT but (to a lesser extent) also for other jurisdictions.

Very strong, diverse project team.

Well-developed methodology and well-articulated budget.

Question whether CRGs should be used for evaluation and whether this should be funded by ACT government.

CONFISCATION OF CRIMINAL ASSETS TRUST FUND GRANTS PROGRAM APPLICATION FORM

Privacy Statement

All applications submitted to the Criminal Assets Trust Fund Grants Program are accepted in confidence. The grants Secretariat may liaise with other ACT Government funding agencies regarding your application.

By submitting this application you are agreeing to this privacy statement.

Application format

Applicants are asked to provide succinct answers of no more than 200 words to each of the questions in the application form. Answers can be provided in dot point form.

PART A: APPLICANT DETAILS

1. Organisation Name	ACT Corrective Services
2. Is your organisation based in the ACT or does it deliver services in the ACT to the ACT community?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. Type of Organisation?	<input type="checkbox"/> Registered Not-for-Profit <input checked="" type="checkbox"/> Government agency (including ACT Policing) <input type="checkbox"/> Other
4. Applicant (CEO or other authorised delegate)	Bernadette Mitcherson, Executive Director
5. Postal Address	ACT Corrective Services (ACTCS) Level 2, Eclipse House GPO Box 158 Canberra City ACT 2601
6. Street Address	ACT Corrective Services Eclipse House London Circuit Canberra City ACT 2601
7. ABN (If you have one)	98636852025

<p>17. What are you going to do?</p>	<p>The management of prisoners in the Alexander Maconochie Centre (AMC) follows a Throughcare model based on the principle of continuous case management. In the 2012-13 Budget, ACTCS received funding for a two year pilot program to extend Throughcare to offenders post-release. The aim of the program is to support transition to the community and reintegration, eliminate gaps and duplication in service provision and reduce reoffending.</p> <p>Funding is dedicated for the establishment of the Throughcare Unit and for brokerage. There is no funding for an external evaluation, therefore the evaluation will be conducted by ACTCS. A preliminary framework to guide the evaluation has been developed, but ACTCS recognises that the assistance of a subject matter expert would enhance the quality of the evaluation.</p> <p>This application seeks funding to engage the services of an expert, Dr Emmeline Taylor from the ANU, to periodically review the evaluation to ensure it covers all relevant aspects of the program and provides the maximum information to assess the effectiveness of the program and inform future policy and program development aimed at reducing recidivism. Periodic review of the evaluation would also facilitate continuous improvement of the program.</p> <p>This supports the trust fund priority of crime prevention.</p> <p><i>Objectives: What are the details of your project? How does this fall within the purposes of the COCA Trust Fund? (200 word limit)</i></p>
<p>18. If the amount sought is not the total cost of the project, please specify the total cost of the project.</p>	<p>The ACT Government has allocated \$1.2 million over two years for the Extending Throughcare pilot project.</p>

PART C – GRANT PROPOSAL

The Directorate may request additional information from the applicant(s) where required however you should provide as much information necessary to allow the selection committee to make a decision based on this application alone.

<p>19. Why do you want to do this?</p>	<p>There is a comprehensive body of research which describes the predicament of newly released prisoners attempting to re-integrate in the community. Their lives are characterised by chronic disadvantage, poor health, low educational qualifications and high rates of substance abuse. There is increasing recognition that interventions are most successful if there is continuity of service delivery and treatment underpinning the transition to independent living and a goal of a lifestyle free from offending.</p> <p>People with complex needs require long-term assistance and support from a range of service providers, which includes intensive, regularly reviewed case planning.</p> <p>While there is considerable evidence about the complex needs of released prisoners, there is a lack of evaluative research on the effectiveness of transitional support programs to inform the development of policies and programs leading to better integration of prisoners. Closing this knowledge gap will assist in ensuring that resources are allocated for optimal outcomes.</p> <p>The concurrent evaluation of the Extending Throughcare program pilot will provide important understanding about the effectiveness of the program and identify changes that may be required to make it more effective. It will also provide critical evidence in building the case for recurrent funding to continue the program.</p> <p><i>Evidence of need. Why is this project a priority for your organisation? (200 word limit)</i></p>
<p>20. What do you hope to achieve, and how will your project achieve a long-term impact for the ACT community?</p>	<p>The cost of crime and imprisonment to the community, governments, individuals and their families is high. A 2008 report by the Australian Institute of Criminology put the national cost of crime at \$35.8 billion per year.</p> <p>At 30 June 2011, there were 29,106 prisoners in Australia. These figures however do not provide an accurate picture: as most prisoners receive sentences of less than a year, more than twice the number could flow through Australian prisons. Over half (54.6%) of the prisoners have been imprisoned before. In the ACT this rate is even higher – 71.5% of ACT prisoners have spent time in prison before.</p> <p>Recent research evidence indicates that even modest reductions in the rate in which prisoners are returning to custody result in substantial reductions in corrections outlay. Moreover, reductions in reoffending rates have ongoing benefit for the whole ACT community, accruing when offenders make a positive contribution to community life. Reducing reoffending through successful reintegration of offenders reduces crime rates and enhances community safety. Breaking the cycle of reoffending has long term social and economic benefits for the community as it reduces the risk and frequency of intergenerational offending.</p> <p><i>What are the project outcomes? (200 word limit)</i></p>

PART D – FINANCIAL INFORMATION

<p>21. Has your organisation received any grants from the ACT Government over the past five years? If yes, please specify type and amount of grant(s)</p>	<p>NIL</p>
<p>22. If yes, does your organisation have any outstanding ACT Government grant acquittals? If yes, please provide details.</p>	<p>NIL</p>
<p>23. Are you also seeking funding from this project from another source? If yes, please provide details.</p>	<p>No</p>
<p>24. Please provide a summary of how you propose to use the funding requested to deliver the project Provide full details at attachment A.</p>	<p>The requested funding would be used to engage the services of a subject matter expert to periodically review the evaluation of the Extending Throughcare program pilot. This expert would be required to review the data collection, identify information gaps and perform preliminary analyses of the evidence to provide advice to make the program more effective. It is envisaged that reviews would be conducted at 3 months intervals throughout the duration of the pilot.</p>

DECLARATION BY CEO OR OTHER AUTHORISED DELEGATE

I certify all details supplied in this application and in any attached documents are true and correct to my knowledge and that the application has been submitted with the full knowledge and agreement of the management of my organisation.

I have read and understood the accompanying guidelines for applicants provided with this application form.

The grants secretariat will be contacted immediately if any information provided in this application changes or is incorrect.

The Justice and Community Safety Directorate respects all personal and confidential information you give and will take all reasonable steps to prevent any unauthorised access, loss or misuse of information provided in your application. Information collected from you may be used within the ACT Government so that we may better understand community needs and can improve service delivery.

I understand that the information above will be used in accordance with relevant legislation and declare that the information is correct to the best of my knowledge.

I agree that details of this proposal including a description, contact details and outcomes as outlined in the application form and subsequent reports may be used for the purposes of publicity regarding the Criminal Assets Trust Fund Grants Program: Yes No

Applicant Declaration:

CEO (or other authorised Delegate) Declaration:

Name Bernadette Mitcherson

Position Executive Director

Signature



Date

29/4/13

29/04/2013

ATTACHMENT A

Project Budget

In the table below, please state how you intend to spend the grant income you are requesting in this application.

Suggested items include:

- Salaries and Wages (please include a breakdown of this figure);
- Superannuation;
- Materials (itemise major components);
- Evaluation Costs;
- Marketing;
- Administration Costs (itemise major components);
- Equipment (itemise costing and attach quotes).

Please use dollar amounts only

If you are GST registered the Confiscation of Criminal Assets Trust Fund will add an additional 10% GST to the Grant amount awarded.

Budget breakdown for the 2013/14 financial year. Use whole dollar amounts only.

Use this table to detail how you intend to use the Grant Income should your application be successful.

Income Description	\$	Expenditure Description	\$
2013/14 grant round	10,000	Provision of expert advice	10,000
		Cost per day	\$1,000
		Number of days	10

Do you wish to clarify any aspect of your budget?

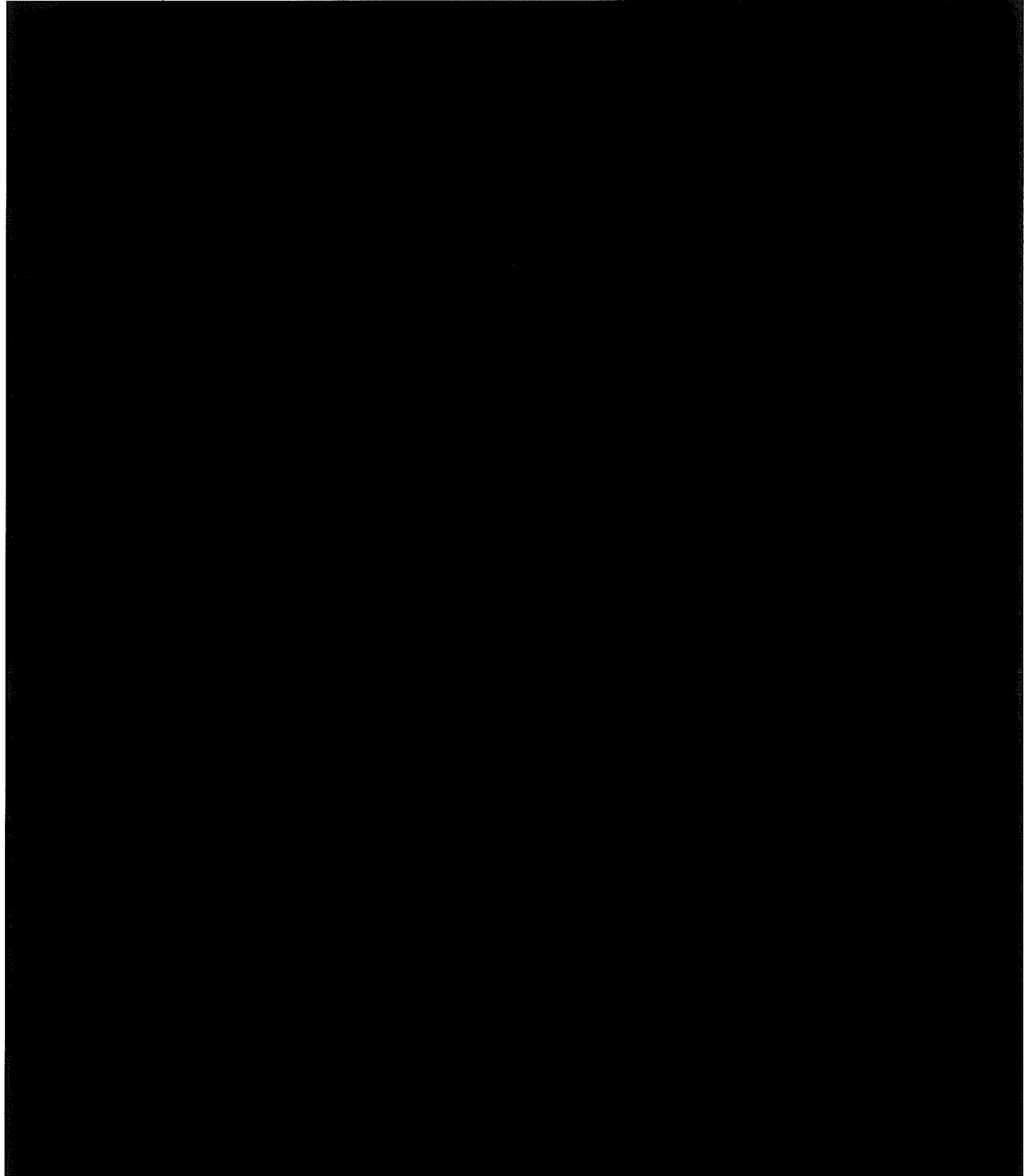
Amounts are inclusive of GST.

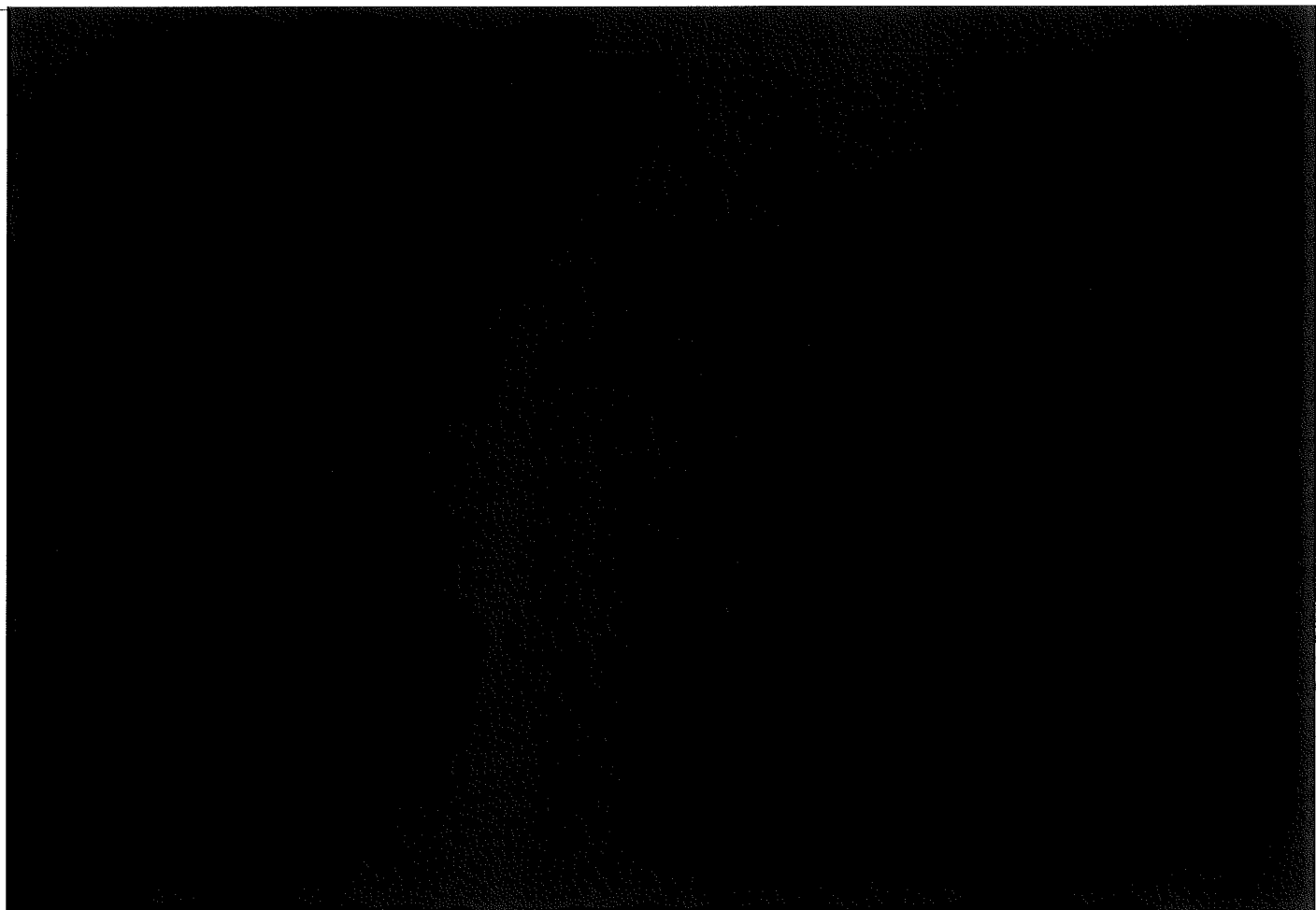
Five days review of the evaluation framework, based on current best practice, to support an assessment of the Throughcare pilot's effectiveness.

Five days consultation over 6 months to inform the program changes based on learnings from the evaluation.

Summary of COCA Trust Fund grant applications – 2013/14

Agency	Project/initiative + how funding will be used	Funding sought	Eligible – Y/N?	A-G priority – Y/N?
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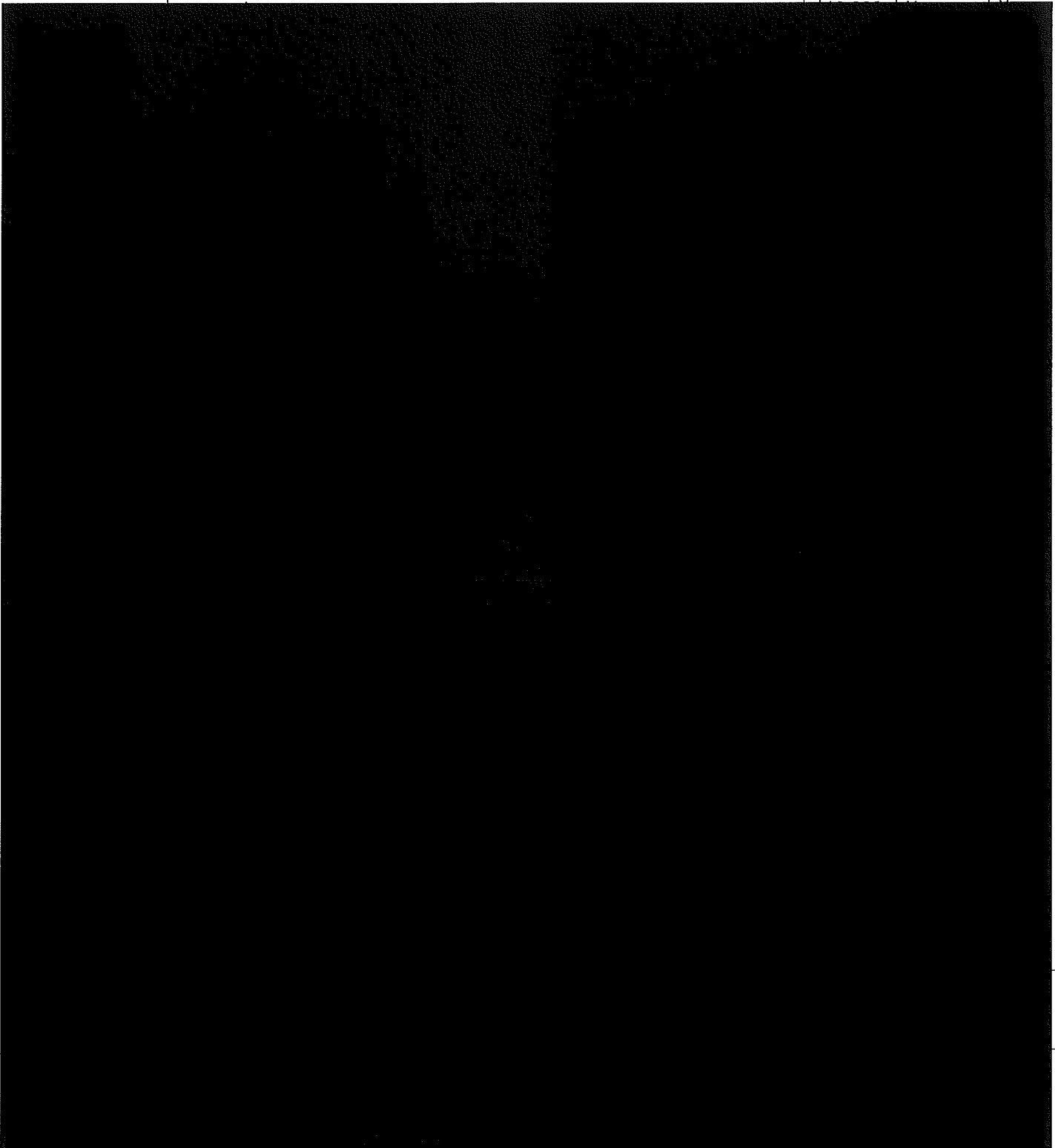




<p>ACT Corrective Services (Govt agency)</p>	<p>Project/initiative: <u>Provision of expert advice to guide the evaluation of the Extending Throughcare program pilot</u></p> <ul style="list-style-type: none">• The management of prisoners at the Alexander Maconochie Centre (AMC) follows a Throughcare model based on the principle of continuous case management.• In the 2012-13 Budget, ACTCS received funding for a two year pilot program to extend Throughcare to offenders post-release. The aim of the program is to support transition to the community and reintegration, eliminate gaps and duplication in service provision, and reduce offending.• Funding is dedicated for the establishment of the Throughcare Unit and for brokerage. There is no funding for an external evaluation, so the evaluation will be conducted by ACTCS.• A preliminary framework to guide the evaluation has been developed, but ACTCS recognises that the assistance of a subject matter expert would enhance the quality of the evaluation. <p>Additional information:</p> <ul style="list-style-type: none">• The ACT Government has allocated \$1.2 million over two years for the Extended Throughcare pilot project. <p>How funding will be used:</p> <ul style="list-style-type: none">• The COCA funds would be used to engage the services of an expert, Dr Emmeline Taylor from the ANU, to periodically review the	\$10,000	Y	Y
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evaluation to ensure it covers all relevant aspects of the program and provides the maximum information to assess the effectiveness of the program and inform future policy and program development aimed at reducing recidivism. Periodic review of the evaluation would also facilitate continuous improvement of the program.

- Dr Taylor would be required to review the data collection, identify program gaps and perform preliminary analyses of the evidence to provide advice to make the program more effective. It is envisaged that reviews would be conducted at 3 mth intervals throughout the duration of the project.



JUSTICE AND COMMUNITY SAFETY

Issues Brief - Initiated

Approval of successful COCA Grants applicants

MIN:2013/001483



Correspondent:
Receiving Minister

Tracking

Receipt date
Date referred to directorate 15/05/2013
Date due to Minister
Date response rec'd in MO 20/6/13

Action

Priority Urgent Critical date
Division LEGISLATION, POLICY AND PROGRAMS
Required action
For reply by
Action officer S. Harlen Ext. _____
Action notes

Clearance

Director-General _____ 1/1
Deputy Director-General _____ 18/6/13
Chief Finance Officer cleared by Group Finance 1/1
Executive Director J. Field officer 14/6 12/6/13

Notes:

Filing

External file number
External file source Business Phone
Date Filed ___/___/___

*When all action is complete, please file papers and provide file number.
'External file source' is the record keeping system on which the file is captured (e.g. ACT Record Services, Objective IDMS etc).



UNCLASSIFIED

TRIM No.: 2013/1483

Date Rec'd Minister's Office .../.../...

To: Attorney-General

From: Executive Director, Legislation, Policy and Programs Branch

Subject: Approval of successful COCA Trust Fund grant applicants

Critical Date: 21 June 2013

Approval of the successful grant applicants is required by this date to allow time for Deeds of Grant to be processed before the beginning of the 2013-14 financial year.

- DG (JACS) .../.../...
- DDG 20/18/6/13
- CEO .../.../... Group Finance Manager *[Signature]* 14/6/13

Recommendation

1. That you:
 - a. approve the distribution of \$83,435 from the Confiscated Assets Trust Fund to successful grant applicants, listed under the heading "Successful COCA applications", at Attachment A;
 - [REDACTED]
 - c. approve the distribution of \$12,000 from the Confiscated Assets Trust Fund for JACS administration costs for the 2013/14 grant program;
 - d. sign the instrument approving the use of COCA funds, at Attachment B;
 - e. sign the letters to the successful COCA applicants, and recipients of crime prevention funds, at Attachment C;
 - f. note that, if you approve the proposed grants, the Executive Director of Legislation, Policy and Programs, Ms Julie Field, will write to unsuccessful applicants to advise them of the outcome of their applications; and
 - g. note that a media release to announce the successful grant applicants will be provided to your office separately.

Background

2. On 28 March 2013 you agreed to the Confiscation of Criminal Assets Trust Fund (COCA) grants process for the 2013/14 financial year (brief 2013/000841).
3. On 30 March, the 2013/14 COCA grants process was advertised in the *Canberra Times* and on the Community Noticeboard, inviting eligible organisations to apply for grants of up to \$10,000 per applicant.
4. The Directorate received 18 applications from not-for-profit organisations and ACT Government agencies.
5. On 15 May 2013 you decide that \$303,000.00 is the amount of distributable funds available for payment from the Confiscated Assets Trust Fund (brief 2013/000841).

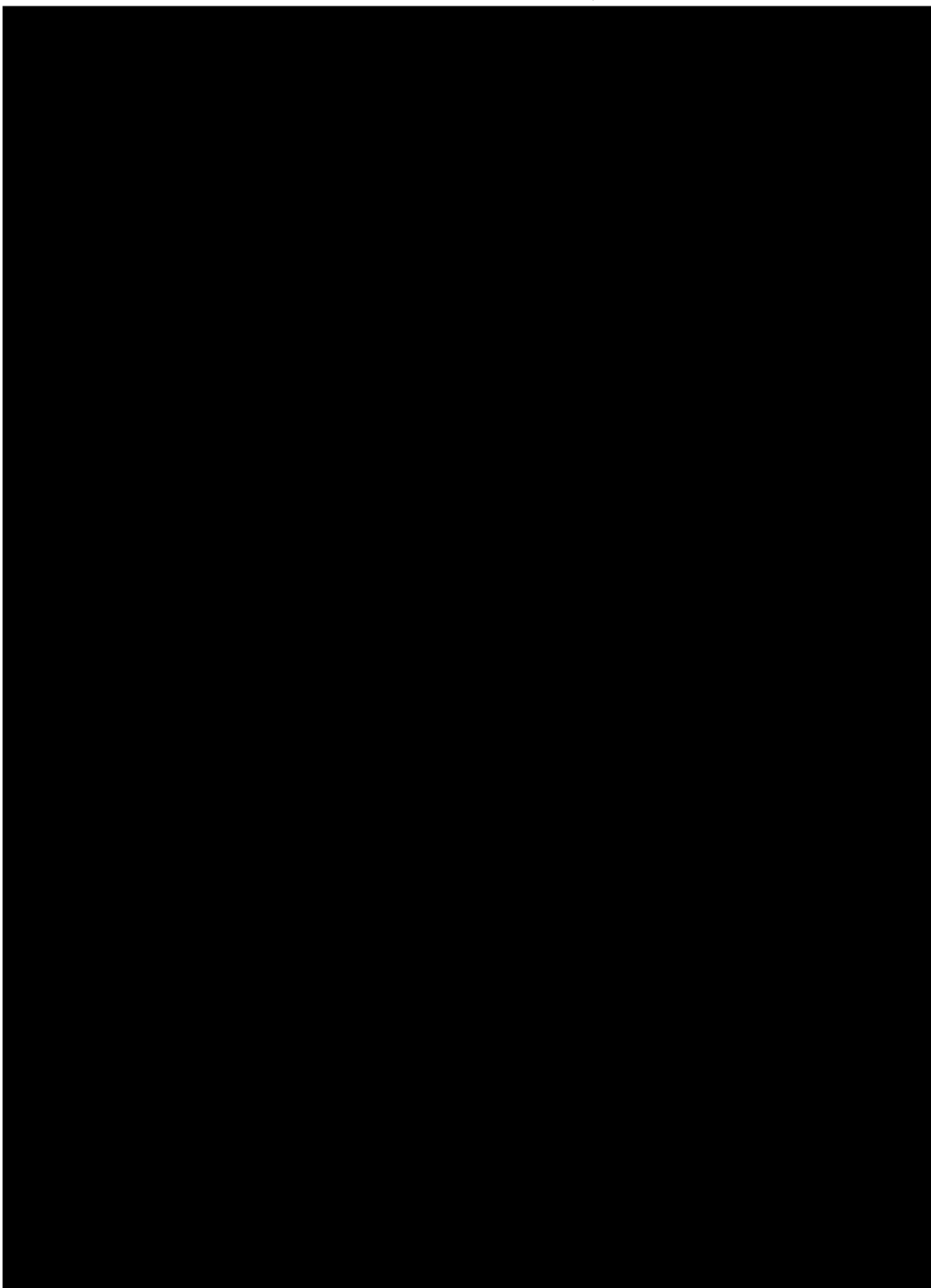
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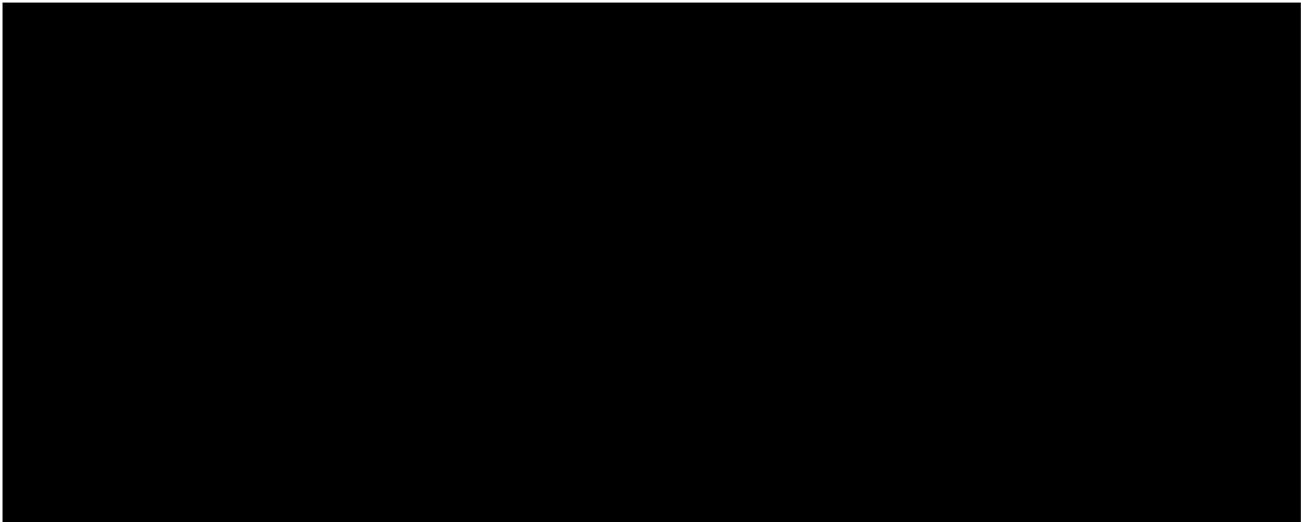
Issues

COCA grant application assessment panel and successful applicants

6. On 6 May, a panel was convened to assess the applications received. The panel was comprised of:
 - a. Ms Julie Field, Executive Director of Legislation, Policy and Programs;
 - b. Mr Simon Rosenberg, Chief Executive Officer of Northside Community Services; and
 - c. Mr Andrew Taylor, Public Trustee for the ACT.
7. The grant applications were assessed on the following criterion:
 - a. **Outcome** – Does the project meet the outcomes of the grant program?
 - b. **Need** – Does the project address a clearly identifiable need?
 - c. **Delivery** - The project must have a realistic plan and identifiable milestones.
 - d. **Budget** - The project must demonstrate a realistic budget that clearly details the main components of the project.
 - e. **Priority** – the Project aligns against the priorities of the grant program.
8. The assessment panel determined that the following organisations should receive COCA funds:
 - a. Police-Citizens Youth Club – commercial kitchen for Youth Crime Prevention Café;
 - b. Legal Aid ACT – “Trusted Moments” film resource;
 - c. Women’s Centre for Health Matters (WCHM) – “Summer of Respect” respectful relationships advertising;
 - d. Women’s Legal Centre (on behalf of the ACT Legal Assistance Forum) – “Law for Non Lawyers” legal education training course;
 - e. ACT Corrective Services – provision of expert advice to guide the evaluation of the “Extending Throughcare” program pilot;
 - f. Construction, Forestry, Mining and Energy Union (CFMEU) – Workplace Tragedy Family Support Group;
 - g. ACT Women and Prisons Group (auspiced by WCHM) – putting peer support into practice;
 - h. Canberra Rape Crisis Centre – “All About Rape” resource specifically tailored for men; and
 - i. MensLink – mentoring young men – Winter camp.
9. The complete project and funding details for each of these projects are outlined at Attachment A.
10. The unsuccessful applicants are also outlined at Attachment A. Applicants were deemed to be unsuccessful for a number of reasons, including:
 - a. projects did not align sufficiently with the objectives of COCA;
 - b. projects were seeking COCA funding to support an existing program; and
 - c. organisations were seeking additional funds for a project that was already “on foot”.

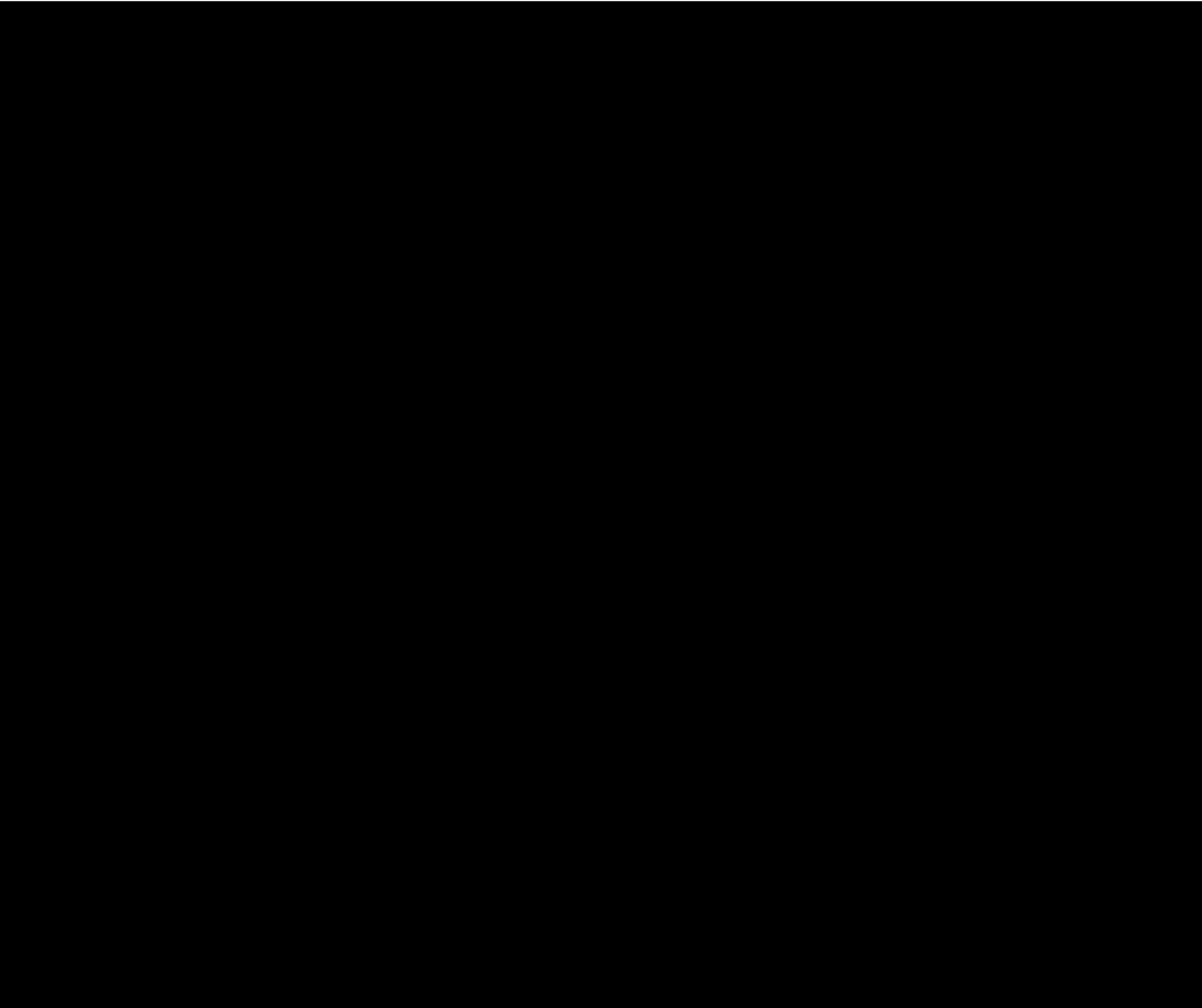
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Consultation

26. The Community Development Services team within the Community Services Directorate has been consulted in relation to the grants process and assisted the Directorate in a mentoring role in the execution of the grants process.



Media Implications

- 33. The original media release to announce the commencement of the COCA grants process stated that you had approved an amount of \$80,000 to be used for grants. It will be important to emphasise that extra funds have been approved because the standard of applications was so high.
- 34. A media release to announce the successful grant applicants has been provided to your office.
- 35. You may also wish to announce the successful applicants on Twitter.

(cleared through TRIM)

Julie Field

Business Unit Head

Action Officer: Georgia Harvey/Victor Martin **Phone:** [REDACTED]

12 June 2013

AGREED/NOT AGREED/NOTED/DISCUSS

Simon Corbell MLA

28.6.13

Performance Assessment

- Satisfactory
 - Unsatisfactory
-

Attachment A

Successful COCA applications

Organisation	Project	Funding amount	Comments	Score	Ranking
PCYC	Commercial kitchen for Youth Crime Prevention Cafe	\$10,000			
Canberra Rape Crisis Centre (CRCC)	"All About Rape" resource for men	\$10,000			
Legal Aid ACT	"Trusted Moments" film resource	\$10,000			
Women's Centre for Health Matters (WCHM)	"Summer of Respect" posters	\$5,000			
Women's Legal Centre (on behalf of the ACT Legal Assistance Forum [ACTLAF])	"Law for Non Lawyers" legal education training course	\$10,000			
ACT Corrective Services	Provision of expert advice to guide evaluation of Extending Throughcare program pilot	\$10,000	<ul style="list-style-type: none"> The panel queried whether this project could be absorbed within the Extending Throughcare program pilot funding. However, it was decided that it was appropriate to fund an evaluation of the program separately. 	29	5

Confiscation of Criminal Assets (Distribution of Surplus Funds) Approval 2013 (No 2)

Notifiable instrument NI2013 –295

made under the

Confiscation of Criminal Assets Act 2003, section 134 (distribution of surplus funds)

1 Name of instrument

This instrument is the *Confiscation of Criminal Assets (Distribution of Surplus Funds) Approval 2013 (No 2)*.

2 Commencement

This instrument commences on the day after notification.

3 Use of funds available

In accordance with section 134 of the *Confiscation of Criminal Assets Act 2003*, I approve the Confiscated Assets Trust Fund to be used towards activities associated with crime prevention, assistance to victims of crime and promoting safety in the ACT. I approve the funds to be distributed in the following manner and expended by 30 June 2014.

Agency/body	Purpose	Amount
Police Community Youth Club (ACT)	To build a commercial kitchen at the Erindale PCYC premises for a Youth Crime Prevention Café.	\$10,000.00
Canberra Rape Crisis Centre	To develop a new version of the “All About Rape” resource to assist male victims of sexual assault.	\$10,000.00
Legal Aid ACT	To adapt the “Trusted Moments – What would you do?” film resource for use in the ACT.	\$10,000.00
Women’s Centre for Health Matters	To produce posters for the annual “Summer of Respect” campaign, to be displayed in public male toilets.	\$5,000.00
Women’s Legal Centre (on behalf of the ACT Legal Assistance Forum)	To establish a legal education training course, “Law for Non Lawyers”	\$10,000.00

ACT Corrective Services	To facilitate the provision of expert advice to guide the evaluation of the Extending Throughcare program pilot.	\$10,000.00
Construction, Forestry, Mining and Energy Union	To contribute to the establishment of an ACT branch of the “Workplace Tragedy: A Family Support Group”.	\$10,000.00
ACT Women and Prisons Group (auspiced by the Women’s Centre for Health Matters)	To sponsor the ACT Women and Prisons Group’s project “Putting peer support into practice”, which will assist the Group’s volunteer peer support workers to put into practice the Group’s new best practice peer support model.	\$10,000.00
Menslink	To operate an overnight mentoring camp for young men that provides a unique bonding experience between high-risk youths and adult role models.	\$8,435.00
Justice and Community Safety Directorate	To support the administration costs for the 2013/14 Confiscated Assets Trust Fund Grant Program	\$12,000

Simon Corbell MLA
Attorney-General
28.6.2013



Simon Corbell MLA

ATTORNEY-GENERAL
MINISTER FOR THE ENVIRONMENT AND SUSTAINABLE DEVELOPMENT
MINISTER FOR POLICE AND EMERGENCY SERVICES
MINISTER FOR WORKPLACE SAFETY AND INDUSTRIAL RELATIONS

MEMBER FOR MOLONGLO

Ms Bernadette Mitcherson
Executive Director
ACT Corrective Services
GPO Box 158
Canberra City ACT 2601

Dear Ms Mitcherson

Confiscation of Criminal Assets Trust Fund grants program 2013/14

I am writing in response to your organisation's application for a grant from the 2013/14 Confiscation of Criminal Assets Trust Fund (COCA) grants program.

I am pleased to advise that your organisation was successful in this process, as your application was ranked highly by the grant application assessment panel.

I have approved the use of **\$10,000 (excl. GST)** for ACT Corrective Services for the purposes of contracting an expert to provide advice to guide the evaluation of the Extending Throughcare program pilot.

My Office is planning to make media statements in relation to this approval in the coming days. As a courtesy, I would therefore ask that you continue to treat this information as **in-confidence** until that time. Your organisation will be alerted about the timing of the Attorney's media statements as appropriate.

The Confiscated Assets Trust Fund is established by the *Confiscation of Criminal Assets Act 2003* (the Act). The Act deprives offenders of the benefits of crime and acts as a deterrent by removing the profit motive. The proceeds of any confiscation proceedings taken by ACT Policing and/or the Office of the Director of Public Prosecutions form the basis of payments made to the Confiscated Assets Trust Fund.

A requirement of the Act is that in receiving funds from the 2013/14 COCA fund distribution, ACT Corrective Services must use the money in line with the above purpose of its distribution within the 2013/14 financial year.

ACT LEGISLATIVE ASSEMBLY

London Circuit, Canberra ACT 2601 GPO Box 1020, Canberra ACT 2601

Phone (02) 6205 0000 Fax (02) 6205 0535

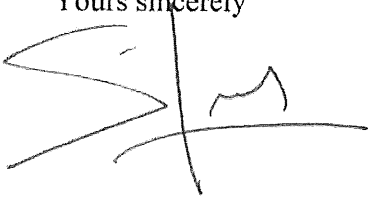
Email corbell@act.gov.au Twitter: @SimonCorbell Facebook: www.facebook.com/simon.corbell

100
CANBERRA

In terms of providing ACT Corrective Services with this funding, Legislation Policy and Programs (LPP) will administratively transfer funds to you. I ask that on completion of the project you provide LPP with confirmation of completion.

If you have any questions or require further assistance, please do not hesitate to contact officers from LPP – Ms Georgia Harvey on (02) 6207 7806 / georgia.harvey@act.gov.au, or Mr Victor Martin on (02) 6205 0245 / victor.martin@act.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Simon Corbell', written over a horizontal line.

Simon Corbell MLA
Attorney-General

27.6.17



ACT
Government

Justice and Community Safety

Tax Invoice

ABN: 98 636 852 025

Invoice To	Details
JACSD - LEGISLATION & POLICY BRANCH Criminal Law Group Level 2 12 Moore Street GPO Box 158 Canberra ACT 2601	Customer Number: 142198 Invoice Number: 24006999 Invoice Date: 17-JUL-2013 Payment Terms: 30 DAYS NET Due Date: 16-AUG-2013 Amount Payable: \$11,000.00

Page: 1 of 1

Line	Description	Qty	Unit	Unit Price	Total exc GST	GST	Total inc GST
001	Distribution of surplus funds - ACT Corrective Services to facilitate the provision of expert advice to guide the evaluation of extending Throughcare Program pilot.	1		\$10,000.00	\$10,000.00	\$1,000.00	\$11,000.00
Invoice Totals:					\$10,000.00	\$1,000.00	\$11,000.00

Payment enquiries should be directed to: JACS Accounts Receivable (02) 6205 2171

Invoice enquiries should be directed to: Kate Walton 62070438

Please return this section with your payment to:
Territory and Municipal Services
C/- Shared Services Centre
GPO BOX 158
CANBERRA CITY ACT 2601

EFT payments can be made to:
BSB Number: 062-987
Account Number: 10000368
Account Name:
Justice & Community Safety
Operating Account

Customer Number: 142198
Invoice Number: 24006999
Invoice Date: 17-JUL-2013
Payment Terms: 30 DAYS NET
Due Date: 16-AUG-2013
Amount Payable: \$11,000.00

Fax: (02) 620 53201
Email: SharedServicesAccountsReceivable@act.gov.au

No receipt mailed unless requested

JUSTICE AND COMMUNITY SAFETY

Issues Brief - Initiated

Confiscation of Criminal Assets Trust Fund grants program 2013/14

MIN:2013/002234



Correspondent:
Receiving Minister

Tracking

Receipt date
Date referred to directorate 12/07/2013
Date due to Minister
Date response rec'd in MO 16/7/13

Action

Priority	Routine	Critical date
Division	ACT CORRECTIVE SERVICES	
Required action		
For reply by		
Action officer	Curnow, Jane (Action officer)	Ext. (02) 6207-1040
Action notes		

Clearance

Director-General		<u>1/1</u>
<i>N</i> Deputy Director-General	<u>Allen Mowbray</u>	<u>12/7/13</u>
Chief Finance Officer		<u>1/1</u>
Executive Director	<u>B. Mitcherson</u>	<u>1/7/13</u>

Notes:

Filing

External file number
External file source Business Phone
Date Filed / /

*When all action is complete, please file papers and provide file number.
'External file source' is the record keeping system on which the file is captured (e.g. ACT Record Services, Objective IDMS etc).



UNCLASSIFIED

TRIM No.: Click here to enter text.

Date Rec'd Minister's Office 16/7/13

To: Minister for Corrections

From: Executive Director, Corrective Services

Subject: Confiscation of Criminal Assets Trust Fund grants program 2013/14

Critical Date: Routine

- DG (JACS) .../.../...
- DDG 16/7/13
- CFO .../.../...

Recommendation

1. That you note the information in this brief.

Background

2. The Confiscation of Criminal Assets (COCA) Trust Fund is established by the *Confiscation of Criminal Assets Act 2003*. The Act provides for conviction based recovery of the proceeds of crime and for assets to be restrained where no charges were laid through civil recovery and the application of penalty orders.
3. Grants of up to \$10,000 are made available to eligible organisations with responsibility for projects that support the enforcement of territory laws, criminal justice activities or crime prevention, provide assistance to victims of crime, or work towards the prevention of drug abuse or the rehabilitation of drug users.

Issues

4. In April 2013 ACT Corrective Services (ACTCS) made an application for funds under the COCA Trust Fund grants program 2013/14 for the purposes of contracting expert advice to inform improvements to the Extending Throughcare program pilot. This will be done in the form of a 'process evaluation'.
5. On 27 June 2013, the Attorney-General, Mr Simon Corbell MLA, wrote to Mrs Bernadette Mitcherson, Executive Director, ACTCS to advise that ACTCS had been successful and \$10,000 had been approved for the purpose outlined above.
6. The funding will contribute to the engagement of specialists to undertake the 'process evaluation' of the Throughcare program pilot. A 'process evaluation' provides an analysis of how business models have been established and whether the appropriate structures are in place to meet the goals of the business or program. It is not designed to measure whether the program has met its objectives, but will identify improvements that can be made to the service delivery model.
7. I expect that this 'process evaluation' will have been completed by the end of calendar year 2013.

UNCLASSIFIED

8. As the Throughcare program pilot commenced without any funding for evaluation, the COCA funding for a 'process evaluation' will assist in informing future outcome evaluations should funding be made available for such a purpose.

Financial Implications

9. As stated above, ACTCS has been allocated \$10,000 for this project.

Internal/External Consultation

10. Nil.

Consultation with CMTD

11. CMTD submitted the application for grant funding on behalf of ACTCS. CMTD is represented on the Throughcare Governance Group, which meets regularly regarding Throughcare in the ACT.

Benefits/Sensitivities

12. This grant will assist in achieving the reintegration goals of ACTCS.

Media Implications

13. Legislation, Policy & Programs has advised that a media release has been drafted re this matter but that it has not yet been issued.

Signed by

Bernadette Mitcherson

70879

11 July 2013

Action Officer Jane Curnow Phone 71040

AGREED/NOT AGREED/NOTED/DISCUSS

Shane Rattenbury MLA  23/7/13

Performance Assessment

- Satisfactory
- Unsatisfactory

REC LPP
24 JUL 2013



AUSTRALIAN CAPITAL TERRITORY

DEED OF GRANT

Dated

2 August 2013

Parties

AUSTRALIAN CAPITAL TERRITORY

ACT CORRECTIVE SERVICES

ABN 98 636 852 025

**TO FACILITATE THE PROVISION OF
EXPERT ADVICE TO GUIDE THE
EVALUATION OF THE EXTENDING
THROUGH-CARE PROGRAM PILOT**

Prepared by

Legislation, Policy and Programs
Justice and Community Safety Directorate
Ph: (02) 6205 0245
File Ref:

Version

Version 1 – June 2013

CONTENTS

1.	Interpretation.....	1
2.	Payment and Use of Grant	3
3.	Grant Period	3
4.	Separate accounting for Grant.....	3
5.	GST	4
6.	Records	4
7.	Reporting of progress and expenditure.....	5
8.	Acknowledgement of Funding.....	5
9.	Intellectual Property Rights.....	6
10.	Insurance and Indemnity.....	6
11.	Termination of Grant.....	7
12.	Refund of Grant	7
13.	Dispute Resolution.....	8
14.	Variation.....	8
15.	General.....	9
	SCHEDULE 1	11
	SCHEDULE 2.....	13
	SCHEDULE 3.....	14

PARTIES: **AUSTRALIAN CAPITAL TERRITORY**, the body politic established by section 7 of the *Australian Capital Territory (Self-Government) Act 1988* (Cwlth) (**Territory**) represented by the Justice and Community Safety Directorate.

ACT CORRECTIVE SERVICES, ABN 96 636 852 025 of Eclipse House, Level 2, 197 London Circuit, Canberra City ACT 2601 (**Recipient**).

BACKGROUND

The Territory has agreed to make and the Recipient has agreed to accept the Grant for the purpose of the Funded Activity on the terms and conditions of this Deed.

IT IS AGREED by the parties as follows.

1. Interpretation

1.1 Definitions

The following definitions apply in this Deed, unless the context otherwise requires.

ABN	has the same meaning as in the <i>A New Tax System (Australian Business Number) Act 1999</i> (Cwlth).
Contract Officer	means, in relation to each party, the representatives whose names and contact details are specified in Item 5 Schedule 1 , or as notified in writing from time to time by one party to the other.
Funded Activity	means the activity described in Schedule 2 .
Grant	means the amount specified in Item 2 Schedule 1 and any interest accruing on that amount after it has been paid to the Recipient.
Grant Material	means all material created, written or otherwise brought into existence as part of, or for the purpose of carrying out the Funded Activity including all reports (whether in draft or final form), documents, equipment, information and data stored by any means.
Grant Period	means the period specified in Item 1 Schedule 1 .
GST	has the same meaning as it has in the GST Act.
GST Act	means the <i>A New Tax System (Goods and Services</i>

Invoice *Tax) Act 1999 (Cwlth).*
means an invoice that:

- (1) is a valid tax invoice (if GST is payable in respect of any taxable supply made under this Deed);
- (2) clearly sets out the amount that is due for payment, is correctly calculated and is in respect of the Funded Activity;
- (3) sets out details of the Funded Activity undertaken or to be undertaken, and sets out or is accompanied by any other details or reports required under this Deed; and
- (4) is rendered at the times specified in **Item 2 Schedule 1** (if any) and addressed to the Territory's Contract Officer.

Special Condition means any provision set out in **Schedule 3**.

Territory means:

- (1) when used in a geographical sense, the Australian Capital Territory; and
- (2) when used in any other sense, the body politic established by section 7 of the *Australian Capital Territory (Self-Government) Act 1988* (Cwlth).

1.2 General

In this Deed, unless a contrary intention is expressed:

- (1) references to "Recipient" includes any employees, agents or subcontractors of the Recipient;
- (2) references to legislation or to provisions in legislation include references to amendments or re-enactments of them and to all regulations and instruments issued under the legislation;
- (3) words importing a gender include the others; words in the singular number include the plural and vice versa; and where a word or phrase is given a particular meaning, other parts of speech and grammatical forms of that word or phrase have corresponding meanings;
- (4) "include" is not to be construed as a word of limitation;
- (5) headings have no effect on the interpretation of the provisions; and

- (6) an obligation imposed by this Deed on more than one person binds them jointly and severally.

2. Payment and Use of Grant

2.1 Payment of Grant

The Territory must pay the Recipient the Grant following its receipt of an Invoice and otherwise in accordance with **Item 2 Schedule 1**.

2.2 Use of Grant

The Recipient must:

- (1) use the Grant only for the Funded Activity;
- (2) undertake the Funded Activity diligently and otherwise in accordance with this Deed; and
- (3) complete the Funded Activity by the end of the Grant Period.

3. Grant Period

This Deed is for the Grant Period unless terminated under the provisions of this Deed.

4. Separate accounting for Grant

4.1 Separately account for Grant

The Recipient must:

- (1) within its accounting system, account for the Grant separately from any other funds of the Recipient; and
- (2) if required by the Territory, deposit and hold in a separate bank account the Grant on trust for the Territory.

4.2 Bank account

If the Recipient is required to maintain a separate bank account under **clause 4.1(2)**, the Recipient must:

- (1) not cause or allow any funds other than the Grant to be deposited into that account; and
- (2) promptly notify the Territory of:
 - (a) the details of that account, and

- (b) any change to that account.

5. GST

If the Recipient is registered under the GST Act, the Territory will, on receipt of an Invoice, pay to the Recipient an amount equal to the GST under the GST Act lawfully payable by the Recipient in respect of supplies to the Territory that are taxable supplies under the GST Act.

6. Records

6.1 Obligation to keep

The Recipient must:

- (1) keep all records necessary to substantiate expenditure of the Grant in compliance with applicable law; and
- (2) provide a complete and detailed record and explanation of:
 - (a) expenditure of the Grant;
 - (b) other money received and spent on the Funded Activity,
 - (c) the progress of the Funded Activity, and
 - (d) any other records in respect of the Funded Activity that the Territory may reasonably require from time to time.

6.2 Retention of records

The records referred to in **clause 6.1** must be retained by the Recipient for at least 7 years following the completion or termination of the Funded Activity or the expiration or termination of this Deed, whichever occurs first.

6.3 Access

The Territory may, at reasonable times and on reasonable notice, enter the Recipient's premises and inspect the records kept by the Recipient and the progress of the Funded Activity, to audit the Recipient's compliance with this Deed.

6.4 Assistance

The Recipient must give the Territory access to those facilities and such assistance as may reasonably be necessary to enable the Territory to conduct the audit under **clause 6.3**.

6.5 Copies

In conducting an audit under this **clause 6**, the Territory may at its own cost take copies of any records which it reasonably considers relevant.

6.6 Territory's Auditor-General

Any of the Territory's rights under this **clause 6** may be exercised by the Territory's Auditor-General, her delegate or any relevantly qualified person engaged to perform any functions of the Auditor-General.

7. Reporting of progress and expenditure

7.1 Progress reports

The Recipient must provide written reports to the Territory relating to the progress of the Funded Activity and expenditure of the Grant in the manner and at the times required in **Item 3 Schedule 1**.

7.2 Other notifications

The Recipient must keep the Territory reasonably informed about all matters which are likely to materially and adversely affect the timing, scope or cost of the Funded Activity or the Recipient's ability to carry on or complete the Funded Activity in accordance with this Deed.

8. Acknowledgement of Funding

8.1 Acknowledgement of Territory support

The Recipient must in relation to the Funded Activity:

- (1) acknowledge the support of the Territory in any public event, media release or media coverage; and
- (2) include an acknowledgement in the form set out in **Item 6 Schedule 1** in all documents, brochures, books, articles, newsletters, other artistic works or literary works or advertising.

8.2 Other obligations

The Recipient must:

- (1) in relation to the material referred to in **clause 8.1(2)**, promptly provide to the Territory:
 - (a) if requested by the Territory, a draft of that material at least 10 days prior to publishing or printing, and
 - (b) a copy of that material; and
- (2) on reasonable notice, invite the Territory to participate in any public event, media release or media coverage related to the Funded Activity.

9. Intellectual Property Rights

9.1 Ownership of Grant Material

Ownership of all Grant Material, including any intellectual property rights, vests on its creation in the Recipient

9.2 Licence to Territory

The Recipient grants to the Territory an irrevocable, non-exclusive, royalty-free licence to use the intellectual property in the Grant Material.

9.3 Meaning of "use"

For the purpose of **clause 9**, "use" includes supply, reproduce, publish, perform, communicate, broadcast, adapt and copy.

10. Insurance and Indemnity

10.1 Recipient's insurance

The Recipient must effect and maintain for the Grant Period:

- (1) all insurance coverage required by it by law;
- (2) public liability insurance with coverage in the amount of not less than the amount specified in **Item 4(1) Schedule 1** in respect of each claim, including voluntary workers insurance cover if volunteers are engaged by the Recipient; and
- (3) any other insurance specified in **Item 4(2) Schedule 1**,

with an insurer having a Standard and Poor's or Best's Rating A- or better and must produce evidence of that insurance as required by the Territory.

10.2 Indemnity

The Recipient indemnifies the Territory, its employees and agents against liability in respect of all claims, costs and expenses in relation to all loss, damage, injury or death to persons or property caused by the Recipient, its employees, agents or contractors in connection with the use of the Grant or the conduct of the Funded Activity except to the extent that the Territory caused the relevant loss, damage or injury.

11. Termination of Grant

11.1 Breach

The Territory may terminate this Deed at any time by written notice to the Recipient, if the Recipient:

- (1) is or becomes bankrupt or insolvent, enters into voluntary administration or makes any arrangement with its creditors or takes advantage of any statute for the relief of insolvent debtors;
- (2) fails to:
 - (a) commence the Funded Activity in a timely manner,
 - (b) undertake the Funded Activity diligently, or
 - (c) meet any timeframes specified in this Deed; or
- (3) commits any other breach of a provision of this Deed, where that breach:
 - (a) if capable of being remedied, is not remedied within the period specified in a written notice by the Territory, or
 - (b) is not capable of being remedied.

11.2 Termination or reduction of funding for any reason

The Territory may, at any time by written notice to the Recipient, terminate this Deed or reduce the funding for the Funded Activity for any reason, and in that event the Recipient must:

- (1) in the event of termination, comply with the notice and **clause 12**; or
- (2) in the event of a reduction in funding, continue to undertake the Funded Activity in accordance with the notice.

11.3 No prejudice

Nothing in this **clause 11** prejudices any other rights or remedies of the Territory in respect of any breach of this Deed.

12. Refund of Grant

12.1 Repayment of unacquitted funds

At the end of the Grant Period, or earlier termination of this Deed, the Recipient must:

- (1) unless otherwise required under this Deed, within 30 days, provide the

- Territory with a statement of expenditure of the whole of the Grant; and
- (2) promptly repay any or all of the Grant that remains unacquitted.

12.2 Meaning of unacquitted funds

For the purposes of **clause 12.1**, the Grant remains unacquitted if it:

- (1) is not spent and is not contractually committed to be spent; or
- (2) has been spent in breach of this Deed.

13. Dispute Resolution

13.1 Negotiation and Mediation of Dispute

- (1) If a difference or dispute (**Dispute**) arises in relation to this Deed, then either party may give written notice to the other that a Dispute exists, which specifies details of the Dispute, and the parties agree that they will endeavour to resolve the Dispute by negotiations, or, if the Dispute has not been resolved within 28 days of the issue of the notice, undertake a mediation process.
- (2) If a mediation process is undertaken in accordance with **clause 13.1(1)** the mediator will be an independent mediator agreed by the parties or, failing agreement, nominated by the chairperson of The Institute of Arbitrators and Mediators Australia, ACT Chapter. Unless otherwise agreed, the parties will equally share the costs of the engagement of the mediator.

13.2 No prejudice

Nothing in this **clause 13** will prejudice the rights of either party to institute proceedings to enforce the Deed or to seek injunctive or urgent declaratory relief in respect of any Dispute.

14. Variation

14.1 Variation to Funded Activity

The Recipient must obtain the Territory's prior written approval for any variation to the Funded Activity, including:

- (1) the Funded Activity or work programs;
- (2) the Funded Activity's objectives or outcomes;
- (3) variation of more than 10% in expenditure for a specified item of the approved budget that forms part of the Recipient's application for a grant for the Funded Activity; and

(4) the Grant Period.

14.2 Variation to Deed

This Deed may only be varied by the written agreement of the parties prior to the expiration of the Grant Period.

15. General

15.1 No assignment

The Recipient must not assign the whole or any part of this Deed without the prior written consent of the Territory. If the Territory gives its consent, the Territory may impose any conditions.

15.2 Conflict of interest

The Recipient warrants that at the start of the Grant Period no conflict of interest exists or is likely to arise in the performance of the Funded Activity and of its other obligations under this Deed and must, if a conflict or risk of conflict of interest arises during the Grant Period, notify the Territory immediately in writing and comply with any requirement of the Territory to eliminate or otherwise deal with that conflict or risk.

15.3 No employment, partnership or agency relationship

Nothing in this Deed constitutes the Recipient, or its employees, agents or subcontractors as employees, partners or agents of the Territory or creates any employment, partnership or agency for any purpose and the Recipient must not represent itself, and must ensure its employees, agents and subcontractors do not represent themselves, as being employees, partners or agents of the Territory.

15.4 Entire Agreement

This Deed comprises the entire agreement between the parties in relation to the Grant and the Funded Activity and supersedes any prior representations, negotiations, writings, memoranda and agreements.

15.5 Severability

Any provision of this Deed that is illegal, void or unenforceable will not form part of this Deed to the extent of that illegality, voidness or unenforceability. The remaining provisions of this Deed will not be invalidated by an illegal, void or unenforceable provision.

15.6 No waiver

Failure or omission by the Territory at any time to enforce or require strict or timely compliance with any provision of this Deed will not affect or impair that provision in any way or the rights and remedies that the Territory may

have in respect of that provision.

15.7 Compliance with laws and governing law

- (1) The Recipient must comply with the laws from time to time in force in the Territory in performing the Funded Activity.
- (2) This Deed is governed by and construed in accordance with the law for the time being in force in the Territory and the parties submit to the non-exclusive jurisdiction of the courts of the Territory.

15.8 Notices

Any notice, including any other communication, required to be given or sent to either party under this Deed must be in writing and given to the relevant Contact Officer. A notice will be deemed to have been given:

- (1) if delivered by hand, on delivery;
- (2) if sent by prepaid mail, on the expiration of two days after the date on which it was sent;
- (3) if sent by facsimile, on the sender's facsimile machine recording that the facsimile has been successfully and properly transmitted to the recipient's address; or
- (4) if sent by electronic mail, on the other party's acknowledgment of receipt by any means.

15.9 Forms and statements

The Territory may reasonably require any form, record or statement required under this Deed to be in a particular form.

15.10 Special Conditions

In the event of any inconsistency between any Special Condition and any other provision of this Deed then, to the extent of any inconsistency, the Special Condition will prevail.

15.11 Survival of clauses

Clauses 6, 7.1, 9.2, 10.2 and 12 will survive the expiration or earlier termination of this Deed.

SCHEDULE 1

GRANT DETAILS

- Item 1. Grant Period**
See clauses 1.1 and 3 From 1 July 2013 until 30 June 2014.
- Item 2. Grant**
See clauses 1.1 and 2.1
- (1) Grant: \$10,000
 - (2) The Grant is payable as a lump sum. An Invoice may be rendered on or after the date of this Deed.
 - (3) Except if otherwise stated in this Deed, the Grant is:
 - (a) payable within 30 days of receipt by the Territory of an Invoice; and
 - (b) inclusive of GST and all other taxes, duties and charges.
- Item 3. Reporting and Acquittal**
See clause 7.1 A project expenditure and activity report is due three (3) months after the end of the activities being completed.
- Item 4. Other insurance requirements**
See clause 10.1
- (1) Public Liability Insurance: \$20 million.
 - (2) Appropriate insurance should cover any of the events or activities being undertaken.
- Item 5. Contract Officers**
See clauses 1.1 and 15.9
- For the Territory:
- Executive Director
Legislation, Policy and Programs
Justice and Community Safety Directorate
GPO Box 158
Canberra City ACT 2601
- For the Recipient:
- Executive Director
ACT Corrective Services
Eclipse House
Level 2, 197 London Circuit
Canberra City ACT 2601

**Item 6. Form of
Acknowledgement**
See clause 8.1

“with assistance from the ACT Government”

SCHEDULE 2

THE FUNDED ACTIVITY

In accordance with section 134 of the *Confiscation of Criminal Assets Act 2003*, the ACT Attorney General has approved funding by way of Notifiable Instrument **NI2013-295** from the Confiscated Assets Trust Fund to be used towards activities associated with preventing violence against women and children, and promoting safety in the ACT.

ACTIVITY - \$10,000

To facilitate the provision of expert advice to guide the evaluation of the Extending Throughcare program pilot. Funds will be used to engage the services of an expert, Dr Emmeline Taylor from the ANU, to periodically review the evaluation to ensure that it covers all relevant aspects of the program, provides maximum information to assess the effectiveness of the program, and informs future policy and program development aimed at reducing recidivism.

SCHEDULE 3

SPECIAL CONDITIONS

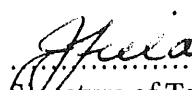
See clauses 1.1 and 15.11

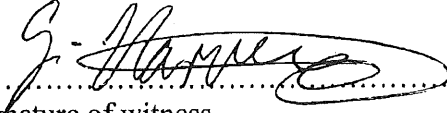
An expenditure statement and activity report approved by ACT Corrective Services and submitted 3 months after the completion of the activities.

The activity report will provide the Directorate with a short overview of the activities held and provide a copy of supportive materials that assist to acquit the funds and demonstrate the outcomes of the activities eg posters, website materials, photographs, newspaper articles, invitations to events, minutes, community involvement etc.

SIGNED AS A DEED ON 2 August2013

SIGNED for and on behalf of the)
AUSTRALIAN CAPITAL TERRITORY)
in the presence of:)

.....
Signature of Territory delegate

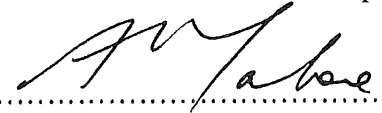
.....
Signature of witness

Julie Field Executive Director LPP
Print name

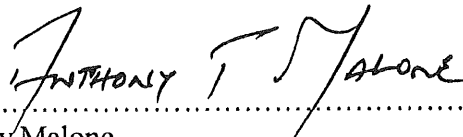
GEORCIA HARVEY
Print name

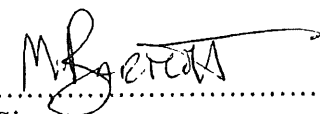
SIGNED for and on behalf of)
ACT CORRECTIVE SERVICES)
ABN 98 636 852 025 in the presence of:)

.....
Signature

.....
Signature of witness

Bernadette Mitcherson
Executive Director.
ACT Corrective Services

.....
Tony Malone

.....
Signature

Mark Bartlett
Manager Throughcare Unit

Category * List - Text **Adjustment**

Source * List - Text **Spreadsheet**

Currency * List - Text **AUD**

Accounting Date * List - Date **16/08/2013**

Period List - Text **AUG-13**

Batch Name Text

Journal Name Text **LPP J11**

Journal Description Text **JPP**

Reverse Journal List - Text **No**

Reversal Period List - Text


double click and select

Allocate by SS

Upl	E	C	C	ACC	TR	P	AU	SP	Debit	Credit	Description	Messages
* List - Text										* Number	Text	
Rb	240	24305	110421	99	64196	999	9999		10,000.00	10,000.00	CS - COCA Grant	
Rb	242	24567	110432	99	64023	999	9999			10,000.00	CS - COCA Grant	
Rb	240	24305	712104	99	64196	999	9999		10,000.00	10,000.00	CS - COCA Grant	
Rb	242	24567	740126	99	64023	999	9999			20000	CS - COCA Grant	
									20000	20000		


Tip: This is not the end of the Template. Unprotect the sheet and insert as many rows as needed.

Prepared by: Cathy Mihett

Signature: 

Date: 16/8/13

Approved by: Karen Greenland

Signature: 

Date: 16/8/13

Connor, Joan

From: Goodman, Therese
Sent: Wednesday, 1 October 2014 11:17 AM
To: Connor, Joan
Subject: FW: Request for quarterly update on JACS Evaluation Schedule due Friday 20 December 2013

As requested

From: Nikias, Ximena
Sent: Thursday, 19 December 2013 12:15 PM
To: Cieslar, Juliana
Cc: Goodman, Therese
Subject: FW: Request for quarterly update on JACS Evaluation Schedule due Friday 20 December 2013

Hi Juliana

As per your request please find below the quarterly status update approved by Bernie.

JACS Evaluation Schedule - extract

Year	Project/Policy/Program	Justification for Evaluation - refer to following factors: - size of program - risk to client, stakeholders and agency - alignment with agency and govt priorities - complexity of delivery or uncertainty about program outcomes - evaluation options and their expected benefits and costs - external requirement for review - past evaluation findings - sensitivities	Proposed scope of evaluation	Expected timeframe and resource requirement of evaluation	Status		Lead Business Unit	DDG
					UPDATE remedial action if flagged orange or red)	(outline Flag (Select from drop down tab)		
2013-14	Extending Throughcare for Offenders to the Community	Funding was received in 2012-13 for two years to extend the Throughcare model beyond the end of an offender's custodial sentence to support their transition into the community with the aim of reducing their risk of re-offending. Evaluation will indicate that program's effectiveness and opportunities continuation.	The evaluation will be conducted by the Australian National University. The model will have a three tiered approach. Tier One – evaluate system change. Tier Two – re-entry indicators. Tier Three – risk minimisation. This review will commence in September 2013.	Completion is expected by December 2013. Funding allocated is \$10k. Plus internal in kind support.	The evaluation of Throughcare to be conducted by the ANU was due to commence in September 2013. The commencement of the evaluation has been delayed and it is now commencing in early 2014. A meeting with the ANU was held in mid December to finalise the Terms of Reference. The project is tracking amber due to the delayed commencement date, however, it is still expected to be completed in the 2013-14 financial year.	Delays	ACTCS	DDG-CS

Thanks

Ximena

Ximena Nikias | Manager

Phone: (02) 6207 3979

Governance | ACT Corrective Services | Justice and Community Safety | ACT Government
Level 2 Eclipse House, 197 London Circuit | GPO Box 158 Canberra ACT 2601 | www.act.gov.au

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Connor, Joan

From: Emmeline Taylor [emmeline.taylor@anu.edu.au]
Sent: Tuesday, 25 February 2014 1:54 PM
To: Bartlett, Mark
Cc: Naughton, Ben
Subject: RE: DRAFT proposal for interim evaluation of Throughcare

Follow Up Flag: Follow up
Flag Status: Flagged

Thanks Mark,

I'll aim to get the Ethics approval underway for submission Friday so as not to delay the project.

Ben, congrats on the new house! Can we meet Monday morning?

What I need from you:

- Meeting to understand the **data** currently collected, what format this is in and how we can develop a database to measure impact.
- **List of internal and external service staff** that you want to be interviewed. Ben you will obviously be top of the list, but I'm also looking for partner agencies and services that have involvement with Throughcare.
- **Documentation** regarding Throughcare – service design, MoUs, Service level agreements, meeting minutes etc. Anything that helps us build a picture of how the program has been implemented.

Cheers,

Emmeline

Dr Emmeline Taylor

Senior Lecturer
Convenor of undergraduate Criminology

School of Sociology
College of Arts and Social Sciences
Australian National University
Beryl Rawson Building (#13)
Canberra ACT 0200
Australia

T +61 (02) 6125 1116
F +61 (02) 6125 2222
E emmeline.taylor@anu.edu.au

Find out more about studying [Criminology](#) at the ANU.

From: Bartlett, Mark [mailto:Mark.Bartlett@act.gov.au]
Sent: Tuesday, 25 February 2014 1:45 PM
To: Emmeline Taylor
Cc: Naughton, Ben
Subject: RE: DRAFT proposal for interim evaluation of Throughcare

Hi Emmeline,

I have reviewed the interim evaluation proposal as it is and accept it.

Please proceed on the basis that I have approved it.

Please direct any correspondence and related invoicing to me for processing.

I look forward to working with you on this project.

Please contact Ben Naughton regarding details of current data collection.

Thank you.

Regards

Mark Bartlett

Senior Manager Offender Services & Corrections Programs | ACT Corrective Services | Justice and Community Safety Directorate

T (02) 620 78983 | M [REDACTED] | F (02) 620 72954 | E mark.bartlett@act.gov.au

JACS acknowledges the traditional custodians of the ACT, the Ngunnawal people. JACS acknowledges and respects their continuing culture and the contribution they make to the life of this city and this region.



From: Emmeline Taylor [<mailto:emmeline.taylor@anu.edu.au>]

Sent: Friday, 21 February 2014 2:57 PM

To: Bartlett, Mark

Subject: RE: DRAFT proposal for interim evaluation of Throughcare

Great, is there a standard contract that ACT issues or do you want us to draw one up?

Judy Putt will no longer be involved as a researcher on the project due to a potential conflict of interest with her role as Official Visitor at the AMC. I'll most likely pick up the interviews.

Let's get a meeting in the diary next week – with yourself or Ben, and any other relevant parties.

I'm keen to start with the database and would like to introduce Ibi who'll be number crunching. She'll need to work with one of your staff to view the data available and how best to generate what she needs.

I'll aim to get an application to Ethics committee on the 28th to get things moving.

Cheers,

Emmeline

Dr Emmeline Taylor

Senior Lecturer
Convenor of undergraduate Criminology

School of Sociology
College of Arts and Social Sciences
Australian National University
Beryl Rawson Building (#13)
Canberra ACT 0200
Australia

T +61 (02) 6125 1116
F +61 (02) 6125 2222
E emmeline.taylor@anu.edu.au

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From: Bartlett, Mark [<mailto:Mark.Bartlett@act.gov.au>]
Sent: Friday, 21 February 2014 2:43 PM
To: Emmeline Taylor
Subject: RE: DRAFT proposal for interim evaluation of Throughcare

Hi Emmeline,

Yes it is.

Regards

Mark Bartlett
T (02) 620 78983 | M [REDACTED] | F (02) 620 72954 | E mark.bartlett@act.gov.au

From: Emmeline Taylor [<mailto:emmeline.taylor@anu.edu.au>]
Sent: Thursday, 20 February 2014 4:18 PM
To: Bartlett, Mark
Subject: RE: DRAFT proposal for interim evaluation of Throughcare

Mark,

Still no sign off from the research team so I can't issue formally until I have their approval. I can't imagine it will change dramatically.

Is the project scope in line with your needs?

Cheers,

Emmeline

Dr Emmeline Taylor

Senior Lecturer
Convenor of undergraduate Criminology

School of Sociology
College of Arts and Social Sciences
Australian National University
Beryl Rawson Building (#13)
Canberra ACT 0200
Australia

T +61 (02) 6125 1116
F +61 (02) 6125 2222
E emmeline.taylor@anu.edu.au

Find out more about studying [Criminology](#) at the ANU.

From: Bartlett, Mark [<mailto:Mark.Bartlett@act.gov.au>]
Sent: Thursday, 20 February 2014 1:59 PM

To: Emmeline Taylor
Subject: RE: DRAFT proposal for interim evaluation of Throughcare

Thank you Emmeline,

Looking forward to final proposal to approve as soon as possible.

Regards

Mark Bartlett

Senior Manager Offender Services & Corrections Programs | ACT Corrective Services | Justice and Community Safety Directorate

T (02) 620 78983 | M [REDACTED] | F (02) 620 72954 | E mark.bartlett@act.gov.au

JACS acknowledges the traditional custodians of the ACT, the Ngunnawal people. JACS acknowledges and respects their continuing culture and the contribution they make to the life of this city and this region.



From: Emmeline Taylor [<mailto:emmeline.taylor@anu.edu.au>]

Sent: Thursday, 20 February 2014 12:13 PM

To: Bartlett, Mark

Subject: DRAFT proposal for interim evaluation of Throughcare

Hi Mark,

As discussed, please find attached a DRAFT proposal. It might be subject to change once reviewed by our finance and research office.

I should have a final copy to you by COB today, so please do let me know of any changes you wish me to incorporate.

Cheers,

Emmeline

Dr Emmeline Taylor

Senior Lecturer
Convenor of undergraduate Criminology

School of Sociology
College of Arts and Social Sciences
Australian National University
Beryl Rawson Building (#13)
Canberra ACT 0200
Australia

T +61 (02) 6125 1116
F +61 (02) 6125 2222
E emmeline.taylor@anu.edu.au

Find out more about studying [Criminology](#) at the ANU.

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AN INTERIM EVALUATION OF THE THROUGH-CARE PROGRAM

A proposal for ACT Corrective Services

February 2014

1. Introduction

Detainees released in to the community are often characterised by chronic disadvantage, poor mental health and high rates of illicit drug use. Recently released prisoners also present a high rate of recidivism with the first three months being a particularly high risk period, especially amongst adults that have been discharged from short custodial sentences.

In April 2013, ACT Corrective Services operationalised an *Extending Throughcare for Offenders* program pilot ('Throughcare Pilot') focusing on the reintegration of newly released prisoners from the Alexander Maconochie Center (AMC) with a view to reducing recidivism rates within the first 6 months post release. This proposal outlines a 'snapshot' interim evaluation of impact drawing upon data analysis and semi-structured interviews with service providers.

A further proposal will be provided to explore the impact and effectiveness of the Throughcare pilot in greater detail and utilising a more comprehensive data set.

Aims and Objectives

The key aim of this project is to measure the interim impact of the Throughcare program on reoffending rates of prisoners released from the Alexander Maconochie Center. In particular it focuses on the acute post-release period.

2. Methodology

The research has been designed to have two stages; a 'snapshot' interim measure of impact and effectiveness (recognising the short timeframe that Throughcare has been in existence) and a proposed secondary phase that will embed ongoing review and monitoring to elicit more in-depth and meaningful measures of efficacy. This proposal relates to Stage One. It is highlighted that due to the infancy of the program, data relating to reoffending must be interpreted with caution – evaluation normally requires 2-3 years follow up.

Stage One: 'Snap-shot' Interim Evaluation

Stage One draws upon multi-methods to provide an interim measure of the effectiveness of the Throughcare program. It has two key components – data analysis and semi-structured interviews.

1. Data analysis - impact on reoffending

A range of dynamic and static factors will be utilised for each offender to create a cohort profile. Variables such as age, gender, ethnicity, drug use, sentence length, ethnicity, educational attainment, vocational qualifications, marital status, number of children, their age and contact with the justice system will be collated.

A control sample will be constructed comprised of individuals who were released from AMC the year prior to the Throughcare initiative commencing. This will enable a judgement to be made as to whether any changes in recidivism can be attributed to Throughcare rather than a change in the circumstance and profile of prisoners in the ACT.

A meeting will be arranged with the data analyst (ANU), research project manager (ANU) and ACT CS to facilitate the compilation of a dataset to enable the data analysis.

Control group data will be linked with ACT CS data to measure the incidence, timing and nature of recidivism in the first six months post-release. Linkage will be at 6 months due to time limits of grant and the rolling nature of the data collection. However, early recidivism often predicts later recidivism so those reoffending in this time period are of most interest.

The most serious offence (MSO) will also be captured to measure whether there has been a reduction in severity and frequency of offending. Given the relatively short timeframe in which recidivism will be measured, the project requires these additional measures alongside return to custody (RTC).

2. Service design and delivery (semi-structured interviews)

Given the Throughcare program's focus on the coordination and integration of service responses, the research evaluation will also examine the experience of service providers and the staff in the newly established Throughcare Coordination Unit.

The proposed methodology will include documentation analysis to enable the services to be mapped, as well as interviews with key stakeholders. It is proposed that between 10 and 15 interviews will be conducted in this stage of the research, including representatives from the Throughcare Coordination Unit, housing, probation, drug and alcohol services and the AMC.

3. Process and research stages

➤ Ethics and access approval

Securing ethical approval and access to research participants can represent a lengthy and detailed process. Given that any sensitive data relating to individual detainees will be depersonalised and that interviews at stage 1 will only take place with stakeholders, it is envisaged that a Level 2 approval will be sought (rather than a full review).

The deadline for the next ethics meeting is: **Friday 28 February**, and the one after, **Friday 14 March**. No interviews or data analysis can take until ethical approval has been granted, but the literature review and tool design can be completed concurrently.

➤ Literature and documentation review

The Research will begin by analysing the literature pertaining to the philosophy of Throughcare initiatives globally, and placing the local picture within this broader framework. This process will enable judgements to be made as to how the Australian context, and particularly the ACT, corresponds with other locales.

➤ Compiling a dataset

The researcher will work with the Corrective Services to build a dataset in Microsoft Excel to enable the quantitative analysis of impact on reoffending. This process will involve a data analyst to visit the Throughcare Coordination Unit to understand what data is collected on each client and in what format. The dataset will include those that have been released from the AMC since the Throughcare program has been in existence, as well as a dataset of detainees released in the year prior to serve as a control group.

➤ Interview research tool design

The research tools will include: Interview schedule, Informed consent form and Information sheet.

➤ Arrange and conduct stakeholder interviews

The researcher will liaise with gatekeepers, and interviewees directly where appropriate, to arrange interview dates and times. Every effort will be made to arrange interviews in a timely fashion but the support of the ACT CS will assist with ensuring the cooperation of stakeholders. Interviews will last between 40-60 minutes. Between 10 and 15 interviews will be completed.

➤ Data analysis and report writing

The findings from the data analysis of impact will be provided to assess the level of impact on criminogenic factors and reoffending.

The data collected from interviews (and other sources where appropriate) will be analysed to draw out key finding and themes, including: partnership, sustainability, and recommendations.

4. Outcomes and Deliverables

The final report will provide an indication, a 'snapshot' view, of how the Throughcare program has been operationalised and the impact that the early data suggests it is having.

The findings will be grounded in established criminological theory relating to reoffending, rehabilitation and reintegration. Key to a project of this nature is the ability to practically implement the findings and allow them to be incorporated into future operational strategy.

The research will also form the basis of academic output by ANU for publication in peer reviewed academic journals, conference presentations and book chapters where relevant. Privacy concerns will be taken into consideration according to the Universities' Ethics Policies.

5. Costs and timelines

The project will commence as soon as the contract is agreed between ACT CS and ANU. The following provides an indicative timeline, as guidance only. The completion of tasks is dependent upon timely ethical approval and access to data and participants with assistance from ACT CS.

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The table below provides a breakdown of the estimated costs to deliver this project. Given the interest of the Chief Investigator in this area, a very competitive cost breakdown has been provided. The total cost is: **\$16,612**.

PROJECT COMPONENT	COST (AUD)
Literature and documentation review	\$1,978
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Database compilation & analysis	\$3,989
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6. Research Team

	Role	Experience
Dr Emmeline Taylor	Chief Investigator	Dr Emmeline Taylor is a Senior Lecturer at the Australian National University, specialising in crime, community safety and criminal justice. Dr Taylor has a strong background in applied criminology and has completed projects for the Home Office and the Ministry of Justice in the UK, as well as criminal justice agencies, including the probation service, police and the judiciary.
Ibolya (Ibi) Losoncz	Research Fellow	Ibolya (Ibi) Losoncz is a Research Fellow at the Australian National University, Regulatory Institutions Network (RegNet). Prior to joining the ANU Ibi has been a senior research analyst at various Australian public service departments and research institutes, including the Australian Institute of Criminology, focusing on the topics of social capital, spatial distribution of crime and drug use of offenders.

Full CVs can be supplied upon request.

In the event that the proposal is accepted, a formal agreement will be entered into and the terms and conditions of the written agreement will prevail over the proposal.

Contact:

Dr Emmeline Taylor
Beryl Rawson Building
Australian National University
Acton, ACT 0200
Australia

Emmeline.taylor@anu.edu.au
02 6125 1116

MARK BARTLETT
Senior Manager
Offender Services & Programs
ACT Corrective Services

MBartlett
25/2/14

AN INTERIM EVALUATION OF THE THROUGH-CARE PROGRAM

A proposal for ACT Corrective Services

February 2014

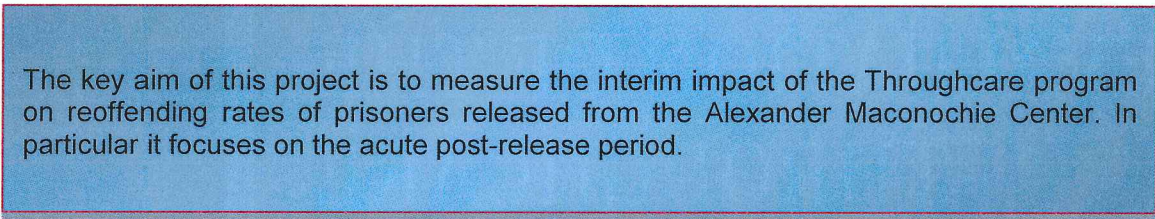
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Contact:

Dr Emmeline Taylor
 Beryl Rawson Building
 Australian National University
 Acton, ACT 0200
 Australia

Emmeline.taylor@anu.edu.au
 02 6125 1116

Agreed.
 MB
 25/2/14.
 MARK BARTLETT
 Senior Manager
 Offender Services & Programs
 ACT Corrective Services



ACT
Government

Justice and Community Safety

Ms Bernadette Mitcherson
Executive Director
ACT Corrective Services
GPO Box 158
Canberra City ACT 2601

Dear Ms Mitcherson

Confiscation of Criminal Assets Trust Fund grants program 2013-14

I am writing in relation to the grant of funding from the Confiscation of Criminal Assets Trust Fund (COCA fund) to ACT Corrective Services in 2013-14.

The Attorney-General approved the grant of \$10,000 (excl. GST) for the purposes of contracting an expert to provide advice to guide the evaluation of the Extending Throughcare program pilot.

The Confiscated Assets Trust Fund is established by the *Confiscation of Criminal Assets Act 2003* (the Act). A requirement of the Act is that in receiving funds from the 2013-14 COCA fund distribution, ACT Corrective Services must use the money in line with the above purpose of its distribution within the 2013-14 financial year.

The Deed of Grant includes a number of obligations relating to the funding. Clauses 6 through 8 of the Grant outline reporting obligations, progress reports and acknowledgements. Clause 12 provides that if any of the Grant remains unacquitted by 30 June 2014 it must be repaid to the Territory.

A Special Condition in Schedule 3 states that an expenditure statement and activity report approved by ACT Corrective Services must be submitted to the Justice and Community Safety Directorate three months after the completion of the activities.

If you have any questions or require further assistance in relation to your organisation's obligations, please do not hesitate to contact Ms Adele Banks from the Criminal Law Group in Legislation, Policy and Programs on (02) 6207 4520 / adele.banks@act.gov.au.

Karen Greenland
Deputy Executive Director
Legislation, Policy and Programs

15 April 2014

The Australian National University

ABN: 52234063906

College of Arts & Soc. Science

Please Remit To:

General Bank
Finance & Business Services Bld 10c
Australian National University
Canberra ACT 0200
Australia

Customer:

Justice and Community Safety Directorate
Mark Bartlett
ACT Corrective Services
197 London Circuit
Canberra ACT 2601
Australia

TAX INVOICE

Page: 1
Invoice No: **434378**
Invoice Date: 06/06/2014
Customer Number: **10031**
Payment Terms: 30 Days
Due Date: 06/07/2014
Bill Enquiries Ph +61 2 6125 4589
General Enquiries Fx +61 2 6125 8797
debtors@anu.edu.au

AMOUNT DUE: **16,612.00 AUD**

Line	Adj	Description	Quantity	UOM	Unit Amt	Net Amount
1		ACTCS - Throughcare Program	1.00	EA	15,101.82	15,101.82
		Interim snapshot review of the Throughcare Program (interviews, data analysis & report)				
				GST	10.00%	1,510.18
		SUBTOTAL:				15,101.82
		TOTAL TAXES:				1,510.18
TOTAL AMOUNT DUE :						16,612.00 AUD

Payment Options Please quote Invoice Number at all times when making payments.

ON-LINE Go to <http://onestop.anu.edu.au/> and click on Debtor Invoice to pay by Mastercard or Visa.

DIRECT BANK TRANSFER (Please fax remittance details to above fax number)

Bank: National Australia Bank, Canberra Office - Civic Square ACT

BSB: 082 902 Account: 674507553 SWIFT Code: NATAAU3302S Name: ANU General Account

CHEQUE / BANKDRAFT / MONEY ORDER payable to The Australian National University, at above address

Customer Number: 10031 Invoice Number: 434378 Amount Due: 16,612.00 AUD

Please detach this section and attach to cheque / bankdraft / money order.



ACT
Government

ACT Public Service

ACCOUNTS PAYABLE INVOICE COVER SHEET

Printed copies of this text are not controlled. Always check the Shared Services customer portal <http://sharedservices/> to ensure this information is current.

Directorate (please select from the drop down menu)	JACS Directorate
---	-------------------------

Payee: The Australian National University	Collect Cheque*	<input type="radio"/> Yes	<input type="radio"/> No
	Staff Reimbursement: EFT only - bank account details must be provided below.	<input type="radio"/> Yes	<input type="radio"/> No
Special Requests/ Reference Number:	RCTI (Recipient Created Tax Invoice)	<input type="radio"/> Yes	<input type="radio"/> No
Invoice date: 06/06/2014 Invoice Number: 434378	GST Registered	<input checked="" type="radio"/> Yes	<input type="radio"/> No
	Withholding Tax	<input type="radio"/> Yes	<input type="radio"/> No
* Please note all collect cheques are to be collected from Shared Services, Eclipse House, Civic.			

Payee Bank Account Details for EFT Payments	Purchase Order Related Invoices:
Bank Account Name: ANU General Account	Purchase Order Number: 06/06/2014
BSB Number: 082 902	Receipt Number:
Account Number: 674507553	Project/Task Number:
Payee Postal Address: Australian National University Canberra ACT 0200	Contact Name for Purchase Orders:

Invoice Detail: (All fields are mandatory) Please attach **ORIGINAL** invoices - copies are not accepted.
Applicable GST Codes: 10% AP (10%); Free AP (F); Input Tax AP (IT); Exempt (Ex); Capital 10% (Cap10%); Free CAP (CapF); Input CAP (ITCap); Outside AP (OS); No ABN Withhold (NABN)

Entity	Cost Centre	Account Code	Int. Trad.	Project	Agency Use	GST Tax Type	Total \$ (excl. GST)	GST Amount \$	Total \$ (incl. GST)	Description	
240	24305	712104	99	64272	9999	10% AP	\$15,101.82	\$1,510.18	\$16,612.00	Snapshot review provided by ANU	
									\$0.00		
									\$0.00		
									\$0.00		
									\$0.00		
									\$0.00		
									\$0.00		
									\$0.00		
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									\$0.00		
									\$0.00		
Total \$ GST								Total Amount \$ (incl. GST)			
\$1,510.18								\$16,612.00			

Remittance Advice Description:
Invoice number: 434378 Snapshot report provided by ANU- 06/06/2014

By signing this form the signatories warrant the Directorate has received the above mentioned goods and/or services (excluding prepayments and deposits).

Prepared by:
Name: Taya Gorrell Phone: 62078856
Signature: [Signature] Date: 10/6/14

Authorising Officer (financial delegate):
Name: Mark Bartlett Position: 49856
Signature: [Signature] Date: 12/6/14
Senior Manager

The Australian National University

ABN: 52234063906

College of Arts & Soc. Science

Please Remit To:

General Bank
Finance & Business Services Bld 10c
Australian National University
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TOTAL AMOUNT DUE :						16,612.00 AUD

GOODS/SERVICES RECEIVED
PAYMENT TO PROCEED
Sign: *[Signature]* Date: 2/6/14
MARK BARTLETT
Senior Manager
Offender Services & Programs
ACT Corrective Services

Payment Options

Please quote Invoice Number at all times when making payments.

ON-LINE Go to <http://onestop.anu.edu.au/> and click on Debtor Invoice to pay by Mastercard or Visa.

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Connor, Joan

From: Banks, Adele
Sent: Monday, 23 June 2014 9:01 AM
To: Naughton, Ben
Subject: Confiscation of Criminal Assets Trust Fund grant

Importance: High

Good Morning Ben

I spoke with my manager Mr Victor Martin who told me that you were asking about the COCA grant received for the Throughcare program pilot.

Victor said that the money had been spent and the work had been undertaken, but you had not received the invoice for the work from the university.

The contract requires that the money is spent prior to 30 June 2014, and that the project is acquitted by 30 July 2014. Provided the invoice refers to the work that was undertaken in this financial year, it is fine if you don't actually receive it until after 30 June.

Please let me know if you require any further information.

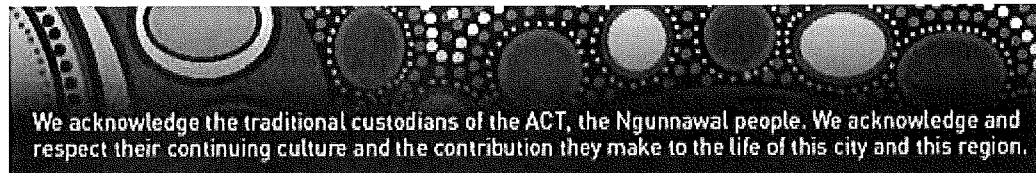
Kind regards

Adele Banks | Legal Policy Officer

Phone 02 6207 4520

Criminal Law | Legislation, Policy and Programs | Justice and Community Safety

Level 2, 12 Moore St Canberra ACT 2601 | GPO Box 158 Canberra ACT 2601 | www.act.gov.au



Connor, Joan

From: Emmeline Taylor [emmeline.taylor@anu.edu.au]
Sent: Saturday, 12 July 2014 11:19 PM
To: Bartlett, Mark
Subject: RE: DRAFT Throughcare report

Importance: High

Hi Mark,

Hope you're having a good wknd.

Just following up on the draft report which I sent on the 1st July. Not sure if you received my voicemail last week?

We didn't discuss the exact presentation of the report but from our conversations I have developed it to be aligned with an action research report – with brevity and recommendations being key. Please do advise if this suits your purposes. It'd be great to be able to finalise the report without too much delay but I need your feedback so that I can complete.

I'm in Japan and not back in the office until the 21st but more than happy to arrange to call?

Look forward to hearing from you.

Cheers,
Emmeline

From: Bartlett, Mark [<mailto:Mark.Bartlett@act.gov.au>]
Sent: 01 July 2014 13:58
To: Emmeline Taylor
Subject: RE: DRAFT Throughcare report

Did you read it before sending it?

Regards

Mark Bartlett
T (02) 620 78983 | M [REDACTED] | F (02) 620 72954 | E mark.bartlett@act.gov.au

From: Emmeline Taylor [<mailto:emmeline.taylor@anu.edu.au>]
Sent: Tuesday, 1 July 2014 9:41 AM
To: Bartlett, Mark
Subject: DRAFT Throughcare report

Dear Mark & Ben,

Trust this finds you well.

Please find attached the first draft of the report.

I have tried to keep findings concise and to the point, akin to an action research report, and focus on suggestions on how to develop the program.

I do caution, as discussed, that these preliminary findings are based on a small sample of stakeholders, and an incomplete small dataset. Still, I hope you find some utility in the recommendations.

I look forward to receiving your comments, upon which I'll complete the report and format a final version.

Cheers,

Emmeline

This email, and any attachments, may be confidential and also privileged. If you are not the intended recipient, please notify the sender and delete all copies of this transmission along with any attachments immediately. You should not copy or use it for any purpose, nor disclose its contents to any other person.

Connor, Joan

From: Emmeline Taylor [emmeline.taylor@anu.edu.au]
Sent: Sunday, 13 July 2014 10:52 AM
To: Bartlett, Mark
Subject: Re: DRAFT Throughcare report

Hi Mark,

That's great, thank you and won't take too long. I've already started on the exec summary & tidying up the refs.

Cheers,
Emmeline

On 13 Jul 2014, at 9:28, "Bartlett, Mark" <Mark.Bartlett@act.gov.au> wrote:

Hi Emmeline

For the audience this report needs to have executive summary and numbered recommendations at the front. More detailed references in the body of the report.

Will provide detailed feedback to you in track changes later this week

Regards
Mark Bartlett
Senior Manager ACTCS


On 12 Jul 2014, at 11:19 pm, "Emmeline Taylor" <emmeline.taylor@anu.edu.au> wrote:

Hi Mark,

Hope you're having a good wknd.

Just following up on the draft report which I sent on the 1st July. Not sure if you received my voicemail last week?

We didn't discuss the exact presentation of the report but from our conversations I have developed it to be aligned with an action research report – with brevity and recommendations being key. Please do advise if this suits your purposes. It'd be great to be able to finalise the report without too much delay but I need your feedback so that I can complete.

I'm in Japan and not back in the office until the 21st but more than happy to arrange to call?

Look forward to hearing from you.

Cheers,
Emmeline

From: Bartlett, Mark [<mailto:Mark.Bartlett@act.gov.au>]
Sent: 01 July 2014 13:58
To: Emmeline Taylor
Subject: RE: DRAFT Throughcare report

Did you read it before sending it?

Regards

Mark Bartlett

T (02) 620 78983 | M [REDACTED] | F (02) 620 72954 | E mark.bartlett@act.gov.au

From: Emmeline Taylor [<mailto:emmeline.taylor@anu.edu.au>]

Sent: Tuesday, 1 July 2014 9:41 AM

To: Bartlett, Mark

Subject: DRAFT Throughcare report

Dear Mark & Ben,

Trust this finds you well.

Please find attached the first draft of the report.

I have tried to keep findings concise and to the point, akin to an action research report, and focus on suggestions on how to develop the program.

I do caution, as discussed, that these preliminary findings are based on a small sample of stakeholders, and an incomplete small dataset. Still, I hope you find some utility in the recommendations.

I look forward to receiving your comments, upon which I'll complete the report and format a final version.

Cheers,

Emmeline

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Connor, Joan

From: Emmeline Taylor [emmeline.taylor@anu.edu.au]
Sent: Monday, 28 July 2014 4:25 PM
To: Bartlett, Mark
Cc: Naughton, Ben
Subject: RE: Throughcare Evaluation - feedback

Thanks Mark and Ben.

I'll be in touch soon with a revised draft.

Cheers,

Emmeline

Dr Emmeline Taylor

Senior Lecturer
Convenor of undergraduate Criminology

School of Sociology
College of Arts and Social Sciences
Australian National University
Beryl Rawson Building (#13)
Canberra ACT 0200
Australia

T +61 (02) 6125 1116
E emmeline.taylor@anu.edu.au

New book: [Surveillance Schools](#) (Palgrave Macmillan)

From: Bartlett, Mark [<mailto:Mark.Bartlett@act.gov.au>]
Sent: Monday, 28 July 2014 11:11 AM
To: Emmeline Taylor
Cc: Naughton, Ben
Subject: FW: Throughcare Evaluation - feedback
Importance: High

Hi Emmeline,

Apologies for the delay in responding.

Yes we need an Executive Summary, recommendations numbered and listed on a single page up front for easy access.

Ben has provided some detailed feedback in track changes.

Please review and I am happy to discuss.

Thanks Emmeline.

Regards

Mark Bartlett

Senior Manager Offender Services & Corrections Programs | ACT Corrective Services | Justice and Community Safety Directorate

T (02) 620 78983 | M [REDACTED] | F (02) 620 72954 | E mark.bartlett@act.gov.au

JACS acknowledges the traditional custodians of the ACT, the Ngunnawal people. JACS acknowledges and respects their continuing culture and the contribution they make to the life of this city and this region.



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Connor, Joan

From: Emmeline Taylor [emmeline.taylor@anu.edu.au]
Sent: Wednesday, 6 August 2014 10:54 AM
To: Bartlett, Mark; Naughton, Ben
Subject: RE: Throughcare Evaluation - feedback

Hi Mark, Ben,

I'm just finalising the revised draft and this will be with you COB on Monday. Apologies, for the delay. The slippage in data collection meant that this has fallen at a bad time in terms of my workload.

Do you have a CS template you'd like me to use for formatting?

Cheers,

Emmeline

From: Bartlett, Mark [mailto:Mark.Bartlett@act.gov.au]
Sent: 28 July 2014 18:02
To: Emmeline Taylor
Subject: Re: Throughcare Evaluation - feedback

Thanks Emmeline

Regards
Mark Bartlett
Senior Manager ACTCS
[REDACTED]

On 28 Jul 2014, at 4:24 pm, "Emmeline Taylor" <emmeline.taylor@anu.edu.au> wrote:

Thanks Mark and Ben.

I'll be in touch soon with a revised draft.

Cheers,

Emmeline

Dr Emmeline Taylor

Senior Lecturer
Convenor of undergraduate Criminology

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T +61 (02) 6125 1116
E emmeline.taylor@anu.edu.au

New book: Surveillance Schools (Palgrave Macmillan)

From: Bartlett, Mark [<mailto:Mark.Bartlett@act.gov.au>]
Sent: Monday, 28 July 2014 11:11 AM
To: Emmeline Taylor
Cc: Naughton, Ben
Subject: FW: Throughcare Evaluation - feedback
Importance: High

Hi Emmeline,

Apologies for the delay in responding.

Yes we need an Executive Summary, recommendations numbered and listed on a single page up front for easy access.

Ben has provided some detailed feedback in track changes.

Please review and I am happy to discuss.

Thanks Emmeline.

Regards

Mark Bartlett

Senior Manager Offender Services & Corrections Programs | ACT Corrective Services | Justice and Community Safety Directorate
T (02) 620 78983 | M [REDACTED] | F (02) 620 72954 | E mark.bartlett@act.gov.au

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<image001.jpg><image002.jpg>

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Connor, Joan

From: Horua, Jessica
Sent: Thursday, 25 September 2014 4:06 PM
To: Connor, Joan
Subject: FW: Confiscation of Assets Trust Fund Grant 2013-14
Attachments: 2014 Throughcare proposal ANU.pdf; Throughcare Unit Evaluation - ANU Contacts.docx; Throughcare snapshot report_Ben comments.docx; 4 Attachment C_evaluation.doc; 434378.pdf

FYI

From: Nikias, Ximena
Sent: Wednesday, 13 August 2014 11:03 AM
To: Horua, Jessica
Subject: FW: Confiscation of Assets Trust Fund Grant 2013-14

Hi Jessica

As discussed attached documents to support the COCA activity report.

Regards

Ximena

From: Chen, Standy
Sent: Wednesday, 13 August 2014 10:46 AM
To: Nikias, Ximena
Cc: Naughton, Ben; Bartlett, Mark; Goodman, Therese
Subject: FW: Confiscation of Assets Trust Fund Grant 2013-14

Hi all,

I have added the related invoice to the attachments for your reference.

If you need any further information, please let me know.

Cheers,
Standy

From: Naughton, Ben
Sent: Tuesday, 12 August 2014 11:01 AM
To: Nikias, Ximena
Cc: Chen, Standy; Bartlett, Mark; Goodman, Therese
Subject: RE: Confiscation of Assets Trust Fund Grant 2013-14

Thanks Ximena.

The Evaluation report will be supplied to us in FINAL by the ANU in the coming weeks – we have seen a draft and supplied feedback.

The Grant doc outlines we have 3 months from the completion of funded activities to supply material; I have attached the draft my tracked changes marked up as an 'activity'.

While we await the completed Evaluation - attached as outcomes of work undertaken are 4 documents:

- ACTCS Throughcare Evaluation framework (Attachment C)
- Throughcare Evaluation proposal between ACTCS and ANU (pdf doc)
- Throughcare snapshot report (with comments)
- Throughcare Unit Evaluation – contact listing of organisations involved in the evaluation – again as an ‘activity’

Standy has a copy of the invoice, which was paid ahead of the end of FY 13/14.

So – last item to provide is the finalised Evaluation.

Please let me know if you require anything further at this stage.

Regards,

Ben Naughton | Manager, Throughcare Unit

Mobile: [REDACTED] | Phone: 02 6207 4265 | Fax: 02 6207 1574

ACT Corrective Services | Justice and Community Safety Directorate | ACT Government

Level 2 Eclipse House, 197 London Circuit, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au

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From: Nikias, Ximena
Sent: Tuesday, 12 August 2014 10:31 AM
To: Naughton, Ben
Cc: Chen, Standy; Bartlett, Mark; Goodman, Therese
Subject: FW: Confiscation of Assets Trust Fund Grant 2013-14

Hi Ben

Attached is the letter regarding the CATF Grant and the Deed of agreement which requires a report to be provided to JACS on the expenditure and a summary of activities and outcomes including a copy of any material produced ie: posters, reports etc. Refer to Schedule 3 of the Deed.

Hope this helps.

Regards

Ximena

From: Nikias, Ximena
Sent: Wednesday, 23 April 2014 1:27 PM
To: Bartlett, Mark
Cc: Goodman, Therese
Subject: Confiscation of Assets Trust Fund Grant 2013-14

Hi Mark

ACT Corrective Services has received correspondence in relation to \$10,000 grant received from the Confiscation of Assets Trust Fund. Apparently, the Deed of Grant contains a number of reporting obligations, progress reports and acknowledgements etc in addition the Deed also indicates that if the Grant remains unacquainted by 30 June 2014 it must be repaid to the Territory. A special condition applied to us which is that an expenditure statement and

activity report approved by ACTCS must be submitted three months after the completion of the activities. Do you have a copy of the Deed of Grant? Are you able to advise me if we have meet our reporting obligations or whether you still need to prepare the necessary reports.

I have attached a copy of the letter for your information.

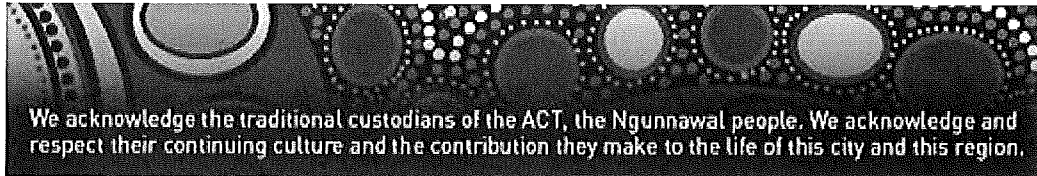
Regards

Ximena Nikias | Manager

Phone: (02) 6207 3979

Governance | ACT Corrective Services | Justice and Community Safety | ACT Government

Level 2 Eclipse House, 197 London Circuit | GPO Box 158 Canberra ACT 2601 | www.act.gov.au



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Connor, Joan

From: Emmeline Taylor [emmeline.taylor@anu.edu.au]
Sent: Tuesday, 12 August 2014 4:09 PM
To: Bartlett, Mark
Cc: Naughton, Ben; Ibolya Losoncz
Subject: Throughcare report V2
Attachments: Throughcare Report_August 2014 V2.pdf

Dear Mark and Ben,

Please find attached the revised Throughcare report (V2).

A few comments / queries:

- I have changed reference to be 'Throughcare Unit', or 'TCU' where relevant.
- Please can you check that I've outlined the partnerships with mental health community coalition (MHCC) and Habitat correctly? (p.9) I've kept this to a minimum since I didn't interview anyone from those agencies.
- Please can you check the wording under '3.3. Service level Agreement' (p.9) to ensure there is no confusion over commissioning/contracting services – I have termed it '(sub)contracted'.
- I cannot find a copy of the client consent form supplied. I've left in the recommendation to develop the process for securing informed consent further. There is a concern that some personal data is being shared with external agencies that goes beyond what is necessary/relevant for the successful operation of that service, and this is covered under the recommendation regarding data sharing protocols.
- In terms of measuring engagement, it was an important point you raised Ben. I have clarified that for the engagement analysis, those that had returned to custody were coded as 'missing – logical skip' and thus excluded from the analysis so as not to skew the data.

Best wishes,

Emmeline

Dr Emmeline Taylor

Senior Lecturer
Convenor of undergraduate Criminology

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New book: [Surveillance Schools](#) (Palgrave Macmillan)

Connor, Joan

From: Emmeline Taylor [emmeline.taylor@anu.edu.au]
Sent: Tuesday, 26 August 2014 4:13 PM
To: Bartlett, Mark
Subject: Throughcare final report
Attachments: Throughcare in the ACT report_August 2014.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Mark,

Good to catch up with you.

Please find attached the final report – I think I have picked up all of your comments.

Please do let me know if there is anything I've missed.

Cheers,

Emmeline

Dr Emmeline Taylor

Senior Lecturer
Convenor of undergraduate Criminology

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College of Arts and Social Sciences
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