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| **Youth Justice Funded Services Annual Performance Reporting** |

**Service Providers’ 2020/2021 Instructions**

For the 2020/21 annual performance reporting the format remains similar to last year and requires the completion of:

* Self-Assessment Report for the 2020/21 plans
* New Aboriginal Participation and Outcome Plan for 2021/22
* New Equity Plan for 2021/22

Once completed, these documents are to be sent to Funded Services Unit (FSU) at [FundedServices.JJ@dcj.nsw.gov.au](mailto:FundedServices.JJ@dcj.nsw.gov.au) by **30 July 2021.** The FSU will then forward to your Contract Manager for review.

**Aboriginal Participation and Outcome Plan**

The Self-Assessment Report requires details of what measures you have implemented during 2020/21 Aboriginal service delivery and evidence of Aboriginal Cultural Responsivity. The 2021/22 Plan and your Self-Assessment Report on your 2020/21 Plan needs to:

* Reflect your work with Aboriginal young people and their families
* Demonstrate your engagement with local Aboriginal communities
* Show a commitment to improve the cultural competency of your workforce.

Both the 2021/22 Plan and your Self-Assessment Report on your 2020/21 Plan will be subject to review by both the Contract Manager/s and YJ Aboriginal Staff.

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| **Examples of Evidence of Aboriginal Cultural Responsivity** |
| 1. Program staff participate in local Aboriginal cultural events of significance |
| 1. YJNSW young people participate in cultural programs and activities with local Aboriginal organisations or community members |
| 1. Program staff network and collaborate with Aboriginal organisations and community members to develop local culture knowledge and ensure culturally appropriate service delivery |
| 1. There is an Aboriginal Employment Strategy that has increased the number and retention of Aboriginal staff across all levels of the organisation (including Board of Management) |
| 1. Involvement in interagency meetings, Youth Justice Aboriginal Community Consultative Committees (if applicable), or other consultations with Aboriginal community organisations |
| 1. There are organisational policies, strategies and ongoing learning and development initiatives regarding cultural respect, cultural safety and cultural competency |

**Equity Plan**

The Self-Assessment Report requires details of what measures you have implemented during 2020/21 to address the diverse needs of young people including:

* Girls and young women
* Young people with disabilities, including young people’s participation in the NDIS (This may include intellectual, psychiatric, sensory, and physical disabilities),
* Young people from culturally and linguistically diverse (CALD) backgrounds
* LGBTQIA+ people

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| **Examples of Evidence of Responsivity to the Diverse Needs of Young People** |
| 1. Involvement in interagency meetings and linkages with community organisations that provide specific services to meet the diverse needs of young people |
| 1. CSP staff actively network and collaborate with key organisations to develop strong linkages and appropriate service delivery |
| 1. Young people are supported where appropriate to participate in programs and activities with local organisations to address their specific needs e.g. Women’s Health Centres, Disability Programs, NDIS, Multicultural and LGBTQIA+ Groups and Networks. |
| 1. Young people are provided with details of appropriate services and events e.g. available resources, services, local organisations, websites to assist. |
| 1. There are organisational policies, strategies and learning and development initiatives regarding meeting the needs of girls and young women; Young People with Disabilities, CALD backgrounds and LGBTQIA+ |

**Submission of 2021/22 Aboriginal Participation & Outcome and Equity Plans**

During the recontracting process for CSP contracts, we asked our CSP Service Providers to submit a draft 2021/22 Aboriginal Participation & Outcome Plan and Equity Plans for review. Some preliminary feedback was provided at that time and some providers have revised their Plans in response to the feedback. All Providers are now required to submit the final version of both Plans for further review by your Contract Manager and the FSU as part of the Annual Performance Reporting process.

**COVID-19 impacts**

In 2020 YJ funded providers were requested to discuss how their service delivery has been affected during COVID-19 restrictions. We are continuing to track those impacts into 2021/22.

**Highlights and Challenges**

We are keen to hear of any highlights and challenges you have experienced in the delivery of your service during the 2020/21 financial year. You may wish to include lessons learned, what you have done or intend to do differently, specific steps for continuous improvement, any recommendations, or solutions going forward. Case examples and studies are most welcome.

If you have any questions about the Annual Performance reporting process please contact us at [FundedServices.JJ@dcj.nsw.gov.au](mailto:FundedServices.JJ@dcj.nsw.gov.au).