

# Call for Expressions of Interest

Project T5-A8: Evaluating and monitoring for impact: developing a framework for risk prevention programs

Expressions of Interest due **Thursday 7 December**  
to [research@naturalhazards.com.au](mailto:research@naturalhazards.com.au)

# Overview

Natural Hazards Research Australia (hereafter the Centre) is seeking Expressions of Interest from project teams for the following project:

## T5-A8: Evaluating and monitoring for impact: developing a framework for risk prevention programs

<b>Project description</b>	This project will establish a national framework for monitoring and evaluating risk prevention programs through three integrated work packages. Work packages one and two will focus on two separate case studies of 1) the existing Queensland Fire and Emergency Services' "Fight Fire Fascination" program and 2) a novel risk prevention initiative seeking to create targeted disaster preparedness videos delivered through Wi-Fi captive portals. This project won the 2022 NHRA Disaster Challenge and was an entry supported by New South Wales Fire and Rescue and the Victorian Country Fire Authority. The third package will be to develop a national framework for monitoring and evaluating risk intervention programs.
<b>Estimated duration</b>	3 years
<b>Related national research priorities<sup>1</sup></b>	<ul style="list-style-type: none"> <li>→ Evidence-informed policy, strategy and foresight</li> <li>→ Resilient communities</li> </ul>
<b>Related Centre research priorities for 2023-25<sup>2</sup></b>	<ul style="list-style-type: none"> <li>→ Social equity</li> <li>→ Understanding and mitigating risk</li> </ul>
<b>Supporting organisations</b>	Australasian Fire and Emergency Service Authorities Council (Community Engagement Working Group and Warnings Working Group), Australian Red Cross, Infrastructure New South Wales, New South Wales State Emergency Services, Queensland Fire and Emergency Services, Queensland Reconstruction Authority, Country Fire Authority (Vic)
<b>Centre contact</b>	For any questions regarding this Call for EOI, please email <a href="mailto:research@naturalhazards.com.au">research@naturalhazards.com.au</a> .
<b>Online project briefing</b>	An online briefing for this project has already been held, you can view the recording here.
<b>Submission of EOI</b>	EOIs must be prepared using the <a href="#">Centre's EOI submission form</a> . EOIs are to be submitted to <a href="mailto:research@naturalhazards.com.au">research@naturalhazards.com.au</a> by 5pm AEDT on <b>Thursday 7 December 2023</b>

<sup>1</sup> Natural Hazards Research Australia (2022) *National research priorities for disaster risk reduction and community resilience to the impacts of natural hazards*, accessible at [www.naturalhazards.com.au/sites/default/files/2022-05/NatHazResAus\\_ResearchPriorities\\_FA02.pdf](http://www.naturalhazards.com.au/sites/default/files/2022-05/NatHazResAus_ResearchPriorities_FA02.pdf)

<sup>2</sup> Natural Hazards Research Australia (2023) *Biennial Research Plan 2023–25*, accessible at [www.naturalhazards.com.au/sites/default/files/2023-06/Biennial%20Research%20Plan%202023%E2%80%9325\\_final.pdf](http://www.naturalhazards.com.au/sites/default/files/2023-06/Biennial%20Research%20Plan%202023%E2%80%9325_final.pdf)

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# Statement of requirements

## Background and context

Community engagement for disaster resilience is a critical component of disaster risk reduction practice, and can span a variety of levels of participation of communities from informing communities to community/citizen-led activities. Risk prevention programs are a form of community engagement that seek to help communities to mitigate risk through raising awareness of risk, managing risk, and reducing behaviours that might exacerbate risk.

There are a diverse array of risk prevention strategies being deployed across different jurisdictions and with varying level of participation, from the one-way delivery of risk information to those that are participant centred and led by the community. Such programs are being applied to a broad array of risk too, from fire and flood to heatwave and tropical storms. However, the evaluation of the efficacy of these programs is often limited. A lack of consistent monitoring and evaluation reduces the ability to make evidence-informed decisions about which programs to deploy in different situations, for different communities and for a range of different outcomes. This reduces the ability to grow the impact of programs through learning-cycles. It also impedes the ability for jurisdictions to learn from other risk prevention programs as it is not easy to establish the efficacy or the value for money of different programs.

There are existing guides available to support practitioners to monitor and evaluate community engagement programs more broadly and a toolkit for the monitoring and evaluation of community engagement for disaster preparedness has been available since 2019. However, no current national framework, guideline or standard for the monitoring and evaluation of risk prevention programs exists. This research project, through the evaluation of two contrasting case studies, an existing risk prevention program and the piloting of a novel program, will seek to establish a national monitoring and evaluation framework for risk prevention programs which can be used by practitioners to understand the efficacy of their programs.

## Project description

This project will establish a national framework for monitoring and evaluating risk prevention programs through:

- **Work package 1:** Evaluating the impact of the Queensland Fire and Emergency Services' Fight Fire Fascination program, where fire service professionals support caregivers and educators to teach children about fire safety through outreach. This package will seek to understand:
  - the efficacy of the program against objectives, content, delivery, and training
  - a comparison of the programs methods and aims with similar youth focused fire safety programs in other jurisdictions
  - the impact of the program on fire play and other behaviours
  - recommendations for improvement
  - how to monitor the efficacy of the program on an ongoing basis and build the capacity of staff to do so.

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→ **Work package 2:** Piloting and evaluating a novel program seeking to create targeted disaster preparedness videos delivered through Wi-Fi captive portals. This project won the 2022 NHRA Disaster Challenge and was supported by FRNSW and CFA (Victoria). The concept is designed to provide tourists and tourism workers, who are traditionally harder to reach, with targeted awareness and preparedness strategies for seasonal and current hazards in their area. This will require the research team to:

- Pilot the approach:
  - Work closely with FRNSW, CFA, local government, and other key stakeholders to identify two contrasting sites for piloting the videos, identify relevant seasonal hazards, and the location of delivery of the pilot. E.g. this may involve one urban and a regional location. Hazards could include, bushfires, floods, heatwaves etc.
  - Work with key stakeholders to create videos for a hazards relevant to the sites selected and ensure these are hosted on the wifi captive portals (NHRA envisages video production costs would be capped at \$15K a video, this should be represented in EOI budgets).
- Monitor and evaluate the pilot to create an understanding of:
  - the effectiveness of Wi-Fi captive portal videos on disaster awareness and preparedness knowledge in tourists and tourism workers
  - how tourists, tourism workers, and tourism businesses understand and personalise disaster preparedness information delivered through Wi-Fi captive portal videos
  - how to enhance Wi-Fi captive portal videos to improve disaster preparedness and user experience
  - how Wi-Fi captive portal videos may need to be tailored or adapted for different socio-demographic groups, CALD communities, age groups etc.
  - how the effectiveness and cost/benefits of Wi-Fi captive portal videos compare with disaster preparedness information delivered to transient populations through other channels
  - how to pilot programs in a manner that can support future scaling to other applications, hazards, and jurisdictions.

These work packages will be inherently valuable in helping the iteration and scaling of both programs.

→ **Work Package 3:** The use of two contrasting case studies is also intended to, in combination with a literature review, be used to create a recommended approach for the monitoring and evaluation of risk prevention programs which is applicable to:

- all types of risk prevention programs (primary, secondary, tertiary) across jurisdictions and risk types
- different scopes of risk prevention programs (broad and targeted)
- established or novel programs
- retrospectively applying monitoring and evaluation to established programs or conducting monitoring and reporting on new ones
- programs seeking to mitigate disasters or emergencies across a broad range of hazards and risks

Researchers will be expected to disseminate their recommendations on monitoring and evaluation approaches to other agencies running risk prevention programs.

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## Expected outputs

### Core outputs

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→ **Work Package 1: Fight Fire Fascination evaluation:**

- Evaluation report of Fire Fascination program
- Framework for the ongoing monitoring of program efficacy

→ **Work package 2: Wi-Fi captive portals pilot and evaluation:**

- 2 disaster preparedness videos for tourists aimed at preparedness for a seasonal hazard (2 different hazard types).
- Delivery of a pilot in one urban and regional context to evaluate impacts on the preparedness of tourists.
- Evaluation report assessing the efficacy of the videos and recommendations for iteration.

→ **Work Package 3: Monitoring and evaluation framework for risk prevention programs:**

- Report proposing frameworks of consistent risk prevention program monitoring and evaluation
- Final report – including identification of future research opportunities
- Stakeholder presentation/s
- A minimum of two academic publications in high-ranking international journals

Please detail other innovative outputs that your team can deliver to address the outcomes below.

### Additional outputs

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- Project plan and plain language statement
- Quarterly progress reports
- Project evaluation report
- Relevant communications outputs including but not limited to a presentation and a poster

## Anticipated outcomes

→ **Work Package 1: Fight Fire Fascination evaluation:**

- FFF program is refined to increase the efficacy of the program in mitigating fire-play behaviour in the community.
  - FFF practitioners have a set of tools for ongoing monitoring and evaluation of the program.
  - Other jurisdictional agencies at state and Commonwealth level understand the value of the program and how to replicate where appropriate.
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→ **Work package 2: Wi-Fi captive portals pilot and evaluation:**

- Higher levels of risk awareness and preparedness amongst tourists and tourism workers
- Insights into the efficacy of the concept leading to appropriate scaling of and investment in the approach beyond pilot site and state.

→ **Work Package 3: Monitoring and evaluation framework for risk prevention programs:**

- Greater practitioner and policy-maker understanding of the impacts of risk prevention approaches.
- Great knowledge sharing in the disaster management ecosystem leading to the scaling and innovation or effective risk implementation programs.
- Increased community resilience as a result of evidence-informed programming and program refinement.

## Quality control and reporting

The project will be overseen and supported by a Project Management Committee (PMC) comprising the Principal Researcher, a Centre representative, and at least one stakeholder representative. Composition of the PMC will be determined in consultation with the Principal Researcher.

### Reports

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The Centre expects that the outputs delivered by this project will meet the highest scientific standards and will be suitable for publication on the Centre website and in industry newsletters, as well as in high-quality scientific journals.

The successful research organisation/s must prepare a project plan and project summary using the Centre's templates. The project summary should explain to the "lay person" what the project is about, what questions it intends to answer and describe the expected practical outputs that will make use of the research findings. The project plan must be approved by the PMC and will become an attachment to the contract.

Reports (and any supporting material) must be submitted to the PMC's satisfaction and will be subject to review by PMC members. The project team will be required to ensure an internal peer review process is undertaken prior to the final report being submitted.

### Milestone reporting

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The project team must report all milestone deliverables into the Centre's Project Management System. This will include sufficient justification for the completion of milestones to the satisfaction of the PMC and the Centre.

### Communication

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To further assist with quality assurance, it is expected that:

- regular PMC meetings will be held
- the project team will use a consultative approach, documented in quarterly reports
- the Principal Researcher will give periodic presentations to key stakeholder groups to gain critical feedback on project milestones.

Additional quality control processes may be agreed as part of the project planning process.

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## Contractual arrangements

A copy of the Research Services Agreement, the proposed form of contract for the purposes of this project, can be found [here](#). The Centre reserves its rights to make amendments to the form of contract.

**This contract should be reviewed by applicants as part of the EOI submission.**

If you would like to request amendments to any of the terms and conditions set out in the proposed form of contract, details of the proposed changes and the reason the changes are requested must be included in the EOI submission form. Requests for any changes will be at the sole discretion of the Centre.

Selection as a shortlisted or preferred provider does not give rise to a contract (expressed or implied) between the shortlisted or preferred provider and the Centre for the supply of goods or services. No legal relationship will exist between the Centre and the shortlisted or preferred provider until such time as a binding contract in writing is executed by both parties.

In the case of consortiums, the Centre requests that one consortium member be nominated as Lead Research Provider and take responsibility for subcontracting other parties.

## Submitting an Expression of Interest

### Application and review process

Project selection and approval will be a two-stage process. The first stage is evaluation of the EOIs that are received. The second stage is development of a project proposal, where a preferred provider will be selected and offered an opportunity to co-develop a detailed project proposal with input from key stakeholders.

#### Key dates

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9 November 2023	Call for EOI opens
7 December 2023	Due date for EOIs
End of Dec 2023	Applicants notified of EOI outcome
1 February 2024	Final due date for submitting co-developed project proposal

## Submission requirements for this EOI

Project teams responding to this EOI are required to submit their response using the [Centre's EOI submission form](#). Submissions must include:

- a statement of capability (max 600 words), including the proposed contributions of each research team member to the project
  - a statement (max 400 words) about the diversity of the project team
  - a statement (max 400 words) about the project's inclusion and respect of First Nations peoples, philosophies, cultures, rights and/or knowledges
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- an outline (max 800 words), describing how the project team intends to approach the project, including an indicative methodology
  - an indicative schedule of work and interim milestones/project outputs as described in this document
  - a proposed project budget, including details of any in-kind contribution from research organisation/s
  - a clear statement (max 400 words) describing the outcomes that will be delivered for this project and how they will be used by stakeholders
  - a clear statement (max 400 words) describing the outputs that the proposed approach to this project will deliver and how the findings could translate into practice
  - a statement (max 500 words) demonstrating the project team's relevant stakeholder engagement
  - a risk management statement (max 500 words)
  - any requested changes to the Centre's proposed form of contract
  - up to two-page CVs for each proposed project team member.

## Additional information

### Frequently asked questions

Additional information provided to individual respondents will also be published on the Centre's website to ensure access to all interested parties. Respondents are encouraged to check the website for any additional information via these published FAQs, prior to the closing date.

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After the closing date, the Centre will review submitted EOIs against the evaluation criteria below. The evaluation criteria indicate those matters that should be included in the EOI and supporting material – details are provided in the table below.

The Centre reserves the right not to offer the work or only allocate a proportion of the available funding if a proposal does not meet the Centre's needs. The Centre reserves the right to invite any other specific researchers as it sees fit to submit proposals before or after the closing date.

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Evaluation criterion	% weighting
<b>Research capability:</b> the capacity and capability to deliver an excellent research project in an Australian environment	20
<b>Project approach:</b> a demonstrated understanding of the project requirements and a proposed project approach and methodology that is appropriate, feasible and robust	20
<b>Project outcomes and outputs:</b> demonstrate a high-level understanding of the intentions of the project and how outputs/outcomes translate to practice	20
<b>Industry engagement:</b> strong track record of industry engagement with the ability to support and influence Australian disaster management at a national or state/territory level through interaction with key stakeholders	20
<b>Value for money:</b> delivery of required outcome within available budget along with the ability to leverage the funds provided with in-kind contributions or supplementary opportunities	20

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