

## **WA FAMILY LAW PATHWAYS NETWORK PARTNERSHIP POLICY**

### **PURPOSE:**

The purpose of this policy document is to outline the circumstances in which the Western Australia Family Law Pathways Network (WAFLPN) will consider and enter into partnership arrangements with other organisations, groups and individuals. This policy also provides a framework for how partnerships should be initiated, managed, and maintained with the intention of ensuring that difficulties arising through inappropriate relationships are minimised, and that any such relationship is in line with the objectives and planned activities of WAFLPN as outlined in the Annual Work Plan.

### **CONTEXT/BACKGROUND:**

The objective of WAFLPN is to foster strong links with locally based providers who operate as part of, or alongside, the family law system, to enhance collaboration and improve overall assistance to separated and separating families.

WAFLPN may enter into partnerships with other organisations, groups and individuals in order to support initiatives and events which are in line with WAFLPN's strategic goals. WAFLPN recognises the importance of working together with providers in the family law system in order that practical and principled improvements can be made to the system, which benefit clients in both the short and long term.

Through the WAFLPN Partnership Program, WAFLPN supports initiatives and events through the provision of financial and in-kind support that offer direct community benefit. It is important that partnerships meet WAFLPN expectations while also supporting and promoting the WAFLPN key objectives.

This policy ensures consistency in approach and effective outcomes for the WAFLPN and the community. Partnership should be advantageous to both parties, however WAFLPN must ensure that partnership agreements do not compromise or bring into question the integrity of WAFLPN operations.

### **SCOPE:**

This policy provides a framework through which WAFLPN enters into partnership arrangements. This policy applies to all partnerships entered into between WAFLPN and other parties. This policy applies whenever financial and/or in-kind support is provided by WAFLPN to a third party (organisation, group or individual).

### **DEFINITIONS:**

An outline of the key definitions of terms included in the policy.

**Partnership:** A partnership is a co-operative arrangement or venture between two or more parties with a common goal who work together to provide opportunities and resources for mutual and community benefit. This policy defines partnership as any relationship between WAFLPN and a third party (organisation, group or individual) which is governed by a written agreement and involves the provision of financial and/or in-kind support by WAFLPN.

**WAFLPN Partnership Program:** The WAFLPN Partnership Program is a partnership between WAFLPN and a third party (organisation, group or individual) in which WAFLPN provides financial and/or in-kind support for the party to undertake specific activities which are in line with WAFLPN objectives. Under the WAFLPN Partnership Program, **financial support** refers to a monetary amount for which WAFLPN is invoiced. WAFLPN may request to be invoiced directly by external providers of merchandise or services engaged by the partner organisation, group or individual. **In-kind support** includes WAFLPN staff time, provision of merchandise, publication of content on the WAFLPN website, promotion through WAFLPN's communication channels, and other forms of support, as negotiated.

**POLICY STATEMENT:**

WAFLPN is committed to entering into partnerships that offer mutually agreed benefit to all parties as well as benefits to the wider community.

The WAFLPN Partnership Program enables WAFLPN to provide financial and/or in-kind support to organisations, groups and individuals to undertake specific activities which are in line with WAFLPN's objectives.

Activities supported under the WAFLPN Partnership Program include Event Partnership, Research Partnership and Other Project/Initiative Partnership.

**Event Partnership:** WAFLPN welcomes applications from organisations and community groups seeking event support. Events will only be considered if (a) they meet WAFLPN's broad objectives and/or strategic goals; and (b) the target audience consists of a range of professionals working with separated or separating families in Western Australia (i.e. although the event may be best suited for a certain group of professionals, all members of WAFLPN should be eligible to attend the event and in no circumstance should attendance be limited to exclusive groups, for example employees of a single organisation). Preference will be given to events held in regional WA. Applicants who wish to partner with WAFLPN for the delivery of an event must submit an **Event Request Form** via email to the WAFLPN Network Development Officer.

**Research Partnership:** WAFLPN may consider partnership with researchers whose work is in line with WAFLPN's objectives and/or strategic goals. Interested applicants must submit a detailed research proposal via email to the WAFLPN Network Development Officer.

**Other Project/Initiative Partnership:** WAFLPN may consider partnership for projects or initiatives which meet WAFLPN's objectives and/or strategic goals, yet do not fall under the categories of event or research partnership. A detailed proposal must be emailed to the WAFLPN Network Development Officer for consideration.

All applications are considered on a case-by-case basis. All parties seeking financial or in-kind support from WAFLPN under the WAFLPN Partnership Program must meet the following minimum requirements:

- Applications must be submitted to WAFLPN at least 28 days out from the event or initiative that is the subject of the sponsorship application. Applications received less than 28 days out from the event or initiative will not be considered, unless the WAFLPN Steering Committee is satisfied that a compelling reason exists for a late submission.



- In the event of a partnership application from a group or organisation, the group or organisation must be legally registered or constituted;
- In the event of a partnership application from a group or organisation, the group or organisation must be based in or operate from within Western Australia;
- In the event of a partnership application from an individual, the individual must reside within Western Australia.

In addition to these minimum requirements, applications must meet the specific criteria for the applicable WAFLPN Partnership Program category.

Partnership applications must be approved by the WAFLPN Steering Committee. All partnership agreements must be signed by the Chair of the WAFLPN Steering Committee.

Should a WAFLPN Steering Committee member perceive a potential conflict of interest in dealing with a partner on behalf of WAFLPN, that potential conflict of interest is to be declared to the Chair of the WAFLPN Steering Committee.

All partnership agreements must clearly set out:

- The term of the partnership and any conditions regarding renewal;
- The benefits available to WAFLPN and the partner;
- Financial accountability requirements;
- The scope of uses which the partner can make of the partnership arrangement including brand marks, logos, use of WAFLPN name etc.; and
- Provision for termination or suspension of the agreement.

Monitoring and evaluation metrics for evaluation should be established before commencement of the partnership activity and should align with the terms included in the partnership agreement. Applicants who receive a financial contribution from WAFLPN are required to provide a financial report detailing how the funds were spent at the conclusion of the event.

A written evaluation must be completed by the relevant WAFLPN officer rating the performance of the partnership activity and adherence to the agreement. These evaluations will form part of the assessment for future partnership applications.