

# Establishing First 1000 Days Australia Regional Alliance sites



There are multiple ways to engage with and support First 1000 Days Australia (F1000DA):

- Scholarships, training and accreditation leading to becoming an Alumni
- Projects in F1000DA related research
- Becoming a F1000DA Ambassador
- Forming a collaborative partnership to share resources and skills
- Leading or joining a Regional Alliance site.

This document outlines the process for an organisation wanting to implement the First 1000 Days Australia Model in their region to become a Lead Agency and drive the establishment of a F1000DA Regional Alliance site.

The Indigenous Health Equity Unit, at the University of Melbourne (UoM), is in the process of engaging partners to implement the F1000DA Model and strategies at Regional Alliance sites across Australia. These sites will be a collaborative partnership of organisations and services, across a defined region, which are committed to the F1000DA Model under the support and guidance of the Indigenous Health Equity Unit. A local Lead Agency – e.g. Aboriginal community controlled organisation, local council – will support and drive the establishment of the Regional Alliance site by facilitating collaboration and governance between the partners, and helping to define the regional boundaries.

F1000DA recognises that implementing new strategies into regional areas not only takes time, but that all regions have differing needs and capacities. To ensure that appropriate governance, training and engagement processes are undertaken, regions implementing F1000DA move through three stages – Readiness, Advocate site and Champion site – before becoming a Regional Alliance site. Each stage corresponds to specific processes that will enable appropriate and regional-specific governance to be embedded, and training and development to enable the coordination of strategies and evidence generation. This document broadly outlines the key activities and outcomes for each stage of the establishment process.

Readiness	Advocate site	Champion site	F1000DA Regional Alliance site
<p>Organisation nominates to lead establishment of a F1000DA Regional Alliance in its region, and a formal engagement process is initiated with UoM to build the capacity of its workforce, embed F1000DA values and establish governance arrangements</p>	<p>Develop processes to guide stakeholder engagement and regional governance, implement a survey, understand the assets and needs of the community and families, and increase resources required to establish the Regional Alliance</p>	<p>Secure resources to conduct training and the household survey, finalise a regional governance plan and data policies, and submit a proof-of-principle document for review to the F1000DA Research Advisory Committee and accreditation by the F1000DA Council</p>	<p>Baseline of survey results are utilised to map family aspirations to resources and F1000DA strategies required to meet them. Governance plans are reviewed, an evaluation plan developed, and an implementation proposal reviewed by F1000DA Research Advisory Committee</p>

The timeframe for, and organisations' experience of, the Regional Alliance site establishment process will vary across regions depending on access to resources and other variables. Each developing site will be supported across the different stages of the process by the F1000DA team at the Indigenous Health Equity Unit, and through leveraged expertise and resources from formal collaborative partners, such as Save the Children Australia. Each stage of the process presents opportunities for creating a shared vision through meaningful engagement, forming collaborative partnerships and sharing knowledge, building evidence and research, developing capacity and ensuring sustainability for F1000DA.

In recognition that establishing any collaborative partnership is a complex process, particularly in an often changing environment, the process outlined here will be reviewed and regarded as a live document to be strengthened with new learnings.



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### Summary progress checklist

Stage 1 Readiness	Stage 2 Advocate site	Stage 3 Champion site	F1000DA Regional Alliance site
<ul style="list-style-type: none"> <li><input type="radio"/> Is there community willingness to learn more and to participate in F1000DA? Are there potential key community champions?</li> <li><input type="radio"/> Is there understanding and fit with F1000DA values, research approach and structural requirements?</li> <li><input type="radio"/> Is there a defined region/population size/ area that is providing services to Aboriginal and Torres Strait Islander families?</li> <li><input type="radio"/> Is the Lead Agency driving the engagement of stakeholders in a F1000DA partnership, and has it established an Advisory Group?</li> <li><input type="radio"/> Are there linkages with organisations in the region across sectors? Are they likely to support F1000DA?</li> <li><input type="radio"/> Is there an identified position at the Lead Agency to manage the development of the F1000DA Regional Alliance site?</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> Is there quality engagement with Aboriginal and Torres Strait Islander families and community? Have members/Elders been identified to share knowledge of F1000DA?</li> <li><input type="radio"/> Have relationships with partners been formalised to work within and implement the F1000DA Model?</li> <li><input type="radio"/> Is a Regional Alliance Governance Plan and implementation of the Household Survey in process?</li> <li><input type="radio"/> Do identified regional needs fit with the F1000DA approach?</li> <li><input type="radio"/> Has the ethics application to conduct the Household Survey been submitted?</li> <li><input type="radio"/> Is there confidence the necessary funds and workforce can be put in place to lead a F1000DA Regional Alliance site?</li> <li><input type="radio"/> Have Lead Agency staff members attended F1000DA training?</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> Have focus groups with families and community taken place, to inform and involve them in development of the site-specific Household Survey and process of gaining informed consent?</li> <li><input type="radio"/> Are funding and workforce secured to conduct the Household Survey and establish the Regional Alliance site?</li> <li><input type="radio"/> Have Peer Researchers completed their RTO training to conduct the Household Survey?</li> <li><input type="radio"/> Have families been recruited in a meaningful and ethical way, and now completed the Household Survey?</li> <li><input type="radio"/> Is the Advisory Group functioning well, and are partners committed to the final Regional Alliance Governance Plan?</li> <li><input type="radio"/> Is the Proof-of-principle document approved by partners, and submitted to the F1000DA Research Advisory Committee for review?</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> Baseline of Household Survey results established and families recruited to Longitudinal Multigenerational Study</li> <li><input type="radio"/> Families provided with Household Survey results and are engaged directly in developing life plans towards their aspirations</li> <li><input type="radio"/> Aspirations mapped against required service and organisation resources</li> <li><input type="radio"/> F1000DA strategies selected to meet family's aspirations</li> <li><input type="radio"/> Monitoring and evaluation plan is developed</li> <li><input type="radio"/> Regional Alliance Governance Plan reviewed to ensure alignment with family aspirations</li> <li><input type="radio"/> Implementation of strategies proposal reviewed by F1000DA Research Advisory Committee</li> <li><input type="radio"/> Funding and workforce resources secured</li> </ul>
<p><b>Memorandum of Understanding with UoM</b></p>	<p><b>Approved use of F1000DA logo</b></p>	<p><b>Accreditation of F1000DA Regional Alliance site</b></p>	<p><b>Regional Alliance site begins implementation of F1000DA strategies</b></p>

## Stage 1 of establishing F1000DA Regional Alliance site

### Readiness

Stage 1 Readiness	Stage 2 Advocate site	Stage 3 Champion site	F1000DA Regional Alliance site
Key activities to be completed			Output
<b>Creating a shared vision through meaningful engagement</b> <ul style="list-style-type: none"> <li>• Key community members and Elders understand and affirm the value of the F1000DA Model, and potential local community champions identified</li> <li>• Community/organisational willingness and excitement to learn more and participate in F1000DA, and attendance at F1000DA workshop or training</li> <li>• Understanding of, and fit with, the F1000DA values and principles</li> </ul>			Aboriginal and Torres Strait Islander families and communities are engaged throughout Shared commitment and support for F1000DA values and partnership
<b>Forming collaborative partnerships and sharing knowledge</b> <ul style="list-style-type: none"> <li>• Identify a primary organisation willing to drive process to become the Lead Agency of a F1000DA Regional Alliance site, to implement interventions with and across partner organisations in the region</li> <li>• Acknowledgment that F1000DA is an Indigenous-led initiative, in partnership with the University of Melbourne</li> <li>• Establish partnerships with individual organisations to participate in the F1000DA Regional Alliance site</li> <li>• Develop strong process to engage stakeholders in direction and decision making about programs/interventions e.g. establish local Advisory Group, undertake Stakeholder Mapping</li> <li>• Relationship with the First1000DA team at UoM initiated</li> <li>• Building on existing regional linkages or partnerships, and establishing others across sectors, including: government, hospital, primary health, child and maternal health service, early learning, education and training, justice/legal service, housing service, chamber of commerce/entrepreneurial organisation</li> </ul>			Engagement of key stakeholders in a partnership, and local Advisory Group established to guide partnership development Region is defined and services are being provided to Aboriginal and Torres Strait Islander families Dedicated position to manage Regional Alliance site development Formal Memorandum of Understanding with UoM
<b>Building evidence and research</b> <ul style="list-style-type: none"> <li>• Dedicated position recruited to manage partnership development for the F1000DA Regional Alliance site</li> <li>• Capacity to support/engage in research activities e.g. Household Survey</li> <li>• Understand the importance of good evidence and evaluation</li> </ul>			
<b>Developing capacity and ensuring sustainability</b> <ul style="list-style-type: none"> <li>• Capacity to build an Aboriginal and Torres Strait Islander workforce</li> <li>• Self-defined region/population size/area e.g. guided by current working relationships, Aboriginal kinship or family households and births per year</li> <li>• Existing services are provided to the Aboriginal and Torres Strait Islander community in the region</li> <li>• Existing programs can be utilised as relevant activities/interventions for F1000DA, i.e. pre-conception to 2 years</li> <li>• Established Early Learning Centre, and access to an Aboriginal community controlled health organisation</li> </ul>			

## Stage 2 of establishing F1000DA Regional Alliance site

### Advocate site

Stage 1 Readiness	Stage 2 Advocate site	Stage 3 Champion site	F1000DA Regional Alliance site
Key activities to be completed			Output
<b>Creating a shared vision through meaningful engagement</b> <ul style="list-style-type: none"> <li>• Key community members/Elders identified to share knowledge of F1000DA</li> <li>• Quality engagement with Aboriginal and Torres Strait Islander families and community, and an understanding of the issues that affect their lives</li> <li>• Embed shared understanding of F1000DA values in service provision</li> <li>• All organisations involved have a Reconciliation Action Plan</li> </ul>			Draft Regional Alliance Governance Plan ..... Draft Household Survey implementation plan ..... Detailed Stakeholder Mapping .....
<b>Forming collaborative partnerships and sharing knowledge</b> <ul style="list-style-type: none"> <li>• Develop F1000DA Regional Alliance Governance Plan</li> <li>• Develop process to guide implementation of Household Survey in the region</li> <li>• Facilitate F1000DA partnership workshops</li> <li>• Map connections (partners and stakeholders) that will enable F1000DA to be rolled out</li> <li>• Establish ongoing regular partner communication process</li> </ul>			Needs and assets assessment i.e. broad assessment of community profile, capacity and need in the region ..... Ethics application to conduct Household Survey submitted ..... Broad assessment of workforce availability and sourcing options ..... Approval to use F1000DA logo
<b>Building evidence and research</b> <ul style="list-style-type: none"> <li>• Capacity to coordinate and access relevant data</li> <li>• Understanding of community profile, household data and general capacity and needs in the region i.e. assessment of current regional situation</li> <li>• Lead Agency collaborates with UoM in the submission of ethics application to conduct Household Survey</li> </ul>			
<b>Developing capacity and ensuring sustainability</b> <ul style="list-style-type: none"> <li>• Build Aboriginal and Torres Strait Islander workforce, including the following positions:               <ul style="list-style-type: none"> <li>— Peer Researchers recruited from the community to undertake RTO training and employed to conduct Household Survey with families in their own community</li> <li>— Life Coaches to support and mentor Peer Researchers in their role</li> <li>— Regional Implementation Coordinator who will work locally with the Lead Agency to facilitate implementation of Regional Alliance site and F1000DA Model</li> </ul> </li> <li>• Position descriptions will include engagement with UoM and opportunities for staff to attend F1000DA training workshops</li> <li>• Map resources required to establish/lead F1000DA Regional Alliance site</li> <li>• Commit resources for engagement with F1000DA, recruitment of key staff and undertaking the Household Survey</li> </ul>			

## Stage 3 of establishing F1000DA Regional Alliance site

### Champion site

Stage 1 Readiness	Stage 2 Advocate site	Stage 3 Champion site	F1000DA Regional Alliance site
Key activities to be completed			Output
<b>Creating a shared vision through meaningful engagement</b> <ul style="list-style-type: none"> <li>• Focus groups with families and community to inform and involve them in adaption of site-specific Household Survey, the process of gaining informed consent and the role of research</li> <li>• Families recruited in ethical way to complete Household Survey</li> <li>• Committed to family-centred approach and delivering interventions during the first 1000 days timeframe</li> <li>• Committed to family-led decision making</li> </ul>			Community and partners engaged in UoM research activities ..... Funding and workforce resources secured ..... Peer Researchers undertake RTO training .....
<b>Forming collaborative partnerships and sharing knowledge</b> <ul style="list-style-type: none"> <li>• Household Survey implementation process finalised with partners</li> <li>• Facilitate implementation of Household Survey, to ascertain family aspirations in the region</li> <li>• Develop a Proof-of-principle document – that demonstrates the feasibility of F1000DA having positive and practical implications for Aboriginal and Torres Strait Islander families if implemented in the region – for consultation and then submission to F1000DA Research Advisory Committee</li> <li>• Partner consultations and finalisation of Regional Alliance Governance Plan, to formalise relationships, roles and responsibilities between the Lead Agency and key partners of the F1000DA Regional Alliance site, and F1000DA (UoM)</li> </ul>			Household Survey conducted ..... Household Survey analysis underway ..... Proof-of-principle completed for consultation ..... Regional Alliance Governance Plan ..... Policies on authorship, and data management .....
<b>Building evidence and research</b> <ul style="list-style-type: none"> <li>• Engage in/support UoM F1000DA research activities e.g. collaborate on survey analysis; participate in Masters/PhD student projects; contribute to/co-author publications</li> <li>• Staff training in data sovereignty and using evidence</li> <li>• UoM begins analysis of Household Survey results</li> </ul>			Research Advisory Committee reviews Proof-of-principle ..... F1000DA Council approves accreditation of F1000DA Regional Alliance site
<b>Developing capacity and ensuring sustainability</b> <ul style="list-style-type: none"> <li>• Funding and workforce secured to establish a Regional Alliance site and conduct Household Survey</li> <li>• Policy developed on authorship/Intellectual Property arrangements between partners and with UoM</li> <li>• Data management policy developed</li> <li>• Peer Researchers recruited and undertake F1000DA (RTO) training to implement Household Survey</li> <li>• Supervision provided to Peer Researchers e.g. by Life Coaches</li> </ul>			

## Stage 4 of establishing F1000DA Regional Alliance site

### Accredited F1000DA Regional Alliance site

Stage 1 Readiness	Stage 2 Advocate site	Stage 3 Champion site	F1000DA Regional Alliance site
<b>Key activities to be completed</b>			<b>Output</b>
<b>Creating a shared vision through meaningful engagement</b>			Baseline of Household Survey results established
<ul style="list-style-type: none"> <li>Families provided survey results and engaged in feedback process and clarification of results</li> <li>Families engaged directly in developing life plans with Life Coaches towards reaching their aspirations</li> <li>Families invited to participate in longitudinal F1000DA study</li> </ul>			Families recruited to F1000DA longitudinal study
<b>Forming collaborative partnerships and sharing knowledge</b>			Aspirations mapped against service, resource and organisation requirements
<ul style="list-style-type: none"> <li>Aspirations revealed in Household Surveys mapped against services, resources or interventions/strategies required to meet them</li> <li>Consultation with existing partners on how they can contribute knowledge and resources to meet family aspirations, and which F1000DA strategies can be utilised in the region</li> <li>Establish new connections with organisations as determined by family aspirations and needs</li> <li>Review Regional Alliance Governance Plan to ensure alignment with family aspirations</li> <li>Develop implementation proposal for submission to F1000DA Research Advisory Committee, including an outline of how any adaptation will be balanced with maintaining core fidelity to F1000DA strategies</li> </ul>			F1000DA strategies selected to meet aspirations
<b>Building evidence and research</b>			Monitoring and evaluation plan
<ul style="list-style-type: none"> <li>Feedback from families guides research</li> <li>Household Survey results form a baseline for F1000DA longitudinal study</li> <li>Process/training to ensure fidelity to F1000DA, including annual report</li> <li>Monitoring of implementation activities and evaluation plan developed with UoM – ongoing review to understand what does and doesn't work</li> <li>Data coordination and ownership arrangements in place for ongoing monitoring and evaluation</li> <li>Continue to engage in/support UoM F1000DA research activities</li> </ul>			Regional Alliance Governance Plan reviewed
<b>Developing capacity and ensuring sustainability</b>			Implementation proposal reviewed by F1000DA Research Advisory Committee
<ul style="list-style-type: none"> <li>Assessment made of workforce requirements to implement F1000DA activities/ interventions to meet aspirations</li> <li>Life Coaches recruited to facilitate development of life plans with families to meet aspirations</li> <li>Required funding is secured for: developing/adapting interventions to meet family aspirations; identified key implementation positions</li> </ul>			