

Service Specification

Specification Title: Childcare and protection services

Specification Number: SP3.3 Provision of childcare and protection services

1 Background

1.1 Population or community need

The South African society is plagued by high levels of violence and it is no surprise that children also face a substantial amount of violent experiences in their lives, despite the strides made by the country regarding care and protection of children. Exposure to violence and a host of abuses are experienced by children across multiple settings where childhood is spent. These settings include the home and family, schools, care and justice systems as well as in the community. Owing to its mandate, the National Department of Social Development (DSD) as the guardian of all children, will fund childcare and protection programmes and services targeting children, parents/ care givers, families, community members, traditional and religious leaders.

1.2 Population- and community-level outcomes or results

The envisaged outcomes are that:

- all children in South Africa grow up in an environment that is safe from violence, abuse, neglect, abandonment and exploitation (child trafficking, child labour, commercial sexual exploitation of children, online safety of children, child marriages and forced child marriages).
- the communities are protecting children from all forms of maltreatment through working with civil society and government in the development and management of accessible, integrated and coordinated services including focus on prevention and early intervention services based on an inter-sectoral approach.

2 Service overview

2.1 Description and objectives of the service

All children in South Africa live in safe and nurturing families, communities and societies which enable and support their survival, growth and development to their full potential.

Funding will be considered in line with the following **Objectives:**

OBJECTIVE 1:

Facilitate implementation of child protection services in accordance with the Children's Act, 38 of 2005

OBJECTIVE 2:

Strengthening of reporting violence, child abuse, neglect, abandonment and exploitation cases and the implementation of Prevention and Early Intervention Programmes in accordance with the Children's Act 38 of 2005.

OBJECTIVE 3.

Intersectoral and multi-disciplinary collaboration amongst all child protection stakeholders on a national, provincial and local level.

OBJECTIVE 3.

Database on reported violence, child abuse, neglect, abandonment and exploitation cases in place.

2.2 Components of the service / activities

Below are the activities aligned to the Objectives listed in 2.1 above.

Objective	Activities	Financial Year/s
<p>OBJECTIVE 1. Facilitate implementation of child protection services in accordance with the Children’s Act, 38 of 2005.</p>	<p>1.1 Conduct screening and assessment of children that may be in need of care and protection and develop intervention plans, factoring permanency planning.</p> <p>1.2 Screen prospective alternative caregivers (e.g. temporary safe care, prospective foster parents).</p> <p>1.3 Conduct investigations and compile form 38 reports with recommendations and the required documentation for submission to the Children’s Courts.</p> <p>1.4 Present the reports to the Children’s Courts.</p> <p>1.5 Provide intervention services to children placed in alternative care (temporary safe care, foster care and CYCCs).</p> <p>1.6 Provide supervision services.</p> <p>1.7 Compile reports for submission to the Children’s Courts to extend the alternative care orders when they are due to lapse.</p> <p>1.8 Provide reunification services.</p> <p>1.9 Prepare children in alternative care for independent living.</p> <p>1.10 Children placed in alternative care and supervision services rendered.</p> <p>1.11 Children reunified with their families.</p> <p>1.12 Provide debriefing and trauma counselling sessions on incidences of violence, emergencies or disaster cases emanating from the impact of large scale and “High profile” incidences of violence, emergencies or disasters.</p>	<p>2024/25 – 2026/27</p>

<p>OBJECTIVE 2: Strengthening of reporting violence, child abuse, neglect, abandonment and exploitation cases and the implementation of Prevention and Early Intervention Programmes in accordance with the Children’s Act 38 of 2005.</p>	<p>2.1 Ensure proper identification, assessment, reporting, referral and intervention of cases.</p> <p>2.2 Conduct awareness raising sessions with stakeholders, community members and traditional and religious leaders on reporting of cases.</p> <p>2.3 Facilitate, mobilize communities and implement Prevention and Early Intervention Programmes on child care and protection.</p>	<p>2024/25 – 2026/27</p>
<p>OBJECTIVE 3. Intersectoral and multi-disciplinary collaboration amongst all child protection stakeholders on a national, provincial and local level.</p>	<p>3.1 Collaborate and implement with respective government departments and stakeholders on child protection services and programmes.</p> <p>3.2 Participate and contribute in the Child Protection Forums at all levels and provide inputs on policies, legislation, strategies, and guidelines.</p>	<p>2024/25 – 2026/27</p>
<p>Objective 4: Database on reported case of violence, child abuse, neglect, abandonment and exploitation in place.</p>	<p>4.1 Maintain quarterly database of all reported child protection cases.</p> <p>4.2 Form 22s and 23s completed and reported to National Child Protection Register.</p> <p>4.3 Analyse statistical data on child protection services on a quarterly basis and compile a report on the analysis of statistical data on child protection services at all levels of interventions, early intervention, statutory and after care (rehabilitation, reunification, reintegration).</p>	<p>2024/25 – 2026/27</p>

Description of the beneficiaries to be served or service users

Children, parents/ care givers, families, community members, child protection stakeholders, traditional and religious leaders.

2.3 Geographic coverage of the service

In all Districts and local municipalities in the country

Objectives	Geographical Areas	Target year/s
OBJECTIVE 1 (as above)	In all districts and local municipalities in the country	All provinces over 3 years
OBJECTIVE 4 (as above)	In all districts and local municipalities in the country	All provinces over 3 years
OBJECTIVE 2 (as above)	In all districts and local municipalities in the country	All provinces over 3 years
OBJECTIVE 4 (as above)	In all Districts and local municipalities in the country	All provinces over 3 years

2.4 Time-related elements applicable to the service

Normal working hours apply.

3 Staffing requirements

Staffing levels	Adequate personnel to implement the above listed objectives
Qualification of staff	Social workers and social service professionals registered as such in terms of the Social Service Professions Act, 1978 (Act 110 of 1978)
Experience of staff	<ul style="list-style-type: none"> - Minimum of five years in the field of child care and protection. - Thorough knowledge and experience in the implementation of the Children’s Act, 38 of 2005. - Knowledge and experience in the implementation of prevention and early intervention programmes.
Required accreditations or registrations	<p>Registration with the South African Council for Social Service Professions.</p> <p>Officials implementing programmes screened against Part B of the Child Protection Register</p>

4 Quality and compliance requirements


<ul style="list-style-type: none"> - Registered as an NPO in terms of Non-Profit Organisations Act, 1997 and compliant with its provisions. - Designated as a Child Protection Organisation as required by the Children’s Act, 2005 - Proper governance and management structures and practices in place. - Compliance in terms of previous funding criteria. - Demonstrate the necessary capability and understanding to provide services according to the Children’s Act, 2005 minimum norms and standards for child care and protection services (i.e. officials implementing programmes be screened against Part B of the Child Protection Register). - No previous history of serious financial mismanagement issues or non-compliance with the minimum norms and standards for services previously delivered, and - Have a bank account in the name of the entity.

5 Key performance indicators

OUTPUT INDICATORS	BENEFICIARY-LEVEL OUTCOMES INDICATORS
<p>Objective 1: Facilitate implementation of child protection services in accordance with the Children’s Act, 38 of 2005.</p> <ul style="list-style-type: none"> - Number of children assessed. - Number of screened prospective alternative caregivers (e.g. temporary safe care, prospective foster parents) - Number of children placed in alternative care – Foster care, CYCCs and Temporary Safe Care. - Number of alternative care children with valid orders - Number of alternative care children who received intervention services. - Number of supervision services rendered for children placed in – 	<p>Identified needs for children in need of care.</p> <p>Prospective alternative caregivers empowered.</p> <p>Increase in number of children placed under alternative care, CYCCs and Temporary Safe Care.</p> <p>Increase in the number of children with valid orders and received intervention services.</p> <p>Increase in number of supervision services for children in foster care, CYCC and Temporary Safe Care.</p>

<p>(1) Foster Care, (2) CYCCs (3) Temporary Safe Care.</p> <ul style="list-style-type: none"> - Number families supported with reunification services. - Number of children in alternative care prepared for independent living - Number of debriefing and trauma counselling sessions on incidences of violence, emergencies or disaster cases emanating from the impact of large scale conducted. - Number of “High profile” incidences of violence, emergencies or disasters intervened. 	<p>Increase in number of children reunified with their families.</p> <p>Empowered children who are prepared for independent living.</p> <p>Increased awareness on incidences of violence, emergencies or disaster cases emanating from the impact of large scale conducted.</p> <p>Increase in addressing high profile incidences of violence, emergencies and disasters.</p>
<p>Objective 2: Strengthening of reporting violence, child abuse, neglect, abandonment and exploitation cases and the implementation of Prevention and Early Intervention Programmes in accordance with the Children’s Act 38 of 2005.</p> <ul style="list-style-type: none"> - Proper identification, assessment, reporting, referral and intervention of cases undertaken. - Number of awareness raising sessions with child protection stakeholders on reporting of cases abuse, neglect, abandonment and exploitation conducted. - Number of Prevention and Early Intervention Programmes on child care and protection facilitated. - Number of communities mobilised on the implementation Prevention and Early Intervention Programmes on child care and protection. 	<p>Increased awareness of community members, traditional and religious leaders on reporting of cases.</p> <p>Empowered communities that implement Prevention and Early Intervention Programmes on child care and protection.</p> <p>Number of Prevention and Early Intervention Programmes on child care and protection implemented.</p>
<p>Objective 3: Intersectoral and multi-disciplinary collaboration amongst all child protection stakeholders on a national, provincial and local level.</p> <ul style="list-style-type: none"> - Number of child protection services and programmes collaborated and implemented with government departments and other child protection stakeholders. - Number of Child Protection Forums attended at National level. 	<p>Improved collaboration on a number of child protection services implemented with government departments and child protection stakeholders.</p>

<ul style="list-style-type: none"> - Number of Child Protection Forums attended at provincial level. - Number of Child Protection Forums attended at district/regional level. - Number of Child Protection Forums attended at local level. 	
<p>Objective 4: Database on reported case of violence, child abuse, neglect, abandonment and exploitation in place.</p> <ul style="list-style-type: none"> - Database of all reported child protection cases maintained on a quarterly basis. - Number of Form 22s completed and sent to Provincial DSD. - Number of Form 23s completed and sent to Provincial DSD. - Statistical data on child protection services analysed on a quarterly basis and provide and a report compiled on the analysis of statistical data on child protection services at all levels of interventions, early intervention, statutory and after care (rehabilitation, reunification, reintegration). 	<p>Improved data collection of reported cases.</p> <p>Improved analysis of child protection services per level of intervention to identify trends and where services are needed most.</p>

SIGNATURE: 

Signed by : NELISWA CEKISO

Designation : ACTING CHIEF DIRECTOR CHILD PROTECTION

Date : 07/07/2023

I declare that the service as outlined on the specifications are not the APP targets of the Department.

Part C

Evaluation Criteria

1 Mandatory compliance criteria

1.1 Applicant eligibility criteria

In performing the eligibility review, the Department will determine whether each NPO or entity submitting a Proposal meets the following eligibility criteria (*as per the Advert*):

- NPOs must be registered in terms of the Non-Profit Organisations Act, No. 71, 1997 and must be constituted to operate at a national level, and proof of registration and areas where it operates must be included in the Proposal.
- Companies must be registered in terms of the Companies Act, No. 71 of 2008. This registration must be current, and proof of the validity of the registration must be included in the Proposal (*where applicable*).
- The NPO or entity must be registered or have at least a conditional registration in the case where it is providing or planning to provide services where registration is a legislative requirement. Specifically for this service specification, organizations must be designated as Child Protection Organizations as set out in the Children's Act, 2005. This registration must be current, and proof of the validity of the registration must be included in the Proposal.

1.2 Administrative compliance criteria

ADMINISTRATIVE COMPLIANCE CRITERIA	REQUIRED SUPPORTING DOCUMENTATION
<p>The NPO or other entity must have a bank account in the name of the entity</p>	<p>A Declaration of NPO or Other Entity Bank Account Details – signed and stamped by the relevant bank – confirming the details of the bank account in the format prescribed in the Application Form (<i>the declaration must be dated less than three (3) months from the closing date for submitting the proposals</i>)</p> <p>OR</p> <p>A confirmation letter from the relevant NPO or other entity’s bank – signed and stamped by the bank – detailing:</p> <ul style="list-style-type: none"> • The name of the NPO or other entity; • The banking details of the NPO or other entity; • The company registration number, if applicable; and • The fact that the bank account is active. <p>The confirmation letter must be dated less than three (3) months from the closing date for submitting the proposals</p>
<p>The NPO or other entity must have the financial management and internal control systems applicable to the entity in place</p>	<p>An NPO or Other Entity Declaration regarding Financial Management and Internal Control Systems in the format provided in the Standard Application Form – completed correctly and signed by an authorised representative of the NPO or other entity</p>

ADMINISTRATIVE COMPLIANCE CRITERIA	REQUIRED SUPPORTING DOCUMENTATION
<p>Funding applications must include the NPO or other entity's financial statements in respect of the previous financial year</p>	<p>An NPO or other entity with annual revenue/income that is less than R 500 000 (i.e. an emerging entity) must submit at least its prior year <i>Annual Income and Expenditure Statement</i> in the format provided in the Application Form</p> <p>An NPO or other entity with annual revenue/income that is equal to or more than R 500 000 but less than R 2 million (i.e. small entity) must submit at least its prior year Annual Financial Statements that have at least been compiled¹ by an independent compiler²</p> <p>An NPO or other entity with annual revenue/income that is equal to or more than R 2 million but less than R 10 million (i.e. a medium entity) must submit at least its prior year Annual Financial Statements that have at least been independently reviewed by a registered reviewer³</p> <p>An NPO or other entity with annual revenue/income that is equal to or more than R 10 million (i.e. a large entity) must submit at least its prior year audited Annual Financial Statements by a registered independent auditor⁴.</p>
<p>The NPO or other entity must submit the proposal in the format required by the Department using the application form prescribed by the Department</p>	<p>The official Standard Application Form – with Parts A, B and C completed and signed accordingly by the NPO or other entity</p> <p>Any additional supporting documentation required in the Standard Application Form</p>

¹ 'reviewed' has the same meaning as in regulation 29(4)(d) of the Companies Regulations and must be distinguished from 'audited'

² Independent Compiler of Annual Financial Statement: An registered external accountant/ bookkeeper/ auditor may compile and sign off the annual financial statements.

³ Independent reviewer of Independently Reviewed Annual Financial Statements: Only registered independent reviewers may sign off the annual financial statements.

⁴ Registered auditor of Audited Annual Financial Statements: Only registered auditors may sign off the annual financial statements.

2 Technical criteria

TECHNICAL CRITERIA	KEY QUESTIONS TO BE CONSIDERED
Organisational, administrative capacity	<p>Does the NPO or other entity have a Board of Directors, Board of Trustees or Management Committee?</p> <p>Does the Board of Directors, Board of Trustees or Management Committee meet? If yes, how often?</p> <p>Does the NPO or other entity have the necessary financial management and internal control systems in place to manage the transfer funding?</p> <p>Click or tap here to enter key questions to be considered.</p>
Technical skills and experience	<p>Does the NPO or other entity have the appropriate professionals – with the necessary technical competencies – to provide the services specified in the Service Specification?</p> <p>Have these professionals delivered projects, programmes or other interventions with a similar technical scope to the scope described in the Service Specification?</p> <p>Click or tap here to enter key questions to be considered.</p>
Proven track record of rendering the required services	<p>Does the NPO or other entity currently deliver, or has it delivered, in the past, a project, programme or other intervention with a similar scope to the scope described in the Service Specification?</p> <p>Click or tap here to enter key questions to be considered.</p>
Responsiveness of the proposal to the requirements of the Service Specification	<p>Does the Proposal demonstrate a good understanding of the problems that the services described in the Service Specification seek to address?</p> <p>Is the location of the project, programme or other intervention proposed by the NPO or other entity accessible to the target beneficiaries?</p> <p>Considering the nature of the services to be delivered to the target beneficiaries, will the activities documented in the Proposal facilitate the achievement of the results (i.e. outputs and beneficiary-level outcomes) described in the Service Specification?</p> <p>Click or tap here to enter key questions to be considered.</p>
Click or tap here to enter criteria.	<p>Click or tap here to enter key questions to be considered.</p>