



Engagement and Costing Framework for Reconciliation Action Plans (RAPs)



Purpose

This framework outlines the protocols, processes, and cost structures for engaging the Bunurong Land Council Aboriginal Corporation (BLCAC) in the development, review, and implementation of Reconciliation Action Plans (RAPs).

The Community Engagement and Development Officer is your key contact, responsible for:

- © Coordinating all RAP related engagements.
- © Ensuring cultural protocols and Bunurong Traditional Owner priorities are embedded in the process.
- © Managing consultations with Bunurong Elders and Members.
- © Overseeing project governance to ensure respectful, meaningful, and impactful RAP outcomes.

Our approach is grounded in Bunurong self-determination, cultural safety, and respect for Country and community, ensuring that RAPs move beyond tokenism into genuine, measurable reconciliation actions.

Collaboration & Engagement

We support organisations through all RAP stages: Reflect, Innovate, Stretch, and Elevate. Engagement includes:

- © RAP Development & Co-Design
 - © Aligning council and organisational RAP commitments with Bunurong aspirations across Bunurong Biik (Country).
 - © Supporting culturally safe and respectful engagement processes from inception to implementation.
 - © Bunurong Elders/Members Participation
 - © Providing opportunities for Bunurong Elders and Members to review and provide feedback on draft RAPs.
 - © Facilitating their participation in RAP Advisory Groups or committees.
-

Consultation Protocols

All RAP engagements are guided by BLCAC's cultural consultation protocols:

- © Cultural Authority
 - © Led by Bunurong Traditional Owners and Members, coordinated by the Community Engagement and Development Officer.
 - © Timeframes
 - © Submit an "Engagement Proposal" 1–2 weeks before project commencement with background, scope, and intended outcomes.
 - © Reciprocal Relationships
 - © Engagements must be co-designed, culturally safe, and support long-term partnerships.
 - © Respect for Intellectual Property
 - © All cultural knowledge, data, and materials stay the intellectual property of Bunurong community members & BLCAC.
-

Collaboration and Engagement must be:

- © Early – involve BLCAC from the initial scoping stage.
 - © Genuine – clearly define how Bunurong input will influence the RAP.
 - © Ongoing – maintain consistent communication throughout the RAP process.
-

Costing Protocols

All services are charged at fair, transparent rates that reflect the time, knowledge, and cultural authority of Bunurong Elders, Community Members, and Staff.

Service Type - Cost Description Indicative Fee (excl. GST)	
BLCAC RAP Consultation	Indicative Starting Fee (ex. GST)
Step 1. Project Inception Meeting Initial meeting to scope goals and align with Bunurong aspirations.	\$1,500
Step 2. RAP Update Meeting Review and input into draft RAP progress	\$1,500
Step 3. Final Update Meeting Feedback on near-final RAP draft	\$1,500
Bunurong Community Participation & Consultation	
Bunurong community member participation and consultation.	\$500 per meeting
Bunurong Elder participation and consultation.	\$850 per meeting
Document Review	
(< 500 words) Feedback and cultural review	\$550
(501–2,500 words) Feedback and cultural review	\$2,750
(> 2,500 words) Contact Community Engagement & Development Officer for quote	POA

Project Governance

- © The Community Engagement and Development Officer acts as the RAP Engagement Lead to manage stakeholder’s relationships.
- © Regular progress updates to ensure alignment with Bunurong values.
- © Encourage open and honest communication from the start.

Governance & Oversight

- © Cultural Governance.
- © Oversight by Bunurong Traditional Owners and Community Members.
- © Right to decline engagement if cultural safety or adequate notice is not met.

Accountability

- © Stakeholder agreements outlining mutual commitments.
- © Reporting on reconciliation impacts and community benefits.

Next Steps for Engagement

- © **Contact BLCAC via Booking** - a project inception meeting with the Community Engagement & Development Officer: Book Here – <https://form.jotform.com/251031233038038>
- © **Select** ‘CVRU – Reconciliation Action Plan’ or ‘CVRU – Community Development & Engagement Meeting.’
- © **RAP Inception Meeting** - Define project scope, timelines, and Bunurong aspirations.
- © **Engagement Proposal** - Receive a tailored proposal including scope, costs, and protocols.
- © **Formal Agreement**
- © **Sign** an engagement agreement detailing commitments and deliverables.
- © **Ongoing Partnership**
- © **Collaborate** through RAP implementation and review stages.

Contact Us:

© Community Engagement & Development

Subject:

© RAP Engagement Request [Stakeholder/Project Name]

Email:

© rap.engagement@bunuronglc.org.au

Phone:

© (03) 9695 5458