



Autism Behavioural Intervention Queensland Inc.

Funded by



Gambling

Community Benefit Fund

Queensland Government

Business Plan

2007 - 2008

Approved by the
ABIQ Management Committee
at the 2007 Annual General Meeting

Prepared by

AGILEWAY

Background

The purpose of the business plan is to provide the necessary focus for ABIQ's activities for the period 2007–2008 and beyond. The plan had been developed with specific reference to the "objects" of the ABIQ Constitution (see Appendix A).

The Queensland Government's Gambling Community Benefit Fund (GCBF) provided funding in June 2007 for a project to review and streamline ABIQ's strategic business activities and administrative processes. The project included a survey of ABIQ members to determine their views on ABIQ and the services it provides. The findings of the survey have been used in the development of this business plan.

Achievements in 2006-07

The following targets were achieved in the previous 12 month period (September 2006 and August 2007):

- ABIQ membership has been increased to over 450.
- Eight educational events were conducted during the period. This included the ARMS Global Autism Conference held in October 2007. A total of 1,080 persons (including parents, professionals, teachers, teacher aides, home therapists and carers of children with autism) attended the events. These events were offered to ABIQ members free of charge or at very affordable rates.
- The ABIQ website has been upgraded during the year with the introduction of videos of the ARMS Global Autism Conference free of charge via video streaming mode. Around 40,000 visitors visit the site on a monthly basis.
- During the 12 month period, the ABIQ office attended to 1,184 telephone inquiries and 5,535 letters and emails.
- ABIQ provides an extensive library of autism-related books and educational toys for intervention programs. During the period, over \$13,000 was spent to add to the library.
- Quarterly newsletters and other autism awareness brochures were published
- Regular support group meetings were held in three locations in Brisbane and Sunshine Coast
- Organised a Christmas party, attended by 42 children and their parents.
- Maintained the home therapist register to help parents with their home-based Applied Behaviour Analysis (ABA) programs.
- Maintained its services to regional Queensland, including the availability of the telephone number "1300 ABIQLD" for regional members to call ABIQ at the cost of a local call.

Business activities for 2007-08

Business activities have been grouped into three areas as follows:

A. Continuation of existing services

1. Organise relevant autism-related seminars and workshops to meet the training needs of client groups
2. Provide support (telephone & face-to-face) to parents, carers and others
3. Organise Christmas party
4. Publish and distribute quarterly newsletters and other autism awareness brochures
5. Raise awareness of autism and early intervention through seminars, brochures and updated information on the website
6. Maintain and update library resources
7. Organise support group meetings, especially for family member

B. Activities during 2007-08

1. Plan and organise the 2008 ARMS Global Autism Conference
2. Organize activities to publicise and promote ABIQ services to regional members e.g. newsletter and website reminders, information sessions in Toowoomba, Gold and Sunshine Coast
3. Encourage and facilitate networking amongst family members
4. Set up Frequently Asked Question (FAQ) on website
5. Reactivate and publicise mentoring program for families experienced in ABA to contact and help beginners
6. Introduction of computer technology in the office administration system, including:
 - maintenance and renewal of membership database
 - correspondence through membership database
 - logging of inquiries and correspondence
7. Set up system in ABIQ office to update website data more promptly, regularly and efficiently
8. Improve ease of accessibility of library resources via ABIQ website
9. Succession planning for management committee
10. Share and distribute workload amongst members

C. Long term projects for completion in 2012

1. Lobby for or assist members to seek Government support of early intervention programs
2. Form partnership with Universities to promote interest in, and knowledge of, autism and early intervention programs, particularly ABA. The goal is to have students available to help with home-based ABA program.
3. Informal support for families of older children with ASD
4. Provide support:
 - to help with the process of integrating the home-based intervention program with mainstream schooling,
 - to help with the transition process between schools or levels therein, and
 - to help educate school staff.
5. Seek feedback from members and implement appropriate changes to improve member services

Budget for 2007- 08

Revenue		
Membership fees	\$ 5,000	
From reserves, surplus from educational events, sponsorship, donations or grants	\$68,500	
Total revenue		\$73,500
Operating expenses		
Support services wages (excl. wages for special events e.g. conference)	\$25,000	
Purchase of autism-related resources	\$20,000	
Office rental	\$15,000	
Insurance	\$ 2,500	
Office expenses	\$ 5,000	
Replacement of office equipment	\$ 3,000	
Christmas party	\$ 3,000	
Total expenses		\$73,500

Note: This plan refers to the business activities but does not elaborate on how to achieve them. The management committee will manage the process, including:

- managing within the budget;
- conducting educational activities on a cost recovery basis;
- applying for suitable grants (e.g. purchase resources); and
- seeking sponsorships or donations to supplement operational cost.

Appendix A

OBJECTS UNDER ABIQ'S CONSTITUTION

The principal objects for which the Association is established are:

- (a) To increase the number of Applied Behavioural Analysis (ABA) Clinical Directors, Program Supervisors, and Tutors. To ensure ABA programs are made more accessible for families.
- (b) To assist and provide support for autistic children to integrate into a regular school environment after a period of intensive Applied Behavioural Analysis (ABA) therapy, depending on the child's readiness.
- (c) To support and train parents to assist them in carrying out programs and activities at home for autistic children so as to provide continuity between home and school.
- (d) To provide and train staff, including teachers and "shadows" to conduct the programs to help the autistic child reach his or her maximum potential.
- (e) To encourage a team working environment for all concerned in the development of the autistic child.
- (f) To recognise the need and provide for close links with the existing education system to facilitate the integration of children with Autism, and to encourage and assist the interaction of ABA tutors with teachers and other care providers.
- (g) To promote, assist and contribute to research programs with organisations with objects consistent with the objects for which this Association is established.
- (h) To liaise and consult with any other organisation possessing like aims and objects.
- (i) To do all such things as are incidental or conducive to the attainment of these objects.