



Grant information and application guidelines

The [Domestic and family violence prevention strategy 2016–2026 \(PDF\) \(or DOCX\)](#) (the Strategy) is a vehicle to drive change across all sectors of the Queensland community. The strategy sets the direction for collaborative action to end domestic and family violence (DFV) in Queensland, encouraging partnerships between the government, community and business. The strategy also continues to build on the effective work already being done by the specialist DFV support sector to address DFV.

Under the Fourth Action Plan of the Strategy, the Queensland Government has committed to enhanced integrated support for the complex and diverse needs of women experiencing DFV who are also experiencing or at risk of homelessness. The DFV Rent Assist Brokerage grant program will distribute over \$2.5m across the integrated service system to respond to this need.

Purpose of the grants

The purpose of the DFV Rent Assist Brokerage grant program is to provide specialist DFV support services with the financial resources to assist victim-survivors with complex needs to secure and maintain housing.

Funding available

The funding available is one-off funding only. It provides up to \$50,000 (excluding GST) per applicant organisation. A total allocation of \$2,550,000 (ex GST) will be made available through this grant round.

Organisations may submit one (1) application. Successful applicants may be offered full or partial grant funding.

Go to our grants page at www.qld.gov.au/DFVHousingGrants

Follow the links to the application form.

Indicative timeframes

Stages of the grant process	Timeframe
Applications open	October 2023
Applications close	16 November 2023
Grant Administration (i.e. eligibility checks, assessment, moderation and approvals)	November – December 2023
Applicants notified of outcome	As soon as possible
Reporting	June 2024

Use of funding

The targeted use of brokerage funds can assist to support people at risk of homelessness and who are experiencing DFV to access or maintain independent accommodation by addressing the issues that put them at risk of homelessness or prevent them from accessing accommodation.

Brokerage funds are administered in the context of specialist support. Brokerage funding is to be used in such a way as to be responsive, flexible and tailored to client needs for expenses that are considered essential to achieve client outcomes. The purchase of white goods or the payment of rent, rent arrears, rental bonds, or water bills may be sufficient to meet a client's immediate housing needs.

Organisations should ensure that interventions purchased with brokerage funds are assessed and negotiated in collaboration with the client; and some level of assessment and planning is put in place prior to, or concurrent with, the use of brokerage funds.

Brokerage funds are to be used as cost effectively as possible. When deciding to commit brokerage funds, consideration is given as to whether the intended expenditure is the best use of resources to meet identified client outcomes. Priority should be given to clients for whom the use of brokerage funds is critical to achieve identified outcomes. Prior to using brokerage funds, alternative options, that may be less expensive or free, should also be explored. Brokerage and specialist support should be provided in the context of service delivery that is integrated with the wider service system.

Organisations are required to utilise policy and procedures for managing demand for brokerage funding, including clear eligibility requirements and assessment processes based on the principles outlined in these guidelines.

Eligibility

To be eligible for this grant, applicants must be an incorporated, not-for-profit, community sector organisation (as defined by the Australian Charities and Not-for-profit Commission ([ACNC](#))).

Applicants must also:

- be based in Queensland; **AND**
- have no outstanding financial accountability, service delivery or performance issues for funding provided by the Queensland Government; **AND**
- Only an authorised representative of the eligible organisation may submit a grant application in the SmartyGrants system. All correspondence from the department will be with the authorised representative of the eligible organisation.

How eligibility will be assessed:

You will need to provide:

- an Australian Business Number (ABN) on your application form; **OR**
- a copy of your government-issued certification of incorporation or other incorporation documentation, to demonstrate the not-for-profit status of your entity.

The Department of Justice and Attorney-General (DJAG) may also assess any outstanding financial accountability, service delivery or performance issues relating to any previous funding issued by the department, or the former Department of Child Safety, Youth and Women.

The department may contact you during the assessment process to request:

- a copy of your most recent Audited Financial Statement;
- clarification of the information provided; or
- that you provide further details.

How grant applications will be assessed

Eligible applications will be assessed against the following selection criteria:

Selection Criteria	Description
SC1: Existing Service provider	<p>Selection Criteria 1 identifies the funding status of your organisation and whether you are currently funded to provide support to victim/survivors of domestic and family violence.</p> <p>Tell us what type of service you deliver, the purpose of the service and the funding source for the service. You will be asked to provide your current contract number/s, and you can also provide explanatory notes.</p>
SC2: Capacity to effectively manage brokerage funds	<p>Selection Criteria 2 explores your capacity to effectively manage distribution of brokerage funds in a manner consistent with the Human Services Quality Framework.</p> <p>Please provide your organisation's policy and procedure demonstrating:</p> <ul style="list-style-type: none">• sound governance and management systems that maximise outcomes for stakeholders;• sound eligibility checks and processes that facilitate service access while balancing relative client need and available resources;• that you assess the needs of the individual and aim to appropriately address those needs within the capacity of the resources you have to offer. <p>These principles are drawn from the Human Services Quality Framework which can be found at this link: Human Services Quality Framework - Department of Child Safety, Seniors and Disability Services (cyjma.qld.gov.au)</p>
SC3: Operating within an integrated service system	<p>Selection Criteria 3 explores your capacity to operate within the broader service system and how you assist victim/survivors to link with other resources available through other organisations. Describe your links to the housing service system and the referral pathways and complimentary services that you typically utilise to assist your clients to secure housing.</p> <p>For example, what is the source of incoming referrals? How do you connect clients with products available to help them access housing such as bond loans, rent assistance or tenancy advice?</p>

Other considerations

In the selection process, the department will also consider the geographical spread of the funding across Queensland.

How to apply

1. Carefully read the Guidelines (this document);
2. Contact the department via email on wsvp@justice.qld.gov.au to request a call to discuss any queries; and
3. Submit an electronic application through the SmartyGrants website. Go to our grants page at www.qld.gov.au/DFVHousingGrants and click the link to the application form. Please ensure:
 - a. all sections are completed;
 - b. any supporting documentation is attached; and
 - c. the application is approved by an officer that is legally authorised to enter into contracts on behalf of the applicant organisation, according to the organisation's constitution or as bound by law.

Please note:

- Organisations may submit only **one (1) application under each grant round**.
- Late applications will not be accepted.
- Email applications will not be accepted.
- Applications that are incomplete after the closing date will not progress to the assessment stage.

Requirements

Should your application for grant funding be successful, you will be required to enter into a short form service agreement with the department prior to grant funds being released.

You will also be required to complete an activity report summarising how the funding was used.

Contact details

All enquiries regarding the grant program should be directed by email to wsvp@justice.qld.gov.au.

Contact officers can provide clarification of the application guidelines; however, they cannot provide advice on the merits of individual proposals.