



Safe Places Emergency Accommodation Program

Questions and Answers

This document sets out questions and answers on the following topics:

- [Program Scope](#): what types of proposals will be considered
- [Funding Scope](#): how much funding is available, and what will be funded
- [Additional investment](#): expectations and types of funding
- [Eligibility criteria](#): clarification on what applications must meet to be considered for funding
- [Assessment criteria](#): what information you should bring forward to have a competitive proposal
- [Locations](#): what information you need to provide to demonstrate need for your proposed site
- [Support from state and territory governments](#): state and territory government commitments
- [Budget](#): what should be included in the budget, which is part of the detailed project plan
- [Reporting](#): obligations on successful applicants
- [Ownership of the emergency accommodation](#): clarification on who can own the property
- [Application period](#): grant round dates and treatment of late applications
- [Application process](#): how your application will be assessed
- [Further information](#): who to contact if you have a question not covered in this document

Program scope

1. Can I deliver my proposal in any location?

Emergency accommodation should be delivered where there is an unmet need for emergency accommodation. Applicants must demonstrate the high-unmet demand in their proposed priority location, and the potential impact of delivering emergency accommodation in the location.

2. What is the definition for crisis accommodation?

Definitions for emergency or crisis accommodation differ across jurisdictions. While some women and children will return to their home within a week, as it is safe to do so, on average, it is expected that women and children experiencing domestic and family violence will have transitioned to other accommodation within three months.



3. Will funding be considered for applications that seek to house perpetrators?

Applications which provide accommodation for perpetrators will be considered if they create additional safe places for women and children experiencing domestic and family violence. These applications would need to be brought forward alongside appropriate safe at home programs for women and children.

4. Can I use this funding to purchase a dwelling?

Yes, Safe Places grants can be used to purchase a dwelling where it will create additional safe places. The application needs to demonstrate why the site for the emergency accommodation is suitable for women and children experiencing domestic and family violence.

5. Can I use this funding to refurbish an existing dwelling?

Yes, Safe Places grants can be used to refurbish an existing dwelling where it will create additional safe places. The application needs to demonstrate why the site for the emergency accommodation is suitable for women and children experiencing domestic and family violence.

6. Can I put a proposal forward for transitional accommodation?

No, the Safe Places program is for capital grants to provide new or expanded emergency or crisis accommodation.

7. What models will be funded?

Applicants will need to demonstrate why they are proposing a particular model in their application. Details on the requirements are outlined in the grant opportunity guidelines.

8. Can accommodation be mixed-tenure?

Yes, however the accommodation must deliver privacy, security and dignity for the women and children experiencing domestic and family violence. If the accommodation is not separate from other emergency or crisis accommodation, applicants must demonstrate in their applications how this will not generate trauma for women and children experiencing domestic and family violence.

9. Can my application include a common area, such as a laundry room?

Yes, if:

- the accommodation delivers privacy, security and dignity for the women and children experiencing domestic and family violence.
- the application demonstrates how the accommodation will not generate trauma for women and children experiencing domestic and family violence.



10. Can the emergency accommodation only be for women over 55 years?

Under the program you can address a specific cohort for example women over 55 years of age without children who are experiencing domestic and family violence. You may decide to provide an attachment that outlines the need to help this specific cohort in your location.

11. If my program is only for children, what age do they need to be?

Proposals that will provide safe places for children up to 18 years old who are experiencing domestic and family violence will be considered.

Funding scope

1. How much funding is available for this program, and is it ongoing?

The Australian Government has announced \$60.4 million (GST exclusive) over two years (2020-21 to 2021-22) for the grant opportunity. This breakdown is \$29.972 million in 2020-21 and \$30.422 million in 2021-22. Capital grants from \$100,000 to \$10 million (GST exclusive) will be available.

2. Are there two rounds of funding?

No, there is only one funding round under this grant opportunity. If there are not enough suitable applications to meet the Safe Places program objectives, the Department of Social Services may approach organisations directly and invite them to apply.

3. Is a certain amount of funding allocated to each state and territory?

No, funding allocation across states and territories has not been set. Subject to projects being of sufficient quality, grant funding will be allocated across remote, regional and metropolitan locations to support projects across the nation.

4. Is the Australian Government releasing any funds for support services?

The Australian Government will not provide additional funding on top of its current investment of more than \$6 billion in housing support and homelessness services. This includes \$1.5 billion to states and territories through the National Housing and Homelessness Agreement (NHHA). Under the NHHA, states and territories are responsible for determining priorities and the type and location of services funded.

5. Where will the funding for support services come from?

This is a decision for the applicant. Applicants are encouraged to talk to their state or territory governments about funding for support services.



6. My project is less than \$100,000, can I still apply?

Only capital grants from \$100,000 to \$10 million (GST exclusive) will be available.

7. If I am successful for funding, when can I commence my project?

It is expected the Department of Social Services will send letters of commencement to successful applicants in April/May 2020. Successful applicants should not make financial commitments against their project until they have received this letter. The organisation will be reimbursed for eligible expenditure items.

8. Do I need to bring forward the upfront costs and does the Government reimburse the payment?

Successful applicants will be required to bring forward upfront costs. Applicants should not make financial commitments against their project until they have received a letter of commencement from the Department of Social Services. The organisation will be reimbursed for eligible expenditure items. Applicants should refer to grant opportunity guidelines for a list of eligible expenditure items (section 5.3) and a list of ineligible expenditure items (section 5.4).

9. If I re-purpose a building, can the funding be used to cover the cost of re-locating existing tenants of the building?

No, the Safe Places program is for capital grants to provide new or expanded emergency or crisis accommodation.

10. Can funding be used for staffing costs?

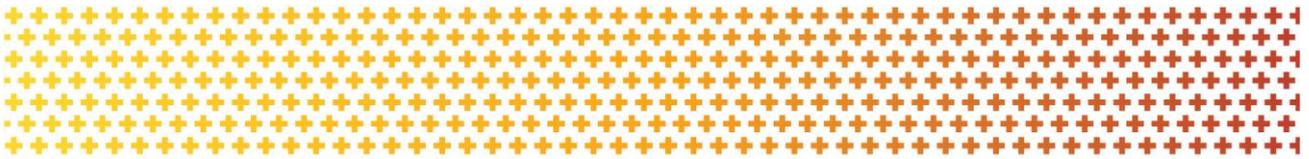
The Safe Places program is for capital grants to provide new or expanded emergency or crisis accommodation. Applicants should refer to grant opportunity guidelines for a list of eligible expenditure items (section 5.3) and a list of ineligible expenditure items (section 5.4).

11. Can funding be used for project management costs?

Yes, where expenditure is directly related to the purpose of the capital grant and it is consistent with the funding agreement.

12. Do I need to be provide assurance in my application that operational costs will be met for the life of the accommodation?

By applying for funding, applicants will make a commitment to keep operating the emergency/crisis accommodation for a minimum of 15 years. A repayment clause will be included in the funding agreement.



13. Are there any restrictions on charging fees to participants?

Applicants should check with their state or territory government for relevant laws and regulations.

14. Is there funding available for maintenance and operating costs?

The Safe Places program is a one-off capital grant to bring forward additional safe places.

Additional investment

1. Can I put in an application without securing additional funding?

Applicants should only state what funding they are bringing forward where it has been agreed. An application can be made without bringing forward additional funding, noting that proposals which bring forward additional investment will be preferred. This is explained in the grant opportunity guidelines.

2. Can I access financial support from the private sector?

Applicants can bring forward additional investment from the private sector. Your application must outline the total estimated cost of the project including the amount you are seeking from the Commonwealth under this grant opportunity, and the amount you are seeking from the private sector.

3. Is 50 per cent the expectation for additional investment to be considered competitive?

There is no threshold for additional investment.

4. What additional investment can I bring forward?

Additional investment can be from private and philanthropic organisations, state or local governments. It can also include cash or in-kind contributions.

Eligibility criteria

1. Do I need to be a domestic and family violence specialist or a specialist homelessness service (SHS) to apply?

No, however it is a requirement that if the applicant is not a specialist service, they will need to provide evidence of a formal partnership with a specialist service. A specialist service is a service focused on women and children that is client-centred, trauma informed, culturally appropriate, rights-based, age appropriate and who has gender expertise.



2. I am from a small organisation; is it still worth me applying for a grant?

Yes, the Safe Places grant is an open and competitive grant. Capital grants from \$100,000 to \$10 million (GST exclusive) will be available.

3. Can I apply if our property is owned by the state government?

This is a decision for your state government.

4. What is the difference between a specialist domestic and family violence service, and an organisation who provides services to people experiencing domestic violence?

Under the Safe Places program, the specialist service must be rights-based, client centered, trauma-informed, culturally competent and accessible, age appropriate, and have gender expertise. Services must demonstrate expertise and an understanding of domestic and family violence, and place the safety, needs and interest of women and children at the centre of all decisions.

5. If I am a specialist domestic and family violence service, how do I provide evidence of a formal partnership with a domestic and family violence service?

If you are a specialist service you will need to outline your experience and evidence of your ability to deliver the proposed services. The written evidence you attach will demonstrate your capacity and capability to deliver the proposed service.

6. Will the Government help to facilitate partnerships?

Organisations should facilitate their own partnerships using existing relationships or through peak bodies.

7. How do I demonstrate exit pathways to housing?

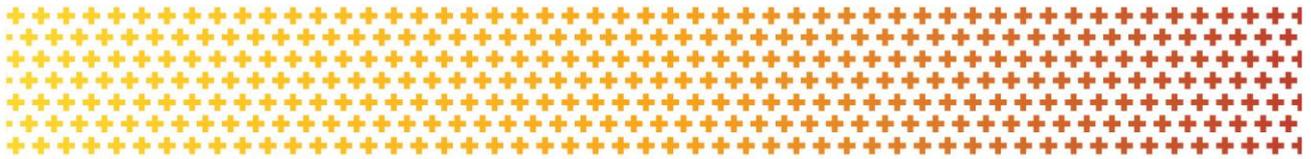
Applicants can provide evidence with community housing providers, state housing authorities, other housing providers or evidence from their own records over the last year demonstrating people placed into housing.

Assessment criteria

1. How is the assessment criteria assessed? Is it weighted equally?

Yes, however the Selection Advisory Panel will prioritise funding to:

- the value of the grant sought and whether the applicant has obtained additional investment (whether cash or in-kind)



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- the formal partnerships in place with specialist services that will work with people experiencing domestic and family violence to provide relevant support and services.

2. Do I need to achieve a minimum score against the assessment criteria?

There are four criteria you must address to have a compliant application. To be successful, you will need to achieve a minimum of satisfactory against each criterion.

3. I am a specialist service and cannot guarantee funding for 15 years, what should I do?

The funding agreement will include provisions to address this. The applicant will agree to commit to operate the emergency/crisis accommodation alongside promised services for a minimum of 15 years. Applicants are encouraged to talk to their state or territory governments about funding for support services.

4. In assessing applications, will consideration be given to how long support services are guaranteed?

Dwellings need to operate as emergency or crisis accommodation for the designated use period, which is a minimum of 15 years.

5. How is value for money assessed?

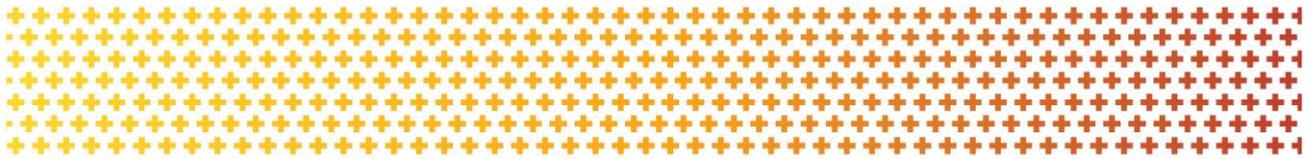
Organisations are required to provide their case for how value for money will be met.

To demonstrate value for money in your application, you need to:

- Outline the cost to the Commonwealth per person that the emergency accommodation will assist per year.
- Outline the cost to the Commonwealth per new emergency accommodation dwelling (including refurbishments or repurposed buildings) delivered.
- If your proposal is bringing forward additional investment, provide evidence of this, whether cash or in-kind, for your project.
- Specify the number of additional women and children experiencing domestic and family violence that will be assisted per year.

In addition to considering the value for money based on the evidence you provide in the assessment criteria, a Selection Advisory Panel will also have regard to the following:

- building costs and characteristics – dwelling type, bedroom configuration, facilities (bathroom, kitchen, laundry and location within dwelling/site), special requirements
- land costs by locational characteristic – remote, regional, metropolitan (inner and outer urban).



6. Why is the designated use period 15 years?

During consultations with stakeholders in March and August 2019 on the program design, participants from specialist services recommended that the emergency accommodation delivered under Safe Places be used for its intended use and not converted into social housing etc. The designated use period provides this assurance.

7. How many people will be on the Selection Advisory Panel (the panel) and where will the panel be located?

The panel will include a small team of departmental staff with relevant policy and program experience. The panel will be located in Canberra.

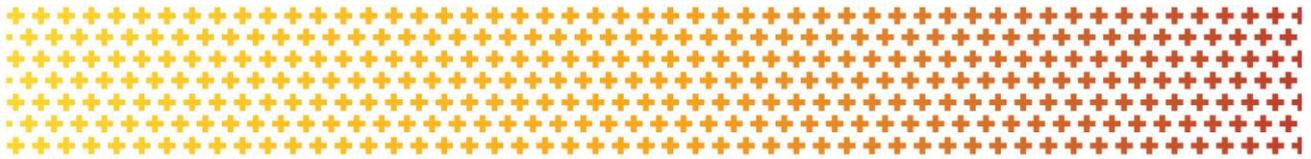
Locations

1. What data was used in the factsheets to determine the demand in locations?

The information is based on women and children who have experienced domestic or family violence, who accessed a specialist homelessness service, but did not receive the emergency or crisis accommodation sought. The data is an annual average on the previous three years (2015-16, 2016-17 and 2017-18 of specialist homelessness service data). The homelessness services data is available from the Australian Institute of Health and Welfare website.

2. How much information do I need to demonstrate the high unmet demand in my proposed location?

If you will deliver your proposal in a location listed on the factsheets provided on [GrantConnect](#), you will not need to provide additional information. However, if you would like to demonstrate the need for a particular cohort or to demonstrate demand above what is indicated in the factsheet you may want to add an attachment.

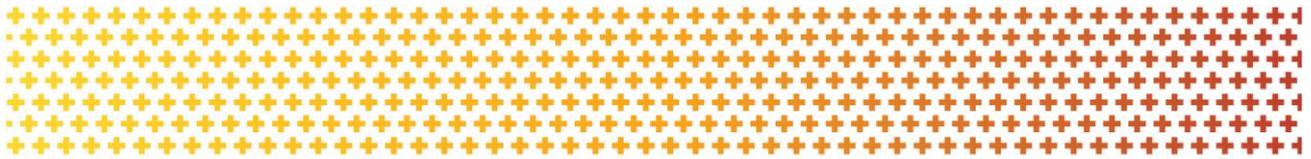


Support from state and territory governments

Table amended 24th January 2020

1. What support is my state/territory government providing for this program?

State	Support
Tasmania	The Tasmanian Government is encouraging all relevant emergency accommodation providers to consider the Safe Places Emergency Accommodation initiative. Any interested organisations should contact the Department of Communities Tasmania to discuss a potential application. If interested, please contact Communities Tasmania on housingconnect@communities.tas.gov.au .
Australian Capital Territory	If you have a specific proposal in mind you should contact the ACT Government who will consider proposals on a case-by-case basis. Please contact Housing ACT within the Community Services Directorate at CSDSHHS@act.gov.au .
Queensland	If you have a specific proposal in mind, you may contact the Department of Housing and Public Works, Queensland Government to discuss it. Please email HHS-Programs-Homelessness@hpw.qld.gov.au .
New South Wales	The NSW Government is encouraging all relevant emergency accommodation providers to consider the <i>Safe Places Emergency Accommodation</i> initiative, which offers \$60 million nationally to provide new or expanded emergency accommodation for those escaping family violence. Potential applicants should contact the Department of Communities and Justice (NSW) to discuss the application via email on SHSProgram@facns.nsw.gov.au .
Victoria	<p>Victorian agencies are encouraged to contact the relevant area in the Victorian Department of Health and Human Services:</p> <ul style="list-style-type: none"> Homelessness agencies: HAAS@dhhs.vic.gov.au Family Violence agencies: Kaz.dinsdale@familysafety.vic.gov.au <p>Victoria can offer a confidential pre-submission discussion to align priorities. Formal requests for support from the Victorian Government are to be received by the relevant area at the above emails by 31 January 2020.</p>



State	Support
South Australia	The Government of South Australia encourages all relevant service providers to consider the Safe Places Emergency Accommodation initiative. Partners across the housing sector are also working together to develop initiatives in the state’s housing, homelessness and support strategy, Our Housing Futures 2020-2030. To get involved in Homelessness Prevention Fund pilots and opportunities, contact housing.opportunities@sa.gov.au .
Western Australia	If you have a specific proposal in mind you should contact the Western Australian Government who will consider proposals on a case-by-case basis. Please contact Ms Stacey Collins, Director Family and Domestic Violence Unit with Department of Communities (Communities), to discuss your application and any potential opportunities for Communities to support it. Ms Collins is contactable on (08) 6381 2314 or via email at stacey.collins@communities.wa.gov.au .
Northern Territory	If you have a specific proposal in mind you should contact the Northern Territory Government who will consider proposals on a case-by-case basis. Please contact NT Families on dfv@nt.gov.au .

Budget

1. Do I need to include fit-out costs in my budget?

Yes, costs to furnish the emergency/crisis accommodation should be included in the budget, which is part of the detailed project plan.

Reporting

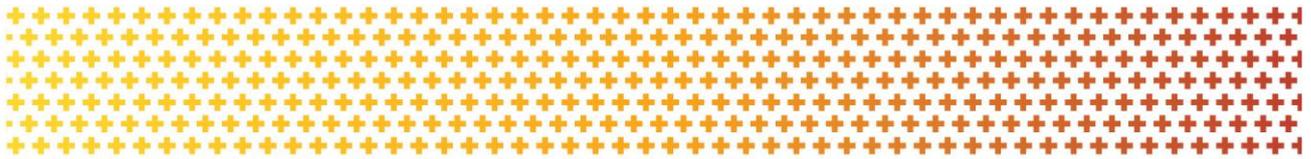
1. What is the annual report/letter for the 15 year designated use period?

The annual letter will show compliance with the designated use period including:

- how many women and children were assisted in the reporting year
- confirmation the accommodation is operating as emergency or crisis accommodation
- the name of organisations delivering specialist services in the reporting year.

2. Will this program integrate into existing datasets?

State and territory governments have primary responsibility for housing and homelessness, this is a matter for states and territories.



Ownership of the emergency accommodation

1. Who owns the property under the program?

It is up to the applicant to determine who will have ownership of the property. The funding agreement will have a repayment clause in the event the property does not continue to operate as emergency or crisis accommodation for a minimum of 15 years.

Application period

1. When can I apply?

Applications are now open and the application form must be submitted by **11.00pm (AEDT) on Friday, 14 February 2020**. It is recommended that you submit your application **well before the closing time and date**.

2. If I am not able to submit my application by the due time and date, can I be granted an extension?

Late applications will not be considered unless an applicant has experienced exceptional circumstances that prevent the submission of the application. Applicants seeking to submit a late application will be required to submit a late application request to the Community Grants Hub. The request should include a detailed explanation of the circumstances that prevented the application being submitted prior to the closing time. Where appropriate, supporting evidence can be provided to verify the claim of exceptional circumstances. The late application request form and instructions for how to submit it can be found on the [Community Grants Hub website](#).

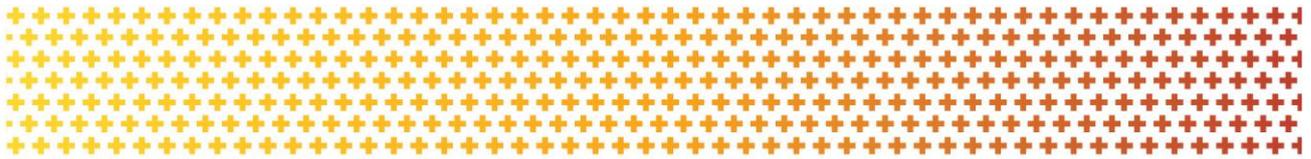
Questions 3, 4 and 5 added on the 24th January 2020

3. My application has been impacted by the recent bushfires, can I get more time to submit my application?

Yes, if you contact the Community Grants Hub (1800 020 283 or support@communitygrants.gov.au) by 5pm AEDT 13 February 2020, and let them know **your application has been impacted by bushfires**, you will receive an extension to 11pm AEDT 28 February 2020.

4. What evidence do I need to show that I have been impacted by the bushfires?

You do not need to provide evidence. You only need to contact the Community Grants Hub (1800 020 283 (option 1) or support@communitygrants.gov.au) by **5pm AEDT 13 February 2020** and let them know your application has been impacted by the bushfires.



5. Do all applicants now have to 11pm AEDT on 28 February 2020 to lodge applications?

No, if you have not been impacted by the bushfires the closing time to lodge an application is 11pm AEDT 14 February 2020.

Application process

1. Can I submit more than one application?

Yes, an organisation can submit more than one application, however a separate application form must be submitted for each project.

2. How far along does my project need to be in order to apply?

Applicants need to be far enough along to clearly demonstrate the accommodation will be operational by 30 June 2022, after allowing for some slippage in the project.

3. Can I apply if I don't have development approval?

Yes, however applicants need to provide a detailed project plan, clearly demonstrating the accommodation will be operational by 30 June 2022, after allowing for some slippage in the project.

4. I won't know some of the details (i.e. site plan) until after the application period closes, can I still apply for funding?

Yes, however applicants need to provide a detailed project plan, clearly demonstrating the accommodation will be operational by 30 June 2022, after allowing for some slippage in the project.

5. When will I know the outcome of my application?

Applicants will be notified of the outcome of their application at the end of the selection process. For probity reasons, to treat all applicants fairly and equally, it is not possible to give information about the status of individual applications during the assessment process.

6. How can I submit the application form?

The form is an online application form that you must submit electronically. The Community Grants Hub will not provide application forms or accept applications for this grant opportunity by fax, email or mail.



7. Do character limits apply to my application?

The application form includes character limits – up to 6,000 characters (approx. 900 words) per assessment criterion and up to 2,000 characters (approx. 300 words) for free text eligibility questions. Please note spaces are included in the character limit.

8. What date can I continue to ask questions about the application process?

Applicants can ask questions until 5.00pm AEDT on 7 February 2020.

9. What do I do if individual attachments are more than 2MB?

You will need to submit attachments that do not exceed 2MB. For the detailed project plan this may mean you describe documents you have and commit to providing these ahead of being offered a funding agreement if your application is selected for funding.

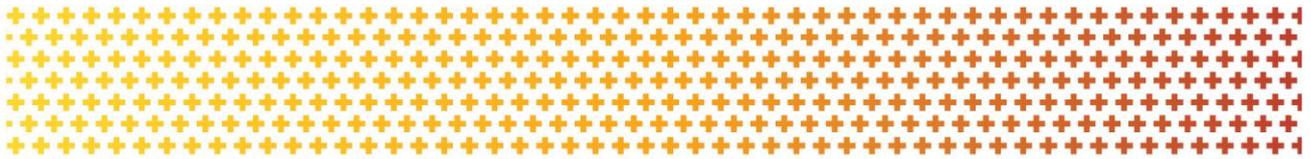
10. I cannot provide documented organisational and financial policies and procedures, or a business plan and /or strategic plan; will I be considered ineligible to apply?

No, these documents are not considered part of the eligibility or assessment criteria as set out in the grant opportunity guidelines. This question forms part of the standard application form.

Further information

1. Where should I go for further information?

Please email your enquiries to support@communitygrants.gov.au.



Questions and answers added 2 January 2020

2. What suburbs are encompassed in the greater Hobart area?

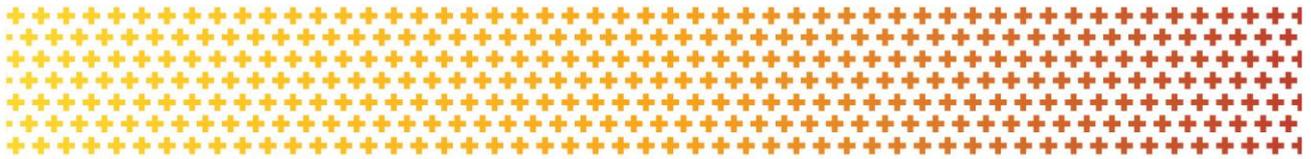
According to the Australian Bureau of Statistics, **Hobart – North East**, **Hobart – North West**, and **Hobart – South and West** include the following SA2 regions:

This information is sourced from the [Australian Bureau of Statistics](http://www.abs.gov.au) website by clicking on 'Main Statistical Area Structure', 'Tasmania – View Data', 'Hobart (SA4)' and then the appropriate SA3 regions.

Hobart – North East (SA3)	Hobart – North West (SA3)	Hobart – South and West (SA3)
Bellerive – Rosny	Austins Ferry – Granton	Kingston – Huntingfield
Cambridge	Berriedale – Chigwell	Kingston Beach – Blackmans Bay
Geilston Bay – Risdon	Claremont (Tas.)	Margate – Snug
Howrah – Tranmere	Derwent Park – Lutana	Mount Wellington
Lindisfarne – Rose Bay	Glenorchy	Taroona – Bonnet Hill
Mornington – Warrane	Montrose – Rosetta	
Risdon Vale	Moonah	
Rokeby	New Norfolk	
South Arm	West Moonah	

3. Should the contributions that need to be in place before applying be from other government and private and philanthropic sources; or one type of contribution is enough?

Applicants can bring forward contributions from other levels of government or private or philanthropic sources. Applicants should state what funding they are bringing forward. An application can be made without bringing forward additional contributions, noting that proposals which bring forward additional support and/or investment will be preferred. This is explained in the Grant Opportunity Guidelines.



4. What are the ‘other items as agreed to by DSS’? (appears in Safe Places Emergency Accommodation Grant Opportunity Guidelines document, p.10, section 5.3). Can you provide examples?

The ‘other items’ would be any other expenditure items agreed to between the successful applicant and the Department of Social Services. This would be covered in the Capital Works Funding Agreement with the Commonwealth and the successful applicant. This may include, but not limited to, for instance costs associated with managing the project, or costs associated with building approvals for the project.

Questions and Answers 5,6,7,8, 9 and 10 added 10 January 2020

5. What are the security requirements for a contribution brought forward by an applicant?

The minimum security requirements (which vary depending on the total grant amount and the proportion of grant funding being provided by the department relative to the total funding required for the Project) are at clause 9 of the [Draft Capital Works Funding Agreement](#).

6. Is the actual final development approval from council required by 14 Feb 2020? Our proposal still has ample room to get completed prior to the 30 June 2022 date by which the facilities need to be operational but want to clarify this point before heading off down a wrong path.

Refer to Question 4 under the ‘Application Process’ section of the [Question and Answer](#) document.

7. ‘How does the repayment provisions work if the property does not continue to operate as emergency accommodation for a minimum of 15 years?’

The repayment terms, including how the repayment amount will be calculated, are at Item 10 of Schedule 1 of the [Draft Capital Works Funding Agreement](#).

8. In relation to Criterion 3 - What formula are you expecting grantees to use to calculate this amount?

Organisations are required to provide their case for how value for money will be met. See the below example for how cost to the Commonwealth per person assisted per year can be calculated.

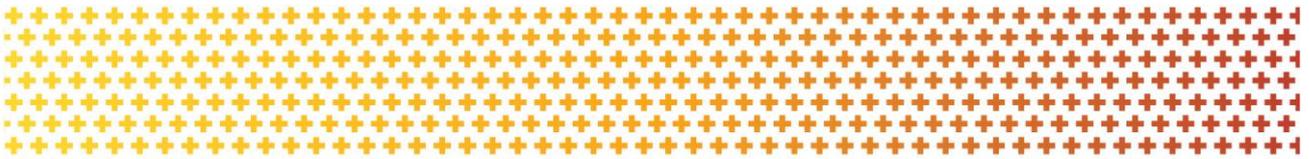
Commonwealth contribution the applicant is seeking: \$1 million

Length of time the emergency accommodation will be delivered: 15 years

Number of people the emergency accommodation will assist in 15 years: 1,500 people over 15 years

Number of people the emergency accommodation will assist per year: $1,500 \div 15 = 100$ people per year

Cost to the Commonwealth per year per person assisted: $\$1 \text{ million} \div 100 = \$10,000$



In this example, the cost to the Commonwealth per person that the emergency accommodation will assist per year is estimated to be \$10,000.

- 9. Point 1 of Selection Criteria 3 states: "Outline the cost to the Commonwealth per person that the emergency accommodation will assist per year." Does this refer to the costs for caring and supporting persons using the accommodation including provision of food and basic needs as well as wraparound supports? If not, what "cost" is the point referring to?**

No. The Safe Places program is a one-off capital grant. The cost to the Commonwealth is to determine how value for money will be met for the build/refurbishment/repurposing of the emergency accommodation.

- 10. If our funding to assist persons that will stay in this accommodation each year comes from State Funding could you confirm that the cost to the Commonwealth in relation to this point would be Zero cost.**

No. Organisations are required to provide their case for how value for money will be met. See the below example for how cost to the Commonwealth per person assisted per year can be calculated.

Commonwealth contribution the applicant is seeking: \$1 million

Length of time emergency accommodation will be delivered: 15 years

Number of people the emergency accommodation will assist in 15 years: 1,500 people over 15 years

Number of people the emergency accommodation will assist per year: $1,500 \div 15 = 100$ people per year

Cost to the Commonwealth per year per person assisted: $\$1 \text{ million} \div 100 = \$10,000$

In this example, the cost to the Commonwealth per person that the emergency accommodation will assist per year is estimated to be \$10,000.