

**Energy Efficiency in Social Housing Program  
Community Housing Upgrades Stream  
Application Guidelines Round 2**



**Photo credit**

Solar Victoria

**Acknowledgment**

We acknowledge and respect Victorian Traditional Owners as the original custodians of Victoria's land and waters, their unique ability to care for Country and deep spiritual connection to it.

We honour Elders past and present whose knowledge and wisdom has ensured the continuation of culture and traditional practices.

DEECA is committed to genuinely partnering with Victorian Traditional Owners and Victoria's Aboriginal community to progress their aspirations.



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# Message from the Minister for Energy and Resources

The Victorian Government is ensuring thousands of public, community and Aboriginal housing renters benefit from reduced power bills thanks to improved energy efficiency in social housing properties.

The Energy Efficiency in Social Housing Program began in 2020 with heating and cooling upgrades to social housing properties across the state. The program is expanding to deeper retrofits to support multiple energy efficiency and electrification upgrades in each home.

The Victorian Government in partnership with the Australian Government's Social Housing Energy Performance Initiative, is investing \$27 million to improve the energy efficiency and liveability of community housing properties across Victoria.

Improving the thermal comfort and liveability of older social housing dwellings can help residents save on their energy bills and deliver other benefits, including homes that are healthier and more comfortable to live in as well as have lower greenhouse gas emissions.

Under the first phase of the Program, the community housing sector received funding for heating and cooling upgrades in 1,954 homes. This current phase, provides funding to Community Housing Organisations to deliver multiple upgrades in each home, supporting greater energy savings and improved comfort for community housing renters.

The first round of the Community Housing Upgrades Stream closed with over \$9 million allocated to 8 Community Housing Organisations to deliver multiple upgrades to more than 900 homes across Victoria. Round 2 will build on this momentum, with a further \$9 million to expand upgrades that make community housing homes more comfortable, energy efficient and affordable to run.



**The Hon. Lily D'Ambrosio MP**

Minister for Energy and Resources

Minister for Climate Action

Minister for the State Electricity Commission

## Message from the Minister for Housing

The Victorian Government is committed to building more and better homes, so all Victorians have a great place to live. That includes working to continually improve our current housing, including social housing.

The Victorian Government, in partnership with the Australian Government, is investing at least \$27m to fund energy efficiency upgrades in community housing between 2026 and 2029. The Community Housing Upgrades Stream is offering funding to community housing organisations in rounds of grant funding that commenced in 2026.

We are proud of the work that we have already commenced in public housing through our partnership with the Australian Government, which includes deep upgrades and the electrification of appliances to improve the thermal comfort of homes and reduce the cost of living to renters. We are looking forward to extending this work into community housing.



**The Hon. Nick Staikos MP**

Minister for Housing and Building

Minister for the Suburban Rail Loop

# 1. Background

## 1.1. What is the Energy Efficiency in Social Housing program?

The Energy Efficiency in Social Housing Program (the 'Program') is delivering a range of cost-effective energy efficiency upgrades in public, community and Aboriginal housing properties, reducing energy bills and improving home comfort.

The Program's primary objectives are to:

- reduce energy bills of social housing renters, including gas bills by supporting fuel shifting to electric appliances
- improve thermal comfort of dwellings and associated health and wellbeing benefits
- improve household resilience to climate change
- reduce greenhouse gas emissions.

The Program's secondary objectives are to:

- build capability and support jobs in the energy efficiency, building trades and equipment supply sectors
- gain greater understanding of social housing energy efficiency baseline and post-upgrade energy performance
- contribute to the development of specifications and knowledge to inform future social housing upgrades and procurement approaches
- gain greater understanding of health and wellbeing impacts of energy efficiency upgrades.

The Program is delivered in partnership with the Australian Government's Social Housing Energy Performance Initiative (SHEPI) to deliver energy efficiency upgrades across 11,000 homes in Victoria's social housing portfolio from June 2024 to June 2027. In November 2024, the Australian Government announced additional funding for Victoria to support energy efficiency upgrades in over 8,000 public and community housing properties by June 2029.

The Australian Government's Social Housing Energy Performance Initiative is funding upgrades to help social housing residents access the benefits of the energy transition. The upgrades aim to reduce pressure on energy bills for social housing residents as well as help improve residents' quality of life by keeping homes warmer in winter and cooler in summer.

In delivering the Program in partnership, the funding in Victoria will facilitate multiple upgrades, maximising thermal comfort and energy bill relief for renters, and assist progress towards electrification. The Program supports renters to shift to electric appliances to either reduce or eliminate gas bills.

Homes Victoria leads the delivery of upgrades in public housing properties, and the Department of Energy, Environment and Climate Action leads the Community Housing Upgrades Stream for community and Aboriginal housing properties.

## 1.2. Community Housing Upgrades Stream

The Program has established a Community Housing Upgrades Stream to provide grant funding to Community Housing Organisations (CHOs) to undertake energy efficiency and electrification upgrades to properties in their portfolio. This stream makes grant funding available through multiple competitive funding rounds, with up to an average of \$18,000 available per property across a portfolio. This level of funding will facilitate multiple upgrades, maximising thermal comfort and energy bill relief for renters, and assist progress towards electrification, consistent with the broader Program objectives.

Up to \$9 million funding will be available in Round 2 for projects for completion by December 2027. Indicative dates for each round are outlined below.

Funding Round	Indicative application period
Round 1	Complete
Round 2	June - July 2026
Round 3	TBC
<b>Program end</b>	<b>June 2029</b>

If all funding has not been allocated in the above three rounds, DEECA may run a fourth round, with timing to be confirmed.

## 2. Who can apply?

Round 2 of the Community Housing Upgrades Stream will provide funding for upgrades in eligible properties that meet the Applicant eligibility for Victoria as described below.

### 2.1. Applicant eligibility

The following organisations can apply for funding:

A not-for-profit organisation that provides affordable rental housing to low-income households if it:

- is a Registered Community Housing Organisation (or Community Housing Provider) listed on the Housing Registrar Public Register as a community housing association or provider;

**OR**

- is registered with the [Australian Charities and Not-for-Profits Commission](#);
- can demonstrate that the provision of affordable housing is one of the organisation's core activities; and
- can demonstrate that renters meet income and asset limits.

**OR**

- Is an Aboriginal Trust managed by a Committee of Management

**AND**

- confirms that the full value (100%) of energy savings achieved by the upgrades will be passed onto renters; AND
- can confirm they are the legal owner or manager of the property and has the right to carry out the project in agreement with the owner(s) of the property.

In addition, to be eligible for funding applicants must:

- be an incorporated body, cooperative or association (including business associations).
- be financially solvent and able to provide three years of financial statements.
- participate in the Victorian Energy Upgrades program for all eligible activities.
- participate in the Small-scale Renewable Energy Scheme, to claim small-scale technology certificates (STCs) for heat pump hot water and solar installation.

### 2.2. Who cannot apply?

The following organisations and individuals cannot apply for funding:

- individuals
- public service bodies and public sector bodies
- educational institutions
- local government authorities.

## 3. What can be funded?

### 3.1. Eligible activities

The Community Housing Upgrades Stream will provide up to an average of \$18,000 (excluding GST) per property to enable the following upgrades:

- Reverse cycle air conditioners (to provide heating and cooling)
- Draught proofing
- Ceiling insulation
- Electric cooktops (Induction preferred)
- Hot water heat pumps
- Water efficient showerheads, if combined with the installation of a hot water heat pump
- Solar rooftop photovoltaic (PV)
- Gas abolishment, where full electrification has been achieved via other upgrade activities under this grant

It is strongly preferred that all hot water service installations are accompanied by the installation of a water-efficient showerhead where an existing fixture is inefficient, as this supports optimal energy and water savings outcomes and helps ensure system performance and adequate hot water availability.

The average grant of \$18,000 (excluding GST) per property applies for a grant application with multiple properties and can be applied across a CHO's property portfolio.

Each property must receive at least two upgrades from the eligible upgrades list above.

The upgrades must meet the Energy Efficiency in Social Housing – Community Housing Stream: Upgrades Guidelines, which are consistent with expanded minimum energy efficiency standards for rental properties, which come into effect in phases from 1 March 2027. While CHOs are currently exempt from compliance with these new standards, the government has commenced a review to determine if and when the exemption should be removed.

A reasonable level of enabling activities is also eligible for funding, such as switchboard upgrades where required.

### 3.2. Property eligibility

Properties eligible for funding will be required to meet the following asset characteristics:

- Stock the CHO intends to retain for 10+ years (where the property is owned by the CHO);
- Houses and units that are detached or attached and apartment buildings 4 stories or less; and.
- Properties that are aged pre-2005 are preferred.

Properties with shared services (such as those in Rooming Houses) are eligible for funding under these guidelines where they can demonstrate applicant eligibility, including that the full value (100%) of energy savings achieved by the upgrades will be passed onto renters.

### 3.3. Priority renters

Properties will be prioritised if they are rented by one of the following renter cohorts:

- Aboriginal and/or Torres Strait Islander
- Elderly – aged 65 years and older
- Larger families – dwellings with four or more bedrooms
- Renter living with a disability
- Young people (aged 15-24 years)

These priority renter groups are adapted from the priority renter cohorts for public housing under the current phase of the Program, with the addition of renters with a disability and young people in the Community Housing Upgrades Stream. The priority renter groups reflect renters who will benefit the most from energy upgrades in community housing.

### 3.4. Other requirements

The project outcomes and data for all the projects funded under the grant program must be shared with the Department, and successful applicants must consent for this information to be shared with the Australian Government and publicly.

#### Participation in rebate programs

All successful applicants are required to participate in the following rebate programs:

- [Victorian Energy Upgrades](#) program to claim Victorian Energy Efficiency Certificates for all eligible upgrades. Note: insulation is expected to be re-introduced as an activity under the scheme in 2026.
- Small-scale Renewable Energy Scheme, to claim small-scale technology certificates (STCs) for heat pump hot water and solar installation.

The grant funding is exclusive of any rebates or savings, provided as a point-of-sale discount or revenue-generated, are in addition to the grant funding.

If project costs have reduced due to savings from rebates or certificates, the applicant may negotiate to use these savings towards further upgrades on agreement with the Department.

Note: Applicants are not eligible to also claim Solar Home's solar rebates for community housing.

## 4. What will not be funded?

The Community Housing Upgrades Stream will not fund the following activities:

- the purchase of land
- routine or ongoing maintenance activities
- activities that have already started
- where duplicate services are in operation or planned for in a targeted community
- recurrent operating costs, for example rent and utility costs, and/or activities establishing expectations of ongoing funding
- installation of gas appliances
- energy audits, feasibility studies or business case reports
- staff costs related to the delivery of the program (including administration and project management costs)

- activities located outside the State of Victoria.

## 5. What are the funding details?

Applicants are eligible for funding up to an average cost of \$18,000 (excluding GST) per property across a property portfolio, exclusive of Victorian Energy Efficiency Certificates or small-scale technology certificates. The level of funding is in recognition of some properties requiring additional funding to support enabling works (e.g. switchboard or wiring upgrades), but costs should generally be below \$18,000 if implementing all eligible upgrades in a property, excluding solar. Proposed costs will also be assessed against value for money.

Requirements on participating in rebate or certificate schemes is outlined in 3.4 above.

### 5.1. Co-contribution

Applicants must provide a cash co-contribution of the total project cost in line with the requirements set out below:

- No co-contribution required for Aboriginal housing providers or properties with Aboriginal and/or Torres Strait Islander renters.
- 5% co-contribution for upgrades to properties that meet priority renter criteria of:
  - Elderly – aged 65 years and older
  - Larger families – dwellings with four or more bedrooms
  - Renter with a disability
  - Young people (aged 15 – 24 years)
- 20% co-contribution required for upgrades to properties that do not meet the above priority renter criteria

These are the minimum co-contribution amounts. The applicant funds any gap in project costs above the maximum grant of \$18,000 per property and the minimum co-contribution. The co-contribution rate is a percentage of the total cost per property after excluding rebates.

For example, if the project cost for a property with a priority renter (other than an Aboriginal renter) is \$18,500 after rebates have been applied, the applicant is eligible for a \$17,575 grant and contributes \$925. See Table 1 below for further examples.

*Table 1. Co-contribution and maximum grant amount by target renter group – example scenario*

Renter group	Number of properties	Co-contribution rate	Project cost	Rebates	Project cost after rebates	Co-contribution	Grant
Aboriginal and Torres Strait Islander renters	1	0%	\$20,000	\$1,500	\$18,500	\$500	\$18,000
Priority renters	1	5%	\$20,000	\$1,500	\$18,500	\$925	\$17,575
Other renters	1	20%	\$20,000	\$1,500	\$18,500	\$3,700	\$14,800

Note: Funding from other Victoria Government grants and savings from rebates cannot be used by the applicant as the co-contribution. In-kind support *cannot* be included as part of this cash co-contribution. Any

contribution of a good or service other than money (for example, staff time or donated items) can be acknowledged in your application but must be reported separately from the cash co-contribution amount.

The applicant must attest to the status of any of the priority renter groups at the property level, based on evidence they hold of number of bedrooms of the home, age, disability status or renter self-identification of Aboriginal and/or Torres Strait Islander status. DEECA reserves the right to request evidence confirming the renter type.

## 5.2. Funding considerations

DEECA will take a portfolio approach to allocating funding over the life of the program, having regard to factors such as geographic spread, proponent diversity, renter diversity, the number of applications received, the proposed number of properties to be upgraded, and the proposed cost of upgrades.

DEECA reserves the right to partially fund applications. For example, if an application seeks funding to upgrade 20 properties, DEECA may award funding for 15 properties. Where partial funding is proposed, DEECA will consult with applicants to confirm any necessary changes to project scope and budget.

## 5.3. Communication and engagement objectives

Applicants must aim to meet the Program's key communications and engagement objectives which include:

- The majority of renters should have a positive experience with the program and be aware of the key benefits relevant to them.
- Renter resources should prioritise the specific needs of the audience and utilise any additional support channels available to ensure eligible renters are aware of the process and its benefits.
- Renters should be supported to change their behaviours (via incorporation of behaviour change methodologies) so that they learn and adapt to new technologies and practices and obtain the full range of benefits.
- Integration across the CHO and contractor teams needs to be well-executed, including issues handling and post-upgrade requirements.
- Contractor-renter engagement should be empathetic with a clear central point of contact and high levels of customer service.

## 6. Assessment criteria

Applications will be checked for eligibility to make sure that the applicant and their proposed activity are eligible for funding. Eligible applications will be assessed based on merit using the criteria listed below. Each criterion is given a percentage weighting to indicate its relative importance in the assessment process. Applications should address all relevant criteria.

### What? Alignment with the intended outcomes of the Energy Efficiency in Social Housing Program 40%

Applicants must describe how the project will contribute to the intended outcomes of the program including, the Program's primary and secondary objectives outlined in the Background section.

Applicants must describe how the project will deliver benefits to renters, including priority renters. Priority renters are defined in What might be funded section.

### How? Project delivery 30%

Applicants must describe the project design and deliverables including provision of a detailed Project Plan containing:

- summary of the project, including description of existing properties, their condition and existing equipment (e.g. heating and cooling, insulation, hot water and cooking)
- location of proposed properties to be upgraded
- proposed delivery approach
- project schedule outlining key milestones, delivery dates and dependencies
- ownership of the property proposed to be upgraded
- Renter engagement plan, with reference to the EESHP communication and engagement objectives outlined in section 5.3
- outline of key risks and approach to management and mitigation, including completed project risk register
- project reporting and knowledge sharing outcomes that may support the secondary objectives of EESHP
- project budget using DEECA's Budget template, including cash co-contributions
- evidence to support budget estimates (optional, with quotes and assessments to be submitted during the life of the agreement)
- outline of the source of funds required for the project, including contributions secured from your organisation or other project partners
- approach to managing potential cost overruns
- approach to using local content and suppliers and how your project aligns with the principles of the Local Jobs First Policy (s4) and the Victorian Social Procurement Framework, including:
  - suppliers in Victoria
  - manufacturers in Australia
  - other businesses and organisations based and operating in Victoria (such as installation trades)
  - any purchasing, supplies or services from Aboriginal businesses and Traditional Owners Corporations.

## Who? Applicant capability and capacity 30%

Applicants must provide details of the capability and capacity of your organisation and relevant partners to deliver energy efficiency upgrades

Applicants are required to:

- list key project partners and the proposed roles and responsibilities during the project of both the Applicant and the project partners (such as the applicants' own contractors or optional Head Contractor).
  - provide details of prior experience project managing asset upgrades, including energy efficiency upgrades and accessing rebate schemes such as Victorian Energy Upgrades
  - provide details of the full-time equivalent (FTE) allocated to the project.
  - describe the skills and experience of individual personnel and project partners
  - provide letter(s) of support from project partners, including Aboriginal businesses and Traditional Owners where appropriate

A Value for Money assessment will be made following the eligibility check and weighted criteria assessment. The Value for Money assessment will compare the total weighted score of the assessment criteria with the expected costs to deliver the project activities and expected benefits to renter. The applications that provide the best balance of these factors will represent the best Value for Money and will be selected for grant

funding. The best balance of these factors will be determined by DEECA, at their sole and absolute discretion.

## 7. What supporting documents will need to be provided?

Please submit the following documents with your application:

1. Project plan (DEECA template)
2. Project delivery schedule
3. Project budget including property and upgrade details (See DEECA template)
4. Project risk register.
5. Renter engagement plan
6. Three years of financial statements (Balance Sheet, Profit and Loss, Cash Flow) for organisation
7. Any other documents to support the application (such as contractor quotes for upgrades proposed)

## 8. What are the funding conditions?

### Delivery options

For the first round of funding, the funding arrangement was for a CHO to procure the work directly.

The Victorian Government has engaged a head contractor to support the delivery of upgrades in public housing under EESHP. For Round 2 onwards, applicants for the Community Housing Upgrades Stream can nominate to use the head contractor appointed by the Victorian Government or procure the work directly.

**Applicants may choose to use the Victorian Government–appointed Head Contractor or may engage their own contractor; use of the Head Contractor is optional.**

### CHO procures its own contractor:

- CHO enters into a funding agreement with DEECA, specifying number of properties, types of upgrades, total cost and co-contribution amount. This will include adherence to the Energy Efficiency in Social Housing – Community Housing: Upgrades Guidelines.
- DEECA pays partial upfront grant funding of execution of the funding agreement.
- CHO runs their own procurement process to appoint appropriately qualified contractor(s).
- CHO contractor(s) conducts a property assessment to scope and confirm the suitability of properties and upgrades. CHO confirms properties and upgrades with DEECA. DEECA pays partial upfront grant funding based on confirmed upgrades
- DEECA pays remaining grant funding to CHO, based on work completed and evidence provided, and adjustment to grant to account for rebates, such as Victorian Energy Efficiency Certificates and Small-scale Technology Certificates.
- CHO pays total cost of upgrade to contractor.

### CHO opts to use the Victorian Government Head Contractor:

- At the application stage, the CHO must indicate its intention to use the Victorian Government Head Contractor. This information must be included in the application documentation ('Who'

section of application). The CHO is responsible for contacting the Head Contractor directly and making all necessary arrangements to progress the proposed upgrades.

- CHO enters into a Funding Agreement with DEECA, specifying the number of properties, types of upgrades, total project cost and co-contribution amount. This will include adherence to the Energy Efficiency in Social Housing – Community Housing: Upgrades Guidelines.
- CHO enters into a contractual agreement with the Head Contractor to deliver the upgrades.
- DEECA pays a partial upfront grant amount to the CHO upon execution of the Funding Agreement.
- The Head Contractor undertakes property assessments to scope and confirm the suitability of properties and proposed upgrades, in partnership with the CHO.
- CHO confirms the final list of properties and upgrades with DEECA, based on the Head Contractor's assessment. DEECA pays another partial grant amount to the CHO based on the confirmed scope of works.
- The Head Contractor delivers the approved upgrades to properties in accordance with the agreed scope, program and quality requirements.
- DEECA pays the remaining grant funding to the CHO, based on works completed and evidence provided, with adjustments to account for rebates such as Victorian Energy Efficiency Certificates and Small-scale Technology Certificates.
- CHO pays the Head Contractor for the total cost of the delivered upgrades in accordance with the contract between the CHO and the Head Contractor.

## Funding agreements

Successful applicants must enter into a funding agreement with Department of Energy, Environment and Climate Action (DEECA). The Victorian Common Funding Agreement is used for funding agreements with not-for-profit organisations.

It is recommended that applicants review the terms and conditions before applying. Information about the Victorian Common Funding Agreement is available on <https://www.vic.gov.au/victorian-common-funding-agreement>

The activity does not include using the Funding for political campaigning or advocacy activities for political parties.

## Future Rounds of Funding

Each Round may have a different strategic focus, eligibility and/or assessment criteria, which will be clearly outlined in the relevant funding application guideline documentation at the time of launch.

## Legislative and regulatory requirements

In delivering the activity, grant recipients are required to comply with all relevant Australian and state/territory legislations and regulations, including but not limited to:

- *Privacy Act 1988 (Commonwealth)*
  - *Freedom of Information Act 1982 (Vic)*
  - *Occupational Health and Safety Act 2004*

All upgrade activities must comply with relevant electrical, gas and plumbing standards and building codes, including minimum energy efficiency and safety standards under the *Residential Tenancies Act 1997*.

## Local Jobs First

The Local Jobs First Policy (LJF) applies to all grants awarded under this program valued at over \$1 million in regional Victoria, or over \$3 million in metropolitan Melbourne and state-wide activities.

For further information, go to [LJF](#) website.

## Tax implications

Applicants should consult the Australian Taxation Office or seek professional advice on any taxation implications that may arise from this grant funding.

Successfully funded projects will be offered funding as a **GST exclusive** amount.

Successful applicants without an ABN will need to provide a completed Australian Taxation Office form 'Statement by a Supplier' so that no withholding tax is required from the grant payment.

## Acknowledging the Victorian and Australian Government's support

Successful applicants are expected to acknowledge the Victorian and Australian Government's support in accordance with departmental guidelines: <https://www.deeca.vic.gov.au/grants>. Following these guidelines will form part of the funding agreement. Approval from the Department's Project Delivery Team must be requested prior to publishing promotional materials or coordinating public events or announcements related to the project.

The Department may produce communication materials which will require the successful applicant to provide information on project outcomes.

## Payments

Payments will be made as long as:

- the funding agreement has been signed by both parties;
- grant recipients provide reports as required, or otherwise demonstrate that the activity is progressing as expected;
- other terms and conditions of funding continue to be met.

## Monitoring

Grant recipients are required to comply with project monitoring and reporting requirements as outlined in the funding agreement. This may include progress reports, site inspections, completion reports and acquittal documentation. Reports provided by the CHO may be shared with the Australian Government Department of Climate Change, Energy, Environment and Water to satisfy requirements of Australian Government funding provided under this program.

## Cost

The Department is not liable for any costs, expenses, losses, claims or damages that may be incurred by Applicants or other potential Recipients in connection with the application process, including in preparing or submitting an application, providing further information to the Department, or participating in negotiations with the Department.

### Probity for application procedures

The Applicant and any of its associates must not offer any incentive to, or otherwise attempt to influence any of the persons who are either directly or indirectly involved in the application process, or in awarding any subsequent contract. If the Department determines that the Applicant or any of its associates have violated this condition, the Applicant may be disqualified from further consideration, in the Department's absolute discretion. Applicants must not engage in any anti-competitive or collusive behaviour in relation to the Project.

By submitting an application, the Applicant consents to the Department performing probity and financial investigations and procedures in relation to the Applicant or any of its associates. The Applicant agrees, if requested by the Department, to seek consents from individuals to allow such probity checks.

### **Work health and safety**

All organisations have obligations under relevant work health and safety law (as persons conducting a business or undertaking) to ensure the health and safety of workers so far as is reasonably practicable and that the health and safety of other persons is not put at risk from their undertakings.

This obligation includes Applicants ensuring that safe systems of work are in place for each of the activities conducted. The Department expects Applicants to be committed to health and safety management in the proposed Project.

### **Privacy**

Any personal information about you or a third party in your application will be collected by the department for the purposes of administering your grant application and informing Members of Parliament of successful applications. Personal information may also be disclosed to external experts, such as members of assessment panels, or other Government Departments for assessment, reporting, advice, comment or for discussions regarding alternative or collaborative grant funding opportunities. If you intend to include personal information about third parties in your application, please ensure that they are aware of the contents of this privacy statement.

Any personal information about you or a third party in your correspondence will be collected, held, managed, used, disclosed or transferred in accordance with the provisions of the *Privacy and Data Protection Act 2014* and other applicable laws.

DEECA is committed to protecting the privacy of personal information. You can find the DEECA Privacy Policy online at [www.deeca.vic.gov.au/privacy](http://www.deeca.vic.gov.au/privacy).

Requests for access to information about you held by DEECA should be sent to the Manager Privacy, P.O. Box 500 East Melbourne 8002 or contact by emailing [Foi.unit@deeca.vic.gov.au](mailto:Foi.unit@deeca.vic.gov.au).

## 9. What is the application process?

Applications are submitted online using the Grants Online portal.

To apply, go to the grant program [web page](#) and click on the 'Start New Application' button. To return to a saved draft application, click on the 'Access Saved Application' button.

### Attaching required documents:

Supporting documents must be in an acceptable file type, such as Word, Excel, PDF, or JPEG. The maximum file size for each file is 10MB.

You will receive an application number when you submit an application online. Please quote this number in all communications with the department relating to your application.

If you have documents to submit that cannot be attached to your online application you can email them to [grantsinfo@deeca.vic.gov.au](mailto:grantsinfo@deeca.vic.gov.au), quoting your application number. Attach all documents to one email, zipping the files if required.

Make sure your application is submitted by **5 pm on Friday 21 August July 2026**

**Note:** No hard copy applications will be accepted. Late and incomplete applications may not be considered.

### What is the notification process?

Successful and unsuccessful applicants will be notified in writing after the assessment process is completed. All decisions are final and are not subject to further review. Unsuccessful applicants can ask for feedback on their application.

## 10. Additional information

Additional information is available at the program web page: <https://www.energy.vic.gov.au/grants/energy-efficiency-in-social-housing-program>

If you require assistance submitting your application online, email [grantsinfo@delwp.vic.gov.au](mailto:grantsinfo@delwp.vic.gov.au)

## 11. Key dates

Applications open	24 June 2026
Applications close	5pm, Friday 21 August 2026
Applicants notified	October
Activities commence	October - November
Activities completed and acquittal reports submitted	December 2027

## 12. Checklist

Read these guidelines and the information about this grant program at <https://www.energy.vic.gov.au/grants/energy-efficiency-in-social-housing-program> before applying and complete the following checklist. Have you:

- \* read these guidelines carefully?
- \* checked if you are, or your organisation is eligible for this grant funding?
- \* checked if your activity is eligible for this grant funding?
- \* checked that you would be able to comply with all relevant laws and regulations in delivery of your activity?
- \* prepared the appropriate supporting documents?

