



ASES support grant for NSW Specialist Homelessness Services (SHS) – Application Form

INSTRUCTIONS

Homelessness NSW in partnership with the NSW Department of Communities and Justice (DCJ) will administer the payment of assessor and associated costs for eligible organisations to achieve Australian Service Excellence Standards (ASES) accreditation by 30 June 2024 - [ASES policy framework](#). This grant can also be used in the development of a Quality Action Plan by an ASES assessor, if required, prior to accreditation being issued. Please note, if a Quality Action Plan is necessary, the service provider will have 6 months to complete the actions.

Once complete, please scan and email to asesupport@homelessnessnsw.org.au

SERVICE PROVIDER DETAILS

Service provider name:		Street / mailing address:	
Total Annual Organisational Revenue: <i>Note: not eligible for subsidy if \$5 million or above</i>		Financial year:	
ACN / ABN:		DCJ Provider Number:	
Are you a financial JWA partner?	Yes No	If JWA partner please provide lead organisation's name and the name of the program or service activities	

TICK RELEVANT ITEM/S AND PROVIDE DETAIL

Eligible items	Tick	Quantity/hours	Estimated cost
ASES external assessor costs (including travel)			
Consultants to assist with self-assessment and/or implementation of new policies and procedures to meet ASES requirements			
Engagement of additional staff/hours to complete ASES activities			
Staff travel required to complete ASES activities			
Implementing new policies and procedures (e.g. printing of materials, staff training)			
Other costs associated with ASES assessment <i>please describe...</i>			
Total			

PERSON COMPLETING FORM

Name:	
Position:	
Email:	
Phone:	

Declaration: I, the person identified above / an authorised representative of the organisation hereby submit an application to have the Australian Service Excellence Standards assessor and associated costs paid upfront and declare that the information contained herein is true and correct. I acknowledge this grant is to be used for ASES assessor costs and any additional associated costs and that our organisation is required to keep evidence the grant money was spent in accordance with grant conditions, which may be requested by NSW Department of Communities and Justice as per annual accountability processes for service providers. I understand that details provided in this application may be verified with the Department of Communities and Justice.

Person 1

Name:	Role/position:
Date:	Signature:

Person 2

Name:	Role/position:
Date:	Signature:

OFFICE USE ONLY

Approved?	Y	N	Amount:
Checked status of contract with DCJ?	Y	N	
Invoice supplied?	Y	N	

Date provider notified:	Date money transferred:
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