Nominations Process

Fact Sheet for funded providers

What is the Nominations Process?

Funded providers (providers) are required to implement the *Allocations Policy for Funded Social Housing Providers* (Allocations policy) to fill vacant community housing properties. Under the Allocations policy, the Housing Service Centre (HSC) refers an eligible person(s) to the provider from the department's Housing Register to be housed in the property.

If the contract to deliver Long Term Community Housing (LTCH) or Affordable Housing (AH) includes specialised arrangements or an approved target group, the Nominations Process (refer to Section 4 of the Allocations policy) allows the provider to nominate specific eligible persons for tenancy who cannot be easily identified from a search of the department's Housing Register.

What are the conditions for approval?

Applications to implement the Nominations Process may be approved when:

- specialised arrangements are in place for eligible people who cannot be easily identified from a search of the department's Housing Register.

- the provider assists an approved target group that cannot be easily identified from a search of the department's Housing Register.

Contact your local HSC to find out whether eligible people from your approved target group/specialised arrangement can be easily identified from a search of the department's Housing Register. If this is possible, you will not be granted approval to use the Nominations Process.

There is no limit on the number or type (e.g. units, detached house) of LTCH and/or AH properties that can be included in your application to use the Nominations Process, provided the conditions for approval are met.

How to apply or get more information

Contact your local Contract Management office for more information or to make an application.

- Brisbane Region – 07 3007 4377
- Central Queensland/North Coast Region – 07 4848 7054
- North Queensland Region – 07 4724 8571
- Far North Queensland Region – 07 4036 5538
- South/West Region – 07 3437 6047

Queensland Government