

Data and Reporting Framework

For funded housing and homelessness services

October 2015

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Purpose

This Data and Reporting Framework has been developed as a resource for funded providers (providers). The document aims to provide clarity to providers on why Housing Services, Department of Housing and Public Works collects data from them, and what this information is used for.

This document should be read in conjunction with relevant funding agreements and reporting templates, as these documents specify the data to be collected and how this information is collected.

This document focuses on the context for the collection, collation, analysis and dissemination of data to measure program and contract performance for all funded programs.

Scope

This Data and Reporting Framework covers data collection and performance management for all housing and homelessness programs funded by the department, unless specified in funding agreements, including:

- Affordable Housing Program
- Community Rent Scheme
- Community-managed Housing – Studio Units
- Crisis Accommodation Program
- Employment Related Accommodation Program
- Home Assist Secure
- Homelessness Program (Specialist Homelessness Services)
- Housing Employment Program
- Long Term Community Housing Program
- National Partnership Agreement on Remote Indigenous Housing (NPARIH) Regional Centres Program
- National Rental Affordability Scheme
- Same House Different Landlord
- Statewide Tenancy Advice and Referral Service
- Supportive Housing Program.

Context

In January 2015 the Deputy Director-General, Housing Services established a Data and Reporting Review Project to:

- consider the reporting requirements for providers funded to deliver housing and homelessness services
- establish a streamlined reporting framework to measure program and contract performance and support investment decisions
- inform providers of their relative performance against the reporting framework.

The project was established in response to feedback from the sector about the onerous, inconsistent and duplicative nature of reporting across different programs. This was further emphasised following the introduction of the National Regulatory System for Community Housing (NRSCH) which clearly separates regulatory and funding processes.

The department is also moving to an output funding model across all housing and homelessness funded programs. This means the department will measure and monitor the service delivery outcomes it has purchased and the outputs that it expects to be delivered by housing and homelessness services.

Outcomes of the review

The Data and Reporting Review Project has resulted in:

- an updated performance reporting framework for community housing and crisis accommodation programs that measures contract and program performance and informs the strategic direction of housing services
- reduction and streamlining of performance reporting requirements for Home Assist Secure providers and Specialist Homelessness Services funded under the Homelessness Program.

The revised reporting requirements for grant funded community housing and crisis accommodation providers, Home Assist Secure and Specialist Homelessness Services will be implemented through funding agreements from 1 October 2015.

Community housing and crisis accommodation providers, funded through lease agreements for department-owned properties and/ or capital assistance agreements for provider owned properties, received a formal notification regarding the new Social Housing Program Specification and Performance Reporting Tool. This notification provided a three month notice period, in October 2015, with implementation by 1 January 2016.

Is this the end point for reporting?

The changes implemented as a result of the Data and Reporting Review Project, especially in relation to reporting against the community housing and crisis accommodation programs, have been significant. The department has reduced the number of core data items reported by providers, across the ten community housing and crisis accommodation programs, from 163 to 28.

However, this is not the end point for reporting. The department will continue to review funded programs to see if reporting obligations can be further streamlined and reduced. Implementation of the department's new Tenancy and Property Management System will also support further reduction and streamlining of reporting requirements.

How will data be used and performance assessed?

Principles

The key principles guiding performance reporting and management for funded housing and homelessness programs are:

- the department limits requests for information which it already holds, including information reported as part of the NRSCH and where possible, shares information across areas
- the department uses the information collected and only collects information required
- providers are responsible and accountable for their performance against funded outcomes and submit accurate information in accordance with funding agreements
- providers are supported to understand and meet their funded outcomes, performance indicators and reporting requirements
- additional reporting will be required during the establishment phase of new programs or pilots to inform program evaluation, design and implementation. Reporting requirements will be reviewed regularly to ensure they are manageable and align to the maturity of the program
- the department continues to review reporting requirements to ensure that the information is current and allows for performance management of funded programs and funding agreements
- the department gives providers feedback on their performance
- monitoring of performance is timely, consistent, proactive and consultative.

Reporting requirements

Reporting requirements for providers are detailed in funding agreements. Providers should refer to their funding agreement including the relevant Program Specification or Program Guidelines to identify their reporting obligations. Appendix A to this Data and Reporting Framework provides a summary of the outputs, performance indicators and performance reporting requirements for community housing and crisis accommodation funded providers and frequency of reporting for providers.

For providers funded under the *Housing Act 2003*, details on how to complete reporting is detailed in the reporting templates for each program. Details on how to complete reporting for providers funded under the *Community Services Act 2007* specialist homelessness services are detailed in the Program Guidelines.

How does the department use the data

The department uses the data reported by providers for a number of purposes including:

- assess providers compliance and performance with the funding agreement and provide feedback to providers
- measure the performance of funded programs to see if they are achieving their purpose and inform the development of new housing assistance services
- identify trends within and across programs to inform program reviews and future investment
- ensure that the data collected continues to be relevant and appropriate
- identify training and best practice for providers and the department

- developing benchmarks for the delivery of housing assistance services
- complete internal governance reporting on the delivery of services
- report to the Commonwealth Government under National Partnership Agreements.

Assessing performance against program reporting

Submission of reports

Providers are required to submit reporting in the form or system as advised by the department and in the timeframe specified in their funding agreement. Generally, the failure to submit reporting within the specified timeframe is a breach of the Funding Agreement. The department will monitor the due dates for the receipt of performance reports and financial acquittals and whether reports are received or not.

In the first instance the department will follow-up with the provider to identify why the report has not been submitted and negotiate submission of the report with the provider. In managing continued failure to submit reports or late submission of reports, the department will take appropriate action in accordance with the funding agreement to address the compliance issues.

Performance indicators

The department has established performance indicators for all programs. These provide a benchmark for good practice which providers are expected to meet.

When submitting reports providers have an opportunity to provide an explanation where they have not met a performance indicator.

When the department receives performance reports from a provider, the department will:

- analyse the data contained within each report against the outcomes, outputs and performance indicators in relevant funding agreements
- identify whether performance requirements have been met
- undertake trend analysis on the data submitted to see how performance has changed over time
- conduct variance analysis at funded provider and/ or service and program level which compares the performance indicator with actual performance over time to identify if outcomes, outputs or performance indicators need to be varied.

Where a provider has failed to meet a performance indicator it is generally not an immediate breach of their funding agreement. Instead, the department will contact the provider to seek an explanation as to the reason, and work with the provider to identify mechanisms for improving their performance against specific performance indicators.

Continued failure to meet a performance indicator or failure to work with the department to improve performance is a breach of a funding agreement and the department will take appropriate action in accordance with the funding agreement to manage the performance issues.

Performance feedback

The department will develop a report to provide funded organisations with consistent analysis on the performance of their service providers against the funded outcomes and performance indicators. This information will be available consistently with the timeframes for submission of

reporting and will be used as a basis for discussions between the department and providers on any performance issues.

Counting rules and glossary of terms

For reporting purposes, all words and phrases have the same meaning as defined in the Funding Agreement, Program Specification or Program Guideline, except where a separate explanation is provided below. These explanations are applicable to the community housing and crisis accommodation funded providers.

Word or phrase	Explanation for reporting purposes
Access and sustain housing in the private market	<p>A tenant's ability to access and sustain housing in the private market is different to the tenant no longer being eligible for social housing.</p> <p>Some of the indicators that a tenant can access and sustain housing in the private market would include:</p> <ul style="list-style-type: none"> • the tenant having no barriers to accessing housing • the tenant has maintained their social housing tenancy with no additional support from the provider and no tenancy issues identified • the tenant rent calculation resulting in market rent being charged • the tenant meeting all their tenancy obligations including nil rent arrears and maintaining the property. <p>A provider could assist a tenant to access the private market by:</p> <ul style="list-style-type: none"> • linking the tenant to RentConnect, bond Loans and Rental grants • discussing alternate housing options with the tenant • linking the tenant to private real estates in the local area • utilising the provider's local support network to identify housing options.
Allocation and new allocations	<p>Allocations and new allocations refer to an applicant being allocated from the housing register. They do not cover internal transfers or transfers from another housing provider.</p>
Allocations with a previous social housing tenancy	<p>This information is being collected and reviewed by the department as it identifies people cycling through the system. Data on this will be collected for community housing funded providers from internal systems. Crisis Accommodation Program funded providers must report on this data item.</p> <p>A previous social housing tenancy is counted as a tenant who has exited social housing into the private market or homelessness and then re-entered social housing.</p> <p>The following should not be counted as a previous social housing tenancy:</p>

	<ul style="list-style-type: none"> • receipt of a service in a Crisis Accommodation Program property • transfer from another social housing property • exit from a transitional housing property into a long term social housing tenancy. <p>Providers MUST continue to assist clients who have had a previous social housing tenancy. A previous social housing tenancy is not a reason to reject a referred applicant. While the department may seek additional information from a provider about the clients previous housing situation and their circumstances. This measure is about understanding the social housing system and issues facing tenants exited from social housing.</p>
Disruptive behaviour is addressed	<p>Disruptive behaviour is any activity that disturbs the lives of your fellow tenants or neighbours. When accepting a social housing tenancy, it is expected that you will behave reasonably and responsibly, and ensure that other members of your household or visitors to your home do so too.</p> <p>Disruptive behaviour is addressed when the tenant has ceased to engage in the disruptive behaviour.</p>
Properties	<p>Reporting on properties should be at a rental unit level.</p> <p>For example, where a provider has a detached house this would be counted as one property, a duplex would be counted as two properties and a unit complex with five units would be counted as five properties.</p>
Tenants in need of support	<p>Tenants in need of support covers any situation where the tenant requires assistance to sustain or maintain their tenancy or to address broader issues such as mental health, domestic and family violence or chronic homelessness.</p>
Tenanted	<p>Tenanted is the date when sign-up has been finalised, or the date that the Housing Register Advice Form is actioned by the Housing Service Centre.</p>
Tenancy Plans	<p>When reporting on achievement against Tenancy Plans, the provider should refer to the most recent or final Tenancy Plan.</p>
Tenant/s and tenancy/ies	<p>To ensure consistency across community housing and crisis accommodation programs the words tenant/s and tenancy/ies is used consistently and replaces households.</p> <p>Tenant/s and tenancy/ies refers to any resident of a funded property. When reporting on the number of tenant/s and tenancy/ies, the provider should report one tenant/ tenancy for each property, even when there are two tenants listed on an agreement or where there is not a formal tenancy agreement as defined in the <i>Residential</i></p>

	<i>Tenancies and Rooming Accommodation Act 2008.</i>
Vacancy management and hard to let properties	<p>In some circumstances properties are identified as hard to let. For a property to be identified as hard to let the provider must have formal written approval by the department in accordance with established processes.</p> <p>Once a property has been formally identified as hard-to-let, it will no longer be included in counting for vacancy management turnaround times.</p>
Vacant tenatable	Is when a property is vacant but all works are completed and the property is ready to be tenanted.
Vacant un-tenatable	Is when a property has been vacated by a previous tenant, but is not tenatable due to the need for maintenance or works to be completed.

Further information

Providers should access the department's website www.hpw.qld.gov.au which has a series of resources regarding funding obligations including policies, procedures, practice guides, program specification, program guidelines, forms and information sheets.

Providers can also contact their contract manager, Contract and Delivery Management, Housing Services who can provide additional information and support with implementing their funded obligations. Your contract manager can be contacted via:

Region	Phone	Email
Brisbane North Coast Region	3896 9977	HSODCMBrisbaneNorthCoast@hpw.qld.gov.au
Central Region	4938 4880	HSCDMODCMCentralRegion@hpw.qld.gov.au
Northern Region	4036 5538	HSMailboxODCMNorthern@hpw.qld.gov.au
Southern Region	3437 6047	HSODCMSouthern@hpw.qld.gov.au

Appendix A Overview of community housing and crisis accommodation performance reporting requirements

Funded output	Performance indicator	Data required to assess performance	Data collection point	Program	Timeframe	Relevance of data to the department.
Tenancy Management						
Only eligible persons in need are provided with and continue to receive a crisis accommodation or social housing service.	100 percent of new allocations are from the Housing Register.	Number of allocations from the housing register.	Department's property and tenancy management database	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	As required, at least quarterly.	It is a funded output that only eligible persons are provided with a housing service.
		Number of tenancies assisted at end of reporting period.	Provider submitted.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Crisis Accommodation Program Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	
		Number of tenancies assisted during the reporting period.				
Only eligible persons in need are provided with and continue to receive a crisis accommodation or social housing service.	At least 75 percent of allocations are from the Very High Need segment of the Housing Register.	Number of Very High Need allocations from the housing register.	Department's property and tenancy management database	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	As required, at least quarterly.	
Only eligible persons in need are provided with and continue to receive a crisis accommodation or social housing service.	At least 90 percent of allocations, when combined, are from the Very High and High Need segments of the Housing Register	Number of Very High and High Need allocations from the housing register.	Department's property and tenancy management database	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	As required, at least quarterly.	
Only eligible persons in need are provided with and continue to receive a crisis accommodation or social housing service.	100 percent of ineligible tenants are exited within four months of being deemed ineligible.	Number of tenancies that have not exited to the private market within four months of being identified as ineligible.	Provider submitted.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	

Funded output	Performance indicator	Data required to assess performance	Data collection point	Program	Timeframe	Relevance of data to the department.
Only eligible persons in need are provided with and continue to receive a crisis accommodation or social housing service. Tenants continue to be appropriately matched to a property based on housing need and bedroom entitlement.	100 percent of tenancies are reviewed annually to assess their ongoing <ul style="list-style-type: none"> eligibility for social housing need for social housing match to the social housing property in which they reside. 	Number of tenancies that have been reviewed in preceding 12 months for; ongoing eligibility, ongoing need and match to property.	Provider submitted.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	Annually, 21 days after the end of the financial year. 21 July.	Ensuring clients continue to be eligible and have a need for services and are appropriately matched to the property, ensures that services are being delivered to those most in need.
The provider identifies and assists tenants able to access and sustain housing in the private market to do so.	90 percent of tenants identified as able to access and sustain housing in the private market are assisted to do so.	Number of tenancies identified as being able to access and sustain housing in the private market.	Provider submitted.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	The department supports the progression of people through social housing and into the private market, where appropriate.
		Of those tenancies identified as being able to access and sustain housing in the private market, state the number assisted to do so.				
The provider identifies and refers tenants in need of support to appropriate services.	100 percent of consenting tenants in need of support are referred to an appropriate service.	Number of tenants identified in need of support.	Provider submitted	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	Where possible, providers should ensure that tenants receive appropriate support.
		Number of consenting tenants identified in need of support, that have received this support from the provider.				
		Number of consenting tenants identified in need of support, that have been referred to an external service.				
Tenants have increased capacity to meet tenant responsibilities, independently manage and sustain a tenancy.	No more than 4 percent of tenancies in rent arrears of more than four weeks	Number of tenancies in rent arrears of more than four weeks.	Provider submitted.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	Providers should work with their tenants to build capacity to manage and sustain their tenancies.
Disruptive behaviour is addressed with clear and consistent action.	Nil	Number of tenancies identified as engaging in disruptive behaviour.	Provider submitted.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Crisis Accommodation Program Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	It is important that the provider has mechanisms in place for addressing disruptive behaviour.
		Of the tenancies in which disruptive behaviour has been identified, state the number where the behaviour has been successfully addressed.				

Funded output	Performance indicator	Data required to assess performance	Data collection point	Program	Timeframe	Relevance of data to the department.
Neighbourhood disputes and other tenancy-related problems are prevented or addressed early before they escalate.	Nil	The department considers information received on complaints, neighbourhood disputes, critical incidents and neighbourhood fatigue.	Multiple.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Crisis Accommodation Program Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	As required.	It is important that the provider has mechanisms in place for preventing and addressing neighbourhood disputes and other tenancy-related problems.
<p>Tenants do not return to social housing after a period of service.</p> <p>Tenants have increased capacity to meet tenant responsibilities, independently manage and sustain a tenancy.</p> <p>The provider identifies and assists tenants able to access and sustain housing in the private market to do so.</p>	Zero known exits to homelessness.	<p>Number of provider initiated exits</p> <hr/> <p>Number of tenant initiated exits</p> <hr/> <p>Number of exits for specific reasons. <u>Specified reasons</u></p> <ul style="list-style-type: none"> • vacated due to arrears action • vacated by physical eviction (arrears) • vacated by mutual termination • vacated due to breach action • vacated by physical eviction (other) • vacated due to ongoing eligibility • tenant transferred (provider initiated) • provider served notice to leave • QCAT termination order • Property no longer in portfolio. <hr/> <p>Number of exits to specified exit points. <u>Specified exit point</u></p> <ul style="list-style-type: none"> • deceased • homeless or crisis accommodation • family or friends • National Rental Affordability Scheme • private rental • home ownership • social housing (public housing or community housing), not CAP. • institution (hospital or correctional facility) • unknown • other, please specify. 	Provider submitted.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Crisis Accommodation Program Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	21 days after the end of each quarter.	Understanding tenant exits assists in the review of existing services and development of new initiatives.

Funded output	Performance indicator	Data required to assess performance	Data collection point	Program	Timeframe	Relevance of data to the department.
Vacant properties are tenanted in a timely manner.	The average time to complete vacant maintenance is 11 days.	Average time of days that a properties take to move from vacant untenable to vacant tenable.	Department's property and tenancy management database.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	As required, at least quarterly.	Vacancy management is a core deliverable for both asset and tenancy management.
Vacant properties are tenanted in a timely manner.	The average time for tenating a vacant tenable property is 14 days.	Average time taken to move properties from vacant tenable to tenanted.	Department's property and tenancy management database.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	As required, at least quarterly.	Vacancy management is a core deliverable for both asset and tenancy management.
Tenants do not return to social housing after a period of service.	Less than ten percent of new allocations have had a social housing tenancy in the preceding 24 months.	Number of new allocations that have had a social housing tenancy in the preceding 24 months.	Department's property and tenancy management database.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	As required, at least quarterly.	This information allows the department to identify where clients are cycling through social housing and can assist in informing improvements to service delivery.
			Provider submitted.	Crisis Accommodation Program.	21 days after the end of each quarter.	
Property Management						
Properties are maintained in good condition operationally and aesthetically, benchmarked against industry standards for the class of asset.	95 percent of funded department-owned properties inspected meet the S4 rating as specified within the Queensland Government Maintenance Management Framework (QGMMF) unless otherwise exempted from the department.	Number of properties inspected.	Provider submitted.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Crisis Accommodation Program Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	Six monthly. 21 days after the end of December and the end of June. 21 January and 21 July.	It is important that funded properties are maintained to the department's standard.
		Number of properties inspected that met the S4 rating in the QGMMF.				
Health and safety issues with properties are rectified as soon as practicable to ensure the safety of tenant/s.	100 percent of immediate faults are responded to within one hour.	Number of immediate faults identified.	Provider submitted.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Crisis Accommodation Program Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	It is essential for health and safety issues to be appropriately responded to.
		Number of immediate faults responded to within specified timeframe.				

Funded output	Performance indicator	Data required to assess performance	Data collection point	Program	Timeframe	Relevance of data to the department.
Health and safety issues with properties are rectified as soon as practicable to ensure the safety of tenant/s.	100 percent of urgent faults are responded to within four hours.	Number of urgent faults identified. Number of urgent faults responded to within specified timeframe.	Provider submitted.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Crisis Accommodation Program Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	It is essential for health and safety issues to be appropriately responded to.
When delivering asset management on funded properties the provider should have an awareness of the asset management lifecycle.	100 percent of changes to properties are advised to the department.	Providers must comply with the requirements in the <i>Housing Regulation 2015</i> and funding agreements including the social housing program specification, to notify the department of changes to properties. Relevant processes are detailed on the department's website.	Provider submitted and internal systems.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Crisis Accommodation Program Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	Ensuring accurate property records and appropriate asset management practices is essential to inform future investment.
When delivering asset management on funded properties the provider should have an awareness of the asset management lifecycle.	Nil	The department may review the providers Asset Management Plans when considering this funded outcome.	As requested.	Affordable Housing program Community-managed Housing – Studio Units Community Rent Scheme Crisis Accommodation Program Long Term Community Housing Program Same House Different landlord Supportive Housing Program.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	
Program funding is used to head lease at least the minimum number of properties provided by the contract	100 percent of the minimum head lease quota range is achieved.	Number of properties privately head leased.	Provider submitted.	Community Rent Scheme – private head lease Crisis Accommodation Program – private head lease.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	
Tenancy planning						
Tenants are assisted for the duration of their need.	90 percent of tenants exit within the duration of need specified in their tenancy plan.	Number of tenants that exceeded the duration of need in their tenancy plan.	Provider submitted.	Community-managed Housing – Studio Units (transitional only) Community Rent Scheme. Same House Different Landlord.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	These performance indicators and data requirements allow the department to assess whether providers are transitioning people through and out of transitional housing.
Tenants are assisted for the duration of their need.	Average current tenancy is less than 21 months.	Average length of current tenancies.	Provider submitted.	Community-managed Housing – Studio Units (transitional only) Community Rent Scheme.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	
Tenants are assisted for the duration of their need.	Average tenancy is less than 24 months.	Average length of tenancies ended during the reporting period.	Provider submitted.	Community-managed Housing – Studio Units (transitional only) Community Rent Scheme.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	

Funded output	Performance indicator	Data required to assess performance	Data collection point	Program	Timeframe	Relevance of data to the department.
Common Ground Queensland						
Funded requirement	Tenant mix consistent with funded requirements.	The number of current tenants from the low to moderate income target group.	Provider submitted.	Common Ground Queensland.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	These reporting requirements allow the department to measure specific funded requirements for Common Ground Queensland.
Funded requirement	Tenant mix consistent with funded requirements.	The number of current tenants from the chronic homelessness target group.	Provider submitted.	Common Ground Queensland.	21 days after the end of each quarter. 21 October, 21 January, 21 April and 21 July.	