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| Community Housing Federation of Victoria 94214 |
| Outcome objective: Victorians are safe and secureOutput group: Housing assistanceOutput: Housing support and homelessness assistance |

# 1. Service Objective

Peak body for the community housing sector:

* promote and support the community housing sector
* effectively consolidate the diverse views of its member organisations to provide a single coherent voice for the sector.

# 2. Description of the service

Support the community housing sector in Victoria that provides accessible, affordable and appropriate housing for those most in need through:

* input into policy development and representation
* communication and advocacy
* sector consultation and co-ordination
* sector capacity building
* identification of opportunities and risks.

# 3. Client group

Community housing sector organisations.

#  4. Obligations specific to this activity

In addition to the obligations listed in the Service Agreement, organisations funded to deliver this activity must comply with the following:

## 4a. Registration and Accreditation

N/A

## 4b. Program requirements and other policy guidelines

N/A

# 5. Performance

Funding is subject to achieving the performance targets specified in Schedule 2 of the Service Agreement. Performance is measured as follows:

## Key performance measure 1: Submission of a 6 monthly progress report

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| Aim/objective | Community Housing Federation of Victoria is required to submit 6 monthly progress report providing evidence of delivery of the agreed key performance indicators established in the annual work plan.   |
| Target | The performance measure target is provided in the Service Agreement. |
| Type of count | [x]  Cumulative [ ]  Non-cumulative  |
| Counting rule | The report will need to provide evidence of progress against the activities identified in the Annual Work Plan.  |
| Data source(s) collection | Twice yearly work plan reportAnnual work plan  |
| Definition of terms |  |

# 6. Data collection

The reporting requirements for this service are:

| Data collection name | Data system  | Data set  | Reporting cycle |
| --- | --- | --- | --- |
| **Twice yearly report** |  | Report | Within six weeks of the completion of each half financial year period |
| **Annual workplan report** |  | Workplan | submit its approved plan by 30 June each year, prior to the beginning of the financial year |

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