

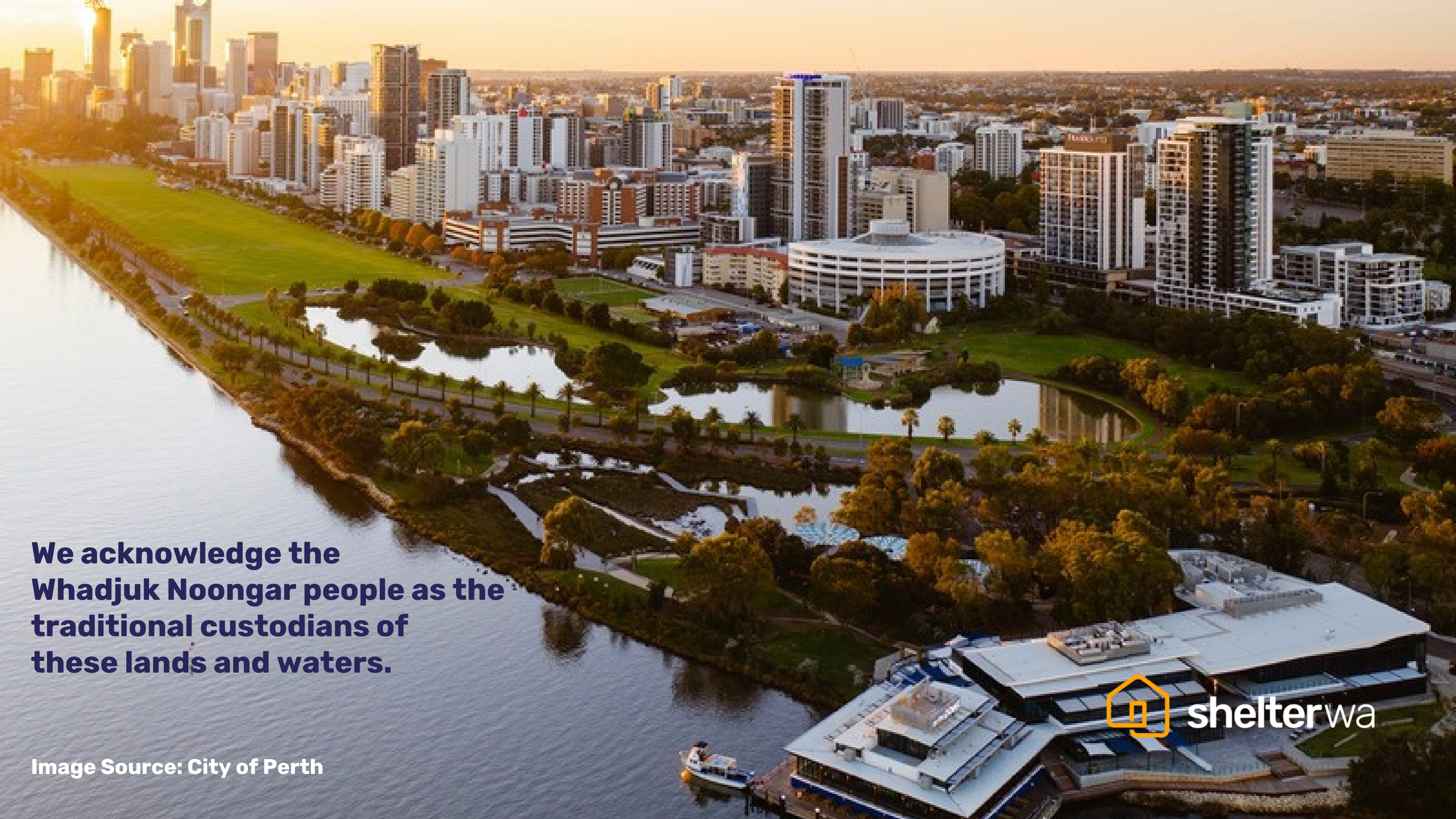
Business Advisory Grants

Information Session

Community Housing Futures WA Program

Administered by Shelter WA • Supported by the WA Government



An aerial photograph of Perth, Australia, at sunset. The city skyline is visible in the background, with numerous high-rise buildings. In the foreground, a large green park area with winding paths and a small body of water is situated along the waterfront. The sun is low on the horizon, casting a warm glow over the scene.

**We acknowledge the
Whadjuk Noongar people as the
traditional custodians of
these lands and waters.**

Image Source: City of Perth





What We Heard so Far

**Project Launching
Roadshow Insights,
April – May 2026**



**COMMUNITY
HOUSING
FUTURES WA**

About Business Advisory Grants

The BA Grants Stream provides targeted, time-limited funding to assist registered and emerging community housing organisations to strengthen their internal capability and support their readiness for growth in social and affordable housing delivery.



Maximum Grant

Maximum Grant Up to \$50,000 (excl. GST)
This is the maximum available in Round 1.
Unspent funds must be declared in the final acquittal and returned to the program.

Project Duration

Up to 12 months (18 with extension)
Extensions beyond 12 months may be considered where there is genuine need.

Payment

Lump sum on Funding Agreement
The full grant amount is paid as a lump sum when the Funding Agreement is signed.

Approved Supplier List

Pre-qualified professional advisors vetted by CHFWA Team. Unlisted advisors will be evaluated with the same standards before funds are released.

Who Can Apply?



ELIGIBLE ORGANISATIONS

Registered Community Housing Organisations (CHOs) – all tiers

Aboriginal Community Housing Organisations (ACHOs) and Aboriginal Controlled Community Organisations (ACCOs)

Emerging or aspiring community housing organisations working toward registration or service delivery

Open to organisations across Western Australia delivering, or actively preparing to deliver, social and affordable housing.



Capability Focus Areas

Applications must align with one or more of the focus areas below



Finance

Financial modelling, cashflow forecasting, funding strategy, financial risk analysis, and building the financial knowledge of organisation needs to plan and support housing growth.



Business Planning

Business and strategic planning, preparing business cases, option analysis, forming partnerships, and building internal planning capability, implementing tenancy management systems.



Asset Management

Developing asset management frameworks, asset planning, lifecycle analysis, maintenance programming, portfolio performance monitoring, and preparing Strategic Asset Management Plans (SAMPs).



Risk Management

Understanding, managing, monitoring and mitigating business, financial, governance and policy risks relevant to the housing operations and growth plans.



Registration Assistance

Support to develop the policies, procedures, business plans and governance frameworks required to apply for WA state registration or pursue a tier upgrade.



BUSINESS ADVISORY

Can apply across more than one focus area, the project just needs to clearly demonstrate the capability being built in each.

The focus area shapes everything It determines the advisory work funded, eligible expenditure, and the advisor expertise needed. Identify the most significant capability gap before applying.

Eligible Expenditure



The following outlines what can and cannot be funded through a Business Advisory Grant.

Professional Advisory Services: Approved Supplier List	Internal Dedicated Personnel	Systems & Digital Tools	Minor Project Delivery Costs
★ Preferred • Pre-vetted advisors assessed for expertise, professional standing and cultural safety • Browse by capability area at chfwa.org.au • Contact and engage directly – CHFWA does not assign or recommend suppliers Own advisor? • Permitted, but must complete the same CHFWA vetting process • Funds not released until vetting is complete and agreement signed	• Time-limited role created specifically for the project • Fixed-term with defined deliverables • CV and qualifications required at application Application form S.4.5 • Role title, FTE, duration	• Design, configuration and implementation • Must directly support the capability project • Operational or module purchases • Ongoing licences and subscriptions are ineligible • Value for money justification required Application form S.4.6 • System description, cost, capability link, probity	• Capped at \$5,000 in total • Be proportionate to the rest of the application • Must directly support advisory or transformation work • Printing or materials directly produced as part of the advisory work • Regional travel costs where face-to-face engagement is necessary for project delivery • Minor administrative costs directly associated with managing the grant

Not Eligible

BA Grants fund new, time-limited capability projects, not ongoing operations or business-as-usual activities. The following costs are not eligible:

- **General operating costs:** rent, utilities, insurance, standard IT support, office supplies
- **Projects already on the way:** unless the work being funded represents a clearly distinguishable new stage of that project
- **Salaries for existing staff,** or backfilling positions while existing staff work on the project
- **Capital works,** construction or property acquisition
- **Costs incurred before** the Funding Agreement is signed
- **Costs not included** in the approved budget, unless a formal variation has been approved in advance
- **Activities already** funded by another source
- **Retrospective costs:** work that has already been done

Not sure if something is eligible?

Contact the program team before you apply at team@chfwa.org.au



Approved supplier List

Your advisor, your choice, vetted for quality, ready to engage.



All listed advisors have been assessed by Shelter WA for relevant expertise, professional standing, and cultural safety capability. Organisations browse the register on the CHFWA website and engage directly, CHFWA does not endorse, assign or recommend individual suppliers.

- **Browse by focus area :** Filter advisors by Finance, Business Planning, Asset Management, Risk Management or Registration Support. Read the Supplier Profile for more information.
- **Already vetted:** Listed advisors are pre-approved and ready to engage, no additional assessment required.
- **Your choice:** Organisations select their own advisor. Own suppliers can also be nominated and vetted.

Organisations are not required to use the List, but any advisor nominated who is not already on it must complete the same assessment process before grant funds are released.



How Applications Are Assessed



Growth & Impact 30%	Financial & Budget 20%	Capacity to Deliver 20%
Will materially improve ability to plan, finance or deliver social and affordable housing. Outcomes are clear, practical and achievable.	Budget is realistic, clearly costed and proportionate to scope. All costs are eligible and demonstrate value for money.	Appropriate internal oversight and a credible plan to manage delivery and implement outputs.
Purpose & Alignment 15%	Readiness & Timing 10%	Priority & Equity 5%
Clearly identifies the capability gap and demonstrates alignment with the organisation's housing growth direction.	Organisation is ready to commence. Timeline and milestones are realistic and achievable within the funding period.	Priority for Aboriginal-led organisations, Tier 2/3 CHOs, and organisations in regional and remote communities.

Minimum threshold: 75% required to be considered for funding. Eligibility is assessed but not weighted.

Tips for a Strong Application



Before submitting, be ready to clearly address each of the following:

- 1 Which BA Capability Focus Area/s does the project address?
- 2 Who will manage the project internally. What is the organisation's capacity to deliver?
- 3 What activities will be undertaken and what will be produced or implemented?
- 4 How will success be measured. What will be demonstrably different at completion?
- 5 Who will deliver the advisory work and are they on the BA Approved Supplier List?
- 6 If using internal personnel or systems, have you assessed value for money and developed an implementation plan?

Specific, evidence-based responses score more favourably than general statements. Attach supporting documents where they add weight.

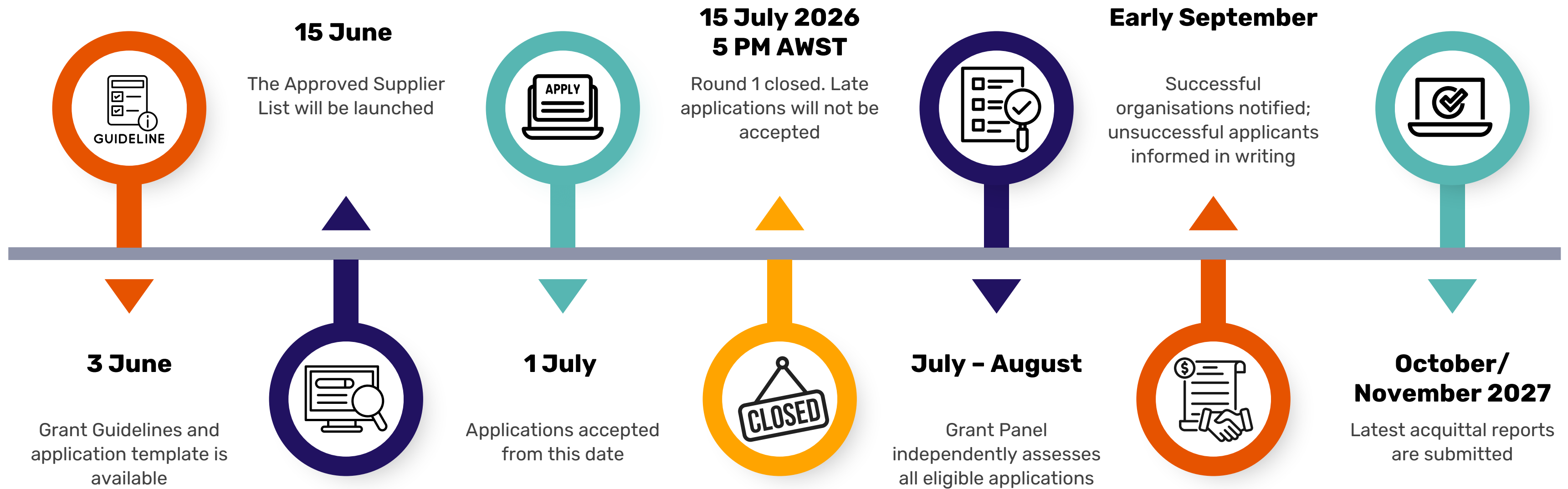
Reporting Requirements

Successful applicants must submit three reports over the life of the project:

Six-Month Progress Report	Final Report	Financial Acquittal
W H E N 6 months after project commencement W H A T I T C O V E R S Progress update on activities delivered, expenditure to date, any issues or delays, and forecast for the remaining period	W H E N Within 30 days of project completion W H A T I T C O V E R S A summary of all activities delivered, outcomes achieved and lessons learned	W H E N Within 30 days of project completion W H A T I T C O V E R S Reconciliation of all expenditure against the approved budget, supported by invoices, receipts and a signed declaration

Report templates will be provided upon execution of the Funding Agreement. Contact the team early if you anticipate any delays.

Timeline





What's Next

June Info Sessions



COMMUNITY
HOUSING
FUTURES WA

Upcoming Webinars



MAKING THE MOST OF YOUR BUSINESS ADVISORY GRANT WITH PAXON GROUP

This session will cover practical examples of how to use Business Advisory Grant funding effectively, including:

- Identifying the right focus area
- Scoping an effective advisory project
- Designing work with lasting impact
- Using grant funding strategically

09 June,
Tuesday
10 AM
Online



FINAL FAQ DROP-IN FOR THE BUSINESS ADVISORY GRANTS ROUND 1

This is an open, informal session with no slides or formal presentation. It is designed as an opportunity for organisations to bring their outstanding questions directly to the program team and receive clear, considered answers before applications go live.

26 June,
Friday
10 AM
Online



What's next



Applications open 1 July and close 15 July 2026. Here is how to prepare.

1 Download the guidelines and application form

Both are available now at chfwa.org.au. Read the guidelines carefully before preparing your application.

2 Identify your focus area and eligible expenditure

Discuss internally which Capability Focus Area/s the project will address and what type of eligible expenditure best fits your approach.

3 Engage an advisor and get a quote

Once the BA Approved Supplier List is live after the 15 June, browse by capability area and engage directly to obtain a quote. If nominating your own advisor, initiate the CHFWA vetting process as early as possible.

4 Submit from 1 July

Applications open 1 July and close 15 July at 5pm AWST. Submit as soon as your application is ready. Late applications will not be accepted.

Q&A

Project Team



Thank you

APPLICATION DEADLINE

**15 July 2026
5:00 PM AWST**

Email: team@chfwa.org.au

Phone: 0475 409 667

Website: chfwa.org.au



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Supported by the WA State Government



Government of Western Australia
Department of Housing and Works

