

# Queensland Community Housing Energy Upgrades Rebate Scheme

## 1. About the Scheme

- 1.1. The Queensland Community Housing Energy Upgrades Rebate Scheme (the Scheme) aims to encourage community housing providers to buy and install energy upgrade measures that help lower energy bills for community housing tenants and reduce barriers to energy upgrades.

## 2. Amount of assistance

- 2.1. The amount of assistance available is up to **\$4,500** per *eligible dwelling* for the purchase and installation of *energy upgrade measures* in or for an *eligible dwelling*.
- 2.2. Applications under the Scheme are **limited to one per dwelling**.

## 3. Eligibility criteria

- 3.1. To be eligible for **conditional approval**, the applicant must:
- (a) be a registered Community Housing Provider published on the [National Register for Community Housing Providers](#) or [Queensland Register of State Community Housing Providers](#);
  - (b) own an *eligible dwelling* that is provided for residential accommodation as, or part of, a *community housing service*;
  - (c) have obtained a quote (issued after the Scheme has opened) for the purchase of one or more *energy upgrade measure(s)* for the *eligible dwelling*; and
  - (d) not have already purchased or installed the *energy upgrade measure(s)* or previously received assistance for the *eligible dwelling*.
- 3.2. To be eligible for **final approval** the applicant must:
- (a) own the *eligible dwelling*; and
  - (b) within six months of receiving conditional approval:
    - i. have purchased the energy upgrade measure(s);
    - ii. have had the *energy upgrade measure(s)* installed at the *eligible dwelling*; and
    - iii. submitted a final approval application to the Queensland Rural and Industry Development Authority (QRIDA).

## 4. Eligible energy upgrade measures

- 4.1. The following are an eligible *energy upgrade measure*:

- (a) *eligible ceiling insulation*;  
See section 6.1-6.2.
- (b) a *draught-proofing measure*;
- (c) an electric cook-top;
- (d) an electric oven;
- (e) an *energy-efficient air conditioner*;

- (f) an *energy-efficient hot water system*;  
See section 6.5 and 6.6.
  - (g) an *eligible solar PV system*;  
See section 6.33 and 6.44.
  - (h) an *external window-shading measure*;
  - (i) a *high-performance glazed window*;
- 4.2. The following are *supplementary measures* and must be carried out with one or more of the *eligible upgrade measure(s)* mentioned in 4.1(a) to (i):
- (a) a direct current ceiling fan;
  - (b) LED light fixture.

## 5. Installation of energy upgrade measure

- 5.1. Installation of an *energy upgrade measure* in or for an *eligible dwelling* includes:
- (a) installing the *energy upgrade measure* (e.g. service cost);
  - (b) preparing a dwelling for the installation, such as, installing a power point that is necessary to install an electric cook-top at a dwelling
  - (c) other work required to support the installation, for example, the removal and disposal of insulation that is being replaced with *eligible ceiling insulation*.
- NB: The eligible installation costs associated with supporting the installation must be required for the type of *energy upgrade measure* being installed. QRIDA may request more information on the costs to determine if it is required for the measure.
- 5.2. Installation work does not include work that would be required regardless of the installation (e.g. carrying out general maintenance or repair).
- 5.3. Where a licence is required to install an *energy upgrade measure* under the relevant Acts below, the measure must be installed by the holder of the licence under the relevant Act:
- (a) the *Electrical Safety Act 2002*;
  - (b) the *Plumbing and Drainage Act 2018*; or
  - (c) the *Queensland Building and Construction Commission Act 1991*.

## 6. Additional installation requirements

### Eligible ceiling insulation

- 6.1. For ceiling insulation to be *eligible ceiling insulation* it must:
- (a) comply with AS/NZ 4859.1:2018 (thermal insulation materials for buildings);
  - (b) have a minimum thermal resistance rating of R3.0;
  - (c) not be electrically conductive ceiling insulation (foil) under the *Electrical Safety Regulation 2013* (Qld); and
  - (d) be installed by a person who holds a 'Certified Insulation Installer' certification as an insulation installer issued by [Energy Efficiency Council](http://EnergyEfficiencyCouncil.org.au/certified-insulation-installer/): [ecccetified.org.au/certified-insulation-installer/](http://ecccetified.org.au/certified-insulation-installer/).
- 6.2. The applicant must, for *eligible ceiling insulation*:
- (a) ensure that a *Safe Work Method Statement* is completed before the installation where required, and have obtained a copy; and

- (b) within 30 days before installation, have been issued an electrical safety inspection certificate from a licensed electrical contractor confirming the contractor has inspected and tested the electrical installation in the ceiling structure of the *eligible dwelling* and are satisfied the existing electrical installation is electrically safe.

### **Solar PV system**

6.3. A solar PV system is an *eligible solar PV system* if:

- (a) it has a *system capacity* of 3kW or more;
- (b) it is installed with a generation signalling device;
- (c) the inverter is a Clean Energy Council (CEC) Approved Inverter as per the CEC approved inverters list: <https://cleanenergycouncil.org.au/industry-programs/products-program/inverters>; and
- (d) all the solar panels are CEC Approved Modules as per the CEC approved modules list: <https://cleanenergycouncil.org.au/industry-programs/products-program/modules>

6.4. The *eligible solar PV system* must be:

- (a) purchased from a retailer published on the New Energy Tech Approved Sellers directory: [newenergytech.org.au/find-an-approved-seller](http://newenergytech.org.au/find-an-approved-seller);
- (b) designed by an accredited solar PV designer that holds a relevant and current accreditation through Solar Accreditation Australia: [saaustralia.com.au/accreditation-status-check](http://saaustralia.com.au/accreditation-status-check); and
- (c) installed by a person that holds:
  - i. a relevant and current accreditation through Solar Accreditation Australia; and
  - ii. a current Queensland Open Electrical Worker Licence and who is, or works for, an installer with a current Queensland Electrical Contractor Licence: [https://rapid.appianportals.com/public/licence\\_search](https://rapid.appianportals.com/public/licence_search).

### **Energy efficient hot water system**

- 6.5. If an *energy efficient hot water system* will service more than one *eligible dwelling*, the amount of assistance for each dwelling will be divided by the number of *eligible dwellings* it will service. *For example: if a solar hot water system costs \$5,000 and will service five community housing dwellings, the amount of assistance attributed to each dwelling will be \$1,000.*
- 6.6. Applications that include *energy efficient hot water systems* must be submitted with all other relevant work required for the *eligible dwellings* to be serviced by the system.

## **7. Conditions of assistance**

- 7.1. More than one *eligible dwelling* can be submitted per application. Please ensure your application for conditional approval contains all of the *energy upgrade measure(s)* to be undertaken for the *eligible dwelling*.
- 7.2. The amount of assistance cannot be more than the cost to purchase and install the *energy upgrade measure(s)*, less any input tax credit that the applicant is entitled to claim in relation to the purchase and installation of the *energy upgrade measure(s)*.
- 7.3. The applicant must consent to the information associated with the application (other than personal information) being shared with the Queensland Government and other parties for the purpose of evaluating the Scheme and the implementation of the Australian Government's Social Housing Energy Performance Initiative.

- 7.4. QRIDA will assess all applications received under the Scheme in order of receipt and will provide written notice of decisions.
- 7.5. QRIDA may request further relevant information to determine an application. Further relevant information must be provided to QRIDA within 14 days.
- 7.6. QRIDA must refuse a *conditional approval application* if available funds are insufficient to pay the assistance amount applied for in the application.
- 7.7. Penalties apply for providing false or misleading information in accordance with the *Rural and Regional Adjustment Act 1994*.

## 8. How to apply

- 8.1. Applications for both conditional and final approval must be made via QRIDA's online application portal: [applyonline.qrida.qld.gov.au](https://applyonline.qrida.qld.gov.au)
- 8.2. Applications for conditional approval will close on the date stated on the Department of Housing and Public Works' website, or when Scheme funding is exhausted.
- 8.3. Applications for **conditional approval** must include:
  - (a) evidence of ownership of the *eligible dwelling(s)* (e.g. rates notice);
  - (b) for each *eligible dwelling*, a quote for the purchase and installation of the *energy upgrade measure(s)*; and
  - (c) any other documents stated on the application.
- 8.4. Applications for **final approval** must include for each *eligible dwelling*:
  - (a) evidence of payment for the *energy upgrade measure(s)* (e.g. a tax invoice and receipt);
  - (b) evidence of installation for the *energy upgrade measure(s)* (e.g. tax invoice, certificate of inspection);
  - (c) the name, ABN and licence or accreditation number of the person or business who installed the *energy upgrade measure(s)*;
  - (d) for applications for *eligible ceiling insulation*:
    - i. a copy of the electrical safety inspection certificate;
    - ii. the name and certification number of the certified insulation installer; and
    - iii. a copy of the Safe Work Method Statement.
  - (e) any other documents stated on the application.

## 9. Payment of assistance

- 9.1. If an application for conditional approval is approved, applicants must enter into a written financial assistance agreement with QRIDA that will outline the terms of receiving assistance, including how payments will be administered and managed under the Scheme.
- 9.2. For approved conditional approval applications, QRIDA will pay an initial 50% of the total approved amount of assistance (the initial amount) of up to \$2,250 for each *eligible dwelling*, to be used to purchase and install the *energy upgrade measure(s)*.
- 9.3. QRIDA will pay the remaining 50% of the total approved amount of assistance (the final payment) at final approval. However, if at final approval the actual cost for the purchase and installation of the *energy upgrade measure(s)* is:

- (a) more than the initial amount – the final payment will be equal to the amount paid under 9.2; and
  - (b) less than the initial amount – the final payment will be the difference between the actual cost and the initial amount.
- 9.4. If an application for final approval is declined or the *conditional approval application* is withdrawn, the initial payment must be repaid to QRIDA within the timeframe stated in the written financial assistance agreement.

## 10. Conflict of interest

- 10.1. A conflict of interest may arise due to a business-dealing with QRIDA if an applicant's private interests conflict with their obligations under the agreement. Conflicts of interest could affect the awarding or performance of an agreement. A conflict of interest can be:
- real (or actual)
  - apparent (or perceived) or
  - potential.
- 10.2. As part of the application, applicants will be asked to declare any business dealings that may be considered an actual, perceived or potential conflict of interest or that, to the best of the applicant's knowledge, there is no conflict of interest. If an applicant later identifies that there is an actual, apparent, or potential conflict of interest or that one might arise in relation to their agreement, the applicant must inform QRIDA in writing immediately.

## 11. Fraudulent applications

- 11.1. QRIDA takes fraud and corruption seriously. Suspected fraud will be referred to the Queensland Police Service (QPS) and/or the Crime and Corruption Commission (CCC).
- 11.2. Fraud and corruption are criminal offences under sections 408C, 408D and 87 of the *Criminal Code* (Qld). For corporations, directors and company officials, sections 596 and 184 of the *Corporations Act 2001* (Cth) will also apply.
- 11.3. Providing false or misleading information or documents in the QRIDA application process is an offence. Penalties may apply under sections 41 and 42 of the *Rural and Regional Adjustment Act 1994* (Qld).
- 11.4. By signing the application form for the Scheme, applicants acknowledge that the information they provide is true and accurate and agree to be bound by the Scheme's guidelines and provisions.
- 11.5. QRIDA reserves the right to pursue and recover funding provided under fraudulent and dishonest circumstances.

## 12. Your privacy

- 12.1. QRIDA's Privacy Policy, available at [qrda.qld.gov.au/privacy](https://qrda.qld.gov.au/privacy), sets out general information on how QRIDA collects, uses and discloses individuals' personal information.
- 12.2. The application portal for this Scheme contains specific information on how personal information will be collected, used, and disclosed.

## 13. More information

- 13.1. For more information on the Queensland Community Housing Energy Upgrades Rebate Scheme, contact QRIDA on **1800 623 946**, email [contact\\_us@qrda.qld.gov.au](mailto:contact_us@qrda.qld.gov.au) or visit

<https://www.business.qld.gov.au/industries/service-industries-professionals/housing-accommodation/community/energy-upgrades-in-community-housing/provider-owned-properties/>.

## 14. Definitions

**Accredited contractor** means a licensed electrical contractor with accreditation from Solar Accreditation Australia in—

- (a) grid connect photovoltaics design; or
- (b) grid connect photovoltaics design and installation; or
- (c) grid connect photovoltaics install.

**Approved inverters list** means the document called ‘Approved inverters list’ made by, and published on the website of, Clean Energy Council Limited.

**Approved modules list** means the document called ‘Approved modules list’ made by, and published on the website of, Clean Energy Council Limited.

**Approved sellers register** means the register called ‘Approved sellers’ published on the *NETCC* program’s website.

**Class 1a building** means a class 1a building under the Building Code of Australia and includes a *granny flat*.

**Class 2 building** means a class 2 building under the Building Code of Australia.

**Community housing service** see the *Housing Act 2003*, section 8(3).

**Conditional approval application** means an application for conditional approval for assistance under the Scheme.

**Draught-proofing measure** means a substance or other thing designed to seal a gap in a building against inflows of air.

**Eligible dwelling** means a class 1a building, or a sole-occupancy unit in a class 2 building --

- (a) situated in Queensland; and
- (b) provided for residential accommodation as, or part of a, *community housing service*.

**Energy-efficient air conditioner** means a split-cycle air conditioner that:

- (a) has an *energy rating* for the air conditioner’s cooling function of at least 4 stars; and
- (b) if the air conditioner has a heating function—has an *energy rating* for the function of at least 3 stars.

**Energy-efficient hot water system** means an electric heat-pump hot water system or solar hot water system.

**Energy rating**, for an air conditioner cooling or heating function, means the rating shown for the function on the energy rating label required or authorised under a *GEMS determination*, to be communicated in connection with the retail supply, or offer of retail supply, of the air conditioner.

**External window-shading measure** means a device or structure, outside a window, that is designed to block or reduce the passing of direct sunlight through the window (e.g. window awning, window shutter, external blind, external louvres).

**GEMS determination** means a GEMS determination in force under the *Greenhouse and Energy Minimum Standards Act 2012* (Cth).

**Granny flat** means a building on a lot that:

- (a) is capable of providing self-contained accommodation; and
- (b) is not—
  - i. a *house*, or other main building used for residential purposes on the lot; or
  - ii. a manufactured home under the *Manufactured Homes (Residential Parks) Act 2003*; or
  - iii. a caravan, even if modified so it cannot be moved in a way ordinarily used to transport the caravan.

**High-performance glazed window** means a window designed to improve the thermal insulation of a building in which it is installed.

**House** means a class 1a building on a lot, if the building is:

- (a) a single detached dwelling; and
- (b) the main building on the lot used for residential purposes.

**New Energy Tech Consumer Code (NETCC)** means the program, administered by the Clean Energy Council, that publishes recommended consumer protection standards for renewable energy technologies.

**Safe Work Method Statement** see the *Work Health and Safety Regulation 2011*, schedule 19.

**Solar PV system** means a solar photovoltaic system.

**Supplementary measure** means a:

- (a) direct-current ceiling fan; or
- (b) LED light fixture.

**System capacity**, for a solar PV system, means the lower of the following:

- (a) the capacity of the system's inverter;
- (b) the total capacity of the system's panels.