

Mr Ross Thompson
General Manager
Queensland Homicide Victims Support Group Family Support After Murder Inc
P O Box 292
Lutwyche QLD 4030

Dear Mr Ross

Please find enclosed two copies of the Service Agreement for the Victims of Crime Services Funding Extended Program 2012-16 which has been endorsed by the Director-General of the Department of Justice and Attorney-General.

Please arrange for both copies of the Agreement to be signed and dated by the appropriate representative for your organisation at the Execution section, page 13 of Schedule B.

One copy of the agreement should be retained for records and the other returned to:

Victim Services Coordinator
Victim Assist Queensland
GPO Box 149
Brisbane QLD 4001

If you require any clarification about this matter, please contact Jenny Edwards by mobile phone on Sch4/3/3 or by email at jenny.edwards@justice.qld.gov.au.

Yours sincerely

Jenny Edwards
Victim Assist Queensland
5 February 2013



General Purpose Expenditure Voucher

Company Code* 1002	Invoice date* 13.02.2013	Invoice/credit note number* 20121213	Vendor number* (if known) 6020914
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Section A: Vendor Information

Claimant/vendor name*

Queensland Homicide Victims' Support Group

GST registered:* No Yes

Claimant/vendor ABN (if applicable)

88536686758

Address of claimant/vendor*

PO Box 292

LUTWYCHE

Country Australia

State QLD

Postcode 4030

Remittance text (this will be displayed in the remittance to the vendor)*

VAQ Victims of Crime Services Extended Program 2012-16- First Payment Feb-Jun 2013

Claimant (to be signed by employees claiming cost recovery items)

I certify that the amount detailed above is due and payable to me for goods supplied, services rendered or works as indicated on this form.

Is there a fringe benefits tax impact?

No Yes

Please advise your SSP fringe benefits tax unit of this assessment

Return cheque to requestor?

No Yes

Invoice Attached

Signature

Date

[Signature]

[Date]

Manual Cheque Required

Section B: General Ledger Information

Invoice Type: Invoice DR Credit Note CR

Payment Terms Payment Method House Bank Partner Bank Type

If the table below is not long enough, please use the attached table Electronic upload

Line	DR/CR*	GL Account Code*	Amount *	Tax Code *	Profit Centre (4) Cost Centre (7) Internal Order(8) WBS Element *	Description* (this description appears on your financial reports - maximum of 50 characters)
1	DR	540009	111,100.00	PG	2001488	QHVSG VOCS Extended Program Feb-Jun 2013
2						
3						
4						
5						
Total			111,100.00	(must equal invoice amount including GST)		

Section C: Certifications

Business unit verification

I certify that the necessary checks have been made to ensure that:

- all GL account, WBS Element/ internal order/ cost centre/ profit SAP tax codes are correct;
- a valid tax invoice is attached where applicable;
- goods and services are for official purpose and have been received;
- the invoice has not been previously paid; and
- the total computed for payment on this form equals the value of the invoice including GST

Name

Tara Ross

Telephone number

07 3109 1935

Position

A/Project Officer

Signature

[Signature]

Date

13.02.2013

Expenditure Approval

I approve this expenditure from the codes shown above and hold the relevant financial delegation.

Name

Terry Ryan

Position

Deputy Director-General

DAL (if applicable)

DAL1

Signature

[Signature]

Date

13/2/13

Accounts Payable Use Only

Entered by

[Field]

SAP User ID

[Field]

SAP Document number

[Field]

Manual cheque number (if applicable)

[Field]

Privacy Statement

The information being collected in this form is for the purpose of managing the financial accountability relevant to Queensland Government and is authorised under the *Financial Accountability Act 2009*. Your personal information may be disclosed within the Queensland Government, contracted service providers or financial institutions only as is necessary for the performance of the financial functions performed by these bodies. Your personal details will not be disclosed to any other third party or used for any other purpose without your consent, unless authorised or required to do so by law.

**DEPARTMENT OF JUSTICE AND ATTORNEY-GENERAL
MEMORANDUM**



TO: Terry Ryan, Deputy Director General, Justice Services
FROM: Nicola Doumany, Director, Victim Assist Queensland
SUBJECT: International Women's Day breakfast panel discussion
DATE: 22 February 2013

S73 RTI



ISSUES

As part of this year's planned events and activities, the Queensland Homicide Victims' Support Group's (QHVSOG) fundraising committee (Daisy Chain Foundation) are hosting a breakfast with the theme "*can media help change the culture of violence towards women?*" A panel of three (media) industry representatives will respond to this question (invitation attached / related to this document **Attachment 1**)

The QHVSOG is one of Victim Assist's stakeholders, and funded organisations, delivering support services to families bereaved by homicide.

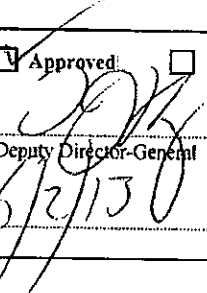


Briefing Officer	Jonty Bush	Approved by	Nicola Doumany, Director, Victim Assist Queensland
Telephone	31091924	Date	22 February 2013

S73 RTI



Nicola Doumany
Victim Assist Queensland

<input type="checkbox"/> Noted	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Not Approved
Signed: 		
Terry Ryan, Deputy Director-General		
Date: 26/2/13		

Briefing Officer Jonty Bush

Approved by Nicola Doumany, Director, Victim Assist Queensland

Telephone 31091924

Date 22 February 2013

CONTACT FOR ALL BOARD MEMBERS AND PROSITIONS

NAME	PHONE	FAX	MOBILE	EMAIL	ADDRESS
Debbie Lawler President	Sch4/3/3				
Kerry Oestreich Vic-President					
Tina Good Secretary					
Del Latemore Treasurer					
Geoff Sheldon Board Member					
Marie Newell General Member					
Tracy Johnston General Member					
Michelle Mayhew General Member					
Sonia Anderson General Member					

(2)

In reply please quote: 529830/1

The Honourable Tim Nicholls MP
Treasurer and Minister for Trade
Member for Clayfield
PO Box 281
CLAYFIELD QLD 4011

Dear Treasurer

It is my pleasure to write to you by way of advance notice to advise that [REDACTED] non-government organisations located in Clayfield and working to support victims of crime in Queensland have recently had their funding renewed for a three year period from 2013-14 until 2015-16.

The [REDACTED] organisations are the Queensland Homicide Victims Support Group (QHVSG),

S73 RTI


I will be issuing a media release this Wednesday, 1 April 2013 announcing the organisations which will receive money to help support victims of crime.

In the meantime, you may wish to contact these organisations on the contact details below to advise them of their renewed funding:

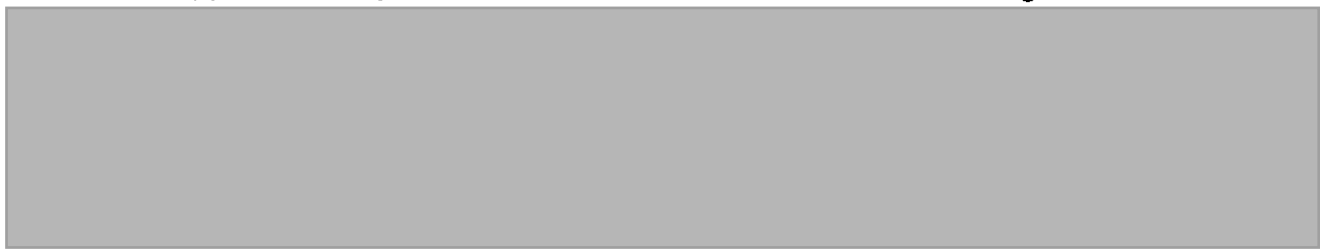
QHVSG:

Mr Ross Thompson
General Manager
QHVSG
PO Box 292
LUTWYCHE QLD 4030
Tel: 0448 844 657 or 3857 4744

S73 RTI

As you may be aware, QHVSG,  provide support to highly vulnerable victim cohorts; those affected by homicide, sexual abuse and also people (predominately women) who have an intellectual disability and are victims of violent crime.

Funding of \$350,728 per annum has been granted to QHVSG to provide practical and emotional support to family and friends who have lost a loved one through a homicide.



More information about the services is available by contacting my department. Please call Ms Nicola Doumany, Director, Victim Assist Queensland on 3109 1689 or email Nicola.doumany@justice.qld.gov.au with any queries in relation to the funding program.

Yours sincerely

JARROD BLEIJIE MP
Attorney-General and Minister for Justice

Prepared by:	Amanda Shipway, Victim Services Coordinator, Victim Assist Queensland
Telephone Number:	07 3109 1920
Submitted through:	Nicola Doumany, Director, Victim Assist Queensland
Date:	23 April 2013
Document Name:	2165651 AG letter to Tim Nicholls regarding renewal of funding WWILD and QHVSG

4 June 2013

Mr Ross Thompson
General Manager
Queensland Homicide Victims Support Group Family Support After Murder Inc
P O Box 292
Lutwyche QLD 4030

Dear Mr Ross

Please find enclosed two copies of the Service Agreement for 2013 to 2016 (Agreement) under the Victims of Crime Services Funding Primary Program which have endorsed by the authorised officer of the Department of Justice and the Attorney-General (DJAG).

The Agreement was endorsed following approval of the funding for the three year period by the Attorney-General and negotiations in respect of the Agreement specifications between officers of your organisation and DJAG.

Please arrange for both copies of the Agreement to be endorsed by having the authorised officer of your organisation sign and date the Execution page at page 10 of Part C.

One copy of the agreement should be retained for records and the other returned to:

Victim Services Coordinator
Victim Assist Queensland
GPO Box 149
Brisbane QLD 4001

It would be appreciated if a signed and dated Agreement could be returned as soon as possible as the payment of funding for the July to December 2013 period cannot be released until a completed Agreement has been received at Victim Assist Queensland.

If you require any clarification about this matter, please contact Jenny Edwards by mobile phone on Sch4/3/3 or by email at jenny.edwards@justice.qld.gov.au.

Yours sincerely

Jenny Edwards
Victim Assist Queensland

EXECUTED as an Agreement

SIGNED by Mr John Sosso, Director-General,
Department of Justice and Attorney-General

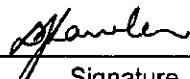
x 
Signature

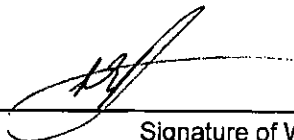
x 
Signature of Witness

x 31.5.2013
Date

x Renee Gallagher
Name of Witness

SIGNED by Ms Debbie Lawler, President for and on
behalf of Queensland Homicide Victims Support
Group Family Support After Murder Inc as its duly
authorised officer:

x 
Signature

x 
Signature of Witness

x 11/6/13.
Date

x Ross THOMPSON
Name of Witness



General Purpose Expenditure Voucher

Company Code* Invoice date* Invoice/credit note number* Vendor number* (if known) Mandatory field *

Section A: Vendor Information

Claimant/vendor name* GST registered* No Yes
 Claimant/vendor ABN (if applicable)

Address of claimant/vendor*

 Country State Postcode

Remittance text (this will be displayed in the remittance to the vendor)*

Claimant (to be signed by employees claiming cost recovery items)
 I certify that the amount detailed above is due and payable to me for goods supplied, services rendered or works as indicated on this form.

Is there a fringe benefits tax impact?
 No Yes Please advise your SSP fringe benefits tax unit of this assessment
 Return cheque to requestor?
 No Yes Invoice Attached
 Manual Cheque Required

Signature Date

Section B: General Ledger Information

Invoice Type: Invoice DR Credit Note CR
 Payment Terms Payment Method House Bank Partner Bank Type

If the table below is not long enough, please use the attached table Electronic upload

Line	DR/CR*	GL Account Code*	Amount *	Tax Code *	Profit Centre (4) Cost Centre (7) Internal Order(8) WBS Element *	Description* (this description appears on your financial reports - maximum of 50 characters)
1	DR	540009	198,803.00	PG	2001488	QHVSG VOCS Primary Program Jul-Dec 2013
2						
3						
4						
5						
Total			198,803.00	(must equal invoice amount including GST)		

Section C: Certifications

<p>Business unit verification I certify that the necessary checks have been made to ensure that: • all GL account, WBS Element/ internal order/ cost centre/ profit SAP tax codes are correct; • a valid tax invoice is attached where applicable; • goods and services are for official purpose and have been received; • the invoice has not been previously paid; and • the total computed for payment on this form equals the value of the invoice including GST</p> <p>Name <input type="text" value="Tara Ross"/> Telephone number <input type="text" value="07 3109 1935"/> Position <input type="text" value="A/Project Officer"/> Signature <input type="text"/> Date <input type="text" value="26.06.2013"/></p>	<p>Expenditure Approval I approve this expenditure from the codes shown above and hold the relevant financial delegation.</p> <p>Name <input type="text" value="Terry Ryan"/> Position <input type="text" value="Deputy Director-General"/> DAL (if applicable) <input type="text" value="DAL 1"/> Signature <input type="text"/> Date <input type="text" value="30/6/13"/></p>
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Accounts Payable Use Only
 Entered by SAP User ID SAP Document number Manual cheque number (if applicable)

Privacy Statement

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#2217134



**Queensland
Government**

Department of Justice and
Attorney-General
Level 13, State Law Building
50 Ann Street, Brisbane
GPO BOX 149
BRISBANE, QLD, 4001
ABN: 13846673994

RECIPIENT CREATED TAX INVOICE

QUEENSLAND HOMICIDE VICTIMS
SUPPORT GROUP
PO BOX 292
LUTWYCHE QLD 4030

Vendor ABN 88536686758

Date Issued: 04/07/2013
Vendor No: 6020914
Document No: 5300000679
Total Amount: \$198,803.00

Enquiries

Contact Person: Accounts Receivable Area
Phone Number: 07 4057 3394
Fax Number: 07 4057 3098
E-mail: CNS.ARIinvoicing@ssa.qld.gov.au

Page 1 of 1

DO NOT MAKE ANY PAYMENT TO THE RECIPIENT. GST IS PAYABLE BY THE SUPPLIER TO THE ATO.

Line Item	Description	Base	GST	Total
001	QHVSG VOCS PRIMARY PROGRAM JUL-DEC 2013	180,730.00	18,073.00	198,803.00
TOTAL		180,730.00	18,073.00	198,803.00

Total Amount Payable excl GST \$ 180,730.00
GST Amount Payable by Supplier \$ 18,073.00
Total Amount Payable incl GST \$ 198,803.00



Queensland Government

Department of Justice and Attorney-General

Service Agreement (Part B) - Specific Terms of Funding for Victims of Crime Services

The Department of Communities Service Agreement comprises three sections:

- **Service Agreement (Part A) - Standard Terms of Funding**
- **Service Agreement (Part B) - Specific Terms of Funding**
- **Service Agreement (Part C) - Specifications**

The Service Agreement (Part B) - Specific Terms of Funding was developed to incorporate conditions which apply in situationally specific circumstances e.g. funding under particular program domains.

Service Agreement (Part B) - Specific Terms of Funding for Victims of Crime Services Funding Extended Program 2012-16

For Agreements entered into from 1 January 2013

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Background

- A. Funding for the delivery of Services as specified at Service Agreement (Part C) - Specifications is provided through the Victims of Crime Services Funding Program.

1. Compliance

- (a) If the provisions of the *Child Protection Act 1999* or the *Commission for Children and Young People and Child Guardian Act 2000* apply to the activities carried out by You as part of the Services, You must comply with those provisions.
- (b) Legislative requirements contained in the *Commission for Children and Young People and Child Guardian Act 2000* and the *Child Protection Act 1999* override all conditions in the Service Agreement where there may be any conflict.

2. Protecting users and others from harm

You must take reasonable steps to:

- a) if You aware of, or ought reasonably to be aware of, an unacceptable risk of harm—prevent the harm occurring; and
- b) provide support to -
- (i) a person who has been harmed; and
 - (ii) a person who reports harm to the provider.

You must keep a record of each instance of harm or suspected harm, and the action taken by the provider.

3. Quality standards

You must implement any Quality Standards for community services endorsed by the Queensland Government during the course of this Service Agreement.

4. Hours of operation and contact arrangements

You must have hours of operation, and arrangements for contact with users, appropriate for the proper provision of the services required under this services agreement .

5. Dealing with complaints

You must :

- a) keep and implement a document outlining procedures for dealing with complaints about the provided services;
- b) make the procedure available for viewing by a person, if requested by the person.
- c) not discontinue or reduce the services, or otherwise take recrimination, because a person makes a complaint to You about the services.

6. Your employees

You must ensure that:

- (a) Your employees are selected using an open and merit based selection process where reasonable;
- (b) You retain detailed records of Your selection and recruitment processes; and
- (c) You give Us access to Your records relating to selection and recruitment of employees which excludes any identifying details of current or former employees.

7. Financial management

6.1 How You are to manage the Funding

- (a) You must:
 - i) ensure appropriate internal controls are in place to prevent misuse or misappropriation of funding received from the department.
 - ii) maintain separately identifiable ledger accounts to record the income and expenditure of the Funding; and
 - iii) regularly perform bank reconciliations.
- (b) Your Financial Acquittal Reports must be signed and certified as correct by two members of Your executive or committee responsible for Your activities, at least one of whom has not prepared the report.

6.2 Motor vehicle

Where You have purchased a motor vehicle with the Funding:

- (a) We will prepare a bill of sale.
- (b) You must:
 - (i) execute the bill of sale in favour of Us over the motor vehicle, and provide it to Us; and
 - (ii) maintain current insurance cover over the vehicle for its full insurable value, and provide Us with a copy of the certificate of currency if requested by Us.
- (c) We will attend to the registration of the bill of sale as required by Us, including the payment of any registration fees.

8. Your audited statements

- (a) You must provide Us with the following documents, by the dates specified in Item 9 of the Service Agreement Part C- Specifications:
 - (i) an annual audited statement of income and expenditure reporting all items relating to the delivery of the Services; and

- (ii) a balance sheet or extracts from the balance sheet which disclose details of assets and liabilities pertaining to the Funding (if the Service Agreement (Part C) – Specifications, specifies the format of this balance sheet You will deliver the required information to Us in that format).
- (b) Your audited statements of income and expenditure, balance sheets or extracts from the balance sheet must be certified by an independent qualified accountant who has had no involvement in the preparation of these statements or accounts of Your organisation, is not an employee or a member of Your organisation and who is:
 - (i) registered as a company auditor or a public accountant under Queensland law;
 - (ii) a member of the Institute of Chartered Accountants in Australia or the Australian Society of Certified Practising Accountants; or
 - (iii) a person whose accounting qualifications are accepted by Us.
- (c) If You are a local government or a tertiary institution, You may give Us, instead of the requirements set out in this clause 6(a), a statement set out in the format of the Financial Acquittal Report specifying the Funding Details and certified by the chief accounting officer or equivalent.

9. Performance monitoring

- (a) You must submit output and performance reports at the times specified in Items 6.1 and 6.2 of the Service Agreement Part C- Specifications, such reports are to be provided in the format specified by Us.
- (b) In addition to the provision of performance reports participate in a Service Assessment on an annual basis or as otherwise requested by Us.

10. Definitions and Interpretation

“Service Assessment” means an assessment by relevant Departmental officers of Your performance in relation to the Service Agreement.

“harm” means harm, including self-harm, to a person happening in the course of providing services

EXECUTED as an Agreement

SIGNED by **Mr John Sosso, the Director-General, Department of Justice and Attorney-General.**

x _____
Signature

x _____
Signature of Witness

x _____
Date

x _____
Name of Witness

SIGNED by **Ms Debbie Lawler, President, for and on behalf of Queensland Homicide Victims Support Group Family Support After Murder Inc** as its duly authorised officer:

x _____
Signature

x _____
Signature of Witness

x _____
Date

x _____
Name of Witness

**DEPARTMENT OF JUSTICE AND ATTORNEY-GENERAL
BRIEF FOR MEETING**

URGENT

Date: 19 November 2013
TO **Margaret Forrest and Claude Bolovan**
FROM Victim Assist Queensland
SUBJECT Meeting with Ross Thompson, QHVSG re: *One Punch Can Kill* campaign, Wednesday, 20 November 2013
Requested by Attorney-General's Office - Margaret Forrest

DETAILS OF THE MEETING

1. You are meeting with Mr Ross Thompson, General Manager, Queensland Homicide Victims Support Group (QHVSG) on Wednesday, 20 November 2013.
2. The primary purpose of the meeting is for Mr Thompson to discuss a proposal to fund the *One Punch Can Kill* campaign.

BACKGROUND SUMMARY

3. On 23 November 2013, Mr Thompson emailed the Honourable Jarrod Bleijie MP, Attorney-General and Minister for Justice a request for a meeting to discuss a proposal for funding of the *One Punch Can Kill* campaign (Campaign).
4. QHVSG delivers a statewide service for families and friends of victims of homicide including crisis response, specialised grief and trauma services, peer support services and telephone support.
5. The Department of Justice and Attorney-General (DJAG), through the administration of Victim Assist Queensland (VAQ), provides the following funding to QHVSG:
 - \$1.05million over three years (350,728.00 per annum) under the Victims Services Primary Funding Program for the period 1 July 2013 to 30 June 2016; and
 - \$ 467,000 over four years under the Victims Services Extended Funding Program which was an election commitment of \$2million over four years to improve support for victims of crime in Queensland.

ISSUES

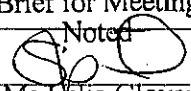
***One Punch Can Kill* Campaign background**

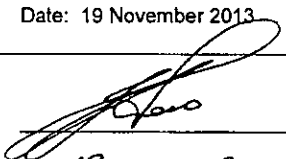
6. The Campaign was developed by QHVSG in 2007 as an educational strategy.
7. With its focus on crime prevention, the Campaign received support and funding through the Queensland Police Service (QPS) and was launched by the former Queensland Premier and Police Commissioner in December 2007.
8. The Campaign has included a dedicated website, advertising, awareness sessions at schools and merchandising.

9. In December 2009, the then State Cabinet approved an additional \$700,000 for a roll-out of the Campaign in 2010-11.
10. QHVSG continues to operate the Campaign through its own resources and community contributions and regularly approaches government departments and ministers, including DJAG, for funding for the Campaign.
11. VAQ is not aware of any current government funding for the Campaign.
12. On 18 October 2012, the Attorney-General wrote to the Honourable Jack Dempsey MP, Minister for Police, Fire and Emergency Services, requesting that he meet with QHVSG to discuss the Campaign. This letter was referred to in correspondence from the Attorney-General to Mr Thompson on 13 December 2012 (**Attachment 1**).
13. The VAQ grants funding pool for victims of crime services is fully expended. QHVSG are funded to undertake face-to-face and telephone support for family and friends of homicide victims.
14. The VAQ grant funding pool does not extend to crime prevention.

Suggested response

15. With the Campaign's focus on education and crime prevention rather than victims of crime, QPS has been the government agency which has historically provided funding for the Campaign and may still be best placed to give further advice in relation to future funding opportunities.

NOTED or APPROVED / NOT APPROVED Attorney-General and Minister for Justice Comments		
Brief for Meeting Noted  per Ms Delia Glover Office Manager		
Jarrold Bleijie MP Attorney-General and Minister for Justice / /	Chief of Staff and Principal Adviser / /	Policy Adviser 19/11/13

Contact Officer:	Name: Jenny Edwards Position: Senior Program Officer Phone: 07 31091922 Date: 19 November 2013	Approved by Executive Director:	Name: David Mackie Position: A/DDG Justice Services Phone: 07 3239 6051 Date: 19 November 2013
Approved by:	Name: Amanda Shipway Position: A/Director Victim Assist Queensland Phone: 07 31091920 Date: 19 November 2013	Endorsed: John Sosso Director-General	 19/11/13



General purpose expenditure voucher

Mandatory field*

Agency*	Company code*	Invoice date*	Single invoice/credit note number*	Vendor number
DJAG	1002	13/12/2013	20131213	6020914

Section 1: Vendor information

Invoice
 Credit memo
 Employee/claimant reimbursement
 GST registered:* No Yes

Header text

Claimant/vendor name*	Claimant/vendor ABN (if applicable)
Queensland Homicide Victims' Support Group	88536686758

Address of claimant/vendor*	Postcode
PO Box 292 LUTWYCHE QLD	4 0 3 0

Remittance text (this will be displayed in the remittance to the vendor)*
 VAQ VOCS Extended Funding Jan-Jun 2014

Return cheque to requestor?

No
 Yes

Section 2: General ledger information

Payment terms	Payment method	Partner bank type	House bank	Manual cheque number

Electronic upload
 Total invoice amount
 \$67,100.00

Line*	DR/CR*	GL account code/ asset number*	Amount*	Tax code*	Profit centre Cost centre Internal order WBS element*	Line item text description (this description appears on your financial reports)*
1	DR	540009	\$67,100.00	PG	2001488	QHVSG VOCS Extended Program Jan-June 2014
Total			\$67,100.00	(must equal Invoice amount including GST)		

Please use the (+)/(-) buttons to add or remove rows to the table.
 If more than 5 lines are required in the table please click here

Section 3: Certifications

Business unit verification*

I certify that the necessary checks have been made to ensure:

- All GL account, cost centre/internal order/profit centre/WBS element & tax codes are correct.
- A valid tax invoice and/or relevant supporting documentation is attached where applicable.
- Goods and services are for official purposes and have been received and accepted condition.
- The invoice has not been previously paid.
- The total calculation for payment on this form equals the value of the invoice including GST and values are arithmetically correct.

Name	Phone number
Tara Ross	07 3109 1935

Position
A/Project Officer

Signature	Date
	13/12/2013

Expenditure approval*

I have examined the information provided and approve the expenditure and the codes shown and I hold relevant financial delegation.

Name
David Mackie

Position	DAL/level (if applicable)
Deputy Director-General	DAL1

Signature	Date
	16/12/13

Please forward completed form to:
 accounts payableECC@ssa.qld.gov.au

GSS use only

SAP user ID	SAP document number	Date entered

Privacy statement
 The information being collected in this form is for the purpose of managing the financial accountability relevant to Queensland Government and is authorised under the Financial Accountability Act 2009. Your personal information may be disclosed within the Queensland Government, contracted service providers or financial institutions only as is necessary for the performance of the financial functions performed by these bodies. Your personal details will not be disclosed to any other third party or used for any other purpose without your consent, unless authorised or required to do so by law.

Scott Mathewson

From: Elizabeth Morgan
Sent: Monday, 16 December 2013 11:12 AM
To: Scott Mathewson
Subject: FW: GPEV for DDG Approval - QHVSG Funding

Elizabeth Morgan
Office Manager
Office of the Deputy Director-General
Justice Services
Ph: 3239 6988 (07)
Fax: 3239 6914 (07)
QNET: 96988

From: David Mackie
Sent: Monday, 16 December 2013 11:07 AM
To: Elizabeth Morgan
Subject: Re: GPEV for DDG Approval - QHVSG Funding

Approved

Regards
David

David Mackie
A/Deputy Director-General

Justice Services | P + 61 7 3239 6051 | F +61 7 3239 3239 |
Department of Justice and Attorney-General |
GPO Box 149 | Brisbane | QLD | 4001 |
<http://www.justice.qld.gov.au> |

On 16 Dec 2013, at 10:58 am, "JusticeServiceFinance&HRapp"
<JusticeServiceFinance&HRapp@justice.qld.gov.au> wrote:

Hi David,

Attached VAQ payment for your approval.

Thanks,

Scott Mathewson
Acting Business Manager
Office of the Deputy Director-General
07 3239 6286

16/12/2013

From: Tara Ross
Sent: Friday, 13 December 2013 4:01 PM
To: JusticeServiceFinance&HRapp
Cc: Jenny Edwards
Subject: GPEV for DDG Approval - QHVSG Funding
Importance: High

Hello

Please find attached two GPEV for approval by the DDG for payment of a six monthly grant in advance to Queensland Homicide Victim Support Group for delivery of services in January - June 2014. The funding is from the Victims of Crime Services Funding Primary Program and the Victims of Crime Services Funding Extended Program administered by Victim Assist Queensland.

<<JAG-#2405300-v1-20131213_GPEV_QHVSG_Extended_Funding_Jan-Jun2014_for_signing.PDF>> <<JAG-#2405295-v1-20131213_GPEV_QHVSG_VOCS_Jan-Jun2014_for_signing.PDF>>

Please also find attached as supporting documentation for the primary program payment:

- Ministerial approval of funding 2013-16
- indexation 2013-14

<<JAG-#2172543-v1-Brief_for_decision_#2116939_VOCS_2013-16_-_SIGNED.PDF>> <<JAG-#1951361-v1-20120703_Indexation_calculations_VOCS_2010-17.XLS>>

Please find attached as supporting documentation for the extended funding program:

- Ministerial approval of funding

<<JAG-#2092544-v1-20121220_QHVSG_agreement_Extended_Program.DOC>>

Please find attached a financial and output report which has been combined for both the extended and the primary funding programs:

<<JAG-#2242418-v1-20130717_QHVSG_Apr-Jun_2013_financial_report.PDF>>
<<JAG-#2253154-v1-20130724_QHVSG_AJ2013_Primary_and_J-J_2013_Extended_reports-signed.PDF>>

At this stage it would be good if this can please be signed by COB Thursday 19.12.13 so that there is sufficient time to send this to accounts payable for processing.

Please feel free to contact me if you have any questions.

Kind regards

Tara Ross

A/Project Officer
Victim Assist Queensland

16/12/2013

Department of Justice and Attorney-General

Tel: (07) 3109 1935

Fax: (07) 3109 1901

Email: tara.ross@justice.qld.gov.au

<JAG-#2405300-v1-20131213_GPEV_QHVSG_Extended_Funding_Jan-Jun2014_for_signing.PDF>

<JAG-#2405295-v1-20131213_GPEV_QHVSG_VOCS_Jan-Jun2014_for_signing.PDF>

<JAG-#2172543-v1-Brief_for_decision_#2116939_VOCS_2013-16_-_SIGNED.PDF>

<JAG-#1951361-v1-20120703_Indexation_calculations_VOCS_2010-17.XLS>

<JAG-#2092544-v1-20121220_QHVSG_agreement_Extended_Program.DOC>

<JAG-#2242418-v1-20130717_QHVSG_Apr-Jun_2013_financial_report.PDF>

<JAG-#2253154-v1-20130724_QHVSG_AJ2013_Primary_and_J-J_2013_Extended_reports-signed.PDF>

General purpose expenditure voucher

Mandatory field*

Agency*	Company code*	Invoice date*	Single invoice/credit note number*	Vendor number
DJAG	1002	13/12/2013	20131213	6020914

Section 1: Vendor information

Invoice Credit memo Employee/claimant reimbursement GST registered:* No Yes

Header text

Claimant/vendor name*	Claimant/vendor ABN (if applicable)
Queensland Homicide Victims' Support Group	88536686758

Address of claimant/vendor*	Postcode
PO Box 292 LUTWYCHE QLD	4 0 3 0

Remittance text (this will be displayed in the remittance to the vendor)*

VAQ VOCS Funding Jan-Jun 2014

Return cheque to requestor?



No Yes

Section 2: General ledger information

Payment terms	Payment method	Partner bank type	House bank	Manual cheque number

Electronic upload Total invoice amount
\$198,803.00

Line*	DR/CR*	GL account code/ asset number*	Amount*	Tax code*	Profit centre Cost centre Internal order WBS element*	Line item text description (this description appears on your financial reports)*
1	DR	540009	\$198,803.00	PG	2001488	QHVSG VOCS Primary Program Jan-June 2014
Total			\$198,803.00	(must equal invoice amount including GST)		

Please use the (+)(-) buttons to add or remove rows to the table.  

If more than 5 lines are required in the table please click here.

Section 3: Certifications


Business unit verification*

I certify that the necessary checks have been made to ensure:

- All GL account, cost centre/internal order/profit centre/WBS element & tax codes are correct.
- A valid tax invoice and/or relevant supporting documentation is attached where applicable.
- Goods and services are for official purposes and have been received and accepted condition.
- The invoice has not been previously paid.
- The total calculation for payment on this form equals the value of the invoice including GST and values are arithmetically correct.

Name	Phone number
Tara Ross	07 3109 1935

Position
A/Project Officer

Signature	Date
	13/12/2013

Expenditure approval*

I have examined the information provided and approve the expenditure and the codes shown and I hold relevant financial delegation.

Name
David Mackle

Position	DAL/level (if applicable)
Deputy Director-General	DAL1

Signature	Date
	13/12/13

Please forward completed form to:
accountspayableECC@ssa.qld.gov.au

QSS use only

SAP user ID	SAP document number	Date entered

Privacy statement
The information being collected in this form is for the purpose of managing the financial accountability relevant to Queensland Government and is authorised under the Financial Accountability Act 2009. Your personal information may be disclosed within the Queensland Government, contracted service providers or financial institutions only as is necessary for the performance of the financial functions performed by these bodies. Your personal details will not be disclosed to any other third party or used for any other purpose without your consent, unless authorised or required to do so by law.