



ILC Economic Participation of People with Disability Grant Round 2019-20

Questions and Answers (Q&As)

(**Note** – This questions and answers document does not, in any way, replace or override information provided in the *Grant Opportunity Guidelines for Information, Linkages and Capacity Building (ILC) Economic Participation of People with Disability Grant round 2019-20*, or the application pack.)

Funding Details

1. How much funding is available in the ILC Economic Participation of People with Disability – Grant Round 2019-20?

Up to \$19.9 million (GST Incl.) (\$18.09 million GST Excl.), in total is available through this grant opportunity.

2. What is the minimum or maximum funding amount available for individual Economic Participation of People with Disability grants?

There is no minimum or maximum amount for which applicants can apply for. Whether the application represents 'value for money' will be taken into consideration during the selection process.

3. Is the funding ongoing?

No. Proposed projects **must** be able to be delivered within 12 months, likely commencing July 2019. The maximum grant period is **one year**.

4. Does the application form allow participants to identify other funding sourced for the activity and the status of that additional funding source?

Yes. The online application form asks whether the activity relies on any contributions other than the ILC funds being applied for, the source of the funding, the amount and the status of the application.

5. Will the NDIA consider part-funding of an application?

If some of the elements within a funding proposal do not meet the grant round purpose or provide value for money, the NDIA may consider funding part of an application.

Grant conditions and eligibility

6. What are the grant conditions for the ILC Economic Participation of People with Disability –Grant Round 2019-20?

A copy of the Grant Conditions and Supplementary Terms for the ILC Economic Participation of People with Disability – Grant Round 2019-20 is included in the Community Grants Hub grant round documentation.

7. How do I know if my organisation is eligible to apply?

To be eligible to apply, your organisation must be:

- an eligible legal entity – (see Grant Opportunity Guidelines Section 4.1) and
- able to satisfy other grant round requirements – such as public liability insurance and having an Australian bank account (see Grant Opportunity Guidelines Section 4.5)

8. How can I apply if I am unincorporated?

If your group or organisation doesn't meet the eligible entity types (see Section 4.1) they can approach any eligible legal entity that satisfies the requirements of Section 4.1 and 4.5 of the Grant Opportunity Guidelines to act as an auspisor for their application.

9. Why are sole traders not eligible for funding?

Section 4.1 of the Grant Opportunity Guidelines outlines the entity types eligible to apply for an ILC grant. Sole traders are not eligible for funding as this type of entity is not considered to be an appropriate type of entity to receive ILC grant funding.

10. Can I apply for the Economic Participation round if I am already a grant recipient from a previous ILC Grant Round?

Yes, you can apply if you are currently a recipient of another ILC grant. However the current level of ILC funding and what it is being directed towards will be a consideration during assessment.

Activity details

11. Can organisations apply to deliver an activity across multiple jurisdictions?

This is a national grant round. Applicants can submit applications that are national, state-based or across multiple jurisdictions, as well as in specific regions and locations. Applicants do not need to be sited within a jurisdiction to be eligible to apply for delivery of activities there, however applications will be assessed on the applicant's knowledge and connection (or ability to build this connection) with the community that it is proposing to deliver activities in.

12. Regarding geographic locations, how do I identify coverage areas?

In the online application form applicants will need to select the jurisdiction (State/Territory) where they would provide the proposed activity. If the activity is not planned to be provided across the whole jurisdiction, specific coverage areas can be listed in the response to the question 'Where the project will be delivered?' in the application form.

Application accessibility and assistance

13. What if I am having issues accessing or completing the online application?

Please contact the Community Grants Hub if you are having difficulty accessing the form.

14. Where should I go for further information regarding the grant funding round and application process?

Please email your enquiries to support@communitygrants.gov.au or call 1800 020 283 or TTY 1800 555 677.

15. Where can I find more information to help me get ready?

The NDIA has developed an [ILC Toolkit](#) to help organisations to prepare for ILC grants.

Application details

16. How long do I have to submit my application?

You will have approximately three and a half weeks to submit your application, starting **Friday 15 February 2019** and ending 2:00 PM (AEDT) **Wednesday 13 March 2019**.

17. When does the grant round close?

As noted above, the application form must be submitted by **2.00pm AEDT on Wednesday 13 March 2019**. It is recommended that you submit your application well before the closing time and date. Late applications will only be accepted in accordance with conditions outlined in the Grant Opportunity Guidelines (Section 7.2).

18. Will you contact me if there are problems/questions about my application?

If you find a mistake in your application after it has been submitted, you should immediately contact the Community Grants Hub by phone on 1800 020 283 or by email at support@communitygrants.gov.au.

The Community Grants Hub may ask you for more information, as long as it does not change the substance of your application. The Community Grants Hub does not have to accept any additional information or requests from applicants to correct applications after the closing date and time.

19. If I am not able to submit my application by the due date, can I get an extension?

Extensions will not be provided.

Late applications will only be accepted in accordance with conditions outlined in the Grant Opportunity Guidelines (Section 7.2).

20. Are the individual selection criteria weighted?

No weighting has been applied to the selection criteria. Responses to the two selection criteria for this grant opportunity are considered equally. Applications will be assessed on their merits against the selection criteria and will 'compete' against other applications.

21. What happens if any of the selection criteria are not addressed in the application form?

The online application form requires a response to each selection criterion. Each question contributes to the overall assessment of the application.

22. Is there a word limit for the selection criteria?

The application form has a 525 word limit per selection criterion.

23. What is the 'Brief Summary of you project'?

Applicants are required to provide a clear summary of their project activity. The applicants will be asked to also provide greater detail in the Selection Criteria questions. The response should cover what your project will deliver, how it will be delivered, where it will be delivered. And what will be achieved for people with disability.

24. What attachments do I need to include in my application?

Section 7.1 of the Grant Opportunity Guidelines outlines the attachments required. It is important to note that if the templates provided are not used, the application will be considered non-compliant.

The following documents should be included with the application.

- Completed Activity Budget (using the required proforma)
- The two most recent sets of year-end and preferably audited financial statements inclusive of Profit and Loss Statements and Balance Sheets
- Signed Auspice Authorisation Form (only for groups or organisations that are eligible applicant types but intend to authorise another organisation to apply on their behalf)
- Signed trust deed and any subsequent variations, if applying as a Trustee on behalf of a Trust.

25. How many applications can I make?

Overall, organisations can only submit one application. They can apply for one either on behalf of their organisation or one as a lead member of a consortium.

In addition to this, applicants can also be a non-lead member of a consortium or apply as the auspisor of another organisation.

Furthermore, Auspisor organisations may act as the auspisor for more than one group or organisation. Acting as an Auspisor does not count towards the total number of applications that an organisation is eligible to submit.

Section 7 of the Grant Opportunity Guidelines sets out the number of applications an Applicant may make.

26. If an organisation is a member of a consortium that has submitted one application, is this counted as an application for the consortium member?

Applications submitted by a consortium only count towards the lead member's total number of applications. For other non-lead members of a consortium, an application submitted as part of a consortium will not count towards the total number of applications that can be submitted. Section 7 of the Grant Opportunity Guidelines sets out the number of applications an Applicant may make.

Consortiums

27. What is a lead organisation?

If you submit a joint application as a consortium, you must nominate a lead organisation for the application. The lead organisation for the project will, if your application is successful, sign the grant agreement, receive the funding and assume legal responsibility for performing the activities and meeting the outcomes under the grant agreement.

28. I'm applying on behalf of a consortium. How many members can I identify in the application form?

The application form allows applicants to identify up to 10 consortium members only. If you are applying on behalf of a consortium that has more than 10 members, please send an email to support@communitygrants.gov.au that includes the:

- details of all consortium members, including the 10 members that you have identified in your application form. For each additional member, please provide the same details that are requested in the application form
- name of the grant opportunity that you are applying for
- **Submission Reference ID** of your application form

A lead organisation must be a legal entity as listed in Section 4.1 of the Grant Opportunity Guidelines.

29. Who is undertaking the assessment of applications?

Section 8 of the Grant Opportunity Guidelines sets out the assessment process.

The NDIA is partnering with the Community Grants Hub to administer the application process for this round. The Community Grants Hub assess the applications and reports this to the NDIA.

The Community Grants Hub and the NDIA will provide advice to a Selection Advisory Panel on the outcomes of the assessment undertaken by the Assessment Team and other matters, including risk and alignment to ILC. The Selection Advisory Panel considers the overall value for money of proposals and provides list of recommended projects to fund to the NDIA Delegate for final decision.

30. Who is involved in the Selection Advisory Panel?

The Selection Advisory Panel may include a mix of employees of the NDIA, Commonwealth, State and Territory Governments, people with disability, and people of specialist relevant expertise.

31. Are the grant applications assessed against other applications?

Yes. Grant applications are assessed on how well they address the selection criteria, if it represents *value for money*, and how it compares to other applications.

32. Can I appeal the decision in relation to the outcome of a selection process?

No. In accordance with Section 8.4 of the Grant Opportunity Guidelines, there is no appeal mechanism for decisions to approve or not approve a grant.

Feedback

33. When will I know the outcome of my application?

Applicants will be notified of the outcome of their application in writing at the end of the selection process. This is likely to be in June 2019.

34. What feedback will be available for this funding round?

A feedback summary will be published on the Community Grants Hub website to provide all organisations with easy to access to information about the Grant selection process and the main strengths and areas for improving applications.

35. How can my organisation get updates about ILC?

Organisations and individuals can register to receive updates on ILC by signing up to the [ILC mailing list](#).

New question and answer posted 22 February 2019

36. Is funding under the ILC Economic Participation of People with Disability grant round 2019-20, able to be paid to unemployed people with an NDIS recognised psychosocial disability as wages to perform mental health related peer work?

Eligible expenditure includes staff salaries and on-costs that can be directly attributed to delivery of the project as per the grant agreement. Provided a person is undertaking work directly attributed to the project, it is up to the grant recipient to determine if they are a suitable candidate. In addition, an applicant will need to explain why peer work, or any other form of support, is required to support successful delivery of a project.

New question and answer posted 25 February 2019

37. I have a question pertaining to a statement made in Section 2.1 p. 6: "Proposals may complement or build on existing initiatives but cannot overlap". Does the overlap to which you refer here relate to a temporal / timing overlap or an overlap of content?

The intent of the statement "Proposals may complement or build on existing initiatives but cannot overlap", is that funding will not be provided for a proposal that has already received funding from another source for the same purpose. Using your example, this grant could be used to expand a small pilot project where funding has ceased, however, you could not use this funding to conduct another small pilot.

New question and answer posted 26 February 2019

38. Can you please explain how the ‘ILC Economic Participation of People with Disability Grant Round 2019 -20’ relates to the ‘Strengthening Information, Linkages and Capacity Building (ILC), a national strategy toward 2022’ document, program areas and timelines? The National Strategy document states that ILC will move away from short term grants and yet ILC Economic Participation of People with Disability Round 2019-20 projects are to be delivered within 12 months.

The national strategy document outlines 4 areas of ILC and timelines including ‘Economic and Community Participation Program’ which will be open for applications in July 2019.

From July 2019, the NDIA will take a more programmatic approach to ILC investment (Strengthening Information, Linkages and Capacity Building (ILC), a national strategy toward 2022). To lay the foundations for the more programmatic approach, a portion of funding from the 2019-20 financial year is being directed towards strengthening the foundations of the economic participation of people with disability.

A range of ILC programs will be commissioned during 2019 including the Economic and Community Participation Program. Each of the ILC programs will include longer term grants. The Economic Participation of People with Disability Grant Round will lay the foundations for the Economic and Community Participation program, particularly helping employers begin to build their capacity to employ people with disability.

New question and answer posted 6 March 2019

39. Where can I locate the “Unable to provide financial statements template”?

The template has been uploaded to both the Community Grants Hub and Grant Connect websites, this was inadvertently missed when the grant round opened.

New question and answer posted 8 March 2019

40. I refer to the document in the link: [Summary Report – Shifting the Dial on Employment, 6 February 2019](#). In “Part 2 – Setting the Scene” of this document it states as a bullet point *“Consistent with all ILC grant rounds, activities that are funded under other Government initiatives will not be funded through this grant round. For example activities that are funded through: NDIS Participant Plans; Disability Employment Services or Australian Disability Enterprises”*.

The same document also states under “Part 3 - Ideas and Solutions, Capacity Building for Employers - Summary of group discussions- Ideas and solutions proposed include:

- **Building on existing initiatives where possible to scale them up and replicate their successes”**

My question is in relation to what is eligible to be funded under this grant. If an ADE is creating a new large opportunity that will potentially employ large numbers of people with a disability, does it mean this grant cannot be used for activities outlined in

section 5.1 and 5.2? Will this grant not fund any opportunities for employment created by an ADE entity?

An ADE is eligible to apply for Economic Participation of People with Disability funding, as long as the activity proposed in the application is not one either currently funded by Department of Social Services under the ADE Program, or one which fits the funding activities eligible under the ADE Program. Funded activities would typically be initiatives that enable current or future employees of ADEs to ready themselves and transition their careers into mainstream employment, or activities that assist ADEs to transform their business model to transition into mainstream employment.

New question and answer posted 8 March 2019

41. Can an ADE apply for the Economic Participation round funding?

An ADE is eligible to apply for Economic Participation of People with Disability funding, as long as the activity proposed in the application is not one either currently funded by Department of Social Services under the ADE Program, or one which fits the funding activities eligible under the ADE Program. Funded activities would typically be initiatives that enable current or future employees of ADEs to ready themselves and transition their careers into mainstream employment, or activities that assist ADEs to transform their business model to transition into mainstream employment.