

Transition Assistance Funding Round 2

Questions and Answers

1. What is the funding initiative for?

The Transition Assistance Funding Initiative will assist disability service providers transition to the National Disability Insurance Scheme (NDIS).

Under the Transition Assistance Funding Initiative, eligible disability service providers will be able to apply for Transition Assistance funding of up to \$20,000 (GST exclusive) to purchase tailored professional services, including business advice.

2. When do applications open/close?

Transition Assistance Funding applications for the current round will open on 15 October 2019 and close on **8 November 2019 at 11:00pm AEDT**.

The Transition Assistance Funding Team will not accept late applications unless the applicant can demonstrate that exceptional circumstances beyond their control resulted in an inability to meet the deadline.

Examples of exceptional circumstances could include, but are not limited to:

- Hub infrastructure failure
- natural disasters
- power outages.

The Transition Assistance Funding Team will make the final determination about whether to accept a late application after the round has closed. The decision will be made after considering the exceptional circumstances provided by the applicant.

3. Should I apply for Transition Assistance Funding?

This Transition Assistance Funding Round 2 Opportunity is for organisations that are either currently delivering, planning to commence, or planning to expand existing delivered services under the NDIS. If you are not planning to deliver services under the NDIS, you will not be able to complete an application for Transition Assistance Funding. If you are unsure, please contact the Community Grants Hub at support@communitygrants.gov.au.

4. I applied for Transition Assistance Funding in Round 1. Do I need to re-apply?

If you were an eligible but unsuccessful applicant in Round 1 your application will be automatically considered for Round 2. If you do not want your application to be automatically reconsidered, refer to the email you were sent when the round opened

with instructions on how to withdraw or you can contact the Transition Assistance Funding Team.

For the avoidance of doubt, any applications from Round 1 that are taken forward to Round 2 will not be advantaged in any way. All applications in Round 2 will be treated equally and will proceed through the assessment and selection stage for Round 2 together.

Organisations that have received funding under Round 1 of Transition Assistance Funding are not eligible for funding under Round 2.

5. I was ineligible in Round 1, but my organisation's circumstances have changed. Can I re-apply?

Yes, if you consider your organisation to now be eligible, you should submit a new application via the [Community Grants Hub website](#).

6. I am not an NDIS registered provider. Should I apply for Transition Assistance Funding?

You do not need to be an NDIS registered entity to apply for Transition Assistance Funding. However, if you do not meet one of the categories below, you will be unable to complete an application for funding:

- those currently NDIS registered
- those having lodged an NDIS registration
- those intending to lodge an NDIS registration in the next 18 months if they are one or more of the following type of organisation:
 - Aboriginal Medical Services (AMS) or Aboriginal Community Controlled Health Organisation (ACCHO)
 - Aged Care provider
 - Disability (non-NDIS) service provider
 - Health and other service organisation, defined as one of the following:
 - Hospital services and rehabilitation activities service provider
 - Mental health and crisis intervention service provider
 - Housing and homelessness service provider
 - Self-help and personal social welfare service provider
 - Provides services to people from culturally and linguistically diverse backgrounds
 - Participant advocacy provider
 - Subcontracting to an NDIS registered organisation.

7. Where do I apply for funding?

A [Readiness Assessment](#) and Readiness Plan must be completed before completing an application. The Readiness Assessment will generate a unique identifier code for you to enter into your application form.

After this has been completed and you have generated your Unique Identifier code you can complete the online Transition Assistance Funding application form.

8. What are the priority areas for this round?

Priority areas for this round include Aboriginal and/or Torres Strait Islander service providers, providers delivering to remote locations, and/or other areas where there are NDIS service gaps. This means providers will be prioritised in this round in regions where there is unmet demand for NDIS service providers, or in regions where it is difficult to access NDIS service providers.

9. What is a Readiness Assessment and Readiness Plan?

A Readiness Assessment is a self-assessment of your organisation's overall readiness to succeed in the NDIS. The results of this assessment will generate a Readiness Plan which will highlight actions that your organisation may wish to consider taking, to support your organisation to be equipped for NDIS reform.

10. Why do I need to complete a Readiness Assessment?

Applicants must complete the [Readiness Assessment](#) before commencing the application form. You will be provided with a unique identifier after completing the Readiness Assessment and will be required to include this in the application form.

A Readiness Assessment can be completed multiple times, however the final Readiness Plan generated prior to completing a Transition Assistance Funding Application will be used. If you are successful in applying for Transition Assistance Funding this version of your Readiness Plan will be discussed in a Direct Contact Session.

If you have any concerns regarding the results of your readiness assessment, you can contact your local Regional Coordinator who can discuss your results with you.

11. How will the Readiness Plan be used?

Direct Contact Sessions will be held with successful applicants to discuss the Readiness Plan and agree appropriate business priorities for individualised supports.

12. How much funding is available?

A funding pool of approximately \$8,800,000 (GST exclusive) is available for this round. Applicants can apply for Transition Assistance Funding from \$5,000 to \$20,000 (GST exclusive).

Please note that you will not be able to change the requested amount once the round closes.

13. Am I expected to co-contribute funds?

No, there are no expectations or requirements for you to co-contribute funds.

If the services you choose to access exceed the value of the Transition Assistance Funding you receive, your organisation may choose to contribute the additional funds as the maximum individual organisation funding available is \$20,000 (GST exclusive).

14. Are there any additional requirements for funding?

In addition to meeting eligibility criteria, all successful applicants will be required to participate in a Direct Contact session. These sessions will be conducted over the telephone or in person and you will be requested to nominate an attendee from your organisation. A representative of your organisation will need to be available in February or March 2020 to complete Direct Contact. Failure to participate in Direct Contact by 20 March 2020 may result in the withdrawal of your offer for funding.

Direct Contact sessions will be held with successful applicants to discuss their Readiness Plan and agree appropriate business priorities for individualised supports. The output of the Direct Contact session will be a tailored Transition Assistance Funding Agreement that confirms the activities and reporting requirements for the funding. Broadly, these are:

- Signed Statement of Compliance for working with vulnerable people
- Signed Statutory Declaration on completion of the Agreement
- Participation in post-agreement surveys, which will include completing an updated Readiness Assessment.

15. How long is the delivery period after the funding has been received?

Recipients will have six months from receipt of the funding agreement to spend their funds. All organisations will be required to complete a statutory declaration affirming funds have been spent in accordance with the Funding Agreement by 2 October 2020. You should consider your organisation's ability to meet this deadline prior to applying.

16. Can we apply as a consortium for additional funds?

No, applicants cannot apply as a consortium. Each application must contain a single ABN and the organisation registered to that ABN will receive, and be responsible for the funding.

17. Can I pool my funds with other successful applicants?

Yes, if you are successful in applying for Transition Assistance Funding you may choose to pool your resources with another successful Transition Assistance Funding applicant. However, each organisation is responsible for their reporting requirements and must ensure eligible activity requirements are met.

Additional questions

Question 18 added 23 October 2019

18. If we are an organisation claiming Temporary Transformation Payment (TTP) level funding, are we still eligible to apply for Transition Assistance Funding (TAF)?

Yes, you are still eligible to apply.

When completing a TAF application, providers who have applied, or intend to apply for a TTP claim should answer NO in relation to the TAF application form question "Has the Applicant previously applied for and/or received grants or assistance designed to assist the Applicant to transition to the NDIS, including from State and Territory governments?".

However, providers who have previously applied for and/or received grants or assistance designed to assist the applicant to transition to the NDIS, including from State and Territory governments (not including TTP), should answer YES to the question, and complete the table.

Question 19 added 28 October 2019

19. Please clarify section 2 of the Grant Opportunity Guidelines, do all three points need to be covered?

The Transition Assistance Funding aims to assist organisations to:

- 1. attract, retain and optimise their workforce*
- 2. improve awareness of the opportunities and ability to enter/expand and collaborate in the disability sector*
- 3. develop skills and capabilities required to effectively operate in a consumer-driven disability market.*

For the purpose of your application, it is not required that you respond to the objectives and purpose of the Transition Assistance Funding outlined section 2. These aims reflect the intended benefits of the Transition Assistance Funding for recipient organisations and are not part of the application form.

If your organisation's application is successful, the Transition Assistance Funding must only be used on eligible activities, which are outlined in section 2.3 of the Grant Opportunity Guidelines. Proposed eligible activities will be discussed and agreed during your organisation's Direct Contact session which is where alignment with the Transition Assistance Funding Objectives and Purpose will be discussed.