



Australian Government

**Community
Grants Hub**
Improving your grant experience



Australia's Disability Strategy – National Disability Conference Initiative

Questions and Answers

1. What is the National Disability Conference Initiative (NDCI)?

NDCI is a competitive grant round. Grants are provided to conference organisers to enable people with disability to attend and participate in nationally focussed disability-related conferences within Australia.

2. How can I apply for NDCI funding?

The NDCI grant opportunity documents can be found on the [Grants](#) page of the Community Grants Hub website. Before completing the funding application the applicant must read the Grant Opportunity Guidelines to see whether they are eligible to apply for funding. You can [subscribe to receive alerts](#) when new information is made available.

DSS accepts no responsibility to inform applicants of any changes if they do not subscribe to alerts. It is the responsibility of organisations applying for grants to keep informed of new information on the Community Grants Hub website throughout the application period.

3. What can I use the NDCI grant for?

Eligible organisations may apply for grants of up to \$10,000 for disability-related conferences with a national focus planned for 2022–23 to:

- assist people with disability with the costs of attending conferences (for example, conference fees, accommodation, travel for domestic participants)
 - assist family members or carers providing support to a person with disability attending a conference (for example with costs associated with conference fees, accommodation, travel for domestic participants)
 - facilitate access so that people with disability can participate in conferences (for example, by funding accessible materials, assistive computer devices or software, technology enhancements so people with disability can participate remotely, Auslan interpreters, aids or appliances or other costs of ensuring venue accessibility).
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Funding may not be used for:

- conferences which are not nationally-focused (refer to question 4)
- conferences which are not disability-related (refer to question 5)
- a person without disability unless they are a family member or carer who is attending specifically to support a person with disability to participate
- international travel, international conferences or international participants
- presenters/speakers without disability to present at a conference
- general administrative costs such as advertising, telephone, printing/publishing, staff expenses, catering or venue hire.

4. What is the definition of a ‘nationally-focused’ conference?

A ‘nationally-focused’ conference is a conference:

- for which the majority of the conference schedule focuses on national (rather than state, local or regional) issues
- which is open to participants from across Australia (rather than being restricted to participants in a particular state or territory).

5. What is the definition of a ‘disability-related conference’?

‘Disability-related conferences’ are considered to be conferences for which at least half of the schedule focuses on people with disability and issues that affect the lifetime wellbeing and social participation of people with disability.

6. Is a grant available to a carer if the person with a disability is not attending?

No. NDCI funding only extends to family members or carers if they are accompanying the person with a disability to provide support to that person during the conference. The person with disability needs to be participating in the conference.

7. Who can apply for the 2022–23 NDCI?

To be eligible for funding the applicant must be the conference organiser for a conference to be held in the 2022–23 financial year. In addition, the applicant (conference organiser) must be an eligible entity as set out in the following categories:

- Indigenous Corporation
 - Company
 - Incorporated Association
 - Cooperative
 - Statutory Entity
 - Trustee on behalf of a Trust
 - Unincorporated Association
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8. My organisation has applied for incorporation but it has not been finalised yet. Can I still apply?

Certain non-legal entity types can be considered eligible for the NDCI grant opportunity. The following non-legal entity type is eligible for this grant opportunity:

- Unincorporated associations.

9. Can I apply for the 2022–23 NDCI as an individual?

No. Individuals are not eligible to apply for the NDCI. You will need to contact the conference organisers to find out if assistance is available to attend the conference.

10. Can a group of organisations running a conference apply for funding?

Applications from consortia are acceptable, as long as you have a lead applicant who is solely accountable to the Commonwealth for the delivery of grant activities and is an eligible entity as per the list above. The lead applicant must be an organiser of the conference specified in the NDCI application.

11. My organisation does not have any public liability insurance. How can I apply for funding?

You may be able to develop a conference proposal with an established organisation that has public liability insurance. The established organisation, with the public liability insurance cover, would be responsible for submitting the application as the conference organiser, receiving and managing the grant, making sure the project is completed and complying with the terms of the letter of agreement.

12. Can I use the funding to attend an overseas conference?

No. NDCI funding can only be used for attendance at disability-related conferences held in Australia.

13. Can I apply for funding for more than one conference?

No. You can only submit one application for this grant opportunity.

14. If I am not able to submit my application by the due date, can the Community Grants Hub grant an extension?

Applications for this funding round must be submitted by 9.00 pm AEDT on 1 February 2022. The Community Grants Hub, on behalf of Department of Social Services (the department), may reject any application that is lodged after the stated closing date.



The Community Grants Hub will not accept late applications unless an applicant has experienced exceptional circumstances preventing the submission of the application. Broadly, exceptional circumstances are events characterised by one or more of the following:

- reasonably unforeseeable
- beyond the applicant's control
- unable to be managed or resolved within the application period.

Exceptional circumstances will be considered on their merits and in accordance with probity principles. Information on the Community Grants Hub [late application policy](#) is available on the Community Grants Hub website.

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

Please contact the Community Grants Hub if you are having difficulty accessing or completing the form. Please email your enquiries to support@communitygrants.gov.au or call 1800 020 28 (option 1) or TTY 1800 555 677.

16. What do I do if I find that I've made a mistake in 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 (option 1) 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.

17. Who is undertaking the assessment of applications?

The Community Grants Hub will review applications against eligibility criteria. Only eligible applications move to the next stage and will be considered through an open competitive grant process. The department will assess the applications.

The department will provide advice to a Selection Advisory Panel on the outcomes of the assessment and other matters, including risk. The Selection Advisory Panel considers the overall value with relevant money of proposals and provides a list of recommended applicants to fund to the decision maker for final decision. More information is at section 8 of the Grant Opportunity Guidelines.

18. 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 with relevant money, and how it compares to other applications.



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

You will be notified of the outcome of your application at the end of the selection process. For probity reasons, to treat all applicants fairly and equally, it is not possible to give you information about the status of individual applications during the assessment process.

20. If an application from an eligible organisation is approved, when will the NDCI funding be paid?

Payment of the approved amount in the grant agreement will be made on execution of the agreement.

21. Is there is any age restriction on this grant?

No age restrictions apply to NDCI grants.

22. What happens if my organisation is affected by further COVID-19 developments or a natural disaster?

If your funding application is successful, and you experience delays due to COVID-19 or a natural disaster, we will provide flexibility to progress your activity within the parameters of the program set by the Grant Opportunity Guidelines. Any agreed changes will be reflected in individual grant agreements.

23. Where should I go for further information?

Please email your enquiries to support@communitygrants.gov.au

Question and Answer added 19 January 2022

24. A change has been made to section 4.2 of the Grant Opportunity Guidelines, as per the Department's guidelines. The change means the following entities will not be eligible to apply for this grant opportunity:

Entities that are included on the [National Redress Scheme](#) website on the list of 'Institutions that have not joined or signified their intent to join the Scheme'

An organisation, including your project partner organisations, that are included on the [Workplace Gender Equality Agency](#) website on the non-compliant organisations list.
