



About this form

New Business Assistance with NEIS helps eligible people turn their idea into a viable business. Individuals not in employment, education or training who are interested in running their own business may be eligible. The information you provide on this form will help determine your eligibility for New Business Assistance with NEIS.

New Business Assistance with NEIS

New Business Assistance helps turn a business idea into practice by providing:

- Accredited small business training;
- Personalised mentoring and support from a NEIS provider in the first year of operating the new business;
- NEIS Allowance for up to the first 39 weeks (if eligible) and NEIS Rental Assistance for up to the first 26 weeks (if eligible).

During NEIS Training, you will also develop a Business Plan, which must be approved by your NEIS Provider before you begin operating your business.

Participant eligibility

To participate in NEIS you must meet all of the following criteria:

- be at least 18 years of age at the time of commencing NEIS Assistance;
- be available to participate in NEIS Training and work your required hours in the proposed NEIS Business;
- not be an undischarged bankrupt;
- not have received NEIS Assistance in the past year;
- not prohibited by law from working in Australia; and
- not an overseas visitor on a working holiday visa or an overseas student studying in Australia.

Business eligibility

Your NEIS Business must:

- not currently be operating on a commercial basis;
- be independent, capable of withstanding public scrutiny, and lawful;
- be assessed as Commercially Viable by a NEIS provider;
- be established, located and operated solely within Australia; and
- be structured so that you have and will maintain a controlling interest over your NEIS Business for the duration of your NEIS Participant Agreement.

NEIS Allowance

If you are currently receiving a Services Australia (Centrelink) or Department of Veterans Affairs (DVA) income support payment, you may be eligible to receive NEIS Allowance for up to the first 39 weeks of business operation.

NEIS Allowance is equivalent to the single, 22 or over, no children rate of Newstart Allowance, and is paid fortnightly in arrears. Payment is subject to you meeting your obligations under your NEIS Participant Agreement.

The amount of NEIS Allowance you receive will not be affected by income from your NEIS business. You can receive income from outside your business (such as from investments or other work) while receiving assistance. However, your NEIS business must be your primary, full-time activity. If your external income is greater than twice the basic rate of NEIS Allowance in a given financial quarter, it may affect the amount of your NEIS Allowance.

Individuals in receipt of some Centrelink or DVA pensions may be able to choose to remain on these payments while receiving New Business Assistance with NEIS.

You should discuss your individual circumstances with Centrelink or DVA before you start receiving NEIS Allowance.

Your information and privacy

Your personal information is protected by law, including the *Privacy Act 1988* (Cth) (Privacy Act) and the Australian Privacy Principles (APPs). The personal information (including sensitive information) you provide on this form is collected by your NEIS provider on behalf of the Australian Government Department of Employment, Skills, Small and Family Business (the Department) to determine your continuing eligibility for NEIS Assistance if there is a relevant change in your circumstances.

If you do not provide some or all of your personal information (including sensitive information), the Department may not be able to ensure your participation in New Business Assistance with NEIS and continuing eligibility for NEIS Assistance.

Your personal information (including sensitive information) may be passed onto and between State Government Departments that have an involvement with New Business Assistance with NEIS, NEIS providers and other contracted providers of services under the *jobactive Deed 2015–2022* and the subcontractors of these entities, the Australian Taxation Office, the Department of Social Services, the Department of Veterans' Affairs, Services Australia and the Department of the Prime Minister and Cabinet. Your personal information may also be used by the Department or given to other parties where you have agreed, or the use or disclosure is otherwise permitted, including where it is required or authorised by or under an Australian law or court or tribunal order.

The Department's Privacy Policy contains more information about the way in which we will manage your personal information, including information about how you may access your personal information held by the Department and seek correction of such information. The Privacy Policy also contains information on how you can complain about a breach of the APPs and how the Department will deal with such a complaint. A copy of the Department's Privacy Policy can be found on the **Privacy page** of our website or by requesting a copy from the Department via email at privacy@jobs.gov.au.

Participant details

Participant full name

Job seeker ID (*Note: check with your NEIS provider if you don't know what this is*)

Date of birth (dd/mm/yyyy)

Home phone: ()

Mobile phone:

Email address for correspondence :

Business eligibility

6 Provide a description of your proposed business

7 Provide full names of any proposed business partners also applying for New Business Assistance with NEIS

8 Provide full names of any proposed business partners not applying for New Business Assistance with NEIS

9 Have you ever operated this business on a commercial basis?
Yes No

10 Will your business be established, located and operated solely within Australia?
Yes No

11 Will your business comply with all relevant laws and regulations, including Commonwealth, state, territory or local authority requirements?
Yes No

12 Will you have a controlling interest in your business while participating in New Business Assistance with NEIS?
Yes No

13 Will you work in your business on a full-time basis? (*Note: full-time means 35 hours per week or the number of hours required to satisfy your Mutual Obligation Requirements*)
Yes No

Participant eligibility

1 Have you participated in New Business Assistance with NEIS before?

Yes (*answer part a of this question*)

No (*skip part a of this question*)

a) When did you last finish participating? (mm/yyyy)

2 Are you available to participate in small business training?
Yes No

3 If accepted for small business training, please specify any special training requirements (*Note: You don't have to answer this question. We ask this to determine the level of service you may need from your NEIS provider*)

4 Are you an undischarged bankrupt? (*Note: bankruptcy is usually discharged after three years. You can contact the Australian Financial Security Authority for more information*)
Yes No

5 Are you:
a) an overseas visitor on a working holiday visa?
Yes No

b) an overseas student studying in Australia?
Yes No

c) legally able to work in Australia?
Yes No

Participant declaration

I certify that the information I have supplied on this form is complete and correct to the best of my knowledge.

I confirm that I have read, understood and agree to the collection, use and disclosure of my personal information in accordance with the privacy statement on page 1.

Signature

If you are unable to sign due to a disability, please check “unable to sign” below and email the form to your NEIS provider.

Unable to sign

Date (dd/mm/yyyy)