

NEIS Information

Thank you for choosing to apply for NEIS through New Hunter Business.

New Hunter Business is a consortium of 3 local businesses, all of whom currently work with new and existing small to medium businesses to assist them with practical advice, business training, mentoring and professional referrals. It is our goal to also assist you to establish your business with the aim of achieving financial independence and long-term success.

The Department of Education, Employment and Workplace Relations (DEEWR) provides the following information for NEIS Applicants:

NEIS Assistance

NEIS is a Commonwealth Government initiative, which provides a comprehensive package of assistance to eligible unemployed people to help them start their own businesses. Assistance includes small business management training and business plan development, NEIS Allowance for up to 52 weeks and mentor and on-going support during the first year of business operation.

NEIS Allowance

NEIS participants are paid NEIS Allowance each fortnight for up to 52 weeks. This is adjusted twice each year (normally in March and September) in line with DFCS rate increases.

If you are eligible to receive the NEIS Allowance, the amount you receive will not be affected by income from your NEIS business, no matter how much your business earns. However, your provider will collect information from you about any external income – that is any income you receive from outside your business. Receiving income from sources other than your business may affect your NEIS Allowance.

For the purpose of the NEIS external income test, external income includes all income (except NEIS Allowance, appropriate pensions and your partner's income support or Centrelink entitlements) received by you from outside your NEIS business.

External income is assessed from your quarterly income statements. If you exceed the allowable external income for the quarter, your NEIS Allowance will be stopped for the following quarter.

Note: Applicants who are selected to undertake the small business management training are **NOT AUTOMATICALLY** guaranteed NEIS Allowance. During the training you will receive help to develop a business plan which is assessed by a NEIS Advisory Committee. If the plan is assessed as commercially viable then you may be offered NEIS Allowance, subject to the availability of funds.

Your Information

The Privacy Act 1988 protects personal information held by Commonwealth Government agencies. The Act allows us to give your personal information to another person or agency only in certain circumstances. The information provided on this application may be shared with Managing Agents and other Commonwealth agencies such as Centrelink, Department of Family and Community Services, Australian Taxation Office, Department of Immigration and Multicultural Affairs and with State and Territory agencies where required by law or for program administration purposes.



Information on NEIS and assistance in completing your application is available from the following Centres:

Hunter Business Centre

265 King St,
Newcastle 2300
Phone: 4925 7700

Lake Macquarie Business Centre Ltd

48 Oakdale Rd,
Gateshead 2290
Phone: 4942 3133

Hunter Region Business Enterprise Centre

Cnr Barton & Merthyr Sts,
Kurri Kurri 2327
Phone: 4936 2557

Aboriginal Enterprise Centre

Cnr Barton & Merthyr Sts,
Kurri Kurri 2327
Phone: 4937 5791

NEIS Application

NRN # _____

PART A – Contact Details

All fields must be completed by the Job Seeker and completed in detail.

Job Seeker's Name: _____
Date of Birth: _____ Job Seeker's ID: _____
Centrelink Reference Number (CRN): _____
Phone: _____ Mobile: _____
Email: _____
Address _____
Postcode: _____

Information provided in this section will be used to access the Centrelink computer system to check eligibility for NEIS.

PART B – Registration Information

Centrelink Office: _____
Benefit Type: _____ Amount per fortnight: \$ _____

PART C – Participant Eligibility

Will you be available to participate in 5 weeks full-time training?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are you an undischarged bankrupt?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you agree to hold and maintain the controlling interest in the business for the duration of your NEIS Participant Agreement?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are you Aboriginal or Torres Strait Islander? (If "Yes": your application will automatically be forwarded to the Aboriginal Enterprise Development Officer (AEDO) for assistance during training).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you previously received NEIS Allowance?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

PART D – Business Eligibility

To be eligible for NEIS assistance, your proposed business must:

Never have operated on a commercial basis. Does your business meet this requirement?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Be independent, lawful and reputable. Does your business meet this requirement?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Not involve in the purchase or takeover of an existing business. Does your business idea meet this requirement?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Not compete directly with existing businesses unless it can be demonstrated that there is an unsatisfied demand for the product or service, or the products or services are to be provided in a new way. Does your business idea meet this requirement?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

PROPOSED BUSINESS DETAILS

Brief summary of your business idea:

NEIS Partner Application

NRN # _____

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Benefit Type: _____ Amount per fortnight: \$ _____

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I certify that the information I have supplied on this form is complete and correct to the best of my knowledge that false or misleading information may lead to refusal, suspension or termination of NEIS assistance.

Signed:

Date:

PART E – Business Eligibility

Do you need to borrow money to commence your business?

Yes No

If "Yes", how do you propose to raise this finance?

What skills and qualifications do you have to operate this business?

From what location will you operate the business?

Do you have Council approval to operate your business from this address?

Yes No

If "No", what stage are you up to in obtaining this approval?

Do you require any Licences to operate your business (eg. contractors, trade, agents, etc)

Yes No

1) If "Yes" do you have the Licence?

Yes No

2) If "No" to (1) above, what stage are you at in obtaining the Licence?

PART F – Competency

During NEIS training you will need to prepare a business plan from a computer template provided to assist you with this.

Can you operate a computer?

Yes No

If "yes" how would you rate your skills:

Basic

Reasonable

Advanced

PART G – Competitive Advantage

Please complete the following analysis of your potential competitors. In applying for NEIS assistance the Government will check to see if you meet the eligibility criteria of:

"Not competing directly with existing businesses unless it can be demonstrated that there is an unsatisfied demand for your goods or services, or the goods or services are to be provided in a new way."

We require you complete the following research as part of your application for NEIS, by phoning each of the competitors listed in Yellow Pages (best to use the internet www.yellowpages.com.au) for your target market.

Business Name & Location	Products/Services they offer	What makes your business different from theirs

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Signed: _____

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