New Enterprise Incentive Scheme (NEIS)
Free training - Income support - Mentoring

GRAMETS
Greater Melbourne Employment & Training Services

Training delivered by Kangan Institute
www.kangan.edu.au/bec

NEIS Information Sessions:
(No need to book but arrive on time. If you require additional information phone 9094 3008)

WEEKLY

Sunshine: Monday 10.00am
Behind Sunshine Library – Visy Cares Hub
80B Harvester Road, Sunshine

Richmond: Wednesday 2.00pm
Kangan Institute - Room A237
85 Cremorne Street, Richmond

Essendon: Friday 9.30am
Kangan Institute - Room A216
38 Buckley Street, Essendon

MONTHLY

Melton: 2.00pm - 1st Tuesday of the month
Western Business Accelerator & Centre for Excellence (BACE)
222 Ferris Road, Melton South

Wyndham: 2.00pm – 2nd Tuesday of the month
Werribee Development Centre
2/10 Watton Street, Werribee
**NEIS FACT SHEET**

**NEIS (New Enterprise Incentive Scheme)** is a program to assist people on Centrelink benefits to establish a new commercially viable business. NEIS started over twenty years ago and is still the employment program with the highest positive outcome rate. The scheme has three main components:

- Free small business management training to help participants prepare a detailed business plan
- If the business plan is deemed successful, participants will move off Centrelink benefits onto the NEIS business support payment for up to nine months
- Five business mentoring sessions during the 12 months agreement

Please note: Throughout the agreement monthly monitoring will take place.

The NEIS allowance is payable for up to 39 weeks once the business has started, and home rental assistance for up to 26 weeks, if eligible.

**AM I ELIGIBLE TO APPLY FOR NEIS?**

In order to apply for NEIS you must meet both Personal Eligibility and Business Eligibility requirements.

To meet Personal Eligibility you must:
- Be established and located in Australia
- Be potentially commercially viable
- Be independent, reputable and legal (not be a franchise)
- Be a new business (ie has never operated commercially before)
- Not have received NEIS assistance for a similar business
- Over 18 years at time of signing NEIS agreement
- Not have received NEIS allowance in the previous three years
- Not have received NEIS assistance for a similar business
- Available for full time training
- Available to work full time in the business
- Not be an undischarged bankrupt
- Newstart, Youth Allowance, Parenting Payment Single/Partnered
- Disability Support Pension, Carers Payment
- Over 18 years at time of signing NEIS agreement
- Available for full time training
- Available to work full time in the business
- Not have received a NEIS allowance in the previous 3 years
- Not have received NEIS assistance for a similar business

In order to meet Business Eligibility requirements your proposed Business must:
- Be a new business (i.e., has never operated commercially before)
- Not be based on the purchase or takeover of an existing business (and not be a franchise)
- Be independent, reputable and legal
- Be potentially commercially viable
- Be established and located in Australia

**WHAT TRAINING WILL I BE PROVIDED WITH?**

Your NEIS training will be provided by BEC@Kangan. You will undertake the Nationally accredited BSB30315 – Certificate III in Micro Business Operations. The training will run for 3 days during week days between 9.30 – 3.30pm over an eight week period.

The training is a 13 week Centrelink Approved Activity which means you are exempt from other Mutual Obligation Activities required of you during this period.

The course will cover a variety of topics including the following:
- Investigate Micro Business Opportunity
- Develop Microbusiness proposal
- Organise Finance for the Micro Business
- Determine Resource Requirements for the Micro Business
- Comply with Regulatory, Taxation & Insurance Requirements for the Micro Business
- Market the Small Business
- Maintain Financial Records
- Deliver & Monitor Services to Customers
- Organise Personal Work Priorities & Development
- Plan a Home Based Business

You will also receive help to develop your business plan as part of your training. The business plan needs to be approved before you start your business with NEIS assistance. The business plan will also assist you if you need to approach banks or credit unions for finance.

Please note: NEIS cannot provide you with start-up funds in the form of loans or grants.

**BUSINESS MENTORING**

Once you have completed your training and are on a NEIS agreement, you will be provided with five business mentoring sessions. These sessions provide advice and support, which is encouraging professional, and unbiased. You will normally be given an opportunity to choose your mentor from a panel of mentors with a wide variety of industry and professional experience to best suit your business needs.

**THE NEIS ALLOWANCE**

- The rate you will be paid at is equivalent to the single, 22 years or over, no children rate of Newstart Allowance, and is paid fortnightly in arrears, subject to you fulfilling your obligations under your NEIS Participation Agreement.
- You can receive external income while participating in NEIS that is income from outside of your business, such as from investments or other work. However your NEIS business is your primary full time activity. There if your external income is greater than twice the basic rate of NEIS Allowance in a given financial quarter, it will affect the amount of your NEIS Allowance.
- Home rental assistance will be paid for the 6 months (26 weeks), if you are eligible and receiving rental assistance through Centrelink before you sign your NEIS agreement.
- Parenting/Family Allowance will continue to be paid through Centrelink but you must reapply.
- Note: Recipients of Disability Support Pension, Care Payment, Parenting Payment (Single) and some Department of Veterans' Affairs' pensions can choose to remain on these payments while participating in NEIS.

Upon acceptance into NEIS training you will need to be referred by your Jobactive or DES provider, then attend and complete your NEIS training.