



Australian Government

Indigenous Advancement Strategy

Tailored Assistance Employment Grants - Initial Proposal Form

Instructions

This document is an Initial Proposal Form relating to Tailored Assistance Employment Grants (TAEG) under the Indigenous Advancement Strategy (IAS).

This Initial Proposal Form will assist you to work with the National Indigenous Australians Agency (NIAA) to identify potential projects for TAEG funding under the IAS.

Important to note

- Your initial proposal is not an application for funding.
- You must attach evidence when submitting this form (See Evidence Checklist).
- Feedback from NIAA does not constitute a commitment of funding.
- An application for funding only becomes available after a proposal has been considered by NIAA.

Guidance on completing this form:

To complete the form and start the process to apply for a grant, please follow these steps:

Step 1: Contact the Regional Network on 1800 079 098 to discuss your proposal and how to submit an initial proposal form. This may include arranging an appointment to meet with the Regional Network. www.niaa.gov.au/contact-us/regional-network-addresses.

Step 2: To develop your proposal, please refer to the [IAS Guidelines](#) and the [TAEG Application Kit](#) as you complete the form.

Step 3: If you require further advice, please contact the Regional Network.

Step 4: Submit your Initial Proposal Form to your local Regional Network.

Step 5: If you are invited to submit an application for funding, fill in the online application form that is linked to your Initial Proposal Form and upload supporting documents.

Step 6: Following an assessment of your application, a response will be provided to you within three months, unless further information or clarification is required.

This form must be emailed to your contact in the NIAA Regional Network.

For questions relating to this form, contact the NIAA Regional Network on 1800 079 098.

Part 1 - About the Organisation

1. Organisation Details

Organisation Legal Name

Organisation ABN

2. Organisation Address Details

Floor/Building

Street Number
and Name

Suburb/Town

State

Postcode

Main Telephone

Main Email

Contact Name

3. Provide a brief overview of your organisation (max 400 characters)

4. Are you an Indigenous Organisation?

To be recognised as an Indigenous Organisation one of the following must apply:

- The applicant has five (5) or more members - at least 51 per cent of members are Indigenous Australians.
- The applicant has fewer than five (5) members but more than one (1) member - all of the members, or all but one of the members are Indigenous Australians.
- The applicant has only one (1) member - that member is an Indigenous Australian

Yes

No

Part 2 - Project Details

5. Provide a short title for this project (max 50 characters)

6. Provide a brief summary of the project and how it will provide employment for Indigenous jobseekers. (max 1200 characters)

7. Explain where the project will be located. (max 1000 characters)

8. Why there is a need for an employment project in this location? Include how this project will complement the services already provided for example jobactive or fill in the gap in service delivery. (max 1200 characters)

9. Planned Start and End date for the project

Start Date (dd/mm/yyyy)

End Date (dd/mm/yyyy)

10. Who will be the key stakeholders you plan to engage to deliver jobs under this project and how are they are going to be involved in the delivery of this project? (max 1200 characters)

11. What are the employment opportunities and the expected employment outcomes for Indigenous job seekers / students, employers and the community (max 1200 characters)?

12. How will this project deliver long term sustainable employment outcomes for Indigenous job seekers / students? Please ensure you have attached evidence of guaranteed jobs. (max 1200 characters)

Part 3 - Funding for the Project

13. Based on the details in this initial proposal what is the approximate amount of grant funding you would be seeking if you were to submit an application?

1st Financial Year

2nd Financial Year

3rd Financial Year

4th Financial Year

Please provide a budget plan that includes a breakdown of activities and costing by financial year as an attachment to this form.

14. Will there be other sources of funding for the project? If yes, please provide details. max 1200 characters).

Part 4 - Submission

Name of the person authorised to submit this proposal on behalf of the organisation

Title

Contact Name

Position

Date

Evidence Checklist

Attached

Budget

Letter of support or evidence of guaranteed jobs
(employer/s)

Letter of Support (Indigenous Organisation)

Evidence should demonstrate the following:

- need for the project
- information about current or emerging employment opportunities including the type and number of positions and tenure of employment
- any opportunities for future training or skills development and career progression
- support from local Indigenous communities
- support from local industries