



NDIS PARTNERS IN THE COMMUNITY PROGRAM FUNDING ROUND ONE

Assistance with Annex A Participant Volumes and Pricing Response Schedule(s)

This document includes important information to help Applicants review and consider Participant volumes to inform the completion of the Pricing Response Schedule(s) for all Services required.

Instructions

1. **Review** Annex A of the Statement of Requirements for detailed information on Service Areas (including the Local Government Areas where relevant), expected Participant volumes and excluded Remote and Very Remote areas in those Service Areas. Annex A provides the most correct and complete representation of Participant volumes.
2. A summary of the Participant volumes detailed in Annex A are:

Local Area Coordination (LAC)	Early Childhood Early Intervention (ECEI)
<p>LAC in Advance</p> <p>- meaning the estimated number of all people expected to phase into the NDIS shown in the month of expected Plan approval</p> <p>Note: The funding levels advised in the Pricing Response Schedule take into account that LAC in Advance will be provided <i>before and during</i> the month of expected Plan approval.</p>	<p>Estimated clients</p> <p>- meaning the estimated number of children with disability who are unlikely to become Participants.</p>
<p>Initial Plan and Implementation Support</p> <p>- meaning only those people who have been streamed as General or Supported (as distinct from all people receiving LAC in Advance), in the month of expected Plan approval</p> <p>Note: The funding levels advised in the Pricing Response Schedule take into account that Initial Plan and Implementation services must be provided <i>before, during and after</i> the month of expected Plan approval.</p>	<p>Expected Participants</p> <p>- meaning the number of children expected to be phased into the NDIS in the month of expected Plan approval.</p>
<p>Plan Review and Full Scheme Planning</p> <p>- meaning Participants in the NDIS streamed as General and Supported (and including existing Participants brought into the NDIS by another who have transferred to the Partner for LAC Services), in the month of expected Plan approval.</p> <p>Note: The funding levels advised in the Pricing Response Schedule take into account that Plan Review and Full Scheme Planning services must be provided <i>before, during and after</i> the month of expected Plan approval.</p>	



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Local Area Coordination (LAC)	Early Childhood Early Intervention (ECEI)
<p>Number of ongoing Participants</p> <p>- meaning the total number of Participants within the Partner’s responsibility, including Participants brought into the NDIS by the Partner and those already in the NDIS who have become the responsibility of the Partner.</p> <p>Note: The funding levels advised in the Pricing Response Schedule take into account that ongoing Participants may have ad hoc requirements. Otherwise the requirements for Plan Review and Full Scheme Planning are shown above.</p>	

3. **Ensure** scope of LAC Services and/or ECEI Services are understood before completing the relevant Pricing Schedule Response.
4. **Note** there is no estimated volume of people with disability who are not Participants who are to receive Information, Linkages and Capability (ILC) Building services from the Partner. However, the Partner must deliver 20% of the total work effort required in delivery of LAC Services on ILC activities (referred to in clause 6 of Annex D to the Statement of Requirement), and that this has been accounted for in available funding.
5. **Note** the ECEI and/or LAC Pricing Response Schedule is required to be completed by Applicants for each Service Area applied for. The Pricing Response Schedule must detail both the anticipated costings for Establishment Services (shown in the Pricing Response Schedule as Establishment Funds) and the quarterly payments required to deliver Services in the Service Area (shown in the Pricing Response Schedule as Service Area Funds).
6. **Review** the ‘Instructions’ tab of the Pricing Response Schedule.
7. **Complete** the ‘Establishment Funds’ section in the Pricing Response Schedule for each Service Area applied for with the required information.
8. **Complete** the proposed Full Time Equivalent (FTE) of Local Area Coordinators and direct/indirect Coordinator costs in the Pricing Response Schedule on the basis of all LAC Services or ECEI Services required for a Service Area.
9. **Ensure** the Pricing Response Schedule is completed correctly and truthfully.
10. **Submit** the Pricing Response Schedule, along with the other required application requirements.



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Further Information

1. Why has the NDIA clarified the relationship between Annex A to the Statement of Requirements and the LAC Pricing Response Schedule?

This instructional document has been prepared to clarify the relationship between Participant volume data, work effort required for people with disability who are not Participants and the available funding.

LAC Participant Volumes

Annex A should be used for the most detailed understanding of the volume of work required for Participants in the NDIS. It includes detailed information on Participant volumes, including both new Participants in the NDIS and existing Participants who will transfer to the Partner for a Service Area.

Annex A is the best reference to use when completing the required information in the LAC Pricing Response Schedule.

In the LAC Pricing Response Schedule, the Participant volume figure is a simple addition of LAC in Advance, Initial Plan and Implementation and Plan Review and Full Scheme Planning figures. It is a guide on the number of new entrants to the NDIS only. Full information on Participant volumes is provided in Annex A in the Statement of Requirements.

LAC Work Effort for People with Disability who are not Participants

Refer to clause 6 of Annex D to the Statement of Requirement for detail on the 20% work effort required to be delivered on Information, Linkages and Capability Building services. For clarity, it is important to note that the level of available funding shown in the LAC Pricing Response Schedule does take into account the requirement for this 20% work effort.

LAC Pricing Response Schedule

The level of available funding shown in the LAC Pricing Response Schedule takes into account all LAC Services for Participants (whether new or ongoing Participants in the NDIS) and all work effort to be delivered to people with disability who are not Participants in the Scheme.

The only funding requirement that is not provided for in the Pricing Response Schedules is the funding required to cover Establishment Services. These funding requirements must be detailed by Applicants in the Pricing Response Schedule.

2. Are LAC Participant volumes in the LAC Pricing Response Schedule incorrect?

The Participant volume figure in the LAC Pricing Response Schedule is a simple addition of LAC in Advance, Initial Plan and Implementation and Plan Review and Full Scheme Planning figures as shown in Annex A to the Statement of Requirement. It identifies the number of new entrants to the NDIS, but does not provide detail on 'ongoing Participants' or the work effort required for people with disability who are not Participants in the NDIS.



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3. Does this also relate to the aggregation of ECEI Participant volumes in the ECEI Pricing Response Schedule?

The one-line volume aggregation for the ECEI Pricing Response Schedule is a simple addition of the following ECEI groupings (refer to Annex A for information):

- Estimated clients (meaning the estimated number of children with disability who are unlikely to become Participants); and
- Expected Participants (meaning the number of children expected to be phased into the NDIS in the month of expected Plan approval).

However Applicants are still strongly encouraged to review Annex A for a more detailed breakdown of ECEI volume details.