



Wheelchair Accessible Vehicle (WAV) Modification Grant

Grant guidelines 2026-27



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Key terms

Term	Definition
Act	The <i>Transport (Road Passenger Services) Act 2018</i> (The Act).
Driver	A driver of an 'authorised on-demand rank or hail vehicle' who holds a passenger transport driver (PTD) authorisation.
DTMI	WA Department of Transport and Major Infrastructure.
Eligible person	A person who has been approved by the CEO of DTMI (through a delegated officer) to receive subsidised taxi travel, under the Passenger Transport Subsidy Scheme (PTSS).
Final Acquittal	The final report and supporting evidence submitted by the Grantee, through the Transport WA Grants System, to demonstrate completion of the Grant requirements.
Funding	The sum of money provided for the Grantee, to use solely for the purposes contained in the Terms and Conditions of the Grant Agreement and Conditions.
Goods and Services Tax (GST)	As defined in the A New Tax System (Goods and Services) Tax Act 1999 (Cth).
Grant	Wheelchair Accessible Vehicle (WAV) Modification Grant, funded by appropriation and administered by the On-demand Transport Policy and Projects team.
Grant Agreement and Conditions (the Agreement)	WAV Modification Grant Agreement between the Grantee and Grantor.
Grantee	The Grant recipient who is the individual or organisation awarded the Grant payment.
Grantor	The Department of Transport and Major Infrastructure (DTMI) on behalf of the Minister of Transport as defined in the Public Sector Management Act 1994 , as read with Gazette 164 of 2023.
Milestone report	Reports which Grantees must provide to DTMI, using the Transport WA Grants system, by specified dates throughout the duration of the Grant. This is necessary to ensure that: - the Grantee is fulfilling their obligations, and - Grant funding can be released at specified times. An example schedule of milestone reports is available as an appendix at the end of this document.
On-demand booking service (ODBS)	The 'provider of an on-demand booking service', as defined in section 10(2) of the Act, that provides those services to taxis and is an authorised ODBS.
Passenger Transport Subsidy Scheme (PTSS)	The WA subsidy scheme which is intended to make subsidised taxi travel available to eligible persons.

Term	Definition
PTD authorisation	Means a 'passenger transport driver authorisation' as defined under section 4 of the Act.
PTV authorisation	Means a 'passenger transport vehicle authorisation' as defined under section 4 of the Act.
Regulations	The Transport (Road Passenger Services) Regulations 2020 (the Regulations).
Taxi	An 'authorised on-demand rank or hail vehicle', as defined in regulation 3 of the Regulations, or an equivalent vehicle authorised to carry passengers for reward by another State or Territory.
Terms and Conditions	Terms and Conditions in the WAV Modification Grant Agreement and Conditions imposed by the Grantor, in respect to the funding.
Transport WA Grants	The online grants management system, utilising OmniStar.
Wheelchair Accessible Vehicle (WAV)	An on-demand vehicle that is used or intended to be used for the transport of persons who have a disability, and any wheelchairs or other aids required by those persons. This is the definition set out in section 278(2) of the Act.

Overview

The Wheelchair Accessible Vehicle (WAV) Modification Grant (the Grant) is designed to support eligible on-demand rank or hail (taxi) passenger transport vehicle (PTV) operators in metropolitan or regional Western Australia with the cost of:

- modifications to install wheelchair hoist and restraint systems, or
- the replacement of ageing wheelchair hoist and restraint systems.

The Grant also supports other Department of Transport and Major Infrastructure (DTMI) accessible transport initiatives, including the Passenger Transport Subsidy Scheme (PTSS).

Program objectives

Specific program outcomes include:

1. Increasing WAV taxi availability in Western Australia
2. Supporting existing WAV taxi services with ageing equipment to upgrade and modernise their equipment, to make transport safer and more reliable.
3. Ensuring eligible persons who require the use of a wheelchair in WA have access to PTSS, via the provision of WAV taxis.

Timeline

The following timeline will apply for the Grant round. The Grant is awarded annually but the Grantee continues to report for three years:

Milestone/Task	Estimated Date
Applications open	27 August 2026
Applications close	1 October 2026
Successful applicants notified	November 2026
Unsuccessful applicants notified	November 2026
Final acquittal deadline	10 June 2027
Grant project to be completed	30 June 2027
Grantee to confirm operational status	30 June 2028
Grantee to confirm operational status	30 June 2029

Sample reporting schedule

Grantees will receive a milestone reporting schedule as an appendix to their Grant Agreement and Conditions. An example can be found in the appendix of this document.

Milestone reports are required to be submitted through the Transport WA Grants system by a set date. If the Grantee is unable to meet the deadline for a milestone report, they must request and justify an extension, before the required submission date.

Funding

The Grant provides funding to cover the costs involved in modifying a vehicle to become a new WAV service or replacing ageing wheelchair and hoist equipment in an existing WAV. The value of the Grant is exclusive of Goods and Services Tax (GST). All prices and costs presented in the application form, funding contract and correspondence are stated exclusive of GST. Grant recipients will be responsible for the GST on the full Grant amount awarded.

The Grant program currently offers funding of up to \$34,000 to:

- install WAV equipment in a previously purchased vehicle, or
- replace WAV equipment that is over 5 years old.

Note: Grant offerings may not cover the full costs of modifications or replacement.

Grantees will be required to maintain the WAV taxi service and continue to provide reports to DTMI for a minimum of three years after being awarded the Grant.

Successful Grant recipients will need to hold the following passenger transport authorisations.

- Passenger transport vehicle (PTV).
- Passenger transport driver (PTD).
- On demand booking service (ODBS) or association arrangement with an authorised ODBS. For metropolitan applicants, an association arrangement with the approved metropolitan WAV Dedicated Taxi Booking Service (currently Black & White Cabs).

Funding delivery

The Grant Guidelines may be revised at any time to reflect changes to funding sources, should additional funding become available.

Modification of a suitable vehicle or replacement of ageing WAV equipment

Applicants must already own a suitable vehicle to be modified, before applying for the Grant. The value of the replacement and/or installation costs will be paid to the authorised modifier, after the completion of the work. Any surplus funds are not granted to the Grantee.

Australian Standards

In line with Regulation 18 of the Transport (Road Passenger Services) Regulations 2020, the Grantee must provide evidence that the below Australian Standards have been met:

- AS 3856.1:2021, Hoists and ramps for people with disabilities — Vehicle mounted, Part 1: Product requirements
- AS 3856.2:2021, Hoists and ramps for people with disabilities — Vehicle fitted, Part 2: Fitting requirements, and
- AS/NZS 10542.1:2015, Technical systems and aids for people with disability – Wheelchair tiedown and occupant-restraint systems, Part 1: Requirements and test methods for all systems.

The Australian Standards can be viewed in-person, by making an appointment request. Email the On-demand Transport Grant team at odtgrants@transport.wa.gov.au.

WAVs must also comply with the following elements of the [Disability Standards for Accessible Public Transport 2002](#):

- the provisions of Part 9 that apply to taxis, and
- Section 12.5.

The Grantee must provide evidence that these standards have been met, before the funding can be paid.

Imported WAVs

Imported WAV taxis must meet the [Disability Standards for Accessible Public Transport 2002](#). Many models do not meet these standards, (for example, the internal dimensions and door sizes are too small).

Vehicles that don't meet these standards cannot be used to provide WAV taxi services in WA and will not be eligible to be modified using the Grant funding.

Modifications

Installation of hoists, ramps, tiedowns and occupant-restraint systems are classified as complex vehicle modifications. Complex modifications require Engineering Certification from DTMI. An approval letter from DTMI's Vehicle Safety Standards branch and a modification permit are required for these types of modification.

If your modification is approved by DTMI, you will be issued a modification permit by the Authorised Inspection Station. You are required to carry this inside the vehicle at all times and keep copies in a safe place.

Visit the [PTV equipment and modification requirements](#) page for more information.

Electronic dispatch equipment

It is a requirement of the Grant that electronic dispatch equipment is installed in the WAV taxi. This is to ensure that DTMI can receive accurate and timely PTSS data from the ODBS.

Final report and acquittal

Once the vehicle is authorised and operational, the Grantee must submit a final acquittal report with a tax invoice and photographic evidence of the installation, via the Transport WA Grants system.

The acquittal report is reviewed by On-demand Transport staff. If it is deemed satisfactory, it will be marked as 'Achieved' in Transport WA Grants

As a priority, DTMI will pay the modifier directly, following confirmation of completion. Payments to suppliers are approved by the authorised DTMI delegate.

Funding considerations

To support the fair and equitable distribution of available Grant funding across eligible applicants and locations, DTMI will carefully consider a range of factors when assessing applications.

This means Grants are awarded using a competitive assessment process. Regional applications will be considered first, to ensure the community WAV taxi needs are being adequately addressed, followed by eligible metropolitan applications.

Grant funding is restricted to vehicles that will operate as an authorised on-demand rank or hail (taxi) PTV within WA.

Should additional funding become available, the Guidelines may be revised at any time to reflect changes to the funding sources applicable. DTMI reserves the right to reassign funding, in the event of undersubscription or to meet funding objectives.

In the event of unspent Grant funds, or Grant funds not being fully expended by 10 June of each year, those surplus funds will be retained and redistributed at the discretion of DTMI.

Unsuccessful applicants may reapply for the Grant in subsequent rounds.

Grant process

A summary of the Grant process, from application through to completion, is outlined below.

1. To apply for the Grant, you will need to have already purchased a suitable vehicle for WAV modifications.
2. Obtain a quote for the vehicle modification costs, including supporting paperwork.
3. You will need to include in the application:
 - your personal details;
 - proof of address and residency;
 - your business case supporting the application;
 - the VIN and registration details of your vehicle;
 - evidence of an association arrangement with the metropolitan WAV Dedicated Taxi Booking Service (currently Black & White Cabs) if applying for the Perth metropolitan area;
 - details of your preferred vehicle modifier and a written quote from them; and
 - Two written references. Metropolitan applicants must include a completed WAV Modification Grant reference form from Black & White Cabs. This form will be available on the DTMI website.
4. If DTMI has approves the Grant application, DTMI will notify the vehicle modifier of the approval and confirm the Grant funding that will be paid towards the modification.
5. Modify the vehicle.

Note: If you take your vehicle to a vehicle modifier other than the one you have nominated on your application form, you must obtain a written quotation from the new vehicle modifier and contact DTMI as soon as possible.
6. DTMI will pay the Grant amount to your nominated vehicle modifier. The vehicle modifier will invoice you for the cost of modification minus the Grant amount (if applicable). You will be required to pay this invoiced amount directly to the vehicle modifier.
7. Complete a vehicle inspection at an Authorised Inspection Station.
8. If not already done, apply for a PTV authorisation in the on-demand rank or hail category via DoTDirect, and ensure the WAV declaration is ticked.
9. Complete Final Acquittal report.

Selection criteria

Applications for the Grant are assessed on two levels of criteria.

1. Applicant eligibility criteria – non-weighted criteria that all Grant applicants must meet to be eligible to apply for funding.
2. Competitive selection criteria – weighted criteria used in the competitive assessment process to score applications against specific program priorities.

Applicant eligibility criteria

Applicants for the WAV Modification Grant must meet the following eligibility criteria.

- The applicant is a resident in Western Australia and must be an Australian citizen or hold permanent residency.
- The applicant must reside in the region of the intended WAV taxi service and provide sufficient proof of address (for example, electoral roll confirmation, council rates or water notice).
- Regional applicants must hold (or be eligible to hold) an ODBS authorisation, or be able to provide evidence of affiliation with an existing ODBS in the relevant regional area.
- Metropolitan applicants must have evidence of affiliation with DTMI's contracted Metropolitan WAV Dedicated Taxi Booking Service (Currently Black & White Cabs).
- If the applicant is not the intended driver of the vehicle, then they must have relevant approvals from the owner organisation to apply for the Grant funds, if applicable. Non-driver operators may also be ineligible or restricted from applying without special conditions being imposed by DTMI.
- The applicant must provide proof of ownership of a suitable vehicle for WAV modifications or provide consent from the owner of the vehicle.
- The applicant can confirm they have the sufficient financial means required to support the ongoing costs of the WAV taxi service, for the minimum operation period of 3 years from the date of contract acceptance.
- The applicant must not have been awarded WAV Grant funding from DTMI in the 3 years prior to the current Grant round or have withdrawn due to a breach of Agreement.

Competitive selection criteria

All Grant applications must clearly demonstrate the ability to meet and respond to the following selection criteria.

- A commitment to achieving the Grant objectives.
- Their proposed service will provide public and community benefit.
- The new service is viable and how they will ensure the service delivery is not compromised.
- Explain the expected timeframes for the establishment of the service.
- An understanding of [WAV taxi driver training competency requirements](#) and how to meet these.
- Previous experience in, or an understanding of, providing passenger transport services to people with a disability.

- Written references that can confirm their competence with conducting passenger transport services. Personal references can be provided if the applicant has not previously been a passenger transport operator.

Note: Applicants in the Perth metropolitan area must provide a completed reference form, from Black & White Cabs.

- Detailed costs and quotes for the modification, installation and/or replacement of WAV equipment.

Eligibility restrictions

Funding restrictions for Grantees may include:

- Poor performance of the Grantee, including non-compliance or incomplete acquittals in a past Grant round.
- Existing Grantees, with overdue or outstanding acquittals remaining cannot reapply until all outstanding requirements are completed to a satisfactory standard as determined by DTMI.
- Fleet operators, who do not intend to drive the WAV themselves, may be ineligible or restricted from applying for the Grant, without special conditions being imposed. This includes the subcontracting of only WAV qualified drivers.
- Grantees who have withdrawn from the Grant due to a breach of the Grant Agreement and Conditions are ineligible to reapply.
- Applicants who have been awarded WAV Grant funding under the Regional WAV Taxi Service Grant or the WAV Modification Grant, within the 3 years preceding the current grant round, are not eligible to apply.
- The 3-year exclusion period applies to the Grantee and any associated business or legal entity and any vehicle that has previously received funding under either grant stream.
- Applicants can not apply for both the WAV Modification Grant and the Regional WAV Taxi Service Grant in the same grant round.

DTMI will undertake an applicant integrity check of DTMI records when assessing the eligibility of applications. Applicants may be deemed ineligible if they have previous recorded:

- warning letters
- caution notices
- infringement notices
- prosecution
- suspension or cancellation of authorisations, or
- improvement and defect notices.

The presence of such matters will not automatically result in an application being deemed ineligible.

Application process

You are encouraged to discuss your proposal with the On-demand Transport team before you submit an application – email odtgrants@transport.wa.gov.au.

Online information session

An online information session will be run by the On-demand Transport Grants team to provide an overview of the Grant, the selection criteria, and the application and assessment process.

Attendees will have the opportunity to ask any questions they may have about the Grant. After the event, a recording of the session will be provided to all those who registered.

Visit the [DTMI website](#) for more information about the information session and how to register.

Dates

Applications for the 2026-27 round of the WAV Modification Grant will be open at 8:00am Thursday 27 August 2026 and close at 5:00pm Thursday 1 October 2026.

The online application must be completed in full and submitted with all required eligibility and selection criteria supporting information by the closing date. Late submissions will not be accepted.

How to apply

Applications must be submitted using the [Transport WA Grants](#) system. Email and paper applications are not available and will not be accepted.

To apply:

1. Go to the [WAV Modification Grant webpage](#). From 8.00am Thursday 27 August until 5.00pm Thursday 1 October 2026, you will find a link to sign into Transport WA Grants. If you have not yet created a free Transport WA Grants account, follow the prompts to do so.
2. Once signed in, you will see a list of the available Grant rounds. Select the round labelled: 'WAV Modification Grant'.
3. Some information in the application form is mandatory, including the request for supporting information. If these are not addressed, your application will be automatically deemed ineligible and may not proceed.

Ensure that you set aside enough time to complete your application and provide all the required supporting information, with the necessary level of detail.

You can save your application at any time and go back to complete it.

Visit [Grants and funding](#) for more information about how to create an account and use the Transport WA Grants system.

Supporting information

Carefully consider the [Applicant eligibility criteria](#), [Competitive eligibility criteria](#), and any prompts provided in the application form. Ensure you provide all required information and documentation.

Assessment

Completed applications that have been deemed to meet the [Applicant eligibility criteria](#) will be moved to the next stage of the process for the assessment panel to review against the [Competitive selection criteria](#).

Each eligible application is independently assessed and scored against each selection criteria on a scale of 1–5, with each selection criteria weighted between 10 and 30%.

#	Selection Criteria	Score 1-5	Weighting
1	Demonstrated capacity to complete the proposed vehicle modification project, meet objectives and continue operations for 3 years minimum.		30%
2	Passenger transport and WAV driver training and experience		30%
3	Detailed costs and quotes provided		10%
4	References		30%
Total			100%

Assessment panel

The primary assessment panel typically consists of at least three representatives:

- two DTMI representatives, including one as the Chair, and
- one Department of Communities representative.

Panel composition may be expanded to include other key stakeholders as required and may include members from:

- other State Government agencies
- technical / subject matter experts (such as On-demand Transport team members), and
- relevant industry bodies and associations.

Consensus meeting

Following the panel, the overall score for each application will be calculated. At the consensus meeting, the overall scores for each application will be reviewed by the panel, with advice provided by a subject matter expert.

Applications for regional areas will be considered first, with any remaining funding being allocated to suitable applications for the Perth metropolitan area.

Outcome

Applications are deemed either successful, unsuccessful, or unsuccessful (reserve list).

Successful applicants

Successful applicants are informed of the outcome via formal correspondence from the Transport WA Grants system.

Grantees are required to formally acknowledge their acceptance of the Grant in writing via email, within 14 calendar days of the notification.

Unsuccessful applicants

Unsuccessful applicants are notified of the outcome via an email generated in Transport WA Grants and are encouraged to seek feedback from the On-demand Transport team.

This feedback is provided to inform and assist the applicant, so they can improve their chances of success on future applications.

Unsuccessful (reserve list)

Applications deemed unsuccessful but placed on the reserve list will be notified via email. They will be advised that they will be contacted if their application is selected from the reserve list.

Grant agreement

Grantee obligations

Successful WAV Modification Grant recipients must:

- Be responsible for the successful execution of the Grant project.
- Ensure their WAV taxi service aligns with the objectives of the Grant.
- Provide project progress updates and supporting documentation as stipulated in the Grant Agreement and Conditions.
- Work in a cohesive manner with relevant On-demand Transport officers to ensure that communication is maintained, is regular and the project reporting requirements are acquitted in a timely manner.
- Maintain regular contact with the On-demand Transport team for the entire duration of the Grant until it is deemed acquitted (complete).
- Acknowledge the Grant funding by way of a notice or sticker, on or in the vehicle stating, “The wheelchair equipment in this vehicle was funded by a grant from the Department of Transport and Major Infrastructure - 2027”.

Grant Agreement and Conditions

The WAV Modification Grant Agreement and Conditions set out the terms and conditions under which the Grantee is provided funding.

The Grant Agreement and Conditions outline:

- the purpose of the funding
- operating requirements
- record keeping requirements
- reporting to the Grantor
- Grantee behaviour and expectations, and
- variation of conditions.

Once approved by the Minister, the Executive Director Driver and Vehicle Services (DVS) has delegated authority to administer the Grant Agreement and Conditions to the Grantees.

The Grant Agreement and Conditions must be signed by the Grantee in the presence of a witness and returned to DTMI for endorsement. The signed Grant Agreement and Conditions is then reviewed by the Executive Director DVS and signed on behalf of the Minister.

At this point the Grant Agreement and Conditions has been executed and is in effect.

Monitoring

Reporting requirements

Grantees are required to keep DTMI up to date with the progress of the Grant at regular intervals, by submitting milestone reports using the Transport WA Grants system.

A schedule of the milestone reports required for the Grant will be issued as an appendix to the Grant Agreement and Conditions. A sample schedule is available to view as an appendix to this document.

Each milestone report must be submitted prior to the specified date, with the requested information and supporting documentation. Transport WA Grants will be the channel through which Grantees will update DTMI on the progress of the Grant.

Extensions to milestone reporting dates can be requested and must include a suitable explanation. Requests for extension are subject to approval by DTMI.

Variations

If changes are required to the Grant Agreement and Conditions and subject to prior notification, the Grantee may initiate a request for variations to the agreement with DTMI during the monitoring stage.

There are two types of variations that can be applied for:

- variations to Grant scope or Grant conditions, and
- variations to Grant acquittal timeframe.

No requests for increases to the Grant value can be requested, as the funding is set at the assessment and award stage for specific goods and services.

All requests for a variation of Grant Agreement and Conditions must be instigated by the Grantee via the Transport WA Grants system.

Once a variation is approved, a letter of variation will be issued to the Grantee by DTMI. This letter constitutes a legal document and must be signed by the Executive Director DVS and the Grantee. No separate changes to the original Agreement and Conditions are required.

Withdrawals and terminations

Grantees must advise DTMI in writing as soon as possible if they wish to withdraw their application for funding or terminate their Grant Agreement and Conditions.

DTMI may also rescind a Grant offer or terminate an Agreement if the Grantee breaches any of the Terms and Conditions or an event of default occurs, as per the signed Grant Agreement and Conditions.

The Grantor may further terminate the Agreement without notice, if the Grantee is subject to any of the following:

- insolvency event
- no longer authorised to operate under the [Transport \(Road Passenger Services\) Act 2018](#)
- operates contrary to any requirement under the *Transport (Road Passenger Services) Act 2018*
- repudiation of the Agreement, and
- using an unauthorised driver or driver who is not appropriately qualified to operate WAVs in accordance with the [Transport \(Road Passenger Services\) Regulations 2020](#).

Repayment of Grant funds

At the end of an executed agreement, whether by termination or completion of the project, the Grantee may be required to repay funds to DTMI, including repayment of any:

- unused Grant funds, or
- Grant amounts deemed by DTMI to have been improperly evidenced or expended.

Repayments must be made within 10 business days of the Agreement ending (by completion or termination).

Grant acquittal

Before a Grant is deemed acquitted (complete), recipients must demonstrate that the project has been completed in its entirety, to a satisfactory standard, by completing the online final acquittal report form in the Transport WA Grants system and complete the following requirements:

- confirmation that the WAV taxi service is operating and the location it is operating for the next three years
- photos showing the WAV taxi with required livery, funding acknowledgement and equipment installed, and
- details of the outcome of the Grant for the Grantee and the community in which they are operating the WAV taxi service.

Once an acquittal form has been received, reviewed and approved by DTMI, an acquittal email will be sent to the Grant recipient confirming completion of the project.

Support

If you have any questions about the Grant or the application process, please contact the On-demand Transport Grants team at odtgrants@transport.wa.gov.au.

If you require any support with the development of your business, please see the list of resources available from the Small Business Development Corporation (SBDC) below.

Starting a business

The [Starting a business workshop](#) is a free online workshop that covers:

- the essentials of starting your own business
- assessing your business idea
- building your business plan
- choosing your business structure
- your legal obligations
- building your support team
- financial advice, and
- how to market your business.

How to write a business plan

The [How to write a business plan workshop](#) is an online workshop that costs \$20 and covers:

- what should be included in your plan and why
- how a marketing plan fits into your business plan
- why you need a financial strategy, and
- how a SWOT analysis will help you identify your business opportunities.

Regional support for small businesses

The [SBDC Regional Network of Business Advisors](#) can help you with your small business questions and support.

Small business helpline

The [SBDC Business Advisory](#) is available to discuss any business questions or concerns. You can:

- call SBDC on 133 140
- book an online or phone appointment, or
- chat online.

Appendix: Sample reporting schedule

Milestone	Due date	Payment	Reporting requirements
Year 1: 2026-27			
Signed Grant Agreement and Conditions	30 November 2026	N/A	Signed Grant Agreement.
Transport WA Grants progress report	01 March 2027	N/A	Update DTMI with status of grant progress, via Transport WA Grants system (Omnistar)
Completion of modifications	31 March 2027	N/A	Invoice from approved modifier
Transport WA Grants final acquittal report	10 June 2027	Payment made to approved modifier.	Confirmation of WAV Taxi service operation, using Transport WA Grants system (Omnistar)
Year 2: 2026-27			
Report status of WAV service to DTMI	10 June 2028	N/A	Evidence of ongoing service and a confirmation of vehicle and equipment servicing.
Year 3: 2027-28			
Report status of WAV service to DTMI	10 June 2029	N/A	Evidence of ongoing service and a confirmation of vehicle and equipment servicing.