



# Regional Wheelchair Accessible Vehicle (WAV) Taxi Service Grant Scheme

## Application guidelines

### How to apply

Applications must be submitted using the Department of Transport (DoT) grants management system, 'DoT Grants' (OmniStar). Email applications are not available and will not be considered.

The application process is outlined below:

1. Go to the [Regional WAV Taxi Service Grant webpage](#). From Thursday 19 September until 5pm Thursday 17 October 2024, you will find a link to sign into DoT Grants. If you have not yet created a free DoT Grants account, follow the prompts to do so.
2. Once signed in, you will see a list of the available grant rounds for DoT. Select the round labelled: 'Regional WAV Taxi Service Grant – 2024-25 – Round 1'.
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 not proceed.
4. Ensure that you set aside enough time to complete your application and provide all the required supporting information. You can save your application at any time and go back to complete it.

### Required supporting information

The following information is not an exhaustive list. Please ensure that the application form is read and addressed thoroughly before submitting:

- Australian Business Number (ABN);
- on-demand booking service (ODBS) authorisation number or association agreement (if already held);
- passenger transport driver (PTD) authorisation details (if already held);

- business case to support your application (including business and operating costs and the viability of the service for three years);
- any previous experience providing passenger transport services to people with disability;
- how you will meet WAV driver training and competency requirements; and
- how you plan to obtain and/or modify your WAV and associated quotes.

### Application review process

When submissions close, all applications will be assessed for their eligibility.

The Regional WAV Taxi Service Grants Committee will evaluate applications and make recommendations for approval to the Minister for Transport.

The Committee consists of representatives from State Government agencies including DoT and the Department of Communities.

You will be notified via email if your application has been successful or unsuccessful. Your application status will also be updated on your DoT Grants account.

### Funding

If you are successful, the grant funding will be released in two stages:

- Initial funding will be released after the grant is awarded.
- The remaining payment will be made directly to the organisation installing the WAV equipment after confirmation of a quote and booking with the installer have been provided to DoT.

**Applications for this grant round are open from Thursday 19 September until 5.00pm Thursday 17 October 2024**