

Hire and Drive Reimbursement Program

Frequently asked questions

What is the Hire and Drive Reimbursement Program (HDRP)?

Up to \$1 million has been allocated to the Hire and Drive Reimbursement Program (HDRP) to support hire and drive operators impacted by COVID-19 to re-establish their vehicle fleets. The program also encourages the sign-up of new vehicles to accredited car sharing platforms, Car Next Door and Eevee.

The program has been developed in recognition that increasing visitation to the state requires a greater supply of rental vehicles to be available for hire. The program will provide grants of up to \$1 000 per **new** Motor Accident Insurance Board (MAIB) Premium Class 8 registration specifically for accredited hire and drive operators and members of accredited car share platforms.

How much funding is available?

A total of \$1 million of funding has been allocated to the program. The program will close Friday 24 December 2021, or when the funding allocation is exhausted.

A reimbursement of \$1 000 is available as a single payment for each eligible vehicle within an application.

Please note you will be required to repay the funds if your registration, accreditation or membership is not maintained for a continuous period of six months from the date of notification of their successful application (refer to section 9 of the Program Guidelines).

Can I apply for funding for more than one vehicle?

Yes, as long as all vehicles meet the eligibility criteria for the program.

What do I need to be eligible for the program?

To be eligible for a grant you must meet all eligibility criteria outlined below. You must establish that:

- You have been an accredited hire and drive operator since on or before 28 April 2021, or
- You are a new (since on or after 28 April 2021) member of the Car Next Door and/or Eevee accredited car share platforms, or
- You are already a member of Car Next Door and/or Eevee accredited car share platforms, but wish to add a new vehicle on or after 28 April 2021, and
- You must remain an accredited hire and drive operator or a member of Car Next Door and/or Eevee for a minimum period of six months from the date of notification of your successful application, and
- The vehicle has been registered under a Motor Accident Insurance Board (MAIB) Premium Class 8 classification on or after 28 April 2021, and you retain the Class 8 registration for a minimum period of six months.

How do I become an accredited hire and drive operator?

To provide a hire and drive service (hiring out vehicles without a driver) you will need to hold a hire and drive passenger service operator accreditation.

To be accredited, a person must lodge an application with the Passenger Transport Branch of the Department of State Growth, and then be approved in accordance with the *Passenger Transport Services Act 2011*.

For further information about accreditation, and to access the application form, go to:

https://www.transport.tas.gov.au/public_transport/industry_and_operator_information/accreditation_documents

Please note, if you are a member of an accredited car sharing platform, you will not need to apply for accreditation. The platform itself (either Car Next Door or Eevee) holds the accreditation that all of its members operate under.

What types of vehicles can be registered under the program?

Eligible vehicles (once registered at MAIB Class 8) are:

- All Terrain Vehicles (ATV)
- Bus
- Camper
- Car
- Light bus
- Modified seating bus
- Motorcycle
- Station wagon
- Tray
- Utility
- Van

The program guidelines ask applications to certify that they meet the eligibility criteria, what does this mean?

On the application form you need to tick a box to verify the information you are providing is true and accurate.

How do I apply?

The Department of State Growth uses an online grants management system called SmartyGrants. This system is easy to use and accessible via mobile phones, tablets, laptops and personal computers.

The online platform allows you to apply for a grant at any time while the program is open. It also allows us to send you notifications throughout the grant application and funding process.

If you do not have internet access please contact us to discuss alternate options by calling Business Tasmania on 1800 440 026 or by emailing ask@business.tas.gov.au

What can I spend the money on?

This funding can be used to offset the costs associated with registering a MAIB Premium Class 8 classification vehicle.

What supporting documentation should I supply to support my application?

Applicants will be required to provide their vehicle registration and Vehicle Identification Number (VIN) which will be cross-checked against the Motor Registry System (MRS) to ensure the validity of registration against a MAIB Premium Class 8 classification.

Applicants who are registered members of an accredited car share platform will be required to provide proof of membership such as the membership number and membership date, and will need to provide supporting evidence such as confirmation of membership received from the car share platform.

What is the assessment process for this program?

The program is an eligibility-based grant. This means that the grant will be approved if the applicant can establish that they meet all requirements under the eligibility criteria, including those required for each vehicle, in their submission.

How will the HDRP grant be acquitted?

Successful applicants will not be required to acquit these funds. However the Department will conduct checks to confirm the following:

- that each funded vehicle registration has been continuously maintained as an MAIB Premium Class 8 registration for a period of six months, and
- the successful applicant has continued to be an accredited hire and drive operator or a member of Car Next Door and/or Eevee for a minimum period of six months.

If this check determines that an applicant or vehicle is no longer eligible, as per the eligibility criteria, the Department will seek repayment of grant funding for each vehicle or operator that are non-compliant.

What are the timelines for this program?

The program opens at 10:00 am, Wednesday 28 April 2021 and closes 2:00 pm, Friday 24 December 2021.

Applications will be assessed continually in order of receipt until the closing date or all funding is exhausted.

Applications will be assessed within 10 business days from submission.

Applicants will be notified of the outcome of their application within 20 business days from submission.

I am unhappy with the outcome of my application – can I appeal the decision?

Please note all decisions are based on the eligibility of the application. The Department reserves the right to withhold payments for non-compliance to the program and all funding decision made are final.

If my application for the grant is approved, how and when will I receive the funds?

Once an application is approved, the applicant will be asked to submit a valid tax invoice to the Department. Payment will then be processed and the funds deposited into the nominated bank account.

Applicants will be asked for bank account details at the time of application so the Department can process the payment. This bank account must be in the same name of the person or business on the application form. You will need to provide a valid BSB, account number and account name and you may be asked to provide a copy of your bank statement or a letter from your bank to confirm these details.

Please ensure these account details are correct because if a successful applicant provides incorrect bank account details, this may result in funds being paid to an incorrect account. These funds will need to be returned to us before we attempt another grant payment. This process may result in significant delays to funding being received.

Additionally, we cannot guarantee that funds paid to an incorrect bank account will be returned to the Department.

A total reimbursement value of \$1 000 will be made as a single payment for each eligible vehicle registration within an application.

What are the taxation and financial implications of the grant?

Grants under the program attract Goods and Services Tax (GST). If you receive a grant, you must supply a valid tax invoice to the Department.

The receipt of funding from this program may be treated as income by the ATO. While grants are typically treated as assessable income for taxation purposes, how they are treated will depend on your particular circumstances.

It is strongly recommend that you seek independent advice about the possible tax implications for receiving the grant under the program from a tax advisor, financial advisor and/or the Australian Taxation Office (ATO), prior to submitting an application.

I don't have an ABN number – can I still apply?

Yes, you can still apply as an individual (not a business). If you are applying as an individual you are required to complete a 'Statement by a supplier' form. For more information visit: <https://www.ato.gov.au/forms/statement-by-a-supplier-not-quoting-an-abn/>

Once approved, will I need to invoice the Department to receive the grant funds?

Yes, a valid tax invoice must be supplied, by the successful applicant, to the Department where GST applies to the grant funding. Information on invoices can be found on the [Business Tasmania website](#).

What if I have met the eligibility criteria but was not approved as the program funding was fully exhausted?

The program has up to \$1 million in funding available. This means that up to 1 000 vehicles can be approved under the program. Once 1 000 vehicles have been approved under the program, no additional vehicles will be approved. Applications will be processed as received until the closing date or all funds are exhausted.

There will be no exceptions made where funding has been exhausted or the program has reached its date of closure.

I want to register my vehicle as a hire and drive vehicle but the registration has lapsed or hasn't been established yet?

The program is available for currently registered vehicles only. If the vehicle's registration has not yet been established or has lapsed, the registration will need to be established prior to making an application. The registration will need to be an MAIB Premium Class 8 registration to be eligible for funding.

For information on how to establish a vehicle registration please visit: https://www.transport.tas.gov.au/registration/register_a_vehicle.

What if I am successful in my application but my circumstances then change?

As a condition of the program, each vehicle within an application that receives \$1 000 upon approval of the application must be retained as a hire and drive vehicle under the applicant for a minimum of six months.

If the applicant does not retain the vehicle as a hire and drive vehicle as specified in the application for a minimum of six months, the Department will seek to recover the funds paid.

[What if the vehicle has been previously registered as a hire and drive vehicle - can I apply?](#)

The program is available for any new hire and drive vehicle registration made on or after program commencement and prior to closure of the program (subject to funding not being exhausted).

A vehicle that was already a MAIB Premium Class 8 registration on 28 April 2021 will not be eligible to receive funding under the program.

[How do I register a vehicle?](#)

Information in relation to registering a vehicle can be found at the Transport Tasmania website:

<https://www.transport.tas.gov.au/registration>

[I am a new member of a car sharing platform but how do I know that it is accredited?](#)

At time of the commencement of the program, there are only two accredited car sharing platforms, and therefore the applicant must hold membership with:

- Eevee Australia Pty Ltd and/or
- Car Next Door Australia Pty Ltd.