

7 Steps to Securing a Forever Home

Initiating the path toward your participant's forever home marks an exciting milestone in their life! Whether they're just beginning this journey or already have SDA funding secured within their NDIS plan, there are several critical steps to follow in order to help them achieve their housing goals. Below, you'll find a detailed breakdown of these steps to guide you in supporting your participant on this journey.



Here at Habilitas, we are committed to supporting Participants and Support Coordinators along the SDA journey. From initial enquiry to handing over the keys on move in day, we can guide you through this complex process.

1. Determining Eligibility

- Eligibility for SDA funding is based on specific NDIS criteria. Participants must meet one of the following criteria:
 - i. Extreme Functional Impairment
 - ii. Very High Support Needs
 - iii. You can read more about this here: <https://ourguidelines.ndis.gov.au/supports-you-can-access-menu/home-and-living-supports/specialist-disability-accommodation/are-you-eligible-specialist-disability-accommodation>

2. Setting Housing Goals in NDIS Plan

- Participants must include a housing goal in their NDIS Plan. If a goal is not already present, they can complete a Home and Living Supports Request Form or a Change of Circumstances to review their goals.
- An example of a housing goal might be:
 - i. I want to investigate housing solutions or more appropriate housing solutions
 - ii. I want to live in a home that suits my needs and allows me as much independence as possible.

- iii. I want to move out of home and explore living more independently.
- iv. I want to explore living more independently in my community.

3. Securing Necessary NDIS Funding

- Participants need a minimum of 20 hours of Improved Daily Living funding under Capacity Building in their NDIS Plan. This funding covers:
 - i. Occupational Therapist assessment for SDA Functional Capacity
 - ii. Report preparation
- Support Coordinator funding. This will fund the exploration of housing options and facilitate the application process to the NDIS.

4. Arranging Functional Capacity Assessment

- Upon funding approval, the Support Coordinator (SC) arranges a Functional Capacity Assessment (FCA) and report from an Occupational Therapist. This report includes recommendations for SDA eligibility, building type, design, and the number of property occupants.

5. Compiling Documents and Submission

- The Support Coordinator compiles all required documents and submits the SDA housing application to the National Disability Insurance Agency (NDIA) for review.

6. NDIA Review and Appeals

- A panel of assessors from NDIA will review the application. If you have asked for SDA as a Change in Circumstances, the NDIS need to decide within 21 days if they will do a review of your plan. Then they need to decide about your SDA in 28 days after that. This means that you should have a decision within 49 days.
- If SDA eligibility is approved, the SDA funding should be added to the participants NDIS Plan within 7 days and will include information about the design category, building type and the amount of people the participant has been funded to live with.
- They may deny the SDA funding. If it's denied, the Support Coordinator can assist the Participant through the appeals process. This might involve speaking with an SDA appeals specialist, someone like SDA Services Australia. You can read more about this here: SDA Services - <https://www.sdaser-vices.com.au/services/#AAT>
- If SDA eligibility is approved, the SDA funding should be added to the participants NDIS Plan within 7 days and will include information about the design category, building type and the amount of people the participant has been funded to live with.

7. Finding a Forever Home

- The participant may have already selected where they wish to live and have been following the progress of their forever home being built. If this is the case, the SDA funding will be there ready for when the participant moves in.
- If the participant has just started looking for their forever home, the team at Habilitas will be there to guide the Support Coordinator and participant, every step of the way, from navigating the tenancy process to the exciting moment when the participant receives the keys to their forever home.

Want to learn more?

Email us



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Speak to us



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A Forever Home

Where NDIS Participants can live
independently for the long term

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