



Thinking about starting your own business

An Easy Read guide



ndis

[ndis.gov.au](https://www.ndis.gov.au)

How to use this guide



The National Disability Insurance Agency (NDIA) wrote this guide. When you see the word 'we', it means the NDIA.



We wrote this guide in an easy to read way.
We use pictures to explain some ideas.

Bold
Not bold

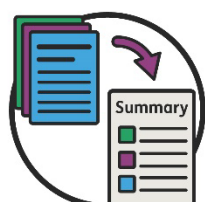
We wrote some words in **bold**.

This means the letters are thicker and darker.



We explain what these words mean.

There is a list of these words on page 19.



This Easy Read guide is a summary of another guide.

This means it includes the most important ideas.



You can find this guide on our website.

ourguidelines.ndis.gov.au/understanding-supports/employment-supports



You can ask for help to read this guide.

A friend, family member or support person may be able to help you.

What's in this guide?

About this guide 4

Things to think about 10

Who can you talk to? 12

How we can support you 15

More information 17

Word list 19

About this guide

This guide has information for people who:



- take part in the NDIS



- are thinking about starting their own business.



You can create your own job by starting a business.

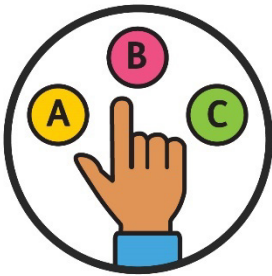
This means you:

- work for yourself
- earn your own money.

Starting a business can be a way for you to:



- reach your employment goals



- have more choice and control.

Employment means you:



- have a job
- go to work
- get paid.



You can choose to own a small business.

When you own a small business, you:



- are an employer – a person who hires other people to work for them



- manage it yourself.



A small business can have 1 to 4 people who work there.



For example, you might own a small business with your family.

Starting your own business

When you have your own business, you can:



- have a job that you might not be able to find anywhere else



- choose when you work to suit your needs



- choose the tasks you do at work.

Starting a business can give you more choice and control over:



- the money you earn



- problems you might face in other workplaces.

Workplaces are any place you work, such as:



- an office



- a factory



- a shop.

Starting your own business can help you:



- work on something that's important to you



- earn your own money



- take part in the community



- meet new people.



When you start your own business, you can also think about what you need first.

Things to think about



You can think about what your business will do.

There are lots of options for running a small business.



For example, your business might sell products.



Or you might provide services.



You can also think about what new skills you might need to help you earn your own money.

For example, how to manage your money.

If you choose to learn new skills, it can help you to be in control of your own:



- life
- choices.

For example, you can get your driver's licence and drive to your own business.



You can think about how you can build the skills you already have.

For example, if you love to sew, you might do a short course to learn how to make other types of clothes.



You can also think about what supports you will need to help you:

- start a business
- manage your business in the future.

Who can you talk to?



To find out what starting your own business might be like for you, you can talk to people you know and trust.

This could include your:



- family



- carers



- friends.

You can talk to someone you know in the community.

For example, it could be:



- someone who owns their own business
- a community leader.



They can help you think about what type of business you should start.



They can help you think about what you might need to do before you start your own business.

For example, if you need to:



- fill out forms



- get equipment.

They can also help you think about other things, like:



- how much money you might need to set up your small business



- training you need to make sure you have the right skills.



There are also community programs for people who are thinking about starting their own small business.

They can help you think about what you need too.



Your **Local Area Coordinator (LAC)** can help you find these community programs.

An LAC is someone who helps people with disability:

- join and use the NDIS
- find community services.

How we can support you



There are lots of people who can support you when you are thinking about starting your own business.



You can talk to your Local Area Coordinator (LAC).



You can also talk to your **support coordinator**.

A support coordinator is someone who helps people who take part in the NDIS plan and use their supports.



You can talk to your **NDIA planner**.

An NDIA planner is someone who can help you make or change an NDIS plan.

You can ask them to:



- help you plan your work goals



- show you how to use your plan.



You can also ask them about how to find and use supports in the community.

More information



There are lots of other websites that have information about employment.



We explain these websites in a guide called 'Websites with more information'.

You can find the Easy Read version on our website.

ourguidelines.ndis.gov.au/understanding-supports/employment-supports

For more information about this guide, please contact us.



www.ndis.gov.au



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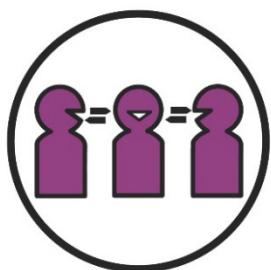
Support to talk to us



You can talk to us online using our webchat feature at the top of our website.

www.ndis.gov.au

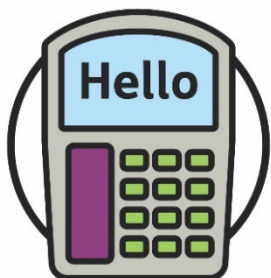
If you speak a language other than English, you can call:



Translating and Interpreting Service (TIS)

131 450

If you have a speech or hearing impairment, you can call:



TTY

1800 555 677



Speak and Listen

1800 555 727



National Relay Service

133 677

www.relayservice.gov.au

Word list

This list explains what the **bold** words in this document mean.

Employment



Employment means you:

- have a job
- go to work
- get paid.



Local Area Coordinator (LAC)

An LAC is someone who helps people with disability:

- join and use the NDIS
- find community services.



NDIA planner

An NDIA planner is someone who can help you make or change an NDIS plan.



Support coordinator

A support coordinator is someone who helps people who take part in the NDIS plan and use their supports.

Workplaces

Workplaces are any place you work, such as:



- an office



- a factory



- a shop.



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