

## **Communications Plan**

**For a Guide to software selection and  
implementation for organisations participating in  
the NDIS**

**Funded by**

**NDS NSW Organisation Transition Fund**

**March 2015**

## Introduction

As a condition of receiving a grant from the NSW Organisation Transition Fund to assist Sunnyfield in building a Communication Hub for our clients and carers we agreed to prepare and make available to the Disability sector the following:

**a) Outline the wider impact and anticipated outcomes of your project in the service system.**

*We understand that one of the biggest risks to organisations embarking upon change is dealing with the many unknowns. Often factors such as time, money and resources are wasted in the process. In order to help improve the chances of a successful outcome Sunnyfield are prepared to provide a range of assistance free of charge to any organisation in the sector embarking on a similar journey. Specifically we would like to provide organisations with a range of tools that are essential to carrying out this process, these include:*

- A detailed project plan
- A step by step guide to software selection and development
- Help sheets incorporating lessons learned to assist with the end to end process
- Upon request additional support will be considered for small to medium providers

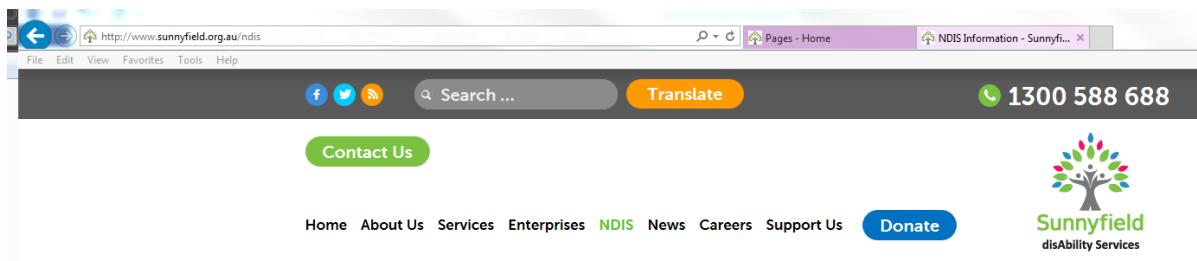
*To ensure this information is freely accessible it will be made available on our website, NDS Sector support consults and ADHC.*

*All businesses under the NDIS will need to adapt their service offering to suit the changing environment. Sunnyfield would like to play a leading role in this change and also plan to actively engage the sector in discussions about how this can be achieved through presenting at industry events and forums.*

## Communications Plan

Sunnyfield is currently reviewing its website ([www.sunnyfield.org.au](http://www.sunnyfield.org.au)) with a view to updating the information and layout including the addition of a page regarding the Guide to Software Selection and Implementation.

This page is planned to be under the NDIS heading on the Home page which will:



- Provide a link to the Selection package
- Provide contact details of Sunnyfield personnel who will be able to assist any disability service provider who would like to discuss any part of the Guide

We will also make the Guide available to any Industry or Government websites.