icare | HBCF

Eligibility Fact Sheet

Information for builders in the HBCF Scheme



NEW Eligibility Review

Want to join the HBCF Scheme? Here's how to get started

If you're a builder looking to join HBCF Scheme for the first time, or you're returning after a suspension or cancellation, you'll need to go through a New Eligibility Review. We'll take you through the process and explain how to apply.

What is a New Eligibility Review?

It's the process we use to assess builders who:

- Are applying to join the Scheme for the first time or
- Have had their eligibility suspended or cancelled and want to rejoin.

New Builders

You are considered a new builder if:

- You've never held HBCF eligibility before.
- You're taking on residential work over $20,000 in NSW for the first time.
- You haven't run your own building business in NSW or another Australian state.
- You're reapplying after your eligibility was suspended or cancelled.

What types of work are usually not allowed for new builders?

Some types of building work aren't usually approved for new builders, including:

- Architect/designer-managed projects.
- New apartment building developments (multi-dwelling projects).
- Repairs or upgrades to existing apartment buildings (especially high-rise).
- Developer-owned projects.

> **Note:** In rare cases, we may approve these if you have strong experience, the right financial setup, and enough capital.

When should I apply?

Apply before you quote or tender for any job. Most builders choose to apply when they first start their business so they're ready to begin work without delay.

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How job limits work for new builders

Once your eligibility is approved, you'll be given Open Job Limits (OJLs). This sets the number and total value of jobs you can have at any one time.

We group builders into tiers based on things like:

- Risk
- Financial capacity
- Experience

Your tier determines::

- Your Open Job Value (OJV) - the total value of all open jobs
- The types of construction work you can do

> **Note:** See Table 4A in the Eligibility Manual for more detail.

What do I need to include in my application?

Most new builders start with Automatic Scorecard Review (ASR). You don't need to send your financial information. We assess your eligibility using your credit score and other basic information.

You'll only need to provide financial documents if:

- You don't qualify for ASR.
- You're reapplying after a suspension or cancellation - in that case, we may conduct a full financial review to confirm that your situation has changed.

> **Note:** Check Table 6 in the Eligibility Manual for the full list of what we may ask for. How long does it take?

- **ASR applications** – Usually reviewed within 2 business days
- **Full financial reviews** – Usually take up to 17 days:
  - Up to 7 days to check the application
  - Another 10 days to assess and respond

> **Note:** If we need more information from you, the process might take longer.

Are there any limits for new builders?

Yes – new builders are:

- Given a maximum Open Job Value (OJV) of $1.5 million.
- Monitored more closely until they've established a solid track record.

Financial vs non-financial assessments

The type of assessment depends on your situation:

- **Non-financial assessment –** Most new builders undergo this using ASR (financial documents are not required).
- **Financial assessment –** This applies if you're an experienced builder, you can provide your financials and business history for a more detailed review.

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