



23 September 2025

Tēnā koe

Official Information Act request

Thank you for your email of 26 August 2025, requesting information about the policies and legislation used to determine SLAs, limits and suitability to a Transition to Work grant. The following part of your request has been considered under the Official Information Act 1982 (the Act):

- *I would like to also request the relevant policies and sections of relevant legislation which have informed the communications about the request for financial assistance including response time frames and delegated authority to make decisions regarding this request as a transition to work support or discretionary support.*

The remainder of your request will be considered under the Privacy Act 2020. You will receive a separate response from the Ministry in due course.

Assistance to transition into employment, operationally referred to as a Transition to Work grant (TTW), is a non-recoverable grant that can be paid toward the actual and reasonable costs of moving into employment. Generally, clients must be moving into full-time work (30 hours or more per week), however, TTW may be granted to clients entering part-time employment (20 hours or more per week) if it is reasonable and appropriate, for example sole parents.

TTW is paid under the Employment and Work Readiness Assistance Programme (EWRAP).

The maximum amount payable to a client in any 52-week period if all [eligibility criteria](#) for TTW (including meeting the [eligibility criteria](#) for Employment Work Readiness Assistance) are met is \$1500. This \$1500 can be used to cover:

- the client's job search costs (such as the actual and reasonable costs relating to participation in any job interview),
- the client's job placement costs (such as relocation costs or job-related equipment/uniform costs),
- bridging finance paid to 'bridge the gap' between a client's last benefit payment and the first payment from employment if no other assistance is available.

The section of relevant legislation to make decisions regarding TTW is found here: [Employment and Work Readiness Assistance Programme : Contents - Map](#)

- Specifically, the eligibility criteria can be found in [Clause 6](#) of the EWRAP.
- TTW for childcare costs is provided for under Clause 9 (Assistance to access childcare, or care for people with sickness, injury or disability or elderly people) of the [Schedule](#) of the EWRAP.
- All other costs covered through TTW are provided for under Clause 6 (Assistance to transition into employment) of the [Schedule](#) of the EWRAP.

TTW is only one of multiple products that provide assistance for employment and work within the EWRAP.

You also asked about the response timeframes for TTW. As an application for TTW is treated the same way as a hardship application, the timeframe for response is under two days, however if a client was to apply for TTW on a Friday and they started work on a Monday we would see this as an emergency application and provide the assistance as soon as we could.

I will be publishing this decision letter, with your personal details deleted, on the Ministry's website in due course.

If you wish to discuss this response with us, please feel free to contact OIA_Requests@msd.govt.nz.

If you are not satisfied with my decision on your request, you have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at www.ombudsman.parliament.nz or 0800 802 602.

Ngā mihi nui

pp.



Anna Graham
General Manager
Ministerial and Executive Services