

# FAQs for 2021-22 TPP Stream 4 - Adult Community Education Pathways

## How will DIS support Adult Community Education projects in 2021-22?

The Department has refined its project purchasing mechanism to offer a suite of training and skills development initiatives through Training Priority Projects (TPP). In 2021-22 TPP will include a new stream to accommodate community-based organisations focusing on the delivery of foundation skills and vocationally based training responses – Stream 4 Adult Community Education Pathways.

## Where can I find the 2021-22 Training Priority Project Guidelines?

The Training Priority Project Guidelines and all information on how to apply for a project can be found at: [Training Priority Projects \(skills.sa.gov.au\)](https://skills.sa.gov.au)

## What are the Training Priority Project Streams and is Adult Community Education easily identified?

There are five streams for TPP. Adult Community Education is easily identified as Stream 4:

**Stream 1: Workforce** - Support to respond to workforce development needs across a sector, supply chain, or industry cluster

**Stream 2: Regions** - Providers working with regional organisations or sectors to address workforce needs.

**Stream 3: Pathways** - Creating successful pathways to training and jobs for people who face barriers to gaining a qualification.

**Stream 4: Adult Community Education Pathways** - Creating pathways for people who face barriers to improving their foundation skills to successfully transition to further education, vocational education and training (VET) courses, apprenticeships, traineeships and employment.

**Stream 5: Strategic** - Commissioned by the Department to support strategic, workforce level objectives.



# Who Can Apply for Stream 4 Adult Communication Pathway Projects?

To be eligible to apply for a Stream 4 TPP, **community-based organisations** must:

- hold a current Funded Activities Agreement (FAA) with the Department
- be compliant with the delivery and reporting of the ACE UAN process
- conduct and deliver the project during the 2021-22 financial year
- agree to report, document delivery models and provide relevant skills and workforce information to the Department.

## Do I already have a FAA?

In June 2020, ACE providers with existing contracts with the Department were transitioned to an FAA for the 2020-21 financial year. Any new community-based provider wishing to deliver foundation skills through Stream 4 will be required to apply for an FAA concurrently with their application for a TPP project.

## What ACE Project Types can be applied for?

In 2021-22, project submissions will be sought for two types of projects. Providers can apply for a Level 1 and/or Level 2 projects.

Level 1 is focused on the traditional non-accredited foundation skills training.

Level 1 and Level 2 projects are built on the Foundation Skills Training Package units of competencies. This ensures that we maintain the existing quality framework and structures for both levels, but importantly for non-accredited and accredited foundation skills training.

The Department will also consider consortium project applications from Providers that consolidates local partnership opportunities that respond to Pathway projects.

## What is a Level 1 Project?

The key elements of a Level 1 Project are:

- Delivered by community-based organisations, in a community setting.
- Projects that are built from the existing list of Foundation Skills Training Package (FSK) units as a framework for activities that improve language literacy, numeracy and digital literacy capabilities.
- Non-accredited skills development using the Foundation Skills Training Package
- For jobseekers to acquire the skills and resilience they need to transition to vocational training or employment.
- For existing workers seeking to improve their foundation skills non-institutionally.
- Delivery must be in a community setting.

# What is a Level 2 Project?

The key elements of a Level 2 Project are:

- Foundation skills activity based around a vocational pathway
- Accredited training is delivered by a Registered Training Organisation with applicable courses on its scope. There will be no auspice arrangements from 1 July 2021.
- Must demonstrate connection with industry or an employer.
- Can have a combination of accredited and non-accredited course activity.
- Accredited activity can include units from vocational courses relevant for the context and must be delivered by an RTO with applicable courses on its scope (there will be no auspice arrangements in 2020-21).
- Activities can connect to other Department initiatives including Skilling South Australia projects, Job Trainer, and TPP Streams 1 and 2.
- Delivery can be in either a community or institutional setting or workplace (or combination).

## Can I apply for both a Level 1 and Level 2 Project?

Yes, eligible organisations can submit an application for both Level 1 and Level 2 projects. They will be assessed separately based on the criteria associated with the level of project.

## I am a community-based organisation that wants to deliver accredited training as part of my project, do I need an RTO to auspice the assessment?

Auspice arrangements will not be supported through TPP. If your project intends to deliver accredited training the community-based organisation must partner with an RTO for a Level 2 project. The RTO will maintain responsibility for the delivery of accredited training to students.

## Do I need to work with partners for my project?

It is important that the foundation skills delivery purchased by the Department in community-based and non-institutional settings strengthens collaboration between community education providers, the VET system and employers. Partnerships have been critical to the delivery of ACE in the past, and moving to TPP will not change that, if anything there will be an increased expectation to work with local partners to support participants and strengthen foundation skills training projects. We know that partnerships and networks take time to develop and your organisation may have a small network in the 2021-22 financial year.

## How do I apply for a Stream 4 TPP?

Eligible providers are invited to apply at <https://providers.skills.sa.gov.au/Apply/Accredited-training/Apply-to-deliver-a-TPP>

Applicants are strongly encouraged to discuss their proposal with the Skills and Workforce Capability Group prior to applying by contacting the Skills Infoline on 1800 673 097.

## If I want to deliver my project in multiple regions do I need to submit an application for each region?

No, the application will allow you to identify all regions you are seeking to deliver your project.

## When do applications open and close?

Applications for Stream 4 – Adult Community Education Pathway TPP will open late April 2021. Applications will remain open throughout the financial year and are subject to budget availability.

## How long will it take for my application to be assessed?

Applications will be assessed as they are submitted. Generally, applicants will be notified of the assessment outcome within three weeks from lodgement.

This timeframe is a guide only and may be subject to change if further information is required from the applicant to assess the application. This may delay the process.

## Is there a timeframe for project delivery?

Yes, projects can commence from 1 July 2021 and must be completed by 30 June 2022. There is a no new student enrolment date of 6 May 2022. The no new student enrolment date should be carefully considered when submitting an application later in the year.

## What will my application be assessed on?

The key areas of assessment criteria are:

1. Provider eligibility
2. Provider past performance
3. Project design
4. Value for money

# Who can participate in a Stream 4 project?

Stream 4 projects must assist people who are:

- aged 17 years or over and not enrolled in school
- early school leavers with or without non-school qualifications
- students transitioning from other state government funded initiatives
- existing employees needing to upskill their foundation skills
- Aboriginal or Torres Strait Islander, young people under 25 years, mature age (45 years and over), from a culturally and linguistically diverse background, people with a disability, women returning to work or women seeking to enter non-traditional occupations
- An Australian resident, or if not an Australian resident, have an eligible visa. (Please visit <http://www.skills.sa.gov.au/training-learning/check-your-eligibility/eligibility-explained#Eligible> visas)

## Do Stream 4 participants have to undertake an Upfront Assessment of Need (UAN)?

The UAN applies to all TPP projects. Training providers and community-based organisations must be compliant with this contractual obligation to be eligible to apply for a project.

In 2021-22 a new online UAN process, aligned to the department's UAN methodology, will be implemented (piloted and tested) specifically for the community-based learning environment.

## What is the grant funding amount that I can apply for?

This is a big change from previous application processes. We have moved from a grant allocation to a request for funding based on the training activity to be delivered and the costs to manage the project including the administration and supports for participants.

Project activities and training activities will be funded separately in 2021-22.

## How will the Department establish the funding amount for your contract?

### (i) Training Funds

For accredited training you will be required to identify each unit of competency and qualification codes in your application. The Department for Education will determine the cost to deliver those units be based on the subsidy calculator rates on the provider website. You will be required to work with your Registered Training Organisation to identify the units of competency to be delivered in your project for the TPP application.

For non-accredited training you will be required to outline the units of competency that will be used as the quality framework for your training. The department will calculate the cost of the non-accredited training delivery based on the existing project subsidy rate for non-accredited training (up to \$12 per hour per participant).

## (ii) Project Activity Funds

The budget that you submit in the application will be for the cost of delivering project components that are separate from the training delivery. There is no cap for project activity funding, allowing applicants to deliver more responsive and flexible projects that meet participant needs. Project activity funds will be assessed on value for money and appropriateness to project design.

# When and How will funds be paid?

## (i) Training Funds

Accredited training funds are paid directly to your Registered Training Organisation partner through their FAA and claimed through the Skills and Employment Portal. This is a very familiar process for RTOs.

Non-Accredited training funds will be paid directly to the ACE Provider through their FAA.

## (ii) Project Activity Funds

Project Activity funds will be paid as milestones and negotiated with the ACE Provider at contract development stage. The first payment will be made on contract execution; other milestones will be adjusted according to factors such as project timeframe/duration.

No contract execution or milestone payments will be made before 1 July 2021.

# What can project activity funds be sought for?

- Implementing the ACE UAN for community education
- developing student-centred transition plans
- coordinating activities to recruit, select, retain and support project participants
- coordinating and delivering project elements (not including the delivery of training identified in the project)
- liaising with students, employers, industry and other project partners
- coordinating and supporting industry visits and information sessions and preparing for work
- additional goods or personal protective equipment for students
- workplace mentoring to support retention of students if required

# What can't project funds be sought for?

- Projects and activities that require ongoing investment by the South Australian Government
- Student course fee contributions
- Projects that do not demonstrate partnerships
- Project activity undertaken before the contract is executed
- Preparation of project applications
- Purchasing assets/capital equipment, e.g. IT equipment, buildings or vehicles
- Wage subsidies for participants/students

# What are the expected outcomes of Stream 4 projects?

It is important that the foundation skills delivery purchased by the Department in community-based and non- institutional settings enhances collaboration between community education providers, the VET system and employers.

Project participants will be expected to achieve any of the following outcomes:

- Observed measured improvement in participant foundation skills
- Transition from a Level 1 to a Level 2 Project
- Enrolment into a Vocational Education Training course
- Supports a VET course completion
- Employment or self-employment
- Supports transition to higher level study
- Enrolment into Skilling South Australia projects, Job Trainer and other TPP Streams.