



South Australian Group Training Program (SAGTP)

Funding Guidelines 2021-22

Traineeship and Apprenticeship Services

1800 673 097

www.skills.sa.gov.au



**Government
of South Australia**

Department for
Innovation and Skills

SOUTH AUSTRALIAN GROUP TRAINING PROGRAM (SAGTP)

Guidelines for 2021-22

1 SAGTP - The program

The South Australian Group Training Program (SAGTP) is a State Government initiative that aims to maintain or increase completion rates of apprentices and trainees in the group training sector by supporting:

- the provision of pastoral care arrangements for apprentices and trainees employed by Group Training Organisations (GTOs) in areas of State priority, and
- the placement of those apprentices and trainees with host employers.

The SAGTP is administered by the Department for Innovation and Skills (DIS) on behalf of the Minister for Innovation and Skills. The SAGTP commenced in July 2015 and will continue through to 30 June 2022, subject to budget availability. These funding guidelines are for 2021-22.

2 Eligibility for funding

To be eligible for SAGTP funding in the 2021-22 period GTOs must:

- have a capacity to deliver group training services to specific industries and targeted equity groups;
- be listed on the Group Training National Register in South Australia as at 1 July 2021 as being compliant against the National Standards for Group Training Organisations (refer www.australianapprenticeships.gov.au/gto-national-standards);
- be registered as an employer under the *South Australian Skills Act 2008* (SA);
- comply with the South Australian Skills Commission Standard for hosting apprentices and trainees (refer skillscommission.sa.gov.au/legislative-framework/regulations-and-standards/south-australian-skills-standards); and
- have a minimum of 10 apprentices and/or trainees whose Training Contract has an 'active' status as at 1 July 2021.

Eligible GTOs may be a for-profit or not-for-profit organisation.

3 Funding Model

Funding for the GTO:

- is calculated using the number of apprentice and trainee commencements and completions in 2021-22, as sourced from internal DIS records (ATLAS);
- is proportionate to the nominal duration of the apprenticeship or traineeship, with a higher payment applying to apprentices or trainees in targeted groups as described in *Section 4 Targeted Groups*;
- may increase for regional loading as described in *Section 3.4 Regional Loading*; and
- will include an additional 1.5% to take into consideration annual Consumer Price Indexing (CPI).

Funding is subject to budget availability and will conclude if the program is fully subscribed prior to 30 June 2022.

2021-22 Funding Schedule

COMMENCEMENTS	Standard Rate	Targeted groups* Rate
Apprenticeships	\$200	\$400
Traineeships – duration <24 months	\$67	\$133
Traineeships – duration >=24 months <36 months	\$133	\$267
Traineeships – duration >=36 months	\$200	\$400
COMPLETIONS		
Apprenticeships	\$600	\$1,200
Traineeships – duration <24 months	\$200	\$400
Traineeships – duration >=24 months <36 months	\$400	\$800
Traineeships – duration >=36 months	\$600	\$1,200

*Refer Section 4 Targeted Groups.

3.1 Qualifications Funded

In 2021-22, SAGTP funds will be available for all Apprenticeships and all Traineeships.

3.2 Commencements

Payments for commencements will be made for any eligible apprenticeship or traineeship commencement that occurred between 1 July 2021 and 30 June 2022.

3.3 Completions

Payments for completions will be made for any eligible training contract completion that occurred between 1 July 2021 and 30 June 2022, where the contract status is 'Completed – Successful'.

3.4 Regional Loading

Regions have been identified by DIS based on the Australian Bureau of Statistics, 2011 Australian Statistical Geography Standard: Remoteness Structure. A regional loading relating to apprentices and trainees who have attracted a commencement and/or completion payment as described in *Section 3.2 Commencements* and *Section 3.3 Completions* will be calculated at the following rates. The regional loading is based on the residential address of the apprentice or trainee as stored in ATLAS.

Regional accessibility	Adjustment value
Highly accessible metro	0%
Highly accessible regional	30%
Accessible	40%
Moderately Accessible	70%
Remote	200%
Very Remote	200%

4 Targeted Groups

Targeted groups for the purposes of the SAGTP shall comprise those apprentices and trainees who:

- are **Indigenous**;
- have a **Disability**; or
- are undertaking a **Growth Sector** qualification.

The **Indigenous** or **Disability** status of an apprentice or trainee will be taken directly from the *Training Contract* Questions 14 and 17 respectively.

The **Growth Sector** qualifications target sectors where there is low historic use of apprenticeships and traineeships. Eligible qualifications reflect entry level apprenticeship and traineeship pathways as follows:

Growth Sector	Qualifications
Child Care	<ul style="list-style-type: none"> • Certificate III in Early Childhood Education and Care • Certificate IV in School Age Education and Care
Creative Industries	<ul style="list-style-type: none"> • Certificate III in Live Production and Services • Certificate IV in Music Industry
Cyber Security	<ul style="list-style-type: none"> • Certificate IV in Cyber Security
Defence	<ul style="list-style-type: none"> • Certificate II in Engineering • Certificate III in Engineering - Fabrication Trade • Certificate III in Engineering - Mechanical Trade • Certificate III in Engineering - Technical • Diploma of Engineering - Technical
ICT	<ul style="list-style-type: none"> • Certificate III in Information, Digital Media and Technology • Certificate III in Telecommunications Technology • Certificate IV in Information Technology • Certificate IV in Information Technology Networking • Certificate IV in Information Technology Support • Certificate IV in Telecommunications Engineering Technology
Social Care (Aged and Disability)	<ul style="list-style-type: none"> • Certificate III in Individual Support • Certificate IV in Ageing Support • Certificate IV in Disability

An apprentice or trainee who is from a targeted group will attract a one hundred percent (100%) adjustment to the Standard Rate identified in the 2021-22 Funding Schedule.

5 Timing of Payments

Payments in 2021-22 will be made within two weeks of a quarterly report sent to each GTO as follows:

- By 15 October 2021, DIS will provide the GTO with a report identifying commencements and completions eligible for payment during the reporting period 1 July 2021 to 30 September 2021;
- By 15 January 2022, DIS will provide the GTO with a report identifying commencements and completions eligible for payment during the reporting period 1 July 2021 to 31 December 2021;
- By 15 April 2022, DIS will provide the GTO with a report identifying commencements and completions eligible for payment during the reporting period 1 July 2021 to 31 March 2022; and
- By 15 August 2022, DIS will provide the GTO with a report identifying eligible commencements and completions during the reporting period 1 July 2021 to 30 July 2022.

6 Reporting

- By 30 April 2022, GTOs must provide to DIS the completed Progress Report (supplied to the GTO upon execution of the Funded Activities Annexure).
- By 15 October 2022, GTOs must provide to DIS an Acquittal Report for SAGTP funding for the period 1 July 2021 to 30 June 2022. DIS will provide an Acquittal Report template to the GTO by 30 September 2022.

7 Process

GTOs will receive their SAGTP contractual documentation via an email from Adobe Sign. GTOs can sign the Funded Activities Annexure through Adobe Sign by following the instruction for an electronic signature.