

2 October 2023

2024 Building a Skilled Workforce – Existing Worker Fund and Jobseeker Fund



Department of State Growth

2024 Building a Skilled Workforce grants

Building a Skilled Workforce program overview

- Two grants – Existing Worker Fund and Jobseeker Fund
- The program is designed to encourage existing workers and jobseekers to undertake training with the aim of improving their employment outcomes
- This objectives are set down in the *Ministerial Priorities for the Training and Workforce Development System*
- Existing Worker is about supporting the training needs of Tasmanian employers
- Jobseeker is learner centric and prioritises training that gets more unemployed and underemployed Tasmanians into meaningful training connected to jobs

Timeframes

Fund opens: 28 September 2023

Fund closes: 27 October 2023 at 2:00pm.

Outcomes of application: Applicants will be advised of the outcome of their application in November 2023.

Grant Deeds will be in place prior to 22 December 2023

We've made some changes and improvements for this round

- In response to your feedback, we've been looking at ways to reduce the burden on RTOs for our grant application processes.
- For this year we've made some improvements.
- In line with this commitment, the Skills Tasmania Policy Statement Tasmanian Training Subsidy Policy has also been refreshed:
 - applying for learner loadings will be clearer and easier
 - Skills Tasmania has increased the estimated cost per nominal hour from \$7.00 to \$7.50 this year.

Who is eligible for funding?

Skills Tasmania Endorsed RTO can apply.

The Fund has a range of other eligibility and application conditions that the applicant must meet.

Key points:

- Your RTO must have the qualifications/skill sets/units of competency on their scope of registration
- Your RTO must be financially viable
- Your RTO must have current contract of public liability insurance for at least \$20 million.

Eligibility - learners

Jobseeker

To be eligible for a Jobseeker Fund training place, **learners must be:**

1. individuals out of work
2. individuals who are underemployed
3. individuals looking to upskill or gain new skills outside of their current employment.

Existing Worker Fund

To be eligible for an Existing Worker Fund training place, learners must be employed by the employer that is co-contributing to the cost of training (including self-employed) at the time of application, and throughout the training period. The employment arrangement can be casual, part-time, or full-time.

How to submit an application

Applications must be made via Smarty Grants

- **One application per RTO per grant is preferred**

To make an application:

1. Visit the Skills Tasmania website to read the guidelines and download the required templates
2. Lodge an application through Smarty Grants.

Preparing an application

- ✓ Read the **Grant Program Guidelines**
- ✓ **Understand the selection criteria**
- ✓ Review the subsidy policy
- ✓ **Attach evidence** to support any claims made.
- ✓ Upload your Subsidy Request Spreadsheet

Calculating the subsidy request

Subsidy Request Spreadsheet (SRS)

- Funding request to be submitted using the SRS this year
- Excel file
- Higher subsidy requests
- Regional loadings
- Instructions

Employer contribution

For Existing Worker

A contribution to the cost of training must be paid by the business owner/employing organisation directly to the RTO

Contributions for qualifications and skill sets will be based on the size of the organisation/s named in the application as follows:

- Government Business Enterprises, State-owned Companies & Local Government - 60% contribution
- > 1000 FTEs* - 50% contribution
- 200-999 FTEs - 30% contribution
- Not-for-profit organisations** who have an FTE >1000 - 30% contribution
- 20-199 FTEs - 20% contribution
- 1-19 staff FTEs - 10% contribution

Support forms need to be in PDF but can be a photo, signed by the employer, all fields completed.

Skills Tasmania Grant Programs

Assessment criteria

- Different to previous years
 - Fit for purpose
 - Employer support forms
 - Snapshot of Training Needs
-
- Criterion 1 – Demand for training and alignment with Government priorities
 - Criterion 2 – Quality delivery
 - Criterion 3 – Capacity to deliver

Application tips

☒ Criteria response

- ☐ Address the criteria with facts and evidence
- ☐ Keep it short but relevant
- ☐ Reference your evidence

☒ Evidence

- ☐ All evidence (attachments) should be in PDF format if possible
- ☐ Evidence must support all claims made in the application
- ☐ Claims are just claims without evidence
- ☐ It's about the strength of the evidence, not the volume of the evidence

☐ Subsidy request

- ☐ Use the Cost Calculator as a guide for your pricing
- ☐ Requests for higher subsidies must be detailed and supported by evidence
- ☐ All fields must be completed

Skills Tasmania Grant Programs

Assessment process

- Independent assessors
- Scores are weighted
- Clarity sought

Skills Tasmania Grant Programs

Upcoming changes to the Skills Tasmania Agreement

- Skills Tasmania has been consulting with RTOs
- Skills Tasmania Agreement
- The current Skills Tasmania Agreement is up for renewal
- Skills Tasmania Grant Deed (Training Services)
- Successful applicants will be required to sign a Skills Tasmania Grant Deed (Training Services).
- ERTOS were sent a copy on 1 September 2023
- Contact the Manager Grant Programs and Compliance, Owen Cox, if you have any question, 03 6165 6037

Skills Tasmania Grant Deed (Training Services) - What does it mean for you?

- Simpler arrangements for Grant Deeds
- Simplified Grant Deed content
- Agreed Budget
- Streamlined variations
- Annual Outcomes Summary
- Removal of requirement to hold Professional Indemnity Insurance

Contact details



Building a Skilled Workforce – Existing Worker – enquiries should be directed to
Gillian Nichols 03 6166 3403

existingworkerfund@skills.tas.gov.au

Building a Skilled Workforce – Jobseeker – enquiries should be directed to
Kim Daly on 03 6165 6060

jobseekerfund@skills.tas.gov.au