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| Higher Education and Skills Group  **Participation Branch Memo**  **Department of Education and Training** |

***NUMBER:*** *2015 / month / date*

**TO:**

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| Learn Local organisations  *– ALL* | ACFE Board | ACFE Regional Councils |
| Adult Education Institutions | Learn Local stakeholders | LLENs  *– Chairs and Executive Officers* |
| Participation Branch staff |  | Workplace Learning Coordinators |

**FROM:** Verna Kearney, Acting Director, Participation Branch

**DATE:** 22/05/2015

**SUBJECT:** *2015 Victorian Learn Local Awards – Nominations close 12 June*

**ACTIONS / CRITICAL DATES:**

* *Applications for the Learn Local Awards close Friday 12 June, 2015*
* *Nomination forms are available at* [*www.education.vic.gov.au/learnlocalawards*](http://www.education.vic.gov.au/learnlocalawards)
* *$50,000 in prize money to be won across six Award categories – all finalists receive cash prizes*

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There are only three weeks left to nominate for the 2015 Victorian Learn Local Awards.

The Awards are the ACFE Board’s major opportunity to recognise and reward the outstanding achievements of organisations, programs and individuals within the Learn Local education and training sector.

A prize fund of $50,000 will be shared across five award categories. We are pleased to once again offer prizes to winners and finalists.

Cash prizes:

* Outstanding pre-accredited Learner $5000 (winner) $1000 (finalists)
* Outstanding Practitioner $5000 (winner) $1000 (finalists)
* Outstanding Pathways Program $10,000 (winner) $1000 (finalists)
* Excellence in Creating Local Solutions $10,000 (winner) $1000 (finalists)
* AMES Diversity Innovation Award $10,000 (winner) $1000 (finalists)

There are also two acknowledgement categories:

* ***Learn Local for Business***- an award that acknowledges a business with a strong commitment to training and developing its employees in partnership with a Learn Local organisation. This is a valuable opportunity for Learn Local organisations to recognise the organisations they work with for that commitment.
* ***Learn Local Legend*** – an acknowledgement given to a Learn Local organisation in each Regional Council area identified as an outstanding contributor to learners and the sector within their region. One Legend is nominated by each Regional Council.

An information pack, including the nomination form for each category is available at: [www.education.vic.gov.au/learnlocalawards](http://www.education.vic.gov.au/learnlocalawards)

The Hon. Steve Herbert, MP, Minister for Training and Skills will announce the winners at an awards ceremony to be held in Melbourne on Thursday, 10 September 2015. Details on how you can be part of the celebrations will be available shortly.

**Why nominate?**

* It’s an opportunity to highlight the amazing contribution of individuals and organisations to the sector.
* Winners’ photos and stories will be featured in post-event press advertisements.
* All Finalists as well as Winners will receive a cash prize.
* You might not think what you do is special, but we think it is!

**Tips for nominating:**

* Your nomination doesn’t have to be an essay; a few concise sentences or bullet points will be sufficient. The important thing is just to answer the questions clearly.
* The Nomination Pack for each Award category details what the Judges will be looking for.
* You can nominate as many people and organisations as you like. And you can nominate yourself!
* It’s a competition – if you’re not in it, you can’t win it!

**Nominations close on Friday 12 June 2015**. If you have any queries regarding the Awards, please visit the Awards website at [www.education.vic.gov.au/learnlocalawards](http://www.education.vic.gov.au/learnlocalawards) or contact the project team on 03 9637 2864 or [learnlocal@edumail.vic.gov.au](mailto:learnlocal@edumail.vic.gov.au)

I encourage you to either nominate your own organisation, another organisation or a learner for these prestigious awards.

**VERNA KEARNEY**

Acting Director, Participation Branch