Higher Education and Skills Group

**Participation Branch Memo**

**Department of Education and Training**

***NUMBER:*** *2017 / March / 8*

**TO:**

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| All Learn Local organisations | Adult Education Institutions | ACFE Regional Councils |
| Learn Local stakeholders | Participation Branch Staff |  |

**FROM:** Eduard de Hue, A/Director, Participation Branch

**DATE:** 8 March 2017

**SUBJECT: Applications open for the ACFE Board Capacity and Innovation Fund 9 –Priority Learner Cohorts**

**ACTIONS / CRITICAL DATES:**

* ***Submit your application by COB 4 April 2017***
* ***CAIF 9 Guidelines and Application Forms are available in the Learn Local section of the Department of Education and Training website***

<http://www.education.vic.gov.au/training/providers/learnlocal/pages/acfeboardfund.aspx>

I am pleased to announce the opening of the ACFE Board Capacity and Innovation Fund (CAIF) – Round 9 - Priority Learner Cohorts.

Applications are now invited from Learn Local providers and Adult Education Institutions for projects that will build capacity and contribute towards improvements in learner engagement, participation and attainment for Priority Learner Cohorts.

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| **Timelines** |
| Applications Open: 8 March 2017 |
| Applications Close: COB 4 April 2017 |
| Applicants notified of outcome: May 2017 |
| Projects Commence: 3 July 2017 |

**Capacity and Innovation Fund (CAIF) – Round 9 - Priority Learner Cohorts**

* In 2017 proposed projects must respond to the pre-accredited training needs of one or more of the ACFE Board Priority Learner Cohorts and be aligned with priorities in the ACFE Board Strategy 2016-2019.
* The funding available for CAIF Round 9 is approximately $4 million. It is anticipated that this will be a competitive round, therefore well-developed applications are essential.
* All project budgets should be carefully prepared reflecting an accurate assessment of project costs.
* Providers are asked to propose projects for a maximum of 12 months’ duration. Longer project timelines will only be considered for larger or more complex projects on a case-by-case basis up to a maximum of 18 months.
* Applications must be completed using the application form provided and submitted to [training.participation@edumail.vic.gov.au](mailto:training.participation@edumail.vic.gov.au) by COB 4 April 2017.

**Funding Groups for CAIF 9**

Applications are invited for funding under the following Priority Learner Groups:

# Group 1: Women, including young mothers, women seeking to re-enter the workforce after significant time away, women who have experienced or are experiencing family violence

# Group 2: People in low socio-economic status localities

# Group 3: Early school leavers

# Group 4: Indigenous people

# Group 5: Low skilled and vulnerable workers

# Group 6: Unemployed/underemployed people

# Group 7: People from a culturally or linguistically diverse background

# Group 8: People with a disability

# Group 9: Young people who may be at risk of disengaging or who may have already disengaged from the community and/or education

Further information on the Capacity and Innovation Fund and application process can be found in the CAIF 9 Funding Guidelines, including a description of the funding groups and assessment criteria. The CAIF 9 Guidelines and application documents are available on the Department of Education and Training (DET) website: <http://www.education.vic.gov.au/training/providers/learnlocal/pages/acfeboardfund.aspx>

Learn Local organisations are encouraged to contact their regional office at <http://www.education.vic.gov.au/about/contact/Pages/acfe.aspx> with questions regarding policy contexts for project ideas and questions relating to completing the application forms.

On behalf of the ACFE Board I encourage you to participate in this significant program.