

RECONENCT APPLICATION INFORMATION SESSION

18 September 2020



ACKNOWLEDGEMENT OF COUNTRY

HOUSEKEEPING

If you are having any issues with audio or unable to hear:

- 1. Click on 'audio' at the top of the screen, then**
- 2. Select 'audio conference'**
- 3. This will provide you with the option to join the 'audio conference'**

You will now have audio!

INTRODUCTIONS

- **Adesh Balasubramaniam**, Manager, Program Management Unit
 - **Stefanie Wale**, Senior Project Officer, Program Management Unit
 - **Lavanya Srinivasan**, Project Officer, Program Management Unit
 - **Roie Cooke**, Senior Project Officer, Program Management Unit
 - **Dion Ventrice**, Project Officer, Program Management Unit
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- **Sue O'Brien**, Reconnect Lead, North East Victoria Region
 - **Jeremy Brewer**, Reconnect Lead, South East Victoria Region
 - **Simon Flood**, Reconnect Lead, North West Victoria Region
 - **David Harris**, Reconnect Lead, South West Victoria Region

AGENDA

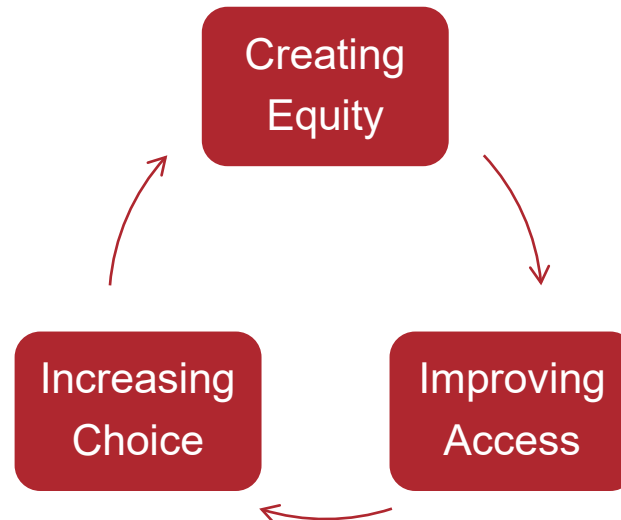
1. Reconnect Model 2021
2. Funding and operations
3. Key Selection Criteria
4. Q&A
5. Online application form
6. Q&A
7. 12:30 - Close

RECONNECT MODEL 2021

RECONNECT PURPOSE

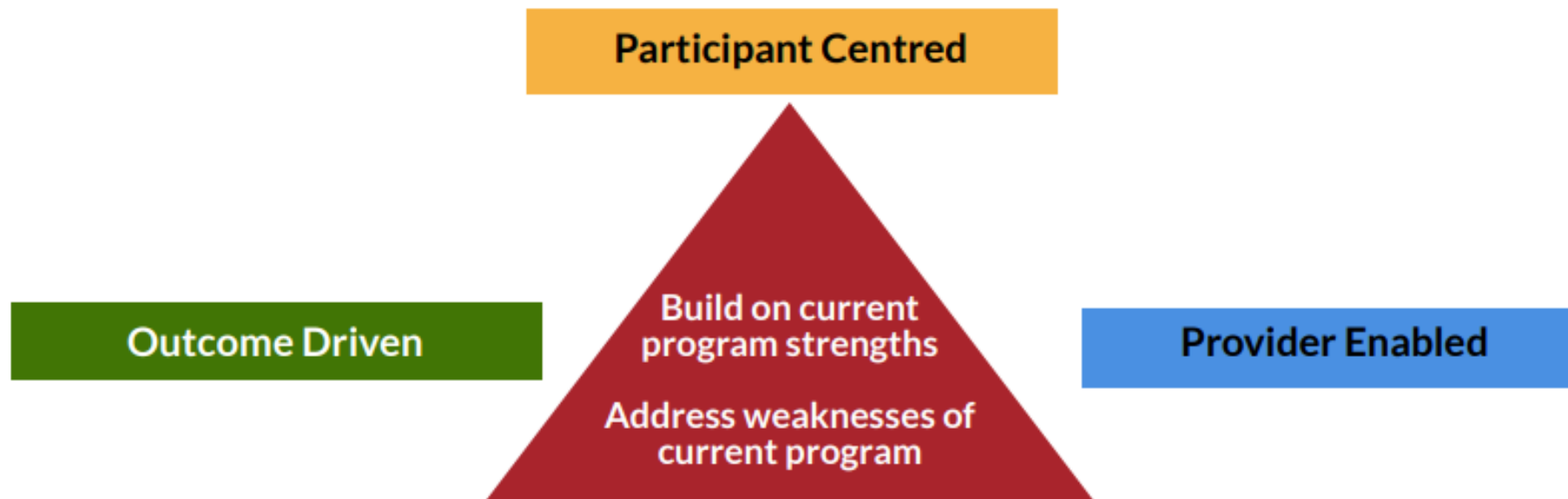
The Reconnect program strives to support Victorians experiencing disadvantage. The program assists participants to overcome the barriers preventing them from engaging in education and training and provides support into further study or employment pathways.

- **Reconnect has been developed based on the following three principles in order to support people experiencing disadvantage:**



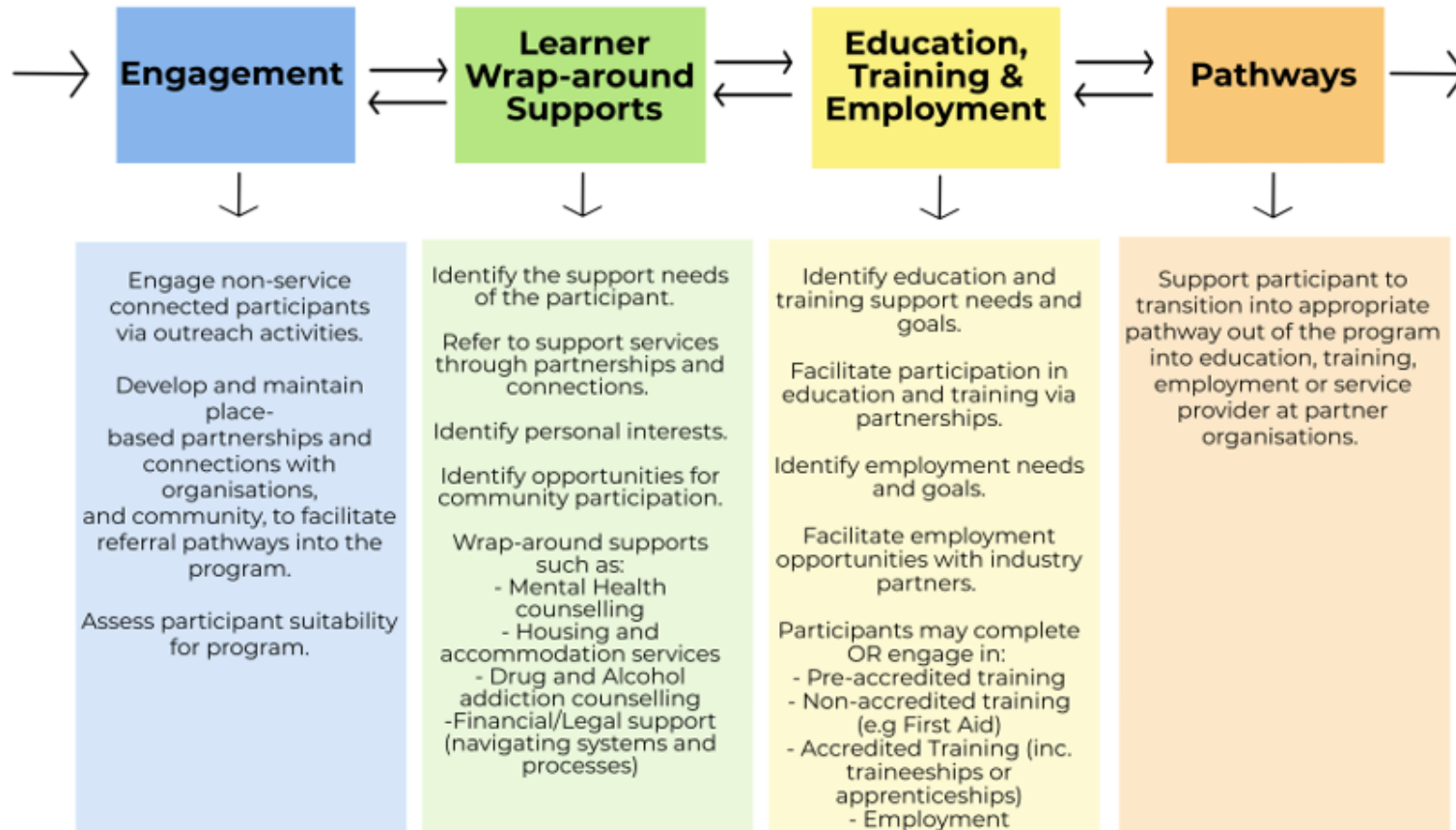
RECONNECT PROGRAM MODEL

The adjusted Reconnect follows a model that puts the learner (participant) at the centre, enables providers to do what they do best, and is outcome driven.

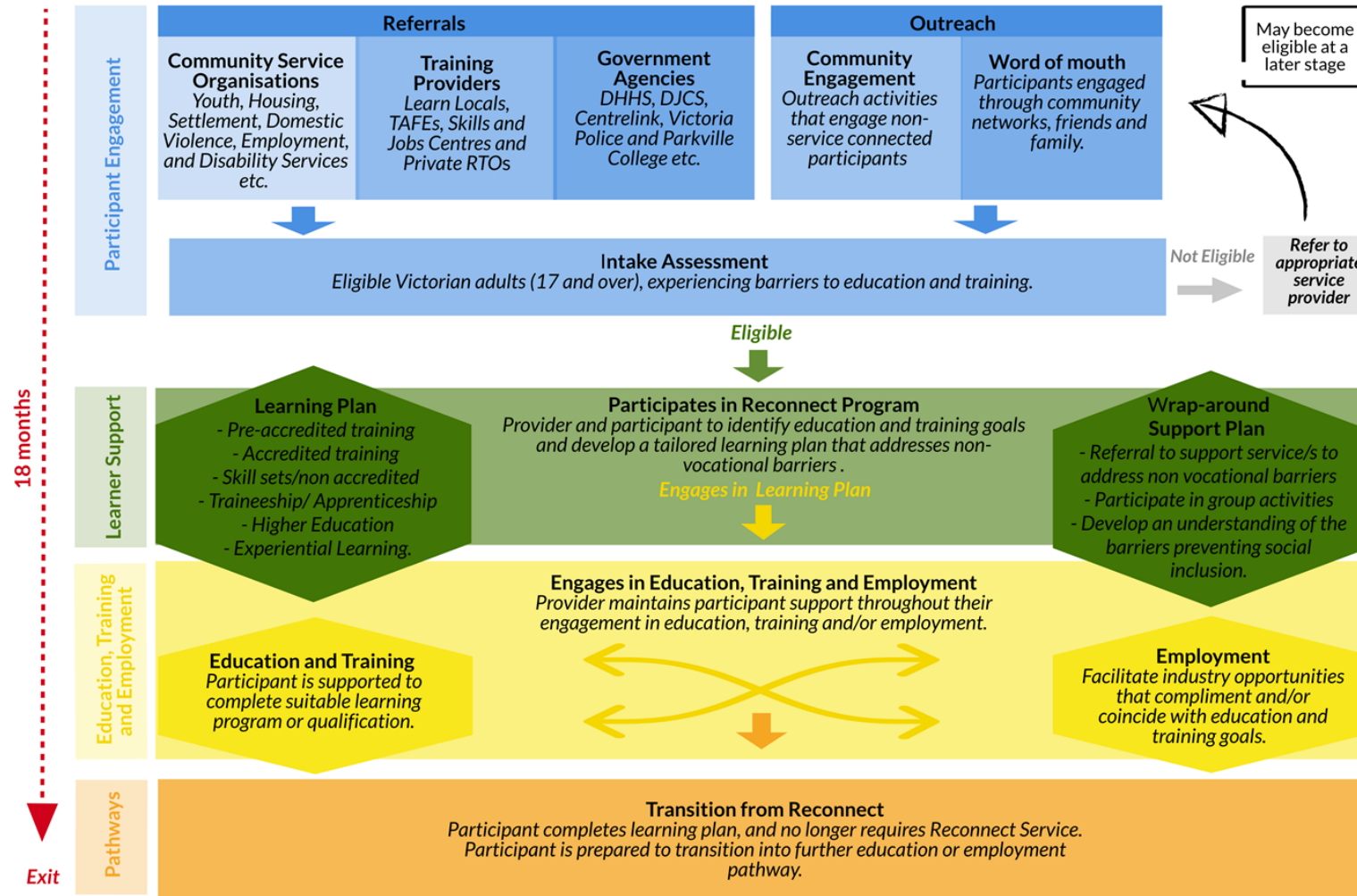


RECONNECT PROGRAM ELEMENTS

The program is made up of four key elements which will ensure participants receive the supports, guidance, and training required to successfully transition into further study or employment



PROGRAM DELIVERY LOGIC



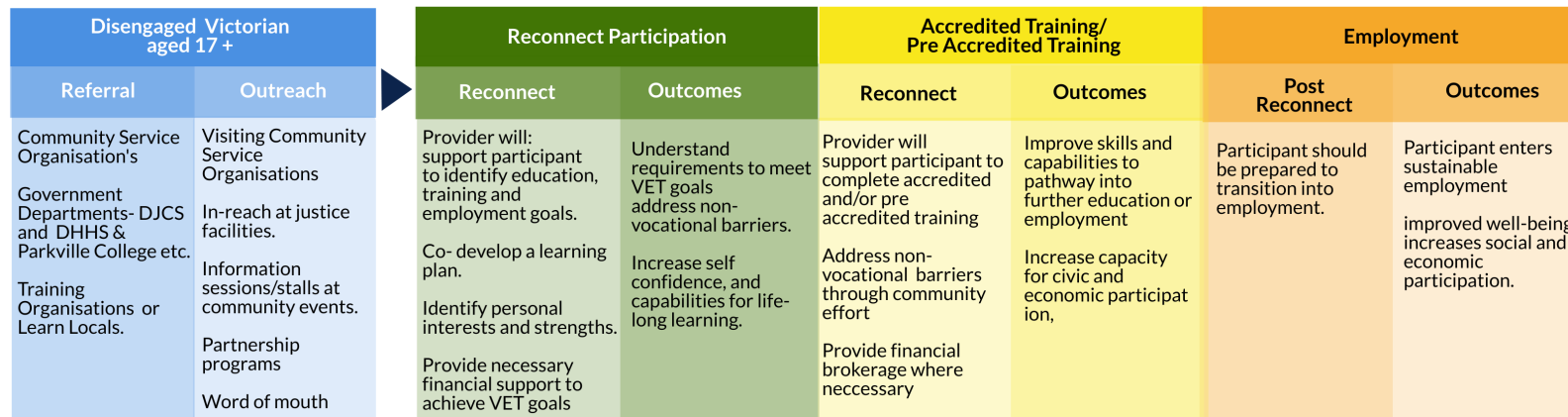
RECONNECT PARTICIPANT JOURNEY

Effective education systems support communities by **fostering learning, encouraging personal and educational development, and building the skills and abilities for their current and future workforce's and social structures.**
(Funding options for learner supports in vocational training, Deloitte Access Economics, 2014)

Reconnect Participant Journey

Legend

— = Key Reconnect transitions.
- - - = Alternative pathways that require support.



FUNDING AND OPERATIONS

WHO ARE THE LEARNERS? PARTICIPANT ELIGIBILITY

YOUNG PEOPLE	MATURE PARTICIPANTS	YOUNG PEOPLE IMPACTED BY JUSTICE SYSTEM	ASYLUM SEEKERS	OTHER
Aged between 17- 19 years: not engaged in education or training for six months or more (less than 8 hours per week).	Aged between 20-64 years: Unemployed for six months or more (less than 8 hours per week) and not engaged in education or training for six months or more (less than 8 hours per week).	Young people (17 to 24 years of age) who have been, or are currently on, Youth Justice Orders.	A person without citizenship but holds a valid: Bridging Visa Class E (BVE); Safe Haven Enterprise Visa (SHEV); or Temporary Protection Visa (TPV).	From time to time, the Department may approve the accommodation of additional target groups during the term of the program (for example, this may include groups such as people impacted by bushfires, COVID-19 or retrenched workers etc.). Currently, no additional groups have been added.

PROVIDER ELIGIBILITY

Organisations applying to deliver Reconnect must satisfy one of the following organisational eligibility criteria:

- A Learn Local organisation (registered with the Adult, Community and Further Education Board) that is also a Registered Training Organisation (RTO) with a current Skills First VET Funding Contract with the Department of Education and Training, Victoria; or
- A TAFE institute based in Victoria; or
- A Community Service Organisation (CSO) with a Learn Local RTO or TAFE partner that has a current Skills First VET Funding Contract with the Department of Education and Training, Victoria.

PARTNERSHIP DELIVERY OPTIONS

There are three legal and management options available to the applicant in making a submission. Each of these types of arrangements is acceptable to the Department:

- Incorporate as a single body (where the single body as the Lead Organisation will make the application) or
- Each member signs as part of a non-incorporated consortium (where the Lead Organisation will make the application on behalf of the consortium), or
- Subcontracting by the Lead Organisation to other members of the consortium (where the Lead Organisation will make the application).

PROGRAM FUNDING

Grant agreement duration: The Program funding includes a grant agreement of 2 years plus 1, plus 1 (2 years with an option of two 1-year extensions).

Location of delivery: To ensure appropriate allocation of the program delivery, organisations will be required to select a maximum of 5 Local Government Areas (LGAs) in the order of preference (1 being the most important and 5 being the least important) that you would like to deliver the Reconnect Program in.

FUNDING

- Case load (previously participant target) is applied per calendar year of the contract and will be amended annually or as required.
- One unit of metropolitan or regional case load funding will include a set participant rate for a set number of participants, along with funding to support the salary of a full-time staff member.
- Caseloads and LGAs are not tied. It is not one caseload per LGA. A Caseload be split across several LGAs.

One Unit of Metropolitan Case Load Funding	One Unit of Regional Case Load Funding
<ul style="list-style-type: none">• Metropolitan LGAs will receive <i>a participant rate of \$5,000 per participant against a caseload of 40 participants; and</i>• \$80,000 to cover the equivalent of one full time staff member salary and oncosts.	<ul style="list-style-type: none">• Regional LGAs will receive <i>a participant rate of \$5,500 per participant against a caseload of 35 participants; and</i>• \$80,000 to cover the equivalent of one full time staff member salary and oncosts.

RECONNECT PROGRAM DELIVERY

Partnerships: Existing partnerships that are proven to be robust and effective will be highly valued. Each of the four program elements require strong connections to local services and partners with proven capability to deliver the program with impactful outcomes.

Governance: The CoP will be led by a Reconnect Provider Committee with a Departmental representative.

Reporting: Providers will be required to report to the Department three times a year in addition to participant journey reporting. An initial program implementation plan is required in January of each contracted year, Work and Learning plans must be completed for a minimum of 80 per cent of all registered participants, and a Financial Report is due each June.

APPLICATION KEY SELECTION CRITERIA

1. Proposed Program Methodology (30%)

- Explain the proposed program methodology in detail in term of how the Applicant (Lead Organisation or Consortium) will successfully develop and deliver the program in accordance with the Reconnect Program (2021) Guidelines.
- Demonstrate how the program will be developed, coordinated, managed and delivered in the selected location(s). (Maximum 300 words)
- Demonstrate how the program will be integrated with locally existing programs and services. (Maximum 300 words)
- Demonstrate a comprehensive program methodology to the specified service elements, including reporting and outcome requirements. (Maximum 500 words and an additional optional one-page visual description can be provided as an attachment to describe the program methodology if required)
- Demonstrate a commitment to high standards of quality, timeliness and efficiency. (Maximum 200 words)

APPLICATION KEY SELECTION CRITERIA

2. Robust Partnership Model & Stakeholder Engagement (40%)

- Explain how the Applicant (Lead Organisation or Consortium) will successfully delivery the program through a genuine, robust and effective partnership arrangement.
- Demonstrate evidence of preparation made to date and the capacity to work collaboratively with existing, Community Service Organisations (CSOs), employers and industry, TAFEs, Registered Training Organisations (RTOs), Learn Local organisations, Government departments and agencies that have appropriate service delivery experience and expertise to compliment the delivery of the program in the selected location(s) of delivery. (Maximum 500 words)
- Provide examples of flexible service provision, successful collaboration and linkages with other organisations to support the proposed program delivery model and how it will benefit the target group and emerging needs of the local community. (Max 500 words)
- Demonstrate community connections and localised knowledge and understanding of community needs in selected delivery location(s). (Maximum 500 words)

Evidence of partnership arrangements, including Letters of Support, Memorandum of Understanding etc. can be attached to the application form.

APPLICATION KEY SELECTION CRITERIA

3. Capability, Knowledge & Experience (20%)

- Detail the Applicant's (Lead Organisation's or Consortium's) capability, knowledge and experience in working with and supporting disadvantaged people facing significant barriers in our society.
- Demonstrate successful project management experience in managing a multi-sector, cross-departmental, community-based project where successful project outcomes have been met. (Maximum 500 words)
- Demonstrate expertise and experience in successfully delivering vocational education and training programs to people experiencing disadvantage, including achieving successful training outcomes and pathways to further education and/or employment. (Maximum 500 words)
- Demonstrate expertise and experience in the provision of case management, brokerage of services for people experiencing disadvantage, specifically vocational barriers. (Maximum 500 words)

APPLICATION KEY SELECTION CRITERIA

4. Financial Planning (10%)

- Provide a detailed and carefully thought through financial planning and budget allocation for the development and delivery of the program.
- Provide a detailed and carefully thought through financial plan and budget allocation for the development and delivery of the program. (Maximum 500 words).
- Complete the program budget summary template.

TIMELINE

PARTICULARS	DATE
Release of Application	Tuesday, 15 September 2020
Online Information Session	11.30am, Friday, 18 September 2020
Closing Date & Time of Application	Midnight, Sunday, 4 October 2020
Announcement of Successful Organisations	By Friday, 30 November 2020
Funding Agreement in Place	By Friday, 30 November 2020

ANY QUESTIONS?

ONLINE APPLICATION FORM

ONLINE APPLICATION FORM

 Education and Training

DEPARTMENT OF EDUCATION AND TRAINING VICTORIA



HOME > GRANTS ONLINE > RECONNECT PROGRAM 2021 ONLINE APPLICATION FORM

Welcome T&Cs

Application

Eligible Particip...

Delivery Location

Insurance

Selection Criteria

Declaration

Overall Preview

 **Reconnect Program 2021 Online Application Form (page 1 of 7)**
Grant Application

WELCOME

Welcome to the Reconnect Program (2021) application process!

We would like to thank you for your interest and commitment in working together with the Department of Education and Training (the Department), other Government agencies, the community sector and the education and training sector to increase access and equity for disadvantaged Victorians through a Vocational Education and Training (VET) pathway.

You must first carefully read the [Application Pack](#), including the [Reconnect Program \(2021\) Guidelines](#) and the [Reconnect Application Handbook](#) before completing the application form.

Please attend the [Reconnect Information Session](#) to clarify any matters or contact the Departmental Representative, Stefanie Wale, Senior Project Officer, Program Management Unit via Reconnect.Program@education.vic.gov.au or (03) 7022 0606 if you need further assistance.

Please note the timeline of the application process:

PARTICULARS	DATE
Release of Application	Tuesday, 15 September 2020
Online Information Session	11.30am, Friday, 18 September 2020
Closing Date & Time of Application	Midnight, Sunday 4 October 2020

GRANTS ONLINE-SIGN IN

[HOME](#) > [GRANTS ONLINE](#) > [SIGN IN](#)



Sign In


To continue, sign in to a Grants Online account.

- Do you have a Grants Online account?
- ☐ Yes (you will be directed to sign in)
 - ☒ No (you will be directed to register)

Continue

USER REGISTRATION

HOME > GRANTS ONLINE > REGISTER

 Register

* Email:

This will also be your username

* First Name:

* Last Name:

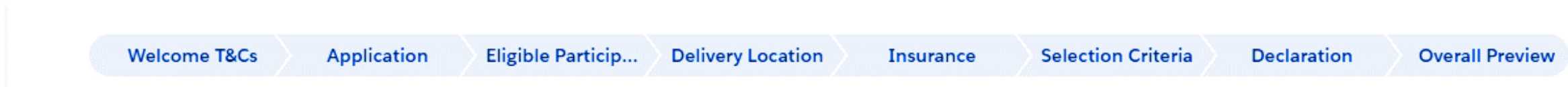
* Password:

* Confirm Password:

Register

Cancel

APPLICATION DETAILS



APPLICATION PAGE

Welcome T&Cs

Application

Eligible Particip...

Delivery Location

Insurance

Selection Criteria

Declaration

Overall Preview



Reconnect Program 2021 Online Application Form (page 2 of 7)

Grant Application GA-F786-7327

APPLICANT - LEGAL & MANAGEMENT OPTIONS

There are three legal and management options available to the Applicant in making a submission. Each of these types of arrangements is acceptable to the Department:

- a) incorporate as a single body (where the single body as the Lead Organisation will make the application), or
- b) each member signs as part of a non-incorporated consortium (where the Lead Organisation will make the application on behalf of the consortium), or
- c) subcontracting by the Lead Organisation to other members of the consortium (where the Lead Organisation will make the application).

The Department encourages partnerships with the objective of promoting integration to better meet the needs of the community. Where the organisation is an incorporate as a single body, the organisation must substantiate how it will be able to deliver the program effectively in its entirety as the Lead Organisation. Where the organisation is a consortium, the submission must indicate which parts of the project each entity comprising the consortium is proposing to provide. Where subcontracting is proposed, the submission must detail how the Lead Organisation and the subcontractor(s) would relate to each other to ensure full provision of the required services. Refer to Key Selection Criteria section.

ELIGIBLE PARTICIPANTS



Reconnect Program 2021 Online Application Form (page 3 of 7)

Grant Application GA-F786-7327

ELIGIBLE PARTICIPANTS

The Reconnect Program will continue to support people that are experiencing disadvantage. The following four groups have been identified and selected as the eligible participants for the program :

Young People :

Aged between 17- 19 years: not engaged in education or training for six months or more (less than 8 hours per week).

Mature Participants :

Aged between 20-64 years: Unemployed for six months or more (less than 8 hours per week) and not engaged in education or training for six months or more (less than 8 hours per week).

Young People Impacted by the Justice System :

Young people (17 to 24 years of age) who have been, or are currently on, Youth Justice Orders.

Asylum Seekers :

A person without citizenship but holds a valid: Bridging Visa Class E (BVE); Safe Haven Enterprise Visa (SHEV); or Temporary Protection Visa (TPV).

* Please select which eligible group is most likely to make up majority of your participants in your proposed program :

--Pick one--



Please note this response is used for data collection purposes.

LGA DELIVERY



Reconnect Program 2021 Online Application Form (page 4 of 7)

Grant Application GA-F786-7327

LOCATION OF DELIVERY

The Department wants to ensure that the Reconnect Program will be delivered across Victoria, especially in the most disadvantaged Local Government Areas (LGAs).

To ensure appropriate allocation of the program delivery, you are required to select up to a maximum of 5 LGAs in the order of preference (1 being the most important and 5 being the least important) that you would like to deliver the Reconnect Program in.

Please note, the location of delivery is only relevant to the first calendar year of the contract and will be amended annually or as required based on local community needs, program delivery and Government priorities.

LGA Priority		Current Organisational Presence through Lead Organisation	Current Organisational Presence through Partner or Sub-Contractor	Name of Partner or Sub-Contractor
*1	--Pick one--	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	
2	--Pick one--	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	
3	--Pick one--	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	
4	--Pick one--	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	
5	--Pick one--	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	

CASE LOAD

CASE LOAD

Please note, the case load selection is only relevant to the first calendar year of the contract and will be amended annually or as required based on local community needs, program delivery and Government priorities.

One unit of metropolitan or regional case load funding will include a set participant rate for a set number of participants, along with funding to support the salary of a full-time staff and oncost as follows:

One Unit of Metropolitan Case Load Funding

- Metropolitan LGAs will receive a participant rate of \$5,000 against a caseload of 40 participants; and
- \$80,000 (equivalent to one full time staff salary and oncost)

* No. of Case Load

--Pick one--

Units :

One Unit of Regional Case Load Funding

- Regional LGAs will receive a participant rate of \$5,500 against a caseload of 35 participants; and
- \$80,000 (equivalent to one full time staff salary and oncost)

* No. of Case Load

--Pick one--

Units :

Applicants must submit a maximum of 3 caseloads, applications with a submission of more than 3 may not be considered. Applicants may submit metropolitan only delivery, regional only delivery or choose to submit a combination of both metro and regional (provided the combined caseloads do not total more than three. For further detail and examples of Case Load, please see the Reconnect Program Guidelines (2021).

INSURANCE DETAILS



Reconnect Program 2021 Online Application Form (page 5 of 7)

Grant Application GA-F786-7327

INSURANCE

Please complete the following to confirm the Applicant's insurance status in regard to the specified development and delivery of services.

Insurance Cover : Public Liability

* Provider Name :

* Policy Number :

* Expiry Date :



* Limit of Liability :

\$

Insurance Cover : Professional Indemnity

* Provider Name :

* Policy Number :

* Expiry Date :



* Limit of Liability :

\$

Do you hold any other relevant insurance cover?

☐ Yes ☐ No

KEY SELECTION CRITERIA QUESTION 1



Reconnect Program 2021 Online Application Form (page 6 of 7)

Grant Application GA-F786-7327

KEY SELECTION CRITERIA ONE

Please respond to the Key Selection Criteria below. Responses should include details of how you will develop, manage and deliver the program and outcomes in accordance with the Reconnect Program Guidelines (2021), especially the Reconnect Program Delivery Model detailed on pages 6 – 9.

Responses with examples, evidence and insight that have a clear narrative and alignment with the Reconnect Program Delivery Model will be considered more favourably than general or superficial statements.

* Proposed Program Methodology (30%)

Explain the proposed program methodology in detail in terms of how the Applicant (Lead Organisation or Consortium) will successfully develop and deliver the program in accordance with the Reconnect Program (2021) Guidelines.

Demonstrate how the program will be developed, coordinated, managed and delivered in the selected location(s).

(Maximum 300 words)

* Demonstrate how the program will be integrated with locally existing programs and services.

(Maximum 300 words)

KEY SELECTION CRITERIA QUESTION 2

KEY SELECTION CRITERIA TWO

* Robust Partnership Model & Stakeholder Engagement (40%)

Explain how the Applicant (Lead Organisation or Consortium) will successfully deliver the program through a genuine, robust and effective partnership arrangement.

Demonstrate evidence of preparation made to date and the capacity to work collaboratively with existing, Community Service Organisations (CSOs), employers and industry, TAFEs, Registered Training Organisations (RTOs), Learn Local organisations, Government departments and agencies that have appropriate service delivery experience and expertise to complement the delivery of the program in the selected location(s) of delivery.

(Maximum 500 words)

* Provide examples of flexible service provision, successful collaboration and linkages with other organisations to support the proposed program delivery model and how it will benefit the target group and emerging needs of the local community.

(Max 500 words)

* Demonstrate community connections and localised knowledge and understanding of community needs in selected delivery location(s).

(Maximum 500 words)

KEY SELECTION CRITERIA QUESTION 3

KEY SELECTION CRITERIA THREE

* Capability, Knowledge & Experience (20%)

Detail the Applicant's (Lead Organisation's or Consortium's) capability, knowledge and experience in working with and supporting disadvantaged people facing significant barriers in our society.

Demonstrate successful project management experience in managing a multi-sector, cross-departmental, community-based project where successful project outcomes have been met.

(Maximum 500 words)

* Demonstrate expertise and experience in successfully delivering vocational education and training programs to people experiencing disadvantages, including achieving successful training outcomes and pathways to further education and/or employment.

(Maximum 500 words)

* Demonstrate expertise and experience in the provision of case management and brokerage of services for people experiencing disadvantage, specifically vocational barriers.

(Maximum 500 words)

KEY SELECTION CRITERIA QUESTION 4

KEY SELECTION CRITERIA FOUR

* Financial Planning (10%)

Provide a detailed and carefully thought through financial plan and budget allocation for the development and delivery of the program.

(Maximum 750 words)

Reminder:

- a) Caseload (previously known as participant target), and therefore funding, is provided per calendar year of the contract and will be amended annually or as required.
- b) Participant rate funding: Metropolitan LGAs receive \$5,000 per participant. Regional LGAs receive \$5,500 per participant.
- c) Staff funding: this is calculated based on how many Caseloads a provider is supporting. Metro LGAs receive \$80,000 per 40 participants. Regional LGAs receive \$80,000 per 35 participants.

Complete the program budget summary as follows (the Department may seek additional clarification if required):

Funding Requested :

* Total Participant Rate Funding Amount	\$	<input type="text"/>
* Total Salary Allocation Amount	\$	<input type="text"/>
* Staffing Oncost Amount	\$	<input type="text"/>
* Total Funding Requested	\$	<input type="text"/>

Please provide information about additional funding sources of in-kind support and/ funding sources available from the applicant (Lead organisation or consortia members).

DECLARATION



Reconnect Program 2021 Online Application Form (page 7 of 7)

Grant Application GA-F786-7327

CONFLICT OF INTEREST

The Applicant must declare to the Department any matter or issue which is, or may be perceived to be, or may lead to, a conflict of interest regarding the application or participation in the provision of the services described. Failure to disclose a conflict of interest may constitute a statutory breach.

*Is there an actual, potential or perceived conflict of interest resulting from this application or participation in the provision of the services described?

- ☒ No
☐ Yes

DECLARATION

I declare that as an Authorised Representative of the Applicant (Lead Organisation or the Consortium), I have the authority to submit this application on behalf of the Applicant and I can confirm that :

1. The information contained in this application is true and accurate.
2. This application is a legal document and providing any false or misleading information to the Department is deemed a serious criminal offence under Section 178 of the Crimes Act 1958 (Vic).
3. In the circumstance of any actual, potential or perceived conflicts of interest that exist or may arise in relation to this application, I have ensured and acknowledged that all the information surrounding the conflict of interest has been disclosed and documented appropriately.
4. I have read, understood and agree to the Victorian Common Funding Agreement, should this application be successful.
5. I agree to receiving a Recipient Created Tax Invoice (RCTI) for this funding if this application is successful.
6. If and where any personal details or otherwise of a third party are included, the third party has been made aware of, and given their permission for, those details to appear in this application.
7. I give consent to the Department of Education and Training to make public the details of the Applicant and the funding received, should this application be successful.

SUBMISSION



Submission Received

Thank you for your submittal. Your submission application ID for future reference is GA-F786-7327.

We highly recommend that you print out a PDF version of your submission application form for your records. [Click here](#) to view the PDF of your submission application.

ANY QUESTIONS?

Please email Reconnect.Program@education.vic.gov.au for queries or call Stefanie Wale on 03 7022 0606.

THANK YOU