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

***NUMBER:*** *2018 / February / 06*

**TO:**

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| Learn Local organisations  *– ALL* | ACFE Regional Councils |
| Adult Education Institutions | Participation Branch Staff |

**FROM:** Nick Orchard, Acting Director - Participation Branch

**DATE:** 6 February 2018

**SUBJECT: Expressions of Interest:**

**- Learner Engagement A-Frame Program (LEAP) – 2018, Round 1**

**- Additional Pre-Accredited SCH Allocation for 2018**

**ACTIONS / CRITICAL DATES:**

* *Expressions of Interest for the Learner Engagement A-Frame Program (LEAP) 2018* *Round 1 open on* ***6 February and close on 9 March 2018****.*
* *Expressions of Interest for Additional Pre-Accredited SCH Allocation for 2018 open on* ***6 February and close on 9 March 2018****.*

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**Learner Engagement A-Frame Program (LEAP) – 2018, Round 1**

Expressions of Interest are open from 6 February to 9 March, for Learn Local providers wanting to participate in the Learner Engagement A-Frame Program (LEAP) 2018. LEAP provides funding to design and deliver pre-accredited programs that are a minimum of **5 Student Contact Hours (SCH) and fewer than 20 SCH**, to engage hard-to-reach learners who may find longer programs a barriers to participation.

This initiative follows on from the LEAP Pilot trialled in 2017. An independent evaluation of the Pilot has informed design of LEAP 2018.

**Expressions of Interest are now open for Round 1, 2018, information about how to apply is available at the following location:** [LEAP 2018 Rd 1 EOI](http://www.education.vic.gov.au/training/providers/learnlocal/Pages/learnerengengamentfund.aspx).

It is intended that there will be two rounds of LEAP in the first half of 2018.

Funding for the initiative is through a Student Contact Hour subsidy rateof $8.20 per SCH. A Regional Loading of 20% will apply for delivery in designated postcodes.

The Expression of Interest guidelines provide background information and requirements for the program.

Learn Local organisations will need to:

* Complete a Delivery Plan for courses in the Pilot.
* Complete an A-frame Course Plan for each course being offered (minimum 5 SCH per course)
* Submit by email to training.participation@edumail.vic.gov.au by **COB 9 March 2018.**

**Additional Pre-Accredited SCH Allocation for 2018**

In line with the [2018 Pre-accredited Training Delivery Guidelines](http://www.education.vic.gov.au/training/providers/learnlocal/Pages/preaccredited.aspx) Learn Local Organisations proposing to vary their 2018 Delivery Plan will have an opportunity to do so during February/March 2018.

**Expressions of Interest for Additional Pre-Accredited Student Contact Hours (SCH) for 2018 are open from Tuesday 6 February and will close COB on Friday 9 March.**

Information about how to apply is available at the following location:<http://www.education.vic.gov.au/training/providers/learnlocal/Pages/preaccredited.aspx>.

Learn Local organisations will need to:

* Complete the ***2018 Expression of Interest Form - Request for Additional Pre-Accredited SCH.***
* Complete the A-frame course details. (Course Plan for existing courses and Course Plans & Session Plan for new courses)
* Submit by email to [training.participation@edumail.vic.gov.au](mailto:training.participation@edumail.vic.gov.au) by COB Friday 9 March. Late applications will not be accepted

For more information, please contact the Regional Office contact assigned to support your Learn Local organisation.