Higher Education and Skills Group

**Participation Branch Memo**

**Department of Education and Training**

***NUMBER:*** *2018 / January /22*

**TO:**

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

**FROM:** Nick Orchard, A/Director, Participation Branch

**DATE:** 22 January 2018

**SUBJECT: Applications for the ACFE Board Capacity and Innovation Fund Round 10**

**ACTIONS / CRITICAL DATES:**

* ***Applications for CAIF Round 10 open on Wednesday 24 January 2018***
* ***Please submit all documentation to***[training.participation@edumail.vic.gov.au](mailto:training.participation@edumail.vic.gov.au)***no later than COB Wednesday 28 February 2018***

I am pleased to announce that the ACFE Board Capacity and Innovation Fund (CAIF) – Round 10 will open on Wednesday 24 January and close on 28 February 2018.

Applications are invited from Learn Local providers and Adult Education Institutions for projects that meet the needs of Priority Learner Cohorts and contribute towards improvements in learner engagement, participation and attainment.

1. Applications should address the aims of the CAIF Round 10, which reflect the priorities of the ACFE Board Strategy 2016-2019 for priority learner cohorts, with a focus on learner engagement, quality delivery and pathways for learners.
2. All project applications for CAIF Round 10 must respond to the pre-accredited training needs of one or more of the ACFE Board Priority Learner Cohorts and align with one or more of these aims to be considered for funding:
3. **Learner engagement and participation**
   * + - Maximise access for priority learner cohorts to high quality pre-accredited programs.
       - Encourage networks of providers to maximise access for learners through agile program delivery.
       - Encourage strategic partnerships, programs and initiatives that improve participation and attainment for the priority cohort groups.
4. **Quality programs delivery**

* Improve the quality, relevance and responsiveness of courses which meets learner needs through initiatives that contribute to improvements in training and assessment practices.
* Encourage networks of providers to maximise access for priority cohort learners through agile program delivery.
* Build the capacity of providers to respond to priority learner cohort needs through innovative and sustainable models.
* Improve design and delivery of programs and initiatives with high conversion rates to further education and employment for priority cohort learners.

1. **Support pathways to further education and employment**

* Improve responses to learner needs and aspirations, connecting to further education and employment pathways.
* Respond to the pathways needs of priority cohorts through targeted regional strategies.
* Improve planning, monitoring and tracking of priority cohort learners transitioning to further education and employment.

Learn Local providers and Adult Education Institutions who wish to participle in this round please note the following dates.

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| **Item** | **Date** |
| Applications Open | Wednesday 24 January 2018 |
| Applications Close | Wednesday 28 February 2018 |

**Capacity and Innovation Fund (CAIF) – Round 10**

* In 2018 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 10 is approximately $3.3 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.

**How to apply for CAIF – Round 10**

Further information on the Capacity and Innovation Fund and application process will be available on the Department of Education and Training (DET) on 24 January:

<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 opportunity.