LEARN LOCAL PURSE PROJECT –

Financial well-being for women 2018-2019

Guidelines October 2018

## Expression of Interest

Expressions of Interest (EOI) from Learn Local Organisations (LLO) and Adult Education Institutions (AEI) or provider consortia are open to participate in the Learn Local Purse Project – Financial well-being for women Pilot. Successful providers will participate in the Train-the-Trainer program to deliver pre-accredited training for women in financial well-being.

The EOI opens 9 October 2018, closing 2 November 2018.

Through the Learn Local Purse Project LL/AEIs or provider consortia will be supported to strengthen practitioners’ capacity to deliver pre-accredited financial well-being courses to women in Victoria, applying best practice knowledge around family violence and financial education.

## OVERVIEW

Preventing and responding to family violence is a key Government priority. This project responds to Recommendation 121 from the Royal Commission into Family Violence to: “Increase financial literacy (well-being) training for victim survivors.” The project is jointly funded by the Adult Community and Further Education (ACFE) Board, Department of Education and Training and the Department of Justice and Regulation (DOJR).

The Train-the-Trainer and pre-accredited course has been co-designed with the sector by the Women’s Information and Referral Exchange (WIRE). The two-day Train-the-Trainer program aims to build practitioner and provider capacity to support women’s financial well-being, focusing on a learner’s relationship with money and strengthening a learner’s decision making and self-advocacy skills.

The pre-accredited financial well-being course for women will be open to women, including those who have experienced family violence. This is a *special measure* for the purposes of anti-discrimination legislation, designed to achieve substantive equality for this particular group. The opportunity to deliver this training is therefore open to female trainers only. The ACFE Board considers that being female is a genuine occupational requirement of the role of trainers for the purposes of anti-discrimination legislation.

Up to two suitable female trainers and/or coordinators can participate in training per eligible organisation, and three per consortium.

**timeframes**

***9 October 2018*** Expressions of Interest open

***2 November 2018*** Expressions of Interest close

***16 November 2018*** Successful LL/AEIs/consortia notified

***February-March 2019*** Train-the-Trainer Program

***February 2019*** Regional Communities of practice established

***March-April 2019*** Variations to Delivery Plans negotiated, Service Plans approved

***March-December 2019*** LL/AEIs/consortia commence pre-accredited training delivery

***December 2019*** LL/AEIs/consortia reporting

## ALIGNMENT WITH STRATEGIC PRIORITIES

The LL Purse Project aligns with the objectives of the ACFE Board Strategy 2016–2019, in seeking to improve learning outcomes for adult women with a particular emphasis on victim survivors of family violence.

## LL Purse Project Objectives

* Increased LLO/AEI practitioner skills, knowledge and confidence in delivering trauma informed pre-accredited financial well-being courses
* LLO/AEI practitioners are active participants in regional Communities of Practice supported by Regional Managers
* Increased integration of provider training and community services support for women to build healthy relationships, financial well-being and independence
* Increased financial knowledge and skills, confidence and support awareness on the part of pre-accredited training participants.

## LL Purse Project OUtPuts

* Quality, fit-for-purpose A-frame and financial well-being pre-accredited course and materials
* LL Purse Project Train-the-Trainer program and materials
* Delivery of Train-the-Trainer program in five locations
* Pre-accredited delivery by participating LLO/AEIs or provider consortia
* Established and supported Communities of Practice in each region
* Evaluation of how well the Train-the-Trainer program prepares practitioners for delivery of the pre-accredited training (funded and coordinated by DOJR)

## Application process

### How to apply

Interested LLO/AEIs and consortia are to complete the EOI form addressing the selection criteria and submit to: training.participation@edumail.vic.gov.au by COB 2 November 2018.

Early applications are appreciated.

### Selection criteria:

Submissions will be assessed against the following criteria:

1. Previous experience in delivering programs and services to vulnerable women is preferred, including to those experiencing family violence.
2. Ability to offer the financial well-being pre-accredited course and other complementary programs that would actively support this program, including but not limited to:
   * financial well-being courses to adult learners
   * childcare programs so parents can study (Learning Aware Families (LeAF), support programs for new arrivals, particularly women
   * community links with suitable programs.
3. Demonstrated existing professional partnerships with community and healthservices, including family violence, financial counselling, Indigenous services, as well as other education providers to facilitate referral pathways and contribute to an integrated, whole of system approach.
4. Proposed methodology to identify, engage and deliver financial well-being to women.
5. Female trainers and/or staff coordinators who have a background in family violence, social work, community development or similar experience in a related field and the capacity to participate in training and associated regional Communities of Practice. Up to two suitable staff members can participate in training per eligible organisation, three per consortium.
6. Demonstrated commitment to actively participate and contribute to a Community of Practice, network, share practices and resources to drive improved outcomes for learners.

### Who is eligible to apply?

* To be eligible to respond to the EOI, you must have met the full eligibility criteria listed in the [2019 Pre-accredited Training Delivery Guidelines](https://www.education.vic.gov.au/Documents/training/providers/learnlocal/memo/2018/2019Pre-AccreditedGuidelines.docx).

### Pre-accredited training delivery

* The LLO/AEI pre-accredited training delivery component will be funded through the allocation of pre-accredited Student Contact Hours. Further details will be made available before the end of 2018.
* Successful providers will have the opportunity to vary their contracted Delivery Plan in 2019, following negotiated approval through DET, and prior to commencing delivery.

### Reporting requirements

* Complete evaluation questionnaires on completion of the Train-the-Trainer program to aid quality improvement and development of the initiative.
* Progress update June 2019.
* Course delivery information must be entered into the Skills Victoria Training System (SVTS). Details of the Course name and code will be provided in 2019.
* Final report December 2019

### Variations to the Pre-accredited Training Delivery Plan

Successful providers will have the opportunity to vary their contracted Delivery Plan in early 2019, following negotiated approval through DET, and prior to commencing delivery.

For more information please contact Liz Pearse, Senior Policy and Project Officer, ACFE Projects and Research, Department of Education and Training on (03) 7022 1231 or [pearse.liz.m@edumail.vic.gov.au](mailto:pearse.liz.m@edumail.vic.gov.au). You may also contact you regional office.

## NEXT STEPS

* EOI applications will be assessed by the LL Project Steering Group, representatives from DET’s Regional Engagement and Support Unit and Family Violence Practice Branch.
* Successful LL/AEIs and consortia will be notified by 16 November 2018.
* Successful LL/AEIs and consortia representatives participate in the Train-the-Trainer program February to March 2019.
* Variations to Delivery Plans negotiated, course delivery designed and approved, and approved Service Plans in place March-April 2019.
* LLO/AEIs and consortia commence delivery in 2019, following execution of the Service Plan.