# Department of Education and Training

# Higher Education and Skills Group

# PIRE Branch Memo: *2018 / October / 9*

**TO: Learn Local organisations - *ALL***

**ACFE Board**

**ACFE Regional Councils**

**Adult Education Institutions**

**Learn Local Stakeholders**

**PIRE Branch Staff**

**FROM:** Ryan Collins**,** Director

Participation, Inclusion and Regional Engagement Branch

**DATE:** 9 October 2018

**SUBJECT: Calls for Expressions of Interest to participate in the Learn Local Purse Project - financial well-being for women**

## Actions / Critical Dates:

* *Expressions of Interest from Learn Local Organisations and Adult Education Institutions or consortia of providers to participate in the Learn Local (LL) Purse Project Pilot open 9 October 2018, closing COB 2 November 2018.*
* *The Pilot will enable participating providers and trainers to deliver pre-accredited financial well-being course to women in Victoria, applying best practice knowledge around family violence and financial education.*
* *Participating providers will attend the two-day Train-the-Trainer program between February and March 2019, and deliver the pre-accredited training throughout 2019.*

## Expressions of Interest

Learn Local providers (LL) and Adult Education Institutions (AEI) or consortia of LLs are invited to submit Expressions of Interest (EOI) to participate in the LL Purse Project Pilot.

Successful providers will participate in the two-day Train-the-Trainer program delivered by Women’s Information and Referral Exchange (WIRE) February - March 2019, to be held in four regional centers and one Melbourne location.

The Train-the-Trainer program and an A-Frame pre-accredited course has been co-designed with LLs by WIRE, for the Victorian context:

* The Train-the-Trainer program aims 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.
* The pre-accredited course will focus on women’s relationship with money, building confidence, decision making and self-advocacy skills to facilitate financial well-being.

Successful providers will plan for the delivery of pre-accredited training commencing May 2019. Variations to Delivery Plans will be negotiated early 2019.

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

## Selection 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.

## Eligibility requirements

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).

## Indicative timeframe

***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

## To apply

Refer to the Guidelines (**Attachment 1**) and complete the LL Purse Project Pilot EOI Application Form (**Attachment 2**), addressing the selection criteria and submit to: training.participation@edumail.vic.gov.au by COB 2 November 2018.

## For more information

Contact Liz Pearse, Senior Policy and Project Officer, ACFE Projects and Research, Department of Education and Training on (03) 70221231 or [pearse.liz.m@edumail.vic.gov.au](mailto:pearse.liz.m@edumail.vic.gov.au)