Department of Education and Training

Higher Education and Skills Group

Participation, Inclusion and Regional Engagement — Branch Memo

**TO:** Learn Local providers — ALL

ACFE Regional Councils

Adult education institutions

PIRE Branch staff

**FROM:** Nick Orchard, A/Director — Participation, Inclusion and Regional Engagement Branch

**DATE:** 4 February 2019

**SUBJECT: Expressions of Interest now open for Category 2, Regional Projects of the**

**ACFE Board Capacity and Innovation Fund (CAIF) — Round 11**

Actions

* Submit your response to the expression of interest for CAIF 11 — Category 2, Regional Projects between 5 February and 5 March 2019.
* To participate in this category, contact your [regional office](https://www.education.vic.gov.au/about/contact/pages/regions.aspxhttps:/www.education.vic.gov.au/about/contact/pages/regions.aspx) who will provide you with:
* CAIF 11 Regional Projects Guidelines
* Expression of Interest Form
* CAIF 11 Budget and Risk Mitigation Templates

ACFE Board Capacity and Innovation Fund (CAIF) – Round 11

In December 2018 the Adult, Community and Further Education (ACFE) Board announced that the Boards’ Capacity and Innovation Fund (CAIF) – Round 11 opened.

The ACFE Board administers CAIF to provide opportunities for Learn Local organisations to develop and implement projects designed to increase participation in education and training whilst responding to the needs of identified priority learner cohorts.

* All CAIF projects remain provider led, however there are different project categories that will allow for differentiated focus on regional and state-wide needs.
* Learn Local providers and Adult Education Institutions (AEIs) were advised that CAIF Round 11 will consist of 3 project categories, with a different approach, process and timeline for each category.
* All projects will run for a maximum period of 12 months.

The focus of each category is outlined below:

**Category 1 Provider Initiated Projects**

Small-scale projects of up to $50,000 identified, scoped, designed and initiated by providers with a focus on capacity building for providers to respond to priority learner group needs.

These projects should build provider capacity: through innovative and sustainable models of delivery, development of products that demonstrate a broader application across the sector, provide support for learner engagement and participation, improve quality of program delivery or develop pathways to further education and employment.

* + Expressions of Interest for this category opened on Tuesday 11 December 2018 and close Friday 15 February 2019.

**Category 2 Regional Projects**

Small-scale projects with maximum funding of $70,000. These projects respond to region specific concerns corresponding to each of the eight ACFE Regional Council areas.

* Expressions of Interest for this category opens on Tuesday 5 February 2019 and close Tuesday 5 March 2019.
* Guidelines have been developed by the Department of Education and Training (DET).
* Learn Local providers and AEIs are now invited to submit an Expression of Interest for this category via the prescribed form on the DET website.

**Category 3 State-wide Projects**

Larger scale projects between $100,000 and $150,000, with state-wide application.

In this category, three projects identified by the ACFE Board and scoped by the DET in consultation with the ACFE Board, will build provider capacity to address the education and training needs of identified priority learner cohorts including: Aboriginal and Torres Strait Islanders, Victorians with disability and low skilled vulnerable workers.

Two other projects will relate to ‘Social Enterprise Modelling’ and ‘New Technology and Digital Literacy in the Workplace’.

* Expressions of Interest for this category opens on Tuesday 12 February 2019 and close Thursday 4 April 2019.
* Guidelines will be developed by the Department of Education and Training (DET).
* Learn Local providers and AEIs will be invited to submit an Expression of Interest for this category from 12 February 2019.

How to Apply for CAIF 11 – Category 2 Regional Projects

## CAIF Round 11 – Category 2 Regional Projects Open Tuesday 5 February 2019 to Tuesday 5 March 2019

Providers who wish to participate in these categories should address the project brief requirements of Category 2 as outlined in the guidelines.

Points for noting:

* It is anticipated that this will be a competitive round, therefore only applications which clearly address the selection criteria with a clearly articulated expression of interest will be considered.
* All project budgets should be carefully prepared reflecting an accurate assessment of project costs.

On behalf of the ACFE Board, I would like to encourage all providers to participate in this program and hope it provides you all with the opportunity to further make an impact in the education and training space.

For more information, see: [Capacity and Innovation Fund (CAIF) — Round 11](https://www.education.vic.gov.au/training/providers/learnlocal/Pages/acfeboardfund.aspx)

For enquiries, contact your [regional office](https://www.education.vic.gov.au/about/contact/pages/regions.aspxhttps:/www.education.vic.gov.au/about/contact/pages/regions.aspx)