Department of Education and Training

Higher Education and Skills Group

Participation, Inclusion and Regional Engagement — Branch Memo

**TO:** ACFE Board

 ACFE Regional Councils

 Adult education institutions

 PIRE Branch staff

RegisteredLearn Local providers

**FROM:** Ryan Collins, Director — Participation, Inclusion and Regional Engagement Branch

**DATE:** 1/04/2019

**SUBJECT: 2019 Victorian Learn Local Awards**

Actions

* Nominations for the 2019 Awards are now open and will close at midnight on Friday, 14 June.
* Visit the DET website to view the [nomination information pack](http://www.education.vic.gov.au/learnlocalawards)

2019 Victorian Learn Local Awards

Nominations for the 2019 Victorian Learn Local Awards are now open and will close at midnight on Friday 14 June.

The 2019 Victorian Learn Local Awards are proudly brought to you by the Adult, Community and Further Education (ACFE) Board and are one of the ways the Board recognises and rewards the outstanding achievements of individuals, programs and training providers within the Learn Local education and training sector.

Key dates for the Awards

**Monday 1 April:** nominations open

**Friday 14 June, midnight:** nominations close

**June/July:** Awards judging and finalist interviews

**July:** finalists announced

**Friday 23 August:** winners announced at Learn Local Awards presentation dinner.

Prize pool and award categories

This year there is a total prize pool of $72,000 across eight award categories.

**Learner categories**

1. The Ro Allen Award – Recognising Pre-accredited Learner Excellence
2. Victorian Learn Local Young Pre-accredited Learner Award

Each learner category winner receives $5,000 and finalists receive $1,000 in prize money (two finalists per category).

**Practitioner and Volunteer categories**

1. Victorian Learn Local Practitioner Award
2. Victorian Learn Local Volunteer Team Award

Each practitioner and volunteer team category winner receives $5,000 and finalists receive $1,000 in prize money (two finalists per category).

In addition, the winning team of the Victorian Learn Local Volunteer Team Award category will be put forward by the ACFE Board for consideration as part of the 2019 Victorian Premier’s Champions Awards – Teamwork category.

**Program categories**

1. Victorian Learn Local Pre-accredited Pathway Program
2. Victorian Learn Local Creating Local Solutions Award
3. Victorian Learn Local Collaboration Award

Each program category winner receives $10,000 and finalists receive $1,000 in prize money (two finalists per category).

The winner of the Victorian Learn Local Collaboration Award receives $10,000 (to be shared by both parties) and finalists receive $1,000 (to be shared by both parties).

**Acknowledgement category**

1. Learn Local Legend (no external nominations process)

Acknowledgement category winners receive $1,000 in prize money (eight winners per category selected by each ACFE Regional Council).

Learn Local providers are not able to submit a nomination for this acknowledgement category. All Learn Local providers active in the region in 2018 and 2019 will be considered, and a 2019 Legend will be selected by each ACFE Regional Council.

More information on award categories is available on the [DET website](http://www.education.vic.gov.au/learnlocalawards.).

Nomination process

Each award category, except for the Learn Local Legend acknowledgement category, has its own set of nomination questions. The Nomination Information Pack includes the selection criteria and other information such as tips on what the judges are looking for in nominations, and is available from the Learn Local Awards website.

To nominate, go to the nomination portal: [www.lla.awardsplatform.com](http://www.lla.awardsplatform.com).

Register to nominate and follow the step by step process. Nominations can only be submitted via this portal. If you need support with the nomination process, or with writing a nomination, please email learnlocal@edumail.vic.gov.au or call 7022 0022.

When your nomination has been submitted, you will receive an email acknowledging receipt.

Judging

All nominations are judged according to how well they meet the selection criteria. The judging panels include members of the ACFE Board, ACFE Regional Councils, people with expertise in the award category and people with experience and knowledge of the Learn Local sector.

In 2019 there will be two judging panels that will each review the nominations for two to three of the Learner, Practitioner and Volunteer, and Program award categories. The selection of the acknowledgement category (Learn Local Legend) will be done by the relevant ACFE Regional Council.

Finalist interviews

Finalists for the Learner, Practitioner and Volunteer, or Program Award categories may be invited to attend an interview (either by phone or in person) with the judging panel. This approach recognises that written material does not always convey the key features of the nomination. The interview process will give nominees the opportunity to talk about the key areas of their nomination and will assist the judging panel to choose the winner. Finalists are not required to complete any additional work for this interview and any associated travel costs will be covered by the ACFE Board.

A notification will be sent to all nominators and nominees at the completion of the judging process in July indicating whether your nomination has been successful.

Learn Local Awards Presentation Dinner

This year’s presentation ceremony will take place in Melbourne on the evening of Friday 23 August 2019. We are keen to make the event as inclusive and accessible as possible and encourage all stakeholders across the Learn Local community to attend so please put this date in your diary. Further information will be published on the Learn Local Awards website in coming months.

I encourage you all to submit a nomination. If you would like some inspiration, please view the videos of past Learn Local Award winners on the Learn Local YouTube channel: [www.youtube.com/learnlocal](http://www.youtube.com/learnlocal).

If you have any questions about the Awards, including the nomination process or categories, please contact the Victorian Learn Local Awards team at learnlocal@edumail.vic.gov.au or (03) 7022 0022.