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 providers

Learn Local stakeholders

 PIRE Branch staff

RegisteredLearn Local providers — ALL

**FROM:** Edu De Hue, A/Director — Participation, Inclusion and Regional Engagement Branch

**DATE:** 14/9/2020

**SUBJECT: Expression of Interest Process for 2021 Pre-accredited Training Delivery, Learner Engagement A-frame Program (LEAP) and Skills for Work and Study Pilot Programs**

## Actions / Critical Dates:

* Expressions of Interest (EOI) for the 2021 Pre-accredited Training Delivery, the Learner Engagement A-frame Program (LEAP) and the Skills for Work and Study Pilot Programs open on **Monday 14 September 2020.**
* Please download and review the *2021 Pre-accredited Training Delivery Guidelines, LEAP* and *Skills for Work and Study Pilot Programs Guidelines*, check eligibility requirements and submit your Delivery Plans and A-frames **by Wednesday 14 October 2020**.
* [Register here](https://www.ivvy.com.au/event/R20148/) for an information session on **Thursday 17 September or Wednesday 23 September 2020** (see [General Memo](https://www.education.vic.gov.au/Documents/training/providers/learnlocal/memo/2020/pbmemo20200908_2021%20contracting%20webinar.docx) of 9 September)and attend a Regional Forum in your local area.
* Please refer to [General Memo](https://www.education.vic.gov.au/Documents/training/providers/learnlocal/memo/2020/pbmemo20200910_Skills%20for%20Work%20and%20Study%20Programs%20webinar.docx) of 10 September regarding the information session for Skills for Work and Study Pilot Programs on **Monday 28 September 2020**.
* Contact your regional office if you have any questions.

## Expressions of Interest

Expressions of Interest (EOI) are now open for 2021 Pre-accredited Training Delivery, the Learner Engagement A-frame Program (LEAP) and the Skills for Work and Study Pilot Programs.

Pre-accredited Training Delivery, LEAP and Skills for Work and Study Pilot Programs are separate programs, each with their own guidelines, EOI requirements and processes.

To reduce compliance and administration requirements, the EOI processes for these programs are open in the same period. Only providers who are applying for 2021 Pre-accredited Training Delivery are eligible to apply for LEAP and/or the Skills for Work and Study Pilot Program.

The 2021 Guidelines and Delivery Plan templates for Pre-accredited Training Delivery, LEAP and Skills for Work and Study Pilot Programs for your EOI will be made available on the [DET website](https://www.education.vic.gov.au/training/providers/learnlocal/Pages/preaccredited.aspx).

## Eligibility requirements

To be eligible to submit an EOI, you must:

* Be registered with the Adult, Community and Further Education (ACFE) Board, or be covered by the *Education and Training Reform Act 2006*.
* Have a current satisfactory [ACFE Board Business and Governance Status Assessment (BGS)](https://www.education.vic.gov.au/training/providers/learnlocal/Pages/network.aspx), or have a current Skills First government subsidised accredited training contract.
* Upload your BGS (including financial statements) into SAMS. All BGS were due 30 September, however, the ACFE Board has extended the date to **27 November 2020 at the latest**. If a BGS is not received by this date, the Department cannot offer you a Service Plan for ACFE Board Pre-accredited Training Delivery, nor for LEAP or the Skills for Work and Study Pilot Programs.

If you wish to deliver pre-accredited training in 2021, but have not delivered in 2020, please contact your [regional office](https://www.education.vic.gov.au/about/department/structure/Pages/regions.aspx) as soon as possible.

## Regional Office Contact details

|  |  |  |  |
| --- | --- | --- | --- |
| **North Western Victoria Region** | **North Eastern Victoria Region** | **South Eastern Victoria Region** | **South Western Victoria Region** |
| Kaye CallaghanTel: 4433 7582 | Julie HebertTel: 7022 1802 | Robyn DownieTel: 8904 2580 | Georgina RyderTel: 5215 5204 |