INFORMATION SHEET 4:

What is the assessment criteria for WTIF seed applications?

WTIF SEED ASSESSMENT CRITERIA

Applications will be assessed against the following criteria:

1. Need and case for change- 20%
2. Alignment to WTIF objectives - 10%
3. Innovation- 40%
4. Collaboration- 20%
5. Seeding activity- 10%

The Department will also consider the geographic spread, mix of project types and sizes, and sectors covered of grants already funded under WTIF.

Applications for grant funding will be assessed against the eligibility and assessment criteria. The Department may seek further information, clarification or evidence as required.

WTIF GRANT ASSESSMENT CRITERIA CHECKLIST

Seed Criteria 1: Need and case for change

	CRITERIA QUESTIONS	CHECKLIST OF INFORMATION TO INCLUDE
1.1	What is your project idea/response?	☐ Describe your project idea/ response ☐ Include a summary that describes any work/ activity you have completed that relates to your project idea/ response.
1.2	What is the current situation/ issues that your project responds to? What opportunities for improvement or change have you identified?	☐ Include a statement and evidence that explains the nature and scale of the problem/opportunity. ☐ Describe the business need and/ or opportunity
1.3	How does your project respond to the current state?	☐ Explain the rationale for the project proposed, including evidence such as publications, previous research, surveys etc. to substantiate your claim.
1.4	How will your project impact and influence the broader training and TAFE sector?	☐ Demonstrate how this project will provide new learnings for the training and TAFE sector

Seed Criteria 2: Alignment to WTIF objectives

	CRITERIA QUESTIONS	CHECKLIST OF INFORMATION TO INCLUDE
2.1	Which WTIF objectives does your project respond to? How does your project align?	☐ Select the appropriate WTIF objectives provided ☐ Provide a statement/ rationale that explains how your project aligns/ fits into them.
2.2	Which funding category\s does your project focus on? How does your project align?	☐ Select the appropriate funding category/s provided ☐ Provide a statement/ rationale that explains how your project aligns/ fits into them.
2.3	Which eligible project activity/s does your project focus on? How does your project align?	☐ Select the appropriate eligible project activity/s provided ☐ Provide a statement/ rationale that explains how your project aligns/ fits into them.

WTIF GRANT ASSESSMENT CRITERIA CHECKLIST

Seed Criteria 3: Innovation

	CRITERIA QUESTIONS	CHECKLIST OF INFORMATION TO INCLUDE
3.1	What is your project innovation?	☐ Explain the innovation of the project and include the "change-element" or what is different (not business as usual). ☐ Describe whether your innovation presents an 'incremental' or 'step-change' opportunity for your identified industry and/or the training and TAFE sector.
3.2	What evidence do you have to support that it is innovative?	☐ Explain what is new/ different and currently not available that your innovation is offering ☐ Evidence should include relevant references/ citations.

Seed Criteria 4: Collaboration

	CRITERIA QUESTIONS	CHECKLIST OF INFORMATION TO INCLUDE
4.1	What is the collaboration structure of your project?	☐ Explain whether the structure is a partnership or consortia ☐ Make sure that your project structure is eligible
4.2	Why has this structure been chosen?	☐ Provide a rationale for your chosen structure explain the planned role of each partner/member.
4.3	Who are the project partners/ consortia members?	☐ Where the partners/ consortia members have not been finalised, provide a statement explaining who the potential partners are and make sure this is reflected in your response to criteria 5.2 – co-contribution

Seed Criteria 5: Seeding activity

	CRITERIA QUESTIONS	CHECKLIST OF INFORMATION TO INCLUDE
5.1	What seeding activities do you need to complete to support the development of your grant funding application (for the project described against criteria 1.2)	☐ Select the appropriate seeding activities provided in Information Sheet 3. ☐ Provide a synopsis of each seeding activity selected and describe the final output (e.g., report) that will contribute to the evidence base for your grant funding application (for the project described against criteria 1.2).
5.2	What is the budget for these activities	☐ Complete the Seeding Activity Budget Template ☐ The budget must include co-contribution of all partners/ consortia members) ☐ The budget must explain allocations against discrete seeding activities, as described in response to criteria 5.1.