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| Industry Proposal Annual VET Investment Plan Funding |  |

# Background

The Annual VET Investment Plan outlines the Queensland Government’s arrangements for vocational education and training. The primary outcome is training relevant to skills development to enable individuals to start or further their careers and to meet real jobs to allow businesses to grow. [Mandatory requirement - all training products must be nationally recognised and listed on [www.training.gov.au](https://training.gov.au/).]

# Program Information

The Industry Proposal supports vocational education and training for the following programs:

### [Certificate 3 Guarantee](https://desbt.qld.gov.au/training/providers/funded/certificate3)

Provides eligible students with access to a subsidised training place in a priority Certificate III or lower level qualification, to help individuals gain employment in a critical occupation, progress in their chosen career or transition to university to continue their studies.

VET in Schools (VETiS) specific qualifications undertaken by students as part of their school studies. Funding is available to eligible students to complete one VETiS qualification primarily at certificate I and II levels identified by industry to lead to employment. Certificate III qualifications delivered outside of school based apprenticeship and traineeship pathways to support local employment opportunities are considered based on an industry proposal.

### [Higher Level Skills](https://desbt.qld.gov.au/training/providers/funded/higher-level-skills)

Enables eligible students to access a subsidised training place in selected Certificate IV or higher-level qualifications and nationally recognised skill sets to help with gaining employment or career advancement in a priority industry.

### [User Choice](https://desbt.qld.gov.au/training/providers/funded/userchoice)

Supports delivery of nationally recognised training and provides funding contributions for eligible apprentices and trainees employed in Queensland. DESBT will determine the final government priority of the qualification following industry input and evidence supplied.

# Program Price Lists

[Priority Skills List](https://desbt.qld.gov.au/training/docs-data/strategies/vetinvest/subsidieslist) has qualifications and skill sets funded under the Certificate 3 Guarantee and Higher Level Skills programs including VETiS and free tafe for Year 12 graduates.

[User Choice Price List](https://desbt.qld.gov.au/training/providers/funded/userchoice/pricing) specifies government contributions towards the total cost of training for apprentices and trainees. Not all apprenticeships and traineeships are government funding. For more information on apprenticeships, traineeships and existing funding arrangements visit the [Queensland Training Information Service](http://www.qtis.training.qld.gov.au/).

# What is the purpose of the industry proposal?

The industry proposal (the proposal) enables industry to submit evidence to DESBT to request funding of nationally recognised qualifications or skill sets or request a change to the government priority of currently funded training products. Complete the relevant section/s relating to the program you are requesting funding in.

User Choice funding cannot be considered for qualifications not already declared as an apprenticeship or traineeship in Queensland.

# Who can complete and submit the proposal?

Industry Stakeholders such as employers or industry bodies may complete this proposal excluding registered training organisations. DESBT will decline proposals submitted by registered training organisations.

Any proposal submitted for qualifications without registered training organisation/s listed against it on training.gov.au will not be considered.

# What evidence is required to support the proposal?

Evidence of support is a mandatory requirement with at least two industry stakeholders (including employers) for each training product (qualification and/or skill set) listed in the proposal.

All support letters must be on company letterhead with the following information:

* Author contact information - clearly identify the author (title, position, contact details including mobile phone, landline (if applicable) and email address).
* identify demand for commencements, pathways into the labour market and anticipated job outcomes for graduates within the industry sector or their organisation.
* provide commencement numbers of anticipated students per year and within the two years of the application date of the proposal.
* evidence of support from registered training organisations to deliver services in Queensland
* letters must be signed and dated.

# Useful links

* Annual VET Investment Plan summarises VET investment programs and priorities for government available online [www.desbt.qld.gov.au/training/providers/funded](http://www.desbt.qld.gov.au/training/providers/funded).
* Apprenticeships Info provides Queenslanders with advice, support and referrals relating to apprenticeships, traineeships and training options. Telephone 1800 210 210 or email [www.desbt.qld.gov.au/training/apprentices](http://www.desbt.qld.gov.au/training/apprentices).
* Queensland Training Ombudsman, a free, confidential, and independent service to review and resolve enquiries and complaints from apprentices, trainees, students, employers and other stakeholders of the Queensland vocational education and training (VET) sector. Telephone 1800 773 048 or email [info@trainingombudsman.qld.gov.au](mailto:info@trainingombudsman.qld.gov.au).
* Training Queensland Regional Offices, your local Training Queensland office. Contact details provided online at [www.desbt.qld.gov.au/contact-us/regional](http://www.desbt.qld.gov.au/contact-us/regional).
* Nationally recognised qualifications / skill sets is available online at [www.training.gov.au](http://www.training.gov.au).

# Submitting the industry proposal

All sections are required to be completed for a successful submission to DESBT. Completed Industry Proposals with the mandated evidence of support are submitted by email to [ProgramDesign@desbt.qld.gov.au](mailto:ProgramDesign@desbt.qld.gov.au).

Please direct any questions about completing the Industry Proposal to Program Design on (07) 3025 6626 or by email to [ProgramDesign@desbt.qld.gov.au](mailto:ProgramDesign@desbt.qld.gov.au).

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| **Section 1. Industry organisation details** | | | |
| Legal name of organisation | Click or tap here to enter text. | | |
| Trading name of organisation  *(if different from above)* | Click or tap here to enter text. | | |
| Authorised contact details: Title | Mr  Mrs  Ms  Miss  Doctor | | |
| First name | Click or tap here to enter text. | | |
| Last Name | Click or tap here to enter text. | | |
| Position | Click or tap here to enter text. | | |
| Postal address  *(all correspondence will be directed to this address)* | Address | | Click or tap here to enter text. |
| Town/suburb | | Click or tap here to enter text. |
| Postcode | | Click or tap here to enter text. |
| Organisation’s contact details | Phone | | Click or tap here to enter text. |
|  | Email | | Click or tap here to enter text. |
| Is your organisation (parent company) operating a registered training organisation? | Click or tap here to enter text. | | |
| Declaration from authorised person listed above:  This section requires the nominated authorised contact to certify:   * the information in this proposal and attachments is to the best of my knowledge true and correct. * I understand the Department (DESBT) will review the information provided and may conduct further reviews or seek additional information it sees fit in considering the proposal for funding. * I understand this is a proposal only and may not necessarily result in the approval of funding or adjustment to priorities under the relevant program. | | | |
| Declaration Certification | Signature: | Click or tap here to enter text. | |
|  | Authorised Contact Name (Printed): | Click or tap here to enter text. | |

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| **Section 2. Nationally recognised Qualification / skill set details**  All Training Products (Qualifications and Skill Sets) must be nationally recognised and listed on www.training.gov.au. | | | | |
| **2.1 Certificate 3 Guarantee and/or Higher Level Skills programs** | | | | |
| 2.1 | | - Certificate 3 Guarantee - funds Certificate III or lower level qualifications.  - Higher Level Skills - funds Certificate IV, Diploma or Advanced Diploma Level qualifications including nationally recognised skill sets.  - VET in Schools use the checkbox provided to indicate request for funding. | | |
| **Qualification / Skill set Code** | | | **Qualification / Skill Set Name** | **VETiS** |
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| **2.2 User Choice program** | | | | |
| 2.2 | To request funding, list the apprenticeship/traineeship qualification/s for User Choice program funding. The [Queensland Training Information Service](http://qtis.training.qld.gov.au/) (QTIS) contains information on declared apprenticeship and traineeship qualifications.  *Do not complete this section for qualifications not already declared as an apprenticeship or traineeship in Queensland.*  DESBT considers proposals relevant to entry-level pathways and proposals are limited to:   * **Priority One** (100 per cent subsidised) – qualifications which lead to occupations identified as critical priorities in Queensland. Generally, a person is required to hold a qualification to work in the occupation. * **Priority Two** (87.5 per cent subsidised) –qualifications which lead to occupations identified as a high priority in Queensland and demonstrate high level occupational links with skills development and usually required to meet legislative requirements related to skills. * **Priority Three** (75 per cent subsidised) – qualifications which lead to occupations identified as medium priorities in Queensland which demonstrate a lower level of occupational links and may not be required to meet legislative requirements related to the skills. | | | |
| **Qualification Code** | | | **Qualification Name** | **Nominated**  **Priority** |
| Click or tap here to enter text. | | | Click or tap here to enter text. | Choose an item. |
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| **Section 3. Industry Demand for Training** | |
| DESBT considers funding where industry stakeholders provide sufficient evidence of the demand for each training product including pathways into the labour market and anticipated measurable employment outcomes. | |
| 3.1 | Pathways into the labour market with measurable and real job outcomes  For each training product requested, the response is to address anticipated demand for commencements, pathways into the labour market and anticipated occupational outcomes for people gaining a qualification outcome or achieving the skill set.  Provide evidence of statistical information to demonstrate the size of the potential training market and any drivers for recruitment. You may name key employers or industry peak associations willing to promote the training product.  DESBT is unlikely to consider 20 commencements or less per year in each qualification or skill set as this creates ‘thin markets’ where supply of quality training cannot be guaranteed at a cost that represents value for money. DESBT is unlikely to consider proposals where no registered training organisation has scope of registration to deliver the qualification/s. |
| Click or tap here to enter text. | |
| Attach letters of support from industry stakeholders and any other relevant supporting information. | |

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| **Section 3. Industry Demand for Training** | |
| DESBT considers funding where industry stakeholders provide sufficient evidence of the demand for each training product listed including pathways into the labour market and anticipated measurable employment outcomes. | |
| 3.2 | Evidence for Training Investment  For each training product requested, the response is to provide evidence to support training investment. Evidence can be credible intelligence about benefits for graduates such as unmet labour demand, projections for employment, legislative or licensing requirements, relative earnings of qualified and unqualified persons employed in the relevant occupation. |
| Click or tap here to enter text. | |
| Attach letters of support from industry stakeholders and any other relevant supporting information. | |

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| **Section 4. Registered Training Organisations** | | | |
| RTO information  Provide details of the registered training organisations either current pre-qualified suppliers or those expressing an interest in becoming a pre-qualified supplier for the training products nominated in this proposal and can meet industry’s delivery requirements. | | | |
| 4.1 | RTOs supporting the proposal | | |
| **1.** | | **Legal name of RTO** | Click or tap here to enter text. |
|  | | Trading name of RTO  *(if different from above)* | Click or tap here to enter text. |
|  | | National Registration Number | Click or tap here to enter text. |
|  | | Organisation’s contact details | Name: Click or tap here to enter text. |
|  | |  | Phone: Click or tap here to enter text. |
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| **2.** | | **Legal name of RTO** | Click or tap here to enter text. |
|  | | Trading name of RTO  (if different from above) | Click or tap here to enter text. |
|  | | National Registration Number | Click or tap here to enter text. |
|  | | Organisation’s contact details | Name: Click or tap here to enter text. |
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| **3.** | | **Legal name of RTO** | Click or tap here to enter text. |
|  | | Trading name of RTO  (if different from above) | Click or tap here to enter text. |
|  | | National Registration Number | Click or tap here to enter text. |
|  | | Organisation’s contact details | Name: Click or tap here to enter text. |
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| **4.** | | **Legal name of RTO** | Click or tap here to enter text. |
|  | | Trading name of RTO  (if different from above) | Click or tap here to enter text. |
|  | | National Registration Number | Click or tap here to enter text. |
|  | | Organisation’s contact details | Name: Click or tap here to enter text. |
|  | |  | Phone: Click or tap here to enter text. |
|  | |  | Email: Click or tap here to enter text. |
| 4.2 | | RTO support — attach letters of support from RTOs listed verifying their intent to seek pre-qualified supplier (PQS) status or intention to apply for a variation to their PQS scope to supply services to this market. | |