Queensland VET Investment and User Choice Programs

**Industry Proposal**

# Background

The VET Investment Framework 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 (qualifications and skill sets) 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 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)

Provides funding contributions to support delivery of nationally recognised training in declared apprenticeship and traineeship qualifications for eligible apprentices and trainees employed in Queensland. DYJESBT 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/providers/funded/priority-skills-list) has qualifications and skill sets funded under the Certificate 3 Guarantee and Higher Level Skills programs including vocational education and training in schools.

[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 funded. For more information on apprenticeships, traineeships and existing funding arrangements visit the [Queensland Training Information Service](http://www.qtis.training.qld.gov.au/) (QTIS).

# What is the purpose of the industry proposal?

The industry proposal (the proposal) enables industry to submit evidence to DYJESBT to request funding of nationally recognised qualifications or skill sets or request a change to the government priority of currently funded training products.

User Choice funding requests are limited to qualifications already declared and published as an apprenticeship or traineeship in Queensland**. Do not complete this form if you are seeking declaration of a new apprenticeship or traineeship.** For further detailscontact [OPRA@desbt.qld.gov.au](mailto:OPRA@desbt.qld.gov.au) on the declaration process in Queensland.

# Who can complete and submit the proposal?

Industry Stakeholders such as employers or industry bodies working/specialising in the industry sector for the associated training product/s may complete this proposal.

DYJESBT will decline proposals submitted by registered training organisations or organisations providing consultancy services to registered training organisations. To consider the proposal, the requested qualification/s must have registered training organisation/s approved and listed on [www.training.gov.au](https://training.gov.au/).

# What evidence is required to support the proposal?

Evidence of support is a mandatory condition with at least three industry stakeholders that must include employers for each 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.
* support for employing an apprentice/trainee for user choice funding requests and support for employing graduates on completion of the qualification or skill set.
* 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 preferably existing skills assure suppliers to deliver services in Queensland.
* letters must be signed and dated.

# Useful links

* 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 must be completed otherwise DYJESBT will return the proposal for further actions. All completed Industry Proposals with the mandated evidence of support emailed to [VPI@desbt.qld.gov.au](mailto:VPI@desbt.qld.gov.au) to be considered for funding. Industry Proposals will not be considered during May to July as next year’s financial arrangements are in process during these months. Please direct any questions about completing the Industry Proposal to VET Programs & Investment by email to [VPI@desbt.qld.gov.au](mailto:VPI@desbt.qld.gov.au).

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| **Section 1. Applicant 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 | Click or tap here to enter text. | |
| Name | Click or tap here to enter text. | |
| Position | Click or tap here to enter text. | |
| 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. | |
| Authorised contact persons details | | Phone | Click or tap here to enter text. | |
| Email | Click or tap here to enter text. | |
| Is your organisation including your 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 (DYJESBT) 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 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/s / 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** | | | | |
| * 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** | |
| Click or tap here to enter text. | | Click or tap here to enter text. |  | |
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| **2.2 User Choice program** | | | | |
| 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.*  DYJESBT 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** |
| DYJESBT 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.  DYJESBT 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. DYJESBT is unable to consider proposals where no registered training organisation has scope of registration to deliver the qualification/s. |
| Click or tap here to enter text. |
| Mandatory requirement for signed letters of support to be attached from industry stakeholders including employers and any other relevant supporting information. |

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| DYJESBT 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. |
| **3.2 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. |
| Mandatory requirement for signed letters of support to be attached from industry stakeholders including employers and any other relevant supporting information. |

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| **Section 4. Registered Training Organisations** | |
| RTO information  Provide details of registered training organisations preferably existing skills assure suppliers (SAS) relevant to the program the qualification / skill set request is requested for and is interested in becoming a SAS or an existing SAS who is interested in lodging a variation request against their SAS agreement.  RTOs must be able to demonstrate industry’s delivery requirements and delivery history evidence in the associated qualification / skill set or industry training area. Note – the ability to apply for SAS status is published [become a Skills Assure Supplier](https://desbt.qld.gov.au/training/providers/sas/become) on the department’s website. | |
| **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. |
|  | Existing SAS - Yes or No: Click or tap here to enter text. |
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| Trading name of RTO  *(if different from above)* | Click or tap here to enter text. |
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|  | Existing SAS - Yes or No: Click or tap here to enter text. |
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| 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. |
|  | Existing SAS - Yes or No: Click or tap here to enter text. |
| Selection of an RTO who is not a Skills Assure Supplier with DYJESBT (if applicable)  Provide details to explain why an RTO not approved as a Skills Assure Supplier has been nominated in this proposal including reasons why an existing SAS would not meet industry’s delivery expectations. | |
| Click or tap here to enter text. | |
| Mandatory RTO/SAS support — attach signed letters of support from the RTOs/SAS above to verify their support and intent to either seek SAS status (if available for SAS applications) or intention to apply for a variation to their SAS agreement for provision of the services in the requested qualification / skill set this proposal relates to. | |