

## FUNDED ACTIVITIES ANNEXURE

<b>Item 1</b>	<b>Minister</b>	Minister for Education, Training and Skills A body corporate pursuant to the <i>Administrative Arrangements Act 1994</i> (SA) of Level 9, 31 Flinders Street, Adelaide SA 5000
<b>Item 2</b>	<b>Recipient</b>	<<insert position title>> <<insert address line 1>> <<address line 2>> ABN: <<ABN>> Registered for GST: <<Yes/No>>
<b>Item 3</b>	<b>Contract Representative</b>	
	<b>Minister:</b>	Director Traineeship and Apprenticeship Services Department for Education Level 4, 11 Weymouth Street ADELAIDE SA 5000 Email: <a href="mailto:SkillsContracts@sa.gov.au">SkillsContracts@sa.gov.au</a> Phone: 1800 673 097
	<b>Recipient:</b>	<<insert position title>> <<insert address line 1>> <<address line 2>> Email: <<insert email address>> Phone: <<insert telephone number>>
<b>Item 4</b>	<b>Funded Activity Details</b>	
	<b>Funded Activity Name:</b>	STL Qualifications
	<b>Contract ID:</b>	<<insert ID>>
	<b>Fund Source Indicator:</b>	WRG
	<b>RTO Code:</b>	<<insert code>>
	<b>Funded Activity Requirements:</b>	As specified in Parts A and B of the Training Schedule
	<b>Commencement Date:</b>	Is the date of execution of this Funded Activities Annexure by the Minister's Contract Representative or his/her delegate.
	<b>Enrolment End Date:</b>	<<insert date>>
	<b>Training Activity Completion Date:</b>	<<insert date>>
	<b>Project Activity Completion Date:</b>	Not Applicable
	<b>Expiry Date:</b>	<<insert date>>
	<b>Delivery Location(s):</b>	<<insert details>>
<b>Item 5</b>	<b>Purpose/Project</b>	To deliver Accredited Training to eligible Participants and receive funding for the completion of eligible Units of Competency, under: <ul style="list-style-type: none"> <li>a Qualification or Skill Set which is on the Recipient's ASQA scope, published on the Department's Subsidised Training List and with training places still available; or</li> <li>a state-defined skill set (local skill set) which is published on the Department's Subsidised Training List and with training places still available; or</li> </ul>

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		<ul style="list-style-type: none"> <li>• a Skill Cluster.</li> </ul>
<b>Item 6</b>	<b>Outcomes</b>	To deliver Accredited Training to eligible Participants.
<b>Item 7</b>	<b>Funding</b>	Refer to Item 12 – Payment and the South Australian Vocational Education and Training – Training Fee Framework
<b>Item 8</b>	<b>Participant Eligibility Criteria</b>	<p>All Participants must:</p> <ul style="list-style-type: none"> <li>• reside or work in South Australia;</li> </ul> <p>and</p> <ul style="list-style-type: none"> <li>• be an Australian or New Zealand citizen; or</li> <li>• be a permanent Australian resident; or</li> <li>• hold a State sponsored visa on a pathway to permanent residency; or</li> <li>• hold a humanitarian temporary visa of a class specified by the Minister from time to time;</li> </ul> <p>and are</p> <ul style="list-style-type: none"> <li>• not enrolled in school, and aged 16 years or over; or</li> <li>• enrolled in school, undertaking training through identified subsidised arrangements (such as VET for School Students), and <ul style="list-style-type: none"> <li>○ in Year 10 or above, and undertaking training as an apprentice or trainee through a Training Contract that combines VET and school-based curriculum (including SACE); or</li> <li>○ in Year 11 or above, aged 16 years or over or turning 16 in the current year of enrolment, undertaking fulltime SACE or equivalent, and have completed a relevant preparatory VET Pathway.</li> </ul> </li> </ul>
<b>Item 9</b>	<b>Entitlement Criteria</b>	<p>For any Training Accounts created from 15 October 2020 (until such time as notified by the Minister), the Standard Entitlement Criteria limitations do not apply to any Courses on the Subsidised Training List. This means eligible Participants can access low-fee training regardless of their prior qualifications and training they have undertaken.</p> <p>The Standard Entitlement Criteria (applicable to Training Accounts created on or before 14 October 2020) is published on the Department's Website.</p>
<b>Item 10</b>	<b>Reporting</b>	<p>The Recipient is required to report as follows:</p> <ol style="list-style-type: none"> <li>1. Prior to commencing the delivery of subsidised training, the Provider must create a Training Account for the Participant in the Department's System via the Skills and Employment Portal.</li> </ol> <p><b>A Training Account is required for all Courses (including Qualifications and Skill Sets), state-defined skill sets (local skill sets) or Skill Clusters. Units commenced prior to the creation of a Training Account are not eligible for payment.</b></p> <ol style="list-style-type: none"> <li>2. On a monthly basis, the Recipient is required to report all training activity in the standard NCVET (AVETMISS) reporting format using the Department's System.</li> </ol>

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		<p>3. The Recipient must provide a report to the Department identifying Courses offered, Course start dates, and fees payable by Participants, so that the Department may publish this information for promotional purposes on the My Skills website. The report must be submitted by the last calendar day of each month to the Minister using the template supplied by the Department and include such detail to satisfy clause 20 of the Training Schedule.</p> <p>If the Recipient is unable to provide this information by the due date, the Recipient is required to demonstrate its best endeavours to provide accurate and current Course information within 5 Business Days of the end of the prior month to ensure compliance with this Agreement.</p> <p>4. By the Expiry Date or within 5 Business Days if the Funded Activities Agreement is terminated earlier, the Recipient must submit an Acquittal Report (issued by the Department), confirming receipt and use of the Funding received.</p>
<b>Item 11</b>	<b>Milestones</b>	Not Applicable
<b>Item 12</b>	<b>Payment</b>	<p>Payment processes commence after the 2nd Friday of each month (unless otherwise notified), based on:</p> <ul style="list-style-type: none"> <li>compliant, accurate and complete AVETMISS data; and</li> <li>accurate matching of data in the Training Account for each eligible participant in the Department's System.</li> </ul> <p>Payment is subject to:</p> <ul style="list-style-type: none"> <li>the Terms and Conditions for Funding of Accredited Training as set out in the Training Schedule;</li> <li>the South Australian Vocational Education and Training - Training Fee Framework;</li> <li>the Subsidy Calculator; and</li> <li>Data Collection, View Claims and Payments User Guide, published on the Department's website.</li> </ul>
<b>Item 13</b>	<b>Accountable Officer(s)</b>	<<insert details>>
<b>Item 14</b>	<b>Approved Sub-contractor(s)</b>	<<insert details>> or <<"Not Applicable">>
<b>Item 15</b>	<b>Participant Course Fee Concession Reimbursement Criteria</b>	<p>From 15 October 2020 (until such time as notified by the Minister), the Recipient must offer <b>low fee training</b> to Participants that:</p> <ul style="list-style-type: none"> <li>are eligible for a concession (as outlined in the 'Concession Reimbursement' section of the South Australian Vocational Education and Training – Training Fee Framework); and</li> <li>enrol in a nationally recognised Qualification or Skill Set on the Recipient's ASQA scope, or a state-defined skill set (local skill set), as published on the Department's Subsidised Training List and with places still available, or Skill Cluster.</li> </ul> <p>From 15 October 2020, clause 23.7 of the Training Schedule does not apply to the extent that the Participant Course Fee Concession Reimbursement may now exceed the concession given to the Participant. Where the concession reimbursement is more than the concession, provided the Participant does not pay more than the amount specified in the South Australian Vocational</p>

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Education and Training - Training Fee Framework for undertaking the course, the Recipient is entitled to retain the excess to reinvest in student supports and quality delivery.

**SIGNED** for and on behalf of the **MINISTER** by the Minister's Contract Representative or his/her delegate:

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Contract Representative signature

.....  
Contract Representative name

Date:

**SIGNED** for and on behalf of the **RECIPIENT** by the Recipient's Contract Representative or his/her delegate:

.....  
Contract Representative signature

.....  
Contract Representative name

Date: