

Set for Success

Guidelines

Introduction

The *Good jobs, Great Training: Queensland Skills Strategy 2024-2028* is the Queensland Government's plan to ensure Queensland has the skilled workers needed now and into the future.

The Set for Success Program is a \$2 million pilot led by the Queensland Government to provide innovative and workable solutions to support Queensland students to achieve outcomes with a priority on qualification attainment.

The Program aligns with the Queensland Skills Strategy objectives to deliver a high-quality, responsive, and accessible vocational education and training (VET) system to improve quality student outcomes and completions.

Overview and objectives

The objective of the Program is to increase student qualification completion rates to increase employment outcomes and transitions to further education.

The Queensland Government is looking for innovative solutions that increase completions for specific cohorts who experience barriers in completing their training or in specific priority industry qualifications that experience significant levels of non-completions thereby adversely impacting on the respective industry.

The Program will support selected Skills Assure Suppliers (SAS) across Queensland to identify cohorts or industry areas, targeting intervention through implementing high-quality, scalable solutions that enhance the VET experience and outcomes for participating students.

Projects should target a need that SAS have identified through their delivery experience. Examples of projects include, but are not limited to:

- increased or specialised industry exposure, including work experience on relevant work sites to connect students to the outcomes of study.
- partnering with Group Training Organisations to gain broad exposure across a range of small business operators.

- support services or mentoring to assist students navigate study, such as:
 - culturally appropriate in-class translators or additional study support for those with English as a second language or First Nations students.
 - industry mentoring e.g. exposure to former and current tradespeople to support apprentice or trainee completion.
 - intensive support for those who are first in their family to do post-school training or education.
- access to realistic job previews at point of enrolment so students gain awareness of what the job may involve or work requirements before enrolling in training.
- access to part-time work experience at industry partners while studying.
- greater language, literacy, numeracy and digital content contextualisation to support learners with literacy or numeracy challenges.
- outreach to disengaged students, apprentices or trainees to support them to return to study.
- access to counselling or support services for students experiencing personal challenges.

Who can apply for funding?

Eligible applicants under this program are SAS who hold either a 2024-25 Queensland VET Investment SAS Agreement or 2024-25 User Choice SAS Agreement.

The Program is particularly focused on creating opportunities for collaboration to support Program outcomes. Applications that include partnerships such as specialist service providers, peak bodies, and industry associations and/or employers will be highly valued.

These partnerships are crucial in developing comprehensive support networks that address the diverse needs of VET students while allowing trainers and assessors to focus on delivery.

Eligibility criteria

To be eligible for this funding, applicant SAS must:

- be able to demonstrate significant experience and successful outcomes in delivering inclusive training to specific cohorts or have a delivery history in the industry training group being considered.
- be able to show how their application aligns with the intent of the Program.
- if partnering with another agency, be able to evidence strong collaborative relationships with the industry or cohort being addressed in the application.
- have no current or open compliance issues with the Department of Employment, Small Business and Training (DESBT) or the Australian Skills Quality Authority (ASQA).

If entering into a partnership arrangement, SAS are unable to partner with registered training organisation consultants, labour hire companies, or government entities to deliver the Program.

The Program does not include funding for Recognition of Prior Learning (RPL), or a combination of RPL and credit transfer, where this represents the predominant activity for achievement of the qualification. Prospective students seeking to achieve their qualification primarily through one of these options are not the target cohort for the Program.

The Program does not include funding for Skilling Queenslanders for Work (SQW) initiatives or any activity that duplicates existing SQW activities. Additionally, the Program should not duplicate other state and Federal funding programs for these cohorts or industries.

Successful applicants (and partners if applicable) approved to participate under the Program must comply with all SAS and program policies and their requirements under the SAS Agreement, including those for third parties.

Successful applicants must also comply with the Program agreement in the delivery of the approved project.

Program duration

The Program will commence from October 2024 for selected SAS with approved pilot projects intended to be delivered for a period of up to 12 months.

Who will this funding support?

The Program will support students from priority cohorts who are at risk of non-completion or who traditionally experience barriers to training completion.

The Program will also support students undertaking VET qualifications in industry sectors that have a record of low completions and/or high attrition rates.

The Certificate 3 Guarantee and Higher-Level Skills program eligibility rules apply when identifying participants to participate under the Program.

Students must be studying in qualifications and skills sets that are on the Queensland Priority Skills List.

Program funding

DESBT will provide up to \$250,000 (GST exclusive) for each successful project selected as part of the funding round.

Eligible activities and/or expenditure to support the pilot delivery may include but are not limited to:

- additional staff costs or outsourcing through partnerships to deliver wrap around support services or other approved activities (e.g. new or extra roles and partnerships to directly supply wrap around support for students).
- engaging services that may provide additional and ongoing support for students or industry specific support.
- work experience costs.
- embedding bespoke student support in training.
- educational resources or materials.

- services include pre-training and post-enrolment support facilitating pathways to employment.

Funds cannot be used for:

- the purchase of significant assets (e.g. buildings or vehicles).
- existing staff member salaries/wages.
- interstate and overseas travel.
- ongoing business operational and maintenance costs such as utilities (e.g. gas, water, electricity).
- any other recurrent costs such as established positions within the organisation.
- services delivered in-kind.
- retrospective payments for expenses incurred or for work undertaken, prior to funding approval.
- any costs associated with vocational placement required as part of the qualification.
- fees for any activities or equipment provided by related parties (such as companies with common shareholdings or directorship with the applicant, and employees or immediate family of the applicant).

Funding must have a direct link to supporting the Pilot delivery.

Application process

The Program is a limited life pilot, and applications will be considered based on merit through a competitive funding process.

The application, selection process and assessment criteria may be varied or discontinued by DESBT as required at any time and for any reason, in its sole discretion.

Without limitation, DESBT may, in its sole discretion:

- apply such criteria and weightings as DESBT sees fit.
- for applications considered ambiguous, erroneous or incomplete, refuse to consider the application or request further information from the applicant, as DESBT sees fit.
- not accept any application.

- determine the number of providers required to participate in the Program.

The list of assessment criteria is not necessarily exhaustive and DESBT may also consider such other criteria as it considers appropriate in its sole discretion. This may include consideration of the range of priority industries with a history of low completions and prioritising applications for fair distribution across the state.

DESBT may also decide to accept, suspend or not proceed with, or carry itself, all or any part of the project proposals included without an application.

SAS will be required to complete and submit the online application and supporting documents by the closing deadline to be considered.

Incomplete applications and applications received after the published closing date will be ineligible for consideration.

An Assessment Panel will be established by DESBT and may include representatives from both within and outside DESBT with relevant VET experience.

The role of the assessment panel will be to discuss, prioritise and recommend applicants to be approved to deliver training under the Program in line with **Attachment 1**.

Funding conditions

Successful applicants must enter into a formal Services Agreement with DESBT, which will include standard key performance indicators.

An upfront payment will be made upon execution of the Services Agreement. Payments are GST exclusive. Remaining payments align to achievement of Key Performance Indicators.

DESBT may vary the payment schedule based on the individual assessment of the organisation and project. Applicants will be required to detail in their application the estimated delivery timeframe required to complete the project for consideration and approval by DESBT.

Projects must be fully acquitted after completion and any unexpended or surplus funds returned to DESBT.

How to apply

Interested SAS providers are to submit an application by completing the online form available from the website at www.desbt.qld.gov.au/SetForSuccess.

All applications must address the key assessment criteria under Attachment 1.

Appeals

Organisations may request a review of a decision made by DESBT in relation to the provision of funding under the Program.

The appeals process has been established to help identify any problems in the application process, ensuring these processes continue to improve, and to assist with future applications.

Appeals must be lodged in writing to:

Appeals Officer
Investment Division
Department of Employment, Small Business and Training
PO Box 15483 CITY EAST QLD 4002

Organisations will be notified in writing of the appeal outcome within 21 business days from receipt of the appeal.

More information

For more information about the Program, please contact:

Email: vpi@desbt.qld.gov.au

Visit: www.desbt.qld.gov.au/SetForSuccess

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Attachment 1: Set for Success assessment criteria

Assessment Criteria	Assessed against are suggestions and not limited to
Capacity to Manage/Experience	<ul style="list-style-type: none"> • Relevant experience and current and past performance in managing government funds and delivering services sector wide. • SAS experience and appropriateness in delivering similar projects. • Staff with appropriate experience and qualifications in supporting disadvantaged students or achieving industry/student outcomes. • Training delivery history, including qualification completions and/or delivery of industry training aligned to application. • Compliance history with DESBT and/or ASQA.
Assistance strategies	<ul style="list-style-type: none"> • Identification of need and description of the project and how it will build skills, capabilities and capacity of students. • Support mechanisms to encourage qualification completions, retention and skills attainment, including training and assessment strategies. • Demonstrated understanding of specific cohorts and/or industries targeted, and assistance required to address identified barriers. • Strategies to support students to gain employment. • Demonstrated experience in providing assistance and support to students.
Demonstrated experience/program outcomes	<ul style="list-style-type: none"> • Demonstrated strategies to ensure success of project, including enhanced qualification completions, further education or employment. • Clear outline of the proposed project design and delivery approach will deliver tangible and successful outcomes for students. • Anticipated impact (e.g. qualification completions, further education or training outcomes) and how this will be measured.
Proposed Partnerships	<ul style="list-style-type: none"> • Evidence of partnerships with community, specialist services providers, industry, employers and/or other relevant stakeholders. • Clear articulation of the role partner/s will play in this project to achieve the project outcome, including employment and further training. • No duplication of other programs or services, which includes clear articulation on how project differs from normal business activities or partnerships.
Cost/value for money	<ul style="list-style-type: none"> • Cost effectiveness – cost of proposal and overall cost per participant and outcome. • Ability to deliver proposed outcomes within prescribed timeframe. • Identified innovative ways in reducing costs of project implementation. • Level of complementary funding and assistance accessed from other sources and in-kind or direct contributions.