

Contract Notification

CN No.	2019-19	Date:	10 October 2019
To:	Chief Executive Officer or equivalent		
Purpose:	Variation to Contract		
Scope:	All 2018-19 VET Funding Contracts		
Subject:	Expansion of eligibility for the Skills First Youth Access Initiative		

Purpose

- This Contract Notification is to advise training providers of a variation to the 2018-19 VET Funding Contract to reflect the expansion of eligibility of the *Skills First Youth Access Initiative*.

Background

- The *Skills First Youth Access Initiative* supports young people impacted by child protection, youth justice orders and housing instability by providing them with a tuition fee waiver and a pathway to employment.
- Eligibility for the *Skills First Youth Access Initiative* has now been expanded to include young people who are residents of an Education First Youth Foyer and are 24 years of age or under. The Education First Youth Foyer Model is designed to work with young people aged 16–24 who are at risk of or experiencing homelessness. It is based on having student accommodation for at-risk young people co-located on TAFE (Technical and Further Education) campuses – and jointly delivered by TAFE institutes, housing providers and youth support partners – and supporting them to undertake education and training for two years.

Main Points

- The following changes have been made to the ***Skills First Youth Access Initiative*** – Schedule 1, Clause 20:
 - In Clause 20.1, the 'Department of Justice and Regulation' has been amended to the 'Department of Justice and Community Safety' to reflect the name change that occurred in January 2019.
 - In Clause 20.2, eligibility for the initiative has been expanded to include young people who have been, or are currently, on Youth Justice Orders, Child Protection Orders, or a resident of an Education First Youth Foyer, and who are 24 years of age or under.
 - In Clause 20.3, the definitions of a Youth Justice Order and a Child Protection Order have been revised and a definition of an Education First Youth Foyer resident has been added. A new paragraph noting that eligibility exclusions in Clause 2.4 of Schedule 1 apply to this Initiative has been added.
- The variations to the Contract are described in detail in **Attachment A** to this Contract Notification, which is available in the 'Documents' section of SVTS. These variations take effect as at 1 July 2019. Training providers may apply these eligibility exemptions from that date forward.

Retrospective application of fee waiver

- Noting that these variations are effective as at 1 July 2019, if there are any students who:
 - commenced training at your organisation on or after this date; and
 - meet the expanded eligibility criteria; but
 - were not originally granted a fee waiver under the initiative;

you may retrospectively apply the fee waiver to these students.

To do this, you will need to refund any fees the student may have paid and update the student statistical data by:

- setting the 'Client Tuition Fee' to '\$0.00' (indicating that no tuition fee has been charged); and
- setting the Fee Exemption/Concession Type Identifier (second character) to "E", indicating that the Skills First Youth Access Initiative fee waiver has been applied.

This will trigger the normal fee waiver contribution payments to your organisation from the Department, as described in Schedule 1, Clause 13 of current VET Funding Contracts. Please note that all retrospective adjustments must be made and reported prior to the end of the 2019 collection year to ensure the payment of fee waiver contributions by the Department. You should also create a short file note for each student identifying that you have retrospectively granted this fee waiver, and citing this Contract Notification.

Critical dates

- These variations take effect as at **1 July 2019**.

Ryan Collins

A/ Executive Director
Training Market Services

CN 2019-19 - Attachment A

Contract variation: Schedule 1: Skills First Youth Access Initiative

DATE OF EFFECT: 1 JULY 2019

VARIATION TO:

2018-19 TAFE VET Funding Contract (extended to 31 December 2020) (version 3.0)

2018-19 Dual Sector VET Funding Contract (extended to 31 December 2020) (version 3.0)

2018-19 Standard VET Funding Contract (extended to 31 December 2020) (version 3.0)

2018-19 Restricted VET Funding Contract (extended to 31 December 2020) (version 3.0)

2018-19 Non-Vic VET Funding Contract (extended to 31 December 2020) (version 3.0)

Variations to Clause 20 of Schedule 1:

20. SKILLS FIRST YOUTH ACCESS INITIATIVE

20.1 If the Training Provider is:

- a) a TAFE Institute or a Dual Sector University as defined in the Act;
- b) a Learn Local Organisation; or
- c) the Centre for Adult Education or AMES (each as defined in the Act);

the Training Provider must apply a fee waiver/exemption for an Eligible Individual who meets the criteria in Clause 20.3 of this Schedule 1 and presents a validly endorsed referral form from either the Department of Health and Human Services, the Department, the Department of Justice and Community Safety, or a referring agency. A referring agency is defined for this purpose as an organisation that is based in the State of Victoria that currently receives funding or is contracted by the Victorian Government or the Commonwealth Government to provide services to children, youth and/or families.

Purpose

20.2 The Skills *First* Youth Access Initiative is to support young people who have been, or are currently on, Youth Justice Orders, Child Protection Orders, or are a resident of an Education First Youth Foyer, and who are 24 years of age or under, to participate in education and training.

Eligibility

20.3 For the purposes of this Initiative:

- a) Youth Justice Order means
 - i) A community sentence, which includes:
 - A. An undertaking;
 - B. A youth control order;
 - C. A probation order;
 - D. A youth supervision order;
 - E. A youth attendance order;
 - F. A youth parole order; or

CN 2019-19 - Attachment A

Contract variation: Schedule 1: Skills First Youth Access Initiative

- ii) A custodial sentence, which includes:
 - A. A youth residential centre order; or
 - B. A youth justice centre order.

- b) Child Protection Order has the meaning given to protection order in the *Children, Youth and Families Act 2005* (Vic), which includes:
 - i) A temporary assessment order;
 - ii) An interim accommodation order;
 - iii) A family preservation order;
 - iv) A family reunification order;
 - v) A care by Secretary order;
 - vi) A long-term care order;
 - vii) A permanent care order; or
 - viii) An undertaking.

- c) A resident of an Education First Youth Foyer means a resident of one of the following Education First Youth Foyers: Broadmeadows, Lilydale, Glen Waverley, Shepparton or Warrnambool.

- d) For the avoidance of doubt, the eligibility exclusions in Clause 2.4 of Schedule 1 of this VET Funding Contract apply to individuals seeking to participate in this initiative. Individuals who are a prisoner held in a prison, or detained or held in remand as described in Clause 2.4 a) to d) of this Schedule 1 are not eligible.