

CONTRACT NOTIFICATION

CN No.	2021-14	Date: 31 August 2021
To:	Chief Executive Officer or equivalent	
Purpose:	General Information	
Scope:	All 2021 VET Funding Contracts	
Subject:	Release of Program Delivery Plans and Financial Assessment Guidelines and associated Guides	

Purpose

This Contract Notification is to advise that the following documents have been published in the Documents section of Skills Victoria Training System (SVTS).

- Guide to Program Delivery Plans Process for Training Providers holding a 2021 VET Funding Contract Skills First Program
- Guide to 2022 Financial Assessments
- Due Diligence Request Form
- 2022 Specific Program List
- 2022 Funded Course List
- 2022 Funded Skill Set List
- Jobs and Training Needs Reports

Note: Draft 2022 VET Funding Contracts, Guidelines and associated guides were published on 31 August 2021 in the Documents section of SVTS. See CN 2021-15 in the memos section of SVTS for more information.

Background

On 10 August 2021, the Department of Education and Training (the Department) announced that it would offer a one-year Skills First VET Funding Contracts for 2022 (the 2022 Contract) for currently contracted training providers holding a 2021 VET Funding Contract without the need to participate in a full expression of interest process.

The Department will also be running a limited expression of interest process for new training providers to deliver *Skills First* training for specific programs. Existing Skills First Contract holders can not participate in that process.

Main points

The offer of a 2022 Contract remains at the absolute discretion of the Department, including (but not limited to) the Department being satisfied with the outcomes of the independent financial assessment and participation in the Program Delivery Plan (PDP) process.

Specifically, training providers must:

- undergo an independent financial assessment as set out in the **Guide to 2022 Financial Assessment**, unless exempt from this requirement as outlined below: and
- submit at least one PDP in accordance with the requirements set out in the **Guide to Program Delivery Plans Process for Training Providers holding a 2021 VET Funding Contract Skills First Program**

Note: the following training providers are exempt from the independent financial assessment process in its entirety:

- TAFE institutes
- Dual Sector universities
- Victorian Government schools
- legal entity that is a Victorian Government department or other Victorian Government-owned entity (including those owned by local councils).

The **Guide to 2022 Financial Assessment** sets out the requirements and mandatory documentation required as part of the independent financial assessment process.

The **Guide to Program Delivery Plans Process for Training Providers holding a 2021 VET Funding Contract Skills First Program** sets out the requirements for the 2022 PDPs and also contains guidance as to how the Department will determine the 2022 Funded Scope, Commencement Allocations, and Qualifications Allocation (if any).

The requirements for inclusion on the Foundations Skills Approved Provider List for 2022 are also contained in the **Guide to Program Delivery Plans Process for Training Providers holding a 2021 VET Funding Contract Skills First Program**. Training Providers seeking to deliver Foundation Skills Programs are advised to review this information carefully.

Training providers are encouraged to review the **2022 Specific Program List**. The list of specific programs is based on Government priorities and the Department's projection of training needs against existing VET market supply.

Training providers who do not participate in the independent financial assessment or the PDP process will be deemed to not to have taken up the offer of a 2022 Contract and will not be able to commence students in Skills First subsidised training in 2022.

Critical dates

Category	Date
PDP submission and financial assessment opens	Tuesday, 31 August 2021
Enquiries re: PDP submission and financial assessment closes	5:00pm (AEST) Friday, 24 September 2021
PDP submission close	5:00pm (AEST) Friday, 1 October 2021
Financial assessment closes	5:00pm (AEST) Friday, 15 October 2021
Outcomes (including 2022 Schedule 2) communicated	December 2021
2022 Contract commences	1 January 2022

Further Information

If you have any questions about the 2022 contracting arrangements in general, you can submit an SVTS enquiry using the category '2022 Skills First Contracting'.

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