

# Contract Notification

<b>CN No.</b>	<b>2022-12</b>	<b>Date: 11 August 2022</b>
<b>To:</b>	Chief Executive Officer or equivalent	
<b>Purpose:</b>	General Information	
<b>Scope:</b>	All 2022 VET Funding Contracts (version 3.0)	
<b>Subject:</b>	Skills First contracting arrangements for 2023	

## Purpose

This Contract Notification is to inform training providers about the Department of Education and Training (the department)'s Skills First contracting arrangements for 2023.

## Background

The 2022 VET Funding Contracts expire on 31 December 2022. This Contract Notification sets out the arrangements and indicative timeframes for the 2023 contracting process.

## Main Points

### A one-year Contract duration

The department will conditionally offer current Skills First training providers a further one-year VET Funding Contract for 2023 (the 2023 Contract). This will maintain continuity until any VET reforms are settled at the state and national level.

### The process for currently contracted training providers

Like last year, current Skills First training providers wanting a 2023 Contract will need to:

- submit Program Delivery Plans for 2023
- participate in our independent financial assessment.

You will not need to participate in a full expression of interest process. However, we will not offer a 2023 Contract to a training provider that has serious compliance or performance issues under the Contract.

### Program Delivery Plans

You will need to submit Program Delivery Plans (PDPs) that detail your proposed training delivery for 2023.

### Independent financial assessment

The offer of a 2023 Contract is conditional upon us being satisfied with the results of an independent financial assessment of your organisation.

We will nominate an independent assessor to do the financial assessments. You will be required to give them the following documents by 14 October 2022:

- information about your corporate structure
- your financial statements for the latest annual reporting period as audited by an Australian

Securities and Investments Commission (ASIC) registered auditor.

We do not require audited financial statements from Learn Local Organisations to be audited by an ASIC registered auditor.

You will not have to participate in the independent financial assessment if you are a:

- TAFE
- dual sector university
- Victorian Government senior secondary provider
- training provider whose legal entity is a Victorian Government department or other Victorian Government-owned entity, including those owned by local councils.

### 2023 limited expression of interest

We will also be running a limited expression of interest process (EOI) for training providers who are not currently contracted with us to apply to deliver programs on the 2023 priority programs list. This list will comprise of Victorian Government priority programs that provide students with in-demand skills and meet industry and employer needs.

In the coming weeks, we will publish the list of programs, together with instructions about the EOI.

## Critical Dates

In late August 2022, we will announce on SVTS the further details and timetable for the 2023 contracting process and the EOI process. At this time, we will also publish:

- Draft 2023 Contracts and associated Guidelines
- Guidance to explain any changes from the 2022 Contract
- 2023 Funded Course List
- 2023 Free TAFE Course List
- 2023 priority programs list
- 2023 limited expression of interest
- Guide to 2023 financial assessment
- Guide to submitting 2023 Program Delivery Plans
- Guidance on jobs and training needs for 2023.

If you have any questions about the 2023 contracting arrangements, you can submit an SVTS enquiry using the category '2023 Skills First Contracting'.

**Lance Snell**  
A/Executive Director  
Training Market Services