

2021-22 Future Skills for Future Jobs (FSFJ) Application Form

Form Preview

Introduction

Dear applicants

Welcome to the Skills Canberra online grant application service. Before commencing this application please read the 2021-22 Future Skills for Future Jobs Grants Program (FSFJ) Funding Guidelines which are available at: <https://www.skills.act.gov.au/grants>

The Future Skills for Future Jobs Grants Program provides funding for innovative projects that promote market diversification and aim to increase the number of Australian Apprenticeships commencements. The Program also contributes to increasing the retention in, and completion of, Australian Apprenticeships and the ongoing employment of project participants through improving their employment foundation skills.

Please refer to the Future Skills for Future Jobs Grants Program Guidelines for further information about the application process.

If you have any questions about the program, please contact Skills Canberra on (02) 6205 8555 or email: skills.projects@act.gov.au

If you are having difficulty in accessing the online application form or if an error occurs, please contact the Business Services Team on (02) 6207 1080 or email EconomicDevelopmentBusinessServices@act.gov.au

Applicant Details

* indicates a required field

Name of organisation *

Organisation Name

Type of organisation *

Public

Private

Do you have an *

ACN

ABN

In the process of obtaining an ACN/ABN

Please provide your ACN *

Please provide your ABN

2021-22 Future Skills for Future Jobs (FSFJ) Application Form

Form Preview

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Applicant Contact Person Details

Applicant contact person *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position within the organisation *

Primary phone number *

Must be an Australian phone number.
eg. 02 6207 0000 or 0410 000 000

Primary email address *

Must be an email address.

Does your organisation have a physical presence in the ACT? *

- Yes
 No

The applicant organisation must have a physical presence in the ACT. Physical presence can be interpreted as having staff or members based in the ACT. Grant funded activities must occur in the ACT.

Applicant physical address *

Address

2021-22 Future Skills for Future Jobs (FSFJ) Application Form

Form Preview

Address Line 1, Suburb/Town, State/Province, and Postcode are required.
eg: 1 Constitution Ave, City, ACT, 2601, Australia.

Applicant postal address *

Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required.
If you need to use a PO Box as an address, please select "Can't find address" in the drop down menu.

Applicant primary website *

Must be a URL.

Project Manager Contact Details

Name *

Title First Name Last Name

Position within the organisation *

Primary phone number *

Must be an Australian phone number.
eg: 02 6207 0000 or 0431 000 000

Primary email address *

Must be an email address.

Briefly describe your organisation, including organisational and staff capability and capacity to implement the proposed project. *Consider previous experience and your ability to collaborate to deliver project outcomes.*

(Organisational Effectiveness: Criteria 3 and 5)

*

Word count:

Must be no more than 350 words.

2021-22 Future Skills for Future Jobs (FSFJ) Application Form

Form Preview

Partnership

List key personnel and confirmed partnering organisation/s (including roles and responsibilities of all parties involved in project implementation).

Please include any partnerships you have or plan to establish with another organisation. Examples may include an existing formal partnership or informal relationship you plan to draw on to deliver your proposed project outcomes. The partnership may involve financial or in-kind support. You must have evidence of mutual agreement of the existence of the claimed partnership or relationship.

(Organisational Effectiveness: Criteria 3 and 5)

Name and title	Organisation	Roles and responsibilities

Please attach letter/s of support from partnering organisation/s as evidence of the partnership.

Attach a file:

Project Information

* indicates a required field

Project Title *

Estimated project start date *

Must be a date and no earlier than 31/3/2022.

Estimated project end date *

Must be a date and no later than 30/4/2024.

Project Plan

Please attached the following documents, using the templates provided on the Skills webpage at www.skills.act.gov.au/grants

Project Plan *

2021-22 Future Skills for Future Jobs (FSFJ) Application Form

Form Preview

Attach a file:

Project Risk Plan *

Attach a file:

Project Communication Plan *

Attach a file:

Indicate which of the following program objectives apply to this project: *

- Occupations in demand
- Occupations with a reliance on skilled migration pathways
- Industries and sectors of future growth
- ACT specific industries targeted for expansion
- Trade apprenticeships
- Rural, regional and remote areas
- Targeted cohorts
- Industries and communities experiencing structural adjustment
- Industries significantly impacted by Covid-19 pandemic

Please select all that apply. Refer to the Program Guidelines for a detailed overview of the program objectives.

Industries and sectors of future growth *

- Tourism
- Hospitality
- Health, ageing, and community and social services
- Engineering
- Manufacturing
- Building and construction
- Agriculture
- Digital technologies
- Other:

ACT specific industries targeted for expansion *

- Defence
- Cyber
- Renewable energy
- Space, satellite and spatial science
- Tourism

Targeted cohorts *

- Aboriginal and Torres Strait Islander peoples
- People living with disability

2021-22 Future Skills for Future Jobs (FSFJ) Application Form

Form Preview

- Youth at risk (aged 15-24 years)
- Long-term unemployed
- Mature-aged workers
- Women in trades
- Veterans

Describe the factors impacting Australian Apprenticeship commencements in the industry, and how this gap can be addressed by the proposed activity.

(Organisational Effectiveness: Criteria 1 and 2)

(Activity Effectiveness: Criteria 2)

*

How many additional commencements do you estimate the project will deliver?

Training pathway	Estimated number of commencements resulting from project
Australian Apprenticeships	<input type="text"/>
Pre-apprenticeships	<input type="text"/>
Higher apprenticeships	<input type="text"/>
Other relevant employment-related training	<input type="text"/>
	<input type="text"/>

Enter the proposed qualification code/s and title/s.

Code	Title
<input type="text"/>	<input type="text"/>

Provide evidence supporting the likely effectiveness and sustainability of the proposed project activities.

1. Include advice about any strategies your organisation will implement to deliver tailored support in relation to identified target cohorts.

2. Outline a plan for maintaining the project after the grant funding ends

(Activity Effectiveness: Criteria 3 and 4)

2021-22 Future Skills for Future Jobs (FSFJ) Application Form

Form Preview

*

Word count:
Must be no more than 400 words.

Describe how Work Health and Safety legislative obligations will be addressed for project activities.

(Organisational Effectiveness: Criteria 4)

*

Word count:
Must be no more than 400 words.

Budget Information

* indicates a required field

Note: all amounts should be in full dollar amounts and exclusive of GST.

Estimated total project cost (GST exclusive) *

\$

Must be a whole dollar amount (no cents).

Total amount of FSFJ grants program funding requested (GST exclusive) *

\$

Must be a whole dollar amount (no cents).

Please provide a preliminary budget amount that you are seeking from the Program. Note: Maximum funding of \$300,000 may be sought. There is no minimum amount of funding that may be sought.

Outline of costs and resources (including funding sources and financial contributions).

List any confirmed or proposed funding sources for proposed project activities (including FSFJ and other funding sources)

(Organisational Effectiveness: Criteria 6)

(Activity Effectiveness: Criteria 6)

Funding sources	Funding type	Amount (GST exclusive)	Confirmed or proposed
(eg. ACT or Australian Government)	(eg. name of training initiative or program)		

2021-22 Future Skills for Future Jobs (FSFJ) Application Form

Form Preview

		\$	
		\$	
		\$	

Outline of in-kind contribution to project.

Description	Quantity (eg. costs/hours)

Additional Information and Supporting Documents

Please enter any additional information you would like to provide.

Word count:

Please attach any additional supporting documentation/s relating to the project.

Attach a file:

Certification

* indicates a required field

This must be completed by the applicant organisation.

I certify that: *

- I have read the Future Skills for Future Jobs Grants Program Guidelines and to the best of my knowledge, this application is eligible under those criteria.
- I understand that, if shortlisted, the project detailed in this application will be collaboratively developed through the co-development approach detailed in the Program Guidelines and will be subject to final approval by the ACT Government.
- I understand that funding is not guaranteed until the project has been approved by the ACT Government, following the co-development process detailed in the Program Guidelines.
- I understand and accept that should the final project proposal be approved, a Deed of Grant will need to be executed with the ACT Government prior to funding.
- I can enter into a Deed of Grant with the ACT Government that reflects the amount and terms of the financial assistance offered.
- I understand and accept that the ACT Government may liaise with other organisations, including ACT and Australian Government agencies, for assistance.

2021-22 Future Skills for Future Jobs (FSFJ) Application Form

Form Preview

- I understand and accept that if the project is offered funding, the project title, project outcome, total cost, total eligible expenditure and details of the grant support offered may be published by the ACT Government in material for the promotion of its programs or in reporting requirements to the ACT Legislative Assembly and Australian Government.
- The information provided in this application, including attachments (where provided), is true and correct to the best of my knowledge.

Certification *

- I have read and agree to the above conditions.

Name *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Position *

Day-time phone number / mobile number *

Must be an Australian phone number.
eg. 02 6207 0000 or 0431 000 000

Primary email address *

Must be an email address.

Date *

Must be a date.

Privacy Notice

In compliance with the *Information Privacy Act 2014* (the Act) personal information on this form may be stored in CMTEDD's records database and may also be used for statistical research, information provision and evaluation of services. Your personal information may be disclosed to other agencies and third parties for purposes related to this application and/or monitoring compliance with the Act. Except in these circumstances, personal or commercial information will only be disclosed to third parties with your consent unless otherwise required or authorised by law.

Select **NEXT** at the bottom of this page to **REVIEW** and **SUBMIT**.