



Industry Partnerships Program 2023

The Industry Partnerships Program provides grant funding for equipment and resources that support undertaking nationally recognised training. There are two grant streams available to eligible Skills Tasmania endorsed registered training organisations (RTOs), employers, businesses, and industry groups:

- Small grants of up to \$50,000
- Large grants of up to \$250,000

The Program aims to encourage partnerships, collaboration and innovation between Skills Tasmania endorsed registered training organisations (RTOs) and Tasmanian industry groups or employers to deliver better quality training experiences for Tasmanian learners, and improved responsiveness of the training system to meet industry and business needs.

In 2023-2024 the Program is focused on supporting access to training-related equipment and resources.

This FAQ is intended to be read in conjunction with the [Grant Program Guidelines](#).

What is the total budget for the program?

A total of \$2 million in funding is available for allocation under the 2023-24 round of the Program.

Funding for projects will be available until fully allocated. Skills Tasmania may release subsequent rounds of this program in future years, but the funding focus may change.

Why does the program fund resources and equipment only? What about other issues or barriers to training?

The 2023-2024 release of the Program will provide funding for training-related equipment and resources with the goal of helping training providers, business and industry to overcome barriers to training where access to equipment, technology, materials or facilities is a factor.

In future rounds, the funding focus may change to address other issues raised through the Tasmanian Government's Industry Skills Compacts process.

The Program will not fund training activity. Funding for the delivery of training is available through other Skills Tasmania funding programs. See the website for more details - www.skills.tas.gov.au/funding.

Who is eligible to apply?

Eligible entities are outlined in the Grant Program Guidelines. Applications must involve an existing or new partnership arrangement between two or more participants in the Tasmanian training and workforce development system.

Skills Tasmania endorsed registered training organisations are eligible to apply as a lead or partner organisation.

Tasmanian-based industry peak organisations and Tasmanian-based employers with a turnover of over \$500,000 are eligible to apply as a lead or partner organisation.

Community service or not-for-profit organisations are eligible to apply as a lead or partner organisation. This includes:

- Community-based association or incorporated bodies
- Regional Jobs Hubs (if the Jobs Hub is auspiced by another organisation, the auspicings organisation would need to be the lead organisation).

TasTAFE is not eligible to apply as a lead organisation but can participate as a partner in projects.

What are some examples of eligible expenditure?

The following examples provide an illustration of the types of projects that may be eligible. They are not examples of guaranteed successful applications. Applicants are assessed on the entire proposal and must score highly against all selection criteria.

- Purchase, development or lease of specialised machinery, equipment, or technology necessary for nationally accredited training. Examples include:
 - Equipment used for training (safety equipment, dummies, specialised equipment)
 - Technology (laptops for students to use while training)
 - Development of software to improve learner experience
 - Lease or rental costs to access specialised machinery already owned by a business. This could include for example, hourly lease costs and/or supervisor costs.
- Costs associated with establishing **shared access** to privately-owned equipment (including legal costs, lease or rental costs and/or insurance). Examples include:
 - One-off legal costs to establish contract arrangements
 - Ongoing hourly lease costs, supervisor costs for up to two years (for large grants).
- Developing or upgrading teaching materials, tools or resources, including by using new technology. Examples include:
 - Training software development or upgrade
 - Modernising online content.
- Developing or upgrading promotional materials and targeted communications to attract participants to training programs.
- Establishing or upgrading training facilities, where this is currently a barrier to training. Examples include:
 - Renovating a commercial kitchen
 - Upgrading a workshop

- Refurbishing training facilities.

What is ineligible expenditure?

The following items are ineligible expenditure:

- Training costs are ineligible. These may be available through other Skills Tasmania programs. Speak to your training provider or see the Skills Tasmania website for more information - www.skills.tas.gov.au/funding.
- Payment of wages or salaries are ineligible (unless they are essential components of using or accessing the equipment or resource).
- Recurrent operational costs associated with 'business as usual'. Existing and ongoing costs associated with the 'business as usual' operations of an eligible entity including, but not limited to, rental/leasing costs for existing training facilities; utility costs; operational wage-related costs and costs associated with single-use consumable items.
- Purchase of land or property.
- Consumables or materials used for training. This includes single use / consumable items used by businesses as part of normal operations that must be replaced regularly because they wear out or are used up.
- Projects that have been granted funding through other Government funding programs.
- Retrospective activities or purchases incurred prior to the execution of a Grant Deed under the Program.
- Repayment of a loan or debt.

Retrospective activities or purchases are ineligible. What is meant by retrospective activities or purchases?

Retrospective activities or purchases mean any costs that occurred BEFORE both parties have signed the Grant Deed under the Program.

If you have previously purchased specialised equipment or machinery and would like to enter into an agreement to allow others (for example a training provider, other students, other businesses) to share the use your equipment, you may be able to apply for the costs associated with the sharing (e.g., lease costs, legal arrangements, insurance) but not for purchase costs.

Do I need to submit a project plan with my application?

If you are applying for a small grant, a project plan is optional.

You may choose NOT to complete a project plan if:

- Your project is simple and does not have many steps (for example, purchasing a set of life-jackets);
- The value of your project is small; or
- It is easy to demonstrate you are meeting the other criteria without adding any extra detail.

If you are applying for a large grant, you MUST complete a project plan (a template is available through the SmartyGrants application form).

- Detail the steps involved in completing your project.
- Identify what risks there are, what could stop you (and others) from benefiting from the equipment and resources, and how you will manage or mitigate those risks. See below for more information on risk.

- Clearly describe how you will document or formalise partnership agreements with your partners.
- Think about your communications about the project. How will you let people know what's available? Who else needs to know about what is happening?

Do I need to submit a budget with my application? What else should I attach?

Yes, all applications need to download the budget template (excel), complete the budget and upload it in Smarty Grants. A budget is required for both small and large grants.

You should attach any information to support your costings, including:

- Quotes or fee proposals from the suppliers you have contacted who may supply the equipment or resources, or rent or lease equipment
- Details of the specifications of equipment, resources or technology.

What should be included in my risk analysis?

Here are some suggestions for what to include when thinking about risks.

- Personnel and relationships
 - What if key people change?
 - How to maintain relationships?
 - What to do if the organisation with the machine/equipment/resources stops sharing it?
- How do you manage obsolete equipment or new technology?
 - How long is the life of the resources or equipment?
 - What will happen if it becomes obsolete/or fails
- What happens if we don't achieve the outcomes we anticipated?
 - Explain how to avoid this as part of risk management
- Legal
 - What legal / contractual requirements are required?
 - Which things should we document?
 - Are there legislated requirements for installation, use, maintenance or training for this equipment? (e.g. Lock In, Tag Out)
- Equipment and resources
 - Where will we buy the equipment? Who will install it? Can timeframes be guaranteed?
 - Are there postage or freight costs?
 - Is it available when we need it?

Can we apply more than once?

- A lead applicant can only submit one application at a time.
- If the application is **successful**, the applicant is eligible to apply to the Program again once the first grant project is complete and funds have been successfully acquitted.

- If the application is **unsuccessful**, the applicant is eligible to apply to the Industry Participation Program again at any time with a different project.
- You can be a partner in more than one project or can lead one project and be a partner in another.

What are some examples of projects that may be successful?

Small Grant

- ✓ RTO requests \$20,000 to purchase (and own) a set of 50 new life jackets due to changed standards. The application includes two quotes and identifies multiple businesses who will benefit. Life jackets have a life of 10 years and the applicant can demonstrate the value for money over this time.
- ✓ RTO requests funding of \$45,000 to update their online training system to improve the experience for learners. The funding will cover software development costs and a review and revision of training content in response to feedback from both learners and employers. The RTO is contributing \$15,000 in kind of time to project manage the development and revise the materials.
- ✓ A warehousing business is moving to a new line of AI-driven forklifts. The business is planning to purchase 3 of these machines but needs staff to be trained in operating them. The business is partnering with two different RTOs to facilitate access to the forklifts. The business is seeking funding of \$35,000 to develop legal agreements and arrange insurance to allow access to the machines by training providers for students who are employees of the warehousing business and other students.

Large Grant

- ✓ Barry's Welding business has the latest metal bending machine imported from Germany last year at great expense. The business is located in Ulverstone. Barry is keen to partner with a local training provider (RTO), and the industry body to provide access to the machine to apprentices across the NW coast. This will benefit the industry by improving the skills of apprentices. Barry's Welding is proposing a regular process in which the RTO can rent / use the machine every second Friday (when Barry's Welding employees have an RDO) at the cost of \$300 per hour plus supervisory costs of \$100 per hour. The project seeks funding of \$140,000 to cover two years' of this agreement. The RTO has identified 40 apprentices currently employed by six businesses who will benefit from this. The project aligns directly with an action from the Tasmanian Advanced Manufacturing Action Plan.
- ✓ A consortium of RTOs (one in North and one in North-west) wish to purchase a portable simulator to teach students basic skills in driving large mining equipment. Access to this equipment is normally difficult, due to the cost of the equipment and the risks for unskilled operators. The machine costs \$350,000. Each of the RTOs and 3 employers are contributing to the cost totalling \$100,000. Employers say this will vastly improve the time to upskill new employees safely. The machine will be owned by the consortia of RTOs and will also be made available to colleges and trade training centres for pre-apprentice programs. TasTAFE has also expressed interest in accessing the machine for its students. There is a documented partnership agreement and legal documentation proposed for the consortia, quotes for the machine, including delivery to Tasmania are included.
- ✓ A tourism association and a group of 10 local businesses are keen to attract local school leavers to the industry and have partnered with an RTO. A community organisation has an unused commercial kitchen that is in a perfect location but is in need of an upgrade. The industry association as lead applicant is requesting \$150,000 for an upgrade to the facilities, including state of the art appliances and sets of knives, pots and other equipment. The commercial kitchen will remain under ownership of the community organisation, but they will allow students, RTOs and businesses to access the facilities when they are not in use. There is a legal agreement in place for this arrangement.

Who can I contact for more information?

Before applying to the fund, ensure you read the [Grant Program Guidelines](#).

Contact the Grant Program Manager via email ipp@skills.tas.gov.au or phone (03) 6166 3403.