**2023 Apprentice and Trainee Training Fund (ATTF) – Grant agreement variation application**

This application is to be used by RTOs who have a 2023 ATTF grant agreement with qualification/s that have been superseded and wish to apply for an agreement variation to include the relevant replacement qualification/s.

**SECTION 1 – Registered Training Organisation Details**

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| --- | --- |
| Code: |  |
| Legal name: |  |
| Email address: |  |
| Phone number: |  |

**SECTION 2 – Details of agreement variation request**

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| --- | --- | --- | --- | --- | --- |
| Superseded qualification | | | Replacement (new) qualification | | |
| Superseded qualification code and title | Current subsidy rate per place ($) | Total number of active training contracts | Replacement (new) qualification code and title | Replacement qualification subsidy rate per place ($) | Number of places requested for the new qualification  (initial allocation if no active training contracts) |
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**SECTION 3 – Summary of variation request**

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| --- | --- | --- | --- |
| Replacement (new) qualification code and title | New subsidy rate per place ($) | Total number of places requested \*2 | Total cost of replacement qualification ($) \*3 |
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|  |  |  |  |

\*2 This is the number of places that will be considered for approval.

\*3 This is the total cost of the number of places requested multiplied by the new subsidy rate per place.

**SECTION 4 – RTO Declaration**

I hereby submit a request for a variation to our 2023 ATTF grant agreement as outlined in Section 3.

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| --- | --- | --- | --- | --- | --- |
| Authorised RTO person signature: | < SIGN HERE > | Name and Position: |  | Date: |  |

**SECTION 5 – Skills Tasmania approval**

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| I support the approval of this application.  Signed: Date:  *Director, Training Operations*  I authorise the variation of the 2023 ATTF grant agreement for a replacement qualification/s to the Registered Training Organisation as outlined in Section 3. \*4  Signed: Date:  *General Manager (Skills and Workforce)*.  \*4 In approving this variation the General Manager, Skills and Workforce approves funding for replacement qualification/s as described in the variation application from the Registered Training Organisation. The offer is made in accordance with the express terms of the Department of State Growth (Skills Tasmania) Agreement for all Programs and the express and implied terms of the ATTF conditions. |