**Attachment 1: ACFE 2023 PROGRAM TABLE**

| **Program** | **Details** | **Funding and reporting** | **Resources** |
| --- | --- | --- | --- |
| **Digital Skills (2021-22 State Budget initiative)** | **Digital Literacy Essentials**Digital literacy modules that provide adult Victorians with the entry-level digital skills required to make basic use of digital devices and online applications. This is widely considered a critical component of a new set of literacy skills in the digital era, along with traditional reading, writing and numeracy skills.The focus of these modules is on learners gaining initial digital skills to improve their digital capability.**Module length:** Centrally developed resources: see Resources section in this table.Providers can also use their own digital literacy local modules of up to 60 SCH.**Link to ACFE Board Strategy 2020-25** ([Role of the Learn Local sector section (p8](https://www.vic.gov.au/sites/default/files/2020-12/Adult-Community-and-Further-Education-Board-Strategy-2020-25.pdf)):1. Building confidence and skills for participation in education and training
2. Supporting successful attainment in accredited training.
 | **SCH available through EOI in SEPT 2022:**YESThis is a time limited funding opportunity (from the 2021-22 State Budget) for Learn Local providers to deliver digital literacy modules in 2023. All digital literacy modules will be funded from the Digital Skills program for this round. There will be no digital literacy modules funded under the General Pre-accredited Training program.**Eligibility:**Registered Learn Local providers.**Reporting and Payments:**Processing of all payments are contingent on accurate and timely reporting in SVTS, as specified in the Pre-accredited Training Reporting Guidelines**Funding rate:**$9.35 per Student Contact Hour (SCH)**Fee Concessions:**Fee concession rebate for reported eligible students.**Loadings available for eligible learners:*** Regional (20% per SCH) – YES
* Koorie (50% per SCH) – YES
 | * **Centrally developed** **curriculum and resources** (ie A-frame Module and Session Plans, Learner Plans and Teacher Plans) developed by the ACFE Board that can be used by Learn Local providers who are allocated SCH as part of this time limited funding opportunity for the Digital Skills program.

These must be indicated in the Digital Skills Delivery Plan Worksheet under the Source of Module (Module) field as ‘Centrally developed’.There are two sets of curriculum and resources available via the [Learn Local Secure Portal](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=&cad=rja&uact=8&ved=2ahUKEwjom4Li8ur5AhUxSGwGHX99BPAQFnoECAQQAQ&url=https%3A%2F%2Fwww.vic.gov.au%2Flearn-local-secure-portal&usg=AOvVaw3pJjoA_oDJnxyLSRawTxmz)* Digital Essentials Level 1 (30 hours)
* Digital Essentials Level 2 (30 hours)
* **Adapted centrally developed for local use**. These must be indicated in the Digital Skills Delivery Plan Worksheet under the Source of Module (Module) field as ‘Adapted centrally developed for local use’. Centrally developed modules that are modified by up to 30% are designated as adapted modules. More than 30% change is a new locally developed module.
* **Locally developed** Digital Skills A-Frames (Module and Session Plans) and other resources developed by Learn Local providers tailored for local community needs. These must be indicated in the Digital Skills Delivery Plan Worksheet under the Source of Module (Module) field as ‘Locally developed’.

**Relevant links:*** [Learn Local Secure Portal](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=&cad=rja&uact=8&ved=2ahUKEwjom4Li8ur5AhUxSGwGHX99BPAQFnoECAQQAQ&url=https%3A%2F%2Fwww.vic.gov.au%2Flearn-local-secure-portal&usg=AOvVaw3pJjoA_oDJnxyLSRawTxmz)
* [2023 ACFE Training Delivery Guidelines](https://www.vic.gov.au/pre-accredited-training-and-programs)
* [2023 ACFE Training Delivery Plan template](https://www.vic.gov.au/pre-accredited-training-and-programs)
* [2023 ACFE Training Delivery Reporting Guidelines](https://www.vic.gov.au/pre-accredited-training-and-programs)
* [Pre-accredited training module fees and subsidies](https://www.vic.gov.au/pre-accredited-course-fees-and-subsidies)
* [Pre-accredited Quality Framework](https://www.vic.gov.au/pre-accredited-quality-framework)
 |
| **Digital Skills for Employability** Digital literacy modules with a specific focus on employability, providing adult Victorians with core employability skills training which embed a digital component.The focus of these modules is on improving learner’s digital capability for employability. (Eg job search, digital literacy skills for specific industries).The funding opportunity for Digital Skills for Employability modules recognises that a lack of digital literacy skills poses a significant barrier to a growing number of jobs.In an increasingly technology-oriented society, digital competencies such as digital literacy, digital skills, and digital readiness have joined literacy and numeracy as core requirements for the future job-readiness of individuals.**Module length:** Centrally developed resources: see Resources section in this table.Providers can also use their own digital literacy for employability local modules of up to 60 SCH.**Link to ACFE Board Strategy 2020-25** ([Role of the Learn Local sector section (p8](https://www.vic.gov.au/sites/default/files/2020-12/Adult-Community-and-Further-Education-Board-Strategy-2020-25.pdf)):1. Building confidence and skills for participation in work
2. Upskilling and reskilling vulnerable workers
 | **SCH available through EOI in SEPT 2022:**YESThis is a time limited funding opportunity (from the 2021-22 State Budget) for Learn Local providers to deliver digital literacy modules with a focus on employability in 2023. All digital literacy modules will be funded from the Digital Skills program for this round. There will be no digital literacy modules funded under the General Pre-accredited Training program.**Eligibility:**Registered Learn Local providers.**Reporting and Payments:**Processing of all payments are contingent on accurate and timely reporting in SVTS, as specified in the Pre-accredited Training Reporting Guidelines**Funding rate:**$9.35 per Student Contact Hour (SCH)**Loadings available for eligible learners:*** Regional (20% per SCH) – YES
* Koorie (50% per SCH) – YES
 | * **Centrally developed curriculum and resources** (ie A-frame Module and Session Plans, Learner Plans and Teacher Plans) developed by the ACFE Board that can be used by Learn Local providers who are allocated SCH as part of this time limited funding opportunity for the Digital Skills program.

These must be indicated in the Digital Skills Delivery Plan Worksheet under the Source of Module (Module) field as ‘Centrally developed’.* There are 11 sets of curriculum and resources available via the

[Learn Local Secure Portal](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=&cad=rja&uact=8&ved=2ahUKEwjom4Li8ur5AhUxSGwGHX99BPAQFnoECAQQAQ&url=https%3A%2F%2Fwww.vic.gov.au%2Flearn-local-secure-portal&usg=AOvVaw3pJjoA_oDJnxyLSRawTxmz)* Digital Skills for Job Seekers
	+ Job search (10 hours)
	+ Online applications (10 hours)
	+ Online communications platforms (10 hours)
	+ Phone and video interview skills (10 hours).
* Digital Skills for the Workplace
	+ Introduction to MS Word and Excel (20 hours)
	+ Introduction to google docs and google sheets (20 hours)
	+ Introduction to MS Outlook and email (20 hours)
	+ Digital solutions for gig economy workers (10 hours)
	+ Online communication (10 hours)
	+ Point of sale for retail and hospitality (10 hours)
	+ Online skills for micro-businesses (10 hours).
* **Adapted centrally developed for local use**. These must be indicated in the Digital Skills Delivery Plan Worksheet under the Source of Module (Module) field as ‘Adapted centrally developed for local use’. Centrally developed modules that are modified by up to 30% are designated as adapted modules. More than 30% change is a new locally developed module.
* **Locally developed** A-Frames (Module and Session Plans) and other resources developed by Learn Local providers tailored for local community needs. These must be indicated in the Digital Skills Delivery Plan Worksheet under the Source of Module (Module) field as ‘Locally developed’.

**Relevant links:*** [Learn Local Secure Portal](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=&cad=rja&uact=8&ved=2ahUKEwjom4Li8ur5AhUxSGwGHX99BPAQFnoECAQQAQ&url=https%3A%2F%2Fwww.vic.gov.au%2Flearn-local-secure-portal&usg=AOvVaw3pJjoA_oDJnxyLSRawTxmz)
* [2023 ACFE Training Delivery Guidelines](https://www.vic.gov.au/pre-accredited-training-and-programs)
* [2023 ACFE Training Delivery Plan template](https://www.vic.gov.au/pre-accredited-training-and-programs)
* [2023 ACFE Training Delivery Reporting Guidelines](https://www.vic.gov.au/pre-accredited-training-and-programs)
* [Pre-accredited training module fees and subsidies](https://www.vic.gov.au/pre-accredited-course-fees-and-subsidies)

[Pre-accredited Quality Framework](https://www.vic.gov.au/pre-accredited-quality-framework) |
| **General Pre-accredited Training** **(Ongoing funding)** | **General Pre-accredited Training**General Pre-accredited Training provides opportunities for adult Victorians to gain the educational capacity and core skills they need for study, work and life. It is particularly suited to adults who have not achieved Year 12 or an equivalent qualification.General Pre-accredited Training is focused on creating pathways for learners to further education and training and to employment. It includes short modular modules which are unique and separate from accredited training programs, with their own A-frames (Module and Session Plans) and objectives.It is designed to be flexible, meet learners’ needs and support them to return to study, improve their literacy and numeracy skills, find qualification pathways and broaden their employment options.**Module length:** From 20 to 100 hoursFrom 5 to 15 hours (short module program category)Centrally developed resources: see Resources section in this table.**Program categories:*** Language
* Literacy and numeracy
* Vocational
* Employability
* Short Modules

Note:* The Learner Engagement A-frame Program (LEAP) is being replaced with an additional ‘short module’ program category within the General Pre-accredited training delivery program for 2023.

The short module program category includes modules with a focus on engagement as well as short, sharp digital, vocational and employability skills, including ‘bolt-on’ modules that can be appended to other pre-accredited modules. * Digital Literacy is not an eligible program category for this funding round. All digital literacy modules will be funded under the Digital Skills Program (see above section).

**Link to ACFE Board Strategy 2020-25** ([Role of the Learn Local sector section (p8](https://www.vic.gov.au/sites/default/files/2020-12/Adult-Community-and-Further-Education-Board-Strategy-2020-25.pdf)):1. Building confidence and skills for participation in education and training
2. Supporting successful attainment in accredited training
3. Building confidence and skills for participation in work
4. Upskilling and reskilling vulnerable workers.
 | **SCH available through EOI in SEP/OCT 2021:**YES**Eligibility:**Registered Learn Local providers**Reporting and Payments:**Processing of all payments are contingent on accurate and timely reporting in SVTS, as specified in the Pre-accredited Training Reporting Guidelines**Funding rate:**$9.35 per Student Contact Hour (SCH). **Fee Concessions:**Fee concession rebate for reported eligible students.**Loadings available for eligible learners:*** Regional (20% per SCH) – YES
* Koorie (50% per SCH) – YES
 | * **Centrally developed Skills for Work and Study** curriculum and resources (ie A-frame Module and Session Plans, Learner Plans and Teacher Plans) developed by the ACFE Board that can be used by Learn Local providers in their General Pre-accredited offerings. These must be indicated in the General Pre-accredited Delivery Plan Worksheet under the Source of Module (Module) field as ‘Centrally developed’.

There are 17 sets of curriculum and resources under the following categories, available via the [Learn Local Secure Portal](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=&cad=rja&uact=8&ved=2ahUKEwjom4Li8ur5AhUxSGwGHX99BPAQFnoECAQQAQ&url=https%3A%2F%2Fwww.vic.gov.au%2Flearn-local-secure-portal&usg=AOvVaw3pJjoA_oDJnxyLSRawTxmz)* Skills for Work and Study
	+ Aged Care (100 hours)
	+ Building and Construction (100 hours)
	+ Community Services (100 hours)
	+ Early Childhood Education (100 hours)
	+ Food processing (100 hours)
	+ Health Services (100 hours)
	+ Warehousing and distribution (100 hours).
* Pathways to TAFE
	+ Aged Care (40 hours)
	+ Building and Construction (40 hours)
	+ Community Services (40 hours)
	+ Early Childhood Education and Care (80 hours)
	+ Employable Me (30 hours)
	+ Moving on (30 hours)
	+ Ready for Hospitality (60 hours)
* Gaining the Edge
	+ Learning to Learn (20 hours)
	+ Resilience (20 hours)
	+ Employability and placement (20 hours)
	+ Digital literacy (20 hours).
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* **Locally developed** Digital Skills A-Frames (Module and Session Plans) and other resources developed by Learn Local providers tailored for local community needs. These must be indicated in the General Pre-accredited Delivery Plan Worksheet under the Source of Module (Module) field as ‘Locally developed’.

**Relevant links:*** [Learn Local Secure Portal](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=&cad=rja&uact=8&ved=2ahUKEwjom4Li8ur5AhUxSGwGHX99BPAQFnoECAQQAQ&url=https%3A%2F%2Fwww.vic.gov.au%2Flearn-local-secure-portal&usg=AOvVaw3pJjoA_oDJnxyLSRawTxmz)
* [2023 ACFE Training Delivery Guidelines](https://www.vic.gov.au/pre-accredited-training-and-programs)
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