



**ACT**  
Government

Chief Minister, Treasury and  
Economic Development

# Frequently Asked Questions (FAQS)

## 2021-22 ACT Adult Community Education (ACE) Grants Program

### Applicant eligibility

**If a not-for-profit organisation is not an ACT registered business but has an ABN and a physical presence in the ACT, are they still eligible to apply?**

An organisation is eligible to apply for the ACT ACE Grants Program if they meet the eligibility criteria, regardless of which state/territory the business is registered in.

**Are projects delivered by an eligible ACE provider in partnership with an organisation that is not an eligible ACE provider able to apply for a joint project?**

No, all project partners for a joint project must be eligible ACE providers (refer to *Section 3: Eligibility Criteria* in the Program Guidelines).

An eligible ACE provider may deliver an individual project in partnership with an organisation that is not an eligible ACE provider. Details of any relevant partnerships, relationships or networks should be detailed in the application for the ACT ACE Grants Program.

**Is an organisation that is currently delivering an ACE project under a previous ACT ACE Grants Program eligible to apply again in the 2021-22 funding round?**

Yes, providing the application proposes new activities and does not seek funds to support the applicant's existing services (unless the applicant can demonstrate additional outcomes, and is not duplicative of ongoing projects/initiatives).

The past performance of the applicant organisation/s as an ACE Provider (where relevant) will be considered as part of the evaluation process.

### Application process

**What time do applications close?**

Applications for the 2021-22 ACT ACE Grants Program close at 5:00 pm on 2 November 2021.

### Evaluation process

**Are any targeted cohorts weighted/preferred more highly than others?**

No, projects may support any of the targeted cohorts listed in the Program Guidelines.

**When will applicants be notified of the application outcome?**

Applicants will be notified of the final application outcome by 17 December 2021. Deeds of Grant will be negotiated with successful applicants from January – February 2022. Projects must commence by 31 March 2022.

## Foundation skills

### What are foundation skills?

Foundation skills are defined in the National Foundation Skills Strategy for Adults (2012) as the combination of:

- a) LLN – listening, speaking, reading, writing, digital literacy and use of mathematical ideas; and
- b) employability skills, such as collaboration, problem solving, self- management, learning and ICT skills required for participation in modern workplaces and contemporary life.

### What is considered accredited foundation skills training?

For the purposes of ACT ACE Grants Program projects, accredited foundation skills training includes the delivery and assessment of any relevant units of competency from the FSK Training Package and/or industry specific units of competency from Certificate I, II or III level qualifications.

Accredited training can only be delivered by a registered training organisation (RTO). The RTO issues the statement of attainment to participants and is responsible for the training and assessment meeting the national registration requirements of the Australian Skills Quality Authority (ASQA).

An ACE provider can deliver accredited training through an auspicing arrangement with an RTO. The RTO may be a non-for-profit RTO, a for-profit RTO, or a TAFE.

The ACE provider can only enter into an auspice arrangement with an RTO that has the relevant training package on their scope of registration to deliver in the ACT.

### What is considered non-accredited foundation skills training?

For the purposes of ACT ACE Grants Program projects, non-accredited training includes general foundation skills competencies including employability/work-ready skills, work experience, and learning, reading, writing, oral communication, numeracy, digital technology, problem solving and teamwork capabilities.

Projects offering non-accredited modules must use the FSK Training Package as a guiding framework and demonstrate a natural progression (pathway) from ACE non-accredited modules to accredited units of competency.

An ACE provider is not required to be an RTO or to have an auspicing arrangement with an RTO to deliver non-accredited training. However, the applicant must ensure the application demonstrates the organisation's focus on adult community education and its capacity to deliver quality adult education programs and services.

### Where can I access the Foundation Skills Training Package?

[Training.gov.au](http://training.gov.au) is the national register of information on training packages, qualifications, accredited courses, units of competency and RTOs. The register is maintained by the Australian Government Department responsible for vocational education and training.

For the purposes of the ACT ACE Grants Program, the information from training.gov.au is relevant for the delivery of accredited training and when designing non-accredited training modules that map to an accredited foundation skills unit of competency.

There are also several resources on the Skills Canberra website to assist applicants in mapping non-accredited ACE activities to elements within the accredited Foundation Skills Training Package units of competency. This includes additional information to assist applicants to better understand the requirements for designing, delivering, assessing, and reporting non-accredited ACE projects.

### How many Foundation Skills Training Package units of competency should an ACE course address?

ACE courses may deliver or align with any number of Foundation Skills Training Package units of competency, depending on the nature of the course.

## Vocational education and training

### How is ACE different to vocational education and training?

VET enables people to obtain the knowledge and skills for work in a variety of careers through nationally recognised training packages or accredited courses. VET is delivered, assessed, and certified by RTOs.

The purpose of ACE is to provide accessible learning opportunities for adults aged 17 years and over, to support those experiencing barriers to learning, training and work to meet their needs and aspirations. ACE is provided by not-for-profit community organisations.

ACE funding in the ACT is available for non-accredited and accredited foundation skills training. Non-accredited ACE projects are intended to provide a pathway for participants to progress from ACE non-accredited modules to accredited units of competency. Accredited ACE projects are intended to prepare individuals for successful entry into further training and/or employment (such as an apprenticeship or traineeship) through short courses which may combine general and industry-specific competencies. ACE projects delivering accredited training can include work experience to support the ACE participant to gain employment on completion.