



# AUSTRALIAN APPRENTICESHIPS MENTORING PROGRAM

## Quick reference guide for applicants

The Australian Apprenticeships Mentoring Program is an Australian Government initiative that provides funding support for targeted mentoring to help Australian Apprentices progress successfully through their apprenticeships. Mentoring may involve funding support to employers or supervisors to encourage a positive employment relationship and better support for Australian Apprentices. The support measures will target Australian Apprentices who may be in their first year of training and most likely to benefit from additional support.

The overarching aim of the mentoring program is to help businesses address their current and future workforce development needs by increasing the retention rates of Australian Apprentices, particularly in the first 12 months of training. The program is designed to improve completion rates and support the supply of skilled workers in sectors and occupations where there is a current or emerging skills need.

The mentoring program forms part of Australian Government Skills Connect and is designed to link industry to funding for whole-of-workforce planning and development.

Australian Apprenticeships encompass all apprenticeships and traineeships. They combine time at work with training and can be full-time, part-time or school-based.

### Available funding

The program provides funding of approximately \$80 million from 2011-12 to 2014-15.

### Partnerships with industry

The program uses a partnership approach, where businesses are generally expected to participate in industry-led projects. However, it is possible for individual businesses to apply for funding.

Partnership arrangements are encouraged because they enable projects to be delivered by organisations that might not have all of the required expertise. But a partnership with another specialised organisation could more effectively deliver projects under the program.

'Partnership' can mean a financial partnership or a network of organisations supporting or participating in the project, including employers receiving mentoring support for their apprentices.

Co-contribution of funding from applicants is encouraged to deliver projects, but this is not compulsory.

### Who can apply

- Professional associations, industry bodies and lead organisations representing a consortium
- Employers
- Employment-related service providers, such as Australian Apprenticeships Centres

Proposals involving a partnership must nominate a lead organisation to apply. Lead organisations must be an incorporated entity, e.g. a company or incorporated association, with an Australian Business Number or Australian Company Number. Only lead organisations can submit applications, and only lead organisations can receive funding directly under a funding agreement.

## Who can benefit

Australian Apprentices are eligible to receive mentoring support. Australian Apprentices are defined as a person employed under a training contract. In some states and territories, Australian Apprentices may be referred to as apprentices, trainees or trainee apprentices.

The mentoring program targets Australian Apprentices:

- in industries or occupations with current or emerging skill need, particularly those employed in small to medium-size businesses, or
- who may face additional barriers to participation, including Australians of Indigenous background, those with a disability, mature-aged people, vulnerable youth, those living in regional and remote locations, men and women undertaking non-traditional occupations, the long-term unemployed, Australian School-based Apprentices, and those impacted by structural adjustment who may need additional support as they undertake their training.

Australian Apprentices involved in this program must also be either:

- An Australian Citizen
- A foreign national with permanent residency status
- A New Zealand passport holder who has resided in Australia for at least six months
- A foreign national with a Trade Skills Training Visa (subclass 471)

## What will be delivered

The program will fund targeted mentoring and may also provide support for employers and supervisors to encourage a positive employment relationship and better support for Australian Apprentices.

## How to apply

Applications are submitted using an application form available from the Australian Apprenticeships Mentoring Program website at:

<http://www.australianapprenticeships.gov.au/program/australian-apprenticeships-mentoring-program>

Applications for funding can be submitted to the Department at any time. Early applications are encouraged to ensure availability of funding. Where an application is submitted and approved in a financial year, and no remaining funding is available, it will be held over until the next financial year, subject to availability of funding and agreement from the applicant. Applications for funding must include a costing justification. Value for money is one of the criteria used to evaluate applications.

## To find out more

If you are interested in applying please visit the website at:

<http://www.australianapprenticeships.gov.au/program/australian-apprenticeships-mentoring-program>

You can also email: [mentoringpackage@deewr.gov.au](mailto:mentoringpackage@deewr.gov.au)

If you have a whole-of-workforce proposal or are interested in more than one program, further information can be found at the Australian Government Skills Connect website at:

[www.skillsconnect.gov.au](http://www.skillsconnect.gov.au) Please contact Australian Government Skills Connect by email to: [skillsconnect@innovation.gov.au](mailto:skillsconnect@innovation.gov.au) or phone 13 38 73 between 8.00 am to 6.00 pm Monday to Friday.