

## **Questions and Responses from the Women in Trades Grants Program Information Session on 5 April 2018**

### **Q-1. Why was a Grants program chosen over other options for Women in Trades issues?**

Initial consultation and research led Skills Canberra to develop specific program options targeting selected industries. In the process, Skills Canberra recognised the value for an open call for applications allowing for collective thinking to develop project ideas by sector experts, and not limit the program to specific industries. This resulted in establishing the Women in Trades Grants Program.

### **Q-2. What is the requirement for matched funding?**

Matched funding is not mandatory. However, it will be considered in assessment of applications. Matched funding may take the form of direct financial contribution towards the total cost of the project, or in-kind support for the project.

### **Q-3. Physical presence in ACT – what does this mean?**

Physical presence can be interpreted as having staff or members based in the ACT. There is no requirement for a permanent office to be in the ACT to be eligible for the program, however grant funded activities must occur in the ACT.

### **Q-4. Will there be audit requirements for supervisory capability and WHS responsibilities?**

Any apprenticeship arrangement is subject to the usual requirements of an Australian Apprenticeship Training Contract and employer WHS obligations. These requirements and obligations are regulated by Skills Canberra and WorkSafeACT.

In addition, Skills Canberra reserves the right to visit the project site as described in the Application Guidelines.

### **Q-5. Can a project under the Women in Trades Grant Program pay for wages?**

Yes. Applications may seek a component of funding to provide a wage subsidy for apprentices or claim internal wages. If Grantees have negotiated at the Deed of Grant stage to claim internal wages as part of the grant funding, they are required to submit detailed timesheets. The timesheet must capture the hourly rate and hours worked against the funded activities identified in the Deed of Grant. Grantees cannot claim internal wages as part of the grant funding for activities not listed in the Deed of Grant.

### **Q-6. Will Grant recipients be required to hold a current Industrial Relations and Employment (IRE) Certificate?**

This depends on the nature of the project and the applicant. The ACT Government's IRE Strategy relates to contractors engaged on ACT Government worksites.

More information on IRE can be found on the Procurement and Capital Works website at [https://www.procurement.act.gov.au/prequalification/industrial\\_relations\\_and\\_employment\\_obligations](https://www.procurement.act.gov.au/prequalification/industrial_relations_and_employment_obligations)

### **Q-7. The Australian Government recently funded Industry Specialist Mentoring for Australian Apprenticeships (ISMAA) – Are organisations that are part of this project precluded from**

**Women in Trade Grant? Can organisations applying for a Women in Trades Grant link up with services provided through the ISMAA program?**

Organisations that are part of ISMAA are not precluded from applying for the Women in Trades Grants program. Organisations applying for the Women in Trades Grants Program may access or work with an ISMAA provider.

**Q-8. Is there a limit on the number of applications an organisation can make?**

No. Organisations are encouraged to collaborate and may choose to do so with multiple organisations through a single or multiple applications. Collaborative proposals that demonstrate economies of scale and/or a holistic approach in addressing the Grant objectives are encouraged.

**Q-9. Is there a limit on the amount of funding that may be requested for each project?**

No, up to the limit of the funds available as outlined in the Application Guidelines.

**Q-10. How flexible is the initial payment made to successful applicants? When do they get paid?**

The amount of initial payment is dependent on the nature of the proposed project and will be negotiated individually for each project. Applications must propose the amount of initial payment sought, reasonable milestones and a corresponding payment schedule broken down by milestones for the entire duration of the program. This schedule will be finalised during the Deed of Grant negotiation process. Progress or completion of milestones must be reported in the half-yearly progress reports (see section 6- Reporting and Acquittal of Funds). Each milestone claim will require a written report of activities undertaken and outcomes achieved and must include suitable evidence of completion.

**Q-11. Can funding received previously from Skills Canberra can be considered matched contribution (e.g. training subsidies)?**

No.

**Q-12. Do proposed activities need to run over 3 years?**

Each project does not have to be three years long. Applications may define their own project timeframes, keeping in mind that payments may be made over the three years that funding is available.

**Q-13. Does a project have to have KPIs/milestones?**

Yes. The nature of the KPIs will be determined by the project activities. Templates of reporting requirements on KPIs and milestones are included in the Deed of Grant template.

**Q-14. The Women in Trade Grant is making available \$500,000 whereas the election commitment was \$1 million. Why?**

The ACT Budget allocated \$1 million to Skills Canberra to assist women looking to take up a trade, and mature students looking to re-skill. The funds have been split to address these two priorities.

**Q-15. Can applicants seek assistance from Skills Canberra to provide data (for example apprenticeship numbers)?**

Applicants are encouraged to review the following research materials and the ACT data summary published on the Skills Canberra website

[http://www.cmd.act.gov.au/\\_data/assets/pdf\\_file/0005/1182083/Attachment-A\\_Summary-of-Research.pdf](http://www.cmd.act.gov.au/_data/assets/pdf_file/0005/1182083/Attachment-A_Summary-of-Research.pdf).

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2. National Centre for Vocational Education Research. (2017). *Completion and attrition rates for apprentices and trainees 2016*. Retrieved from <https://www.ncver.edu.au/publications/publications/all-publications/completion-and-attrition-rates-for-apprentices-and-trainees-2016>
3. Hargreaves, J., Stanwick, J., & Skujins, P. (2017). *The changing nature of apprenticeships: 1996-2016*. National Centre for Vocational Education Research. Retrieved from [https://www.ncver.edu.au/\\_data/assets/pdf\\_file/0028/367255/The-changing-nature-of-apprenticeships-1996-2016.pdf](https://www.ncver.edu.au/_data/assets/pdf_file/0028/367255/The-changing-nature-of-apprenticeships-1996-2016.pdf)
4. Harris, R., Simons, M., Bridge, K., Bone, J., Symons, H., Clayton, B., Pope, B., Cummins, G., & Blom, K. (2001). *Factors that contribute to retention and completion rates for apprentices and trainees*. National Centre for Vocational Education Research. Retrieved from [http://vuir.vu.edu.au/1849/1/Factors\\_that\\_contribute.pdf](http://vuir.vu.edu.au/1849/1/Factors_that_contribute.pdf)
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6. Powers, T., (2015). *Predicting apprenticeship retention: Not all trades are the same*. Retrieved from [https://www.researchgate.net/publication/279206129\\_Predicting\\_apprenticeship\\_retention\\_Not\\_all\\_trades\\_are\\_the\\_same](https://www.researchgate.net/publication/279206129_Predicting_apprenticeship_retention_Not_all_trades_are_the_same)
7. Maxwell, G., Cooper, M., & Biggs, N. (2000). *How people choose vocational education and training programs: Social, educational and personal influences on aspiration*. National Centre for Vocational Education Research. Retrieved from <https://www.ncver.edu.au/publications/publications/all-publications/how-people-choose-vocational-education-and-training-programs-social,-educational-and-personal-influences-on-aspiration>
8. Shewring, F. (2009). *The Female 'Tradie': Challenging employment perceptions in non-traditional trades for women*. National Centre for Vocational Education Research. Retrieved from <https://www.ncver.edu.au/publications/publications/all-publications/the-female-tradie-challenging-employment-perceptions-in-non-traditional-trades-for-women>
9. Quay Connection for NSW State Training Services. (2014). *Ducks on the Pond: Women in Trade Apprenticeships*. Retrieved from [https://www.skillsboard.nsw.gov.au/sites/default/files/publication-documents/BVET%20WIT%20integrated%20reportV4%20with%20updated%20cover\\_0.pdf](https://www.skillsboard.nsw.gov.au/sites/default/files/publication-documents/BVET%20WIT%20integrated%20reportV4%20with%20updated%20cover_0.pdf)

10. Jones, A., & Guthries, H. (2016). *Women and traditionally male trades: a new approach*. Retrieved from <http://www.voced.edu.au/content/ngv%3A73646>
11. Australian Human Rights Commission. (2013). *Women in Male-dominated Industries- A Toolkit of Strategies*. Retrieved from [https://www.humanrights.gov.au/sites/default/files/document/publication/WIMDI\\_Toolkit\\_2013.pdf](https://www.humanrights.gov.au/sites/default/files/document/publication/WIMDI_Toolkit_2013.pdf)
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**Q-16. Has there been any research on the willingness of employers to take on women in trade roles? Or research into which trades females prefer?**

Skills Canberra has not conducted such research.

Applicants are encouraged to review the Employers' Use and Views of the VET System in 2017 report by NCVER.

<https://www.ncver.edu.au/data/collection/employers-use-and-views-of-the-vet-system>

**Q-18. Is there data on retention of females compared to males?**

Skills Canberra has made attempts at undertaking this analysis using data we hold on ACT Australian Apprentices. However, a number of factors including challenges in tracking apprentices across multiple jurisdictions and employers, and the small pool of female apprentices in male dominated trades in the ACT, make the findings unreliable.

**Q-19. What data is available for student outcomes?**

Applicants are encouraged to review the VET Student Outcome Survey conducted by NCVER.  
<https://www.ncver.edu.au/data/collection/student-outcomes>

**Q-20. "Through Skills Canberra's consultation, it was identified that many employers in traditionally male dominated trades were reluctant to take on female apprentices" was mentioned in the research summary published by Skills Canberra as an attachment to the WiT Grants Application Guidelines. What are some of the reasons?**

Employers expressed a lack of confidence to deal with issues that may arise and highlighted a need for them to monitor their workplace culture and filter their own and their employees' behaviour to be more polite.