

TRAINING DELIVERY SUPPORT GRANT 2024 GUIDELINES FOR PURCHASING

Introduction and Eligibility of Funds available

The Training Delivery Support Grant (TDSG) provides funds to eligible providers to purchase equipment and resources that will support delivery of quality programs and services to adult learners experiencing educational disadvantage.

A grant of \$5,500.00 (excluding GST) will be paid to providers that have a contract with the ACFE Board to deliver government subsidised pre-accredited training in 2024.

The funds can be used to purchase **teaching and learning equipment and resources to support eLearning and/or classroom delivery of training.**

Use of Grant

Funds can be used to buy (or contribute to buying) equipment and essential resources that improve delivery of pre-accredited training either in the classroom or through eLearning. This includes items such as:

- ✓ Student Management System (SMS) licence fees (including staff training in its use)
- ✓ Software to support learning including eLearning (including staff training in its use)
- ✓ Classroom IT equipment - touch screen monitors, laptops, netbooks, tablets (e.g. iPad), headsets for conferencing, interactive whiteboards, printers or scanners
- ✓ Audio equipment, digital cameras
- ✓ Adaptive technologies or software for use by people with disabilities
- ✓ Pre-accredited course promotion materials e.g. website development, brochures

Funds cannot be used to pay wages, pay for travel, buy office supplies or stationery, buy furniture or fittings or pay for repairs or maintenance.

Conditions

- TDSG funds will be released once a Training Delivery Support Grant Purchase Plan has been approved by your Regional Manager. Please submit the Purchase Plan to your Regional Manager for approval.
- TDSG funds must be fully spent by 31 December 2024. Unspent funds must be returned to the ACFE Board.
- TDSG funds must be recorded as a discrete item in financial statements. Invoices and payment details relating to purchases must be retained for auditing purposes.
- You are responsible for the purchase of all goods and your organisation is the legal owner of those goods.
- You are responsible for payment of all equipment costs that exceed the TDSG for your organisation.

Further Information

For further information on the grant conditions, including checking whether a proposed purchase meets the conditions, please contact your regional office. Contact details are available on the Learn Local website, see: [Regions](#)