



## FACT SHEET

# Enterprise Training Program

### About the program

The Enterprise Training Program (ETP) is a training program funded by the Department of Training and Workforce Development (the Department). The ETP supports the training of existing workers in enterprises by assisting them to respond to current skill gaps and future workforce requirements.

### Eligibility for the ETP

Currently, the ETP supports training for enterprises operating in the Social Assistance and Allied Health sectors.

Training is available for employees of enterprises that specialise in providing services to people with disabilities and aged care where:

- the employee provides direct care for clients; or
- supervises employees providing direct care for clients.

Training is not available for employees in senior management or administration/corporate support roles.

### Applying for the ETP

To apply for the ETP, employers must partner with a registered training organisation (RTO) that is contracted by the Department. A list of *eligible RTOs* can be found on our website, and includes the five TAFE colleges in Western Australia.

RTOs will work with employers to determine their specific training needs, and this information will be used to complete an application form which the RTO will lodge with the Department.

Enterprises can only make one application at a time in partnership with up to two RTOs. An application for further funding may be made once the first training program is completed. Applications from a group of enterprises operating as a consortium in partnership with an RTO are acceptable.

Where an enterprise has one or more related entities, the related entities may partner with two RTOs, if a single RTO is unable to service the training requirements for all related entities.

### The type of training included

Training under the ETP includes full qualifications, existing worker traineeships, and skill sets from the CHC Community Services training package and HLT Health training package. Accredited courses/skill sets targeting the Social Assistance and Allied Health sectors are also included in the ETP. The *full list of qualifications* is available on our website.

Partner RTOs will also be able to provide further advice to employers on the type and range of qualifications suitable to meet their training needs.

## Funding for the ETP

Funding will be limited to a maximum of \$200,000 per enterprise (per application), or \$300,000 for a consortium or related entities. A proportion of the funding will be quarantined to encourage participation by regional enterprises.

The Department may fund all or part of a submission at its complete discretion.

Further information about the funding contribution is available in the *Employer questions for registered training organisations* on our website.

## Paying for the training

The WA State Government pays for most of the costs of the training delivered under the ETP. However, participating enterprises will be required to make a contribution in recognition of the benefits that will flow to the enterprise by upskilling their workforce.

The contribution from enterprises must be cash – not “in-kind” – and is paid to the partnering RTO. The funding from the Government is also paid directly to the RTO on evidence that the training has commenced and has been completed.

The minimum contribution from enterprises will vary by region, as outlined in the following table.

Enterprise location by region	Enterprise contribution
Gascoyne, Kimberley and Pilbara	10%
Goldfields-Esperance, Great Southern, Mid West, and Wheatbelt	15%
Peel, Perth, and South West	20%

Where the qualification or skill set (units from that qualification) are a nominated *Lower fees local skills* (LFLS) qualification the enterprises' contribution will be capped at the LFLS fee rate defined in the current Fees and Charges policy. Where the qualification/skill set is not a LFLS qualification the enterprises' contribution is as listed above.

## Support with wage costs for workers attending ETP training

The Department of Communities has made funds available for an ETP attendance subsidy to assist with the wage costs of workers attending ETP funded training.

For more information on the attendance subsidy contact Sumi Behsman on 08 9208 9839 or 0448 802 767 or email [ETPsubsidies@nds.org.au](mailto:ETPsubsidies@nds.org.au).

## Assessment of applications

Applications will be assessed in order of receipt, until the budget is fully allocated. The assessment process will confirm:

- program eligibility;
- that requested delivery falls within the Department's established benchmarks for funding; and
- that the amount and type of training proposed is consistent with the enterprise's requirements.

Unsuccessful applications will receive feedback as to why they were unsuccessful and will have the opportunity to reapply if funds are still available.

### **Further information**

For further information, please email [training.markets@dtwd.wa.gov.au](mailto:training.markets@dtwd.wa.gov.au).