

This Guideline provides information for NSW ACE Providers in relation to the funding for Infrastructure Maintenance support.

Adult and Community Education Program (the ACE Program)

ACE providers offer a valuable service for VET delivery in NSW. The Department of Education, through its Training Services NSW branch (the Department), provides dedicated funding to not for profit ACE providers in recognition of the services they deliver to disadvantaged students, communities or regions.

The Department recognises that ACE providers rely on a range of different building types to deliver services, including ageing buildings that require maintenance and modernising.

ACE Infrastructure Maintenance Funds

Up to 10% of the ACE Program funding for the 2020/2021 Activity Period may be used by ACE providers to help enhance facilities that support the delivery of vocational education and training (VET) to priority communities and students accessing services and training under the ACE Program.

The aim of this funding is to

- increase the capacity of ACE providers to deliver relevant training to individuals to improve their employability, literacy and numeracy skills for students funded under this program;
- facilitate ACE providers' ability to provide flexible and innovative training delivery to improve pathways into VET for students;
- enhance current training facilities and equipment to optimise student engagement and learning

Providers may use the funding for infrastructure maintenance and development that directly relates to Vocational Training including:

- upgrading existing training facilities e.g. IT connections/equipment, lighting;
- new purpose-built training rooms and equipment including IT connections; or
- Industry-specific plant and equipment for specialist vocational training e.g. cafeteria for hospitality training, first aid equipment for community services-related training.

Please seek Departmental approval via email prior to use of funds

Proposed project(s) are expected to be completed by 30 June 2021

Ineligible expenditure

Infrastructure maintenance activities which are already underway are ineligible for funding under the ACE Contract, which will support new projects only.

Funding must not be used for recurrent costs or for non-capital items such as:

- Utilities, e.g. telephone bills, electricity
- Office supplies and other consumables
- Salaries and/or staff training
- Security personnel, or other security or surveillance purposes
- Mortgage/rental payments/council rates
- Motor vehicle purchase or maintenance and any related costs, e.g. petrol, tyres
- Other transport costs
- Insurance costs
- Professional development of any person or organisation
- Resourcing of peak bodies
- Data collection.

Funding must not be used for the purchase of land or for the purchase of an existing building or structure.

Reporting Requirements

Providers are to report quarterly (using the Departmental template provided) on their use of ACE program funds for Infrastructure Maintenance Support.

Reports are to include:

- Description of activity and location(s) where Infrastructure Maintenance Support funds have been used
- Evidence of infrastructure spend e.g. receipts, photographs, invoices
- The amount spent on Infrastructure Maintenance Support for the quarter
- Progress to date
- How will these funds improve learning and /or pathways for students under the ACE program

The Department reserves the right to inspect the improvements to teaching and learning facilities funded through the Infrastructure support component of the ACE Program.

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