

EDUCATION & RESEARCH GRANTS POLICY



Introduction

1. The Australian ARBS Education and Research Foundation was established in 2014 for the express purpose of: –
 - *Promoting education and research into any field of study that is related or relevant to the industry or making contributions to the development and advancement of the HVACR industries;*
 - *Actively promoting further training, education, health and safety issues within the industry whether it be the whole of the industry or a particular sector; and*
 - *Making grants, scholarship awards or other distributions of funds to individuals and organisations contributing to the industry or an identifiable part of the industry in pursuit of its objectives.*
2. Two trusts were established from which grants may be made. The scholarship fund provides for assistance to individuals, companies and trade associations to participate in training courses. The research and development fund can provide grants for organisations to undertake research or develop new training courses to a delivery ready state.
3. All activities funded through the grants program are aimed at improving industry productivity. Productivity is improved when the skills of the workforce are developed and technologies are enhanced.
4. At all times when considering proposals placed before it, the Foundation trustees need to satisfy themselves: –
 - An identified need has been demonstrated.
 - The proposal represents value for money.
 - For training applications the company or an individual applying will make an enhanced contribution to the industry as a result of the training.
 - For research studies, the proposed study is not a duplication of already available information.
 - The value of the grant sought is appropriate.
 - The applicant is making an appropriate level of contribution to the project.
 - The project can be completed within the timeframe proposed.
 - Training is being delivered by appropriately qualified trainers and accredited institutions.

Research and Development

5. In all instances research that is funded by the Foundation will need to be “applied”, that is, research to solve specific problems or take advantage of opportunities.
6. Practical or applied research leads to :
 - Enhancement of existing technologies.
 - Development of new products

- Improved practices and procedures
7. Preference will be given to research projects that are relatively short in duration (e.g. the outcome is achievable within a year) or that can be accomplished in discrete stages rather than longer projects with less definitive goals. On occasions the Foundation may agree to be a funding contributor along with others to a larger project. However, in these circumstances the Foundation will need to be satisfied that its contribution and participation will not be lost amongst the interests of the major contributor/s. Preference therefore will be given to projects where the Foundation is the principal contributor.
 8. Research project proposals will need to include: –
 - Show how the industry will benefit from the outcome of the research.
 - A clear explanation of the project showing there is no duplication with past or existing research projects.
 - A realistic budget will be required. The budget will need to detail direct costs, any in-kind contribution and capital costs.
 - Details of the qualifications and experience of the people who are to undertake the research.
 - A plan for the dissemination of the research findings.
 9. The Foundation will fund research and development for the creation of new training courses. The types of courses which the Foundation will support developing are those which: –
 - Fill gaps in the range of skills programs available.
 - Niche courses.
 - Programs that are not viable in the TAFE system due to thin markets but are important to the industry.
 10. When providing funds for this purpose the Foundation will take steps to ensure there is no substitution of existing funding for courses from the application or double counting of funding provided.
 11. Where organisations apply for grants to develop programs the Foundation will require the applicant to provide approximately 50 percent of the cost.

Grants From The Scholarship Fund

12. Companies, industry associations and individuals employed in the industry are eligible to apply for an education and training grant.
13. In rare circumstances will the Foundation meet the total cost of the training. Applicants need to demonstrate their commitment to the training by meeting part of the cost. Generally, the Foundation will contribute funds in accordance with the table.

Course Fee \$	Reimbursement of Fee
1-500	75%
501-1000	60%
1001-3000	50%

14. The Trustees may use their discretion at any time to vary the amount in the reimbursement schedule.

15. In all cases, the funded training will need to be delivered by a registered training organisation or a recognised industry body, e.g., AIRAH, CIBSE, Property Council, Green Building Council, NABERS.
16. The Foundation generally will not fund a company or industry Association to deliver training programs, however, individuals who participate in a course conducted by them may apply for funding under the scholarship program.
17. Where training grants are approved to companies, trade associations or TAFE institutes, the approved funding can be released to the organisation in block payments in accordance with the terms of the signed funding agreement.
18. Where a particular training need is identified by the Foundation, there is scope for an agreement process to be put into place that might notionally preapprove enrolments in a specific course up to a level determined by either the number of participants or a level of expenditure. In such a case, the training provider can make recommendations on persons who are appropriate to participate in the course, but the Foundation will retain the right of approval for participation.
19. Where a training grant is approved for an individual, it will be made available when these steps have been completed.
 - The person enrolled in the training program has paid the enrolment fee to the registered training organisation.
 - Evidence of the fee payment is received by the Foundation.

General Considerations

20. In every case a funding agreement between the recipient and the Foundation will need to be signed prior to any payment being made.
21. All applications for funding support must be made on the appropriate application form all of which are available from the Foundation website www.arbsfoundation.com.au
22. This policy will be kept under review by the Foundation board and will be varied to take account of changed circumstances.