

SCHEDULE – COMPREHENSIVE GRANT AGREEMENT

s22

SCHEDULE: Try, Test and Learn Fund

Schedule commencement date: the date on which this Agreement was signed by the last party to do so, or such later date as is specified in the first occurring Activity in any Schedule to the Agreement which is 20 March 2018

Schedule completion date: 30 November 2020

Item A	OUR PROGRAM INFORMATION	
A.1	Program Name	Try, Test and Learn Fund
A.2	Program Objectives The Try, Test and Learn Fund will support new or innovative approaches to support people at risk of long-term welfare dependence through small-scale trials that are aimed at improving workforce participation, or capacity to work, for those people at risk of long-term welfare dependence.	

Item B	YOUR ACTIVITY INFORMATION (see also Clause 2 of the Terms and Conditions)	
B.1	Name of Organisation	Whitelion Youth Agency Ltd
B.2	ABN	15 347 659 323
B.3	Activity Name	Y4Y Youth Force Project s22
	Activity Start Date	20 March 2018
	Activity End Date	19 March 2020

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Words or phrases defined in the Terms and Conditions carry the same meaning in this Schedule

SCHEDULE – COMPREHENSIVE GRANT AGREEMENT

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Item C	GRANT AND PAYMENT (see also Clause 6 of the Terms and Conditions)				
C.1	Activity Name: Y4Y Youth Force Project s22				
	Financial Year	Amount (excl. GST)	SACS (excl. GST)	GST (if applicable)	Total (incl. GST)
	2017-18	\$227,685.00	\$0.00	\$22,768.50	\$250,453.50
	2018-19	\$861,476.00	\$0.00	\$86,147.60	\$947,623.60
	2019-20	\$290,550.00	\$0.00	\$29,055.00	\$319,605.00
	<p>s22</p> <p>s22</p> <p>Whitelion Youth Agency Ltd.</p>				

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Activity Work Plan

Organisation name	Whitelion Youth Agency Ltd	Grant Activity Name	Y4Y Youth Force Project	s22	
ACTIVITY DETAILS					
Activity Start Date	20/03/2018	Activity End Date	19/03/2020	Total Activity Funding	\$1,513,681 (incl GST)

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TALKING POINTS

Subject	Try, Test and Learn Fund - Y4Y Youth Force initiative – s22
Date	X July 2018

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- The Y4Y Youth Force initiative is not placing young unemployed Australians into jobs with Deliveroo or Uber Eats. It is giving young people short term work experience, training and support, in a range of jobs to prepare them for work.

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Whitelion does not have a partnership arrangement with Deliveroo.

Deliveroo have offered to provide work opportunities through Y4Y, however no formal arrangements have been made, and so far, no participants have expressed interest in riding with Deliveroo.

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Q. What discussions if any has the Government had with platform companies including s22 Deliveroo about this kind of program.

The Department has not been in discussions with these companies about the delivery of the Y4Y *Youth Force* initiative.

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Sent: Tuesday, 3 July 2018 6:14 PM

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s22 We do not have any partners or entities,s22
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s22 We are not partnering with Deliveroo. They quite simply heard about the program
and offered to help. We have no formal agreement, just an intention to learn together during the first few pilots to
see if there are young people who want to take up a Deliveroo rider opportunity with free equipment being
provided and an enhanced on-boarding process. s22
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Activity Work Plan

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BUDGET (specifying amounts to be allocated to deliverables) OPTIONAL – See Tables 1 to 5 below

Table 1 – Total Project Costs

Table 2 – Cost per Financial Year

Table 3 – Staffing Costs

Table 4 – Operational Costs

Table 5 – Set Up Costs

Table 1 - Total Project Costs

Costs	
Staffing costs	\$585,022
Other operating costs	\$347,584
Total program operating costs	\$932,606
Whitelion Overheads	\$139,891
Total operating costs	\$1,072,497
Program capital costs	\$307,214
TOTAL COST	\$1,379,711
Operating cost per participant	\$13,406
Total cost per participant	\$17,246

Table 2 – Cost per Financial year based on 1 pilot in 2017/18, 5 pilots in 2018/19 and 2 pilots in 2019/20. Set up costs allocated 25% in 2017/18 and 75% in 2018/19.

Costs per year	2017-18	2018-19	2019-20
Staffing costs	\$87,753	\$331,512	\$165,756
Operating costs ¹	\$43,448	\$217,240	\$86,896
Overheads	\$19,680	\$82,213	\$37,898
Capital Costs ²	\$76,804	\$230,411	-
Total Cost	\$227,685	\$861,476	\$290,550

Table 3 – Staffing Costs

Role	Duration	Total Cost	Cost breakdown
Y4Y Youth Force Manager	2 years	\$148,720	Level 6.1 - \$1430 x 104 weeks
Pilot Coordinator/Coach	2 years	\$118,976	Level 4.1 - \$1144 x 104 weeks
Youth Force Coordinator	18 months	\$89,232	Level 4.1 - \$1144 x 78 weeks
Support and Placement Coordinator	18 months	\$89,232	Level 4.1 - \$1144 x 78 weeks
Total Salary costs		\$446,160	
Superannuation and work cover		\$55,770	9.5% superannuation, 3% work cover
IT supports costs		\$10,920	\$130 per person per month
Occupancy costs		\$68,250	\$9,750 per person
Police checks		\$142	\$35.50 per person
Phone costs		\$3,780	\$45 per person per month
Total Staffing costs		\$585,022	

¹ Operating costs include payments for peer support navigators, learning allowance, payments to trainers, recruitment of participants, evaluation and transport costs.

² Capital costs include technical development of the website and community tasker and the learning library materials. Other items include purchase of ute, tablets, laptops, printers and a tool library.

Table 4 – Operational Costs (Per Pilot and Total)

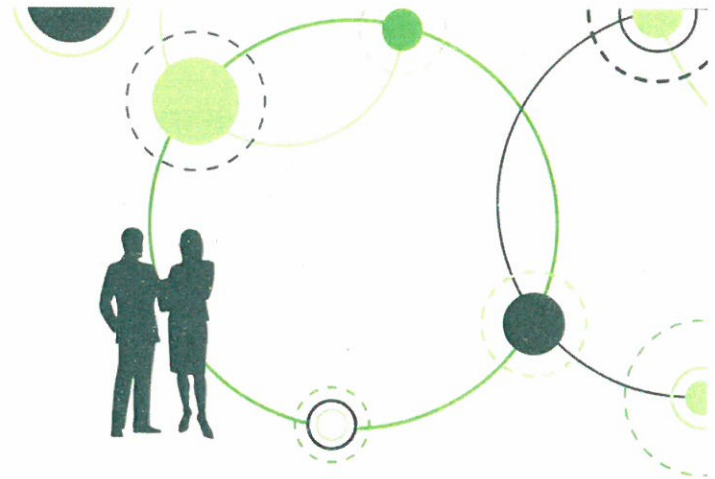
Item	Cost per pilot	Total Cost	Cost breakdown
Peer support (Navigators)	\$9,832	\$78,860	38 hours per week for 10 weeks per pilot at \$23/hour including 9.5% superannuation and 3% work cover
Trainers	\$4,800	\$38,400	\$400 per 4 hour session- 12 sessions per pilot (8 subjects and 4 skills)
Learning Allowance	\$10,000	\$80,000	\$20 per day x 5 days x 10 participants x 10 weeks
Uniform allowance	\$1,000	\$8,000	\$100 uniform allowance for those who need it i.e. hospitality/safety gear
Transport – Uber	\$2,200	\$17,600	Average of 11 trips per participant @ \$20 per trip
Fuel and tolls	\$875	\$7,000	\$6,000 fuel and \$1,000 tolls
Staff travel costs	\$1,250	\$10,000	Travel for interstate pilots averaged a cross pilots
Working with Children Checks	\$420	\$3,360	50% take up by participants (40 x \$84 per person)
Crimchecks	\$196	\$1,564	\$16 per participant, \$35.50 per navigator
Recruitment and marketing	\$3,125	\$25,000	Digital and traditional marketing campaigns to secure program participants and tasks
Insurance	\$1,000	\$8,000	\$100 per participant (estimate)
Evaluation	\$6,250	\$50,000	Based on 4% of project cost
Miscellaneous	\$2,500	\$25,000	Extra coaches, trainer, participants, equipment, certification or volunteer training
Total cost per pilot	\$43,448	\$347,584	

Table 5 – Capital Costs

Item	Total cost	Cost breakdown
Tablets	\$4,000	20 x \$200 – can be shared, but need to assume that multiple pilots may occur simultaneously
Laptops and printers	\$7,200	4 x laptops at \$1500 plus 4 x printers at \$300
Tool library	\$8,000	Gardening and cleaning kits
Transport Ute	\$38,014	Purchase of dual cab ute for transport of equipment, task work and disposal of waste from tasks to recycling/waste facilities
Learning Library	\$20,000	Curate training materials, certification and video capture
Website development and Community Tasker	\$230,000	Two developers and one business analyst over 3 months (20 working days per month) at \$1000 per day = \$180,000; Equipment, development environment set up and incidental costs \$50,000
Total Fixed	\$307,214	



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Try, Test and Learn Fund Co-development Project Proposal – Y4Y Youth Force

September 2017

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2. Task Academy



Once selected, young taskers will receive a two week training program that will make them ready for the task working world.

All taskers will receive support with general skills such as:

- IT
- Financial planning
- Time management
- Customer service
- Entrepreneurial skills

Sector specific training will also be provided from up to eight job sectors depending on participants' interests.

The positions crucial to the Task Academy include subject and skills trainers.

Task Academy training will focus on eight job sectors

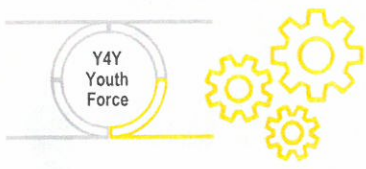
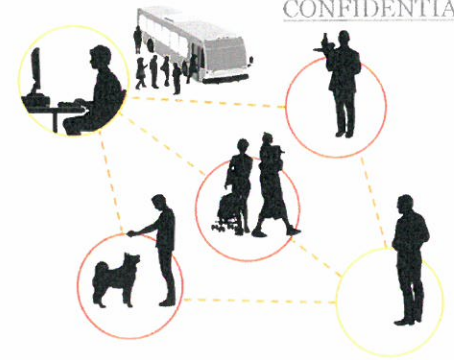


Insights from pilot participants' feedback on the Task Academy stage:

Week 1	Week 2
<p>General skills training focus</p> <ul style="list-style-type: none"> • IT • Financial planning • Time management • Customer service • Entrepreneurial skills 	<p>Sector specific training focus</p> <ul style="list-style-type: none"> • The eight target job sectors make sense. • Certificates are important as employers ask for these when applying for jobs. • Young people would want information about where they can get higher certificates. • 'Videos are also helpful as you can go back to them and remind yourself.'
<p>Mix of face to face teaching, group work and videos online is preferred:</p> <ul style="list-style-type: none"> • One to one coaching is more comfortable for some skills like communication. 	<p>Happy to travel to training two to three days a week</p>
<p>Relatable and knowledgeable staff</p> <ul style="list-style-type: none"> • 'Coach needs to speak at my level' and have a good knowledge of their area. 	<p>Better if training is free</p>

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3. Task Apprenticeship



Once taskers are certificated in a particular job area, they will begin an apprenticeship.

The Y4Y Youth Force apprenticeship will last four weeks and will use trial tasks posted on existing platforms and with partner organisations. This will enable taskers to learn by doing while building their resilience and confidence on the job.

The positions crucial to the Task Apprenticeship include the Pilot Coordinator/Coach and the peer support 'Navigator'.

Insights from pilot participants' feedback on the Task Apprenticeship stage:

Week 1-2	Week 3	Week 4
<p>Complete three tasks that are pre-organised:</p> <ul style="list-style-type: none"> Receiving feedback and ratings from jobs is important. 	<p>Complete three more tasks that are pre-organised:</p> <ul style="list-style-type: none"> Participants like this aspect as it would give them confidence. 	<p>Taskers have to complete at least two of their own self organised tasks:</p> <ul style="list-style-type: none"> This makes the program mean something '... you have to work for it' '... you have to try.'
<p>No to self organised group transport:</p> <ul style="list-style-type: none"> Prefer for the idea proponent to organise group transport especially where heavy equipment is required or it is a group task. 	<p>Applications for other small jobs allowed:</p> <ul style="list-style-type: none"> If young people felt confident and they wanted to do more. 	<p>No 'learning journal' component:</p> <ul style="list-style-type: none"> Rather than recording feedback and learning over time participants would prefer to receive immediate feedback 'It would be helpful to summarise your positive and negative after each job, like Uber.'
<p>Like group work but control numbers to 2-3 per group:</p> <ul style="list-style-type: none"> More support. Could make transport easier. 	<p>One to one check in with coach:</p> <ul style="list-style-type: none"> This would help with general skills such as communication. 	



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FOI 18/19-017
Item 7
Document 1



Activity Work Plan Report for period 23 March to 30 June 2018

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Activity Details

Organisation Name	Whitelion Youth Agency
Grant Activity Name	Y4Y Youth Force Project – Try, Test & Learn Tranche 1

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Objective	Deliverable	Time frames	Measures of success	Status	Progress Report
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Pilot Delivery

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Pilot 1: 13 June to 24 August 2018

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The eight Pilot 1 participants s22