

As SADI is a reimbursement program however, your company must have already paid for the course.

The types of evidence required to support your claim will vary depending on what you have received, but generally the evidence required includes proof of payment, proof of attendance and proof of successful completion. Further information on SADI's Reimbursement Requirements can be found on the SADI website at www.defence.gov.au/dmo/id/sadi/.

Where can I get additional information on the SADI Program?

Further information on the SADI Program including program documentation can be found on the SADI website at www.defence.gov.au/dmo/id/sadi/.

Can Registered Training Organisations (RTOs) apply for a grant to develop or deliver a course to defence industry?

No. SADI Grants are only available to defence companies or industry associations on behalf of a group of eligible companies. SADI does not provide funding to RTO's for either the development or delivery of a course.

The training participants have now changed since I submitted my application; do I need to provide a revised list of names?

No. You do not need to provide a revised list of names however you must advise your SADI Case Manager when you decrease the number of training participants receiving the training. SADI does not provide additional funding if you choose to enrol additional training participants on the course.

A training course I applied for is no longer going ahead. Can I use the money for a different training activity?

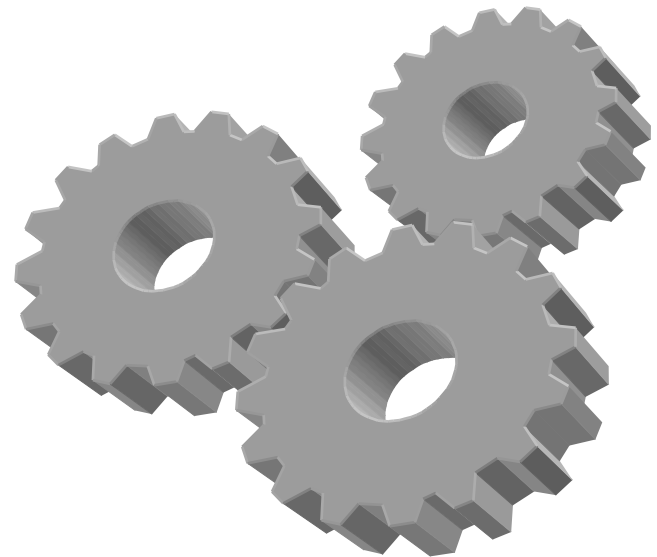
The SADI team will consider reallocating the funding to another training activity, providing the course content is similar and the cost of the new course does not exceed your original funding allocation. You must not assume however that the SADI team will agree to the reallocation as applications will be assessed on a case by case basis. Please speak to your SADI Case Manager in the first instance.

Where should I send my invoice and supporting evidence?

Send your invoice and supporting evidence to your Case Manager, not to the general DMO finance area. Your Case Manager will need to verify that you have provided the supporting evidence required before approving your claim for payment.

SKILLING AUSTRALIA'S DEFENCE INDUSTRY

Frequently Asked Questions



CONTACT DETAILS

Phone: 1800 651 292

Email: IndustryDiv.SADIProgram@defence.gov.au

Website: www.defence.gov.au/dmo/id/sadi/index.cfm

Postal address:

Department of Defence (BP25-03)
P.O. Box 7941
Canberra BC ACT 2609

What is the SADI Program?

The SADI Program was established in 2005 to increase the quality and quantity of skilled personnel available to defence industry, to ensure that the Australian Defence Force has the capabilities it needs to defend Australia and its national interests.

The SADI Program provides funding to companies and industry associations, acting on behalf of a group of eligible companies, for training and/or skilling activities in trade, technical or professional skill sets where that training is linked to a defence capability.

Who can access SADI funding?

SADI funding is available to Australian companies who have a current Defence contract or are expecting to tender for a Defence contract within the next 12 months.

What type of training activities are funded by SADI?

The proposed training activity must target an identified shortage in trade, technical or professional skill sets. It must also be of strategic benefit to Defence. Eligible training activities include technical and trade courses and professional courses in engineering, logistics, project management and scheduling. The courses can be short courses (1-3 days), or tertiary programs (including graduate certificates and master level programs).

What training activities are not funded by SADI?

The SADI Program does not support proposals which include claims for wage costs; general business management; on the job training; leadership training; attendance at conferences/seminars/summits/symposium or conventions.

Does SADI provide funding to support our apprenticeship programs?

SADI does not provide funding for the training of apprentices per se but provides funding on a sliding scale to support the costs of supervising an apprentice. In order to qualify for funding, the apprentice must spend a reasonable amount of their time working on Defence projects. A funding cap of up to \$400,000 per company applies.

How many training activities can I apply for?

There is no limit to the number of training activities your company can apply for; however applicants should be aware that SADI is a reimbursement program and the training must be in a technical, trade or professional skill set that is required to meet a current or future Defence capability need. SADI will only reimburse for the cost of the course once it has been successfully completed and paid for by the company. A funding cap may be applied if the number of eligible applications exceeds the funding available.

Will my application be assessed if I do not fill out the "Mandatory" sections of the application?

No. Mandatory sections of the application MUST be completed in order for the SADI Case Manager to assess the application.

When will I find out if my application has been successful?

Applications will be assessed after the Funding Round closes. This may take up to three months. Applicants will be advised on the success of their application before the beginning of the 2011/12 Financial Year.

When can I expect to receive the SADI Agreement if my application has been successful?

The SADI Agreements will be mailed to the successful applicants via Express Post. Depending on the level of applications, companies can expect to receive their Agreements no later than 30 June 2011. You will also be assigned a SADI Case Manager who will be your primary point of contact.

Will SADI fund the travel and accommodation of my employees?

The SADI program will only cover the cost of fully flexible economy airfares to attend a training activity, where that flight is to and from a rural or remote area of Australia. SADI will cover the cost of accommodation in this instance for a maximum of 5 nights at a rate of up to \$176.00 (GST inclusive) per night. Further information is available in the Guide to Completing a SADI Application.

Does SADI provide funding for On the Job Training?

While the SADI Program acknowledges that On the Job Training is extremely important in skilling staff members, it is not funded under the SADI Program due to the difficulty of attributing costs and auditable processes to such training activities.

Will SADI fund the cost of attending an overseas course?

SADI provides funding to cover the cost of overseas travel for a maximum of three staff members to attend training at the Original Equipment Manufacturer (OEM). Funding covers a maximum of three people only, the cost of fully flexible return economy airfares and up to five nights' accommodation up to \$175 per night (GST inclusive).

Can SADI assist us in developing an internal training course for your employees?

SADI may provide funding to cover 50% of the costs associated with the development of an internal training course, where no commercial training course exists.

When will the FY2011/12 SADI Round open?

The opening of the 2011/12 SADI round is expected to be announced in early March 2011. The round will be open to applications for a four week period and further details will be provided on the SADI website, E Portal and through other avenues.

Can I get assistance with completing a SADI application?

Assistance is available when completing your SADI application. You can call the SADI hotline: 1800 651 292 to speak directly with a SADI Case Manager or you can email your requests to: IndustryDiv.SADIProgram@defence.gov.au

Is SADI funding only available to Australian Companies?

Yes. SADI funding is only available to Australian Companies or Australian subsidiaries of overseas companies that have a workforce based in Australia.

When will I be reimbursed for the costs of the training activities?

After your staff has successfully completed the training activity and you have the necessary supporting evidence to support your claim, you are required to submit an invoice to the SADI team.