

STEP 3

What other requirements must training providers meet?

Above and beyond the detailed preparation of a quality income oriented course, the SDTF has several key requirements.

Approved SDTF application forms must be completed by training provider.

The training provider must provide a minimum of 20% of the total cost of training as an in-kind contribution.



The training provider must ensure that the trainees pay a fee that will cover at least 10% of the short-course costs.

The training course must impart skills that assist the trainees to enhance their income earning opportunities.

The short-course must be no longer than 3 months in duration.



Training providers are encouraged to provide more than the minimum in-kind contribution and must show clearly which budget items will be provided for in-kind.

An in-kind contribution is a non-cash contribution which can be given a cash value.

Examples:

- An instructor donates his/her time to deliver the training course.
- The training provider donates the materials and training venue for purposes of conducting the course.



The SDTF encourages training providers to collect more than the minimum required fee - as this is a good indicator that the training being offered is being demanded by the participants.

The training provider will have to collect fees from the trainees before the SDTF provides financial support.

Capital expenditures (eg. acquiring physical assets) will not be funded by SDTF and should not be included in the training budget.

