



# SUMMARY OF BERT TRAINING FUND

## ABOUT US

BERT Training Fund (BTF) is a joint union and Employer initiative which provides members of the Building Employees Redundancy Trust (BERT) with funding and assistance to improve their skills. The fund, which was previously known as Queensland Construction Training Fund was established in 1991 to enable the industry to take responsibility for the funding of its training needs.

## HOW WE ARE FUNDED

BTF receives annual financial disbursements from BERT and related trust funds. These funds are provided to BTF for the purpose of improving skills in the industry. Since our inception, BTF has received (and distributed) over \$55 million in training funds to the Queensland construction industry.

## WHO WE HELP

BTF assists in the training of workers in the building and construction industry who are members of BERT. Through training, workers can increase their skills, knowledge and expertise, leading to better employment options, higher wages and a more productive industry.

BTF will provide assistance in both the trade and non-trade occupations and in the building, civil and engineering construction sectors of the industry.

The applicant may either be employed or unemployed.

## APPROVAL OF APPLICATIONS

BTF processes applications continuously. Applicants will receive written confirmation of their grant and the amount to be funded. BTF recommends applicants wait until written confirmation has been received before commencing to pay for a course.

## MAKING AN APPLICATION

Any Person who is a member of BERT and meets the BTF Eligibility criteria can apply for a training subsidy. Please note no funds are deducted from your BERT account to cover the cost of your training. Your BERT account is only used as a reference to determine the amount of funding you may be entitled to.


A separate application form must be completed for each individual and for each course to be funded.


BTF recommends that applications are made prior to the commencement of the course so you know how much will be reimbursed before you commit to the training.


Applications can be submitted through the post, by email ([info@btfund.org.au](mailto:info@btfund.org.au)) or via the online application on the BTF website ([www.btfund.org.au](http://www.btfund.org.au)).


# OTHER INFORMATION


## FUNDING CRITERIA


 The course costs must be paid by the applicant or the employer prior to commencement.

 Only accredited training delivered by a Registered Training Organisation (RTO) will be eligible for a training grant.

 The amount of funding that will be approved will be limited to the total funds held in the applicants' BERT account for the previous 12 months.

 Training grants are limited to a total of \$1,500 per course.

 No funding is provided for Recognition of Prior Learning (RPL) assessment or inductions.

 You can seek funding for up to three (3) training activities over a 12 month period, provided that the funding for the first two grants was below \$1,500.

 Reimbursement by BTF is only made after the training is completed and the following documentation is provided:

- A copy of the receipt from the RTO that delivered the training;
- A copy of the training results (Statement of Attainment or Qualification);
- A copy of your Separation Certificate (if applicable); and
- A copy of your bank statement clearly displaying the name of the bank, account name, BSB and account number.

 Grants remain valid for a period of 3 months.

BTF will not generally reimburse the full cost of training. It is important to know how much will be reimbursed before you commit to the training. Applicants are formally notified of the level of support BTF can provide (via email, post or text).

NOTE: The above funding criteria is subject to change

## SHORT COURSES

- Asbestos Removal
- Backflow Prevention
- CAD (Computer Aided Drafting)
- Computer Skills
- Confined Spaces
- Crane Operating (Mobile, Tower, etc)
- Dogging
- Electrical Equipment Test & Tag
- Elevated Working Platforms (Boom Lift)
- Explosive Power Tools
- First Aid (Basic, CPR, Low Voltage Rescue)
- Forklift
- Hoist Operator
- Plan Reading
- Plant Operating (Bobcat, Backhoe, Forklift, Excavator Roller)
- Plastic Welding
- Rigging - Basic, Intermediate & Advanced
- Scaffold - Basic, Intermediate & Advanced
- Thermostatic Mixing Valves
- Traffic Controller
- Truck Licence
- Welding
- Working at Heights
- Workplace Health and Safety
- Yellow Card

## CERTIFICATE III

- Carpentry
- Wall and Ceiling Lining
- Solid Plastering
- Wall and Floor Tiling
- Formwork/Falsework
- Rigging
- Concreting
- Steelfixing

## ADVANCED (CERTIFICATE) COURSES

- Certificate IV, Diploma, Advanced Diploma in Building and Construction
- Certificate IV, Diploma, Advanced Diploma in Work Health and Safety
- Certificate IV in Civil Construction Supervision
- Certificate IV, Diploma in Plumbing and Services
- Certificate IV in Training and Assessment

## FREQUENTLY ASKED QUESTIONS

### Do you take money out of my BERT Account?

No funds will be deducted from your BERT account to cover the cost of your training. Your BERT account is only used as a reference to help us decide how much we can reimburse toward the cost of your training.

### Does BERT Training Fund do the training?

No, we are not a training provider. It is the applicant's responsibility to organise the training with a Registered Training Organisation (RTO).

### How much of the training cost will you cover?

Generally, we will only fund a percentage of the total cost of the training. The amount we will contribute will depend on a variety of factors, so we encourage you to complete an application form as soon as you know the details about the training you want to undertake. You will be advised the amount we will pay.

### What other costs will you cover?

We may reimburse you for the costs of an textbooks required to complete the course. We will not pay any other related costs such as services provided by persons 'organising' the training such as licence costs.

### Why do I need to identify if I am employed or unemployed?

If you are unemployed you may be eligible for a higher percentage of reimbursement. Proof of unemployment must be provided (e.g. Separation Certificate; Letter of Termination.)

### How many courses can I do?

You can seek funding for up to three (3) training activities over a 12 month period, provided that the funding for the first two grants was below \$1,500.

### Who pays for the training?

You must pay for the training up front.

### What sort of training will BTF pay for?

We will provide funding for most courses that are related to construction industry work, provided the course is accredited and the training is undertaken by a Registered Training Organisation (RTO)

### Where Do I have to do the training?

You can do the training anywhere provided it is delivered by a Registered Training Organisation (RTO)