

CSQ FUNDING APPLICATION – INDUSTRY WORKERS

COURSE CODE	COURSE TITLE	Total Cost	AMT FUNDED BY CSQ	Co-Contribution Fee	Admin Fee	TICK TO APPLY
Short Course – Civil Specific Program						
RIIWHS202E	Enter and work in confined spaces	\$250	\$250	\$0	\$0	
RIIWHS204E	Work safely at heights	\$250	\$250	\$0	\$0	
Short Course – Building specific Program						
TLILIC0005	Licence to operate a boom-type elevating work platform (boom length 11 metres or more)	\$900	\$600	\$250	\$50	
CPCCLDG3001	Licence to perform dogging	\$1750	\$1200	\$500	\$50	
CPCCLRG3001	Licence to perform rigging basic level	\$1900	\$1350	\$500	\$50	
CPCCLRG3002	Licence to perform rigging intermediate level	\$2000	\$1450	\$500	\$50	
TLILIC0040	Licence to operate a non-slewing mobile crane (greater than 3 tonnes capacity) (Logbook)	\$1950	\$1400	\$500	\$50	
TLILIC0022	Licence to operate a slewing mobile crane (up to 20tonnes) (Logbook)	\$2200	\$1550	\$600	\$50	
TLILIC0023	Licence to operate a slewing mobile crane (up to 60tonnes) (Logbook)	\$2200	\$1550	\$600	\$50	
TLILIC0021	Licence to operate a slewing mobile crane (up to 100tonnes) (Logbook)	\$2450	\$1800	\$600	\$50	
TLILIC0020	Licence to operate a slewing mobile crane (over 100tonnes) (Logbook)	\$2450	\$1800	\$600	\$50	

Applicants must answer **YES** to the following criteria.

ELIGIBILITY REQUIREMENTS	EVIDENCE REQUIRED	YES	NO
Requirement – Right to Work in Australia			
Australian or New Zealand Citizen or Permanent Resident	Green Medicare Card (Current) or My.gov – Medicare snapshot OR Australian or New Zealand Passport (Up to 6 months after expiry) OR Australian or New Zealand Full Birth Certificate or Extract* *A commemorative birth certificate cannot be accepted. Australian Citizenship Certificate.		
A Visa holder with relevant permission to work and study and who has been employed in the Queensland building and Construction industry for 6 months or more. <i>N.B. An International Student Visa is not eligible</i>	Employer letter (on letterhead, dated and signed by the employer) which confirms: The participant has the right to work in Australia and undertake study; and The Visa number, and Length of employment. This information can be incorporated into the Eligible Worker letter.		

ELIGIBILITY REQUIREMENTS		EVIDENCE REQUIRED	
Eligible Worker		YES	NO
<p>Employed and substantially engaged in the Queensland Building and Construction Industry.</p> <p>OR</p> <p>Unemployed for less than 6 months in a role which would meet the employed and substantially engaged requirements of an Eligible Worker.</p> <p>OR</p> <p>Self Employed and substantially engaged in the Queensland Building and Construction Industry.</p> <p>NB: An Eligible worker is defined in the supporting resources for training suppliers.</p>	<p>Employer letter on letter head, dated and signed by the employer which confirms:</p> <p>a) the role of the Participant; and b) the duties being undertaken by the Participant that demonstrate substantial engagement in the industry priorities identified in the supporting resources.</p> <p>OR</p> <p>Statutory Declaration providing details of employment which would ordinarily be on the employer letter.</p> <p>OR</p> <p>Copy of ABN/ACN registration showing ownership and Invoices for recent work in the industry.</p> <p>OR</p> <p>Statutory Declaration providing details of business registration and recent work in the industry.</p>		
Fee Waiver (if Applicable)	I am unemployed or working less than 15 hrs/week		
Co-Contribution Fees			
An invoice issued prior to the commencement of training and evidence of receipt of funds once payment has occurred for Building Programs. Evidence of a fee waiver if applicable.			

Applicants must not be:

Conditions	Clarification	YES	NO
MUST NOT BE:			
• an Employee of an Authority (refer to exceptions);			
• currently enrolled and participating in a Queensland secondary school program;			
• a contracted trainer or assessor or existing worker of an RTO;			
• funded by an Authority or such other source for delivery of the same training being undertaken as part of this Program;			
• funded for more than eight (8) Short Courses under this Program (either in Building Specific and/or Civil Specific) in the same program period;			
• funded for more than three (3) high risk work (HRW) Units of Competency (excluding Asbestos Units of Competency) in the same Program period;			
• a Participant seeking a Verification of Competency.			

APPENDIX 1 - Employer Letter – CSQ Training Subsidy Application

(Letter must be on a company letter head)

Date: ___ / ___ / 20___

Attn: Century Training

RE: CSQ Training Subsidy Application

To Whom It May Concern,

I confirm that **[Employee Full Name]** is employed **[Employment Type: Full-time / Part-time / Casual]** with **[Company Name]** as a **[Job Title]**.

Employment period: **[Start Date] – [End Date / Current]**.

The main duties included in this role are:

- [Duty 1: e.g., Operated non-slewing mobile cranes (greater than 3 tonnes capacity) on commercial construction projects.]
- [Duty 2: e.g., Performed rigging and dogging tasks.]
- [Duty 3: e.g., Interpreted and applied technical drawings and specifications.]
- [Duty 4: e.g., Coordinated with site supervisors and trades to complete allocated construction tasks.]
- [Additional duties as relevant to the employee’s role.]

These duties show that **[Employee Name]** is employed and substantially engaged in the Queensland Building and Construction Industry, with work directly related to the following site(s):

- **[Construction Site Name & Address]**
- **[Add additional sites if applicable]**

Please note:

- At least one construction site name and address must be included (the employer’s business address is not acceptable).

[Company Name] is / is not a Small to Medium Enterprise (SME) employing 19 people or less.

Kind regards,

Signature of Employer Representative: _____

Name of Employer Representative (print): _____

Position/Title: _____

Contact Number: _____

Alternative Evidence of Employment

If required, evidence of employment may also be verified by supplying:

- a) Copy of ABN/ACN registration showing ownership and invoices for recent work in the industry.
- b) Relevant current Licence along with confirmation that the participant is undertaking duties that demonstrate substantial engagement in industry priorities.
- c) Statutory Declaration providing details of employment/business registration and recent work in the industry.

APPENDIX 2 – STATUTORY DECLARATION EXAMPLE

Statutory Declaration

(for CSQ Funding Eligibility – Evidence of Substantial Engagement)

I,
[Your Full Name]
of [Your Address],
in the State of Queensland,

do solemnly and sincerely declare that:

1. I was employed/self employed as a [Job Title].
2. My employment status was: **Full-time / Part-time / Casual**.
3. My period of employment was from [Month/Year] to [Month/Year].
4. **My duties and/or job description whilst I was substantially engaged in the Queensland Building and Construction Industry were as follows:**
 - [Duty 1: e.g., Operated non-slewing mobile cranes (>3 tonnes) on commercial construction projects.]
 - [Duty 2: e.g., Performed rigging and dogging tasks in compliance with site safety procedures.]
 - [Duty 3: e.g., Interpreted and followed construction plans and technical drawings.]
 - [Duty 4: e.g., Ensured compliance with WHS obligations on all worksites.]
 - [Add more as relevant to your role.]
5. The above duties were carried out on the following sites:
 - [Site Name, Address, and Project details]
 - [Additional sites if applicable]

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the *Oaths Act 1867 (Qld)*.

Signature of Declarant: _____

Name of Declarant (print): _____

Date: ___ / ___ / ___

Taken and declared before me at _____

This ___ day of _____ 20___

Signature of Witness: _____

Name of Witness (print): _____

Qualification: _____

Address of Witness: _____