# Message from the Secretary

On behalf of the Department of Treasury and Finance, I am pleased to introduce the Diversity Scholarship 2020.

Making DTF a more inclusive and welcoming workplace is a core priority for our organisation and one of the commitments identified in our *2019-23 Corporate Plan*.

We also recognise the importance of supporting the advancement of individuals in the community through education and opportunity.

This Scholarship supports a talented member of the community from a diverse background to undertake tertiary study in the 2020 academic year. It incorporates both financial and non-financial support and includes an opportunity to participate in a work placement in the Department.

We believe organisations and communities grow stronger by becoming more diverse.

Through this Scholarship and initiatives such as our Diversity and Inclusion Framework, Aboriginal Employment and Inclusion Action Plan and All Abilities Plan, we are demonstrating our commitment to attracting, retaining and advancing diverse individuals and promoting inclusion at all levels of our organisation.

David Martine
**Secretary**

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* + 1. Introduction

The Department of Treasury and Finance (DTF) plays a leading role in economic, financial and resource management to support the Victorian Government in delivering services and programs for the community.

The Department has overall responsibility for formulating and implementing the Government's longer-term economic and budgetary objectives, which are to achieve economic growth for all regions of the State and increase the living standards of all Victorians.

A diverse workforce drives innovation and creativity, helping us serve and support the Government and the Victorian community

The Department’s Diversity and Inclusion Framework, Aboriginal Employment and Inclusion Action Plan, and All Abilities Plan set out our commitments to improving the successful employment outcomes for individuals of all backgrounds. This includes attracting, retaining and advancing diverse individuals, and promoting inclusion at all levels of the organisation.

We also recognise the importance of supporting the advancement of individuals in the community through education and opportunity. The Department is offering the Diversity Scholarship 2020 (the Scholarship) to support successful tertiary outcomes for a talented individual from a diverse background.

* + 1. General information

The Scholarship will be awarded to one successful recipient for the 2020 academic year. It includes financial and non-financial components.

* + - 1. Scholarship plan

The Scholarship is tailored to the unique circumstances of the recipient. All aspects of the Scholarship will be detailed in a Scholarship plan, agreed between the recipient and the Department.

* + - 1. Financial component

The successful Scholarship recipient will receive a study allowance of up to $22 500, paid fortnightly, to support full-time or part-time tertiary study for the 2020 academic year.

The Scholarship recipient will receive additional financial support of up to $7 500. The specifics of this additional financial support will be detailed in the Scholarship plan. It may cover areas such as, but not limited to, health and well-being services, transport, coaching, or study support tools.

* + - 1. Other support

The Scholarship recipient will have access to a range of other supports that will be tailored to individual needs. These supports will be detailed in the Scholarship plan. They include, but are not limited to:

* + - a placement in a suitable work experience position at the Department;
		- connection to broader Victorian public service (VPS) employment programs such as the VPS graduate program, GRADS;
		- access and invites to Department and VPS-wide events, forums, seminars and training relevant to their studies and employment aspirations; and
		- connection to relevant support groups or communities of practice including the Aboriginal Network, the Enablers Network and the Department’s mentoring programs.
		1. Eligibility

Scholarship applicants must meet the following eligibility criteria:

* + - 1. Diversity

The Scholarship is open to all individuals from diverse backgrounds.

The purpose of the Scholarship is to support a talented individual from a diverse background who may otherwise struggle to successfully complete their field of study.

For example, individuals may:

**Be an Aboriginal and/or Torres Strait Islander person who:**

* + - identifies as being Aboriginal and/or Torres Strait Islander
		- is accepted by the Aboriginal and/or Torres Strait Islander community in which she/he lives or has lived

**Be a person who experiences disability meaning they either**:

* + - identify as having a disability or
		- are the carer or family member of a person with a disability

**Be a person from a disadvantaged or low socio-economic background who:**

* + - may have experienced long term or new hardship due to life events
		- is the sole carer of children or family members
		- has limited opportunities due to circumstances

**Be a person with a multicultural or refugee background who:**

* + - may have experienced hardship due to multicultural or refugee status
		- has experienced discrimination or faced limited opportunities due to background

**Be a person who identifies as LGBTIQ who:**

* + - may have faced hardship due to identity
		- has experienced discrimination or faced limited opportunities due to identity
			1. Aligned field of study

Scholarship applicants must have applied or intend to apply for tertiary level study via the Victorian Tertiary Admissions Centre[[1]](#footnote-1) in an aligned field:

* + - Economics;
		- Engineering;
		- Science;
		- Technology;
		- Mathematics (Data Analytics and Statistics);
		- Business;
		- Finance;
		- Accounting;
		- Public Policy: or
		- Political Studies.

Applications for overseas and interstate study will not be considered for the scholarship.

* + - 1. Study requirements

Applicants must be enrolled in an aligned field of study, in a full-time or part-time capacity, at a tertiary education institution in Victoria in 2020. Applicants will need to provide details of the course and acceptance in the application.

* + 1. Assessment criteria

The Scholarship panel will assess all eligible applications and select the Scholarship recipient based on merit, taking into account:

* + - the aspirations of applicants;
		- the expected benefits of the Scholarship to applicants; and
		- the capacity of the applicant to successfully complete the course of study.
			1. Student aspiration

Have a compelling statement of aspiration in the chosen field of study and intended career pathways.

Applicants will need to provide a personal statement that outlines their aspirations as part of their application.

* + - 1. Student benefits

Applicants must include in their personal statement an explanation of how the Scholarship would support their ability to undertake an aligned course of study which they would otherwise struggle to complete.

* + - 1. Academic ability

Have demonstrated academic ability to successfully complete their chosen course of study.

Applicants will need to provide academic records and a statement of support from an academic supervisor or teacher who can provide an appraisal of the applicant’s academic performance and ability.

Any further testimonials that add to the compelling case for the scholarship recipient are welcome as part of the application.

* + 1. Work placement

The Scholarship recipient is invited to participate in a work placement within the Department. The placement provides an opportunity to establish valuable professional networks and experience to support a career within the Department and the broader Victorian Government.

The duration of the work placement would be detailed in the Scholarship plan.

While at the end of the Scholarship every effort will be made to assist with career options within the Department of Treasury and Finance, the Department offers no guarantee of employment at the end of the Scholarship.

Scholarship recipients undertaking a work placement will be required to undertake a Police Record Check prior to the commencement of the placement. Some work experience placements may also be subject to a Working with Children Check.

* + 1. Scholarship participation requirements

The purpose of the Scholarship is to provide financial and other support to improve the chances of success for the recipient.

Failure in any subject in any semester could result in the Scholarship being withdrawn.

Scholarship recipients will be required to:

* + - perform to a satisfactory standard throughout the duration of the Scholarship for both the academic and work placement, if undertaken;
		- provide copies of results at the end of each semester. Such documentation is to be endorsed by the educational institution;
		- provide the Department with:
			* Tax File Number and bank account details
			* contact details
		1. How to apply

**Applications close 5pm, Monday 25 November 2019.**

* + - 1. Stage one: submit your application

To apply:

* + - download the application form at <https://www.dtf.vic.gov.au/careers/diversity-scholarship>
		- complete the application form and attach all required information; and
		- submit your application via email to People.Culture@dtf.vic.gov.aubefore **5pm on Monday 25 November 2019.**

**Alternative ways to apply**

If an online application form isn’t right for you, there are a range of other avenues open to individuals to submit applications.

Contact the Scholarship Contact Officer to discuss specific arrangements to meet your individual needs.

If you have any questions, please contact the Department of Treasury and Finance Scholarship Officer Natalie Fakalogotoa on 03 7005 8829 or people.culture@dtf.vic.gov.au.

* + - 1. Stage two: application assessment

Applications will be assessed on the information and documentation provided.

Scholarships applications are assessed by the Scholarship selection panel and ranked according to the eligibility and selection criteria outlined in these Guidelines.

Applications will be short listed and at this stage you may be requested by the selection panel to supply further information to support your application.

* + - 1. Stage three: interview

Shortlisted applicants will be invited to attend an interview to discuss their application in further detail.

The needs and circumstances of the applicants will be considered, and an interview process will be tailored to ensure all have access to a fair and equitable process.

* + - 1. Stage four: notification

The successful Scholarship recipient will be notified by email and phone.

Unsuccessful applicants will be notified by email.

Unsuccessful applicants will be eligible to re-apply for the Scholarship in future rounds and are encouraged to seek feedback.

* + 1. Scholarship payments

The study allowance will be paid on a fortnightly basis for the duration of the Scholarship, commencing on the nearest Departmental pay date, in accordance with the agreed Scholarship plan. Other financial components will be paid in accordance with the agreed process detailed in the Scholarship plan.

* + - 1. ABSTUDY

It is the responsibility of each Scholarship holder in receipt of ABSTUDY (or any other like payment) to advise Centrelink that they have been successful in securing a Scholarship.

Any ongoing ABSTUDY liabilities or benefits available to the Scholarship holder are for Centrelink to assess. For further information, please contact the Centrelink contact centre on 132 490*.*

* + - 1. Taxation

The Department cannot advise Scholarship applicants on tax matters. A Scholarship recipient must seek independent advice from a tax professional.

For information regarding tax and scholarships, please use the following links:

* + - Information about whether a scholarship is considered income by Centrelink can be found in the [Australian Government’s Guide to Social Security Law](http://guides.dss.gov.au/guide-social-security-law).
		- To help you work out if a scholarship is taxable by the Australian Tax Office (ATO) you can use their [Is your scholarship taxable?](https://www.ato.gov.au/Calculators-and-tools/Is-my-scholarship-taxable/) tool.
		1. Persons ineligible for the Scholarship

Persons deemed ineligible to receive the Scholarship will be those who are:

* + - currently completing a sentence through non-custodial means;
		- on parole;
		- on bail or on remand in custody;
		- in lawful custody for committing an offence;
		- in a youth training centre as defined under the Children and Young Persons Act 1989, or imprisoned in an adult correctional facility within Australia; or
		- not residing in Victoria, even when completing an online education with a Victorian university.
		1. Disclaimers

All Scholarship funds are paid directly to the successful recipients. Any Higher Education Loan Program (FEE - HELP) payments associated with a recipient’s study must be made by the individual and will not be paid directly by the Department.

The Department reserves the right to vary the number of Scholarships offered or the value of the Scholarship, at any time.



1. The Victorian Tertiary Admissions Centre is the administrative body which processes applications for universities in the State of Victoria. [↑](#footnote-ref-1)