

**Governor's
Workforce
Board**
Rhode Island



Today's Vision... Tomorrow's Opportunity.

Governor's Workforce Board RI

Incumbent Worker Training Grants



Overview

- **Welcome and Introductions**
- **Priorities of Incumbent Worker Training**
 - **Changes to RFP**
- **Application**
- **Internship Opportunities**
- **Q & A**



Introduction

GWB Staff:

Dan Brown – Chief Implementation Aide

Rick Brooks – Executive Director

Sherri Carello - Coordinator

Elizabeth Jardine – Chief Program Development

Amelia Roberts – Office Manager

Youth Staff

Carlos Ribeiro

DLT Staff

Julie O'Connell – Business Services Specialist

Hector Rivera – Chief of Labor and Training



Timeline

February 10
February 18
March 21

Deadline Q & A
Proposals Due
Grant Awards Announced



Basics

- **Total Funds Available: \$700,000**
- **Grant Award Size: \$5000 - \$40,000**
- **Proposals due February 18th**
 - 7 paper copies with one signed original**
 - PDF of entire proposal emailed to dbrown@dlt.ri.gov**
- **Eligible Employers pay into JDF, current on all tax obligations, and in good standing with Workforce Regulation and Safety**



Priorities

Today's Vision... Tomorrow's Opportunity.

- **Increase the skill level of current employees**
- **Skill-based training which directly improves the company's viability, productivity, and capacity to respond to current and future business demands**
- **Employer-driven**



Changes from other RFPs

- **Any eligible employer of any size may apply for the maximum award.**
- **All eligible employers may apply for a grant, including current recipients of Annual or Express Incumbent Worker Training Grants;**
- **Preference will be given to those companies that do not have a current Incumbent Worker Training Grant.**
- **Grant recipients may receive bonus funding for providing a qualifying internship to a youth OR unemployed adult.**



Application Elements

Today's Vision... Tomorrow's Opportunity.

Cover Sheet (p.5)

Basic Info

NAICS code

FEIN



Application Elements

Today's Vision... Tomorrow's Opportunity.

- **Executive Summary**
 - **Who are you**
 - **What do you do**
 - **Why do you need training**



Application Elements – Needs Statement

- **Compelling case**
- **Clear and straightforward**
- **Why current resources are insufficient**



Application Elements – Program and Timeline

- **Spell out specifics of training**
 - **Trainees**
 - **Cost**
 - **Timing**
- **If applicable, include information from training provider**



Results

Today's Vision... Tomorrow's Opportunity.

- **Helps GWB see progress of training and report back on funding and activities.**
- **Gives us current information on job growth, training needed, sectors which are growing or contracting**

SAMPLE RESULTS FORM

NAME OF COMPANY	EXTEND CORPORATION	
TARGET		EXPLANATION
EXPENDITURE	\$ 35,000	TOTAL GWB CONTRIBUTION TO TRAINING
# TOTAL TRAINED	82	TOTAL # TO BE TRAINED THROUGH GWB GRANT
# WAGE INCREASE	3	TARGET # RECEIVING WAGE INCREASE WHO WERE TRAINED
# PROMOTION	3	# PROMOTED AS A RESULT OF TRAINING
# YOUTH INTERN	1	# OF YOUTH INTERNS INTENDED (IF APPLICABLE)
# ADULT INTERN	1	# OF ADULT INTERNS INTENDED (IF APPLICABLE)
PLEASE LIST TRAINING ACTIVITIES IN BOX BELOW		
NAME OF TRAINING	# TRAINED	# CREDENTIALS/LICENSES IF APPLICABLE
CISCO	20	# OF INDUSTRY RECOGNIZED CREDENTIALS TRAINEES GAINED. IF YOU DON'T KNOW WHICH THE STATE RECOGNIZES, DON'T WORRY. WE CAN FILL IN
CUSTOMER SERVICE	82	THE COMPANY IS PROPOSING BOTH CISCO AND CUSTOMER SERVICE TRAINING. THEY ARE LISTING BOTH HERE. ALL EMPLOYEES ARE RECEIVING CUSTOMER SERVICE, ONLY 20 ARE DOING CISCO. TOTAL TRAINED = 82
ADD MORE LINES AS NEEDED IF ADDITIONAL TRAINING WILL BE DONE.		
BELOW PLEASE DESCRIBE THE BENEFIT YOU HOPE TO ACHIEVE WITH THE TRAINING		
Customer Satisfaction		
Productivity	In EXTEND'S application, they noted that their company's productivity would be enhanced by employees understanding better both internal and external customers. They believe that communication breakdowns both within and outside the company have led to delays in processing orders and in delivering what their clients want. Thus all employees are getting customer service and communication training.	
Quality		
Sales	EXTEND's customers have been requesting CISCO certified workers. Increasing the number of employees with this credential - they hope - will increase sales of their services.	
OTHER??		



Budget

Today's Vision... Tomorrow's Opportunity.

Narrative:

**Describe line items clearly – cost of trainer/hours
Materials**

Budget

Show total and GWB contribution



Budget

Today's Vision... Tomorrow's Opportunity.

Allowable:

- Tuition and training provider fees
- Training materials and supplies
- Software that is used 100% for training activities
- In-house trainer wages – excluding benefits
- Curriculum development – Not to exceed 25% of total request
- Cost of evaluating the training



Budget

Today's Vision... Tomorrow's Opportunity.

Un - Allowable:

- Equipment including hardware and software that is not for the exclusive use of the training
- Lost worker productivity
- Grant preparation or administrative costs
- Trainee wages and fringe benefits cost

- *Travel expenses, meeting space, lodging, food*
(eg – attend out of state training. Registration fees are acceptable. Hotel is not.)



Bonuses for Internships

Today's Vision... Tomorrow's Opportunity.

Youth Internship:

- Work with local youth center
- Summer or school year
- \$5,000/youth up to \$10,000

Adult Work Experience

- Work with Training Provider in community (GWB referral)
- Minimum of 100 hours
- \$5,000/adult up to \$10,000
- CAN be combined with other GWB incentives (work immersion, Jobs Initiative) if paid work experience



Other Incentives and Information

Today's Vision... Tomorrow's Opportunity.

Work Experience and Placement Incentives

- Work Immersion
- Jobs Incentive
- Back to Work RI

Business Workforce Center:

- EmployRI registration
- Assistance with placement, job fairs



Wrap Up

Questions?

(all Q & A will be recorded and posted on GWB website)