

Application for Green Business Investment and Job Creation Initiative Training Funds

A project funded by the U.S. Department of Labor's Employment and Training Administration

APPLICANT:

ADDRESS:

CONTACT PERSON:

EMPLOYER ID #:

EMAIL:

WEBSITE:

TELEPHONE:

FAX:

SECTOR: Manufacturing
Energy Efficiency
Value-added Agriculture

POPULATION SERVED: Dislocated
(New worker)
Incumbent
Both

TYPE OF TRAINING:

On-The-Job Training/Internship/Apprenticeship

Other Customized Skills Training On-Site

Classroom Training

Proposed Training vendors:

Adult Education: Career and Technical Education Center (CTE):

Community College: University: Private Training Entity:

In-house experts: Other: Please Explain: _____

Training proposals should include:

- A review of the **rationale** for the training proposed;
- Information about the **process** to be used in selecting participants;
- How the training will be delivered. Specify **credential earned** upon successful completion, if applicable;
- A description of the proposed training and its projected outcomes;
- Benefits available to trainees; and
- Budgetary information showing total cost of training for new workers or skill upgrading training program elements, matching funds and/or sources of funding for the training project, including grant funds requested.

RATIONALE (for proposed training):

INTAKE AND ASSESSMENT/ PROCESS FOR SELECTING TRAINEES:

PROPOSED TRAINING AND PROJECTED OUTCOMES:

Total # of Training Participants: _____ # Incumbent _____ # Dislocated _____
(New Workers)

LENGTH OF TRAINING:

CREDENTIAL EARNED:

POST TRAINING WAGE/SALARY INCREASE: No Yes **How much?:** _____

HEALTH CARE BENEFITS: No Yes **% Employer Contribution:** _____

OTHER EMPLOYEE BENEFITS (please list):

BUDGET: Please use this as a guide. You may include other items for consideration as required. Show all formulas used to calculate totals as indicated. PLEASE BE SPECIFIC.

Note: Training funds cannot be used to reimburse any training costs occurring before the application is approved. Please take this into account when developing your budget.

BUDGET JUSTIFICATION: Please provide a narrative budget justification that describes how categorical costs are derived for each cost category.

BUDGET CATEGORY TOTAL	TRAINING ASSISTANCE REQUESTED	MATCHING BUSINESS CONTRIBUTION	OTHER LEVERAGE	TOTAL
Trainee OJT Wages				
Instructor Wages/Tuition - Class Size Training (Break out costs for individual programs, including total hours & instructor wages)				
Direct Tuition				
Contractual/Training Consultant				
Materials/Supplies (itemize)				
Other Costs (describe)				
TOTALS				

Footnote to Budget:

- Consultant Training Contracts: include rate per day, number of days, any additional costs, and total cost for training.

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