

**Training Grant Opportunities for Business**  
**available through NYS Department of Labor**  
**NYS DOL RFA #20-R "State-level On-the-Job Training Program"**

<b>Guidelines and Application source:</b>	Guidelines posted on <a href="http://www.workforcenewyork.com">www.workforcenewyork.com</a> /“Funding Opportunities” or <a href="http://www.labor.ny.gov/workforcenypartners/PDFs/StateOJT.pdf">http://www.labor.ny.gov/workforcenypartners/PDFs/StateOJT.pdf</a> <b>Application is Attachments 1 - 10 of RFA.</b>
<b>Date Issued:</b>	April 16, 2010
<b>Source of Funds:</b>	<b>\$2.8 Million State-level WIA funds from ARRA 2009 Federal funds</b>
<b>Submission Deadline:</b>	Applications accepted on an on-going basis through Nov. 1, 2010. Subject to suspension due to lack of funds, limited interest, lack of need.
<b>Contract Term:</b>	On-the-job Training must end by March 31, 2011
<b>Eligible Applicants:</b>	<b>Businesses</b> (Private sector, for-profit or not-for-profit ) or <b>Business intermediaries</b> (e.g. Chambers, labor/trade organizations may receive up to 5% of total OJT award for adm. costs.) Applicants must meet minimum requirements and accept listed assurances. Each applicant is scored individually (pass/fail.)
<b>Maximum Award:</b>	<b>Up to \$50,000 per eligible business.</b> Up to 30% of new hire wage rate, with additional 20%, for long-term unemployed (w/in 5 weeks of exhausting UI benefits.) <b>Up to \$5,000 per individual hire.</b>
<b>Funds:</b>	<i>“OJT is training and related supervision for a new employee at the work place while the employee is paid to perform the actual job, and accelerates the employee’s proficiency in the knowledge, skills and abilities necessary to satisfactorily perform the job. “ OJT must take place during work hours at normal rate of pay. Upon contract execution, funds will be disbursed on a cost reimbursement basis from periodic vouchers submitted to NYS DOL for wages paid.</i>
<b>Eligible Trainees</b>	Dislocated workers identified by NYS DOL representatives using SMART 2010 database. Candidate may not begin employment until after date of award letter. Full time employees of business at a NYS location, Wage rate minimum of \$10/hour (excluding OT and holiday pay)
<b>Define Program Cost:</b>	Applicant must define starting hourly wage, number of hours of OJT, reimbursement rate, and total OJT cost.
<b>Define Program Design:</b>	Applicant must identify candidate to be hired, training schedule, job description, title, training location, supervisor name and title, and describe Individual Training Plan – skills to be learned and estimated training hours.
<b>To initiate application process:</b>	<ol style="list-style-type: none"> <li>1. Email letter of intent to apply to <a href="mailto:StateOJT@labor.ny.gov">StateOJT@labor.ny.gov</a> w/ “intent to apply” in subject line, and include applicant name, address, FEIN, contact person, title/salary for each anticipated position.</li> <li>2. Assigned DOL Bus Services Rep. will assist with preparation of detailed application. (See Sect. V, page 4 of RFA for Application Process steps.)</li> <li>3. Submit application for approval by DOL</li> <li>4. Receive Award letter before commencing training</li> </ol>
<b>How to pose questions: (open until Oct 11, 2010)</b>	<b>Email: <a href="mailto:onestop@labor.state.ny.us">onestop@labor.state.ny.us</a> or by fax: (518) 485-0884</b> <b>Answers to questions posted on</b> <a href="http://www.labor.state.ny.us/workforcenypartners/funding.shtm">www.labor.state.ny.us/workforcenypartners/funding.shtm</a>
<b>For assistance, contact:</b>	<b>Karen L. Blankenberg, E-mail: <a href="mailto:karen.blankenberg@labor.ny.gov">karen.blankenberg@labor.ny.gov</a></b> <i>Business Services Representative</i> <i>NYS Department of Labor - Division of Employment &amp; Workforce Solutions</i> <i>276 Waring Road</i> <i>Rochester, NY 14609</i> <i>Phone: 585-258-8843; Fax: 585-258-8859</i>