GOING PRO TALENT FUND
Fiscal Year 2023

SEMCA MICHIGAN WORKS!

TODAY’S AGENDA
❖ Welcome to SEMCA Michigan Works!
❖ Business Services Overview
❖ Going Pro Talent Fund (GPTF) Program

SEMCA MICHIGAN WORKS!
❖ A leader in talent development programs
❖ Michigan 501(c)(3) non-profit established in 1996, 26 years
❖ Created and led by your community and business leadership
❖ Formal partnership of Monroe and Wayne counties - Conference of Western Wayne (CWW), Downriver Community Conference (DCC), Conference of Eastern Wayne (CEW)
❖ Workforce Development Board – majority private sector membership
❖ Operates six Michigan Works! American Job Centers throughout the region
❖ Accredited by the National Council on Accreditation
MISSION & VISION

MISSION
Provide innovative leadership to create inclusive, lifelong talent and career development system that is responsive to labor market and industry demands.

VISION
Through SEMCA’s leadership there is a robust career and talent pipeline sustained by public and private partnerships driving a resilient, vital and competitive economy.

MICHIGAN WORKS! CLIENTS

Our customers include:
1. Job Seekers
2. Employers
3. Employees

System has evolved to a comprehensive strategy.

CHANGES TO ADAPT TO NEW ECONOMY

❖ Greater commitment to career pathways awareness for youth and adults
❖ Limit training funding to achieving credential in high demand occupations only
❖ Greater commitment to develop work-based learning options
**BUSINESS SERVICES**

**Talent Recruitment**
- Research labor market information including wage data
- Draft job descriptions
- Post Jobs on Pure MI Talent Connect
- Promote job opportunities on social media platforms
- Distribute postings to Job Seeker services staff and other networks
- Host Virtual and In-Person Job Fairs
- Pre-Screen applicants
- Use of space at our Michigan Works! American Job Centers for interviews and onboarding
- Access to no-cost fidelity bonding

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**BUSINESS SERVICES**

**Assist with talent development & retention**
- Identify and/or financially support current employee or new hire training including On-the-Job Training
- Assist with and provide support for creating new or expanding USDOL Registered Apprenticeship opportunities including financial reimbursement for training costs
- Business Resource Network

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**GOING PRO TALENT FUND**
- Purpose: Provides competitive awards to employers to assist in training, developing and retaining current & new employees
- Helps to ensure that Michigan’s employers have the talent they need to compete and grow, and individuals have the skills they need for in-demand jobs
- Available to private sector employers in Michigan
- Awarded on a competitive basis
- Must apply within application window
  * Indicates New this year
STRATEGY
❖ The Going PRO Talent Fund is designed to create public-private partnerships with businesses to develop training models that adapt in real time with changing employer demand
❖ All training must be completed within one year from the date of the award and lead to a credential for a skill that is transferable and recognized by industry
❖ Employers who request funding must actively participate in the development of the training plan and must commit to retaining individuals at the completion of training
❖ New jobs created as a result of training should be filled by individuals recruited with the assistance of the local Michigan Works! Agency. Additionally, due to the challenges finding the skilled talent to fill jobs, companies are encouraged to expand their recruitment to include individuals within Targeted Populations
❖ Non-government private sector (for profit or not-for-profit) company/organization
❖ Employer must have a need for skill enhancement, including apprenticeship programs and advance-tech programs for current employee(s) or new employee(s)
❖ Must have a Michigan presence
❖ Must be in compliance with all federal and state tax obligations, including but not limited to corporate, sales, use, withholding, personal income and unemployment insurance taxes (will be verified)
❖ Must be willing to participate under the project’s eligibility parameters and guidelines
❖ Public institutions or entities are not eligible to apply; no quasi public-private entities even if they’re non-profit 501(c)3 i.e., County road commissions, municipally-owned utilities, federally qualified health centers, community mental health authorities, etc.
ELIGIBLE EMPLOYERS
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ELIGIBLE EMPLOYEES
❖ Current Employees—Individuals on the employer’s payroll at time of application
❖ Newly Hired Employees—Individuals hired 30 days prior to, on or after the award date (specific date will be stated on Training Agreement)
❖ Must be permanent full-time employees of the employer (PT is 32 hours per week or more)
❖ Individuals who work in Michigan for whom the employer pays all applicable taxes to the State of Michigan, regardless of where the employee lives
❖ 18 years of age or older
❖ U.S. Citizen or legally authorized to work in the U.S.
❖ Seasonal and/or part-time employees, current or future, are not eligible for funding
QUESTIONS?

LET'S TALK ABOUT TRAINING

❖ Funding will be utilized to provide short-term training to meet current, documented needs of employers
❖ No single training should exceed 6 months
❖ All classroom/customized training & apprenticeship training should conclude within one year from the date of award
❖ New Employee On-the-Job training including the 90-day post training retention period should be completed within one year from the date of the award

ELIGIBLE TRAINING PROVIDER PARTNERS

❖ Michigan community colleges & universities
❖ Private training providers
❖ Training providers identified by and agreed upon by all partners, who can do accelerated “just-in-time” training
❖ Registered United States Department of Labor (USDOL) joint apprenticeship training center (JATC)
❖ Vendors providing training in operation of equipment or systems for which they were the provider
❖ Employers, only if their resources or equipment are exclusive and training is not available elsewhere (must provide supporting rationale)
❖ Proprietary schools as licensed in the State of Michigan
❖ The preference is to have all training to occur in Michigan, however, out-of-state may be allowable if there is a documented need and rationale
TRAINING TYPE I
❖ Classroom/customized training
- May be for current or new employee
- Must lead to a credential for a skill that is transferrable and recognized by industry. The credential should allow the individual to retain employment, or in the case that they become unemployed, gain employment in a shorter timeframe
- Conducted by a 3rd party unless exclusive in nature
- May take place at the training provider or on-site at the employer
- May take place online but must provide rationale to support online learning-instructor led
- See Eligible/Ineligible Training Guidance handout

ELIGIBLE TRAINING (EXAMPLES)
- ABS Welding
- Advanced Networking
- Air Pollution Control Systems
- Akinian
- American Sign Language (ASL)*
- Assembly Technician
- Bluetooth Reading
- Certified Nursing Assistant (CNA)*
- Certified Surgical Cleaning Technician
- Computer Numeric Control (CNC) Operator
- Computer Numeric Control (CNC) Programmer
- Drill Press
- Electrical Equipment
- Emergency Medical Technician
- Engine Diagnostics
- English as a Second Language (ESL)*
- Child Development Associates Certificate (CDA)*
- Financial Accounting
- Financial Management
- Foreign Language
- Furniture Maintenance
- International Business
- Kinetix 6500 Troubleshooting
- Lathe
- Machine Guarding
- Maintenance
- Machining (Mill, Lathe, Surface Grinder, etc.)
- Mechanical Drive Systems
- Medical Assistant
- Metallurgy
- Molding Technology
- Online, as defined*
- Parenting Info
- Process Improvement, Risk, and Quality Management Systems*
- Project Management*
- Quality Engineering
- Quality Software
- RFID 5000
- Root Cause Analysis
- Safety Training*
- Sales Acceleration
- Server Visualization
- Sterile Processing Technician
- Thermography
- Troubleshooting
- Utility Technician
- Winding
- Welding

INELIGIBLE TRAINING (EXAMPLES)
- Adult Education (High School Completion / Equivalency) *
- Adult Education (Remedial Education and Soft Skills Training)
- Consulting to improve company processes
- Continuing Education
- Curriculum Development
- Certification Maintenance, Re-certification, or License Renewal *
- Human Resources* (including EEO)
- In-house
- Introductory Process Improvement*
- Languages
- Laws, Regulations and Taxes*
- Literacy
- Microsoft Office*
- Online Resource Libraries*
- On-The-Job Training (OJT)*
- Safety Training*
- Seminars, Conferences, Webinars (stand-alone), Workshops, etc.
- Subscriptions for eLearning
- Vendor/Equipment*
- Soft Skills*
TRAINING TYPE II

❖ On-the-Job Training
- For individuals hired 30 days prior to, on or after the award date
- If an individual was hired within 30 days prior to the award, the reimbursable training is to begin on or after date of award
- Work-based learning & training is conducted at the workplace
- Training a New Hire to obtain skills to become proficient in the new job
- Should not be used for low-wage, high turnover occupations
- Training is conducted at the worksite
- 90-day retention begins upon completion of training and must be completed within one year of the date of the award
- Payment:
  - 50% earned if trainee is retained for 30 days following training completion
  - 75% earned if trainee is retained for 60 days following training completion
  - 100% earned if trainee is retained for 90 days following training completion

TRAINING TYPE III

❖ Apprenticeships
- All apprentices are eligible for training funding*
- An apprentice may be a current employee or a new hire employee
- Training may be
  - Classroom training only
  - Combination of classroom training and On-the-Job training
  - On-the-Job training only
  - The USDOL Registered Apprentice retention period may start at the beginning of OJT or RTO, whichever comes first.

No longer need to provide RAPIDS form or apprentice demographic form*
Will need to provide apprentices’ names for RAPIDS verification*
Will need to provide a letter attesting that they have active USDOL apprenticeships including which occupations*

TRAINING FUNDS

❖ Allowable Expenditures
- Actual costs for classroom training
- Wage reimbursement for New Hire On-the-Job training
- USDOL Registered Apprenticeship training-classroom training only, On-the-Job training only*, or a combination of classroom training & On-the-Job training

❖ Prohibited Expenditures
- Purchase of tools or other equipment (including laptops/computers
- Licensing fees
- Testing fees
- Curriculum development
- Travel costs for trainees
- Online training subscriptions
TRAINING FUNDS

- **Cost of Training**
  - Classroom training should not exceed $2,000 per trainee.
  - New Hire On-the-Job training and Classroom training should not exceed $2,000 per trainee.
  - USDOL Registered Apprenticeship training should not exceed $3,500 per trainee.
  - Targeted Incentives—$500 extra may be reimbursed to an employer for each New Hire who qualifies under one of the following categories:
    - Veteran
    - Active Military Reservist
    - Older Worker (55+)
    - Returning Citizen
    - Individual With Disability (IWD)
    - Public Assistance Recipient
    - High School Diploma/Equivalency (HS) Path—$1,000 (Applies to only one criteria)

QUESTIONS?

EMPLOYER RESPONSIBILITIES

- Must be actively involved in the planning and design of the training project
- Include realistic expectations; drilling down to the real training need, i.e., what can be accomplished & still meet production and/or other business needs. Awarded are accountable to implement the approved plan
- The Talent Fund should not be utilized for low-wage, high turnover occupations
- It is the expectation that training leads to higher skills, and result in higher wages
- Sign a contract/training agreement with the Michigan Works Agency (MWA) outlining the employer’s role and responsibilities in the training project
- Provide Impact Stories upon completion of training to be completed online
- Commit to retain employees at the completion of training
- Provide wage information prior to training, post training and 6 months post training
- Provide required documentation for reimbursement
- Provide projected employer contribution on application, then confirm projected or revised contribution post training
- Application should include calculations, such as wages paid during training and cost of equipment (a reasonable cost of equipment, i.e., one-year’s value)
- Release time for trainees working toward HS Diploma or GED completion during work hours may be used
- Employer should retain supporting documentation for employer contributions as random audits may happen
- Close out prior year award before receiving new award
- Commit to using Michigan Works! & Pure MI Talent Connect to recruit talent to fill open positions
THE APPLICATION

❖ Fact Finding visit with SEMCA Business Services Representative (BSR)
❖ Online Application
❖ Completed by employer
❖ Application period
  ▪ Open: 05/01/23
  ▪ Close: 05/24/23 COB
  ▪ Training period: 07/17/23 - 07/16/24
❖ The State will review and score all applications until funds are exhausted
❖ Completion of an application does not guarantee funding

THE APPLICATION

SCORING CRITERIA

❖ New Scoring Criteria for FY23*
  ▪ Eliminating the Rationale portion of the application
  ▪ Application scoring will be on objective categories
  ▪ WLOMS will display the application score for the employer and the MWA prior to submission
❖ Categories are as follows:
  ▪ High Priority Sector
  ▪ Diversity, Equity, and Inclusion
  ▪ USDOL Apprenticeship
  ▪ College Credit
  ▪ Average wages
  ▪ Tie breaker points
  ▪ Fewer than 100 employees, 50% or more are new hires, Funding request is no more than $50K, USDOL Apprenticeship
THE APPLICATION

Training Information
Enter the dates that the Going PRO Talent Fund-funded training will begin and end. For new employees receiving on-the-job training, the training end date includes the required 90day retention period and must conclude within one year of the award date:

- **Step 4**
  - Date training will begin: ____________
  - Date training will end: ____________

- **Step 6**
  - Save
  - Save and Continue

QUESTIONS?

TRAINING PLAN

- Type of Training Provider will be entered first
- Training Provider name
  - may be the employer if OJT is included
- Training course name and cost per trainee to be entered (including OJT for New Hires) No specific dates of training will be entered
- For Current Employees—Enter the number of employees that will be attending, names no longer required
- Select the training(s) that each employee will attend
- For New Hires—Enter job titles, number of trainees & hourly wage. Select Classroom training course(s) for New Hires and OJT if applicable
- For Apprentices—select courses and/or enter number of hours of On-the-Job Training
Enter the Training Cost Per Person. The Training Cost Per Person must represent the exact cost that will be reimbursed by Going PRO Talent Fund. Do not include excess amounts that will be paid as employer contribution.
TRAINING PLAN

❖ In this section enter the reimbursement amount requested for each type of trainee.
❖ Create a new entry for trainees of the same type who are requesting different reimbursement amounts.
❖ For example, an entry would be created for ten current employees who are being reimbursed at $1,000.00, and a second entry would be created for five current employees who are being reimbursed at $2,000.00.

TRAINING PLAN

Total amount of excess training cost that will not be reimbursed by award

- Projected wages (including healthcare benefits/paid leave) of employees while in Going PRO Talent Fund training
- Travel Costs for employees in Going PRO Talent Fund Training
- Reasonable cost of new equipment (i.e., one year’s value) or software directly related to proposed training
- Supportive services provided to employees in Going PRO Talent Fund Training (Examples: tuition reimbursement, childcare assistance, additional transportation assistance)
- Other (Examples: overhead/administrative costs, cost of outside training facility, release time for trainees working towards high school equivalency completion during work hours, and lost productivity due to employee(s) attending training)
QUESTIONS?

COMPLETION OF TRAINING
❖ Upon completion of classroom training, to receive reimbursement, employer must submit:
  • Copy of invoice from training provider, must show name of training
  • Documentation of training completion for each trainee
    • Copy of Credential, i.e., certificate signed by the instructor or training provider with name & dates of training
    • Copy of certification for online courses
    • Copy of grades for credit courses
  • Company Invoice to SEMCA
  • Payment request form – Will be provided
  • Training Verification (only at completion of all training)

COMPLETION OF TRAINING
❖ Upon completion of New Hire and Apprenticeship On-the-Job training, must submit:
  • A company payroll register, query from the payroll system or screen shots from the payroll system dated at the 90-day retention period that includes the following:
    • Name of Employee
    • Hourly wage
    • Hire date
    • Termination/end date if applicable
  • Company Invoice to SEMCA
  • Payment Request form – will be provided
**Also required for apprentices that complete OJT**
IMPACT STORIES

- Impact Stories must be submitted at completion of all training, they include:
  - A project summary
  - Business and trainee quotes
  - Pictures
  - Outcomes
  - Number of new hires post-training
  - Number of jobs created as backfill
  - Business growth
  - Positive impact to the trainee(s)

Submitted online

QUESTIONS?

- Complete feedback form (link in chat)
- Meet with a Business Services Representative (BSR)
  - Fact finding-training needs, if other regional or local partner funds are available, if training request meets employer's needs, are there any other options for a successful outcome, do we need to bring in other relevant partners
- If Going PRO Talent Fund is Appropriate
  - BSR will email the employer the link to the online application site and the Application Employer Training Guide
- If Awarded Funding
  - Will be notified via email and sent a request to schedule a time to meet with BSR. Will meet with BSR to review Training Plan, reimbursement process and sign Training Agreement. Training can start on or after designated start date

WHAT TO EXPECT (NEXT STEPS)
WHAT TO EXPECT (NEXT STEPS)

❖ If Not Awarded Funding or if Unsure of Training Needs at This Time
  ▪ There will be another Application Cycle offered in the fall of 2023
  ▪ Employer may only apply in the next cycle if they did not apply in Cycle 2 or
    if they were not awarded in Cycle 2
  ▪ Tentative application period would start in October 2023 with Training
    Period Jan 2024 - December 2024

QUESTIONS?

❖ Key Contact:
  Trevor Verrier, SEMCA Michigan Works!
  (734) 229.3548
  trevor.verrier@semca.org
  http://www.semca.org/talentfund

GOING PRO TALENT FUND