

# Worker Training Grant

## FACT SHEET

The Worker Training Program is a business incentive program to support the retraining and upgrading of Nebraska's current workforce. The goal is to broaden the state's skill pool through grants for training projects that help build productivity, enhance earning capacity, and improve job security. Training improves the quality of our goods and services and provides skills needed in today's workplaces. Individual businesses decide the type of training needed and how long the training project will take. Companies also decide who will provide training.

### Reimbursable Training Activities

The program grants funding for tuition and fees, preferably to established, certified, accredited or licensed Nebraska training providers. Training projects may be classroom, laboratory, on the job, workplace or work center-based. Any instructional materials purchased for the training project must remain publicly accessible and we would ask you to share any "lessons learned."

### Reimbursable Training Costs

- Tuition
- Lab Fees
- Space Rental
- Instructional Materials
- Instructor Fees

### Non-Reimbursable Training Costs

- Employee Wages
- Travel/Transportation
- Room and Board/Meals
- Two or Four-Year Degree
- Mandatory Training
- License Fees/Subscriptions
- Membership/Association Dues
- Scholarship Programs
- Equipment Purchase
- Construction/Renovation Costs



### Qualifying for the Program

All established, Nebraska, for-profit businesses in compliance with the reporting and payment requirements of Nebraska Employment Security Law are eligible to participate in the Worker Training Program. Reimbursable employers to the state Unemployment System may participate if the training is for high skill, high wage, or high demand occupations or if partnered in a consortium with contributory employers, with a significant percentage of those being trained coming from contributory employers.

### Employer Contributions Qualifying as Matching Funds

- Employee wages paid during training
- Equipment used in or purchased for training
- Space rental/lease
- Cash contributions offsetting funds requested
- Project oversight team salaries

## Applying for the Program

Businesses may apply for the Worker Training Program by completing the Training Grant Application found on [dol.nebraska.gov/EmploymentAndTraining/WorkerTrainingProgram](http://dol.nebraska.gov/EmploymentAndTraining/WorkerTrainingProgram). Grants are awarded quarterly on a competitive basis. The Worker Training Board meets and makes recommendations each quarter. Application deadlines are March 31, June 30, Sept. 30, and Dec. 31.

## Program Approval

Board recommendation and the Governor's approval are needed to receive funding. If your training depends on grant funds, you should wait until receiving notification of approval. The reimbursement process does not begin until 45 days after the completion of the training.

## Funding

The amount of grant funding available quarterly is distributed on the basis of size of firm, type of industry, geographic location, and high demand occupations that broaden the skill pool and benefit the local and state economy.

Minimum employer matching funds should be at least equal to the amount of funding requested. Matching funds greater than 1:1 (2:1, 3:1, 4:1 etc.) display a commitment to training. Wages paid, space rental or equipment used may be considered as an in-kind (matching) contribution.

The length of time for a specific project is determined by the employer. Projects have been proposed which range from three days to two years. The program cannot ensure ongoing funding for multi-year projects, but employers may resubmit applications for additional funding or prioritize and submit component parts of an overall project.

## Additional Information & Assistance

**PHONE** 402-471-9977

**EMAIL** [NDOL.WTPHelp@nebraska.gov](mailto:NDOL.WTPHelp@nebraska.gov)

[dol.nebraska.gov/EmploymentAndTraining/WorkerTrainingProgram](http://dol.nebraska.gov/EmploymentAndTraining/WorkerTrainingProgram)

Training Model Examples	Potential Outcomes
Individual Business Training	<ul style="list-style-type: none"><li>• Basic skills/remediation</li><li>• Technology literacy</li><li>• ESL</li><li>• Retention</li><li>• Career ladders</li><li>• Increased productivity</li><li>• Quality</li></ul>
"Train the Trainer" Training	<ul style="list-style-type: none"><li>• Increased knowledge transfer</li><li>• In-state capacity building</li><li>• Cost effectiveness</li></ul>
Specialized Industry Training	<ul style="list-style-type: none"><li>• State-of-the-art upgrade training</li><li>• Business plan-training linkage</li><li>• Market and job futures</li></ul>
Individual Business Academy	<ul style="list-style-type: none"><li>• Company/skill-set specific demand related training</li><li>• Capacity building</li><li>• Community college connection</li></ul>
Corporate University	Corporation focused internal capacity development
Multi-Firm Consortia	<ul style="list-style-type: none"><li>• Business led coalitions</li><li>• Mutual gain partnerships</li><li>• Shared learning resources</li><li>• Cost effectiveness</li><li>• Improved training</li><li>• Community building</li><li>• Best practices sharing and innovation</li><li>• Stewardship of program resources</li></ul>

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