



## **Wisconsin Fast Forward**

OCTOBER 2016

# **WORKER TRAINING GRANTS for WISCONSIN MANUFACTURING OCCUPATIONS**

Award Amount: \$5,000 to \$400,000

Applications must be submitted no later than:  
December 07, 2016 @ 11:59 PM CDT

Grant Program Announcement  
GPA #FF164ML1

Updated: 10/19/2016

## Contact Information

**Grant Program Announcements:**

David Karst  
608.267.2341  
[david.karst@dwd.wisconsin.gov](mailto:david.karst@dwd.wisconsin.gov)

**Grant Administration:**

Roselynn Bittorf  
608.267.7248  
[roselynnl.bittorf@dwd.wisconsin.gov](mailto:roselynnl.bittorf@dwd.wisconsin.gov)

Sandra Hiebert  
608.267.3803  
[sandra.hiebert@dwd.wisconsin.gov](mailto:sandra.hiebert@dwd.wisconsin.gov)

John Roos  
608.266.5536  
[john.roos@dwd.wisconsin.gov](mailto:john.roos@dwd.wisconsin.gov)

Office of Skills Development  
Wisconsin Department of Workforce Development  
201 E. Washington Ave, G100  
P.O. Box 7946  
Madison, WI 53707-7946  
WisconsinFastForward.com

## MANUFACTURING OCCUPATIONS

### **Wisconsin Fast Forward Program:**

Governor Scott Walker signed 2013 Act 9, also known as Wisconsin Fast Forward, into law in March 2013 with strong bipartisan support from both chambers of the Wisconsin Legislature. The Wisconsin Fast Forward program was allocated \$14.8 million in funding for the 2015-17 biennium to provide employer-focused worker training grants. The Office of Skills Development (OSD) at the Department of Workforce Development (DWD) administers the grant program.

The Office of Skills Development is the point of contact for employers who can demonstrate a critical need for skilled workers and are seeking Wisconsin Fast Forward training grants for a customized skills training program. The OSD administers and oversees the grant program through a transparent and accountable process. Additionally, OSD will work to encourage the development of innovative solutions at the local and regional level that bring together employers, educators, workforce development entities, and economic development organizations to meet area workforce demands.

The Wisconsin Fast Forward program will act as a catalyst, encouraging increased collaboration between Wisconsin's workforce trainers and employers to develop and execute business-led training programs. These training programs are designed to provide sustainable short- and medium-term training and placement of workers in positions that offer trainees long-term professional growth and economic opportunity. To maintain a strong environment for private-sector job creation, Wisconsin must train workers to fill the employment demands of growing and expanding employer(s).

The long-term goal of Wisconsin Fast Forward training programs is to encourage partnership between employer(s) and local or regional economic development organizations, workforce development boards, post-secondary institutions, and private training providers. It is anticipated that the relationships developed through Wisconsin Fast Forward funded training programs will continue to flourish after the Wisconsin Fast Forward grant has ended.

**Legislative Authority:** Awarding of Wisconsin Fast Forward funding under this GPA is subject to spending authority for the FY15-FY17 fiscal biennium as defined in sec. 106.27 of the Wisconsin Statutes.

**Administrative Rules:** The rules governing the Wisconsin Fast Forward program are included in [Chapter DWD 801](#).

### **Grant Program Announcement Summary: Manufacturing**

Each Wisconsin Fast Forward Grant Program Announcement (GPA) focuses on a different industry sector critical to the Wisconsin economy. This Wisconsin Fast Forward GPA # FF164ML1 focuses on manufacturing.

In 2015, manufacturers contributed \$2.17 trillion to the U.S. economy, up from \$1.70 trillion in 2009 and accounted for 12.1 percent of gross domestic product in the economy. For every \$1.00 spent in manufacturing, \$1.81 is added to the economy, which is the highest multiplier effect of any economic sector ([National Association of Manufacturers](#)). Taken alone, manufacturing in the United States would be the ninth-largest economy in the world ([National Association of Manufacturers](#)). This sector drives the creation of high-quality jobs, fuels exports, fosters innovation, drives national competitiveness, and is key to ensuring the economic stability and security of the United States.

Manufacturing is critical to the national and Wisconsin economies. Manufacturers in Wisconsin account for 18.8 percent of the total output in the state, employing 16.4 percent of the workforce. Total output from manufacturing was \$55.07 billion in 2014. In addition, there were 472,800 manufacturing employees in Wisconsin in 2015, with an average annual compensation of \$67,833 in 2014 ([National Association of Manufacturers](#)).

With nearly 17,000 manufacturing job postings on [Job Center of Wisconsin](#) (JCW), production occupations are by far the most common occupational group sought for hire. Nationally, nearly 3½ million manufacturing jobs will likely be needed over the next decade, and 2 million are expected to go unfilled due to a lack of skilled talent. Additionally, according to a recent report, 80 percent of manufacturers report a moderate or serious shortage of qualified applicants for skilled and highly-skilled production positions ([National Association of Manufacturers](#)). The Wisconsin Fast Forward program provides Wisconsin manufacturing employers an opportunity to equip trainees with the skills needed to fill openings now and in the future.

Applications must include a training program that mitigates an employer's critical workforce challenge, addresses a documented workforce demand, is supported by local, regional, or statewide labor data and results in training participants finding and retaining employment and/or incumbent workers earning higher wages. The training program must demonstrate that it will provide the education and skills determined necessary by the employer(s) to enhance the stability and growth of the business and provide opportunities for income and career growth for trainees. It must also include at least one employer committing to the employment of these workers and/or an incumbent worker wage increase, unless an existing collective bargaining agreement precludes the employer from doing so until a new contract with wage increases is negotiated.

Applicants are encouraged to serve employment populations such as: unemployed, underemployed, ex-offenders, and first time graduates and may receive additional points when the application is scored. Funding may be used for incumbent workers, new hires, and seasonal trainees.

Employment categories defined below:

- Unemployed: Trainee not employed at the time of training,
- Underemployed: Trainee not with employer placement partner at the time of training,
- Ex-Offenders: Trainees who are ex-offenders reintegrating into communities when they are released after time served,
- First Time Graduates: Trainees who have received a high school diploma or equivalent or post-graduate degree within the last two years,
- New Hires: Trainee employed at employer placement partner after the GPA release date and
- Incumbent: Trainee employed at the employer placement partner before the GPA release date.

Successful grant applications will be defined by employers and may include partnerships with local or regional economic development organizations, workforce development boards, public or private post-secondary institutions and/or private training providers to deliver outcomes. *The OSD recommends that training focus on skills attainment and certifications.* Skills attainment develops skills that directly benefit the workers receiving the training by increasing their mastery of their occupation in their field of employment and/or provide new skills for new product lines or business expansion.

**Application Forms, Instructions, Checklists, and Process:** Applications must be submitted online. You can access the online application, along with the application instructions, informational webinars, related guidelines and checklists at: [WisconsinFastForward.com](http://WisconsinFastForward.com).

**Due Diligence:** All applicants are required to complete a Due Diligence form prior to submission of the application.

**Duration of Training Courses:** Short- to medium-term training with each course or module lasting no longer than 12 months.

**Training Project Period:** The training project period, including curriculum development, training, and pre- and post-training activities, can be no longer than 2 years.

**Grant Amount:** From \$5,000 to \$400,000 per Grantee. Grant and match expenditures must be incurred during the training project period. All eligible grant expenditures will be reimbursed when grant and match expenses are documented by the Grantee and approved by OSD. If awarded, a percentage of the grant may be retained until Grantee is in compliance with all conditions of the grant as stipulated in the contract.

**Match/Cost Sharing Requirement:** Cash or in-kind match equal to the amount of the grant is required. Letters of commitment from the employers, partners and/or applicant documenting match will be required in the application.

#### **Grant Evaluation Rubric and Scoring:**

Wisconsin Fast Forward is a competitive grant program. All applications will be reviewed by internal and external reviewers and rated on a 100 point scale, based upon the following point values:

- Project Need (up to 20 points)
- Training Program Design, Cost and Implementation (up to 20 points)
- Training Objectives and Outcomes (up to 20 points)
- Economic Impact (up to 15 points)
- Capacity Building (up to 10 points)
- Economic Opportunity Enhancements (up to 15 points)

The detailed Grant Evaluation Rubric and Score Sheet is available on our website at [WisconsinFastForward.com](http://WisconsinFastForward.com).

#### **Important Dates:**

- Online Grant Application available: October 19, 2016
- Grant Application Due Date: December 7, 2016
- Anticipated "Intent to Award" announcements: Within 60 days from Grant Application due date.

**Eligibility:** Each application must include an employer and training for individuals in manufacturing occupations. The employer must have at least one Wisconsin location and the trainees will be based out of that Wisconsin location. Applications may include one or more partner(s), including local or regional economic development organizations, workforce development boards and post-secondary educational institutions or private training providers. The applicant may be any one of the above listed organizations in this subsection and must designate a fiscal agent in the application.

**Eligible Expenses:** Wisconsin Fast Forward funds shall be used for training-related expenses, which may include instructor salaries and fringe benefits, consultant/contractual expenses, training materials and supplies. You can access the online application, along with the application instructions, informational webinars, related guidelines and checklists at [WisconsinFastForward.com](http://WisconsinFastForward.com).

**Ineligible Expenses:** Wisconsin Fast Forward funds may not be used for the purchase of real estate or other capital expenses, construction or remodeling, Kindergarten–12th grade education, tuition or trainees' wages, stipends or fringe benefits. See the website for the application instructions, related guidelines, and rules in Chapter DWD 801 for details on ineligible expenses.

**Supplement not Supplant:** All expenses must be new and cannot replace existing federal, state or local government funding. Substituting existing funds with state grant funds will result in additional fiscal monitoring and may result in an audit. Violations of permissible expenses may result in suspension of current or future funds under this program, repayment of monies awarded under this grant and possible civil and/or criminal penalties.

**Consortium applicants:**

**Employer Letters of Commitment to Hire:** The objective of the Manufacturing Wisconsin Fast Forward GPA is to address an employer-defined workforce need in the manufacturing sector. Letters of commitment to hire trainees from the proposed training plan or raise wages will be required from the participating employers to indicate the extent of job placements or incumbent worker wage increases. The employer's letter should also include commitment to any match funding and/or participation in the planning and implementation of the training program.

**Partner Letters of Commitment of Support:** Partner letters of commitment should include an attestation regarding match resources that are available to contribute to the project. In addition, employers or partners who are not willing to commit to job placements, wage increases or match funding, but support the training model, may submit a letter of support for the project.

**Grant Reporting Requirement:** The training project should produce quantifiable outcomes and impacts for the employer, training participants and the state of Wisconsin. The grantee should address projected outcomes for the proposed training plan such as; training new hires, incumbent workers retaining employment, earning higher wages, increasing their skill attainment and/or receiving industry-recognized credentials. Wisconsin taxpayers should recognize the economic impact from Wisconsin Fast Forward, such as; higher state revenues from increased individual income, sales tax receipts, increased corporate income and property tax receipts.

The Grantee will be responsible for tracking and monitoring individual workers receiving training under the grant through the completion of pre- and post-training reports and a final report on the net jobs; including type of trainee served as defined in the *Type of Trainees* section of this GPA and their related wages and/or wage increases. The anticipated result is a skilled workforce that is well-suited for employment and advancement opportunities in Wisconsin.

Grant applications that are funded under this announcement will be required to execute a binding contract with DWD. Grantees will also be required to submit regular project updates with reimbursement requests, documentation of match contributions, progress reports, pre- and post-training reports and a final project report.