

HOW WILL ETP HELP MY BUSINESS?



PROPEL CONSULTING GROUP
— BUSINESS GRANTS CONSULTANTS —

The Employment Training Panel (“ETP”) provides funding to employers to assist in upgrading the skills of their workers through training that leads to good paying long-term jobs. Established in 1982, the ETP is the state's premier program supporting job creation and retention, through training. The ETP has served over 80,000 California companies and issued over \$1.2 billion in training funds. The ETP Program is funded by employers through a special payroll tax and differs from other workforce development organizations whose emphasis is on pre-employment training. Under the ETP Program businesses determine their own training needs, develop action plans, and are involved in all aspects of the training.

ETP can help offset your training cost:

- ➡ Grants can generate up to **\$4,600 per employee**
- ➡ Funds are distributed in three parts
 - 25% as training reaches eight hours
 - 50% once training is completed
 - 25% after 90-day employee retention
- ➡ Businesses enter into performance-based reimbursement contracts
- ➡ Training can be delivered in a classroom setting, on-the-job, via teleconference, or computer-based
- ➡ Reimbursements can cover most types of training, including, but not limited to, skills development, safety, leadership, management, and software training
- ➡ Monies can be used to support major new initiatives, business expansion, new equipment, or technology, or to attend to issues previously not addressed

LARGE BUSINESS PROGRAM:

- ☑ More than 100 employees
- ☑ 200 training hours per employee
- ☑ Reimbursement rates of \$20-\$23 per training hour
- ☑ Funding capped at \$500,000 per ETP agreement

SMALL BUSINESS PROGRAM:

- ☑ Less than 100 employees
- ☑ 200 training hours per employee
- ☑ Reimbursement rates of \$20-\$23 per training hour
- ☑ Small Business funding caps recently removed by ETP

HOW PROPEL CONSULTING GROUP CAN HELP?

Propel will manage the entire application and administration processes. We will submit all necessary applications, communicate with appropriate ETP staff, manage the project through the life of the contract, and provide audit support services. Furthermore, we do not get paid unless your training program gains Panel approval. Propel Consulting Group will:

- ➡ Develop the ETP training proposal; which includes, request for eligibility, negotiation of funding amounts, submission of agreements, arranging and attending all site visits, development and submission of all required documentation, addressing revisions with ETP staff, and attendance at the Panel review meeting.
- ➡ Contract administration support as required by the ETP agreement including set-up, maintenance, and review of all daily training forms, employer data set-up within ETP software, reporting of training activities, roster modifications, and accounting functions
- ➡ Provide a dedicated Account Manager who will maintain constant contact with the ETP staff to ensure compliance as well as provide information and any project support as requested by the employer.
- ➡ Additionally, Propel provides audit services at no cost to the employer

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