

Colorado First and Existing Industry Job Training Program FY 2021 Program Overview

Transforming Colorado's workforce through customized training, the Skill Advance program offers State funding for **Colorado First** and **Existing Industry** customized job training reimbursement grants to strengthen business competitiveness and improve employment opportunities. Colorado First and Existing Industry grants are jointly administered by the Colorado Office of Economic Development and International Trade (OEDIT) and the Colorado Community College System (CCCS) and are locally administered by participating community colleges.

The Colorado First (CF) customized training grant program provides funds for net new hire training and focuses on businesses relocating to or expanding in Colorado and in need of training workers with the skills necessary to increase their productivity, to increase their wages, and to reduce their need for public support.

The Existing Industry (EI) customized training program provides funding for incumbent worker training and supports established Colorado businesses with adapting to new technology and preventing layoffs.

Fiscal Year 2021 per learner maximum funding: CF - \$1,400, EI - \$1,200

Requirements/Eligibility Rules

- All grant-funded training must be for full-time (32 hours/week), non-seasonal, non-retail employees who have significant career opportunities, require substantive instruction, and are eligible to work in the U.S.
- All training must be short-term and customized to the business's specific needs.
- Grantees must pay an average wage of at least \$13.50/hour in urban counties and at least minimum wage in rural counties.
- Learners must sign an affidavit to certify their participation in grant-funded training.
- Grantees must contribute a minimum of 40% (cash or in-kind) to the total costs of grant-funded training.
- Training must be customized to specific business needs and related to substantive resume-building and transferable skills.
- For-profit business and non-governmental 501(c)(3) organizations are eligible to apply.
- Grant-funded activities may not begin until the grant application has been approved by State program administrators.
- An on-site company visit may be conducted by Skill Advance Colorado program administrators.

Other Program Elements

- Funding is disbursed to community colleges for reimbursement to grantees after training completion.
- Disallowed training includes company orientation, personality assessments (DISC, Strength Finders, etc.), strategic planning, initial planning, and non-customized training available at local colleges, workforce centers, and public service providers. Consulting services and federally or state mandated training (e.g. Occupational Safety and Health Administration (OSHA) / Commercial Driver's License (CDL) are not eligible for grant funding.
- Training funds requests are capped at \$150,000.00 per application; total training funds are capped at \$200,000.00 (if applying for both grants) per grantee per fiscal year. Grants are contingent upon available funding.
- Colorado First grant applications may be submitted every year.
- Existing Industry grant applications will be considered every other year (i.e., EI funds awarded FY2021, not eligible to apply in FY2022, eligible to apply FY2023).

Application, Training Implementation, and Reporting Dates

State application submission period: August 1, 2020 – March 31, 2021
Grant notification: Approximately three weeks after submission of complete application
Training completion deadline: May 21, 2021
Final reports due: Within two weeks after training completion

Sample Competitive Training Topics Provided by FRCC

ESSENTIAL SKILLS AND LEADERSHIP

Manufacturing Supervisory Skill Training
Business Acumen
Building Positive Relationships in the Workplace
Building Trust
Strategic Thinking
Change Management
Agile Culture and Mindset
Coaching and Mentoring
Communicating with Different Styles/Diversity
Conflict Management and Resolution
Handling Difficult Conversations
Creative Problem Solving and Decision Making
Critical Conversations
Developing Leadership Presence
Emotional Intelligence
Empowerment and Delegation
Ethics
Group Facilitation
Interpersonal Skills and Communication
Leading Yourself, Others, and the Organization
Managing Teams
Managing Work Expectations
Performance Management
Setting Expectations, Goals, and Objectives
Strategic Leadership and Engagement
Supervisory and Management Skills
Team Building
Team Vision and Values
Time Management
Train the Trainer
Business Writing
Effective Presentation Skills

IT AND BUSINESS ESSENTIALS

Microsoft Office Suite
Excel, Word, Access, OneNote, PowerPoint, Outlook
Office 365
Agile Project Management
Scrum
Project Management
Data Analytics
Financial Analysis and Communication
Business Ethics
Workplace Spanish; English as Second Language
Customer Service Essentials
Standard Operating Procedures

TECHNICAL SKILLS

Advanced Manufacturing Technology
Geometric Dimensioning & Tolerancing (GD&T)
Applied Data Science for Manufacturing & Design
(ie Statistics, Reliability, Design of Experiments)
Good Manufacturing Practices/cGMP
Machining, Welding
Industrial Maintenance
Electrical, Fluid Power, Machine Maintenance Shop Math,
Reading Schematics Practical
Problem Solving Methods & Application

CONTINUOUS IMPROVEMENT AND QUALITY

ISO Overview & Implementation
ISO internal auditor
Continuous Improvement
Quality Management/ISO/Kaizen/KPI
Six Sigma (Yellow Belt, Green Belt, Black Belt)
Lean Manufacturing
Custom Lean Implementation
Process Optimization
Critical Thinking/Problem Solving
Failure Mode & Effects Analysis (FMEA)

For more information or application forms contact:

Cities: Boulder, Westminster, Commerce City

Counties: Adams, Broomfield, south Boulder
and north Jefferson

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Cities: Berthoud, Estes Park, Fort Collins, Frederick,
Longmont, Loveland, Niwot, Wellington, and Windsor

Counties: North Boulder and Larimer

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