

Gear Up for Spring: Updating the Work Plan & Budget

PRIORITY UPDATES

Be sure to have the most recent work plan and budget on file before starting updates!

- Review **Dual Trainee Population** tab
 - OHE must first approve any updates
 - Do all dual trainees have grant participation agreements on file?
 - If applicable, do all dual trainees have the current 2020-2021 FAFSA on file?
- Add spring courses to **Related Instruction** tab
- Review and modify **On-the-Job Training** tab
- Review **Budget** tab
 - Report any updates to OHE and OHE will modify the tab

Sustaining a Dual-Training Model

- Build partnerships with K-12 and higher education institutions
- Leverage dual training to recruit more diverse talent
- Formalize your on-the-job training to ensure consistency
- Connect with community-based organizations

Grant Questions?

Email jacquelynn.mol.sletten@state.mn.us
Call (651) 355-0609



1 Structured on-the-job training

Invest In Your Business with Dual Training

2 Instruction with a chosen training provider



ON-THE-JOB TRAINING

- Review basics of on-the-job training
- Common methods of on-the-job training:
 - Job Shadowing
 - Mentorship
 - Cohort-based Training
 - Assignment-based Project Evaluation
 - Discussion-based Training
- Track on-the-job training
 - Use established method OR
 - Use the tracking tool on Minnesota Dual-Training Pipeline website

Pipeline Questions?

Email PIPELINE.Program@state.mn.us
Call (651) 284-5353

TIMELINES

Dual Training Grant Round 9

January 2021: Spring Term Starts
January 22, 2021: Monitoring Report Due
January - April 2021: Monitoring Visits
August 31, 2021: Contract Expires

NOTE: Invoices for reimbursement are **due** no later than 30 days after the end of the term or section of courses.

Dual Training Grant Round 10

March 2, 2021: Application Opens
April 16, 2021: Application Closes
May 25, 2021: Award Notices to Applicants