

# PIPELINE Project Dual Training Grants Webinar

August 3, 2016

## Today's Presenters

### From the Office of Higher Education

- **Tim Larson, Grants Specialist Coordinator**
- **Nichole Sorenson, Research Analyst**

### From the Department of Labor and Industry

- **Janell Westveer, Project Consultant**

# Webinar Agenda



## Presentation from the Department of Labor and Industry (10 Minutes)

1. PIPELINE Project Dual Training Overview

## Presentation from the Office of Higher Education (30 Minutes)

1. Changes from the Last Round
2. Request for Application Walkthrough
3. Review of Application Documents

## Questions and Answers (20 Minutes)

# **MINNESOTA PIPELINE PROJECT**

**PRIVATE INVESTMENT, PUBLIC EDUCATION  
LABOR AND INDUSTRY EXPERIENCE**

State agencies work with recognized industry experts, representative employers, higher education institutions, and labor representatives to define competency standards for occupations in:

- **Advanced Manufacturing**
- **Agriculture**
- **Health Care Services**
- **Information Technology**

# Minnesota PIPELINE Project Objectives

- **Develop and enhance Minnesota skilled workforce**
- **Participation from industry leaders**
- **Expand dual-training and registered apprenticeship in Minnesota**

# What is Dual-Training?



<b>Dual-training:</b>		<b>Registered Apprenticeship:</b>
Dual-trainee is an employee of participating employer		Registered Apprentice is an employee of sponsoring employer
Competency Standards	Work Process	Work process: 2,000 hours or equivalent of structured OJT
	Related Instruction	Related technical instruction: 144 hours each year or equivalent
		Safety training: 50 hours
		Progressive wage schedule
		State issued completion certificate

## **ADVANCED MANUFACTURING**

- Machinist/CNC Operator
- Maintenance and Repair Worker
- Mechatronics
- Welders
- Quality Manager/Food Safety Supervisor (Manufacturing/Agriculture)
- Flexo Technician

## **AGRICULTURE**

- Agronomist
- Mechanic, Industrial Truck
- Swine Manager
- Swine Technician: Grow Finish
- Swine Technician: Sow
- Quality Manager/Food Safety Supervisor (Manufacturing/Agriculture)

## **IT**

- Web Developer - Front End
- Web Developer - Back End
- Software Developer
- Security Analyst
- Service Desk/Front Line Support or Computer User Support Specialist

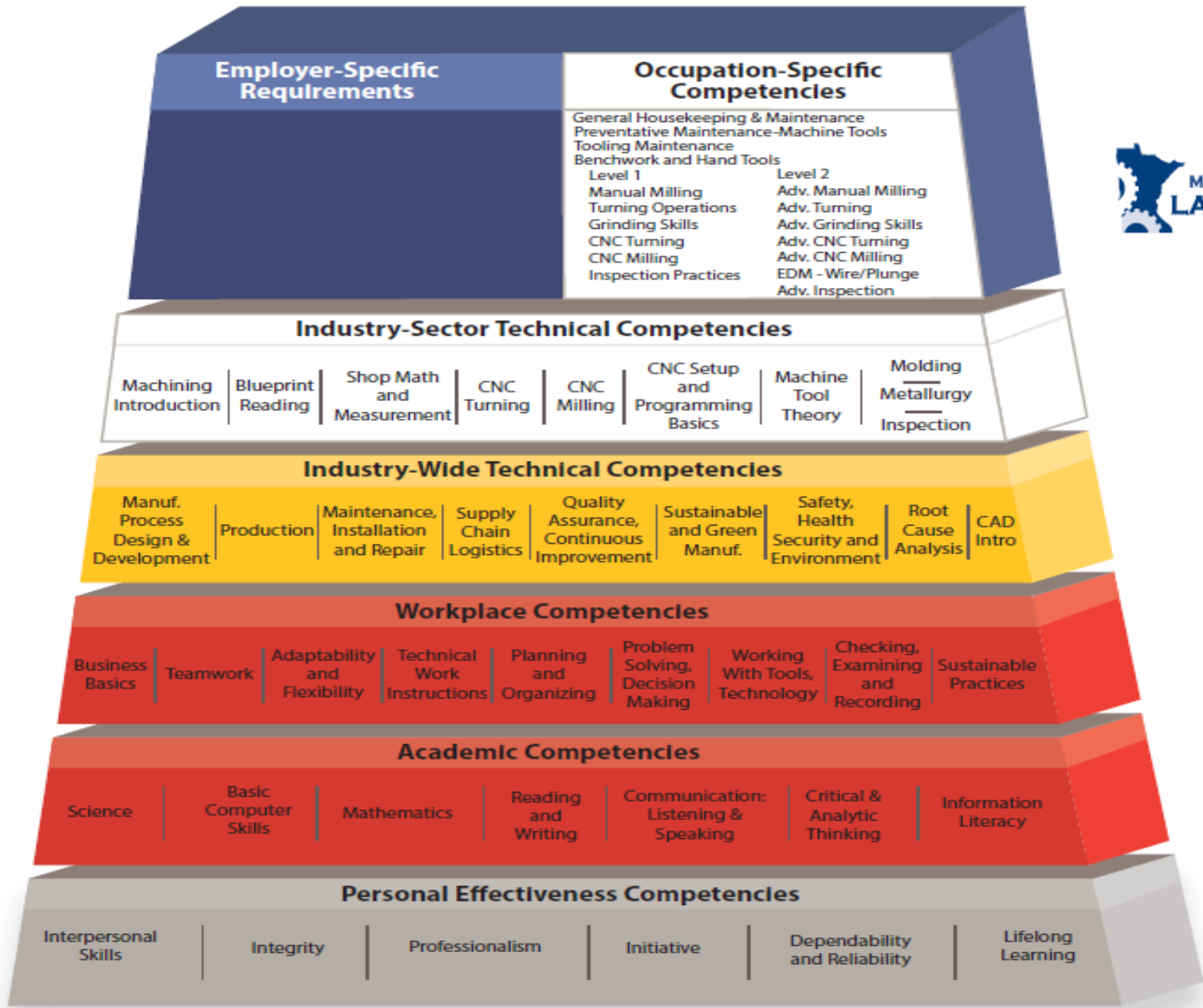
## **HEALTHCARE SERVICES**

- Health Support Specialist
- Psychiatric/Mental Health Technician - In-Patient
- Psychiatric/Mental Health Technician - Out-Patient
- Medical Assistant
- Senior Living Culinary Manager

# PIPELINE Project

## Competency Model for Advanced Manufacturing

### Occupation: Machinist/CNC Operator





# Occupational Competency Summary

## ADVANCED MANUFACTURING OCCUPATIONS

### **Machinist/CNC Operator -**

A machinist/CNC Operator oversees the CNC machines that shape parts from metal or plastic. They must interpret blueprints, manuals and other work instructions. They also study sample parts to determine dimensions of finished work pieces and equipment setup requirements. They set the machine and load it with the correct cutting tools. Machinists inspect work pieces throughout a production run. In addition, machinists measure and mark dimensions and reference points on material or work pieces as a guide for subsequent machining. Machinists additionally clean and perform basic preventative maintenance functions on machines, tooling and parts. They must work safely to prevent on-the-job injuries, which includes wearing personal protective equipment such as safety glasses. They also inspect cutting tools for sharpness and usability. These professionals additionally detect malfunctions using precision measuring instruments such as micrometers, dial calipers, depth gages, indicators and scales.



### **Industry-Sector Technical Competencies**

- Machining Introduction – Learn basic machining operations including safety, MSDS, measuring tools and use of drill presses and band saws.
- Blueprint Reading – Knowledge in reading and understanding industrial prints.
- Shop Math and Measurement – Training in basic math including linear measurement, metrics and beginning algebra.
- CNC Turning – Training in how to operate a lathe including types of chucks, cutting tools, speeds and feeds, tool care, threads, part production and general inspection.
- CNC Milling – Learn mill operation including clamping, tools and holders, speeds and feeds, cutting depths/width along with direction.
- CNC Setup and Programming Basics – Exposure to manual programming of Computer Numerical Control (CNC) machine tools. Learn types of CNC controls, machinery, programming formats and basic terminology.
- Machine Tool Theory – Learn to complete the processes required for manufacturing a precision part, use standard shop safety practices, set-up and operate standard manufacturing machines, complete accurate lay-outs, explain applications of hand tools and use correctly and use basic measuring tools.

## Tools to help develop dual-training programs:

Planning guides for each industry

- [Advanced Manufacturing Occupations Planning Guide](#)
- [Agriculture Occupations Planning Guide](#)
- [Healthcare Services Occupations Planning Guide](#)
- [Information Technology Occupations Planning Guide](#)

Dual-training program development worksheet:

- [Training Plan Worksheet](#)

# Program Development



If you'd like help developing your dual training program, DLI will provide technical assistance

## Contact:

Heather McGannon

[heather.mcgannon@state.mn.us](mailto:heather.mcgannon@state.mn.us)

651.284.5130

Janell Westveer

[janell.westveer@state.mn.us](mailto:janell.westveer@state.mn.us)

651-284-5890

# Grant Round Updates



**So far we have awarded:**

- **First Round – \$402,438.84**
- **Second Round - \$1,026,000.00**

**This is helping 271 student/employees receive training throughout the state**

**Total awards of \$1,428,438.84**

**Leaves \$1,441,561.16 left to grant out**

## Changes from the last round:

- **Addition of an application supplement**
  - Attach to your application as needed
- **A new application for returning grantees**
  - Will be released on August 22, 2016
  - Will have its own forms that are streamlined for ease of completion.
  - We will have a webinar to go over this application on September 7, 2016.
  - Due on same day September 23, 2016 5 pm CDT

# Grant Application



**Applications are due by September 23, 2016**

- Submit to [timothy.e.larson@state.mn.us](mailto:timothy.e.larson@state.mn.us)

## **Application content to download**

### **Required**

- Employer Application
- Related Instruction Training Form/Letter of Intent
- Organization or Agency Form (if applicable)

### **Optional**

- Training Plan Worksheet

**All remaining documentation was posted for your information**

## Overview

- We give priority to train recent high school graduates.
- The training must result in an industry recognized degree certificate or credential.
- A student/employee can participate in the grant for up to four years.
- No training agreement with the application.
- Payment are made by reimbursement for the training with the related instruction training provider, with exception.
- If attending a program that will accept Pell and/or MN State Grants, all student/employees must submit a FAFSA.

## Who can apply?

An employer (or an organization representing employers) can apply if they have employees that:

- Will be trained in an eligible occupation
- Have not yet attained competency standards
- Work place is located in Minnesota

Also, you must have a training agreement prior to the formal grant award.



**This grant will cover the cost of training. It is defined as the following as charged by the Related Instruction Training Provider:**

## **Included:**

- **Tuition**
- **Fees**
- **Required Books and Related Materials**

## **Not Included**

- **Travel, Personal Expenses, Program Development**

## Do I have to pay the employer match?

An employer match of at least 25% of the total cost of training is required for:

- Large employers (revenue exceeds \$25M)
- Small employers (revenue less than \$25M) who do not want to provide a financial statement

We will waive the requirement for the employer match with proper documentation for small employers.

## How will my application be judged?

### Minimum Criteria

- Application received by September 23, 2016 by 5:00 PM CDT,
- Your application and the Related Instruction Training agreement demonstrates how the your proposed program meets both occupation and industry specific competency standards, and
- Dual-training program results in an industry-recognized degree, certificate, or credential.

## What will the review committee do?

Your application will be reviewed and scored as follows:

- **40 points - Description of the program is complete**
  1. Development of the Program
  2. Qualifications of the Trainers
  3. On-the-Job Training
- **15 points - Analyzing the cost to the student/employee**
- **15 points - The employment opportunities to the student/employee after training**
- **15 points - Compensation increases for the student/employee after training**
- **15 points - High School Graduates**

## What do the documents look like?

### Required

- [Employer Application](#)
- [Related Instruction Training Form](#)
- [Organization or Agency Form](#) (if applicable)
- [Application Supplement](#) (if needed)

### Optional

- [Training Plan Worksheet](#)

### Others

- Greater detail at the orientation session
- Questions on those, email [timothy.e.larson@state.mn.us](mailto:timothy.e.larson@state.mn.us)

## How do I submit my application?

Send it in an email to [timothy.e.larson@state.mn.us](mailto:timothy.e.larson@state.mn.us)

Your submission must include:

1. **Completed Employer Application**
2. **Organization or Agency Information, if applicable**
3. **A separate and complete Related Instruction Training Form for all providers**
  1. You may substitute the Letter of Intent
4. **A most recent yearly financial statement for small employers that want to waive the employer match requirement**

## What happens next?

### Simple Time Line of Events

- **Release of 2nd RFA – July 18, 2016**
- **Second Webinar – September 19, 2016**
- **Applications due – September 23, 2016**
- **Grant awards announced – October 31, 2016**
- **Grant contract deadline for winter/spring academic year – End of December**
- **Start training/beginning of the contracts – Beginning of January 2017**

**A more detailed timeline of events is included in the request for application.**

## What if I have more questions?

- Frequently Asked Questions are posted at the Office of Higher Educations Dual Grants website:

<http://www.ohe.state.mn.us/mPg.cfm?pageID=2160>

- If you have additional questions please email [timothy.e.larson@state.mn.us](mailto:timothy.e.larson@state.mn.us).
- All responses will be posted to the FAQ page.



## Question and Answers

**Please use the chat function on your screen to submit questions**

# Thank you for your participation!

For more grant technical assistance contact  
Tim Larson at [timothy.e.larson@state.mn.us](mailto:timothy.e.larson@state.mn.us)

For more technical assistance on program development  
contact  
Heather McGannon at [heather.mcgannon@state.mn.us](mailto:heather.mcgannon@state.mn.us)

--or--

Janell Westveer at [janell.westveer@state.mn.us](mailto:janell.westveer@state.mn.us)