

Minnesota Dual Training Grant Resource

Application Content

This document is for reference and not an actual application. The Dual Training Grant Application is available online at <https://www.ohe.state.mn.us/mPg.cfm?pageID=2196>.

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This application MUST be completed in entirety prior to submission. Partial applications cannot be save and returned to at a later date. Prior to completing the application, carefully read the 10th Round Request for Application.

Applicant Information

- MN Dual-Training Pipeline Industry:
 - Advanced Manufacturing
 - Agriculture
 - Health Care Services
 - Information Technology
- Applicant (Employer/Organization) Name
- Are you an Employer or Organization of Employers?
 - Employer
 - Organization of Employers
- Street Address
- City, State
- Zip Code
- Name of Authorized Representative
*Person approved and designated by employer/organization to sign and act on behalf of the employer or organization of employers.
- Phone
- Email Address
- Organizational Type of Applicant
 - For-Profit
 - An organization formed for the purpose of earning a profit.
 - Non-Profit
 - A charitable organization, which is formed for the purpose of fulfilling a mission to improve the common good of society rather than to acquire and distribute profits. The organization meets

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the definition in Minn. Stat. 309.50 Subd. 4 and meets the definitions defined in the Internal Revenue Service code, with the most common type being a 501(c)(3).

- Municipality
 - A county, town, city, school district, or other municipal corporation or political subdivision of the state. The organization meets the definition in Minn. Stat. 471.345 Subd. 1 (includes MN State Colleges & Universities system).
- State Agency
 - Any state officer, employee, board, commission, authority, department, entity, or organization of the executive branch of state government. The organization meets the definition in Minn. Stat. 16B.01 Subd. 2.
- Tribal Sovereign Nation
 - Any Indian tribe acknowledged as a sovereign nation by the U.S. constitution.
- Will the applicant be paying a match of 25% for costs of related instruction?
 - Yes
 - No, applicant will provide financial documents reflecting less than \$25,000,000 in 2020 revenue.

Dual Trainee Information

Total number of dual trainees to be trained through the Dual Training Grant during this grant cycle (est. August 2021 – August 2022)

Priority Award Criteria

- Of the total number of dual trainees, how many have participated in a prior Dual Training Grant cycle?
- Of the total number of dual trainees, how many are considered recent high school graduates or GED earners (on or after January 1, 2021)?

Important Notice – If this application is awarded a Dual Training Grant based solely upon this priority award criteria, and not the application score, you will only be able to train employees who meet the priority award criteria. Please check this box to acknowledge.

- Is the permanent work location for the dual trainees the same as the address listed for the applicant?
 - Yes
 - No
- Total grant request amount
Note: The maximum grant request amount is \$150,000 (maximum \$6,000 per employee).

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Related Instruction Information

- MN Dual-Training Pipeline Occupation
 - Related Instruction Training Providers
- *Related Instruction Training Providers cannot be added after the application deadline

Related Instruction Information (continued)

- [Industry]: [Occupation]
List ALL industry-recognized degree, certificate or credential(s)
- Estimated number of months to obtain each degree, certificate or credential [maximum 48]
- Is the related instruction coursework credit-based?
 - Yes
 - No
 - If yes, estimated number of credits to be completed during this grant cycle
- Related Instruction Training Provider [select]
- Instruction Format (check all that apply)
 - Online/Distance
 - Classroom
 - Work Location

Checklist and Certification

Select the additional documents that you will be submitting by April 16th separately to the Office of Higher Education to complete the application:

- Dual-Training Program Outline detailing dual-training program – applies to ALL applicants (Application Document A)
- Related Instruction Training Provider Selection – applies to ALL applicants (Application Document B)
- Training Agreement for each Related Instruction Training Provider – applies to ALL applicants (Application Document C)
- Financial Review Match documentation of 2020 revenue below \$25,000,000 to waive requirement of 25% (minimum) employer contribution match – applies to APPLICABLE applicants
- Financial Review Non-Profit documentation – applies to ONLY non-profits
- Exemption from Licensure Application – applies to APPLICABLE applicants (Application Document D)

As the Authorized Representative, you are certifying the following on behalf of the applicant:

- Agree to provide and/or support on-the-job training and related instruction opportunities for dual trainees

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- Agree to encourage and support dual trainees to successfully complete the dual-training program
- Will work with Related Instruction Training Provider(s) to ensure instruction aligns with MN Dual-Training Pipeline competencies
- Read and understand the 10th Request for Application
- Understand that the Dual Training Grant is a competitive grant process and subject to the availability of funds
- Understand and accept that: the grant amount may not be increased, the industry and occupations(s) cannot be changed, and related instruction training provider(s) cannot be added after the application deadline
- Understand that some or all of the information provided in Dual Training Grant application may be made public.
- Certify that information provided in the application is true and correct, and promise to provide additional documentation if requested. Any false or misleading information may result in the forfeiture of future participation in this program.

Authorized Representative Signature

Print Name

Title

Dual Training Grant Application

Congratulations, you have successfully submitted an application for the Dual Training Grant.

Next Step?

Submit all additional documents to jacquelynn.mol.sletten@state.mn.us

Questions?

Call Jacquelynn Mol Sletten at (651) 355-0609