



WORKFORCE TRAINING PARTNERSHIP PROGRAM

Application

Rev. 5/6/2024

This section to be completed by Office of Economic Development Staff.

Grant #: _____ **Date Received:** _____ **Amount Requested: \$** _____

Total Number of Full-Time Employees Participating in Training: _____

Approved by Committee: ____ Yes ____ No **Date Approved/Disapproved:** _____

OED Staff Reviewer Initials: _____

Business Profile:

Legal Business Name: _____

Business Address: _____

Year Business Established in Cecil County: _____

Industry Type (i.e. manufacturing, logistics, etc.): _____

Federal Taxpayer ID #: _____

Name and Title of Contact Person: _____

Phone No.: _____

E-mail Address: _____

Company's Annual Training Budget (for current year): _____

Number of employees (in Cecil County): _____ FTE _____ PTE (less than 30 hrs/week)

Is the business in good standing with Cecil County Government (no outstanding indebtedness)?

____ Yes ____ No If no, please explain: _____

Training Plan:

Type of Training (External/Internal): _____

Training provided by: _____

Training start date: _____

Training completion date: _____

Number of instruction hours (per employee): _____

Number of full-time employees participating in the proposed training? _____ Attach a list of all proposed trainees that includes ID #s, names, work hours per week, current position, position after training (if different), and each employee's primary work location if the company has more than one location within Cecil County.

Proposed training cost per employee (attach cost summary from trainer): \$ _____

Total proposed training cost (all employees to be trained): \$ _____

1. Describe, in detail, the proposed training, skills, equipment, and/or processes that are subject to the training proposed under this Partnership. Also, please attach the course outline/description from the trainer.

2. What economic benefit will the company receive from this training?

3. What is the indirect economic impact to Cecil County?

4. Describe, in detail, how the proposed training will enhance company production and competitiveness.

5. Describe, in detail, how the proposed training will enhance the employee(s).