

# MINNESOTA JOB SKILLS PARTNERSHIP

## Job Training Incentive Program

### Program Purpose:

Provide grants to help new or expanding businesses train new workers as quickly and efficiently as possible.

### How it Works:

Grants are awarded directly to businesses.

### Eligible Applicants:

Businesses must be located in Greater Minnesota and be adding a minimum of three new jobs. Businesses primarily engaged as a public utility or in retail sales at the project location, health care services, lobbying, gambling, professional sports, political consulting, leisure, hospitality or professional services provided by attorneys, accountants, business consultants, physicians, or healthcare consultants are not eligible.

### Minimum Requirements:

New jobs must be permanent positions that provide at least 32 hours of work per week for a minimum of nine months a year and pay wages at least equal to 120% of federal poverty guidelines for a family of four. The business must match funds awarded on a .5:1 ratio.

### Eligible Projects:

Funds may only be used towards training for new jobs. Funds may be used for direct training costs including assessment, testing and certification costs, curriculum development, training delivery, trainee wages, training materials and supplies, training equipment and facilities, trainer travel and lodging costs. Training may be provided by an accredited MN educational institution, or with justification, provided in-house; by federal, state, or local agencies; by consultants; and/or by equipment vendors.

### Ineligible Activities:

Company orientation type training, basic computer skills and pre-employment training.



### Maximum Available:

Grants of up to \$200,000 are available. Award amount is limited to \$5,000 to \$10,000 per new employee trained based on wage rates.

### Terms:

Training should begin within six months of award and must be completed within 1-2 years based on timing of award.

### Application Timelines:

Eligible applications will be awarded on a first-come, first-serve basis contingent on the availability of funds.

### Approving Authority:

Commissioner of the Department of Employment and Economic Development

### Disbursement of Funds:

Costs are paid on a reimbursement basis.

### Contact:

For additional information or a grant application, contact the Minnesota Job Skills Partnership at 651-259-7514 or visit our website at:  
<https://mn.gov/deed/mjsp/>.



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*...promoting cooperative ventures between business, labor and education*

### DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT

180 E 5th St • Suite 1200 • St. Paul, Minnesota 55101-1351 • Phone: 651-259-7514 • Fax: 651-215-3842 • TTY: 651-296-3900  
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