

**Finger Lakes Wired
SCHOLARSHIP APPLICATION**

Name: _____

Address: _____ County: _____

Industry Sector: _____ Advanced Manufacturing _____ Optics/Imaging _____ Biotech/Life Sciences _____ Alternative Energy
_____ Food & Agriculture _____ Information Technology _____ Engineering _____ Business Services _____ Health Care

Federal Employment Identification Number (FEIN): _____ Total Employees in Region: _____

Contact Person: _____ Title: _____

Telephone: _____ Fax: _____ Email: _____

1. a. Total amount of funds requested: \$ _____
b. Total company match (must equal or exceed funds requested): \$ _____
c.. Total number of trainees: _____

- Funds requested can include cost of classroom instruction (i.e., tuition or course fees), customized coursework or in-house training and training materials (books, manuals and exams). Funds cannot be used to purchase training CDs, DVDs, or videos.
 - Training must lead to 1) The development of management competencies of mid - senior level Managers, 2) Development of technical/occupational skill competencies of employed workers or 3) Implementation of process or productivity improvement initiatives (such as Lean, ISO, Six Sigma, Sarbanes Oxley, etc).
 - Requests for funding cannot exceed \$25,000. Requests for funding under \$1,000 will not be entertained.
 - Third party applications (from grant writers, training providers, consultants, etc) will not be accepted and will be automatically denied. Applications must be developed and written by the applicant business.
 - Applicants must match funds requested. Matching funds can include one or portions of the following direct or indirect costs of training: cost of instruction, wages of employees being trained while in training, new purchases of equipment and software required for training, and expenses associated with out-of-town training.
 - Trainees must be permanent employees, on the payroll of the applicant, with year-round attachment to the employer. Part-time employees are eligible to be trained if they work more than (20) hours per week year-round.
 - **All training must be completed by May 31, 2010.**
 - Please note: The Wired Scholarship program is funded by the United States Department of Labor (USDOL). USDOL requires that trainee participant information be collected in order to track outcomes. Therefore, all companies making an application to this program must provide us with participant information requested in the application process. Failure to provide this information will disqualify an organization from being eligible for these training funds. No exceptions can be made.
 - RochesterWorks, Inc. agrees to hold confidential all employee information submitted by the Employer for the purpose of implementing and tracking outcomes. RochesterWorks, Inc. agrees not to disclose this information to any person or organization except those authorized to use the information pursuant to the Workforce Investment Act of 1998 (29 U.S.C. Sec. 2801 et seq.) and shall comply with all applicable federal and state privacy and confidentiality laws.
2. Describe your business and how it supports the regions emerging sectors. Do you plan to grow jobs over the next twelve months?
3. Generally describe the trainees including how they were identified for training, education level, duration of employment, and experience/skills. Describe the assessment of worker skills that was conducted and the skill deficits that it identified among the target population of trainees. How will the proposed training address those deficits?

4. **Describe the training program/activity and how it will result in in-demand and transferable employability skills, productivity and process improvement procedures or industry recognized credentials/certifications. How do the upgraded skills and certifications meet the demands of emerging industries?**

5. **Why is the training necessary? How is it tied to your strategic plan?**

6. **How will the training help your business maintain its competitive edge? How will it help your employees to retain their jobs, improve their employability and/or promotability, and achieve higher rates of pay after training?**

7. **Proposed budget. Please complete attached spreadsheet, and attach a copy of course descriptions, program curriculum and proof of costs.**

Reviewed by: _____ Date _____
Christina Bakewicz, Business Services Manager

Approved by: _____ Date _____
Peter Pecor, Executive Director, RochesterWorks

Amount Approved: \$ _____

Contract Dates: _____ to _____

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