

**Vermont Department of Labor**  
**Workforce Education and Training Fund (WETF) Overview**  
**FY 2012**

**Introduction:** The Legislature appropriated additional funding through the Vermont Department of Labor (VDOL) for several workforce development programs that are described in more detail below. While the programs have distinct features, they share common goals: to increase career opportunities for workers and strengthen workplace experiences for students about to enter the workforce in Vermont; and to increase the number of workers with skills that meet the needs of Vermont employers.

**The schedule and process for awarding funds are included in the individual program information that is posted separately, by program.** Links to each program are provided below.

**Purpose:** WET Fund Programs through VDOL promote the creation and retention of high quality jobs and the growth of a highly skilled workforce by funding occupational skills training.

**Goals:** The goal of WET Fund Programs is to train or re-train workers who are unemployed, underemployed, or at risk of losing their jobs.

**Information on How to Apply:** Potential applicants should carefully review the general program description below. Please refer to the detailed program description for application instructions, as well as timetables or other guidelines that must be followed. If you have questions about where your request “fits”, you may contact one of the VDOL representatives listed below for guidance.

**Programs:**

1. **WORKFORCE EDUCATION & TRAINING FUND (WETF)** provides training grants.
  - a. **Training:** Grants support training that will improve the skills of Vermont workers who are unemployed, under-employed, or at risk of becoming unemployed. Eligible applicants include employers, and public or private training providers in collaboration with employers. Activities under this program must include occupational training/education. Extra weight will be given to projects that train for new or vacant jobs. Projects may also train current workers for promotions or upgrades, or retrain workers who would otherwise be laid off or have their work hours reduced. Projects must:
    - [ Have clear employer involvement and lead directly to new or “upgraded” employment after training is completed. Upgraded employment means that workers will receive pay increases over and above routine wage adjustments, as a direct result of training.
    - [ In the case of projects that will not train for new jobs or immediate upgrades, provide a clear description of why the training is critical to job security, how training/retraining will prevent layoffs or reduction in hours.
    - [ Lead to jobs paying at least 200% of current minimum wage, or 150% with benefits totaling at least 200%. If wages will not meet these criteria, please contact your local VDOL representative to discuss possible exceptions.
    - [ Demonstrate matching contributions. Match may include cash or in-kind contributions **from both public and private sources**. *Preference will be given to projects that demonstrate matching contributions that equal or exceed the WETF request.*
    - [ Articulate clear outcomes in terms of number of workers trained for new jobs, incumbent workers who will receive pay increases, or workers who will avoid layoff. Outcomes must be accountable and measurable.
    - [ Not duplicate or supplant existing training programs.
    - [ Agree to provide the Social Security Numbers of all individuals trained under the project, for required reporting purposes.

Applications in the WETF Training Grant category are accepted on an ongoing basis until funds are exhausted.

Applications requesting more than \$50,000 must demonstrate that their program will have a multi-region or statewide impact, and/or result in the creation of a significant number of new jobs.

**Please note:** WETF is not intended to fund standard (required) safety training or routine professional development that is required in certain occupations (accounting, law, etc.) in order to maintain professional credentials. WETF cannot fund planning activities or training for self-employment, nor can it fund individuals seeking financial assistance for their own education or training.

Application instructions and detailed information about WETF Training grants are available at:

**[www.labor.vermont.gov](http://www.labor.vermont.gov)**. Select “Grant Information” in the left pane, and then “Workforce Education & Training Fund (WETF) Grant Introduction”.

*For more information, please contact Sally Redpath at (802) 828-4394; [sally.redpath@state.vt.us](mailto:sally.redpath@state.vt.us) or Greg Voorheis at (802) 828-4343; [greg.voorheis@state.vt.us](mailto:greg.voorheis@state.vt.us)*