

Writing a Successful Workforce Training Grant

It's your money...

The Workforce Training Fund (WTF) provides money to Massachusetts businesses to train and develop their employees. This Fund is financed entirely by a portion of the unemployment insurance paid by Massachusetts' employers. If your company pays unemployment insurance, you are eligible to participate in the training grant program.

Associated Industries of Massachusetts (A.I.M.) and Commonwealth Corporation have created a workshop designed to familiarize employers with the variety of Workforce Training Fund programs available. At these sessions, you will learn the key to writing a successful application for a Workforce Training Grant.

Session Goals and Objectives

- Overview of the Workforce Training Fund
- 10 Features of a successful grant application
- Getting started
- Assessment of your training needs (and training plan if you have one)
- Critical insight on defining a key business goal, a training objective, and a business measure of success
- Checklist for information you'll need to collect

Who Should Attend

Individuals with responsibility for workforce training and development—owners and CEOs, operations managers, HR managers, training directors, etc. from employers of all sizes—as well as anyone who might be involved in preparing a grant application.

Registration

\$50 Member or \$75 Non-Member. **Register at www.aimnet.org or complete and fax this form to Bill Baldino at 617.536.1552.**



Choose one of these half-day sessions:

Bridgewater

A.I.M. Office • Wed., Sept. 12
8-12:00 p.m.
Presented with: Commonwealth Corp.

Burlington

A.I.M. Office • Thu., Sept. 13
8-12:00 p.m.
Presented with: Commonwealth Corp.

Marlborough

AIM Office • Wed., Sept. 19
8-12:00 p.m.
Presented with: MassMEP

Holyoke

Delaney House
Thu., Sept. 20 • 8-12:00 p.m.
Presented with: Commonwealth Corp.

www.aimnet.org

Writing a Successful Workforce Training Grant Application

Please check one: A.I.M. Member \$50 Nonmember \$75

Location Requested: _____

Name: _____

Title: _____

Company: _____

Phone: _____

Address: _____

E-mail: _____

For more information you may contact Bill Baldino at 617.536.1552 or wbaldino@aimnet.org.