



Department of
**Labor & Workforce
Development**

Consolidated Business Grant (CBG)

Contact: CBG.info@tn.gov

What is the Consolidated Business Grant?



Basics about On The Job Training

- On-the Job Training (OJT) is used when an employer identifies the need to fill vacant positions, and the employer is willing to hire people who need additional training.
- A contract must be made with the LWDA before the program can pay up to 50% of the trainee's wages during a specific time frame.
- OJT can not be back dated, the employees **MUST** be new hires that were hired after the contract was put in place.
- LWDA's may approve contracts \$25,000 and below, anything higher must be approved by the State.

Basics about Incumbent Worker Training

- Incumbent Worker Training (IWT) provides funding to help businesses train and retain an existing workforce by providing skills upgrades and process improvement.
- Can be used as Lay-Off aversion tool.
- Cannot be used to purchase equipment or any item or service that can be used outside of the training project.
- Cannot be used for travel expenses, advertisement, or recruiting.
- Cannot be used for Assessment, testing, or certifications.
- Cannot be used for language training unless specific to terms of employment.

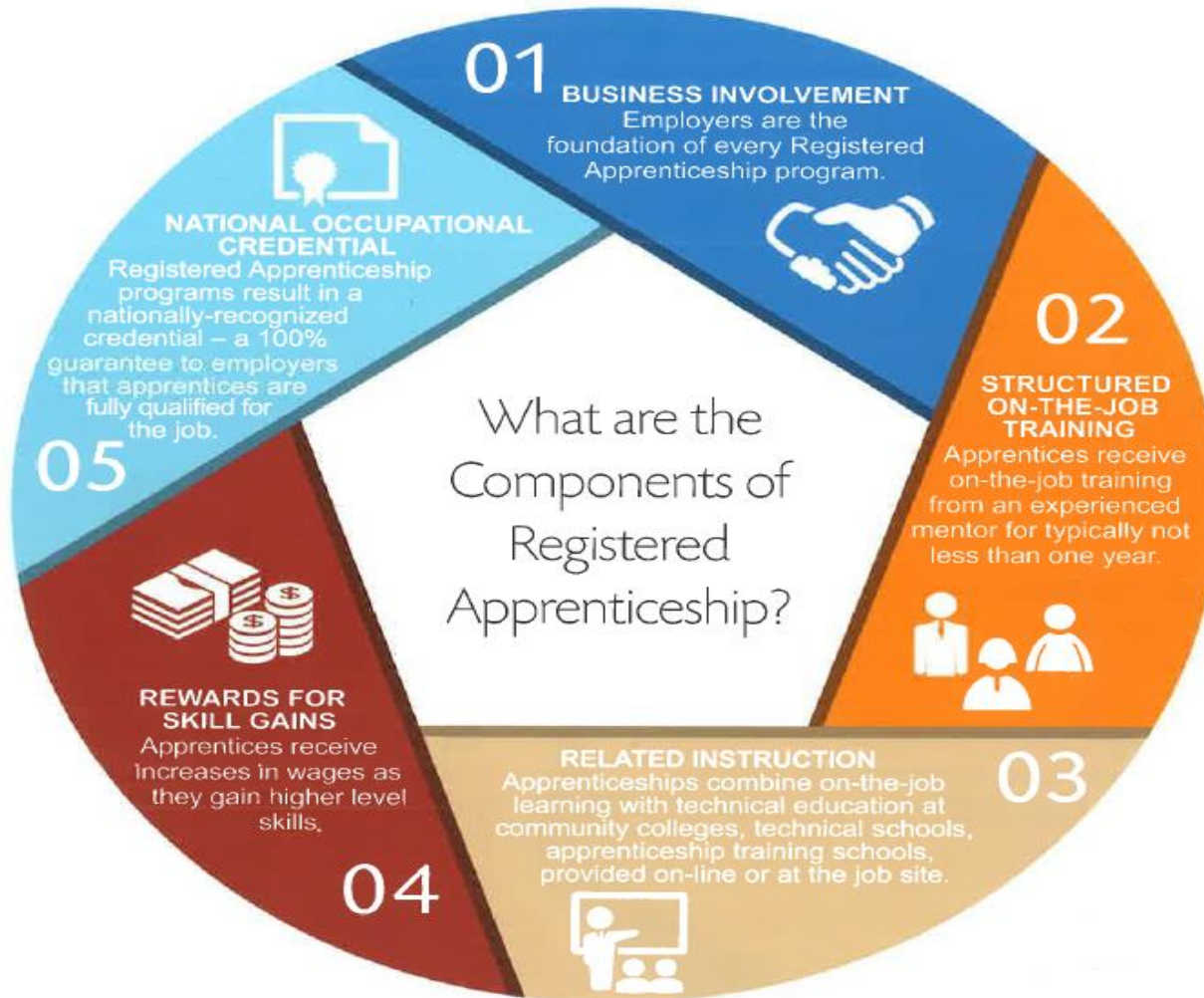
Costs that May Qualify for Reimbursement

- Instructors'/Trainers' salaries (Capped at \$50/hour)
- Curriculum Development (Not to exceed 5% of the total State obligation)
- Textbooks/Manuals
- Materials/Supplies
- Tuition expenses.

Basics about Apprenticeship Training

- The Apprenticeship Training Grant (ATG) supports TN employers who are interested in starting or already have an apprenticeship.
- Apprenticeships can be Registered through the US DOL, or companies can elect to have a Non-Registered program.
- This grant will support OJT for eligible dislocated workers entering an apprenticeship as a new hire or;
- Provide assistance for classroom training for existing 1st or 2nd year apprentices or;
- Provide assistance for classroom training to participants in a pre-apprenticeship program.

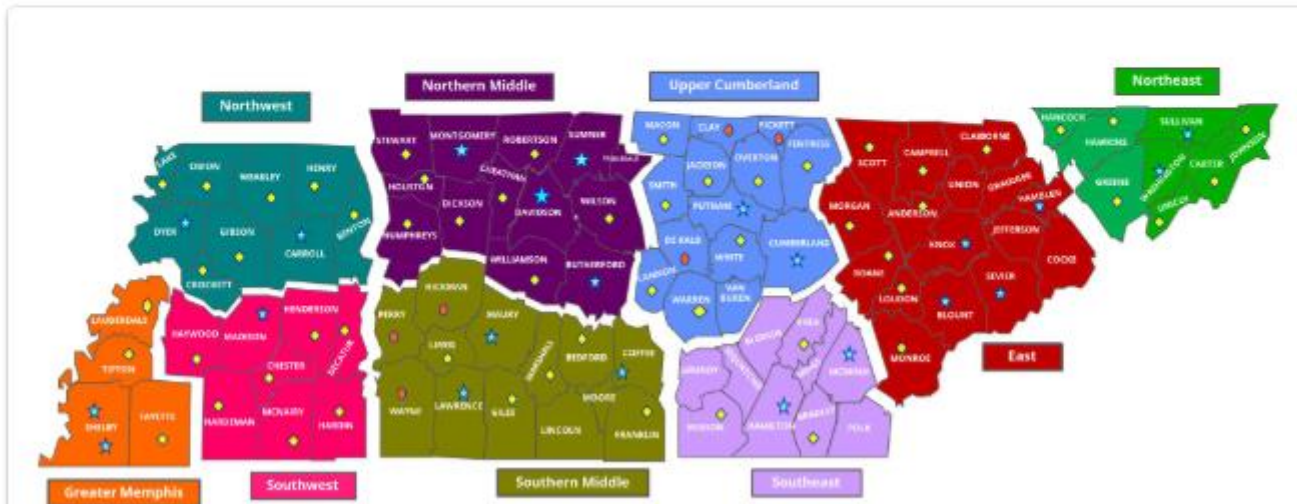
Components of an Apprenticeship



Steps to Apply for Grants

Grants for Training

Pre-Application for Business Grants



Steps to Apply for Grants

- Go to [TN.gov/workforce](https://www.tn.gov/workforce)
- Under the Employers drop-down, select Training.
- Then select “Read More” under the Grants for Training.
- The Pre-Application is always the first step.
- Pre-Apps inform both the local area of a business’ interest in grants and the State.
- Once businesses submit the Pre-App, reach out to them and learn more about their company and see what their needs are.
- Ensure businesses know to complete the monthly report once a contract is in place, this is our monitoring tool.

Monitoring from Nashville

Dawn Tawater (shows up as Melanie.Tawater@tn.gov)

Monitors all pre-app entries, contracts, and monthly status reports. She will explain in detail what is needed to remain compliant with the State.



Best Practices Discussion

Share your area's experiences with the CBG, and what works for your team.

If you have any questions!!

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