



**West Virginia Council for Community and Technical College Education**

**Program: Workforce Development Initiative Program (HB3009)**

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**Target Audience** Business, industry and other employers (West Virginia’s workforce)

**Funding** State  
**Total available:** \$918,000 (FY 2012)

**Minimum or maximum amount a participant can receive:**  
No

**Application Process**

- Cash Match from business, industry or other employers is required
- Proposal applications are accepted monthly on or before the second Monday of the month
- Advisory Council appointed by the Chancellor meets on the third Monday of the month to review grant proposals
- The proposal shall:
  - » Identify the goals and objectives of the program
  - » Identify the number of participants to be served
  - » Identify private and public sector partners
  - » Provide a letter of support for the proposal from the local Workforce Investment Board
  - » Provide a detailed work plan, a budget and an evaluation plan
  - » Provide letters of commitment from private or public sector partners confirming actual funding amount provided for the match requirement
  - » Provide a plan for sustaining the program after grant funding is exhausted

**Deadlines:**  
Annual reports are due in October of each year.

## West Virginia Council for Community and Technical College Education continued ...

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**Description** The purpose of the program is to develop a strategy to strengthen the quality of the state's workforce by linking the existing postsecondary education capacity to the needs of business, industry and other employers by utilizing available funding to provide explicit incentives for partnerships between employers and community and technical colleges to develop comprehensive workforce development services. The program addresses specific workforce needs of the partnering company(s). In addition, the program has a provision as of July 1, 2011, that permits funding to be utilized for cooperative education programs that are jointly funded by the participating company(s) and the State of West Virginia.

**Eligible Applicants** Funding available to state community and technical colleges.

**Restrictions** **Financial Match Required:**

- Each proposal must provide a commitment letter from private or public sector partners for a match of one dollar, cash and in-kind, for each dollar of state grant funding awarded.
- An in-kind match shall not constitute more than fifty percent (50%) of the required match.
- Grants will be awarded on a one-year basis.
- The Chancellor may authorize the expenditure of carry-forward funds upon written request by the institution.
- Subject to meeting stated goals, time frames, cash match requirements, and with the recommendation of the Advisory Committee, the Council may renew a grant up to five years following the initial grant award.