

Employer Training Investment Program

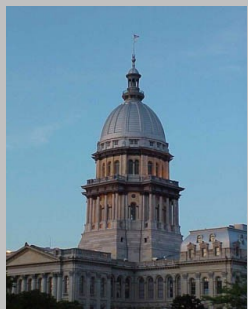
Fostering job creation and retention by supporting Illinois employers with the cost of training their workers

The Employer Training Investment Program (ETIP)

A streamlined, cost-effective program which helps keep Illinois workers' skills on pace with new technologies and business practices.

In turn, these skills help businesses increase productivity, reduce costs, improve quality and boost competitiveness.

ETIP grants may reimburse Illinois companies for up to 50 percent of the cost of training their currently employed workers. Grants may be awarded to individual businesses, original equipment manufacturers sponsoring multi-company training for employees of their Illinois supplier companies, intermediary organizations operating multi-company training projects, labor organizations or institutes of higher education.



State Capitol (Springfield, Illinois)

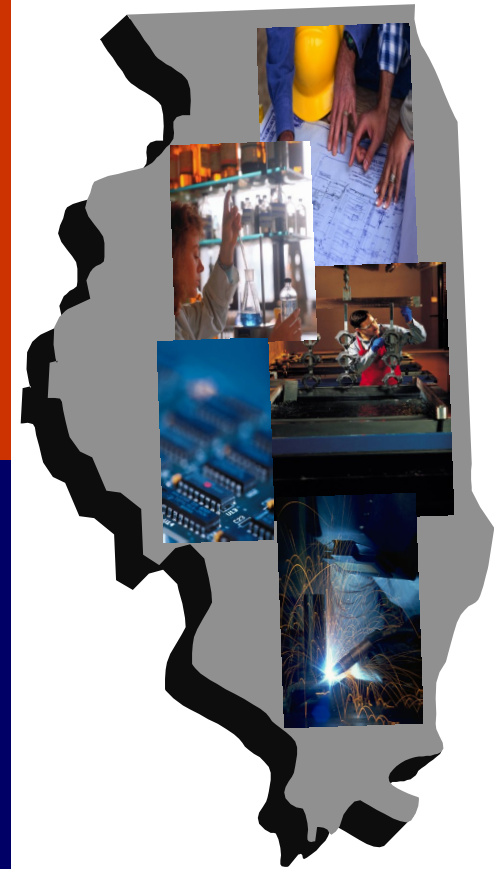
IL Department of Commerce & Economic Opportunity

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**"21ST CENTURY JOBS"
TRAINING INITIATIVE**

EMPLOYER TRAINING INVESTMENT PROGRAM (ETIP)



dceo

Illinois Department of Commerce & Economic Opportunity



Pat Quinn, Governor

Warren Ribley, Director

Employer Training Investment Program (ETIP) Overview

There are two ways Illinois companies can access State training funds available through the ETIP program.

- **Single Company Option** - Individual employers may apply for grant funds to assist with training their employees.
- **Multi-Company Option** - Intermediary organizations conduct, coordinate, or sponsor training projects for companies with common employee training needs.



ELIGIBLE SINGLE COMPANY PARTICIPANTS

A company is eligible for funding if they are:

- Located in State of Illinois
- Training full-time Illinois employees
- Expanding business enterprise in Illinois
- Expanding into new markets
- Introducing more efficient technologies/continuous improvement systems into their operations which will result in greater output per employee
- Expanding exports from Illinois

ELIGIBLE MULTI-COMPANY PARTICIPANTS

Eligible Intermediary Organizations/Training Providers include, but are not limited to the following:

- Training projects involving employees or members of supplier companies
- Business & industry associations
- Large manufacturers for supplier network companies
- Institutions of secondary or higher education
- Labor organizations

ELIGIBLE TRAINING ACTIVITIES

Eligible training projects include, but are not limited to the following:

- New technologies or processes
- Continuous improvement systems
- New or additional product lines
- New machinery
- Regulatory compliance

ELIGIBLE TRAINING COSTS

- External Trainer/Tuition Costs
- Internal Trainer Wages & Fringes
- Trainee Wages & Fringes
- Training Materials
- Other Costs
- Administration

AVAILABILITY OF GRANT FUNDS

- ETIP is administered on a state fiscal year cycle (July 1 - June 30).

Single companies, in addition to an official application, must submit:

- A Transmittal Letter
- Appropriate financial statements
- Information about the training provider and proposed training program(s).
- Internal Instructor names and resumes
- Complete alphabetical list of training participants

Intermediary organizations must:

- Submit a Multi-Company application

CONTACT INFORMATION

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