

Development Training Fund Micro-Grant Program

IDAHO
DEPT. OF LABOR

Gov. C.L. “Butch” Otter’s Workforce Development Council has approved a set-aside of \$500,000 from the Workforce Development Training Fund (WDTF) to help local communities solve workforce challenges with smaller-scale workforce development opportunities.

Traditional WDTF funds have been used for direct reimbursement to employers for employee training costs of new or expanding businesses and for industry sector grants that demonstrate a partnership between industry and education. Idaho’s new WDTF micro-grant program will fund creative workforce development projects on a smaller scale, particularly benefitting localized and/or rural efforts.

The WDTF micro-grant program will provide up to \$25,000 per award to assist in developing training solutions to increase employment and wages and to encourage youth and young adult workers to stay in their communities.

- Micro-grant resources will be available on a non-competitive, first come, first-serve basis; applications will be accepted until all funds are obligated.
- To ensure small community access to resources, funds will be apportioned in equal amount to each of the six areas of the state for the first 90 days after announcement of the grant opportunity. After that period, remaining resources will be available on a statewide basis.
- Each grant must expend funds within 12 months.
- The lead applicant must have a physical location in Idaho and represent a community based team with business, education and other community partners as an ideal partnership.
- The community based team must provide 100 percent in-kind match for support of the project.
- New or enhanced training must address specific employer-identified skills gaps in the community; the training cannot supplant or compete with current training opportunities.
- Training may include work-based learning opportunities or classroom training that addresses the skill gaps identified by employers in the community while providing job candidates with new skills, or enhancing the skills of employees at risk of being permanently laid off so they can remain employed and achieve a higher earning level.
- An application must include a description of who will be targeted for training, any pre-requisites for training and the team’s planned outreach to under-represented groups.
- Grant funds cannot be used for ongoing operations of existing programs.
- Outcomes will be measured on an individual participant level in the following areas:
 - Number entered employment within 30 days of training completion and starting hourly wage rate.
 - Number of incumbent workers receiving retraining and wage gain.
 - Number attaining recognized credential/skill badge.
 - Number entering postsecondary education after training.

The WDTF micro-grant program will facilitate the development of creative and innovate approaches to local workforce development issues through community partnerships with industry, education, economic development and local government. Successful projects will increase employment and wages of the community’s workforce and/or will contribute to Idaho’s goal of 60 percent of 25-34-year-olds achieving a degree or certificate and assist in stemming the out-migration of youth and young adult workers from our communities. The program will also identify new workforce development approaches, particularly in rural areas.

Applications will be reviewed for compliance by a panel of representatives from business, education, economic development and the Idaho Department of Labor.

Applications may be emailed to your [Regional Business Specialist](#).