



MEMO

TO: CDA Member Associations and their Member Companies

DATE: July 9, 2010 (to replace the April 22, 2010 Memo)

RE: Wage Subsidies from City of Denver

The Denver Office of Economic Development is offering wage subsidies to eligible businesses who hire new employees, including those in the construction and skilled trade industries. The funds are not retroactive for employees you already hired. The following requirements must be met by the businesses:

- Must be located within Colorado for at least 120 days (outside of Denver is OK)
- Must pay into workers compensation and unemployment insurance
- Must not have laid off employees within the past two months
- Contact james.roina@denvergov.org directly indicating you are an interested company represented by CDA

If a company qualifies, the City may subsidize the following positions (additional details attached):

- **On-the-Job Training** (new full-time employees): salary subsidized at 50% for up to 6 months of training, or up to \$8K
- **Professional Paid Internships** (workplace mentoring for youth and adults currently enrolled in City of Denver support programs): salary subsidized at 100% for 2 to 4 months and paid directly to qualified employee through City of Denver; up to \$6K
- **Customized Training** (current employees trained in new skills): training cost reimbursed up to 50%
- **Training Stipends** (prospective employees trained prior to hiring): case-by-case basis, up to \$5K

Additional information:

The City is taking applications for subsidized training dollars in anticipation of the release of funding for the city's fiscal year of July 1 – June 30th 2011. The application process may take several weeks based on request and current workforce applicant pool. The businesses will pay salaries and/or training upfront and then submit invoices to the City after obtaining a vendor ID. Attached is a list of FAQs. All of these workforce opportunities are available as program funding remains.

For questions not answered in the FAQ, please contact:
James Roina, Business Development Associate, (720) 865-5631
Denver Office of Economic Development
james.roina@denvergov.org

The Constructors and Designers Alliance (CDA) is an alliance of 23 construction and design industry related associations. CDA works cooperatively to represent the interest of its member associations and their member companies to: help develop and support sound laws and practices; conduct jointly sponsored educational, social, and other events; promote better relationships and avoid duplication of efforts between the member associations and the firms who are members of each CDA member association.

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Wage Subsidy Program

The Denver Office of Economic Development–Workforce Development’s Wage Subsidy Program offers four valuable resources to businesses: On-the-Job Training, Customized Training, Work Experience and Training Stipends. Participating businesses may recognize a 50 to 100% savings (as funding permits) in the cost of training new and incumbent workers after going through an application and approval process.

On-the-Job Training

On-the-Job Training program is for individuals who are hired into a full-time position with a business who is participating in the program. The business will provide training for up to six months, learning new skills.

Participating businesses will recognize these attractive benefits:

- Employee’s salary is subsidized at 50% during the training period
- Training period acts as a probationary period, allowing a business to determine if the individual is a good fit for the position before investing 100% of the salary
- Potential tax credits

During On-the-Job Training, the business helps the individual develop the skills and work ethics needed for the position and place of business. Upon *successful* completion of training the business agrees to retain the individual in the position.

Work Experience

Work Experience is a *fully subsidized* internship position with an approved public, private or non-profit employer lasting from two to four months. Work Experience positions are generally reserved for individuals with very little or no work experience who require meaningful learning opportunities. Individuals placed in a Work Experience must be granted an opportunity to learn the skills necessary for successful employment in the field.

Customized Training

Customized Training is available to businesses with a need to train *existing* employees in an effort to remain competitive in their industry. Customized Training addresses training needs to meet changing skill requirements that result from:

- Introduction of new technologies
- Introduction of new production or service procedures
- Any additional skills required to up-grade to a new job/classification and/or other training based on a case-by-case assessment

Businesses demonstrating the need for Customized Training will receive assistance with training costs at 50% through a reimbursement process.

Training Stipends

Training Stipends are available to businesses that need to train *prospective* employees, prior to the hiring process, in an effort to provide necessary short term skill upgrades to meet industry standards. Individuals are then hired into full-time positions with a business participating in the program. Training Stipends can address needs for new recruits such as:

- Industry demanded technologies or certifications
- New production or service procedures
- Any additional skills required to enhance recruits’ competencies for long-term employment based on a case-by-case assessment

Services are dependant on availability of funds, application, and approval process