



TRAINING GRANTS

The Ottawa County Safety Council, under the sponsorship of the Ottawa County Improvement Corporation, is excited to announce a new **TRAINING GRANTS** program. Because we are committed to employee development in safety and management, the purpose of the program is to provide funds to member businesses interested in providing additional, professional training opportunities to their employees.

TRAINING GRANTS will be available to fund training related to topics such as: HVAC, Supervision, Human Resources, Confined Space, Arc Flash, and Drug-Free Workplace. Other topics will be considered!

Training can be conducted on-site by an outside vendor/trainer or employees can be sent off-site for the training.

The **TRAINING GRANT** funds are intended to pay for the instruction costs. Other incidental costs can be submitted to the Council under the \$100 annual rebate program.

Up to
\$1,000
annually!

The Council will offer **up to \$5,000 total** in grants per program-year to member businesses, up to \$1,000 each.

Grant applications will be reviewed and awarded on a first come, first serve basis.

Approved grants will be paid via reimbursement once an invoice is submitted.

For more information or to apply for a **TRAINING GRANTS**, contact Jessica Kowalski at OCIC at jkowalski@ocic.biz.

Apply
today!

Guidelines:

- Member businesses may only apply for one grant per year, up to the \$1,000 maximum
- Applications must be submitted in advance of the training, to be evaluated for eligibility
- After eligibility is established, grants will be awarded on a first-come/first-serve basis, by the steering committee with a majority decision
- Eligibility will be based on several factors including: member status with the council, training topic applicability, cost and value (number of employees benefiting from the training opportunity), quality or qualifications of training vendor and training content
- Grant awards may or may not be approved for the entire submitted cost; members will be notified of the amount awarded
- Once \$3,000 in grants have been awarded, additional applications will be considered for the following program year
- COMPLETED applications must be forwarded to Council Sponsor, OCIC, via fax or email (419-898-6244, jkowalski@ocic.biz)
- Approved trainings will be paid via reimbursement to the member once a paid invoice has been submitted to OCIC via fax or email (419-898-6244, jkowalski@ocic.biz)
- The Training Grants program will be evaluated each year by the steering committee for renewal or discontinuation based on participation, interest and financial considerations

For more information or to apply, contact Jessica Kowalski of OCIC
at 419-898-6242 or jkowalski@ocic.biz



TRAINING GRANTS Application

Date: _____

Member Business: _____

Contact Name: _____

Phone #: _____ Address: _____

Proposed Training Topic: _____

Number of Employees Participating in or Attending Proposed Training: _____

Brief Description of Proposed Training: _____

Vendor/Trainer Name: _____

Vendor/Trainer Contact Information (email, website, phone or mailing address): _____

Amount Requested (please break down the expenses): _____

**Please attach training invoices, if any.*

PLEASE SUBMIT PAID INVOICE UPON COMPLETION OF TRAINING TO:

Jessica Kowalski, Program and Office Coordinator

Ottawa County Improvement Corporation

By Mail: 8043 W. State Route 163, Suite # 100

Oak Harbor, OH 43449

By Fax: 419.898.6244

By Email: jkowalski@ocic.biz