Minnesota Job Skills Partnership Grants (MJSP)

Purpose

The intent of a MJSP grant is to provide new-job training or retraining for existing employees of participating Minnesota businesses.

Long Form

- Maximum $400,000 but most submitted are for $100,000 to $200,000
- Grants run from 12-36 months but most submitted are for 2 years
- Submitted January, April and September but dates may vary

Short Form

- Maximum $50,000
- Grants run from 12-36 months but most submitted don’t exceed 2 years
- Submitted January, February, April, May, August and October but dates may vary

Details

- Funds may be used for training-related costs such as curriculum development, instruction, training materials and supplies, training equipment, and instructor travel.
- All grants must have a one-to-one match with in-kind contributions which include:
  - Training space, wages paid to employees while in training, travel, hours spent by your grant coordinator and clerical support, equipment, communication, etc.
  - No cash needs to be exchanged unless we are asking for some type of equipment that you may be required to pay a portion of and asking MJSP for the remainder.
• Grant proposal should meet the following criteria:
  ✓ Severity of Skill Shortage
    o Is there a need for specific training?
  ✓ Capacity Building
    o It must build capacity at the College so we can provide training once the grant sunsets to others in areas that were developed as well as to your company.
  ✓ Practicality/Potential for Employment
    o Level of business commitment to the program
    o Level of business commitment to retraining
  ✓ Opportunity for Trainee –
    o Will this increase your employee’s wage?
    o Will you need to hire once training is developed?
    o Will it help employees towards a promotion?
  ✓ Cost per Participant
    o How many employees would you be training?
    o We don’t want to have a large expense item for training with only 3 employees. The more employees put into training classes the better.

Grant Application

• Grant application is written by a professional grant writer with input from the Partner Business and Minnesota State College Southeast (MSCS)
• Grant writing expense is split 50/50 with MSCS and the Partner Business
• Approximate cost for the grant writer is $4,750 for the long form and $1,750 for the short form

Partnership

• Minnesota participating businesses must partner with an accredited Minnesota educational institution like MSCS.
• Once grant is awarded, a Grant Coordinator is assigned from MSCS who works with the business to coordinate instructors and set up classes
• Business Partner must assign a Grant Contact who will work with the Grant Coordinator to keep track of the classes, attendees, wages and reporting for the in-kind contribution

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