

Employment Training Panel

Agriculture Initiative Overview

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Welcome to ETP

First things First:

- **Introductions**
- **Housekeeping**
- **Prefatory Notes**

Housekeeping

This presentation will be recorded from the introduction of the presenter and end at the start of Question and Answer Period.

Please use the chat or Q&A function for any questions, which will be addressed at the end of the presentation.

Please keep your mute on during the presentation.



PREFATORY NOTES

This presentation is intended to provide a summary of the Agriculture Initiative (Ag) which was approved by the Panel on December 14, 2023.

The contents of this presentation, and any communication with ETP are not binding on the State and shall in no way alter any specification, term, or availability of funding.



Today's Session/Agenda:

- **Agriculture Initiative**
- **ETP Overview**
- **Employer and Trainee Eligibility**
- **Training and Reimbursement**
- **Application Process**
- **Getting Help and Next Steps**
- **Questions & Answers**



Agriculture Initiative Focus

Intent

- **\$10M investment**
- **Larger effort with LWDA**
- **Upskilling farmworkers**

Funding

- **Single Employers - \$600k**
- **Multiple Employers - \$1M***

*ETP's standard MEC cap is \$750k, the \$250k difference must be exclusively Ag related



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ETP Program Overview

- What is ETP?
- Where Do ETP Funds Come From?
- Who Can Contract with ETP?
- Are you an Eligible Employer
- Multiple Employer Contracts



What is ETP?

ETP is a State agency that uses a **pay-for-performance contract** to reimburse the costs for employer-customized job skills training.

ETP funding is **NOT** a grant.

ETP does **not**:

- provide training
- mandate training topics for the employer
- select or approve trainers

Contracts are two years in length, based on need.



Where Do ETP Funds Come From?

ETP is funded through Unemployment Insurance Collection of the Employment Training Tax.
(roughly \$7 per worker, per year).

Funds are aggregated into the Employment Training Fund which is administered by ETP (aka the Panel). The appropriation for ETP is established annually by the legislature but based upon UI collection estimates.



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Who can contract with ETP?

- **Employers** – Private for profit and certain private, non-profit Employers
-
- **Group of Employers** – Chambers of Commerce, Trade Association, Economic Development Corporation
 - **Public or Private Training Agency**
 - **Workforce Development Board**
 - **Workforce Investment and Opportunity Act (WIOA) Grant Recipient/Administrator**

Key term – Multiple Employer Contractor



Are you an Eligible Employer?

To be eligible for ETP funding, or to participate in a MEC ETP funded contract for training, Employers must be:

Subject to the Unemployment Insurance contribution and the Employment Training Tax (**tax-rated**)

1. Have One or More Full-Time Employees
2. Use a California Employer Payroll Tax Account Number to report wages (DE-9, DE-6 or DE-1)

Under certain circumstances non-profit employers may benefit from ETP-trained placements. Also, special criteria may exist for alternatively funded programs.



Multiple Employer Contracts (MECs)

- A Multiple Employer Contractor (MEC) is an eligible entity who holds an ETP Contract to fund training for ETP Eligible Participating Employers.
- Participating Employers are subject to the same eligibility requirements as a Single Employer.
- MEC alternative to Single Employer Contracts may include:
 - Immediate or short-term training needs,
 - Industry specific training or certification needs, or
 - No desire to administer an ETP Contract



Eligible Agriculture Employers

Companies with Agriculture NAICS* Code (11110-115310)

ETP will review on a case-by-case basis companies that are Agriculture Related including food packing, food processing, irrigation and fishing industries

The Company should be prepared to justify how it is closely related to Ag, whether it works seasonally in conjunction with growing seasons, trains farmworkers, etc.

If employees are represented you will need to submit a Union Letter of Intent and Support

**North American Industry Classification System*



NAICS DATA LOOKUP

In order to facilitate NAICS Code eligibility we have created a location on the website under the General Info/Funding Priorities & Limitations tab which allows any user to enter a **6-digit** NAICS code and the system will provide the following:

- NAICS Title
- ETP Industry Name
- Priority Industry Status
- Out-of-State Competition Status

<https://caetp.force.com/NAICSLookup/s/>

You must know your NAICS code in order to proceed with the application in Cal-E-Force.



NAICS DATA LOOKUP RESULT

NAICS Search

NAICS Code:

332311

NAICS Title:

Prefabricated Metal Building and Component Manufacturing

ETP Industry Name:

Manufacturing

Priority Industry:

Yes

Out-of-State Competition:

Yes



Who Can Be Trained?

New and Existing Full-time Workers

Retrainees

Seasonal Workers

Unemployed Individuals

New Hire Trainees

Small Business Owners

Entrepreneurial MEC



Agriculture Training and Trainees

Who Can be Trained

Good proposals will focus heavily on Ag related occupations

Farmworkers

Packers

Processors

Others can be trained but the focus of funding should be on Agriculture related occupations



Seasonal Workers

- **Employers** must be in a seasonal industry that bases its operations on one or more cycles of crop production.
 - Have a workforce that expands by at least 50% based on cycles of crop production and,
 - Retain at least 50% of the same employees for not less than 500 hours in the 12-month period preceding the end-of-training.
- **Trainees:** can be either employed or unemployed at the time of training, as long as they are engaged in cyclical employment related to crop production seasons, and meet the retention standard set forth above.
- 50% of training may be in literacy skills

Basic Trainee Training Requirements

ETP funded training can only start on or after the start date of the Contract.

Trainees must complete a minimum of 8 hours of training and retention within the contract term.

- New Hire Maximum is 260 hours of training.
- Incumbent Maximum is 200 hours of training.

Training Funds are **EARNED**

- After the post-training employment retention period is complete (usually 90-days full-time/or alternate retention as defined), and
- Trainees are earning at or above a contract-specified minimum wage.



Employment Training Panel - Trainee Wages

Minimum Wages for Calendar Year 2024

(Health benefits of up to \$2.50 may be used to meet all wage requirements, subject to Panel approval)

STANDARD WAGES			REDUCED STANDARD WAGES (HUA)	
COUNTIES	NEW HIRE	RETRAINEE	NEW HIRE	RETRAINEE
	MINIMUM WAGE AFTER RETENTION	MINIMUM WAGE AFTER RETENTION	MINIMUM WAGE AFTER RETENTION	MINIMUM WAGE AFTER RETENTION
Alameda, Marin, San Mateo, Santa Clara, and San Francisco	\$20.50	\$24.60	\$16.00	\$18.45
Contra Costa	\$20.21	\$24.25	\$16.00	\$18.18
Los Angeles	\$19.30	\$23.15	\$16.00	\$17.37
Orange	\$18.76	\$22.55	\$16.00	\$16.91
San Diego	\$18.94	\$22.72	\$16.00	\$17.04
All Other Counties	\$18.45	\$22.55	\$16.00	\$16.91
<p>Retrainee Job Creation wage is \$1.50 above the statewide minimum wage. The minimum wage requirement for Retrainee Job Creation training shall not be lower than \$17.00.</p>				
<p>Note: Trainees must earn at least the State of California or local minimum wage rate (whichever is higher) that is in effect at the time of Final Payment, regardless of the ETP Minimum Wage set forth in this Chart.</p>				
STATEWIDE AVERAGE WAGE (SET)		MODIFIED STATEWIDE AVERAGE WAGE (SET)		
TERM BEGINNING DATE		<p><i>Trainees may earn up to 25% below the State average hourly wage. Workers must work in a priority industry sector or be funded for training under a Critical Proposal. This wage modification will be determined on a case-by-case basis</i></p>		
Jan. 1, 2024 - Dec. 31, 2024	\$41.00			\$30.75

Note: Trainees must earn at least the State of California or local minimum wage rate (whichever is higher) that is in effect at the time of Final Payment, regardless of the ETP Minimum Wage set forth in this Chart.



2024 ETP Trainee Wages

If an employer is paying benefits to trainees, they may use Health, Dental and Vision benefits up to \$2.50 to help meet the minimum wage requirement if needed.



Seasonal Workers

Retention

- 500 hours within 12 months of the end-of-training with up to three employers in the crop production industry within the term of the Contract

Wages

- The minimum wage for retraining may be reduced by up to 25% if it exceeds trainee's pre retention wage by 3%.



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ETP Funded Training

ETP funds a broad range of employer-customized job skills training.

This may **include** ancillary job readiness training needed for traditionally underserved workforce populations, e.g. Vocational English as a Second Language.

Remedial Skills



Common Training Topics

Business Skills (Sales, Customer Service)

Computer Skills (Product Tracking software)

Commercial Skills (Non-Manufacturing Processes, Packing Techniques, Farm Tractor Operations, Organic Farming, Product Knowledge, Sustainable Farming, Food Safety)

Manufacturing Skills (Farming Operation Training, Food Safety Training, Warehouse Procedures, Production Systems and Models, Operations, Farming Best Practices, Equipment Operation, Troubleshooting and Maintenance)

Continuous Improvement (SPC, Project Management, ISO Processes)

Hazardous Materials, HAZWOPER and OSHA10/30

Management and Leadership Skills

Literacy and Remedial Skills (VESL, Basic Math, Basic Reading, Basic English)



Who Can Provide the Training?

The cost of training is the cost of training determined by employer's needs and how they want to deliver training.

Employer may select any combination of internal or external training provider.

- Internal trainer – foreman, lead
- California-based, Third-Party Trainer
- MEC or Training Agency

A MEC can use either employer facilities to train or use a center-based facility to accommodate multiple employers.



Training Delivery Methods/Ratios

ETP funds the following delivery methods:

Classroom/Laboratory/E-Learning

Trainer-to-Trainee Ratios

[1:20 Retraining and 1:15 New Hire]

Non-Interactive Computer-Based Training (CBT)

Productive Laboratory (PL) [Up to 1:3, 1:1 Preferred]

All training delivery and documentation methods will be reviewed with your contract analyst.



Need For Training/In-Kind Contribution

Employers Must Demonstrate the following:

- The Need for Training
- That Funding is supplemental and not supplanting the company's own funds
- That they provide Secure Jobs (low turnover rate) and
- An **In-Kind Contribution**, includes wages paid during training, course materials, equipment depreciation and facility rental. This does not mean cash on hand.

Agriculture Training and Trainees

Need for Training

- Good proposals will highlight how training is upskilling farmworkers
- Enabling trainees to work in good quality jobs that pay good wages
- Provide opportunity for advancement
- And encourage worker voice

Reimbursement

Training is reimbursed based on a trainees time in training.

ETP uses a **fixed-fee training reimbursement rate** that is inclusive of all administration and training costs. NOT WAGES.

ETP reimbursement rates are contract specific but range from \$9 - \$23 per trainee, per training hour. Contractors estimate their training need a weighted average for each type of trainee based on the type of training delivered.

ETP funding = # of trainees x reimbursement rate x hours tracked and documented



Training Reimbursement Rates

Trainee/Proposal Type	Class/Lab, Productive Lab Videoconference, E- Learning Rates
CBT (Self-paced/Non-Interactive)	\$9
Industries outside of Priority Industry	\$20
Special Populations, Priority Industry, Critical Proposal, Advanced Technology	\$23

MEC Support costs.



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ETP Application Process

1. Application completed and submitted to ETP
2. Application accepted for eligibility review
3. Application deemed eligible and assigned to Development Analyst to create ETP Proposal
4. Proposal complete and assigned to a Panel Date
5. Panel Approval
6. Funded Training Begins*

* training can not be reimbursed *retroactively* by ETP



Getting Started

1. Step one complete – Interactive Orientation 😊
2. Registration of person who will administer the training and contract within the company. (Not a hired consultant)

<https://etp.ca.gov/fundingopportunities/apply-for-funds/>

3. Start the application in CEF.
4. Complete the Application and Submit.



Data Needed to Complete Application

- Company California Employer Account Number
- Company Legal Name and all Company addresses/locations included in the Contract for ETP funded training
- **Description of the employers/trainees need for training specific to the Ag Initiative: how it will focus on upskilling farmworkers, provide good quality jobs paying family sustaining wages, provide opportunity for advancement and encourage worker voice.**
- Trainee Occupations to be Trained
- Number of trainees in each occupation
- Estimated Number of training hours to be trained in this Contract
- Min and Max Wage of trainees in the occupations included in the application
- Curriculum – Delivery Method, Type of Training, Course Titles



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Cal-E-Force Help

Questions? Please contact the Cal-E-Force help desk:

Open: M – F 9:00am – 12:00pm & 1:00pm – 4:00pm

Email: ETPCalEForce@etp.ca.gov



Connect to ETP

The ETP Economic Development Unit provides presentations, interactive program overviews and assistance for all interested applicants. We explore and develop leveraged funding opportunities and provide free direct engagement for potential contractors.

Northern and Bay Area:	Elise Candelaria	(916)327-5262 elise.candelaria@etp.ca.gov
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