



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**
 - Is there a need for specific training?
 - ✓ **Capacity Building**
 - 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**
 - Level of business commitment to the program
 - Level of business commitment to retraining
 - ✓ **Opportunity for Trainee –**
 - Will this increase your employee’s wage?
 - Will you need to hire once training is developed?
 - Will it help employees towards a promotion?
 - ✓ **Cost per Participant**
 - How many employees would you be training?
 - 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

Minnesota State College Southeast Contact:

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