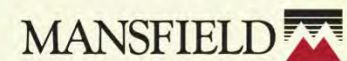




*Supporting the Training Needs of Pennsylvania's  
Companies for More Than 20 Years*



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COMMONWEALTH UNIVERSITY OF PENNSYLVANIA

# WEDnetPA

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The Workforce and Economic Development Network of Pennsylvania (WEDnetPA) brings training funds to qualified companies across the Commonwealth through a network of community colleges, state system universities, and other educational institutions.



# WEDnetPA

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The goal of WEDnetPA is to strengthen the business environment of the Commonwealth by helping companies improve the skills and productivity of Pennsylvania workers.



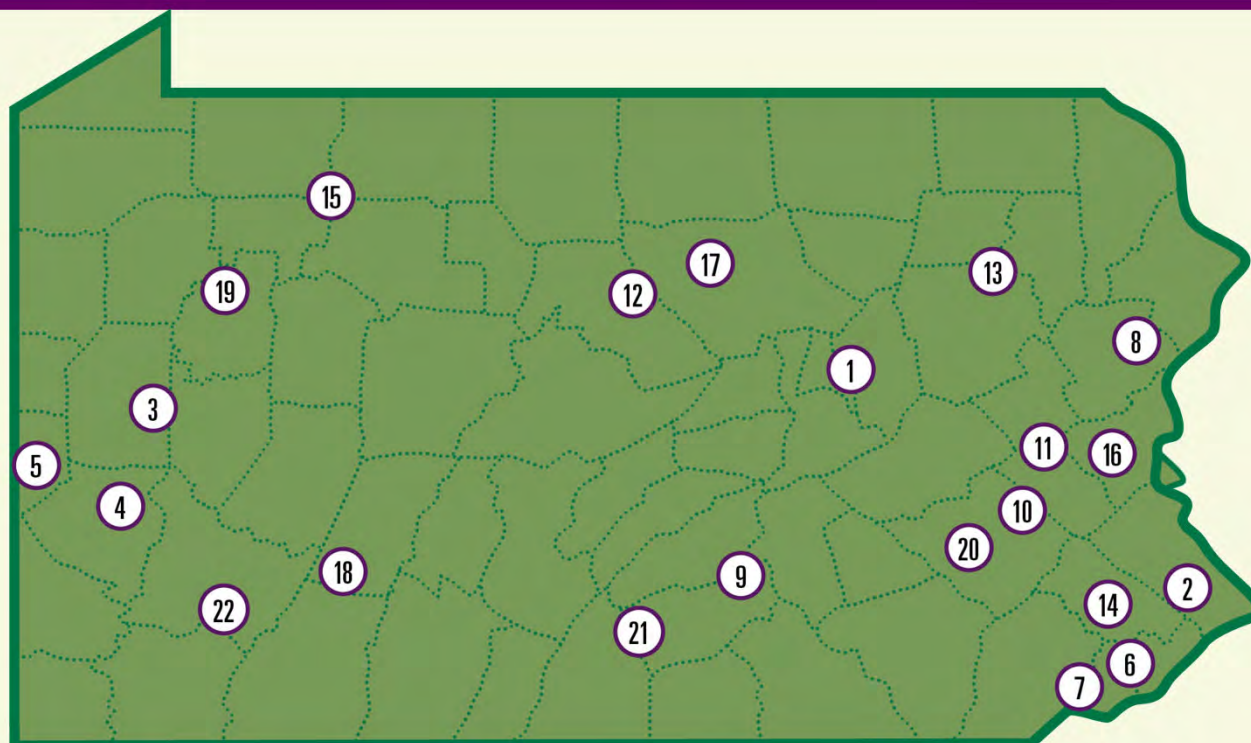
# WEDnetPA

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Funding for this program is provided by a state appropriation through the Pennsylvania Department of Community & Economic Development (DCED).



# 22 WEDnetPA Partners



State System Universities, Community Colleges,  
Pennsylvania College of Technology and  
North Central Regional Planning Commission

# Collaboration to Help Determine Funding Priorities.....

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- Pennsylvania Department of Labor & Industry
- Local Workforce Investment Boards
- Ben Franklin Technology Partners
- Industrial Resource Centers
- Local Development Districts
- Chambers of Commerce
- Industrial Development Associations
- Other Workforce and Economic Development Entities



# Application Process

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1. Companies apply online through ISAAC  
(Information Sharing, Administration & Analysis Center)
2. Partners help with needs assessments and training plans
3. Partners prioritize applications and recommend grant amounts
4. State office reviews apps and approves awards
5. Companies choose training providers, complete training and submit for reimbursement of eligible costs



# Eligibility Requirements

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- Company
- Employee
- Training

# Company Eligibility

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- Must be located in Pennsylvania.
- Maximum grant amount is \$2,000 per employee, up to \$100,000 per company per fiscal year.
- Company can only receive funding two years in a row or three out of a five-year period.
- All locations under the same FEIN are considered a single company.

*Brick-and-mortar retail businesses, educational institutions, employment agencies, gaming establishments, government agencies and facilities, non-profit entities and direct marijuana businesses are not eligible.*



# Company Eligibility

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- Must be in an eligible industry, industrial and/or business-to-business in nature and can not be explicitly ineligible as defined by the complete guidelines.
- Based on **all** full-time employees working in PA, companies with an annual full-time employee turnover rate of 25% or greater are not eligible.



# Eligible Industries (restrictions apply):

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- Agriculture and Food Production
- Bio-Medical
- Building and Construction
- Business Services
- Energy
- Healthcare\*
- Logistics and Transportation
- Manufacturing
- Real Estate, Finance and Insurance
- Wood, Wood Products and Publishing
- \*Healthcare facilities (inpatient):
  - Assisted living and personal care facilities
  - Home healthcare services
  - Hospice services
  - Mental health facilities
  - Nursing homes
  - Primary-care hospitals
  - Rehabilitation hospitals
- Bank headquarters
- Some unions and labor organizations may qualify.

# NOT Eligible Industries

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- Education
- Hospitality, Leisure and Entertainment
- Brick-and-mortar retail businesses
- Educational institutions
- Employment agencies
- Gaming establishments
- Government agencies and facilities
- Non-profit entities (except certain healthcare)
- Training providers
- Healthcare facilities (outpatient):
  - Clinics
  - Doctor's offices
  - Pharmacies
  - Specialty centers
  - All other **outpatient** facilities
  - Independent living and retirement communities
- Bank branch offices and their employees
- Direct marijuana businesses, even if legal under state law.

# Employee Eligibility

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**All permanent, full-time employees are eligible regardless of job title or company size.**

- Be a resident of and employed in Pennsylvania.
- Earn at least **\$16.74 per hour**, excluding benefits.
- Be permanently employed full-time and eligible for full-time benefits.
- Be an employee of the specific company location for which a contract is awarded.



# Eligible Training

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- Must be skill-building for current job or advancement or promotion.
- Must start on or after July 1, 2024, and be completed on or before June 30, 2025. Partial training cannot be reimbursed.
- Cost must be “reasonable” as defined by market rates and other criteria.
- Each course must be a minimum of 30 minutes in length.

*Company orientation and on-the-job training are not eligible.*



# Training Provider

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- Company chooses training provider(s)
- Options include
  - Third-party providers
  - WEDnetPA partners
  - Qualified in-house staff

# Examples of Training Topics

## Business Operations:

Customer Service  
Human Resources  
Leadership  
Math  
Problem Solving

## Computer Operations:

Database Software  
Electronic Medical Records  
Presentation Software  
Spreadsheets  
Word Processing

## Machine Operations and Maintenance:

Hydraulics  
Industrial Electricity  
Motor Controls  
Pneumatics

## Product and Process Control:

Continuous Improvement  
Enterprise Resource Planning (ERP)  
Internal Auditor  
ISO 9000+  
Kaizen  
Lean Enterprise  
Lean Manufacturing  
Non-destructive Testing (NDT)  
Project Management  
Quality Assurance  
Root Cause Analysis  
Six Sigma  
Statistics  
Total Productive Maintenance (TPM)  
Total Quality Management (TQM)  
Software Implementation:  
Coding/Programming  
E-Commerce

## Workplace Behavior Skills:

Communications  
Diversity  
Drug and Alcohol Abuse  
Sexual Harassment  
Teamwork

## Workplace Health and Safety:

Active Shooter  
Arc Flash  
Blood-borne Pathogens  
Confined Space  
Driver Safety  
Electrical Safety  
Fall Protection  
Fire Safety  
First Aid, CPR, AED  
Food Safety  
Forklift Safety  
Hazardous Materials Handling

# WEDnetPA Web Site

[www.wednetpa.com](http://www.wednetpa.com)

PROGRAM OVERVIEW

FUNDING ELIGIBILITY

TRAINING TOPICS

OUR PARTNERS

APPLY TODAY

The workforce of tomorrow is changing. In the years ahead, success will require a more flexible and diverse workplace. Technology will continue to play a greater role. And, as you are already seeing, worker shortages will become a real consideration as companies plan for future growth.

These are the challenges you face today as you plan for tomorrow. But, you're not alone. When it comes to preparing your workers to meet these challenges, WEDnetPA is here to help. We can provide the resources you need to train new employees and to retrain your existing workers. We're here to help you determine what training is needed, decide how and where to get it, and most importantly, defer some or all of the cost.

If you agree these challenges exist and you understand that employee training can be an effective tool in navigating these waters, then you need to contact a WEDnetPA partner today and let us help you begin the journey...

The New WEDnetPA process now requires only  
**ONE APPLICATION**  
**ONE TRAINING PLAN** and  
**ONE CONTRACT.**

Training funds available up to  
**\$2,000 per Eligible Employee!**  
(not to exceed \$100,000 per company)

WEDnetPA is employer-driven.  
**YOU CHOOSE** the training,  
**YOU CHOOSE** the method, and  
**YOU CHOOSE** the trainer.

Choose from any one of our  
**Certified WEDnetPA Partners**  
to answer your questions and  
guide you through the process.

More than **9,000 PROVIDERS**  
have been used for training.

**TRAINING CAN BE PROVIDED**  
**BY** any private-sector trainer.  
**BY** any WEDnetPA partner.  
**BY** your own qualified staff  
**IN** a classroom or online.



# Inquiry Process

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- Company submits initial inquiry
  - First-time applicants: [wednetpa.com/apply/inquiry.html](http://wednetpa.com/apply/inquiry.html)
  - Returning applicants: [Isaac.wednetpa.com](http://Isaac.wednetpa.com)
- Partner verifies eligibility
- Company proceeds through an application process



# Inquiry Form

Company Information

Company FEIN: \*

Training Period Applying For: \*

Select Fiscal Year ▼

Company Name: \*

NAICS: ⓘ ⓘ

Turnover Rate (%): \* ⓘ

Website: \* ⓘ

Number of Employees: \* ⓘ

- Select Option - ▼

Description of Company Products or Services: \* ⓘ



# Application Process

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- Step 1: Electronically execute or upload a signed MOA.
- Step 2: Complete a training plan.
- Step 3: Review application information and submit it to WEDnetPA partner.
- Step 4: WEDnetPA partner reviews and approves.
- Steps 5: State Wide Office (SWO) reviews and awards the contract.





# Step 2: Training Plan




Add Training Event



Event Name: 

Training Description:   
(At least 2 sentences)


Training Category:

Select Training Category 


Start Date:

End Date:

Cost Per Person:


Total Employees Trained: 

Total Cost:

Eligible Employees: 

Maximum Reimbursement:

Training Provider:

In-House 

SAVE

CANCEL

# Third-Party Training Invoice

Invoice #152374 Details	
Training Event:	KTS Workshop
Invoice ID:	152374
Invoice Date:	05/08/2023
Event Start Date:	<input type="text"/>
Event End Date:	<input type="text"/>
Training Location:	Select Training Location ▾
Training Method:	Select Training Method ▾
Training Vendor Name:	<input type="text"/>
Training Vendor Location: (Select the most accurate.)	Select Training Vendor Location ▾
# of Multiple Groups: ⓘ (Enter 1 if only 1 group)	<input type="text" value="0"/>
Total Hours: ⓘ (If multiple groups, include all groups.)	<input type="text" value="0"/>
# of Emps. Receiving Training:	<input type="text" value="0"/>
# of WEDnet Eligible Emps. Receiving Training:	<input type="text" value="0"/>
-- Enter One or the Other --	
Cost Per Employee:	<input type="text" value="0"/>
Max Reim. Per Employee:	\$0.00
Total Cost of Training:	<input type="text" value="0"/>
Invoice Status:	Company Input
<input type="button" value="SAVE"/>	



# In-House Training Invoice

Invoice #152375 Details (In-House Training)	
Training Event:	Communication Training
Invoice ID:	152375
Event Start Date:	<input type="text"/>
Event End Date:	<input type="text"/>
Training Location:	Select Training Location
Training Method:	Select Training Method
<b>Instructor/Course Costs</b>	
Instructor's Rate per Hour:	<input type="text"/>
Total Hours: <sup>?</sup>	<input type="text"/>
(If multiple groups, include all groups.)	
Benefits (% of Salary):	<input type="text"/>
# of Multiple Groups: <sup>?</sup>	<input type="text"/>
(Enter 1 if only 1 group)	
Add instructor's name & job title. If multiple instructors, add each instructor's name, job title & hourly rate.	<input type="text"/>
If multiple instructors, the hourly rate must be averaged, not combined.	
Total Instructor Cost:	\$0.00
# of Emps. Receiving Training:	<input type="text"/>
# of WEDnet Eligible Emps. Receiving Training:	<input type="text"/>
Cost Per Employee:	\$0.00
<b>Other Costs</b>	
Total Copying Cost (if applicable):	<input type="text"/>
Description of Cost:	<input type="text"/>

<b>Other Costs</b>	
Total Copying Cost (if applicable):	<input type="text"/>
Description of Cost:	<input type="text"/>
Copying Cost Per Employee:	\$0.00
Total Books/Supplies Cost (if applicable):	<input type="text"/>
Description of Cost:	<input type="text"/>
Supplies Cost Per Employee:	\$0.00
Total Facility Rental (if applicable):	<input type="text"/>
Description of Cost:	<input type="text"/>
Facility Cost Per Employee:	\$0.00
Total Other Costs (if applicable):	<input type="text"/>
<b>Total Costs for All Employees Trained:</b>	
Cost per Employee:	\$0.00
Allowed Cost for Each WEDnetPA Eligible Employee:	\$0.00
Invoice Status:	Company Input
<input type="button" value="SAVE"/>	



# Application/Invoicing Timeline

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- **August 15, 2024** – FY 24/25 application opens
- August-September 2024 – Initial allocation period
- **July 1, 2024** – FY 24/25 Training can begin
- February 1-29, 2025 – Reallocation period
- **June 30, 2025** – All training must be complete
- **July 8, 2025** – All invoicing must be complete



# Important Program Facts

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**In a recent survey of companies,  
99% indicated positive outcomes, including:**

- **Improved product/service quality**
- **Improved communication and teamwork**
- **Increased employee morale**
- **Safer workplace, fewer accidents**
- **Employee promotions and wage increases**
- **New customers, increased business**

# Important Program Facts

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- Nearly 90% of funding allocated to WEDnetPA goes directly to pay for training.
- Training funds leverage a cash match of 1.5 to 1. For every \$1 in grant funds, companies invest another \$1.50 in training.
- More than 9,000 private-sector firms have been used to provide training.



# WEDnetPA Partner

## Commonwealth U - Lock Haven

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