



Standard Grant Survey and Pre-Award Agreement

Name of Business			
Previous Business Name (if any)			
Business Contact Name		Business Contact Title	
Business Contact Email		DUNS#	
Business Phone		Business Fax	
Name of Local Union		Union Contact Person	

Survey Questionnaire

How long has company been operating in the region?

Has your company relocated from another area in U.S. in the past 120 days? Yes No

 If so, were there employees laid off? Yes No

Has your business filed or plan to file a WARN notification in the previous or next 12 months? Yes No

Are jobs expected to last a year or more in the normal course of business? Yes No

Are you involved in any serious labor disputes that you feel CSS WFNY should be aware of? Yes No

As the representative and authorized to sign grant funded training contracts, the following assurances are currently accurate and will remain in effect throughout the contract period. The CSS WF NY Business Services Manager must be notified of any changes.

1. I certify and ensure that the following insurances will remain up-to-date and paid for all employees: Workers Compensation; Disability; Unemployment Insurance; and FICA.
2. I certify that our business agrees not to displace workers for the purpose of replacing him/her with those who are eligible grant-funded trainees.
3. I understand CSS WFNY will not OJT independent contractors, positions that pay based upon commissions, tips, piece work or incentives.
4. If the position is covered by collective bargaining, the union will be required to sign a concurrence statement on the training contract.
5. I certify that our business agrees to provide a listing of job titles for layoffs that have occurred in the past 6 months or that occur during the term of the training contract and acknowledge/understand that similar job titles may not be considered for New Hire On-the-Job Training contracts.
6. I certify that our business agrees and understands that grant funded trainees remain employed post training to ensure retention rates are acceptable.
7. I understand that the funds are meant to help the employer subsidize a portion of the expenses incurred from properly training the workforce to become long-term, skilled employees. This is not a wage subsidy program.

Date:

Signature: