



# Workforce Development Resource Matrix

*Financial incentives and resources available to members in North Dakota*

## **Workforce Development Training Programs & Resources in North Dakota**

The print industry is facing an unprecedented shortage in skilled labor. This fact has a significant impact on our member's bottom line. The good news is, there are numerous resources, financial incentives, programs and experts available to assist in preparing tomorrow's print industry workforce.

Here are those resources available to our members in North Dakota.

### **Registered Apprenticeship**

Registered apprenticeship is a structured and formalized technical instruction coupled with on-the-job training program within an organization or for an industry consortium. Apprenticeships include a written contract between the apprentice and the sponsor. Registered apprentices require a written contract with employees/ trainees that designates learning objectives, training and work schedules, starting pay and periodic pay increases. This formal instruction is approved by and registered with the State's Department of Labor and trainees are certified by the State's Department of Labor or the United States Department of Labor.

### **North Dakota Programs for Registered Apprenticeships**

North Dakota  
Registered  
Apprenticeship

Formal, on-the-job training program sponsored by individual employers, joint employer and labor groups, and/or employer associations. Some funds may be available to pay for industry recognized credentials, matching funds for new apprenticeship wages, accelerated, intense training to skill-up individuals to prepare them for apprenticeship or veteran apprenticeship programs.

Conduct a brief company assessment on areas of hiring demand and current training systems and assess skill demand and learning outcomes for the specific occupation. Contact the North Dakota Apprenticeship Program Coordinator. Additional Resources are Available at Resource  
-<https://www.workforce.nd.gov/workforce/apprenticeship/>

Contact: Apprenticeship Program  
Coordinator Barry Dutton at  
701-250-4700  
or [dutton.barry@dol.gov](mailto:dutton.barry@dol.gov).

### **Internship/Youth Programs**

Internships are a way for students to gain exposure and experience in an industry by working within an organization. Interns are either paid or unpaid, depending on the organization and the educational value obtained. Internships for college students are often mandatory as part of their curriculum. Internships of this nature are credit bearing, require validation of specific learning goals, and are required to graduate.

#### **North Dakota Programs for Internships**

North Dakota Operation Intern	Matching program designed to expand the number of new internship, work experience and apprenticeship positions with North Dakota employers.	Review Program Guide <a href="https://www.workforce.nd.gov/uploads/8/internshipguideweblinks.pdf">https://www.workforce.nd.gov/uploads/8/internshipguideweblinks.pdf</a>	Contact: Jennifer Dahl at the ND Workforce Development Office, 701-328-5300 <a href="mailto:jdahl@nd.gov">jdahl@nd.gov</a>
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### **Workforce/Economic Development**

The predominant understanding of workforce development refers to the education and training of individuals with community sustainability and economic security in mind. Workforce development is an education model that accounts for the knowledge and skills of work, often considering local industry and business needs, and prepare individuals for a broad or specific career pathway. Traditionally, workforce development was seen as separate and distinct from economic development strategies, but as workforce has become an increasing concern for employers, public policies and programs are beginning to use workforce development and economic development interchangeably. In many cases, tax credits or grants are available for growing a business and/or industry which needs trained employees and WIOA (Workforce Investment Opportunity Act) dollars are available to prepare hidden talent pools for employment.

#### **North Dakota Programs for Workforce and Economic Development**

North Dakota New Jobs Training Program	Under program, business obtains funds in the form of a loan, grant, or self-financing option. The loan may be obtained from a commercial lender, local development corporation, the Bank of North Dakota, or other qualified lender. A grant may be obtained from the state, a city, or a local economic development corporation.	Become certified as a primary sector business and complete program application. Primary sector certification can be verified on the North Dakota Dept of Commerce Website.	Contact: Workforce Programs Job Service North Dakota P.O. Box 5507 Bismarck, ND 58506-5507 Phone: 701-328-3358 Fax: 701-328-4894 Statewide TTY: 800-366-6888 E-Mail: <a href="mailto:jsnjt@nd.gov">jsnjt@nd.gov</a>
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### **Federal Tax Program**

The tax credits are available to employers to reduce their federal tax liability by up to \$9,600 per new hire. For-profit businesses of any size qualify. 501(c) non-profits qualify for the veteran target groups only, and the tax credit applies to temporary, seasonal, part-time and full-time workers.

### **North Dakota - Federal Tax Program**

North Dakota Work Opportunity Tax Credit (WOTC) is a federal income tax credit incentive provided to private sector employers.

Employers must fill out the following forms: IRS Form 8850 (Pre-Screening Notice Form), ETA Form 9061 (individual Characteristics Form & Instructions)

Contact: State WOTC Coordinator: Job Service North Dakota - Workforce Programs, PO BOX 5507, Bismarck, ND 58506-5507, Direct Phone: 701-328-2997, Department Phone: 701-328-2076

### **Customized Training & Community College Partnership**

Community colleges and various other training providers will work directly with an individual employer, or consortium of employers, to develop a customized training program to meet the organizations' talent development needs. Often, the delivery of the training is designed for incumbent workers and can be delivered at the training provider, onsite, and/or online. Customized training may also be designed to prepare a future workforce. Often such a program is in collaboration with community-based organizations providing recruitment and basic skill development.

### **North Dakota Programs to Build College Partnerships**

Train ND State-supported program for the four designated training institutions of higher education (Lake Region State College, North Dakota State College of Science, Bismarck State College and Williston State College). Provide customized training to meet employer-defined needs to help North Dakota's employers maximize productivity and excel in global competition. Note: While TrainND is operated through the four community colleges, its state funding allocation passes through the Department of Career and Technical Education.

Begin by contacting the state university in your region. Ask for the campus Customized Training Manager(s).

Get the list of Colleges & Universities in North Dakota at <http://www.collegesimply.com/colleges/north-dakota/>

**Adult Education**

Adult education programs are provided to students who are typically older than 16 and not enrolled in a high school. These programs help students work towards securing a high school credential, learning English, improving basic skills such as literacy and math, and/or preparing for post-secondary education or employment. Funding sources come from both federal and state funds, and the program is either free or provided at a low cost to students. The education is provided at a local community college or community-based organization.

*These programs are managed by local school districts. For more information contact your local school district or state Department of Education.*