



## Michigan Advanced Technician Training (MAT<sup>2</sup>) Program Employer Training Grants Frequently Asked Questions

These FAQs were developed as a supplement to the MAT<sup>2</sup> Employer Training Grants Program Overview. Questions regarding the MAT<sup>2</sup> Employer Grants can be directed to the MAT<sup>2</sup> team at [WDA-MAT2@Michigan.gov](mailto:WDA-MAT2@Michigan.gov).

1. When is the application deadline for the MAT<sup>2</sup> Employer Grants?  
Applications may be submitted beginning September 1, 2016 until September 30, 2017, depending on available funding.
2. How will I be notified about the status of my application?  
The Talent Investment Agency (TIA), which administers the grants, will keep Michigan Works! Agencies informed of the status of the proposals within ten business days from the date of receipt of a complete and accurate application.
3. Who can submit an application?  
A Michigan Works! Agency will submit applications on behalf of employers.
4. How can I obtain an application?  
You must contact your local Michigan Works! Agency; to find your local Michigan Works! Agency, visit [List of Michigan One Stop Service Centers](#).
5. Can an employer submit an application directly to the TIA?  
No, all applications must be submitted by a Michigan Works! Agency.
6. What is the role of the Michigan Works! Agency with the application process?  
Companies submit their applications to a Michigan Works! Agency. The Michigan Works! Agency will review and then submit the application to the TIA. The Michigan Works! Agency will also verify that the employer has registered their student(s) with the United States Department of Labor (USDOL). The company should have a copy of the registration from the Registered Apprenticeship Partners Information Data System (RAPIDS).
7. Can an employer apply through a Michigan Works! Agency other than the one in their area?  
Yes, we see this when a company is on a border of a county, or they have multiple locations. A company may choose to work with an Michigan Works! Agency of their choice. The sponsoring Michigan Works! Agency must notify the local Michigan Works! Agency of the application and obtain a letter or e-mail of support that will accompany the application.
8. Who is eligible to apply for this grant?  
Any MAT<sup>2</sup> employer who sponsors a MAT<sup>2</sup> student and registers that student as an apprentice with the USDOL.
9. Does an employer have to complete a MAT<sup>2</sup> Student Reservation form?  
Yes, each employer must have completed the form to receive the grant. You can find a reservation form at [Employer Reservation for MAT2 program](#).

- 10. Is there a maximum amount per request for each employee?**  
Yes. There are four grant options, depending on the cohort. For a first year student entering cohort 2016, the amount is \$5000. For a second year student, in cohort 2015, the amount is \$3000. For a third year student in cohort 2014 or 2013, the amount is \$2000. This is dependent on the student becoming a registered apprentice through the USDOL after July 1, 2016. If a company has registered the MAT<sup>2</sup> student with the USDOL as an apprentice, prior to July 1, 2016, they are eligible to receive \$1,500.
- 11. Is there a maximum grant amount one employer can apply for?**  
No. An employer may apply for each student registered as a new USDOL apprentice through the grant period, expiring September 30, 2017.
- 12. Can I apply for this grant each year that the student is employed at my company?**  
No, it is a one-time only grant per MAT<sup>2</sup> employee. If funding is available in future years, a company may apply for each new MAT<sup>2</sup> employee.
- 13. How will a MAT<sup>2</sup> employer be paid?**  
Once the company receives a certificate from the USDOL for their apprentice, a copy of their company training plan, and provides a copy of the cancelled check or receipt for their student's tuition, the Michigan Works! Agency will submit an invoice, along with all required documentation, to the TIA to request payment. The TIA will approve the request and make payment to the Michigan Works! Agency. The Michigan Works! Agency will then pay the employer. The tuition paid must be equal to, or greater than the amount of the grant request. Funds are available on a first come, first served basis, until funds expire.
- 14. How long will it take for payment to be received?**  
It could take up to one month for payment to be received by the Michigan Works! Agency.
- 15. Is my company eligible to receive funding from both the Skilled Trades Training Fund (STTF) and a MAT<sup>2</sup> Employer Grant?**  
The company may not receive funding from both the STTF and the MAT<sup>2</sup> Employer Training Grant for the same new apprentice registered with the USDOL.
- 16. If the student separates from the company, will the company need to repay the grant amount?**  
No, as long as the college does not reimburse the tuition.
- 17. What if our MAT<sup>2</sup> student is already a registered USDOL apprentice?**  
If a company completed the USDOL Office of Apprenticeship registration process prior to July 1, 2016, the company is eligible for a \$1,500 MAT<sup>2</sup> Grant per registered apprentice.