

# MICHIGAN NEW JOBS TRAINING PROGRAM

A Community College Initiative



As you know, well-educated and highly-trained employees are critical to compete in today's increasingly competitive global market. If your company is moving to or expanding in Michigan, you can receive financial assistance for the customized training of your new employees through the Michigan New Jobs Training Program. This unique program allows for businesses to partner with one of the state's 28 community colleges to develop a training program that produces the highly-trained employees that can increase your competitive edge.

## Find Your Local Community College

Questions? Contact the workforce development officer at the community college in your area. Specific contact information can be found at [www.mcca.org](http://www.mcca.org)

- |  |   |  |
|--|---|--|
| <p>① Alpena Community College<br/>989.356.9021<br/><a href="http://www.alpenacc.edu">www.alpenacc.edu</a></p> <p>② Bay College<br/>906.786.5802<br/><a href="http://www.baycollege.edu">www.baycollege.edu</a></p> <p>③ Delta College<br/>989.686.9000<br/><a href="http://www.delta.edu">www.delta.edu</a></p> <p>④ Glen Oaks Community College<br/>269.467.9945<br/><a href="http://www.glenoaks.edu">www.glenoaks.edu</a></p> <p>⑤ Gogebic Community College<br/>906.932.4231<br/><a href="http://www.gogebic.edu">www.gogebic.edu</a></p> <p>⑥ Grand Rapids Community College<br/>616.234.4000<br/><a href="http://www.grcc.edu">www.grcc.edu</a></p> <p>⑦ Henry Ford College<br/>313.845.9600<br/><a href="http://www.hfcc.edu">www.hfcc.edu</a></p> <p>⑧ Jackson College<br/>517.787.0800<br/><a href="http://www.jccmi.edu">www.jccmi.edu</a></p> <p>⑨ Kalamazoo Valley Community College<br/>269.488.4400<br/><a href="http://www.kvcc.edu">www.kvcc.edu</a></p> <p>⑩ Kellogg Community College<br/>269.965.3931<br/><a href="http://www.kellogg.edu">www.kellogg.edu</a></p> <p>⑪ Kirtland Community College<br/>989.275.5000<br/><a href="http://www.kirtland.edu">www.kirtland.edu</a></p> <p>⑫ Lake Michigan College<br/>269.927.8100<br/><a href="http://www.lakemichigancollege.edu">www.lakemichigancollege.edu</a></p> | <p>⑬ Lansing Community College<br/>517.483.1855<br/><a href="http://www.lcc.edu">www.lcc.edu</a></p> <p>⑭ Macomb Community College<br/>586.445.7999<br/><a href="http://www.macomb.edu">www.macomb.edu</a></p> <p>⑮ Mid Michigan Community College<br/>989.386.6622<br/><a href="http://www.midmich.edu">www.midmich.edu</a></p> <p>⑯ Monroe Community College<br/>734.242.7300<br/><a href="http://www.monroeccc.edu">www.monroeccc.edu</a></p> <p>⑰ Montcalm Community College<br/>989.328.2111<br/><a href="http://www.montcalm.edu">www.montcalm.edu</a></p> <p>⑱ Mott Community College<br/>810.762.0200<br/><a href="http://www.mcc.edu">www.mcc.edu</a></p> <p>⑲ Muskegon Community College<br/>231.773.9131<br/><a href="http://www.muskegon.cc.mi.us">www.muskegon.cc.mi.us</a></p> <p>⑳ North Central Michigan College<br/>231.348.6600<br/><a href="http://www.ncmich.edu">www.ncmich.edu</a></p> <p>㉑ Northwestern Michigan College<br/>231.995.1000<br/><a href="http://www.nmc.edu">www.nmc.edu</a></p> <p>㉒ Oakland Community College<br/>248.232.4175<br/><a href="http://www.oaklandcc.edu">www.oaklandcc.edu</a></p> <p>㉓ St. Clair County Community College<br/>810.984.3881<br/><a href="http://www.sc4.edu">www.sc4.edu</a></p> <p>㉔ Schoolcraft College<br/>734.462.4400<br/><a href="http://www.schoolcraft.edu">www.schoolcraft.edu</a></p> | <p>㉕ Southwestern Michigan College<br/>269.782.1000<br/><a href="http://www.swmich.edu">www.swmich.edu</a></p> <p>㉖ Washtenaw Community College<br/>734.973.3300<br/><a href="http://www.wccnet.edu">www.wccnet.edu</a></p> <p>㉗ Wayne County Community College District<br/>313.496.2600<br/><a href="http://www.wcccd.edu">www.wcccd.edu</a></p> <p>㉘ West Shore Community College<br/>231.843.5540<br/><a href="http://www.westshore.edu">www.westshore.edu</a></p> |
|--|---|--|

"The Michigan New Jobs Training Program is a valuable tool for employers to obtain the highly skilled and trained workers they need to be successful. This unique collaboration between our community colleges and businesses expanding or coming to Michigan will be a cornerstone of this state's economic revitalization."

**Michael Hansen**  
President  
Michigan Community  
College Association

## Eligible Employers

If you are engaged in business and have employees in the State of Michigan, you may be eligible to take advantage of the Michigan New Jobs Training Program. Employers in Michigan may enter into an agreement under the program with a state community college district if they are creating new jobs in this state that:

- Are full-time, in a new, existing or expanding business of the employer;
- Are not jobs of recalled workers, replacement jobs, or any other job that existed in the employer's business within the 1-year period preceding the date of an agreement;
- Are new jobs that pay at least 175 percent of the Michigan minimum wage when the contract is signed;
- Are new jobs that result in a net increase in employment in this state for the employer.

For more information contact  
**Adriana Phelan, Ph.D**  
222 Chestnut  
Lansing, Michigan 48933  
517.372.4350  
aphelan@mcca.org

# How the Michigan New Jobs Training Program Works

If a business is locating a facility or expanding operations in the state, the Michigan New Jobs Training Program can provide flexible funding to meet a variety of training and employee development needs for those new positions.

Funds to cover the costs of training are attained through a diversion of withholding taxes generated by the wages earned by the new employees to the community college providing the training. In other words, training of new employees is essentially paid by dollars that would otherwise have been paid to the state for withholding taxes – no new additional dollars are expended to cover the costs of training. Businesses can gain a competitive edge through **virtually cost-free training of their new employees.**

**How to Get Started?** To begin the process, eligible employers should contact their local community college to explore training needs. Main contacts for the 28 community colleges are available online at [www.mcca.org](http://www.mcca.org).



## Frequently Asked Questions

### Q: What is the purpose of the Michigan New Jobs Training Program (MNJTP)?

A: Under MCL 389.161 – 389.166, employers can obtain training for new employees hired for new jobs under the Michigan New Jobs Training Program. Designed as an economic development tool, the MNJTP authorizes community colleges to work with employers that are creating new jobs and/or expanding operations in Michigan to receive diverted income tax withholding for newly hired workers for the purpose of funding a variety of training and employee development needs for those new positions.

### Q: How does this program work?

A: Eligible employers contact their community college and submit an application. Community colleges then work with employers creating new jobs to identify training needs and calculate the needed financial support to fund training. Preliminary agreements are used to "set the clock", lock in the date from which new employees can be counted for the project and training expenses may be reimbursed. It is preliminary in nature and either the college or the employer can decide not to proceed. Final agreements need approval by the community college board of trustees, but require no review or approval from the State of Michigan. The community colleges then work with employers to set up a "pay-as-you-go" reimbursement model or can also raise capital by issuing debt. Finally, the colleges administer the training funds and ensure employer needs are being met.

### Q: How is the training paid for?

A: Once the training agreement is in place between the community college and the employer, the employer hires the new employees. The employer then diverts to the community college, for the length of the agreement, the State income tax withholding generated by the wages of the new employees receiving the training. Funds available through the MNJTP are dependent upon training needs and projected withholding tax revenue available to pay for the training.

### Q: What are the benefits to employers?

A: Employers pay the cost of training for new employees with dollars that would otherwise have been paid to the state for withholding taxes. The MNJTP allows employers to take a credit and send those dollars to the community colleges to pay for the needed training. If an employer hires the number of new employees and pays the wages it certified to the college, the program costs the employer nothing. However, should the employer not hire the number they certify, or leave Michigan before the debt is retired through normal withholding diversion, the employer would still be liable for meeting the terms of the contract (participating employers do assume the risk of repayment through a diversion of withholding taxes).

### Q: What type of training services and program costs can be funded using the MNJTP?

A: A wide range of training can be offered, from highly specialized/customized training to basic skills instruction. MNJTP funds can be used for the following:

- Adult basic education and job-related instruction;
- Developmental, readiness, and remedial education;
- Vocational and skill-assessment services and testing;
- Training facilities, equipment, materials, and supplies;
- Subcontracted services with public universities and colleges in this state, private colleges or universities, or any federal, state, or local departments or agencies; and
- Contracted or professional services.

### Q: Can the MNJTP pay for OJT?

A: No, OJT is not included as an allowable expense under the MNJTP.

### Q: What happens if an employee resigns?

A: MNJTP funds follow the positions not the individuals hired into those positions. The employer is still liable for the amount of the withholding tax diversion for the certified positions under the contract.