

STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION

STATEMENT OF POLICY

POLICY NUMBER: 6-1-102

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POLICY TITLE: ENTERPRISE ZONE JOB RETRAINING PROGRAM

LEGAL AUTHORITY:

**DIVISION OF
RESPONSIBILITY:** ECONOMIC DEVELOPMENT

DATE APPROVED BY BOARD: August 20, 2014

DATE OF LAST REVISION:

CHAIRMAN

EXECUTIVE DIRECTOR

It is the policy of the State Board for Technical and Comprehensive Education to administer and approve training plans for the Enterprise Zone Job Retraining Program. The Enterprise Zone Job Retraining Program is a program in the Enterprise Zone Act of 1995. The Retraining Program provides a retraining credit to assist qualified companies in retraining its employees to ensure the company can remain competitive or introduce new technologies. To “remain competitive” means specific training that will have a documented end such as increasing the efficiency factor, gaining new skills, enhancing the skills of employees to take existing equipment to a higher productivity level, acquiring new equipment, or implementing new products or processes.

Companies must apply to the State Board with the assistance of the technical college within the appropriate service area for approval and administration of the Enterprise Zone Job Retraining Program. Prior to the application being submitted to the State Board for approval, applicants must work with the technical college within the service area to develop a specific training plan. The technical college will assist the company in developing a comprehensive, multi-year training plan that will meet State Board approval. The State Board delegates to the State Board staff the review and approval for all Job Retraining applications as long as the retraining is consistent with the State Board’s policies. Approvals should be reported to the State Board for ratification at the next State Board meeting.

The retraining must be approved by, performed and/or administered by the technical college under the jurisdiction of the State Board for Technical and Comprehensive Education serving the designated enterprise zone. The technical college may provide the retraining program delivery directly, contract with other training entities to accomplish the required training outcomes, or supervise the employer’s approved internal training programs.

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The State Board shall establish policies and procedures to provide the oversight and administration for the Enterprise Zone Retraining Program. Specific program details for the Enterprise Zone Job Retraining Program can be found in the Enterprise Zone Retraining Manual.

The State Board shall submit an annual report on oversight to the Governor, the Chairman of the House Ways and Means Committee, the Chairman of the Senate Finance Committee, the Coordinating Council for Economic Development, and the Department of Revenue by November fifteenth of each year.