

# COMMONWEALTH CORPORATION | Workforce Training Fund Program

## About the Program

The Workforce Training Fund Program helps address business productivity and competitiveness by providing resources to Massachusetts businesses to fund training for current and newly hired employees. In order for the Massachusetts economy to prosper, our businesses need access to a pipeline of skilled workers so they can stay competitive and continue to grow. Read below to see how our grant programs can help your business thrive.

The Workforce Training Fund is for businesses of all sizes, but its major focus is small to medium-sized businesses. To help you make an investment in your employees' skills and your future, we offer two types of grants:

### Workforce Training Fund Program EXPRESS PROGRAM

The Express Program provides employers fast, simple access to grant-funded training, helping businesses in Massachusetts respond to emerging needs. It is designed to help businesses respond quickly to change and keep employees engaged. With bite-size grants for just-in-time training and no waiting periods between grants, Express is our fastest path to funding.

- \$30,000 maximum / year
- 3-week lead time
- Apply for additional training as needed
- Express Course Directory\*

**100% Rebate  
Small Businesses  
(up to 100  
employees)**

full reimbursement, up to \$3,000 / person / course

**50% Rebate  
Businesses with  
more than 100  
employees**

50% reimbursement, up to \$3,000 / person / course

### Workforce Training Fund Program GENERAL PROGRAM

Via General Program Training Grants, Businesses can apply for a grant up to \$250,000. Employers, employer organizations, labor organizations, training providers, and consortia of such entities are encouraged to apply for funds to train current and newly hired workers. You may use a training provider of your choice. Courses that a company is legally mandated to provide (such as OSHA training) are not eligible for funding under this program. Training programs must be completed within two years.

- \$250,000 maximum / 2-year grant
- 90-day lead time
- Customized training plan
- Company must match grant funds \$1-to-\$1 (including wage/fringe paid to trainees)
- Outcome tracking & reporting required
- Applicant works w/ trainer(s) of choice

# Workforce Training Fund Program

Workforce Training Fund Program grants are awarded on a rolling basis throughout the year.

Popular training topics include:

- Technical and Business Software;
- Process Improvement;
- English for Speakers of Other Languages (ESOL);
- Quality Assurance;
- Productivity Skills;
- Sales and Customer Service;
- Supervision and Leadership;
- Project Management;
- Occupation-Specific Skills; and much more.

FOR MORE INFO  
OR TO APPLY:



Contact [WTFP@CommCorp.org](mailto:WTFP@CommCorp.org)  
for more information

**During FY22, the Workforce Training Fund Programs awarded \$31.6 million to businesses throughout Massachusetts.**

New Grants Awarded During FY22	Trainees*	Amount	Employers*	Average Cost Per Trainee
General Program	9,961	\$18,401,028	165	\$1,847
Express Program	13,379	\$13,245,838	1173	\$990
	<b>23,340</b>	<b>\$31,646,866</b>	<b>1338</b>	<b>\$1,356</b>

\*Includes duplication in cases where employers participate in more than one grant/program in one year.

82% of grants were awarded to businesses with 100 or fewer employees.

24% of grants were awarded to businesses with 10 or fewer employees.