

Overview of Application Evaluation Criteria

1. Statement of Need and Feasibility of Program

- Explanation of the expected profitability gains from training and the business need for Training Funds
- Likelihood that proposed training program will address the business need, result in targeted outcomes, and be completed on time
- Evidence that the applicant possesses administrative resources and commitment necessary to managing the program

2. Trainee Wage Gains and New Hires

- Impact on low-income New Yorkers (defined as those who make less than \$15/hr)
- Percent of trainees receiving wage increases
- Relative size and timeframe of trainee wage increase directly attributable to training

3. New or Upgraded Skills

- Explanation of how the training will help employees to perform current or new responsibilities more effectively
- Evidence that training strengthens employee skill sets that are applicable across one or several industries
- Indication of how skill increases will be measured

4. Budget and Leveraged Impact of Program

- Reasonable and fair costs relative to comparable training in the industry
- Cost/benefit analysis (size of expected wage gains and number of new hires relative to the training budget)

5. Potential Impact on Economic Activity Within New York City

- Business sells products or services to customers outside the City
- Business attracts local customers who would otherwise purchase goods or services from outside the City

Applications are scored on these criteria and then ranked