



You Never Give me Your Money
NYS Grants and How to Get Them


Presented by:
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Objectives


- What types of programs are grant funded?
- Content of Grant questions
- What types of information to include
- Resources

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Who is Eligible to receive a Grant?

The NYS Hazard Abatement Board awards grants for programs that provide occupational safety and health training for


- public employers
- private employers,
- labor organizations,
- educational institutions,
- non-profit organizations
- trade associations.


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Eligible Programs

Eligible programs must:


- train and educate workers, supervisors and/or employers
- must promote workplace accident and injury prevention.

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Capital Abatement Grants

- These grants cover 75% of the cost of capital projects for correcting workplace hazards cited by the Public Employee Safety and Health Bureau (PESH) or
- Hazard corrections recommended in a consultation report.

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Last year' Amount (2015/2016)

A total of **\$5,929,637** was awarded in Grants including the following Public Sector employers:

- Village of Arcade
- Cayuga County
- City of Ithaca
- City of North Tonawanda Water Works & DPW
- Counties of Ontario, Onondaga, Genesee, Madison
- Erie County Water Authority
- Town of Henrietta
- Greece and Hamburg DPW

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Capital Abatement Project

Definition: any undertaking requiring an expenditure of at least one thousand dollars (\$1,000) for the improvement of:

- buildings, structures and other facilities
- acquisition of machinery, apparatus or equipment

Note: Such improvement and/or acquisition is necessary to correct occupational safety and health conditions


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Capital Abatement Project

Occupational safety and health conditions found by:

- PESH in violation of PESH Act
- Public Employee Consultation Program

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Exclusions

The following types of projects do not fall within the scope of this program:

- cleanup of spills
- releases of asbestos containing materials, repairs
- personal protective equipment for firefighters

Note: Eligibility excludes any State Agency or Public Authority created by the state.


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Capital Abatement Project Resources


- [Capital Abatement Project Resources](#)

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Grants Gateway

- Applicants can register and if applicable prequalify via the Grants Gateway website at www.grantsgateway.ny.gov. The Board encourages required NFP organizations to prequalify as soon as possible to ensure prequalification status is obtained by the application submission deadline.


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HAB Grant

There are two ways to locate the grant application:

1. Select 'Department of Labor' from the 'Search by Funding Agency' drop down menu and click 'Search' or
2. Type HAB in the 'Search by Grant Opportunity' field and click 'Search'

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Projects Not Supported

The following types of projects do not fall within the scope of this program:


- Activities that support the education of occupational safety and health professionals or support personnel;
- Activities which support degree programs, safety engineer certificate programs, or extended academic programs designed to provide professional level credentials;
- Scientific research;


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Not Supported (con't)


- Activities involving driver training or truck CDL Training.
- CPR or First Aid Training;
- Activities which incur costs before the starting date or after the ending date of a fully executed contract.
- The purchase of land (or any interest therein), and/or the acquisition/construction of buildings;


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Not Supported (con't)


- Development of curriculum or materials where adequate curriculum and materials are already available; or are for training to occur in another grant period.
- Newsletters, factsheets, or other publications which do not solely provide information directly related to improving workplace safety and health.


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Projects Supported

- General or hazard-specific training on how to identify, evaluate, and control workplace hazards;
- Activities intended to improve the effectiveness of labor-management safety and health committees;
- Programs addressing ergonomic and repetitive motion problems;


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Projects Supported

Workplace Training Programs **specifically** to reduce workplace accidents by teaching:


- Lockout/tagout procedures,
- Safe electrical work practices,
- Methods of working safely in confined spaces, etc.,
- Training not readily available from NYSDOL;
- Disease prevention through control of carcinogens and other toxic chemicals,
- Noise, heat and vibration,
- Biological hazards such as hepatitis B virus and TB.


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Projects Supported

- Instruction of employees and employers on Rights and Responsibilities under:
 - RTK & PESH standards on Hazard Communication,
 - chemical hazards in laboratories, and
 - specific substances such as lead, benzene, and asbestos
- Programs which help resolve unique and unusually difficult job safety and health problems, such as the threat of assault on the job.

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Organization Address

You must list the following three types of addresses, if applicable:

1. Mailing Address
2. Physical Address
3. Address on file with State Financial System (SFS)

Note: *The Gateway will allow multiple addresses. After saving one address, hit **ADD** at top of the screen.*

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Project Title

Enter the Project Title entered in HAB Program application.

Name of the project should be different than the organization's name.

Note: Name will be reflected in master grant contract, i.e. Occupational Safety & Health Training


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Project Specific Questions

GOALS: Write a brief summary of your project goals and the strategies you will use to achieve them.


- State the overall aim of the project; if a project has more than one goal, list each as succinctly as possible; for example, "To protect maintenance workers from the harmful effects of occupational asbestos exposure".


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Project Specific Questions

OBJECTIVES: List the specific strategies for attaining project goals; for example, "To train workers to recognize work situations with potential asbestos exposure and to allow accepted work practices using appropriate personal protective equipment".


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Project Specific Questions

LOCATION: County or counties that the program will serve.

IS THIS PROJECT A JOINT VENTURE? - Enter the complete name(s) and address (es) of the co-sponsor(s), including mailing address (es) if applicable.

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Project Specific Questions

APPLICANT DESCRIPTION – Provide a brief summary of your organization including:

- describing the composition and number of employees,
- the trend in size over the past five (5) years,
- the length of its existence, and
- the geographic area and type of clientele served.

Also, provide your company's website address.


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Project Need & Design: Q1

What is the **activity**, and which target groups and hazards are addressed?


- classroom or on the job training sessions,
- technical assistance,
- workplace evaluations, and
- newsletter/materials development and distribution, etc.


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Project Need & Design: Q2

- Describe briefly how you identified your target group and training topics
 - surveys,
 - evaluations,
 - Injury and illness history


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Project Need & Design: Q3

Briefly describe how recruitment for sessions will be conducted

- who will be responsible for recruitment and publicity
- How will you ensure adequate numbers of people are trained?

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Project Need & Design: Q5

Detail the training techniques to be used including:

- lecture, videos,
- demonstrations,
- multi-media presentations,
- hands-on-exercises, interactive computer presentations, workplace observations, etc.
- Who will provide the training including Resumes


Note: Question 4 was eliminated from last years grant (Grant Summary)


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Project Need & Design: Q6

- What specific attitudes, skills, and knowledge will each person get as a result of the activity?
- Be specific and detail the observable goals or actions you expect to observe.


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Project Need & Design: Q7

How will you determine if each person got the intended attitudes, skills, and knowledge? Evaluation methodologies may include:


- observation,
- interview,
- pre and post testing, competency testing, or
- a variety of other follow-up methods.


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Project Need & Design: Q8


- How will you evaluate the effectiveness?
- What is the overall impact on your organization or target population?
 - How will you determine whether the activity reduced the incidence/severity of occupational illnesses and injuries?


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Project Need & Design: Q9

- Provide details or a description of how you arrived at your estimated cost and
- How did you determine the cost of the activity was reasonable?


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Project Need & Design: Q10

What steps were taken to ensure that activities planned and materials do not duplicate existing resources already available?

- Does the Consultation Service offer these programs?

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Project Experience & Admin Capability

CAPABILITY 1. Describe your organization's fiscal management expertise, specifically referring to any experience administering government contracts.

- Past Grants

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Project Experience & Admin Capability

CAPABILITY 2: Provide name, job title, & job description of all staff, paid or unpaid:

- Any who will administer or assist with the implementation of program.

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Project Experience & Admin Capability

CAPABILITY 2: Describe administrative responsibilities including:

- Scheduling, tracking of performance outcomes and
- Tracking financial data,
- Preparation of reports,
- Interaction with subcontracted training providers, staff trainers, and trainees.


Note: You will need to upload resumes for known staff in the

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Project Experience & Admin Capability

CAPABILITY 2: Describe the role of the subcontractors including:

- Collaboration in assessing the needs of workforce,
- Development of customized training to meet the needs of the workforce,
- Implementation of training, and training evaluation.


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Project Experience & Admin Capability

CAPABILITY 3: List HAB grants your organization has received in the past five years:

Suggestions to Include:

- Numbers of people affected or trained

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Project Experience & Admin Capability

CAPABILITY 4: Provide examples of positive outcomes or successes resulting from prior HAB funded training provided:


- Implementation of new engineering controls
- Creation of a safety and health committee
- Creation of new employer (or labor/management) safety policy
- A decrease in accidents/illnesses
- Designation of staff to monitor safety and health concerns
- Decrease in OSHA/PESH citations
- Changes in work practices

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Additional Grant Paperwork

Expenditures:

- Staff Salaries
- Fringe Benefits up to 40% of proposed hourly staff wages
- Contracted Services including name and resumes
- Staff Travel Expenses
- Equipment
- Space/ Utilities

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Other Operating Expenses

Allowable categories:

- Telephones
- Postage
- Insurance/Bonding
- Printing/Photocopying
- Advertising
- Supplies
- Training Materials
- Testing Materials

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Other Uploads

MWBE/EEO forms if your grant request is over \$25,000.

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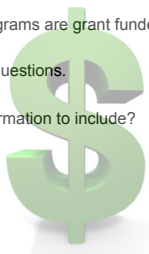
Resources


- [Webinars on the Grant Process](#)
- Bureau of Labor Statistics

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