

**Project Title / Name:** Team Building

**Summary Information Related to Dates, Costs, and Names of Organization(s) having Employees or Students Trained, maximum of four per application. Note that organization names and dates will auto-fill other Tables in this application, particularly Table 3:**

Organization	Location (City in AR)	Project Cost (\$)	Project Start Date	Project End Date
Second River Steel	Pine Bluff, AR	2,216	8/1/16	9/30/16
Waldo's Shipping	Dumas, AR	711	8/1/16	9/30/16
Rice Growers Anonymous	Stuttgart, AR	408	8/1/16	9/30/16
Cotton Seed Oil Conglomerate	Altheimer, AR	1,505	8/1/16	9/30/16
		4,840	← Cumulative Total Cost (must be identical to 'Cumulative Total' in Table 4)	

- How many trainees are enrolled in these courses at the time of submittal of this application?  
 How many trainees are projected to be enrolled in these courses?

**Introduction (brief highlights only in a few sentences and/or bullets)**

Highlight the relationships among, and roles of, all organizations involved:

Second River Steel, Waldo's Hauling, Cotton Seed Oil Conglomerate, and Rice Growers Anonymous are members of the Southeast Arkansas Training Consortium. The Consortium will provide a series of trainings targeting Team Building for these members. The Consortium is a program of College of the Delta. The Consortium will act as the primary contact for OSD Grants and College of the Delta will act as fiscal agent. This project includes the College of the Delta sending two instructors to New Orleans to become Supervising for Maximum Manufacturing Efficiency certified. This certification is the number one certification for manufacturing supervisors according to the National Association of Manufacturing Efficiency, the largest association of manufacturers in the U.S. These two instructors will be the only Supervising for Maximum Manufacturing Efficiency certified instructors in AR. The instructors will provide this as one of the trainings in this Team Building training project.

Provide narrative that outlines and ties together particular, non-obvious, or other special aspects of the time line(s), cost(s), location(s), and travel:

All of the training will take place at the Southeast Arkansas Training Consortium institute on the College of the Delta campus in Pine Bluff. Conflict Resolution training will begin August 1. The two instructors will attend the training in New Orleans starting August 15th for five consecutive days, which will cost a total of \$4,000. The Supervising for Maximum Manufacturing Efficiency training will be conducted by the two certified instructors September 20-22. All four trainings included in the Team Building project will be conducted between August 1 and September 30. The travel involved is the instructor travel to New Orleans to become certified and the travel from the various company sites to the Training Consortium institute site on the College campus.

Provide narrative that highlights and quantifies the education / training need, demand, or opportunity; the proposed education / training solution; and benefits of the proposed education / training program to students / trainees and to employers. Quantification should minimally include quantifying at least one of the following, as applicable: job market demand in the region with a reference to the information source; the relative priority in the job market of the skill/training among other types of jobs, skills, and training in the region, with a reference to the information source; the number of new jobs being created; or the number of jobs being conserved (versus jobs being lost due to critical circumstances at a company). Other quantification of the need, demand, or opportunity is encouraged. To the extent the need for this training project involves critical circumstances, such as retention of jobs, such should also be described here.

Management and turnover of new, entry, and early level employees continues to be a significant cause of cost and quality concerns. For a variety of reasons, turnover among Southeast Arkansas Training Consortium companies averages approximately 20% annually compared to 8% nationally, which costs an additional \$5,000 per position annually. The goal of this Team Building training is to reduce turnover, related heightened management costs, and the costs associated with the foregoing. In particular, the goal is to reduce turnover to 15% annually by December 31, 2017 and to 10% annually by December 31, 2019. Implementation of trainings like this Team Building project will be ongoing in reach these goals. Other regions of the U.S. with similar high turnover rates and related concerns have utilized this Team Building format and demonstrated turnover rate reductions from 25% down to 7% with corresponding productivity increases of 10% per year.

**Need(s) addressed by the proposed education / training program(s). (OSD ONLY TO SELECT CATEGORY)**

- Skills Gap: addresses skills gaps relevant across a geographic region, industry sector, or workforce segment; typically not relevant to a single organization.  
 Customized Technical Training: addresses the need for specialized, usually technical, hands-on training corresponding to, for example, an equipment upgrade at a company.  
 Professional Development: addresses the need for soft skill and other core skill, classroom type training; any training related to enhancing the overall performance and productivity of individual employees (e.g. leadership, professionalism, teamwork, math, reading, language, or computer literacy).  
 Grow Our Own: addresses the needs of companies headquartered in Arkansas and having 250 or fewer employees in the company. Checking this category affirms that a business's corporate headquarters is located in Arkansas.

**The following is related to the organization acting as primary contact related to the proposed education / training grant**

<b>Organization name:</b>	Southwest Arkansas Training Consortium	<b>Email:</b>	searnc@cotd.edu
<b>Primary contact:</b>	Larry Holmes	<b>Phone:</b>	870-535-0001
<b>Street Address:</b>	5125 W. 28th Street		
<b>P.O. Box:</b>	PO Box 910		
<b>City, State, and Zip Code:</b>	Pine Bluff, AR 71603		

**Fiscal agent, if different from primary contact, above (fiscal agent is the entity responsible for OSD Grant funds on behalf of the organizations involved in this project)**

<b>Organization name:</b>	College of the Delta	<b>Email:</b>	lraymer@cotd.edu
<b>Primary contact:</b>	Linda Raymer	<b>Phone:</b>	870-535-0002
<b>Street Address:</b>	5125 W. 28th Street		
<b>P.O. Box:</b>	PO Box 901		
<b>City, State, and Zip Code:</b>	Pine Bluff, AR 71603		

**Additional description, notes, comments:**

None

#	Organization Name	Organization City	Organization State	Industry Sector Name	County in AR	For (F) or Non (N) Profit?	Primary Goods / Services	Training Recipient Organization NAICS Code	Local Workforce Development Area*	Training / Education Provider or Recipient or Both?	Contact Name	Contact Email	Contact Phone	Training Recipient Companies: Total Employees on Site
1	Southeast Arkansas Training Consortium	Pine Bluff	AR	Non-Profit / Training	Jefferson	N	Training / Education	1000	Southeast	Provider	Larry Holmes	seartc@cotd.edu	870-535-0001	N/A
2	College of the Delta	Pine Bluff	AR	Academia / Education	Jefferson	N	Training / Education	1000	Southeast	Provider	Linda Raymer	lrayer@cotd.edu	870-535-0002	N/A
3	Waldo's Shipping	Dumas	AR	Transportation / Logistics	Desha	F	Shipping / Transportation	2020	Southeast	Recipient	Waldo Schipp	waldoschipp@waldos.com	870-662-2800	68
4	Cotton Seed Oil Conglomerate	Althiemer	AR	Industrial / Manufacturing	Jefferson	F	Cotton Seed Oil	3050	Southeast	Recipient	Tex Cotton	texcot@cocon.com	870-534-0060	144
5	Second River Steel	Pine Bluff	AR	Industrial / Manufacturing	Jefferson	F	Steel	3020	Southeast	Recipient	Jim Steele	jimsteele@srs.com	870-879-8879	212
6	Rice Growers Anonymous	Stuttgart	AR	Agriculture / Crops	Arkansas	F	Rice and rice byproducts	3050	Southeast	Recipient	Terri Rice	rice1@ricegrowers.com	870-rice-gro	39

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\*See the following to determine the relevant Local Workforce Development Area(s):  
<http://www.arkansas.gov/eand/AWDB/Connection.htm>

Table 2. Provide the following information related to the trainer(s), teacher(s), educator(s).

#	Title of Education / Training Course	Name of Organization Having Employees or Students Trained	Instructor / Educator / Teacher (Individual) Name	Education / Training Provider (Organization) Name	Primary Employer of Trainer / Educator (if different than Training Provider Organization)	Trainer / Teacher Email Address	Trainer / Teacher Phone Number	Trainer / Teacher City of Primary Residence	Trainer / Teacher State of Primary Residence	Highest Education Level Attained	Field of Degree / Credential	Years of Experience in the Field of the Course Topic	Is Trainer Primarily Employed by the Employer of Trainees (Internal Trainer)? (Y/N)	Hourly Billing Rate for Actual Classroom Training Time (\$)
1	Supervising for Maximum Manufacturing Efficiency	Waldo's Shipping, Cotton Seed Oil Conglomerate, Second River Steel, Rice Growers Anonymous	Mary Steenburg	Middle Arkansas Efficiency Experts	Middle Arkansas Efficiency Experts	MStee@maee.co	501-683-1152	Newport	AR	M.S.	Industrial Engineering	21	N	100
2	Conflict Resolution	Waldo's Shipping, Cotton Seed Oil Conglomerate, Second River Steel, Rice Growers Anonymous	James Kirk	College of the Delta	The James T. Kirk Star Enterprise	CaptKirk@stenterprise.com	870-535-2010	Pine Bluff	AR	B.S.	Communications	36	N	60
3	Working in Teams	Waldo's Shipping, Cotton Seed Oil Conglomerate, Second River Steel, Rice Growers Anonymous	Darren McFadden	AEDC Mfg Solutions	AR Economic Development Commission (AEDC)	DMac@aedcms.org	501-682-5555	Little Rock	AR	B.S.	Management	20	N	120
4	Leadership	Waldo's Shipping, Cotton Seed Oil Conglomerate, Second River Steel, Rice Growers Anonymous	Charlie Rich	College of the Delta	College of the Delta	silverfox@cotd.edu	870-879-6070	Colt (AR)	AR	Ph.D.	Industrial Psychology	62	N	130
5														
6														

Table 3. Provide the following information related to the proposed education / training program(s). NOTE: Each OSD Grants application is limited to six courses or course topics.

#	Title of Education / Training Course (a Course may be listed more than once if it has multiple 'Course Topics')	Course Topics	Name of Organization Having Employees or Students Trained	Total Education or Training Hours Projected	Avg. Cost Per Training Hour (\$) for This Course (divide 'Subtotal' from Table 4 by Total Course Hours)	Start Date	End Date	Credential (e.g. certification, credit hours) Granted Upon Completion	Training Required by Law (Y/N)?	Total AR Resident Trainees (or within 60 miles)	No. of Trainees That are New Hires	No. of Trainees That are Prospective Hires	No. of Trainees That are Incumbent Workers	No. of Trainees Qualified as Trainers Upon Completion	Total No. of Students or Trainees Projected	Avg. Cost Per Projected Trainee (divide 'Subtotal' from Table 4 by Total Projected Trainees)	Skill: Basic Technical(B), Soft(S), Advanced Technical(T)
1	Supervising for Maximum Manufacturing Efficiency	Defining Efficiency, Managing Bottom-Up, Maximizing Efficiency	Waldo's Shipping, Cotton Seed Oil Conglomerate, Second River Steel, Rice Growers Anonymous	8.0	138	9/1/16	9/1/16	One community college credit hour	N	45	20	10	15	0	45	25	S
2	Conflict Resolution	Constructive Versus Destructive Conflicts, Listening, Focusing on the Problem and Solution Not the Person	Waldo's Shipping, Cotton Seed Oil Conglomerate, Second River Steel, Rice Growers Anonymous	8.0	94	10/2/16	10/2/16	One community college credit hour	N	45	20	10	15	0	45	17	S
3	Working in Teams	Working in Teams, Defining Team Problem Solving	Waldo's Shipping, Cotton Seed Oil Conglomerate, Second River Steel, Rice Growers Anonymous	8.0	201	11/3/16	11/3/16	Working in Team Certificate of Proficiency	N	45	20	10	15	0	45	36	S
4	Leadership	Leading a Team, Characteristics of Leaders, Communication for Leaders	Waldo's Shipping, Cotton Seed Oil Conglomerate, Second River Steel, Rice Growers Anonymous	8.0	171	12/4/16	12/4/16	One community college credit hour	N	45	20	10	15	0	45	30	S
5	0			0	#DIV/0!											#DIV/0!	
6	0			0	#DIV/0!											#DIV/0!	
Cumulative total hours projected-->				32.0	151.25	-- Aggregate projected cost per training hour				Total number of distinct individuals projected-->				88	55.00	Cumulative cost per distinct trainee	
														(takes into account individuals attending more than one course)			

Table 4. Provide the following information related to costs (Information by Course and Organization must correspond directly to that in Table 2 and Table 3).

#	Title of Education / Training Course	Name of Organization Having Employees / Students Trained	Training Time Cost (based on reported Trainer / Educator hourly rate for instruction) (\$)	Facilities Cost (\$)	Equipment Cost (\$)	Total Travel Cost (\$-Right, hotel, meal, car)	Instruction Materials Cost (\$)	Other Costs (\$)	Itemization of Other Costs (describe 'Other Costs')	Margin / Administrative / Indirect Costs (\$)	Subtotal of Costs for This Course (\$)	In-Kind Contributions: Itemization (describe 'In-Kind Contributions')	In-Kind Contribution Value (\$)	[OSD USE ONLY] NOTES	[OSD USE ONLY] FUNDING
1	Supervising for Maximum Manufacturing Efficiency	Waldo's Shipping, Cotton Seed Oil Conglomerate, Second River Steel, Rice Growers Anonymous	800			130	75	0	There are no Other Costs	101	1106	Room rental cost at College of the Delta	400		