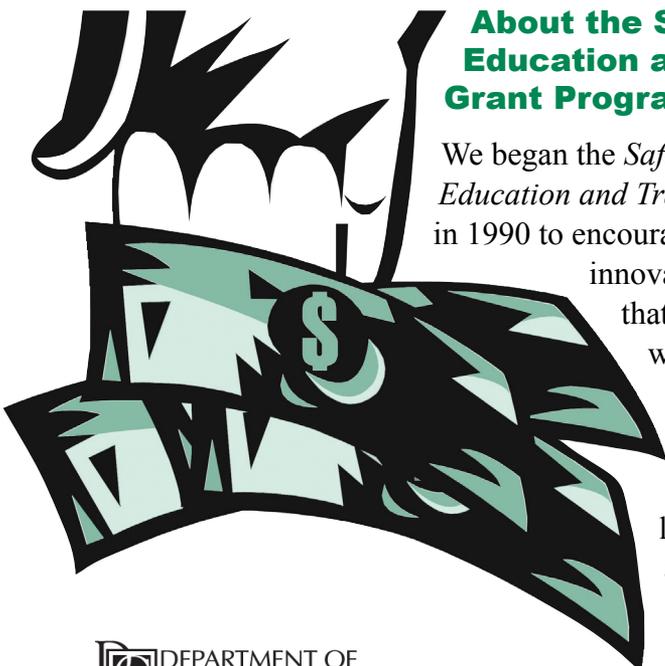




Oregon
OSHA

Safety and Health Education and Training Grants



About the Safety and Health Education and Training Grant Program

We began the *Safety and Health Education and Training Grant Program* in 1990 to encourage the development of innovative training materials that advance and improve workplace safety and health for Oregon workers.

Nonprofit organizations, labor and employer associations, and educational institutions can apply for grants.

Since 1990, the program has awarded **more than \$3 million in grants.**



DEPARTMENT OF
CONSUMER
& BUSINESS
SERVICES

We're looking for training projects that are innovative and effective

We're interested in projects that will help employers and employees in agriculture, construction, health care, general manufacturing, food processing, or wood products industries effectively manage workplace safety and health. If you have an idea for a training project that hasn't been done before, you can apply for a grant.

We're particularly interested in projects that can help employers and employees do the following:

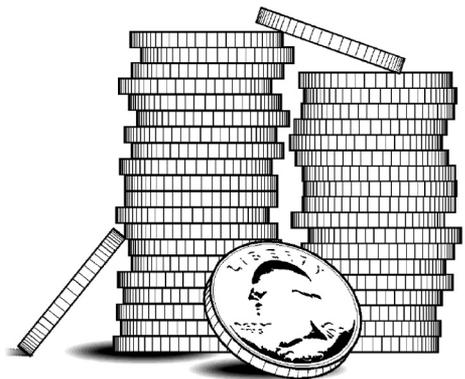
- Become self-sufficient in preventing workplace injuries and illnesses.
- Evaluate efforts to improve workplace safety and health.
- Develop effective workplace safety committees.
- Identify and control hazards that cause falls.
- Identify and control health hazards such as noise, lead, and silica at construction workplaces.

How much grant money is available?

This biennium, \$150,000 in grant money is available for projects. You can apply for up to \$40,000 per grant, and you don't have to contribute in-kind or matching dollars. For grant rounds and application deadlines, call Teri Watson at Oregon OSHA, 503-947-7406, or visit the Grants page at www.orosha.org/subjects/educate.html.

How to apply

First, tell us about your proposed project using the attached pre-qualification form.



About the application process

If we accept your proposal, you'll need to complete an application that tells us about your proposed project and how you will accomplish it. Below is a summary of the information we'll ask for on the application:

Impact statement

- The topic that the project will address
- The purpose, goals, and learning objectives for the project
- The target audience for the project
- Why the project is unique
- Methods for evaluating the project's effectiveness
- Evidence of labor and management cooperation

Project design

- Training materials that will be produced for the project
- Subjects that will be covered by the project
- How the training materials will be tailored to the target audience

Project management

- Information about your organization
- How the project will complement your organization's occupational safety and health activities
- The staffing plan for the project
- Who will oversee the project and the procedures for managing it

Resources

- Administrative and program development staff salaries
- Operations costs for facilities and support services
- Supplies, travel, training materials, and equipment expenses
- Subcontracted services expenses

What happens to the finished product?

Training materials become the property of Oregon OSHA. We reserve the right to reproduce, use, and distribute training materials and to authorize others to do so under the terms of the grant program. Training materials are maintained in our Resource Center and are available for loan to the public.

Want more information?

For more information about the education and training grant program e-mail Teri Watson, teri.a.watson@state.or.us, or call 503-947-7406, or visit the Oregon OSHA Grants page at www.orosha.org/subjects/educate.html.





My training and education grant proposal

(Pre-qualification form)

Have an idea for a training project that might interest us?

Take a few minutes to tell us about it. Just complete this pre-qualification form on the following pages, email it back to us or send it in the mail. We'll read it and let you know within 30 days if it's a project that might qualify for a grant.

Email to: teri.a.watson@state.or.us

Mail to:

Oregon OSHA Resource Center-Room 430
Department of Consumer & Business Services
PO BOX 14480
Salem, OR 97309-0405

My training and education grant proposal

Your name _____

Name of your business or organization _____

Mailing address _____

City _____ State _____ ZIP _____

Phone _____

E-mail _____

What's the nature of your project?

What workplace safety or health problem will the project address? _____

Who will be affiliated with the project? (*Representatives from labor and management must participate in the project.*) _____

Who is the target audience for the project? (*Be as specific as possible; identify the industry and who would benefit most from the project.*) _____

How will you manage the project?

Who will be the project manager? *(The project manager is responsible for the overall administration of the project.)*

What critical activities are necessary to complete the project? *(Identify each activity and approximate time necessary to complete it.)*

Approximately what percentage of grant money will the project require for each of the following:

- Research _____ %
- Subcontracting _____ %
- Equipment _____ %
- Operations and facilities _____ %

How will you implement the project?

What kinds of training materials will the project produce?

How will the training materials be tailored to the needs of the target audience?
