



Going PRO Talent Fund FY2024 Cycle 1 Application Checklist

Requirements to apply:

- Active [Pure Michigan Talent Connect \(PMTC\)](#) account
- Fact-Finding meeting with WMW Business Solutions Representative
- Authorization request submitted and approved in [WBLOMS](#)
- Application submitted to WMW in [WBLOMS](#); status should be “Submitted to MWA” or “Employer Rework”

Required documents to be submitted to your WMW Business Solutions Representative via email:

- Completed [WMW Training Plan and Employer Contribution](#)
- Training Provider quotes and outlines/curriculum
- [U.S.DOL Registered Apprenticeship program standards or commitment letter](#) (if applicable)
- [Training rationale](#) (if applicable)
 - Required for training occurring outside of MI, proprietary training, safety training, 100% OJT for USDOL Registered Apprentices, and the same training for the entire department/company
- [Proof of DEI status or DEI attestation](#) (if applicable)
- Labor Market Participation Policies- provide [Labor Market Participation Rationale](#) and applicable company policies

Application dates & deadlines:

Independent Application	Cycle 2
Application Period	April 22 – May 10, 2024 5:00 p.m. ET
Michigan Works! deadline for submitted applications	5 p.m. ET Friday, May 10, 2024
Training Period	July 1, 2024 - June 30, 2024

Once your application has been submitted to West Michigan Works!, it will be reviewed and then submitted to the state’s Talent Fund team. Plan to submit your application as early as possible to avoid experiencing technical difficulties that would prevent you from meeting the deadline.

If you have any questions, please contact your Business Solutions Representative. If you do not know who your Business Solutions Representative is, email business@westmiworks.org.