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in Connecticut's Work Force**

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Employment and Training Opportunities for Women in Connecticut's Work Force

Sec. 4-66-1. Scope and purpose

This regulation sets forth the procedures and policies to be followed by the Secretary of the Office of Policy and Management, and applicants, and program operators in carrying out the provisions of Special Act 79-71.

(Effective January 17, 1980)

Sec. 4-66-2. Definitions

For the purposes of this regulation:

(a) "act" means Special Act 79-71.

(b) "Secretary" means the Secretary of the Office of Policy and Management or his designee.

(c) "pilot program" means any program set up under the provisions of Special Act 79-71.

(d) "essential support services" may include services which assist participants in obtaining and maintaining employment.

(e) "skilled industrial jobs" may include, but need not be limited to, occupations employing mechanics, repairers, craftspersons and technicians in the machine trades, construction, printing, health, computer technology, and air transportation.

(Effective January 17, 1980)

Sec. 4-66-3. Authority

The authority for the adoption and implementation of these procedures is vested in the Secretary under Special Act 79-71.

(Effective January 17, 1980)

Sec. 4-66-4. Application procedures

Any unit of local government, state agency, community-based organization, educational institution, or subdivision of any of the above, or any person, is eligible to apply to operate a pilot program. Emphasis will be on giving consideration to proposals from those applicants who have a demonstrated capability to provide a full range of employment services to women.

Eligible organizations or persons shall submit applications to the Secretary on forms prepared by the Secretary and at such times and in such manner as the Secretary shall prescribe.

All applications shall include:

(a) a description of the proposed pilot program and how it will fulfill the provisions of Section 1 of SA 79-71.

(b) a program budget including, but not limited to, administrative costs and other essential support, outreach, and training costs.

(c) specific dates for the beginning and completion of the program.

(d) references, or other documentation of the applicant's ability to recruit and train women for skilled industrial jobs.

(e) a description of the geographic area, population, and labor market to be served.

(Effective January 17, 1980)

Sec. 4-66-5. Selection procedures

All proposals submitted will be reviewed by the Secretary who shall select an applicant or applicants to operate a pilot program. All applicants shall be notified

of the Secretary's decision within sixty days of the deadline for submission of applications.

Selection shall be made on the basis of the following criteria:

1. The degree to which the program provides employment and training services which will prepare women for skilled industrial jobs and which may include the following components:

A. outreach and recruiting,

B. counseling and essential support services,

C. workshops on job-seeking skills, including, but not limited to, resume writing, math, science, tool recognition, oral and written communications, and industrial procedures.

D. efforts to inform teachers and counselors of the increased opportunities for women in skilled industrial jobs, and efforts to inform employers, unions, and policy planners of the increased ability of women to obtain and maintain employment in skilled industrial jobs,

E. placement,

F. provisions for follow-up services for employers and employees with assistance to employers and unions in the promotion of a productive workplace setting for women in skilled industrial jobs.

2. The degree to which the proposal can be replicated in other regions or on a state-wide basis.

3. The degree to which the applicant has demonstrated the administrative capability to operate the program.

4. The degree to which the program has encouraged the use of existing state and local resources, both in the public and private sectors.

5. The degree to which the applicant has demonstrated an ability to reach those women who face major obstacles in entering the labor market.

(Effective January 17, 1980)

Sec. 4-66-6. Obligation of recipients

Upon acceptance of an application and proper notification of the organization, the Secretary shall prepare a written agreement to be signed by both parties. Such agreement shall contain an indication of the organization's intention to provide a written report of its activities to the Secretary upon completion of the project and any other information the Secretary may require.

(Effective January 17, 1980)

Sec. 4-66-7. Responsibility of the secretary

The Secretary shall monitor the program and prepare a final report to be made available to all interested parties upon request.

(Effective January 17, 1980)