



Florida Crown Workforce Board, Inc.

Region 7

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Lake City, FL 32055
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(386) 752-2622

**Serving the Counties of
Columbia, Dixie, Gilchrist & Union**

Member of

EMPLOY FLORIDA

May 11, 2010

Re: Employed Worker Training

Dear Employer:

Attached is the annual data call for Employed Worker Training (EWT). If you are an employer that has been in business in Columbia, Dixie, Gilchrist or Union Counties for a minimum of one (1) year and has at least two (2) full-time employees, you may be eligible for financial assistance for training through EWT. EWT may be used for skills upgrade training of **currently** employed workers. You may identify your requirements for employed worker training for the period July 1, 2010 through May 30, 2011 on the attached form, by referring to our website, or by calling our office. Employed Worker Training funds are limited and requests are handled on a first-come, first-served basis.

The training requested must be required in order for the employee to retain employment. Training should target skills upgrades and provide a credential of bona fide training upon completion. On the attached form, you are also requested to provide the estimated cost of the training and your resource commitment.

Please refer to our website at www.floridacrown.org for further guidelines. Our contacts for this project are Phyllis Marty at extension 3136 (pmarty@flcrown.org) or Denise Paschal at extension 3207(cdpaschal@flcrown.org). We look forward to working with you to address your employed worker training requirements.

Sincerely,

John Chastain
Executive Director
JC/as
Enclosure as noted

An equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

Bringing People and Business Together