



Training Contributor Partnership Agreement & Supporting Documentation

What is the Training Contributor Agreement?

The Training Contributor Agreement is a partnership between industry and the Construction and Maintenance Education Foundation (CMEF). The partnership fosters a commitment to a safe, skilled and knowledgeable workforce through training and education. Partners pledge their commitment by agreeing to participate as a CMEF Training Contributor and agree to commit a minimum of \$.06 per jobsite work hour to support community based craft training and workforce development programs, provided through CMEF.

Who is CMEF?

The mission of CMEF is to develop and administer cost effective training, skills assessments, and other workforce development programs that will increase the quality and availability of construction and maintenance employees. CMEF also communicates career opportunities, promotes a positive image for the industry, and satisfies the training needs of Owners, Contractors, and their employees in the Greater Houston area.

How are Training Contributor Funds Spent?

The Training Contributor cents per work-hour funds are used to provide deeply discounted training opportunities for crafts professionals. Training Contributor Partners experience greater training discounts, wider training availability, and customized training solutions, while helping build a stable pipeline of skilled and educated craft professionals. Training Contributors and their employees can experience 70-85%* savings on semester based training through the agreement. Funds from the Training Contributor Agreement are also applied towards workforce development initiatives such as the CMEF High School Outreach program.

How are Students Eligible for Training Contributor Programs?

Employees of Training Contributor Agreement Partners are eligible to receive training benefits. Training Contributor Partners designate an Authorized Representative from within the organization who is responsible for authorizing the employees' participation in a class offering. Employees who recently experienced a Reduction of Force (ROF) are also eligible for Training Contributor discounts with the permission of the Authorized Representative.

To learn more about the CMEF Training Contributor program, please contact Michael Richter at 281-478-3900 or via email at m.richter@cmefhouston.org.



*Where Industry Meets
& Careers Are Built*



* Saving calculation is based on Spring 2016 registration cost per class. Level 1 Training Contributors pay a co-pay of only \$85 per semester class and Level 2 Training Contributors pay a co-pay of \$135, as compared to standard enrollment cost of \$625 per class.



ROLES & RESPONSIBILITIES

ROLE OF CONTRACTOR CONTRIBUTORS

Contractors who choose to support industry training as a CMEF Training Contributor agree to the following:

- 1) Encourage Owner participation through contract agreement.
- 2) Contribute a minimum of \$.06 per work-hour¹ to support CMEF craft workforce development programs.
- 3) Designate one person within organization to provide monthly work hour reports to CMEF. The Designee shall compile information from all sites and submit one report to CMEF each month. Hours must be reported on a site by site basis using the Work-Hour Report at www.cmfefhouston.org. Reports may be submitted by one of the following methods:
 - Submit work hour report electronically (at www.cmfefhouston.org) by the 15th of each month for invoice.
 - Deliver work hour report with payment attached to CMEF office.
- 4) Begin funding payments on a mutually agreed upon date.

Training Contributor Status is granted on a month to month basis. Failure to adhere to this agreement will result in loss of Contributor Status. Training Contributors are required to maintain a minimum contribution of 50% of the total cost of craft training.

Training Contributor Levels

Training Contributor level is determined by the following funding plans:

Level 1 Self Funded: The Self Funded Training Contributor pledges to pay \$.06 per jobsite work hour regardless of owner reimbursement status. Self Funded Training Contributors receive the highest available discount on workforce development programs.

Level 2 Reimbursement Based: The Reimbursement Based Training Contributor pledges to pay \$.06 per jobsite work hour unless Contractor does not have funding in an existing contract; Owner refuses to support funding in any manner; or Owner pays all funding direct to CMEF.

ROLE OF OWNER CONTRIBUTORS

Owner Contributors are those companies which award work to the contractor community and are thus referred to as “Owners.” The role the Owner plays is critical to the success of this program in that it is the Owners who set the standards of excellence within the world of Workforce Development for the Construction Industry. Owners who choose to become a Training Contributor can make contribution of cents per man hour directly to CMEF. **Visit www.cmfefhouston.org for the HBR Key Tenets For Contractor Workforce Development.**

ROLE OF CONSTRUCTION AND MAINTENANCE EDUCATION FOUNDATION (CMEF)

The money collected by CMEF from Training Contributors will be used for all CMEF craft workforce development programs. CMEF agrees to provide Training Contributors with reduced rates for all applicable workforce development programs. CMEF’s Budget and Finance committee is open to all Training Contributors. One purpose of this committee is to audit work hours and payments from all Training Contributors. The elected CMEF Treasurer will be the Chairman of this committee. CMEF will frequently publish lists of the Training Contributors to the industry and the general public.

¹Work hours are defined as all hours performed by contractors involved in new construction, turnarounds, outages, shutdowns, maintenance capital projects, renovation, demolition, and routine maintenance activities, as accumulated on the OSHA 300 Log.



TRAINING PLEDGE & AGREEMENT

I hereby pledge my commitment to a safe, skilled and knowledgeable craft workforce by committing a minimum of \$.06 per jobsite work hour to support community based craft training and workforce development programs, provided through Construction and Maintenance Education Foundation (CMEF).

As a Training Contributor, I agree to abide by the Roles and Responsibilities outlined in the Training Contributor Partnership Agreement and will provide monthly jobsite work hour reports to CMEF.

In return for my contribution to the Training Contributor program, my employees will be allowed access to discounted rates for applicable training and workforce development programs. I understand that I have the right to serve on the oversight Budget and Finance committee to ensure proper use of program funds. I understand that my company will receive public acknowledgment for commitment to this program.

INDUSTRY DESIGNATION

☐ Owner ☐ General Contractor ☐ Specialty Contractor

SUPPORT LEVEL

☐ Level 1 - Self Funded ☐ Level 2 - Reimbursement Based

COMPANY NAME _____

AUTHORIZED REPRESENTATIVE _____

TITLE _____

Authorized Representative Signature

DATE _____

CMEF Representative Signature

DATE _____

CONTACT INFORMATION:

Primary Contact: _____ Phone: _____

Email: _____

Secondary Contact: _____ Phone: _____

Email: _____

Visit www.cmfefhouston.org to view available classes, HBR Key Tenets, and work hour reporting.



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CMEF TRAINING CONTRIBUTOR

TRAINING NEEDS SURVEY

CMEF strives to meet the training and education needs of its Training Contributors and the craft workforce of the Greater Houston area. Please take a moment and tell us about your specific training needs so that we may best meet those needs. This survey is also available online at www.cmfefhouston.org. Thank you!

What segment of the industry do you serve:

☐ Commercial

☐ Industrial

☐ Both

Which craft(s) do you employ?

☐ Electrical

☐ Instrumentation

☐ Insulation

☐ Millwright

☐ Painting

☐ Pipefitting

☐ Scaffolding

☐ Welding

☐ Sheet Metal

☐ Other: _____

How many workers do you employ?

☐ 1-50

☐ 101-150

☐ 251-400

☐ 601-1000

☐ 51-100

☐ 151-250

☐ 401-600

☐ 1000+

How can CMEF best fulfill your training needs (specific classes, industry needs, credentialing, networking, etc)?

Would you like to learn more about Committee Involvement? If so, please select a committee:

☐ Industrial Committee

☐ Craft Training Committee

☐ Commercial Committee

☐ Safety Committee

☐ Apprenticeship Committee

☐ Construction Careers Youth Committee

_____ Yes, I would you be interested in receiving the CMEF e-newsletter and training alerts.

Name: _____

Company: _____

Phone: _____

Email: _____