

# NYSERDA Workforce Development Programs | Hiring Support



**NYS Clean Heat**  
Supported

In collaboration with the NYS Department of Labor (DOL), NYSERDA offers a suite of Workforce Development (WFD) programs that can assist Clean Heat Connect partners and their installation contractors. Heat pump installers and distributors looking to hire new employees, including service technicians, installation staff, technical sales personnel, interns, etc., can receive funding and support from NYSERDA through two hiring support programs.



## PROGRAM OPTIONS

### ON-THE-JOB TRAINING (OJT) FOR ENERGY EFFICIENCY AND CLEAN TECHNOLOGY

- 50–75 percent wage reimbursement, up to \$24/hr., for 4-6 months. Reimbursement varies based on business size, business type, and type of worker hired
- Lifetime program caps per business:
  - » \$150,000 cumulative cap on hires not currently residing in a disadvantaged community or from a priority population
  - » No cap for new hires from priority populations or disadvantaged communities

### NYS CLEAN ENERGY INTERNSHIP PROGRAM

- 75–90 percent wage reimbursement on wages up to \$17/hr. Reimbursement ranges depending on business size. Flexible intern schedule options:
  - » minimum of eight weeks or 80 hours
  - » maximum of one year or 480 hours
- Up to seven interns at one time or a total of 30 interns over the lifetime of the program
- Women, Minority, and Service-Disabled Veteran-Owned businesses have no cap on interns over the program lifetime



## HOW TO START

### Step 1

#### SUBMIT A ONE-TIME APPLICATION TO BE A QUALIFIED BUSINESS

Submit a single application to access both the OJT and the Internship Programs. Only one business application is needed regardless of how many employees and/or interns are hired. **This step must be completed prior to submitting an application for a new full-time or intern hire.**

**Timing:** NYSERDA review is 2–3 days; NYS Department of Labor (DOL) review is 1–2 weeks.

### Recruiting Resources

- Qualified businesses are paired with a Business Service Representative from NYS DOL who can help you find candidates
- Qualified businesses have access to NYSERDA's intern directory
- Sign up for Partner Connector

### Step 2

#### ON-THE-JOB TRAINING (OJT) FOR ENERGY EFFICIENCY AND CLEAN TECHNOLOGY

OR

#### NYS CLEAN ENERGY INTERNSHIP PROGRAM

#### New Full-Time Hires

- Businesses must submit a new OJT application for each new hire
- The NYS DOL's Business Service Representative can help with finding job candidates, developing training plans, and submitting OJT applications
- Full-time hires may come through the NYS DOL or discovered by the business

**Timing:** NYSERDA review is 2–3 days. **Applications must be approved before the new hire starts work.**

#### New Intern Hires

Bring-your-own intern (who must be pre-approved) or find intern candidates using NYSERDA's intern directory. Businesses must submit a new application for each new intern.

**Timing:** NYSERDA review is 2–3 days. Applications must be submitted **no later than 30 days after** intern's start date.



# BENEFITS FOR HIRING FROM PRIORITY POPULATIONS AND DISADVANTAGED COMMUNITIES

- Extended duration of NYSERDA On-the-Job Training benefits
- Access talent and diversity in ways that may not be used by your competitors
- Includes a wide range of definitions, making it easier to find qualified candidates in your community

Workforce development programs offered by NYSERDA give preference to individuals who fall under certain categories of priority populations and/or to individuals residing in disadvantaged communities, as defined by the Climate Leadership and Community Protection Act (Climate Act)



## WHAT ARE PRIORITY POPULATIONS AND DISADVANTAGED COMMUNITIES?

### Priority Populations include:

- Veterans
- Individuals with disabilities
- Low-income individuals
- Incumbent or unemployed fossil fuel workers
- Previously incarcerated individuals
- 16- to 24-year-olds enrolled in approved clean-heat technical training
- Homeless individuals
- Single parents

**Disadvantaged communities** are communities that bear burdens of negative public-health effects, environment pollution, impacts of climate change, and possess certain socioeconomic criteria, or comprise high concentrations of low- and moderate-income households. For an interactive map, see the [Disadvantaged Communities](#) page on the NYSERDA website.



## PARTNER CONNECTOR

NYSERDA's online Partner Connector facilitates connections among training providers, contractors, and other industry groups interested in forming partnerships and building workforce development initiatives. Registering on the site provides access to contact information for other organizations seeking to collaborate. [Register here](#)



## WEBSITE RESOURCES

- Go to [nyserdera.ny.gov/wfd](https://nyserdera.ny.gov/wfd) for all programs
- OJT and Internship Program [User Guides](#) – guidance about applying to the programs
- OJT and Internship Program [Application](#) – single application serves both programs
- OJT [Website](#) and Internship Program [Website](#)

## WHO TO CONTACT

- Workforce Development inquiries – [wfdinfo@nyserdera.ny.gov](mailto:wfdinfo@nyserdera.ny.gov)
- Internship Program – [CleaneEnergyInternship@nyserdera.ny.gov](mailto:CleaneEnergyInternship@nyserdera.ny.gov)
- On-the-Job Training (OJT) – [ponojt@nyserdera.ny.gov](mailto:ponojt@nyserdera.ny.gov)
- Cooperative Advertising and Training Program – [coop@nyserdera.ny.gov](mailto:coop@nyserdera.ny.gov)
- Contact your distributor's Clean Heat Connect Liaison



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