Utah Labor Commission
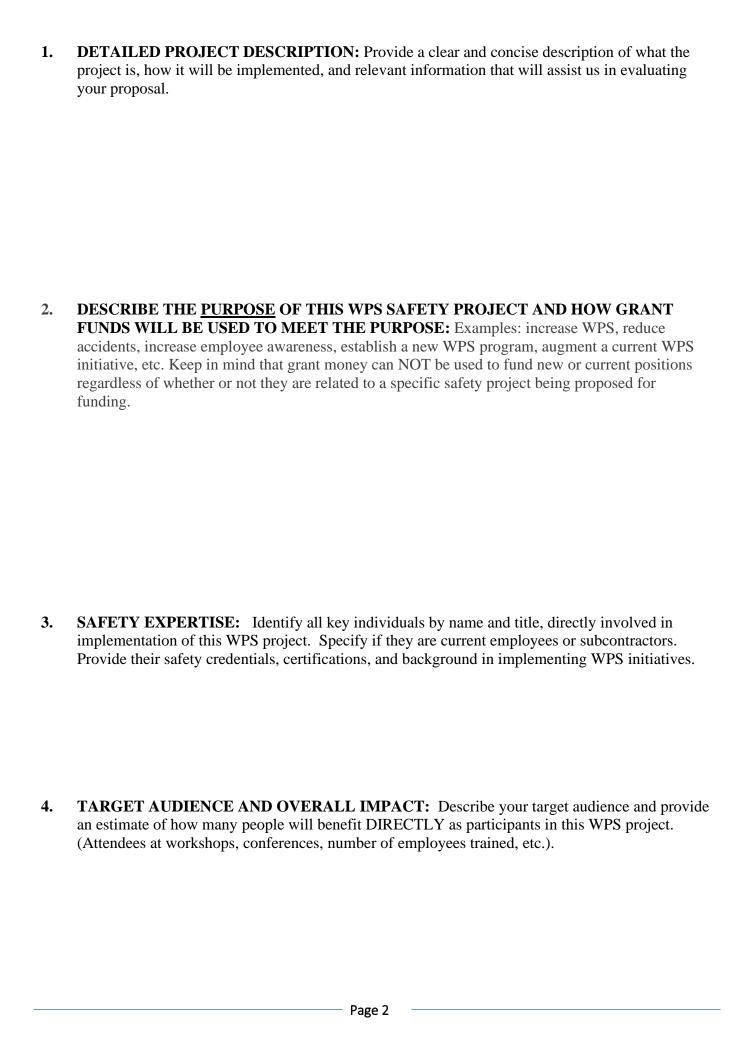# Workplace Safety (WPS) Grant Application
January – December 2024
(Include attachments and supporting documentation)

WPS Grant - Project Summary	
Project Title:	
Company / Agency:	
Address:	
Phone:	
Email address:	
Provide a brief description of your company – (core business)	

PROJECT SUMMARY: (Overview of WPS Project - 1 PARAGRAPH)

Estimated total cost to implement project:	Total amount of WPS Grant Funds Requested:

Name (print) of authorized representative:	Position/Title:

Signature of Authorized Representative	Date

1. **DETAILED PROJECT DESCRIPTION:** Provide a clear and concise description of what the project is, how it will be implemented, and relevant information that will assist us in evaluating your proposal.

2. **DESCRIBE THE <u>PURPOSE</u> OF THIS WPS SAFETY PROJECT AND HOW GRANT FUNDS WILL BE USED TO MEET THE PURPOSE:** Examples: increase WPS, reduce accidents, increase employee awareness, establish a new WPS program, augment a current WPS initiative, etc. Keep in mind that grant money can NOT be used to fund new or current positions regardless of whether or not they are related to a specific safety project being proposed for funding.

3. **SAFETY EXPERTISE:**   Identify all key individuals by name and title, directly involved in implementation of this WPS project. Specify if they are current employees or subcontractors. Provide their safety credentials, certifications, and background in implementing WPS initiatives.

4. **TARGET AUDIENCE AND OVERALL IMPACT:** Describe your target audience and provide an estimate of how many people will benefit DIRECTLY as participants in this WPS project. (Attendees at workshops, conferences, number of employees trained, etc.).

5. **PROJECT EVALUATION & SUCCESS METRICS:** Describe how the effectiveness of your initiative and successful program implementation will be measured. Include project metrics for PRE & POST EVALUATION to measure successful outcomes.

6. **PARTNERSHIPS:** Provide information regarding any partnerships which will help leverage resources, encourage participation, or strengthen your ability to carry out this WPS project.

7. **DETAILED BUDGET: Table Format** – Provide a specific and detailed cost breakdown of the program and explain how funding will be allocated. Include a detailed, line item explanation of any matching funds.

8. **Additional Criteria:** Please provide a **YES** or **NO** answer. Points will not be awarded if the overall WPS project proposal description does not support your yes or no answer.

Will this WPS project address reduction of workplace accidents or fatalities in <u>HIGH RISK</u> industry settings or occupations, improve WPS programs for small businesses ((defined as 250 or fewer employees)) and/or address LANGUAGE OR CULTURAL BARRIERS that affect WPS practices?

HIGH RISK INDUSTRIES	YES ☐	NO ☐
SMALL BUSINESSES	YES ☐	NO ☐
ADDRESSES NEEDS FOR COMMUNITIES WITH LANGUAGE OR CULTURAL BARRIERS	YES ☐	NO ☐