



## PENNSYLVANIA SUSTAINABLE FORESTRY INITIATIVE® IMPLEMENTATION COMMITTEE

211 Barrington Lane, Bellefonte, PA 16823

The Sustainable Forestry Initiative® is a service of SFI, Inc.

Chuck Coup  
Program Manager

Dear Training Program Participant,

AgConnect (<https://agconnectpa.org/>) can help offset the cost of SFI logger training courses for eligible employers/trainees with a reimbursement of up to 50% of the course cost. Funding is provided through grants by the Pennsylvania Department of Labor and Industry, the PA Department of Community and Economic Development, and the Chester County Workforce Development Board.



Trainees must be employed residents of Pennsylvania, and the training course must be related to agriculture or agribusiness. Forestry and timber harvesting related trainings are included.

- PA SFI Training Courses
- Game of Logging Training Courses
- CPR, First Aid, AED Training

As a condition of the grant funding, recipients are required to report training outcomes, such as employee retention, a projected wage increase, or acquisition of an industry recognized credential such as SFI Qualified Logging Professional.

As required by the Department of Labor and Industry, trainees must provide their social security number and date of birth. Personal data is not retained and is used for state reporting ONLY. The application also requires that the company enters their NAICS Industry Code. For logging this is: 113310

Attached is the application form for incumbent worker training funds. Completed applications should be returned to

AgConnect  
Chester County Economic Development Council  
Attn: Jordan Peek  
Exton, PA 19341  
Fax: 610-458-7770

Applications should be mailed or faxed ONLY – do not email for security purposes.

For questions or assistance, please call 610-321-8233 or email Jordan Peek at [jpeek@ccedcpa.com](mailto:jpeek@ccedcpa.com)



AgConnect is an initiative of the Chester County Economic Development Council supported by the private sector and grant funds received from the Pennsylvania Department of Labor and Industry.



**Phone Number**  
(814) 355-1010

**Toll Free**  
(888) 734-9366

**Fax Number**  
(814) 355-1022

**E-Mail**  
[pasfi@sfiopa.org](mailto:pasfi@sfiopa.org)

**Website**  
[www.sfiopa.org](http://www.sfiopa.org)



## APPLICATION FOR INCUMBENT WORKER TRAINING FUNDS

Applicant Data			
Company:			
Contact Person:		Contact Person's Title:	
Address:			
Phone:		County:	
Email:		Company Website:	
Company/Organization Data			
Size of Company:			
#Employees at Location: _____		#Employees Worldwide: _____	
Federal Employer Identification Number (FEIN):			
NAICS Industry (select best fit):	113 Logger & Forester	321 Sawmill/Wood Product Mfg.	322 Pulp & Paper
Project Information			
Description of Training Course:			
Training Start Date: _____ Training Complete Date: _____			
Total # of employees to be trained: _____			
Cost of Training: \$ _____			
<p><b>REQUIRED:</b> Use the table on page four or provide a separate spreadsheet itemizing the Job-related training and numbers to be trained that you are requesting funds for (<b><i>must include Standard Occupational Classification (SOC*) codes or job titles of attendees</i></b>). Remember to include training provider. <i>*Identified in PA Center for Workforce Information &amp; Analysis High Priority Occupation list, see AgConnect Industry Partnership Training Plan.</i></p>			



AgConnect is a regional initiative of the Chester County Economic Development Council. AgConnect is supported with grant funds from the PA Department of Labor and Industry through the Chester County Workforce Development Board and contributions from the private sector.



Briefly describe your training needs and explain how upskilling current employees will help them meet job requirements, retain current employees, and meet organizational strategic goals (response required for consideration).

Please select one of the two options or add details to the "other" category.

**Forest Stewardship** – As a professional timber harvester, my company is responsible for ensuring the long-term sustainability of Pennsylvania's forests during our timber harvesting operations. This necessitates sustaining the economic value of current and future timber products, the environmental benefits provided by the forests, and the social values that Pennsylvanians derive from using and interacting with our forests. This training will help my company to better steward these values and resources and comply with the state and federal regulations that govern timber harvesting in Pennsylvania. This training will also help my company comply with the requirements of the Pennsylvania SFI Professional Timber Harvester Training Program.

**Personal Safety** – With timber harvesting being one of the most dangerous occupations in Pennsylvania, this training will help my company be safer in carrying out harvesting operations. Safety training will first and foremost guard personnel against life-changing injuries or fatalities and prepare our company for emergency response, and secondarily reduce company downtime resulting from staff being off from work due to injuries. It will also help my company comply with pertinent aspects of OSHA regulations and with the requirements of the Pennsylvania SFI Professional Timber Harvester Training Program.

INTENTIONALLY BLANK

Projected Company Outcomes (required)
<p><b><i>As a result of this training, will any or all the following apply (at least one must apply for consideration)?</i></b></p> <p>1. Quality Improvement <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>2. Increased Productivity <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>3. Improved Profits (Cost Savings, etc.) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>4. Increased industry competitiveness <input type="checkbox"/> Yes <input type="checkbox"/> No Specify</p>
Projected Trainee Outcomes (required)
<p><b><i>As a result of this training, will any or all the following apply (at least one must apply for consideration)?</i></b></p> <p>1. Wage increase <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>2. Promotion <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>3. Industry Recognized Credential <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>4. Requisite for retained employment (layoff aversion). <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>Explain</b></p>

## Incumbent Worker Training Funds Terms & Conditions

		1. The company agrees to provide at least a 50% cash match to any training funds received from AgConnect Industry Partnership.		
		2. The company agrees to provide their Federal Tax Identification Number (FEIN) as well as Social Security Numbers (SSNs) and Date of Birth (DOB) for all employees trained with support of AgConnect Industry Partnership funds. The Pennsylvania Department of Labor & Industry requires that employee training information must be entered in the secure Commonwealth Workforce Development System database.		
		3. The company agrees to provide all required training enrollment information within one (1) week after the end of training event.		
		4. The company agrees to provide all training invoices within twenty days after the end of each training event.		
		5. The company agrees to provide training evaluations information required by the AgConnect Industry Partnership as well as overall impacts of the training on the company.		
		6. The company agrees to share training success stories with the AgConnect Industry Partnership staff upon request.		
		7. If the training funded by the AgConnect Industry Partnership is in support of a certification program, the company agrees to provide proof of certification to the AgConnect Industry Partnership.		
		8. The company agrees to cooperate with AgConnect Industry Partnership staff in collection of any additional information requirements that may arise from the Pennsylvania Department of Labor & Industry.		
		9. The company agrees to attend at least one AgConnect Industry Partnership meeting (VIRTUALLY) annually to qualify.		
<b>TRAINED EMPLOYEE INFORMATION</b>				
<b>Name</b>	<b>Address</b>	<b>Phone</b>	<b>Birthdate</b>	<b>SSN #</b>
				<b>Date of Training</b>

**PLEASE NOTE:**

*Please send the completed application and training release to:*

AgConnect  
Chester County Economic Development Council  
Attn: Jordan Peek  
737 Constitution Drive  
Exton, PA 19341

*Scanned or e-copy to [jpeek@ccedcpa.com](mailto:jpeek@ccedcpa.com) or fax to 610-458-7770. Please call 610-321-8233 for questions or assistance. Participant tracking form should be mailed or faxed ONLY – do not email for security purposes.*

**Priority will be given to applications including the strongest employee and company outcomes and explanation of how upskilling current employees will help them meet job requirements and companies retain current employees and meet organizational strategic goals.**