



**Training Proposal for:
Granville Homes, Inc.**

Small Business ≤ \$50,000

ET16-0155

Approval Date: August 13, 2015

ETP Regional Office: Sacramento

Analyst: M. Jones

CONTRACTOR

- Type of Industry: Construction
- Priority Industry: Yes No
- Number of Full-Time Employees
 - California: 98
 - Worldwide: 98
 - Number to be trained: 78
 - Owner Yes No
- Out-of-State Competition: No OSC
- Special Employment Training (SET): Yes No
- High Unemployment Area (HUA): Yes No
- Turnover Rate: 5%
- Repeat Contractor: Yes No

FUNDING

- Requested Amount: \$38,532
- In-Kind Contribution: \$53,976

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee SB <100 SET	Business Skills, Commercial Skills, Computer Skills, Continuous Improvement, OSHA 10	78	8 - 60	0	\$494	\$16.16
				Weighted Avg: 19			

- Reimbursement Rate: Job #1: \$26 SB Priority
- County(ies): Fresno
- Occupations to be Trained: Customer Service Representative, Estimator, Purchaser, Production Staff, Quality Assurance Staff, Sales Staff, Design Staff, Accounting Staff, Administration, Owner
- Union Representation: Yes
 No
- Health Benefits: Job #1: \$1.16 per hour

SUBCONTRACTORS

- Development Services: N/A
- Administrative Services: N/A
- Training Vendors: To Be Determined

OVERVIEW

Granville Homes, Inc. (Granville Homes) proposes to serve as the lead in a small business retraining contract with its affiliate, Granville Realty, Inc. (Granville Realty).

Established in 1977 in Fresno, Granville Homes (www.gvhomes.com) began developing land, building high quality homes and neighborhoods. The Company serves the need of providing quality upscale homes at an affordable price. Granville Homes has built over five thousand homes in the central valley over a period of three decades. Granville Homes believes in creating a healthier lifestyle by constructing affordable eco-friendly neighborhoods.

Granville Homes has received multiple awards such as the J. D. Powers and Associates highest ranked home design, and prides itself as the new home builder of choice in the Fresno area. Granville Homes believes its mission and values have led to its success and that a continued commitment through re-investment in its employees will lead to continued success.

Need for Training

To remain competitive and keep up with industry demands, Grandville Homes must introduce a more efficient and streamlined way of doing business which includes new marketing techniques and streamlining the Company's overhead. In addition, Granville Homes will meet customer demands and industry standards by creating and improving a more efficient and knowledgeable staff. In order to achieve this they will provide Leadership training, Lean Processes, Quality Control Systems, Effective Communications and Project Management.

The new home housing market has improved in recent years, but has yet to fully recover. To Compete in California's ever changing environment (drought, housing market, and increasing energy costs) Granville Homes is building eco-friendly constructed homes, which will require new skills such as Green Building, Cool Roof Technology, Exterior Wall Foam Installation, R40 Ceiling Insulation, Solid Sheathed Exterior Walls, Mold Prevention, Energy Code Updating and Storm Water Pollution Prevention so that the staff will become more efficient and knowledgeable in the Company's Eco-Smart Technology.

Training Plan

Business Skills - Training will be offered to all occupations to increase efficiencies in departmental skillsets, new marketing techniques and cost controlling for profitability purposes. Training topics will include Sales/Marketing Techniques, Information Workflow and Customer Service

Commercial Skills - Training will be offered to Production Staff, ensuring the most advanced and desired product enters the market. Training topics will include Energy Code Update training, Storm Water Pollution Prevention, and Green Building Best Practices.

Computer Skills - Training will be offered to all occupations which use the Company's computer systems to improve and increase efficiency and productivity. Training topics will include Newstar, Intermediate/Advance Microsoft Product, and CAD training.

Continuous Improvement - Training will be offered to all occupations to ensure future opportunities by creating a team-based culture, ensuring projects are managed and completed efficiently. Training topics will include Leadership, Lean Processes, Project Management, and Effective Communications training.

Training will be conducted by in-house subject matter experts.

Certified Safety Training

OSHA 10. This training will be offered to all Occupations. This is a series of courses "bundled" by industry sector and occupation. It consists of 10 hours of classroom or CBT training for journey-level workers. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by, and instructors certified by Cal-OSHA.

SET/HUA

Under SET, the participating employer is not required to demonstrate out-of-state competition. To qualify under SET, trainees must be earning at least the statewide average hourly wage at the end of the retention period. However, trainees working in a High Unemployment Area are allowed to qualify at the ETP Standard Minimum Wages. However, Granville Homes is not asking for a wage modification.

RECOMMENDATION

Staff recommends approval of this proposal.

Exhibit B: Menu Curriculum**Class/Lab Hours**

8 - 60 Trainees may receive any of the following:

BUSINESS SKILLS

- Sales/Marketing Techniques
- Purchasing Best Practices
- Website Development/Navigation
- Information Workflow
- Data Report Generation/Interpretation
- Customer Service
- Vendor Relations

COMMERCIAL SKILLS

- Green building Best Practices
- Mold Prevention/Abatement Best Practices
- Storm Water Pollution Prevention
- Construction Site Staging/Scheduling
- Energy Code Update Training

COMPUTER SKILLS

- Intermediate/Advance Microsoft Product Training
- Newstar Training
- Yardi Training
- CAD Training
- Data Storage and Operating Server Training

CONTINUOUS IMPROVEMENT

- Leadership Training
- Teambuilding
- Lean Processes
- Financial Statement Preparation
- Quality Control Systems
- Project Management
- Effective Communications

OSHA 10 (Certified OSHA Instructor)

- OSHA 10 (requires completion of 10 hours)

Note: Reimbursement for retraining is capped at 60 total hours per-trainee, regardless of method of delivery.
