

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

06/15/2016

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

State Building and Construction Trades Council of California

* b. Employer/Taxpayer Identification Number (EIN/TIN):

(b) (6)

* c. Organizational DUNS:

(b) (6)

d. Address:

* Street1:

1231 I Street, #302

Street2:

* City:

Sacramento

County/Parish:

* State:

CA: California

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

95814-2933

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Debra

Middle Name:

* Last Name:

Chaplan

Suffix:

Title:

Director of Special Programs

Organizational Affiliation:

State Building and Construction Trades Council

* Telephone Number:

510-832-6450

Fax Number:

510-288-1346

* Email:

(b) (6)

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

N: Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Occupational Safety and Health Administration

11. Catalog of Federal Domestic Assistance Number:

17.502

CFDA Title:

Occupational Safety and Health_Susan Harwood Training Grants

* 12. Funding Opportunity Number:

SHTG-FY-16-02

* Title:

Susan Harwood Training Grant Program, FY 2016 (Capacity Building)

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Capacity Building Development Grant with focus on awareness and prevention of the hazards of Silica in California construction.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="165,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="165,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 01/31/2019

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Occupational Safety and Health_Susan Harwood Training Grants	17.502	\$ 165,000.00	\$	\$	\$	\$ 165,000.00
2.						
3.						
4.						
5. Totals		\$ 165,000.00	\$	\$	\$	\$ 165,000.00

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SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Occupational Safety and Health_Susan Harwood Training Grants				
a. Personnel	\$ 81,611.00	\$	\$	\$	\$ 81,611.00
b. Fringe Benefits	24,483.00				24,483.00
c. Travel	6,876.00				6,876.00
d. Equipment	0.00				
e. Supplies	2,250.00				2,250.00
f. Contractual	29,500.00				29,500.00
g. Construction	0.00				
h. Other	20,280.00				20,280.00
i. Total Direct Charges (sum of 6a-6h)	165,000.00				\$ 165,000.00
j. Indirect Charges	0.00				\$
k. TOTALS (sum of 6i and 6j)	\$ 165,000.00	\$	\$	\$	\$ 165,000.00
7. Program Income	\$ 0.00	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8.	Occupational Safety and Health_Susan Harwood Training Grants	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)		\$	\$	\$	\$

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 165,000.00	\$ 32,857.00	\$ 62,589.00	\$ 29,388.00	\$ 40,166.00
14. Non-Federal	\$				
15. TOTAL (sum of lines 13 and 14)	\$ 165,000.00	\$ 32,857.00	\$ 62,589.00	\$ 29,388.00	\$ 40,166.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program		FUTURE FUNDING PERIODS (YEARS)			
		(b)First	(c) Second	(d) Third	(e) Fourth
16.	Occupational Safety and Health_Susan Harwood Training Grants	\$ 165,000.00	\$	\$	\$
17.					
18.					
19.					
20. TOTAL (sum of lines 16 - 19)		\$ 165,000.00	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges: 165,000	22. Indirect Charges:
23. Remarks:	

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
Debra Chaplan	President
APPLICANT ORGANIZATION	DATE SUBMITTED
State Building and Construction Trades Council of California	06/15/2016

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Combined Assurance

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying," and 34 CFR Part 85, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Agency determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110 --

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2)(b) of this certification; and

d) Have not within a three-year period preceding this application had one or more public transaction (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

Add Attachment

Delete Attachment

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3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610 --

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about:

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the address provided in the application instructions. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

* Address

1231 I Street, #302

* City

Sacramento

County

Sacramento

* State

CA: California

Zip

95814

Check ☐ if there are workplaces on file that are not identified here.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610 --

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to the address provided in the application instructions. Notice shall include the identification number(s) of each affected grant.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

* NAME OF APPLICANT

State Building and Construction Trades Council of California

* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Prefix:



* First Name:

Robert

Middle Name:

* Last Name: Hunter

Suffix:

* Title: President

SIGNATURE

Robert Hunter

DATE

6/13/16

Project/Performance Site Location(s)

Project/Performance Site Primary Location ☐ I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name: State Building and Construction Trades Council of California

DUNS Number: (b) (6)

* Street1: 1231 I Street, #302

Street2:

* City: Sacramento

County: Sacramento

* State: CA: California

Province:

* Country: USA: UNITED STATES

* ZIP / Postal Code: 95814-2933

* Project/ Performance Site Congressional District: CA-006

Project/Performance Site Location 1 ☐ I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name: State Building and Construction Trades Council of California

DUNS Number: (b) (6)

* Street1: 1231 I Street, #302

Street2:

* City: Sacramento

County: Sacramento

* State: CA: California

Province:

* Country: USA: UNITED STATES

* ZIP / Postal Code: 95814-2033

* Project/ Performance Site Congressional District: CA-006

Additional Location(s)

Add Attachment

Delete Attachment

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Application Summary

State Building and Construction Trades Council:
Susan Harwood Capacity Building Developmental Grant

1. **Applicant Organization:**
State Building and Construction Trades Council of California
2. **Project Director's name title and address:**
Debra Chaplan, Director of Special Programs
State Building and Construction Trades Council
740 Walker Avenue, Oakland, CA 94610
dchaplan@sbctc.org • 510-832-6450
3. **Certifying Representative's name title and address:**
Robbie Hunter, President
State Building and Construction Trades Council of California
1225 8th Street, Suite 375, Sacramento, CA 95814
rhunter@sbctc.org • 916-443-3302
4. **Financial Representative's name title and address:**
Arlene Holm, Bookkeeper
State Building and Construction Trades Council of California
1225 8th Street, Suite 375, Sacramento, CA 95814
aholm@sbctc.org • 916-443-3302
5. **Funding Requested:**

Administration:	\$28,293
Program:	\$136,708
TOTAL:	\$165,000
6. **Grant Category:** Capacity Building Developmental Grant. Four years needed to complete the capacity building activities.
7. **Grant Topic:** California Construction Safety and Health Resource Hub with first year training focus on the Hazards of Silica in California Construction. Future topics may include: Nanotechnology in construction, heat stress, work on high rise buildings, work on high-speed rail, work on industrial facilities.
8. **Target Audience:** 400,000 unionized construction workers (all crafts) and contractors/employers—throughout California.
9. **Affiliations:** The State Building Trades Council is affiliated with North America's Building Trades Unions.
10. **Congressional Districts:** The SBCTC's headquarters are in the CA-006 district. The project will be statewide: CDS: CA-001-053.

Program Abstract

Name: State Building and Construction Trades Council of California

Grant Category: Capacity Building Developmental Grant

Target Audience: 400,000 unionized construction workers (all crafts) and contractors/employers—throughout California.

Proposed Topic: Silica in Construction

Key Grant Activities:

- **Materials Development:** Develop a curriculum for California construction unions (power point, instructors notes, case studies, additional resources); develop a factsheet and short video. Review by Cal/OSHA and OSHA. Translate power point and factsheet to Spanish.
- **Train the Trainer:** Hold three 2-day TOT sessions in Northern, Central and Southern California.
- **2nd Tier Training:** Trainers teach minimum of 20 people.
- **Observe** 4-6 trainers conducting second-tier training to see how our training resources are used, and to get pre/post tests and/or evaluations from second-tier trainees.
- **Direct training:** Hold three to five 90 minute-4 hour Hazard Awareness Seminars on Silica, or on one of our previous curricula.
- **Evaluation:** Conduct Level 1/2/3 evaluations.
- **Conduct two needs assessments:** once to assess training needs on silica and the other to identify the most needed training to offer in year two.
- **Advisory Board:** Build this Board to gain greater traction within California's construction industry and move towards building capacity.
- **Website:** Continue to build and promote the Hub website: safety.sbctc.org
- **Geographical Areas:** State of California

State Building & Construction Trades Council of California Susan Harwood Capacity Building Developmental Grant Proposal

1. Problem Statement/Need for Funds

1a) Grant Category

The State Building and Construction Trades Council of California (SBCTC) is seeking a Capacity Building Developmental grant to continue building the California Construction Safety and Health Resource Hub—a comprehensive safety and health training and resource program that reaches out to workers and employers in the unionized construction sector throughout California and focus our first year's training on awareness and prevention of the hazards of Silica.

1b) Target Population

The training population for the SBCTC's developmental grant is the 400,000 unionized construction workers in California, including Spanish-speaking workers in unions. We will work with the unions, apprenticeship programs, and employers across the state.

Our training program addresses several key target audiences that OSHA is trying to reach. Construction remains a high-hazard industry with high fatality rates. According to OSHA, one in five worker deaths are in the construction industry. This number has been creeping up since 2013, likely due to the strengthening of the economy and a rebound in the construction industry following the Great Recession.

According to the 2013 CPWR Construction Chart Book, approximately 80% of the employers that our members work for have one to nine employees, and 98.7% of the employers have 99 or fewer employees. Construction workers, even in the unionized sector, are primarily working for small employers who often do not have safety and health experts on staff.

The membership of most unionized construction crafts is increasingly Latino and Spanish-speaking. Some crafts—laborers, bricklayers, carpenters, cement masons, and roofers, in particular—have more than 30% Latino workers, many of whom are native Spanish speakers, and that number is growing quickly. While the unions believe that these workers best serve themselves on the job when

they learn English, they also believe that basic safety training for new workers should be offered in the workers' native language. However, the unions have few Spanish-language resources available.

Finally, during the course of our last developmental grant, we trained 60-120 trainers each year; these trainers then offered second-tier training to 1600-2400 workers. Approximately 20% of those trainers have attended multiple Train-the-Trainer (TOT) classes because, they tell us, they think that we conduct the best trainings and provide the most useful resources. 80% of our trainers are new each year. While we recognize that OSHA wants to train new workers, we can state categorically that the groups of workers that our trainers train each year are new to the material, and/or are getting trained on new topics. However, we also know that California is a very large state, and specific trainers come and go. We've barely scratched the surface in terms of the potential trainers and workers we can train; we have plenty more safety reps, foremen and instructors to reach out to. Further, when we do hazard awareness seminars, these are always new workers to our training.

1c) Primary training topic for 2016/17: Silica in Construction

We will develop or update one major new topic each year with the focus of the first year's training being Silica in Construction. We have conducted needs assessments each year (using Survey Monkey and Key Informant Interviews) of current trainers as well as unions and apprenticeship training programs, to learn about their safety and health training priorities. In our most recent survey, 94% of the respondents felt it was valuable for the SBCTC to continue our training program, and the same number felt that TOT programs best fit their needs. While they mentioned numerous training topics of interest, the hazards of working with silica exposure is always prominent on the list.

Silica is a natural substance found in varying amounts in most rocks, sand and clay. Silica is also a major constituent of construction materials such as bricks, tiles, concrete and mortar. Exposure to respirable silica dust has been linked to silicosis, lung cancer, COPD (chronic pulmonary obstructive disease) and kidney disease. Construction workers from all crafts can be exposed to silica when

performing or working near tasks, such as abrasive blasting, tuck-pointing, block and brick cutting, and grinding, drilling, cutting or chipping concrete.

OSHA estimates that at least 2 million U.S. construction workers are exposed to silica, with 600,000 construction establishments affected. Each year, hundreds of workers die from silicosis, 87% of these in construction, and thousands more become ill. A recent study, *Estimating the Total Number of Newly-Recognized Silicosis Cases in the U.S.*, determined that between 3,600 to 7,300 new cases of silicosis occur annually in the U.S. However, only two of the 50 states, New Jersey and Michigan, have surveillance programs to track cases of silicosis. As a result, many cases of silicosis are not reported and many more are not properly diagnosed.

In March 2016, OSHA issued the final rule on occupational exposure to respirable crystalline silica. The new rule changes the action level and permissible exposure limit (PEL) for construction. The standard emphasizes a specified exposure control methods approach, matching 18 tasks with effective dust suppression controls such as use of water and vacuum dust collectors. Alternatively, employers may choose to control exposures with personal respiratory protection equipment. Employers must comply with all requirements of the new standard by June 23, 2017. These changes at the federal level will impact California as state plans must come into compliance with the new standard within six months. Our program will be well-positioned to train workers and employers about the new standard.

In succeeding years, we will look at doing training on issues that we have not yet covered, such as nanotechnology in construction, confined space hazards and heat illness. We know that there's continued interest in our Falls and Rescue Planning training that we offered in 2013, as we had filled four TOT classes to capacity and had requests for more. We will also investigate the possibility of doing training around specific work venues, such as "Roads and Bridges," "Refineries and Industrial Facilities," and "High Rise Construction," and "High Speed Rail."

1d) Institutional Capacity Needs

In this first year, we will bring the curriculum development in-house instead of contracting it out to the Labor Occupational Health Program (LOHP), as we have with our previous Harwood programs. We will, however, continue to work with LOHP to consult on and review the curriculum, assist with research, co-teach English TOTs, and provide Spanish-language trainers.

Our long-term goal is to establish a network of skilled health and safety trainers in California who will create and maintain a culture of safety on construction sites. Achieving this goal requires focused training, education and building leadership—both from the top down and the bottom up. We believe that the Hub has an important role in reaching this goal, by bringing together employer and worker representatives from as many construction crafts as possible to utilize the tools provided by our Hub, network with each other, improve their capacity to train, and engage more effectively in safety and health activities.

We plan to utilize the full four years of the capacity building program, ideally at \$165,000 per year, to reduce our reliance on LOHP and to build that leadership team. Thinking about future funding, we continue to investigate fee-for-service opportunities with our affiliated unions, apprenticeship programs and employers and will also look at opportunities to do research or R2P (research-to-practice) projects through the Center for Construction Research and Training (CPWR). At this point, neither option can cover the expenses to fully run this program, to develop new curricula or to keep our curricula current.

1e) Training and Educational Materials

We will develop a new curriculum on Silica Exposure Hazards and Prevention. This is particularly timely as OSHA's new Silica Standard will just be getting implemented. The training will cover the hazards and health effects of silica exposure, risk factors, control strategies and best practices for training. It will cover the new silica standard and how that needs to be implemented and monitored. We will also include a section on workers' rights and whistleblower protections.

Key to the success of our program is to build capacity of the people we train to provide excellent training on this topic as well as on all safety and health topics they teach. For that, we not only provide a printed binder and flash drive that includes the power-point presentation with detailed instructor notes, an array of factsheets, resources, and videos but also we provide techniques for them to create their own teaching curricula, find more background information, and implement and develop a range of interactive teaching activities. Furthermore, our TOT program is always a model of the adult learning techniques that we want our trainers to utilize. With a two-day TOT, we are able to spend time teaching about successful strategies for adult learning.

Based on previous needs assessments that have called for more video resources, we will develop a new short video on silica and the new standard and will collect videos that our trainers can use in their own teaching—including the DOL video from 1938 starring Secretary Frances Perkins.

Another strength of our training is that it is multi-craft and involves labor and management. With that in mind, our training is broadly applicable to people from every construction craft, and for workers, union representatives, apprenticeship instructors, and employers from around the nation. However, because we are focusing on California construction, we will work with Cal/OSHA to ensure accuracy and compliance with California standards, and explain any differences between OSHA and Cal/OSHA standards, if they exist.

Our goal is to create the training program by early January so that OSHA has time to review it for us to replicate and use it for March and April TOTs. We will translate the PowerPoint (PPT), teaching notes and activities into Spanish. The Spanish content will be a direct translation of the English version as approved by OSHA. We will post both versions on our website.

We will submit all of our previous training curricula for the topics developed under our first Capacity Building Developmental Grant for re-approval by OSHA “as is” so if we get requests to provide hazard awareness seminars on any of these topics, we will be ready to utilize the curricula.

2. Administrative and Program Capability of the Organization

2a) Organizational Experience

The State Building and Construction Trades Council of California (SBCTC) has 157 affiliated unions from 14 different crafts and 125 affiliated Joint Apprenticeship Training Committees (JATCs) that are responsible for training apprentices and providing journeyman upgrade training throughout the state. The SBCTC also partners with several employer associations and contractors who provide tailgate safety training to the workers on their jobs.

The mission of the SBCTC is to “improve the health, jobs, safety and economic conditions of the members of its affiliates, and all working men, women, and minors in the construction industry,” and the council has taken that mission to heart since its founding in 1901. The SBCTC has run numerous educational programs for our affiliates, contractors and JATCs. In addition to the OSHA/Harwood grants that we’ve had since 2000, we’ve also run a nationally-acclaimed tobacco education and prevention program for seven years funded by the state of California; conducted a construction careers outreach program with schools and communities funded by the State Workforce Investment Board; and held a contract with California’s Employment Training Panel to support JATCs.

2b) Occupational Safety and Health Experience

The SBCTC received targeted training grants for seven years before getting our first four-year Capacity Building Developmental Grant in 2011. We worked in collaboration with the Labor Occupational Health Program (LOHP) at UC Berkeley to develop curricula on the following topics: Toxics in Construction, Sprains and Strains/Ergonomics in Construction, Focus Four Hazards, Falls and Rescue Planning, Construction Noise and Hearing Loss Prevention, effective Tailgate Training. In each of our Susan Harwood grants, we have met and exceeded our training goals for both first and second-tier trainees, and our training has received excellent evaluations from the trainees.

For the first few years, LOHP produced the curricula and did all of the training. Soon, Program

Coordinator Laura Boatman took an increasingly more active role in conducting training. Because of her close working relationship with the many trainers, Laura has developed a strong sense of the materials and support that they need and would like to make a series of changes in how the curricula is implemented. We feel it would be a great benefit to the SBCTC to bring the curricula development function in-house. In our first year, we will continue to consult with LOHP on the curriculum, and hope to reduce that consultation each year.

While we did not get a grant from OSHA in the 2015/16 year, we have continued to provide training to unions, apprenticeship training programs, and workers at conferences, using curricula developed under our previous Harwood Grants. This year, we have conducted four trainings for about 100 workers and trainers. Unfortunately, without federal funding, we do not have the capacity to develop new curricula or to bring in additional trainers to enable us to carry out the more rigorous TOT sessions.

CPWR/NIOSH Small Study Grant: In 2010, we received \$30,000 from CPWR to research worker, union and employer perspectives on ergonomics. The results of this study guided the development of our Sprains and Strains curriculum in 2012. The study was published in the *American Journal of Industrial Medicine*.

Case Study Guide: Under funding from the California Commission on Health and Safety and Workers' Compensation we partnered with LOHP and UCLA-LOSH in 2010 to develop the Construction Case Study Guide for the Worker Occupational Safety and Health Training Education Program (WOSHTEP) Our role was to organize and co-facilitate focus groups, write some sections and review it to ensure that it met the needs of trainers.

2c) Grant Experience

The SBCTC has received Susan Harwood Training Grants for all but four years since 2000. We are fully experienced and successful not only with carrying out the training program and developing

the curricula, but we also have full experience with completing all of the quarterly and close-out reports, as well as all of the financial reporting required. (See list in the appendix.)

2d) Distribution Network

The SBCTC has a blast fax/e-mail list that we utilize to send information to every California building trades union and JATC. We also maintain a list of contractors and contractor associations, and have e-mail addresses for all previous trainees, with whom we are in regular contact during the grant cycle. We also post our material on our Safety Hub website (safety.sbctc.org).

2e) Needs Assessment Experience

The SBCTC has conducted numerous needs assessments for both our tobacco education program and for our Harwood Training Program. We also have experience conducting an in-depth research study. We will utilize the same fax/email tool described above to send a survey to our union affiliates, training centers, employers and previous TOT participants and will follow up with phone calls until we get a significant response rate.

2f) Program Experience of the Organization

Since we started receiving Susan Harwood Training Grants, we have conducted three to four TOT classes and five to eight Hazard Awareness Seminars each year on a variety of topics, described above. We have developed PowerPoints with extensive trainer notes, amassed a wide variety of training resources from other sources, and produced fact sheets and videos.

In each of the four years of our recent training program, we met and exceeded our training goals. In years one to four, we conducted TOTs for 315 trainers for a total of 4,222 contact hours and we offered direct training to 934 workers for a total of 2,196 contact hours. Our trainers gave second-tier training to 6,994 workers, for a total of 12,173 hours.

2g) Evaluation of Training Activities Experience

We have long experience conducting both process and content evaluations, keeping lists of those who have been trained on file, and working with LOHP to develop pre- and post-tests and evaluation forms about the quality of the trainings that we deliver. We also conducted Level 3 evaluations for four years.

2h) Management and Internal Control Systems

The SBCTC has extensive experience in grant management, with multiple OSHA/Susan Harwood Training Grants, five-year and three-year tobacco education grants from the California Department of Health Services, a series of USDOL Workforce Investment Act grants funded through California's Employment Development Department and through the California Department of Education, and a few other small funded projects.

The SBCTC contracts with James Fuchs, CPA (Costa Mesa) to perform its own internal audits on an annual basis. There were no major findings from the last audit. In addition, the SBCTC is audited once every three years by each of several Trust Funds and annually by The Workers Comp Board to ensure compliance with payroll. OSHA has conducted several financial audits of our Susan Harwood program; all have been satisfactory.

2i) Organizational Chart

Our OSHA grant staff included Program Director Debra Chaplan (10%), Project Coordinator Laura Boatman (60%), Bookkeeper Arlene Holm (10%), all of whom will be available for the new grant. As our Project Coordinator takes on additional duties of developing the curriculum, we will bring in Lynn Schorno (our IT director) for six months at 50% and six months @ 10%, so that she can arrange the logistics and oversee the outreach for our TOTs and other trainings. (See chart in Appendix)

3. Staff Experience

3a) Occupational Safety and Health Experience

Debra Chaplan will serve as Project Director. She has held the position of Director of Special Programs for the SBCTC since 1998, and has overseen the successful conduct of the previous Susan Harwood Grants. She has a Masters Degree in Non-Profit Management and worked for the New York Committee for Occupational Safety and Health for four years before moving to California. She currently serves as a board member of Worksafe, a California non-profit that promotes health and safety. (See biosketch in appendix.)

Laura Boatman will continue to serve as Project Coordinator for the Hub. Laura came to the SBCTC to coordinate our first Susan Harwood grant in 2000 and, in the years that we've had OSHA funding, she has expanded the position beyond outreach and logistics to also include carrying out hazard awareness seminars, TOT training and materials development. In each year, her outreach efforts and follow-up with trainees have ensured that the SBCTC has met and exceeded our training goals. Laura also conducted our research study about ergonomics in construction, and played a key role in the WOSHTEP Case Study project. (See biosketch in appendix.)

Arlene Holm works as the Bookkeeper for the SBCTC and will continue to oversee funds administration and fiscal reporting.

Lynn Schorno has worked for the SBCTC for more than 20 years in many capacities, including IT Coordinator. She will work on the logistics and outreach for the grant.

3b) Training Experience

Laura Boatman, Project Coordinator, has taken on additional duties as a trainer and has found that this is work she enjoys and excels at. She co-teaches our English-language TOTs and has been the primary trainer for our English-language Hazard Awareness seminars. She has built a solid reputation in the construction safety community and has created Focus Four fact sheets, contributed to safety articles and the WOSHTEP Case Study Guide, and serves on the WOSHTEP advisory board. She will develop the curriculum for our training program and we look forward to bringing that work in-house.

In order to enhance the success of this proposal, the SBCTC will continue to work with LOHP, but on a much reduced basis from past years. LOHP will provide insight and recommendations as we develop the curricula; their librarian will help us with topic research; they will review the final product; and will co-teach the TOTs and will teach the Spanish-language awareness seminars. The SBCTC has worked with LOHP since 1993. With more than 35 years in the field, LOHP has a solid reputation nationwide for their work on designing training and materials that are appropriate for adult learners, and for populations with limited literacy and/or English language skills. LOHP has produced several Spanish-language health and safety publications and has a bilingual training team.

4. Work Plan Overview

4a-1) Needs Assessment

The SBCTC has conducted a needs assessment each year that we had a Harwood Grant to all of our affiliated unions and JATCs, and our Advisory Board to determine the best topic for the coming year. The hazards of silica has been prominent on that list each year. Because of the timing of the new standard, we believe that this is the best year to offer training on silica exposure. However, we will conduct a new needs assessment using Survey Monkey when we get the grant to determine what aspects of the issue are most important to our potential trainees, and the most appropriate ways to deliver the training.

4a-2) Safety hub website

The SBCTC is continuing to build our California Construction Safety and Health Resource Hub—our comprehensive safety and health training and resource program that engages workers and employers in the unionized construction sector statewide to understand the hazards in our industry.

We will work to promote the availability of the Hub through our e-mail/fax blast system and website. We continue to update the Safety Hub website (safety.sbctc.org) to include all of our curricula and training materials, as well as links to other resources, safety organizations and websites.

In this way, we can focus on delivering our own training while also connecting people to other useful programs and materials.

4a-3) Advisory Board

In addition to targeted topic safety training, we look forward to growing the SBCTC's reputation as a go-to resource for California unions and employers. In our first capacity building developmental grant, we established an Advisory Board, composed of union and employer representatives, to give feedback to ensure that our plans are meeting their needs. This Board has proven invaluable as we sought input to determine the training issues we should address and to help us with outreach for our training programs.

We will invite previous members and new members to serve on the Advisory Board, and will seek their ideas on how to continue our training programs in the future, liaison with their networks to ensure that we meet and exceed our deliverables, and build our capacity and to expand the buy-in from union and contractor leadership.

4a-4) Train-the-Trainer (TOT) – Silica Exposure: Hazards and Prevention

The content of our Silica training will include a highly visual, interactive curriculum that:

- Identifies health hazards and risk factors related to respirable silica dust, construction tasks that create silica dust, permissible exposure limits, and how to best protect workers from exposure.
- We will bring in two or three guest speakers to supplement our training. One may be an equipment manufacturer who can demonstrate the latest state-of-the-art engineering controls, and/or respirators and other personal protective equipment. We may invite an occupational health doctor to discuss health effects in detail. And Cal/OSHA has agreed to discuss problems and solutions found in the field, and how the California standard will be revised in compliance with the new federal standard.

- Additional aspects of the training will review workers' right to safety and health on the job, employers' responsibilities, cover effective teaching strategies and principles of adult learning. We will review guidelines for teaching and reporting second-tier training; and complete evaluation levels one and two.

We will conduct three 2-day TOT sessions (15 hours) in Sacramento, Southern California, and the Bay Area, each for 15-25 people. We hold the trainings at JATCs and at the training facility at our Sacramento office.

The participants in these classes will be safety staff and foremen, apprenticeship coordinators and instructors, and employer reps. Each of these groups has important access, capacity and authority to directly train workers on this potentially fatal hazard.

Our goal in developing the curricula is to provide well-designed, up-to-date, engaging, interactive training programs that can be replicated with ease and accuracy in a variety of settings to disseminate the information to the maximum amount of workers. Most importantly, we want to build capacity of the people we train to provide their own excellent training. This includes presenting a TOT that focuses on successful Adult Education techniques, is participatory in nature, includes at least one activity with each training module, and incorporates hands-on demonstrations that expose participants to best solutions available in the field.

During the TOT class, we will provide participants with second-tier reporting forms and emphasize the importance of completing training and submitting documentation within the quarter that the training is delivered. We send out 1-2 newsletters that provide new information on the topic and reminders about completing second-tier training. We maintain contact with trainers throughout the year and send regular reminders to those who have not yet submitted their second-tier numbers. Our TOT model has proven successful as our trainers have always met and exceeded second-tier training goals. Using e-mails and phone outreach, we work diligently to support and encourage trainers to meet

that challenge each year. In this grant year, we expect each person who attends the TOT to provide second-tier training to a minimum of 20 other people, for a minimum of 900 people.

Cal/OSHA supports our proposal and has agreed to participate in our TOT trainings, as they have in many of our previous years (see letter of support). They will also review our training program and materials to ensure that references to standards and regulations are correct, especially as California will be in the process of ensuring that our standard conforms to the federal standard. As the lead governmental organization in California responsible for enforcing construction safety orders, it is essential to have their involvement in our programs. Not only does this enhance our training credibility among participants—especially employers—it also keeps us connected to the safety issues that are most prevalent at construction job sites and the specific problems or training deficits we can help to improve through our program.

4a-5) Follow-up with Trainers

In an effort to ensure quality control of second-tier training and to be able to evaluate how the training is utilized in the field, we will visit 4-6 trainers around the state and observe them conducting second-tier training. Our goal will be to evaluate how successfully they utilize the curriculum we provided and to observe how it is received. Where feasible, such as in an apprenticeship class, we will use this opportunity to institute a pre-test/post-test of the second-tier training by the students along with an evaluation form. (This may not be feasible at an on-the-job training, due to time constraints.)

4a-6) Hazard Awareness Seminars on Silica hazards and past training topics

During our previous developmental grant, we have developed TOTs and curricula on the following topics: Preventing Sprains, Strains and Repetitive Motion Injuries in Construction; Fall Prevention and Rescue Planning; Toxics in Construction; Noise and Hearing Loss Prevention; and we have received numerous requests to conduct seminars on these topics. We will submit these curricula to OSHA for re-approval, and will conduct 3-5 seminars, (each for a minimum of 15 people), for unions,

apprenticeship programs and employers in English or Spanish, on these topics or on Silica hazards, as requested. These seminars will be 90 minutes to 4 hours, depending on the venue and need. These seminars are direct training of workers and do not include second-tier training.

4b) Work Plan Activities

a. Advisory Board		
Quarter 1 October-November	SBCTC will reconvene our Advisory Board composed of 2-3 employer and 4-5 union reps, and recruit new members as needed.	Letters will be kept on file
Quarter 1 October-December	Board will meet (in person, when possible) or via conference call, to review and give feedback about workplan and provide ideas about outreach.	Agenda and meeting notes kept on file
Quarters 2-4 January-September	Board will be kept apprised of grant progress, through phone, e-mail and Trainee newsletters.	Letters will be kept on file
Quarter 3 May	Board will meet a second time to review progress of grant and to discuss the following year's grant topic.	Agenda and meeting notes kept on file
b. Promote California Construction Safety Hub resources and materials		
Quarter 1 October-November	SBCTC will inform its stakeholders of the renewed grant and promote the Calif Construction Safety Hub in e-mails, fax-blasts, and on the website.	E-mail/fax bulletins will be kept on file
Quarter 2-4 February-September	SBCTC will continue to update the Safety and Health Hub website. This will include all OSHA-approved curricula and training resources in English and Spanish and links to reliable organizations.	The safety hub website will be updated — safety.sbctc.org
c. Trainings:		
c1. Three 2-day Train the Trainer sessions		
Quarter 1-2 November-February	SBCTC will identify training sites and handle logistics for the TOT workshops (Sacramento, Bay Area and Southern California). Trainings are held at donated space—usually these are JATCs. The SBCTC will donate the cost of refreshments/meals.	Letters and promotional materials will be kept on file
Quarter 1-2 December-January	SBCTC will develop and disseminate promotional materials. SBCTC will recruit via e-mail, letter and phone follow-up to employer associations, unions and apprenticeship programs as well as to past trainers	Letters and promotional materials will be kept on file

Quarter 2-3 March-May, 2012	15-25 people will participate in each of the three TOT training sessions. Total trained in 3 TOTs: 45 (minimum) Total contact hours: 675 (minimum)	Attendance sheets will be kept on file.
Quarter 2-3 March-May, 2012	SBCTC will administer written evaluations and pre- and post-tests, and/or other evaluative measures to all participants	Tests and evaluation forms kept on file.
Quarter 3-4 May-September	Each participant will be expected to do second-tier training consisting of a 30-90 minute workshop (45 minutes on average) at the worksite, union, or apprenticeship school. Total second-tier trainees: 900 (minimum) Total contact hours: 450 (minimum)	Sign-in sheets for the workshops will be returned to the Project Coordinator.
Quarter 3-4 May-September	SBCTC will follow-up with trainers by e-mail phone and mail to ensure they are meeting their second-tier training numbers and completing their training forms & evaluations. SBCTC will produce 1-2 brief newsletters with new info and resources that will remind them of 2 nd tier training responsibilities.	Follow-up newsletters & letters will be kept on file.
c2. Direct Training: Hazard Awareness Seminars		
Quarter 1-2 December-March	SBCTC will contact (by e-mail, letter and phone) apprenticeship programs, unions, employer associations, etc. to promote our direct training.	Letters and promotional materials on file
Quarter 2 January-March	SBCTC will revise training programs to meet time allotment and audience needs.	Curricula on file
Quarter 2-3 February-April	All changes from TOT training program will be submitted to OSHA for approval.	Letters on file
Quarter 2-4 January-August	SBCTC will set up training dates and coordinate logistics with interested organizations.	Promotional materials on file
Quarters 2-4 January-September	SBCTC will work with LOHP to arrange for trainers for the TOTs and Hazard Awareness seminars.	Agendas on file
Quarters 3-4 April-September	SBCTC will conduct 3-5 English and Spanish-language seminars on Silica and other hazards. Total trained in 3-5 sessions: 45 (minimum) Total training hours: 67 (minimum)	Agendas and promotional leaflets on file
D. Materials development		
Quarter 1-2 October-January	SBCTC will develop a new curriculum on silica. We'll start with a needs assessment on training needs for this issue. The training will be highly interactive, showcasing a variety of training methods. SBCTC will create a PPT presentation, training binder with agenda, short video and other resources.	Training binder and materials submitted to OSHA.
Quarter 2 January-March	SBCTC will ensure that OSHA reviews training materials.	Letters will be kept on file.

Quarter 3 April-June	Following OSHA approval, SBCTC will get PPT, teaching notes, activities and any factsheets that we may create translated into Spanish.	Materials will be kept on file
Quarter 3 April-June	SBCTC will ensure that Spanish training materials are a direct translation from the OSHA approved English version.	Letters will be kept on file.
E. Evaluation		
Quarter 2-3 January-June	TOT and direct training participants will complete Level 1 and 2 assessment at the training sessions. TOT participants will be instructed on how to complete Level 1 and 2 assessments for their 2nd-tier training.	Tests and evaluations will be kept on file.
Quarter 4 July-September	SBCTC will observe 4-6 trainers as they conduct their second-tier trainings. When feasible, SBCTC will administer pre- and post-tests, and written evaluations to second-tier trainees.	Tests and evaluations will be kept on file.
Quarter 4 July-September	SBCTC will distribute an online survey for trainers to complete for Level 3 evaluation. We will reach out via phone and email to Direct and 2nd-tier training participants who shared contact information asking them for impact assessment feedback. We will create an evaluation summary of responses.	Surveys on file. Summary submitted to OSHA.
F. Needs Assessment		
Quarter 1 October-November	SBCTC will conduct a needs assessment of potential TOT trainers to determine the aspects of the issue most important to them, and the most appropriate ways to deliver the training.	Surveys will be kept on file.
Quarter 3 April-June	SBCTC will conduct a needs assessment of trainers, unions, JATCs, employers, and Advisory members using Survey Monkey and key informant interviews to identify top training topics for the coming year.	Surveys will be kept on file.

4c) Recruitment Plan

Trainees for the TOTs and Hazard Awareness Seminars will be recruited both from among those who have taken previous TOT courses on different topics as well as through publicity and outreach efforts for new trainers. Outreach will take many forms. We will create promotional leaflets that we mail, e-mail and blast fax to previous trainees, the 157 member unions of the SBCTC, and 125 Labor-Management apprenticeship programs around California, to employers and employer associations and to our Advisory Board. We follow-up with phone calls to ensure full participation. We will post our

promotional materials on our website. We will also reach out to trainers to complete their second-tier training. This includes blast e-mails, production of one or two newsletters that both provide new information about the hazards and remind them to complete their training and submit their forms, and phone calls. All recruitment materials will be submitted to OSHA for review and approval.

4d) Training Projections

Audience	Type of training	Length of Training	Projected Number Trained	Total Contact Hours/training
Union leaders, employer reps, apprenticeship instructors	Train the Trainer English & Spanish	15 hours	45 (minimum) at three English trainings	675 (minimum)
Construction workers at job sites and apprenticeship programs	Second-tier training	20 ppl per trainer for 30-90 minutes	900 (minimum)	450 (minimum)
Construction Workers (apprentices and journeymen), foremen, supervisors, safety staff	Direct Training: Seminars on Silica or previous training topics (in English/Spanish)	90 min-4 hours	45 (minimum) at three to five events (15-25 persons at each)	67 (minimum)
TOTAL			990 (minimum)	1717 (minimum)

5) Training Evaluation

Level 1: Training Session Reaction Assessment: We will use written evaluations at all TOTs and Direct Training seminars that we conduct. For low-literacy audiences, we will do a verbal group evaluation and keep notes on the feedback and comments. For TOT participants we will stress the importance of satisfying Level 1 assessment for second-tier training and give trainers options and instruction on various evaluation techniques.

Level 2: Learning Assessment: We will utilize a pre and post-test for all TOT participants. With two-day TOTs, we grade and compare the two test-results between days one and two, and conduct a group review of the test to assure trainees have correct information. After the review, we will provide answer keys to all trainees. Sometimes, we find that the wording of a question was confusing or the information could have been delivered more clearly. We will make adjustments as needed. For direct training less than

four hours in length, we will determine which learning assessment best fits the audience, either a written pre/post test, an evaluation form that asks participants to list 3-4 things they learned in the training, or a verbal quiz or activity.

This year, we will also observe 4-6 of our trainers as they conduct their second-tier training. Our goal is to evaluate how they deliver the information, observe how it is received, and get a better sense of how our curriculum is utilized in the field and how we might make it even more user-friendly. Perhaps our greatest evaluation challenge is getting feedback from those who receive second-tier training. Where feasible, we will try to use these training visits to get Level 1 and 2 evaluations from the second-tier trainees directly. We will provide trainers with Level 2 assessment resources to use at their training sessions.

Level 3: Training Impact Assessment: We will administer an online computer questionnaire via Survey Monkey to TOT participants approximately six months after they have received their training. We will seek to assess if the training resulted in any changes in their own behavior at the workplace; how they utilized the information they gained at the training; and if they can identify any workplace changes as a result of the training. We'll also ask about their second-tier training—how it went or if they experienced any barriers in delivering the training. We will create a report summarizing the findings of this survey. For second-tier trainees, we will add a space on training rosters for phone numbers/e-mail addresses; we will follow-up with as many as we have information for to survey them about training impact. We will also work with TOT trainers to distribute surveys to their trainees who we cannot reach directly.

At direct trainings, we will follow-up with trainees who provide us with contact information and will administer a phone or computer survey, as appropriate. We will seek to learn if the training had any impact on their personal behavior, or whether any worksite changes resulted.

6) Meetings, Reporting, and Documentation

We will complete our quarterly programmatic and financial reports and our close-out report in a

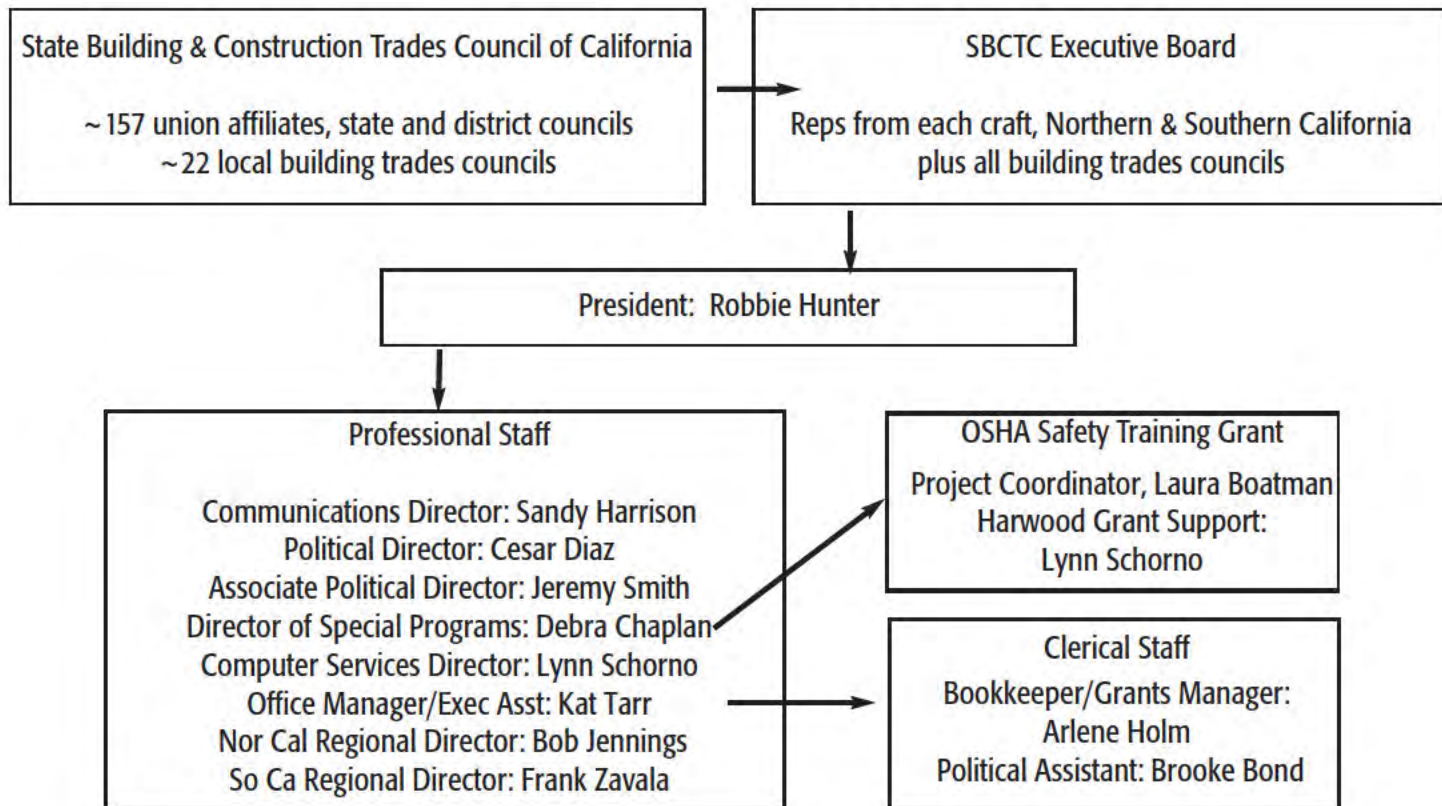
timely and accurate manner. And we always look forward to our site visits with OSHA staff. We have budgeted to have our program and financial staff attend the Orientation meeting and the program staff will stay on for the Trainers Exchange in Washington, D.C.

7) Work Plan Quarterly Projections

Activities Timeline	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Activities	Oct. 1, 2016 – Dec. 31, 2016	Jan. 1, 2017 – Mar 31, 2017	Apr 1, 2017 – June 30, 2017	July 1, 2017 – Sept. 30, 2017
Convene Advisory Board meetings (in-person or on phone)				
Set TOT schedule for 3 TOTs				
Conduct training needs assessment				
Develop training materials				
Obtain OSHA approval of TOT training materials and handouts				
Translate curriculum into Spanish				
Obtain OSHA approval of Spanish-language translations				
Conduct Outreach and Logistics for three TOTs				
Hold 3 TOTs (Northern, Central and Southern California)			3 TOTs 45 trainees	
Conduct outreach for hazard awareness seminars on Focus Four and possibly other topics.				
Hold Hazard Awareness seminars.			1-5 Seminars 45 people	1-5 Seminars 45 people
TOT participants complete & report on second-tier training			400 second-tier trainees	500 second-tier trainees
SBCTC observes 4-6 second-tier trainings				
Follow-up with trainees for 2 nd tier training support (newsletters, phone, e-mail)				
Needs Assessment for coming year training				
Level 3 Evaluation survey written, sent to trainers/trainees				
Year-end close-out report				

State Building and Construction Trades Council

Organizational Chart (as of June, 2016)



State Building and Construction Trades Council of California
2016/2017 Budget Backup

	Admin	Program	TOTAL
A. PERSONNEL			
Debra Chaplan Project Director Salary reflects 12 mo. @ 10% 7800/mo FTE <i>Oversees administration and program and work with subcontractor; reviews materials, develops promotions and videos, helps with outreach and advisory committee</i>	\$4,680	\$4,680	\$9,360
Laura Boatman Project Coordinator Salary reflects 12 mo @ 60% 6550/mo FTE <i>Develops curriculum, conducts TOT and seminar trainings, follow-up with trainers, conducts evaluations and needs assessments, oversees work of Project Assistant.</i>	\$4,716	\$42,445	\$47,160
Lynn Schorno Project Assistant/Meeting Planner Salary reflects 6 mo@50% /6 mo@10% 5000/mo FTE <i>Coordinates logistics and registration for TOTs, manages outreach to potential participants, works with project coordinators on program planning, updates website, and disseminates outreach about the program</i>	\$0	\$18,000	\$18,000
Arlene Holm Grants Administrator Salary reflects 12 mo @ 10% 5909/mo FTE <i>Responsible for financial record-keeping, draw-downs, bill-paying</i>	\$7,091	\$0	\$7,091
TOTAL SALARIES	\$16,487	\$65,125	\$81,611.80
B. BENEFITS Benefits - 30% of salaries <i>Includes: payroll taxes, health & welfare, 401(K)</i>	\$4,946	\$19,537	\$24,483
TOTAL BENEFITS	\$4,946	\$19,537	\$24,483
TOTAL WAGES & BENEFITS	\$21,433	\$84,662	\$106,094

State Building and Construction Trades Council of California
2016/2017 Budget Backup

	Admin	Program	TOTAL
C. TRAVEL			
Local Mileage (2500 mi @ 56.5¢/mile + bridge tolls)		\$1,500	\$1,500
Airfare (Sacto. To So Cal. for trainings) 1 @ 3 trips @ \$232/trip		\$696	\$696
Hotel (4 nights/1 persons @ \$160)		\$640	\$640
Rental Car (\$100/day @ 8 days)		\$800	\$800
Per Diem expenses (\$60/day @ 8 days)		\$480	\$480
Airfare (Cal to Wash DC) - 1 mtgs/2 ppl ea @ \$500/pp	\$1,000		\$1,000
Hotel Wash DC (Program staff-4 nts @ \$200/night)	\$800		\$800
Hotel Wash DC (Finance staff-2 nts @ \$200/night)	\$400		\$400
Per Diem expenses (\$70/day -- 1@3 days, 1@5 days)	\$560		\$560
TOTAL TRAVEL	\$2,760	\$4,116	\$6,876
	Admin	Program	TOTAL
D. SUPPLIES			
Duplication/Photocopier	\$40	\$200	\$240
<i>Outreach leaflets/applications & follow-up materials</i>			
Supplies	\$100	\$500	\$600
<i>Misc. for office and trainings</i>			
Training Binders (110-2 in.) plus inserts		\$910	\$910
Demonstration tools & products		\$300	\$300
Postage/Shipping		\$200	\$200
TOTAL SUPPLIES	\$140	\$2,110	\$2,250
E. CONTRACTUAL			
UC Berkeley/LOHP		\$29,500	\$29,500
<i>(See letter attached: Responsible for consultation and reviewing curriculum, carrying out 3 TOTs and 4 Hazard Awareness Seminars (English & Spanish.)</i>			
TOTAL CONTRACTUAL	\$0	\$29,500	\$29,500

State Building and Construction Trades Council of California
2016/2017 Budget Backup

	Admin	Program	TOTAL
F. OTHER			
Rent (\$2.06/sf @ 160 sf)	\$3,960	\$0	\$3,960
Telephone/Modem/ISP		\$1,200	\$1,200
Duplication/TOT Binders & Flash drives		\$5,400	\$5,400
<i>Binders duplication, plus a flash drive of the power-point for all trainers at TOTs</i>			
Duplication/Factsheets		\$1,200	\$1,200
Spanish Translation of curriculum powerpoint and factsheets		\$3,500	\$3,500
Video Production		\$3,800	\$3,800
Website: Add to safety and health section/Develop interactive tools/Translate into Spanish		\$1,220	\$1,220
TOTAL OTHER	\$3,960	\$16,320	\$20,280
TOTAL DIRECT COST	\$28,293	\$136,708	\$165,000

\$165,000

CALCULATION OF RATIOS

A. Total Administration	\$ 28,293
B. Total Program	\$ 136,708
C. Total Project Cost	\$ 165,000

**Ratio of Administration to
Total Project Cost (C/A) 17.15%**

Maximum cost per trainee (990+ trained)	\$166.67
Maximum cost per training hour (1717+ hours)	\$96.10

**State Building &
Construction Trades Council
of California**

• • •

**Evidence of
Non-Profit
Status**

February 2, 1956

Commissioner of Internal Revenue
Washington 25, D.C.

(Exempt Organisation Branch)

Dear Sir:

In separate rulings issued by your agency dated September 6, 1940 and July 21, 1944, exemptions from Federal Income Tax were granted to the American Federation of Labor and the Congress of Industrial Organizations respectively. The rulings, based on Section 101 (1) of the Internal Revenue Code of 1939, which corresponds to Section 501 (c) (5) of the 1954 Code also included exemptions for all departments, directly affiliated unions, as well as state, territorial and local central bodies of the AFL and CIO.

Since that time exemptions under the same sections have been granted annually by the Bureau to those departments, directly affiliated unions and state, territorial and central bodies chartered by the parent organization during the preceding twelve months. Report has also been made to the Bureau of those groups whose charters had been cancelled during the year.

The American Federation of Labor and the Congress of Industrial Organizations have now merged, effective December 5, 1955, into a single combined organization. As there have been no changes in the character, purpose or method of operation of the parent organization and its affiliates, the filing of the below noted data is submitted under the single name of the American Federation of Labor and Congress of Industrial Organizations.

We submit herewith a list in duplicate showing the names, numbers, and addresses of all organizations directly affiliated with the AFL-CIO, all state, territorial and local central bodies, in addition we are submitting a list in duplicate of additions and cancellations of all affiliates of all departments of the AFL-CIO for the year, 1955.

AF-2
1-1

2. Cont.

It is understood by the AFL-CIO that all of the listed affiliates are required to file, annually, information returns on Form 990 with the District Director of Internal Revenue for the respective districts so long as the exemption remains in effect.

For the information of your agency, we file herewith a copy of the current constitution of the American Federation of Labor and Congress of Industrial Organizations.

Very truly yours,

William S. Schnitzler
Secretary-Treasurer
American Federation of Labor and
Congress of Industrial Organizations



U. S. TREASURY DEPARTMENT
WASHINGTON 25

OFFICE OF
COMMISSIONER OF INTERNAL REVENUE

ADDRESS ONLY TO
COMMISSIONER OF INTERNAL REVENUE
WASHINGTON, D. C.

AND REFER TO

T:R:PSO:E

KLS

MAR 6 - 1956

American Federation of Labor and
Congress of Industrial Organizations
901 Massachusetts Avenue., N. W.
Washington, D. C.

Gentlemen:

We have your letters of February 2, 1956, and February 3, 1956, submitting information for our use in determining your status, and that of your subordinate affiliated unions and councils, with respect to exemption from Federal income tax.

The information shows that you were formed by an agreement to merge dated February 7, 1955, effective December 5, 1954, between the American Federation of Labor and the Congress of Industrial Organizations, which agreement was incorporated by reference into your constitution. You submitted two copies of your constitution; lists showing the names, numbers, and addresses of all subordinate organizations directly affiliated with your organization as of December 31, 1954; and other lists and copies of letters relating to changes made in such organizations during 1955.

The information submitted is not in such form as to meet our requirements, and you are therefore requested to furnish the following:

1. An application for exemption, Form 1024, which is the form designed by the Internal Revenue Service for use by organizations applying for exemption under section 501(a) of the 1954 Code as organizations described in section 501(c)(5) relating to labor organizations, among others. Two copies of Form 1024 are enclosed for your convenience, one of which you may keep. The other copy should be completed as provided therein and sent to this office (rather than to your District Director as the form indicates).
2. Six copies of the complete list of your subordinate units as of December 31, 1954, showing their names, numbers and addresses (either numerically or alphabetically), arranged in geographical order, and according

PF-2
7-1

2 - American Federation of Labor and
Congress of Industrial Organizations

to the type of organization (that is, unions, councils, etc.), For your convenience the lists heretofore submitted are returned.

3. A copy of the form of charter or certificate of affiliation issued by you to your subordinate unions, councils, etc., under Article III, section 7 of your constitution.
4. A statement by one of your principal officers setting forth all of the facts as to the form of organization, purposes, and method of operation of your subordinate units.

The lists called for under item 2 above should not include the names of your affiliated national and international unions which (under Article III, section 7, of your constitution) are entitled to have their "autonomy, integrity and jurisdiction protected and preserved." If such autonomous organizations wish to claim exemption from Federal income tax, the status of each such organization should be established separately by the filing of an appropriate exemption application with the supporting evidence called for therein.

The above information should be submitted to this office within thirty days from the date of this letter, marked for the attention of T&R:EC:E-115.

Very truly yours,

Chief, Pensions and
Exempt Organizations Branch

Enclosures:

Lists

Forms 102L (3)

March 26, 1956

Mr. P. Henry Needham, Chief
Pensions and Exempt Organizations Branch
Office of Commissioner of Internal Revenue
Washington 25, D. C.

Dear Mr. Needham:

In response to your communication of March 6, 1956 and in particular with reference to the request contained in paragraph three, sub-section four thereof, I submit this statement setting forth all of the facts as to the form of organization, purposes, and method of operation of the subordinate units of the American Federation of Labor and Congress of Industrial Organizations.

The American Federation of Labor and Congress of Industrial Organizations has three types of affiliates: national and international unions, state and local central bodies and directly affiliated local unions (organizing committees and national councils). In addition, the Constitution of the Federation provides for departments of the AFL-CIO known as trade and industrial departments.

National and international unions are autonomous organizations affiliated with the Federation and are not considered subordinate organizations as are those other organizations noted above and discussed below which are chartered by and are directly subordinate to the Federation.

Trade and industrial departments are subordinate organizations and consist of the following: Building and Construction Trades department, Metal Trades department, Union Labor and Service Trades department, Maritime Trade department, Railway Employees department and Industrial Union department. Each department manages and finances its own affairs.

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2-1

Mr. P. Henry Needham, Chief

- 2 -

March 26, 1956

The departments have their own officers and when required, staffs, and are financially supported by the organizations who affiliate with them. The AFL-CIO Constitution requires that the departments conform to and be administered in the same manner as the laws and procedures governing the Federation. No department can enact any laws, rules or regulations which are in conflict with the American Federation of Labor and Congress of Industrial Organizations.

Departments of the Federation are considered as the official method of the AFL-CIO for transacting that portion of the Federation's business as indicated in the name of the department. A department, through its officers, must submit periodic reports to the Federation as to its condition and accomplishments. Department headquarters are required to be in Washington, D.C. and in the Federation's Headquarters Building.

State and local central bodies of the AFL-CIO are subordinate to and creatures of the Federation. Central bodies are established on a state, territorial, city or other regional basis as determined by the Federation acting through the Executive Council. Central bodies, which are supported financially by the groups affiliated with them, are composed of locals of national and international unions and organizing committees affiliated with the Federation, directly affiliated local unions, local central bodies within geographic limits of state and regional bodies and such other subordinate bodies as the Executive Council may determine are eligible for affiliation. Officers are elected from the delegates to the Central Body.

The purpose and work of a central body is to within their respective areas; assist in furthering appropriate objects and policies of the AFL-CIO; to serve as a means of exchanging information among the affiliated bodies; to provide aid and assistance to affiliated local unions; to encourage the formation of other central bodies; and to engage in such other activities as are consistent with the objects and principles set forth in the Constitution of the AFL-CIO and the policies of the AFL-CIO.

The Executive Council of the Federation issues rules which govern the conduct, activities, affairs, finances and property of central bodies and provide procedures for their discipline; upon dissolution of a central body all of the funds and property revert in trust to the Federation.

Mr. P. Henry Needham, Chief

- 3 -

March 26, 1956

Directly affiliated unions (organizing committees and national councils) are directly chartered by the Federation and are subordinate bodies thereof. The organizations falling into this category are unions within the full meaning of the word but have no national or international union affiliation. They are the collective bargaining representative of their members and are financially supported by membership dues. From time to time these directly affiliated unions may be merged with national or international unions or may become new national or international unions. In both instances, the unions cease to be directly affiliated unions and relinquish their subordinate status in the Federation as they become autonomous organizations. The Federation issues rules governing the conduct, activities, affairs, finances and property of these groups and in the event of dissolution is entitled to all such property.

The American Federation of Labor and Congress of Industrial Organizations derives its revenue from the above mentioned affiliates by various fees and per capita tax payments as required by the Constitution.

I trust that the information included herein will supply sufficient facts for your purpose.

Sincerely yours,

WILLIAM F. SCHWITZLER
Secretary-Treasurer
AFL-CIO

ACCOUNTING SYSTEM CERTIFICATION

The **State Building and Construction Council of California** certifies that our accounting system provides for the following:

1. Accurate, current and complete disclosure of the financial results of each federally sponsored project.
2. Records that identify adequately the source and applications of funds for federally sponsored activities.
3. Effective control over and accountability for all funds, property and other assets.
4. Comparison of outlays with budget amounts.
5. Written procedures to minimize the time elapsing between the transfer of funds
6. Written procedures for determining the reasonableness, allocability and allowability of costs.
7. Accounting records, including cost accounting records, that are supported by source documentation

Robert Hunter

Signature

President

Official Title

State Building and Construction Trades Council Previous State and Federal Grants

1999-2002	State of California, Department of Health Services	Tobacco Education Grant "BUILT" program	\$1,500,000
2002-2004	State of California, Department of Health Services	Tobacco Education Grant "BUILT" program	\$1,000,000
2004-2007	State of California, Department of Health Services	Tobacco Education Grant "BUILT" program	\$800,000

2001-2002	State of California, Workforce Investment Act	Building California Construction Careers (BC3)	\$560,000
2002-2003	State of California, Workforce Investment Act	BC3 – Foster Care pilot project	\$170,000
2003-2004	State of California, Workforce Investment Act	BC3 – Education project	\$300,000
2004-2006	State of California, Workforce Investment Act	BC3 – Education & community outreach project	\$275,000
2006-2008	State of California, Workforce Investment Act	BC3 – Education & community outreach project	\$250,000

2000-2001 2001-2002	OSHA Susan Harwood Grant	Targeted Training: Tailgate trainings that work	\$160,000 \$126,000 (renewal)
2003-2004 2004-2005	OSHA Susan Harwood Grant	Targeted Training: Noise & Hearing conservation	\$176,500 \$92,220 (renewal)
2007-2008	OSHA Susan Harwood Grant	Targeted Training: Focus Four Hazards	\$195,000
2009-2011	OSHA Susan Harwood Grant	Targeted Training: Focus Four Hazards	\$249,968
2011-2012	OSHA Susan Harwood Grant	Capacity Building Developmental	\$185,000
2012-2013	OSHA Susan Harwood Grant	Capacity Building Developmental	\$175,500
2013-2014	OSHA Susan Harwood Grant	Capacity Building Developmental	\$175,750
2014-2015	OSHA Susan Harwood Grant	Capacity Building Developmental	\$175,750

2010-2011	Center for Construction Research & Training/NIOSH	Small Study Grant: Ergonomics in Construction	\$30,000
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June 13, 2016,

Robbie Hunter, President
State Building and Construction Trades Council of California (SBCTC)
1225 8th Street, Suite 375
Sacramento, CA 95814

Dear Robbie,

On behalf of the Labor Occupational Health Program (LOHP) at the University of California, Berkeley, I want to express our commitment to collaborate with the State Building and Construction Trades Council of California (SBCTC) on their proposed OSHA grant. We are pleased to continue offering LOHP's experience and expertise in health and safety to help you provide important information to your members.

LOHP and the SBCTC have had a successful collaboration for over two decades. In 1993 LOHP, the SBCTC and the Association of General Contractors developed one of the first construction tailgate training guides in the nation: *Tailgate Meetings That Work*. Since 2001 LOHP has collaborated with the Building Trades on several successfully funded OSHA training projects.

We look forward to working with you on your proposed OSHA training project. You have a proven track record training construction workers on critical health and safety issues. Your proposed training project addresses important health hazards for California construction workers.

Specifically, under our fee for service agreement of \$29,500, LOHP will provide the following services from October 1, 2016-September 30, 2017:

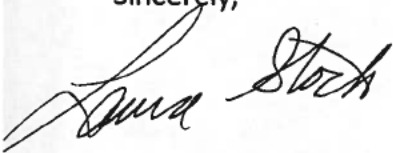
- Curriculum consultation and review
- Library research--web search for training resources; statistical data; identify training videos
- English TOT planning/prep time
- Conduct 3 English two-day TOTs
- Conduct 2 English Hazard Seminars (3-4 hours each)
- Review Spanish translation
- Spanish awareness training planning/prep

- Conduct 2 Spanish Hazard Seminars (3-4 hours each)
- Phone consultation throughout the year

(Fees include travel and lodging for one, 2 day TOT in So CA. Auto mileage is included to conduct training in Sacramento and the greater Bay Area.)

We have greatly enjoyed our past collaborations with the SBCTC and look forward to working with you on this important project. We wish you the very best of luck securing funding for your proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "Laura Stock", written in a cursive style.

Laura Stock, MPH
Director, Labor Occupational Health Program
School of Public Health, Center for Occupational & Environmental Health
University of California, Berkeley

SBCTC – Construction Training, 2016-2017

Scope of Work

Labor Occupational Health Program, School of Public Health, University of California, Berkeley, 2016-17)

Activities performed by LOHP

- LOHP librarian web research 4 days
-training resources, statistical data, videos
(This does not include producing charts, graphs, etc.)
- Curriculum consultation & review 4 days
(in Quarter 1, not technical review)
- English TOT planning/prep 2 days
- Conduct 3 English TOTs (2 days each TOT) 7 days
-includes travel time (1 day)
- Teach 2 English hazard awareness classes (3-4 hrs. each) 2 days
-includes travel time
- Review Spanish translation (translator makes corrections) 2 days
- Spanish hazard awareness planning/prep time 2 days
- Teach 2 Spanish hazard awareness classes (3-4 hrs. each) 2 days
-includes travel time
- Project phone consultation (during year) 3 days

Total days 28 days

Travel Cost = \$1500 total

- One round trip to So CA \$1050 (includes 2 nights hotel, airfare, ground transportation, airport parking, and meals)
- Local travel = \$450 (782 miles @\$0.575/mile)
(Bay Area and Sacramento)

Grand Total (\$1000 day x 28 days = \$28,000 + travel) \$29,500

DEPARTMENT OF INDUSTRIAL RELATIONS
DIVISION OF OCCUPATIONAL SAFETY AND HEALTH*Headquarters Office*1515 Clay Street, 19th Floor

Oakland, CA 94612

Tel: (510) 286-7000 Fax: (510) 286-7037

*Juliann Sum, Chief*

June 2, 2016

Attn: Donna Robertson
U.S. Department of Labor
Directorate of Training and Education
Division of Educational Programs
2020 S. Arlington Heights Road
Arlington Heights, IL 60005-4102

I am writing to express the support of the California Division of Occupational Safety and Health (Cal/OSHA) for the application of the State Building and Construction Trades Council of California (SBCTC) for funding for a Susan Harwood capacity building grant. The SBCTC has been highly effective in offering education on injury and fatality prevention for unions, employers, and workers throughout the state.

Cal/OSHA supports the SBCTC in their proposed plan, which includes a new construction training program on the topic of protection from overexposure to silica. Cal/OSHA will assist the SBCTC by providing information, materials review, technical consultation, and guest speakers for training sessions. Strengthening training and knowledge of health and safety standards for workers in construction is a high priority for Cal/OSHA. Collaborating with the SBCTC program contributes greatly to this overall goal.

The State Building and Construction Trades Council has achieved great success in bringing effective, high-quality training to a diverse, hard-to-reach audience in the construction industry. We strongly urge you to continue funding this grant, and we look forward to joining forces again to protect the lives of workers statewide. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Juliann Sum".

Juliann Sum, Chief
Cal/OSHA

State Building and Construction Trades Council of California 2016 OSHA Grant Endorsements

The following unions, apprenticeship programs, and contractors and contractor organizations signed a statement of support for the State Building and Construction Trades Council of California's (SBCTC) 2016 application for a Susan Harwood Capacity Building Developmental grant. They agreed that, *"In the past, the SBCTC has provided high quality, hands on, interactive training that's very effective with construction workers. It would be of significant benefit to our organization, its members, and the industry generally to have the SBCTC serve as a resource for safety and health information and training for the California construction industry on an on going basis."*

Building Trades Councils

Kern, Inyo, Mono Building Trades Council (John Spaulding)
Imperial County Building and Construction Trades Council (Sterling Mayes)
Santa Clara and San Benito Counties Building and Construction Trades Council (Josue Garcia)
Contra Costa Building Trades Council (Greg Feere)
Fresno, Madera, Kings, Tulare Counties Building Trades Council (Chuck Riojas)
Building and Construction Trades Council of San Mateo County

International Union Reps/District Councils

District Council of Ironworkers—Pinole
United Association of Plumbers and Pipefitters International Representative (Robert Lamb)

Local Unions

Boilermakers Local 549
Bricklayers and Allied Crafts Local 3
Drywall Finishers Local 1136
Electrical Workers (IBEW) Local 40—North Hollywood
Electrical Workers (IBEW) Local 440—Riverside
Electrical Workers (IBEW) Local 595—Stockton
Electrical Workers (IBEW) Local 595—Dublin
Electrical Workers (IBEW) Local 428—Bakersfield
Electrical Workers (IBEW) Local 569—San Diego & Imperial Counties
Electrical Workers (IBEW) Local 617—San Mateo
Electrical Workers (IBEW) Local 302—Contra Costa County
Ironworkers Local 155—Fresno
Ironworkers Local 433—City of Industry
Ironworkers Local 229—San Diego
Laborers Local 67
Operating Engineers Local 3
Plasterers and Cement Masons Local 300
UA Steamfitters Local 250—Gardena

Local Unions (cont.)

UA Plumbers and Pipefitters Local 484—Ventura
UA Plumbers, Pipe and Refrigeration Fitters Local 246—Fresno
UA Plumbers and Steamfitters Local 230—San Diego
UA Plumbers and Pipefitters Local 403—San Luis Obispo
UA Plumbers and Pipefitters Local 447—Sacramento
UA Plumbers and Steamfitters Local 228—Yuba City
Sheet Metal Workers Local 104—San Ramon
Sheet Metal Workers Local 104—Sacramento
Sheet Metal Workers Local 105—Glendora
Teamsters Local 431

Joint Apprenticeship Training Committees

Bricklayers and Allied Crafts Local 3
Carpenters Training Committee
Kern County Electrical Apprenticeship and Training Center
Southern California Floor Covering JATC Local 1247
Field Ironworkers Apprenticeship—Dick Zampa
Field Ironworkers Apprenticeship—Fresno
Operating Engineers JATC Local 3
Fresno Sheet Metal Workers JATC
Northern California Teamsters Apprentice Training and Education Fund

Contractor Associations

Associated General Contractors of California
Construction Employers Association
California Professional Association of Specialty Contractors
National Electrical Contractors Association—Kern County Chapter
California Association Sheet Metal and Air Conditioning Contractors

Contractors

Blach Construction
Dynalectric
Hensel Phelps
Shimmick Construction Company, Inc
Syblon Reid

BIOGRAPHICAL SKETCH

NAME (b) (6)		POSITION TITLE Director of Special Programs	
EDUCATION/TRAINING (Begin with baccalaureate or other initial professional education, such as nursing, and include postdoctoral training.)			
INSTITUTION AND LOCATION	DEGREE (if applicable)	YEAR(s)	FIELD OF STUDY
University of California at Santa Cruz	B.A.	(b) (6)	History
New School for Social Research, New York, NY	M.S.	(b) (6)	Non Profit Management

A. PROFESSIONAL EXPERIENCE

1998-Present	Director of Special Programs , State Building and Construction Trades Council of California, Sacramento, CA
1994-1998	Executive Director , The Working Group, Oakland, CA
1992-1994	Development Director , Alameda County Community Food Bank, Oakland, CA
1988-1992	Development Director , New York Committee for Occupational Safety and Health, New York, NY
1986-1988	Program Manager , Volunteer Opportunities, New York, NY
1984-1986	Co-proprietor , Diane Becker Promotional Services, New York, NY
1982-1984	Development Director , New York Mobilization for Survival, New York, NY
1981-1982	National Campaign Organizer , Fund for Open Information and Accountability, New York, NY
1980-1981	Assistant to the Director , Nuclear Information and Resource Service, Washington, D.C.
1979-1980	Research Associate/Senior Interviewer , Applied Management Sciences, Silver Spring, MD
1977-1979	National Conference Coordinator , United States Student Association, Washington, D.C.

B. PARTIAL LIST OF PROFESSIONAL ACTIVITIES AND PRESENTATIONS

2000-2002 & 2003-2005, 2007,2008, 2009-2011	Project Director, Susan Harwood Grants. OSHA, USDOL: Construction Hazards Education Project; HUSH (Hardhats United to Save Hearing.); Focus on Safety: Preventing the top four causes of construction fatalities
1999-2007	Project Director, BUILT, funded by the California Department of Health Services. Oversee staff and budget, liaison with evaluators and other consultants and coordinate national outreach for this Toxics and Tobacco education at construction worksites project. Includes presentations at the National Conference on Tobacco or Health, California Apprenticeship Council, and the Organized Labor and Tobacco Control Network, and poster session "Countering tobacco influences and creating smoke-free environments: Tobacco prevention for construction workers in California" at 2000 American Public Health Association Conference.

2003-2008	Director of Building California Construction Careers (BC3), a state-wide outreach campaign to promote construction careers to youth and communities.
2002, 2003, 2004, 2011	Panelist on Women in the Building Trades, National Building Trades Dept. Legislative Conferences, Washington, D.C.
2002-present	Coordinator, Women Can Build California and the Nation, a State Building Trades outreach and education project with current and potential tradeswomen. Includes coordination of statewide (and now, nation) conference, and video/brochure/poster marketing packages.
1995-1998	As Executive Director of The Working Group, was responsible for managing the budget, fundraising, liaison with Board of Directors, and staff management for this union-based media production company. Staff Director, Not in Our Town Campaign, a nationwide educational campaign against hate violence.
1989-1991	Director, National COSH Network. Producer of First Workers' Memorial Day event in New York City.

C. ADVISORY COMMITTEE AND PROFESSIONAL ASSOCIATION MEMBERSHIPS

2010-Present	Board Member, Worksafe
2005-Present	Advisory Board Member: Center for Occupational and Environmental Health University of California, School of Public Health – EHS, UC Berkeley
2002-Present	Vice-President, Tradeswomen, Inc.
1999-2003	Vice President, Western Labor Communications Association
1998-Present	Member, Teamsters Local 853

D. PUBLICATIONS & VIDEOS

Contributor	Toxics and Tobacco on the Job, a Construction Workers Guide, plus several craft specific supplements. Produced by the BUILT project (2001-2007)
Video Producer	Building the Future with Project Labor Agreements (2010) Building Green Skills (2009) Construction U (2006) Project Stabilization Agreements: Education's Best Secret Bridge Builders: Celebrating the Al Zampa Bridge (2004) Building Trades: Pride, Power, Persistence (2004) Do You Have What It Takes (2003) Women Can Build California (2002) The State Building Trades Council: Building the Century (2001) Project Labor Agreements: A Homerun for Your Community (2000) To 2000 and Beyond (2000)
Editor	Hunger In Alameda County, a report by the Alameda County Community Food Bank, 1993

BIOGRAPHICAL SKETCH

NAME (b) (6)		POSITION TITLE Project Coordinator	
EDUCATION/TRAINING (Begin with baccalaureate or other initial professional education, such as nursing, and include postdoctoral training.)			
INSTITUTION AND LOCATION	DEGREE (if applicable)	YEAR(s)	FIELD OF STUDY
University of California at Berkeley	B.A.	(b) (6)	Geography
Chabot Community College	A.A.	(b) (6)	Administration of Justice

A. PROFESSIONAL EXPERIENCE

2000-present	State Building and Construction Trades Council of California, Sacramento, CA Have served as Project Coordinator on one one-year and three two-year OSHA Susan Harwood Grants; have served as Education/Outreach Director and Program Coordinator for Building California Construction Careers (BC3) program; have served as a Trainer for Building Green Skills project.
1998-2000	Program Assistant, Ergonomics Training Project, California Labor Federation, Sacramento, CA
1990-1998	Administrative Assistant, Environmental Education Center and Planning/Stewardship Department, East Bay Regional Park District, Oakland, CA

B. PARTIAL LIST OF PROFESSIONAL ACTIVITIES AND PRESENTATIONS

2007-2008, 2009-current	Project Coordinator, Focus on Safety, a federal OSHA funded train-the-trainer (TOT) program on the Focus Four Hazards in Construction. Oversaw development of curriculum; coordinated recruitment, logistics and organized four two-day TOT classes and co-taught two of these trainings in year one. Built relationships with contractors and employer associations. Serve as principal reporting person to OSHA on program activities. Assure goals are met for first and second-tier training. Current project includes six 2-day TOT sessions and numerous half-day Hazard Awareness seminars over the next two years.
2008-2009	Trainer, Building Green Skills Awareness Seminars. Developed and carried out multiple trainings to journey level workers and apprenticeship instructors from numerous crafts on the "green economy," and the need for union workers to be prepared to do the green skills needed in their craft.
2005-2007	Program Coordinator, Building California Construction Careers (BC3). Develop and carry out training programs for One Stop Staff and others about accessing career opportunities in construction. Organize and deliver workshops at conferences. Oversee statewide outreach work.
2003-2005	Program Coordinator, HUSH Project, funded by federal OSHA Susan Harwood Training Grant. Conduct outreach and recruitment among building trades unions, apprenticeship programs and contractors for statewide TOT program on noise/hearing conservation in construction. Conduct workshops,

2002-2003	<p>organize trainings, build relationships with contractors and employer associations, participate in research and curriculum development, co-teach TOTs and teach hazard awareness seminars. Serve as principal reporting person to OSHA on program activities. Assure goals are met for first and second-tier training. Develop and distribute noise hazard awareness fact sheet.</p> <p>Education/Outreach Director, BC3 program, funded through the Workforce Investment Act. Statewide multi-media project to educate the public about career opportunities in the construction trades. Organize and conduct presentations for public schools, local Workforce Investment Boards, labor leaders, educators, Community College administrators, foster youth, Independent Living Programs, Special Population Conference, TechPrep School-to-Career conferences and pre-apprenticeship programs. Help to create: website for program; “Do You Have What It Takes” video; informational materials. Explore existing pre-apprenticeship programs and curricula and recommend best practices.</p>
2000-2002	<p>Program Coordinator, Construction Hazards Education Project, funded by federal OSHA Susan Harwood Training Grant. Conduct outreach and recruitment among building trades unions, apprenticeship programs and contractors for statewide TOT program on targeted topic of how to conduct effective tailgate training for construction workers. Conduct TOT workshops, organize trainings, build relationships with contractors and employer associations, participate in research and curriculum development, produce training materials, follow-up on second-tier training. Serve as principal reporting person to OSHA on program activities.</p>
1998-2000	<p>Program Assistant, Ergonomics Training Project, funded by federal OSHA Susan Harwood Training Grant. Conduct outreach and recruitment among general industry unions for statewide train-the-trainer program on targeted topic of workplace ergonomics. Organize trainings and materials, track trainer progress on second-tier training. Co-produce statewide health and safety conference “Organizing for Safety”.</p>

C. ADVISORY COMMITTEE AND PROFESSIONAL ASSOCIATION MEMBERSHIPS

2005-present	Advisory Board, Workers Occupational Safety and Health Training Program
2003-2006	Participate in Division of Occupational Safety & Health Noise advisory meetings as needed.
2003	Governor’s Task Force on Homelessness
2002	State Occupational Health Advisory Committee on “Build Safe” training project
2000-Present	Member Teamsters Local 853
1998-2000	Member OPEIU Local 3
1990-1998	Member AFSCME Local 2428
