

**GOSOLARSF  
WORKFORCE DEVELOPMENT REQUIREMENTS**

**MAY 1, 2010**

**INTRODUCTION**

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On July 1, 2010, the Office of Economic and Workforce Development will implement program enhancements including the extension of the GoSolarSF incentive to non-installation occupations, the addition of an On-the-Job training wage subsidy, and the creation of a single point of contact for GoSolarSF Employers to find qualified workers. Further, OEWD will implement additional program requirements for the GoSolarSF program that are designed to incentivize the hiring of additional workers in the solar industry.

This document articulates the new compliance targets and program changes that will result from the expansion of the GoSolarSF program to non-installation occupations.

This memo articulates 3 program changes to the GoSolarSF Program.

- (1) The expansion of the GoSolarSF program to include non-installation positions.
- (2) The creation an On the Job Training Program that is subsidized by OEWD
- (3) Consolidation of all Workforce Development Referrals through TrainGreenSF
- (4) The addition of new compliance targets

**EXPANSION TO NON-INSTALLATION POSITIONS**

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The GoSolarSF program will be expanded to include non-installation positions. This refers to all other *skilled* occupations that are not based on installation project sites. This may include clerical and administrative positions, receptionists, marketing and sales, warehouse and logistics, delivery and transportation, accounting, finance, in addition to professional positions.

Hours worked by non-installation workers will be credited toward the compliance targets as outlined in section 4 of this document.

## **CREATION OF AN ON-THE-JOB-TRAINING WAGE SUBSIDY**

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OEWD will pilot a new subsidized On-the-Job Training (OJT) component of GoSolarSF that will reimburse employers up to 50% of the wage paid to GoSolarSF hires during a negotiated “training” period. OEWD will reimburse wages up to \$3,000.

Employers will receive a \$3,000 OJT wage subsidy per worker for all workers that are hired through GoSolarSF program for both installation and non-installation positions. Employers will enter into a contract with an OJT agent who will assist them in creating a training plan for all positions. During a negotiated “training” period, employers will provide GoSolarSF hires with on-the-job training. Wages will be reimbursed to Employers on a monthly basis equal to 50% of the wage of each GoSolarSF worker until the \$3,000 cap is met.

Employers must agree to employ each GoSolarSF worker for a period of 3 months after the negotiated contract period expires, and agree to provide monthly reports on the progress of the worker.

OJT wage subsidies will be offered to Employers for workers that are hired during the pilot period of July 1, 2010 and December 1, 2010. OEWD may renew the subsidy beyond the pilot period pending the availability of resources.

Employers may “opt-out” of the OJT program component if they so choose.

## **CONSOLIDATION OF WORKFORCE REFERRALS THROUGH TRAINGREENSF**

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As of July 1, 2010, OEWD will consolidate all workforce referrals for the GoSolarSF program through TrainGreenSF. TrainGreenSF is City and County of San Francisco’s newly launched green collar job training and job placement initiative.

TrainGreenSF provides job training in energy efficiency, solar, recycling and transportation (driving). TrainGreenSF will be the single point of contact for GoSolarSF Employers to:

- 1) Process On-the-Job training contracts Pre-screen qualified candidates for solar-installation and non-installation positions
- 2) Identify and provide any training needs for new-entry and incumbent workers.

Employers will work with TrainGreenSF’s business services specialists to meet their workforce needs. Employers will provide job-vacancy notices and qualifications to TrainGreenSF who will prescreen and refer candidates who meet the qualifications desired for each vacancy.

TrainGreenSF will also work with the existing GoSolarSF workforce development referral agencies to offer their clients access to training and the GoSolarSF program.

## PROGRAM REQUIREMENTS

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As of July 1, 2010 the GoSolarSF workforce development compliance targets and program requirements will be changed to the following:

### **Entering into a Participation Agreement**

- Employers will be asked to enter into a new participation agreement that includes:
  - Employers will be asked to submit a workforce projection for all hires between July 1, 2010 and December 1, 2010.
  - Employers will be asked to work with TrainGreenSF to articulate a “training plan” for the “on-the-job training” positions.

### **Project Hour Compliance Target**

- The compliance target will be increased to 50% of the sum total of all project hours performed on GoSolarSF installations.
- The “touch every site” requirement would be eliminated.

### **Minimum Hiring Requirements**

- Employers must hire at least one non-installation worker from the designated workforce development agency, TrainGreenSF.
- The contractor must employ at least one GoSolarSF solar installer throughout participation in the program. Previously hired GoSolarSF installers hired would “count” toward this requirement.

### **Job Quality Targets for All GoSolarSF Workers (for both Installation and Non-Installation positions)**

- Each GoSolarSF non-installation worker must be employed at least 80%-time based on a 40 hour work week.
- Minimum pay of \$15.00.
- Must receive same benefits as other employees in similar classification and/or that perform similar work.
- Must receive similar pay as other employees in similar classifications and/or that perform similar work.

### **For Employers Participating in the On-the-Job Training Program**

- Employers must pay GoSolarSF workers the prevailing wage for each worker
- Employers must provide GoSolarSF workers with On-the-Job training
- Employers must employ GoSolarSF workers for 3 months after the negotiated training period.

## Meeting the Project Hour Compliance

- The project hour compliance target is equal to fifty percent (50%) of the sum total of all project hours performed on GoSolarSF installations each month.
- One hundred percent (100%) of all hours worked by GoSolarSF Installers GoSolarSF project sites will count toward the compliance target
- Employers may apply 7 hours of work performed by each non-installation worker to each installation.
  - For example, if a contractor employees one non-installation workers, the contractor can apply 7 hours of that worker’s time to an installation site.
  - If the contractor employs two workers, the contractor can apply 14 hours (7 hours from each non-installation worker) to that installation, so on.
  - Employers may allocate up to 100% of each non-installation worker’s hours in a month.

For Example:

An Employer has three projects within a month. GoSolarSF Solar installers have only worked on two of the three GoSolarSF project sites.

GoSolarSF Projects			Non Installation Workers		
	Total Project Hrs	GoSolar Installer Hrs	Worker 1	Worker 2	Worker 3
33 Gough Street	70	30	7	7	7
50 Van Ness	62	25	7	7	7
1 Goodlett Place	76	0	7	7	7
<b>TOTAL</b>	<b>208</b>	<b>55</b>	<b>TOTAL</b>		<b>63</b>

Compliance Target: 104 hours

Hours Applied toward Target  
(Installation + Non-Installation) 118 hours