MICHIGAN DEPARTMENT OF LABOR & ECONOMIC OPPORTUNITY | **WORKFORCE DEVELOPMENT**

Work-Based Learning On-Line Management System (WBLOMS) Going PRO Talent Fund (Talent Fund) Application Employer Frequently Asked Questions

Do Employers use their Pure Michigan Talent Connect (PMTC) account information to log into the Work-Based Learning On-Line Management System (WBLOMS)?

Employers have the option to use their PMTC account credentials to log into the WBLOMS. To do this, enter the email associated with the PMTC account as the "User ID". Use the same password used to log in to PMTC.

If an employer does not have a PMTC account, they do not need to create one. Employers can create a separate login and password to use on the WBLOMS. If a separate account is created, the email used must not be associated with an existing PMTC account.

What is the preferred file format to upload the Employer Contribution Section?

Accepted file format for the Employer Contribution Section includes .docx, .doc, and .pdf. All sections of the application that allow upload of supporting documentation will clearly state which file formats are accepted.

What internet browser should be used?

Google Chrome or Microsoft Edge must be used. The WBLOMS cannot be accessed using Microsoft Internet Explorer.

What amount should be requested for the grant?

The Funding Request and Employer Contribution fields are calculated fields which are auto-populated based on the training costs entered in the Training Plan section of application.

Can Position Title be used instead of Employee Name for existing employees?

Yes, position title can be used instead of employee name for existing employees.

Can the application be sent Michigan Works! Agency (MWA) in a different geographic area?

Employers can select the MWA of their choice. They do not have to send their application to the MWA in their geographic area.

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Why can't an application be submitted after creating an account?

The employer cannot proceed with creating the application until an MWA is selected and approves the employer to move beyond account creation (i.e. name, contact information).

Is there anything to do after having been denied?

If a request for authorization to submit an application is denied by the MWA, an employer can resubmit. Contact the MWA for more information.

If the application rework is identified by the MWA, the MWA will provide recommendations via email or in the notes section of the application. The employer will then have the option to correct and resubmit the application. There is no limit to the number of times an application can be submitted to the MWA during this process.

If the MWA denies the application, then the employer cannot resubmit for the fiscal year.

Can Rationale information be uploaded?

Rationale is a required field and must be typed into the text box in each section. Although you may add supplemental documentation as an attachment, please make sure to copy and paste the documentation into the text box as well.

What are the parameters for the training dates?

Training dates must fall between January 1 – December 31 of the next calendar year. The employer will enter the planned start and end dates. To reduce errors, the system will not allow dates prior to January 1 or after December 31.

Where can I address training outside of Michigan?

This would be required in the Rationale narrative. There are no character limitations for the Rationale sections.

What if the employer only has On-the Job Training (OJT) and no classroom training to select?

If OJT is selected, providers and classroom training will not be required.