



# Employment Plan

In accordance with 10 MRSA Section 979, the Finance Authority of Maine is required to collect the following information from all applicants with more than ten (10) employees and to provide it to the Maine Department of Labor and the Maine Department of Health and Human Services.

**BUSINESS/BORROWER INFORMATION**

Business/Borrower Name
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**Name of company representative who should be contacted to follow up on employment & training issues.**

Contact Person		Title	
Mailing Address		City/State/Zip	County
Phone Number	Fax Number	E-mail Address	

**Employment Information**

Annual Salary	Number of Jobs Created in Next 12 Months	Number of Jobs Retained	% Healthcare Insurance Premium (if any) Paid by Company
< \$17,500			%
\$17,500 – \$35,000			%
\$35,000 +			%

Identify the percentage of current employees in the various job categories listed.

Office	Sales	Technical	Professional	Managerial	Production
%	%	%	%	%	%

Number of new full-time/part-time positions created as a result of FAME's assistance.

1st Year	2nd Year	3rd Year	Total
Full-Time:	Full-Time:	Full-Time:	Full-Time:
Part-Time:	Part-Time:	Part-Time:	Part-Time:

List titles and brief job descriptions for all new positions:



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**Business/Borrower Name**

**Training Information**

In what ways could a training program assist your company?

What training will your company provide?

How would wage assistance be helpful in training new employees?

What is your projected hiring schedule?

**SIGNATURE and CERTIFICATION**

I certify that I am authorized to submit this form and to the best of knowledge and belief, all information is true, complete and accurate.

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_