

Eligibility Guidelines for You/Your Organization

Eligible applicants:

1. An employer covered for workers' compensation through the Washington State Department of Labor and Industries AND addressing the occupational safety and health needs of their OWN workers.
2. A representative organization such as a:
 - a. trade association,
 - b. business association,
 - c. industry association,
 - d. employees association,
 - e. labor union, and/or
 - f. joint labor management group.

The above organization will be addressing the occupational safety and health needs of the employees for the workers/businesses that work in that represented area AND that are primarily covered for workers' compensation through the compensation through the Washington State Department of Labor and Industries.

3. An Educational institution who is working in partnership/collaboration with an organization who meets the criteria in #1 or #2
4. A third party organization (such as a consulting or training organization) who is partnering with an organization that meets the criteria in #1 or #2
5. A self-insured business that is working in partnership with an organization that meets the criteria in #1.

If your organization doesn't fit into one of the above five categories; please contact the SHIP program to discuss eligibility.

NOTE: All products produced, whether by the grantee or a subcontractor to the grantee, as a result of a SHIP grant are in the public domain and cannot be copyrighted, patented, claimed as trade secrets, or otherwise restricted in anyway.

When determining the **type of organization** consider the following:

TYPE OF ORGANIZATION	DESCRIPTION
Trade Association	Organizations that represent businesses/employers in a specific industry
Business Association	Organizations that represent businesses/employers more broadly and may include businesses/employers across multiple industries
Employer	For the purpose of SHIP grants, Employers are those entities that are seeking funding for projects that would benefit their own workplace and employees
Labor Union	Organizations that represent employees – these tend to be industry specific
Employee Organizations	Less formalized organizations that represent a group of employees *employee organizations, associations, cooperatives, and similar groups whose primary purpose is to serve the welfare of employees or to provide services to employees*
Group of Employees	One or more employees from the same employer
Joint Business/ Labor Group	A collaborative group that is both made up of business and labor groups and/or their representatives addressing needs in specific industries
*Other:	Any entity or group that is not seeking to address the needs in their own workplace, industry, trade, etc; or those not seeking to address the needs of their own employees, business or of those they represent.
- Third Party Organizations	Organizations who provide the activities outlined in the proposal as a part of the work they conduct on an ongoing basis (not directed at their own employees): - safety consultation firm - vocational counseling firm
- Educational Institution	University, college, etc.
- Self-insured Employers	Employers who are not covered under the state funded workers compensation system

***Other – If your organization fall under “other” then you will need a partner. Check with SHIP to see if you qualify.**

Generally all organizations that fall under the “**other**” category would need a partner to be eligible.

Others that may benefit from a partnership would be:

- Employee Organizations
- Groups of Employees (would likely need buy off from your employer)

Ideally, all products developed should be able to transfer or be usable by other entities doing similar types of work.

Eligibility Guidelines for Your Project/Product

Is your project designed to reduce occupational safety and health injuries, illnesses, or fatalities in your and similar workplaces?

Does your project

- Develop technical innovations or engineering controls, best practices, or education and training?
- Address specific priorities identified in the Request for Proposal (RFP)
- Foster prevention through cooperation between employers and employees or their representatives

Are there already substantially similar products available to what you are proposing?

- **Are they available in the public domain?**
 - **If there are already substantially similar products available, what is the benefit to engaging in this project?**

Project may not involve the following:

- Funds cannot be used to come into compliance with applicable safety and health or other legal requirements
- Funds cannot include activities that involve lobbying or political activities or the support or opposition or development of legislative or regulatory initiatives.
- Funds should not be utilized for the main purpose of purchasing equipment.