



WORKFORCE
INNOVATIONS, INC.

Northwest & Southwest TN Workforce Boards



ON-THE-JOB TRAINING GRANT FOR EMPLOYERS

WIOA Funding Quick Facts

On-the-Job Training (OJT) is a "hire-first" grant program. The employer agrees to hire, train, and make an effort to retain the individual upon successful completion of the training program.

HOW DOES IT WORK?

OJT provides employers with a way to have new employees gain specific skills and employment competencies through supervised experience. Workers learn the processes, work tasks, tools and methods of a specific job or group of jobs in an actual work setting.

- Businesses may be reimbursed for up to **50%** of the new employee's wages after the completion of the employee's first **320** worked hours on the job.
- We work with you to design a training plan that meets your needs; you may be able to use an existing proprietary training plan.
- You get reimbursed a percentage of wages earned by the eligible new hire during the OJT period.
- May support Apprenticeships

HOW DO APPLICANTS QUALIFY FOR OJT?

Applicants may either be pre-qualified by our office and referred to you OR you may send us applicants for eligibility screening. We'll notify you if they qualify.

HOW DO BUSINESSES QUALIFY FOR OJT?

Businesses must:

- Have been in business for at least 1 year and operate year-round
- Enjoy low employee turnover (Avg at least 50% retention rate)
- Pay an hourly wage or salary of at least \$10/hour
- Realize the benefits of investing in their employees
- Employ one or more workers

WHAT DOES OJT PROVIDE?

- Hands on training
- Payment to offset training costs
- Opportunity to train employees your way
- Investment in your company
- Opportunity for workers to earn while they learn

NEED MORE INFORMATION?

Contact the Business Services Representative for your County:



Northwest Tennessee
WORKFORCE BOARD

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Benton, Carroll, Gibson, Henry & Weakley Counties

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www.nwtjobs.org/employers/training-grants



Southwest Tennessee
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www.swtncareers.org/services-for-businesses/on-the-job-training/