

# Employee Training Grants

## Incumbent Worker Program

When workers lack needed training and businesses experience skill gaps, the company's ability to compete, expand, and retain workers can be compromised. The Employee Training Grant Program (Incumbent Worker Training), is funded by the federal Workforce Innovation and Opportunity Act (WIOA), and administered by the Workforce Investment Board of Will County addresses such needs.

***We grant money to local companies for employee training!*** We partner with your company to reduce your training costs. You choose the kind of training; which employees to train; when, where and how the training will be provided; no pre-set list of trainers, schools or classes.

Businesses must meet the following eligibility requirements to be considered for funding:

- \* Operate in Will County for a minimum of six months prior to application for funding; and have at least one full-time employee;
- \* Demonstrate financial viability and provide a match toward requested funding;
- \* Current on all state, county, and local tax obligations;
- \* Comply with the non-discrimination and equal opportunity provisions of Section 188 of the Workforce Investment Act of 1998; Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Age Discrimination Act of 1975; Title IX of the Education Amendments of 1972; and with 29 C.F. R. Part 37.
- \* Priority is given to Will County businesses that offer high skill, high wage jobs in **Healthcare, Manufacturing, Professional (Financial, Information Technology) Services, and Transportation/Distribution/Logistics (TDL)** . Certain industry sectors are not eligible for this grant.

The program will provide reimbursement grants to businesses that pay for preapproved, direct, training related costs. Awards made in response to this application will be contingent upon the availability of funds and released for the purposes authorized by this program. Funding: Company may apply for up to \$19,500 for skill-related trainings and is provided on a reimbursable basis. Reimbursement for training will only be for employees who successfully complete training.

Number of Employees	% of Company Match
50 or fewer full-time employees	10%
51-100 full-time employees	25%
101+ full-time employees	50%

*Your match may be more affordable when you consider that the wages you pay your employees during training count toward your match. In many cases, those wages will be enough on their own to make your match!*

### Broad range of training activities qualify:

- \* Tuition and school fees
- \* Training materials, books and supplies
- \* Vendor/contractor training costs
- \* Refresher courses for occupational certification
- \* From seminars to multi-week learning
- \* Fees for technical or professional certifications
- \* Existing or customized classes

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