

About Incumbent Workforce Training

What is Incumbent Workforce Training?

Incumbent Workforce Training (IWT) is a federally funded grant program designed to meet the special needs of your organization to retain a skilled workforce. IWT grant provides financial assistance for the delivery of training programs that provide your existing employees an opportunity to gain competitive skills necessary to avoid potential separation of employment.

As companies innovate, the need for workforce skills to innovate increases. The IWT program provides funding for training opportunities that increase relevant skills, so the employee can remain competitive and you can focus on continuing to grow your organization.

The Incumbent Workforce training program will help your organization identify the skill gaps and deliver the training necessary for your employees to avoid a reduction in workforce or layoff because the employee has been provided the skills to be competitive in your organization.

How does the program work?

The grant program provides 50 – 90% financial reimbursement to employers who train members of the existing workforce.

- 101 or more employees must match 50% of training cost
- 51-101 employees must match no less than 25% of the training cost
- 50 or fewer employees must match no less than 10% of the training cost
- Reimbursement is up to \$50,000
- Employee must be full-time with regular benefits
- To be eligible, the employee must have already passed the company probation period.

Employer Benefit

The Incumbent Workforce Training grant will help your organization with training and retaining your existing team members.

- The employee receives new skills and an opportunity for job pathing in the organization and increases their competitiveness.
- The company benefit is that you now have an employee that already knows your business and now has the skills to assist your organization grow and become more productive.

What are the requirements?

Organization will provide industry recognized training resulting in skill enhancement of the employed worker(s).

- Training will result in the receipt of an industry recognized skill enhancement and / or credential
- Training will result in a wage increase and provide layoff aversion
- Training will result in continued employment with benefits. Employee will register with azjobconnection.gov
- Candidate must meet Federal guidelines. The Workforce Specialists will verify the candidate eligibility

Provide the following information:

- Incumbent Workforce Training Application
- IRS employer Identification Number
- Proof of Workman’s Compensation
- Proof of Liability Insurance
- W-9 Form

