

On-the-Job Training Grants (OJT)



1. What is OJT (On-the-Job Training Grants and Wage Reimbursement)?

An OJT Grant provides wage/salary reimbursements to Employers to compensate for costs associated with skills upgrade training and loss of production for newly hired Employees. OJT Employers may receive reimbursement of 50-90% of the wage/salary of their OJT Trainees. Percentage of reimbursement and length of reimbursable period (the OJT Grant Contract period) varies respectively with size of your company and specific skills to be acquired by your Trainees.

2. What's in it for my company?

- We can assist you in recruiting OJT Grant eligible candidates – **OR** you may refer potential candidates to us to determine eligibility. **YOU** decide who to hire.
- Opportunity to bring on Employees that are eager to learn new skills and up-skill your workforce, through customized hands-on Training that **YOU** design.
- Reimbursement to **YOUR COMPANY** for costs associated with Training this new Employee(s) is calculated:
 - Employers with 1-50 employees = up to 90%
 - Employers with 51-250 employees = up to 75%
 - Employers with 251 and over employees = up to 50%
- Period of Training wage/salary reimbursement varies with specific skills to be acquired by Trainees; generally 3-6 months.
- Prompt payments with a minimum of paperwork.
- OJT Specialist to assist you through all phases of the OJT reimbursement period (OJT Contract).

3. Are there any restrictions?

Yes, there are. For example:

- You must commit to providing long-term employment at 30+ hours per week, for successful OJT Trainees, barring any unforeseen economic conditions.
- The rate of pay and benefits must be commensurate with what you pay others doing similar work.
- OJT Trainees must be unemployed and meet other eligibility and suitability requirements.

4. Next steps?

Please contact **Jim Korth, OJT Specialist** at jkorth@charlotteworks.com or **Sheila Hemphill, OJT Manager** at shemphill@charlotteworks.com to assist you in determining how an OJT Grant can work for your company.