On-the-Job Training

What is On-the-Job (OJT) Training? A hands-on training program that provides reimbursements to employers to help compensate for the costs associated with skills upgrade training of new employees.

Who can businesses hire? Applicants you send to us for eligibility screening. Applicants must have a documented skill gap for the position being filled.

How do people qualify? Interested individuals must meet eligibility guidelines which are dependent on household income and work status and have a high school diploma or equivalency diploma. Workforce Innovation and Opportunity Act (WIOA) eligibility must be determined prior to negotiation of a contract.

How does the contract process work? Interested employers submit a training outline and negotiate a contract with the Region 1 Workforce Development Board. Training hours are negotiable as appropriate to the occupation and taking into account the content of the training and the prior work experience of the participant. Minimum wage requirements are $9.00 per hour. The wage reimbursement rate will be based on the business size as directed by the sliding scale requirements as follows:

- 1-99 employees – up to 75% reimbursement
- 100+ employees – up to 50% reimbursement

For more information, please contact:

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