

WORKFORCESOLUTIONS

GREATER DALLAS

Policy Number: CM0420; rescinds Customer Service #02-08	RE: Workforce Innovation and Opportunity Act (WIOA)
Date Issued: 08-28-17	Effective Date: 08-16-17

Incumbent Worker

Background

The purpose of this policy is to define Incumbent Worker activities in accordance with the Workforce Innovation and Opportunity Act.

Policy

In accordance with WIOA, and applicable DOL and TWC policies, WFSDallas is required to define a policy for incumbent worker training. Incumbent worker training is an allowable activity providing employers an opportunity to build and maintain a skilled workforce. Such activity is limited to 20% of WIOA Adult and Dislocated worker funds to afford the cost of providing incumbent worker training. Employers are required to pay for a significant cost of the training for employees in the program.

The employer share depends on the size of the employer (at least **10%** of the cost for employers with **50 or fewer** employees, **25%** of the cost for employer with **51-100** employees and **50%** of the cost for employers with **more than 100** employees).

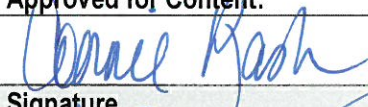
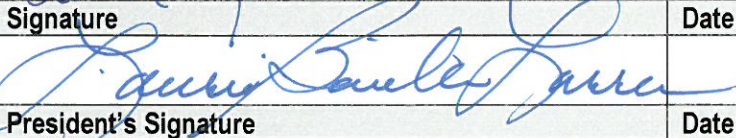
Criteria for utilization of the WFSDallas training funds include promotion or placement at a living wage (not the training wage for entry level programs), US Certified Apprenticeship training and certification/ or other substantial industry recognized training and work experience certification. Selected incumbent worker projects will place emphasis on new hire employment and alignment with WFSDallas' business services plan. All costs must be reasonable, allowable and allocable.

Action Required

This policy should be distributed to all affected staff.

Contact

Inquiries regarding this policy should be directed to **Connie Rash, Senior Vice President, Resource Development and Deployment at 214.290.1008.**

Approved for Content:	
	8/28/17
Signature	Date
	8/28/17
President's Signature	Date