



CATAWBA WIOA LOCAL INSTRUCTION PY24-04

TO: WIOA Grantees

SUBJECT: OJT Wage Reimbursement

ISSUANCE DATE: July 11, 2024

EFFECTIVE DATE: Immediately

EXPIRATION DATE: Indefinite

Background: OJT contracts are designed to assist employers with a wage subsidy during the training period, as an incentive to the employer to hire individuals who lack marketable skills for the current job market.

Policy: Business Services staff negotiates the OJT wage and reimbursement rate with the employer. Starting wage must be a minimum of \$12.50 an hour at entry of training and end at a minimum of \$12.50 per hour following completion of training. Starting wage cannot exceed \$19.03 per hour (WIOA TEGL 13-15).

The Workforce Innovation and Opportunity Act allows for payments of wage reimbursement for on-the-job training activities. The reimbursement rate depends upon the number of employees at the company and ranges from 50%-75 %. Employers with less than 100 employees are reimbursed at 75%; employers with 100 or more employees are reimbursed at 50%. Employers should only include employees at the specified location.

Follow the information above when administering the OJT program locally.

INQUIRES: If you have any questions regarding this instruction, please contact Amanda Baker at 803-327-9041 or abaker@catawbacog.org.

X 

Amanda Baker
WIOA Administrator