

INCUMBENT WORKER TRAINING PROGRAM

The Incumbent Worker Training Program is designed to grant funding assistance to qualifying Alabama for-profit businesses to provide skills training to full-time, permanent, company employees, who have been employed at the company for a minimum of six months.

Private non-profit and governmental organizations may also be considered on a case-by-case basis. The training should provide new or upgraded work skills, provide marketable expertise, and increase the workers' potential for increased wages.



The training must also support job retention and encourage career development to strengthen and grow the economic self-sufficiency of the employed workers, especially those most vulnerable to job losses.



This project is funded 100% with Federal Funds made available to the State of Alabama Department of Commerce by the U. S. Department of Labor/Employment and Training Administration as the Grantor.



contact

YOUR LOCAL ALABAMA
CAREER CENTER



For program updates or to download an application visit:
<https://wioa-alabama.org/incumbent-training/>

For additional program information contact:

Lorilei Sanders

Lorilei.Sanders@commerce.alabama.gov

Equal Opportunity Employer/Program. Auxiliary
aids and services available upon request to
individuals with disabilities

ALABAMA
CAREER CENTER SYSTEM

ALABAMA
DEPARTMENT OF COMMERCE

WORKFORCE
DEVELOPMENT DIVISION

WORKFORCE INNOVATION
AND OPPORTUNITY ACT

INCUMBENT WORKER TRAINING PROGRAM



SKILLS DEVELOPMENT

Funded by the U.S. Department of Labor, Alabama's Workforce Innovation and Opportunity Act (WIOA) Incumbent Worker Training Program is managed by the Workforce Development Division. The program provides funding for customized employee training to existing businesses to help them remain competitive and retain jobs. Private non-profit and governmental organizations may also be considered for funding on a case-by-case basis.



Through this customer-driven program, Alabama is able to help businesses remain competitive through skills advancement training for current employees.



Funding priority is given to:

- » Businesses in an industry sector experiencing significant occupational skills deficiencies where training or retraining workers is necessary to respond to a shortage of skilled labor to meet the labor demands
- » Consortia of businesses uniting training activities to reduce training costs and company downtime
- » Businesses with grant proposals that represent a significant layoff avoidance strategy and/or upgrade in employees skills

Note: Funding may not be used to pay trainees' wages



Existing Alabama businesses applying for program assistance must:

- » Be current on all State tax obligations
 - » Have been in operation in Alabama for at least two years prior to application date
 - » Demonstrate the anticipated outcomes on business operations and identify the transferrable skills acquired by employees
 - » Present a training program, which provides new and/or upgraded job skills that are vital for the company to maintain or increase competitiveness in a global economy while also providing job security for the workers.
- » The program provides flexibility sufficient to meet the business's skills training objectives
 - » Businesses may use public or private trainer depending on the nature of the training
 - » The Workforce Development Division reserves the right to request follow-up information pertaining to realized results of the funded training projects