



Incumbent Worker Training

Incumbent worker training (IWT) under WIOA provides both workers and employers with the opportunity to build and maintain a quality workforce and increase both participants' and companies' competitiveness.

It is a type of work-based training and up-skilling designed to ensure that employees of a company can acquire the skills necessary to retain employment and advance within the company, or to acquire the skills necessary to avert a layoff.



Who we are and what we do

The WIOA Title I Adult/Dislocated Worker Program

This is a federally funded program through the department of Labor awarded to the National Able Network and is committed to assisting people in finding sustainable jobs.

The Central Iowa Workforce Development Board (CIWDB)

The CIWDB is a group of community leaders that works to improve the workforce system in Central Iowa. This Board oversees local workforce programs and helps build partnerships in the community with the goal of creating access and opportunities to sustainable careers.

The Incumbent Worker Training program (IWT)

This program provides existing employees with subsidized training to support advancing within their organization or averting a lay-off.

The IWT grant may reimburse training costs to the employer. Training cost allowance is determined by employer size and overall cost of training. Reimbursement may range from 50-90% training reimbursement.



Criteria

- Employees must have worked for the employer for 6 months or longer (unless enrolling a cohort of employees)
- Upon training completion employees must receive an increase in job responsibilities and an increase in pay
- Employers must contribute 10-50% of training cost
- Employer must be located in Central Iowa (Polk county, Dallas county, Boone county, Story county, Madison county, Marion county, Warren county, and Jasper county)



Considerations

- Training is not required to result in a credential or certificate, but it may.
- Training does not have a timestamp; it can take as little or as much time as needed.
- Schools or other training providers in the area are allowed to provide the needed training, but it is not a requirement.
- Training can be offered in-house within the organization

Examples of IWT:

- Staff becoming certified in new AI technology
- Dietary aides obtaining their CNA certificate
- Forklift operators earning their CDL
- Production workers taking ELL classes and moving into team leader positions
- **And so much more! There are so many ways to utilize these funds!**



Next Steps

If interested in accessing this grant, scan the QR code and complete application.



Please fill out the Incumbent Worker Program application at www.ciwdb.org under "resources"

The Central Iowa Workforce Development Board will review all completed applications.

If you'd like to meet to discuss any questions, please contact Erin Webb:

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