

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.

The training should provide new or upgraded work skills, supply marketable expertise, and increase the workers' potential for increased wages.

To obtain an application for WIOA Incumbent Worker Training Program funding, contact your local Alabama Career Center:

Or go online to view program updates and to download the current program application at [www.madeinalabama.com](http://www.madeinalabama.com).



Alabama Department of Commerce

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# WORKFORCE INNOVATION AND OPPORTUNITY Incumbent Worker Training Program



WIOA

## WORKFORCE INNOVATION & OPPORTUNITY

WORKFORCE DEVELOPMENT DIVISION

WIOA

ALABAMA  
DEPARTMENT OF COMMERCE



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.

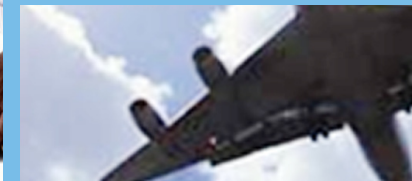
For additional program information contact:

Lorlei Sanders (334) 353-1632

Alabama Department of Commerce  
Workforce Development Division  
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Montgomery, Alabama 36130-4103

The Incumbent Worker Training Program is an equal opportunity program.

Auxiliary aids and services are available, upon request, to individuals with disabilities.



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.

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

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 transferable 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.



# skills development

Funding priority is given to:

- Businesses in an industry sector experiencing significant labor shortages where training or retraining workers is necessary to respond to a shortage of skilled labor to meet 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.



- The program provides flexibility sufficient to meet the business's skills training objectives.
- Businesses may use a 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 the realized results of the funded training projects.

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