

Ohio Incumbent Workforce Development Voucher Program

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Ohio Incumbent Workforce Development Voucher Program is a reimbursement grant program designed to help Ohio-based employers upskill their existing workforce. The program is administered by the Ohio Development Services Agency and aimed at providing employees with the opportunity to improve their skills and subsequently benefit the business.

<https://makeitincleveland.org/grow-and-expand/workforce-training>

For assistance, contact [Shannon Vanderpool](mailto:Shannon.Vanderpool@development.ohio.gov), Office of Strategic Business Investments: 614-644-8560 | Shannon.Vanderpool@development.ohio.gov

For more information about OhioMeansJobs | Cleveland-Cuyahoga County - please contact Creighton Johnson at 216-402-3236.

The OhioMeansJobs site is challenging to navigate. We'd recommend making direct contact with the information above to ensure program status and eligibility.

https://development.ohio.gov/bs/bs_wtvp.htm

Overview:

- **Eligibility:** Businesses operating in Ohio that have been in continuous, recent operation for at least the past 12 months are generally eligible. The program typically targets businesses in industries such as manufacturing, technology, financial services, healthcare, and more.
- **Funding:** The voucher program usually offers reimbursement for up to 33-50% of the eligible training costs, up to a specific cap. Companies are expected to pay the full training cost upfront and are reimbursed upon completion of the training and submission of required documentation.
- **Use of Funds:** The funds can generally be used for a variety of training initiatives, such as instructional costs from an accredited education institution, software training, or other professional development programs that will enhance employees' skills and expertise. It's possible that your plans for implementing EOS (Entrepreneurial Operating System) could fall under eligible training.

Steps to Apply:

1. **Check for Application Period:** The program usually has specific application periods. You can check the Ohio Development Services Agency's [website](#) for announcements.
2. **Prepare Documentation:** Gather all necessary documents such as your Employer Identification Number (EIN), details about the training providers, training costs, and employee information.

3. **Apply Online:** The application is typically online based. You will need to complete all required fields, provide information on the training you've completed, and justify how it will benefit your employees and company.
4. **Await Review:** Once submitted, your application will undergo a review process. This can take several weeks.
5. **Award and Reimbursement:** If approved, you'll receive an award letter specifying the terms. After completion of the training, you'll need to submit proof of payment and completion to receive the reimbursement.

Sample Application Text:

Organization Overview:

ABC Company is a forward-thinking manufacturer located in Cleveland, Ohio. With our recent acquisitions, we're growing and focused on staying true to our culture in an effort to provide exceptional customer experiences with greater reach than ever. We now offer full machining, cutting, and forming capabilities to our customers, enhancing the value chain in our manufacturing processes.

Need for Upskilling:

To remain competitive in the industry, and to fulfill our commitment to *relentless growth and uncommon leadership*, we aim to upskill our workforce through the implementation of the Entrepreneurial Operating System (EOS). This system is intended to align our team with the company's vision, improve accountability, and enhance operational efficiency.

Grant Utilization Plan:

We plan to engage a certified EOS implementer for on-site training. Alongside this, our workforce will undergo role-specific training to prepare for them for elevated responsibilities throughout implementation.

- **Training Duration:**
- **Number of Employees to be Trained:**
- **Total Cost:**
- **Grant Request:** (50% of the total cost)

Expected Outcomes:

1. **Enhanced Productivity:**
2. **Employee Retention:**
3. **Increased Revenue:**

Long-term Impact:

The training will not only improve our current operations but also position *Clifton Steel* as an industry leader committed to innovation and excellence. With a skilled workforce, we aim to attract and retain top talent, further bolstering our growth.

Conclusion:

We believe that the Ohio Incumbent Workforce Development Voucher Program is the perfect catalyst to make this transformative change a reality. The grant will serve as an investment into not just *Clifton Steel* but also the local community by enhancing job quality and market competitiveness.

We thank you for considering our application and look forward to your positive response.