



# **INCUMBENT WORKER PROGRAM**

**Business Booster** 

#### HOW IT WORKS

# Upskill your current workforce.

Empower your full-time, permanent employees by providing this upskilling for their skills and career potential. Our program strengthens job security and encourages career advancement.

## **Match Requirements**

This program requires a percentagebased matching contribution by the employer. Local businesses are asked to provide a matching contribution ranging from 10-50% of the total cost:

- 10% for employers with 50 or fewer employees;
- 25% for employers with 51 to 100 employees
- 50% for employers with more than 100 employees.

402-444-4700



www.hws-ne.org



#### WHAT WE NEED



#### **Application Requirements**

Applying for the Incumbent Worker Program requires the completion of the application form. You will be required to upload two documents:

- A Training Plan Proposal (limited to two pages maximum)
- An Organizational Statement related to Diversity, Equity, Inclusion, and Accessibility



### Contract

If the request for funding is approved by the workforce board, a contract will be developed outlining what training will be provided and how cost will be shared.



onestop@hws-ne.org

The Incumbent Worker Program is funded by the Workforce Innovation and Opportunity Act. HWS is an Equal Opportunity/Affirmative Action/ Veterans/Disability Employer. Relay Services are accessible by TTY by dialing 1-800-833-7352 (TT) and hearing callers may dial 1-800-833-0920. If accommodations are needed, please contact us at (402) 934-2575 or onestop@hws-ne.org