



Customized Training

Effective: July 1, 2018

Reviewed: February 23, 2022; July 1, 2022

Reference: WIOA Section 680.760; USDOL TEGL 19-16; NYSDOL Technical Advisory 01-05.1

Background: WIOA regulations allow for customized training. Customized training is designed to meet the specific requirements of an employer or group of employers with the commitment that the employer(s) hire, or continue to employ, individuals who successfully complete the training. WIOA regulations provide Local Workforce Development Areas with flexibility to ensure that customized training meets the unique needs of job seekers and employer(s). The employer must pay a significant portion of the cost of training, as determined by the Local Workforce Development Board (LWDB).

Policy:

Consistent with WIOA regulations, the Oswego County WDB defines customized training as:

- Training designed to meet the specific needs of an employer (or group of employers); and
- Training that is conducted with a commitment by the employer to employ, or in the case of incumbent workers, continue to employ, individuals upon successful completion of training; and
- Training for which the employer pays for not less than 50 % of the cost of training, up to a maximum of \$3,000.

Proposals must:

- Identify and document the participation of an employer or group of employers,
- Identify the need for training,
- Identify the training to be provided,
- Be in a demand occupation allowed by the LWDB,
- Document a commitment by the participating employer(s) to continue to employ incumbent employees or to hire a minimum of 80% of participants that successfully complete the training,
- Include a detailed line-item budget that identifies the cost of training and addresses how the minimum 50% match by the participating employer(s) will be met, and
- Be approved by the Coordinator of Client Services or WDB Executive Director.