



Upgrade On-the Job Training You promote, you train, we reimburse

Get reimbursed for the cost of training. Funds are available to help qualifying Finger Lakes Works employers train current employees moving into a new position. You plan, organize and conduct the training at your workplace.

Earn as you learn.

Benefits to business

- Reimbursement offsets training costs
- It's customized training - your way
- Simple process with minimal paperwork

Benefits to employee

- Get practical hands-on training
- Retain employment

Is every job seeker and local business eligible?

No, but please contact your Finger Lakes Works Business Services Representative (BSR).

What else should I know?

- The written contract must be established between the employer and Finger Lakes Works before the first day of work in the new position.
- The employee must receive at least a 10% wage increase upon commencement of the training.
- You determine the training plan!

How long does it take to set up the contract?

It takes just a few business days depending on the employer/employee response time.

Who pays the employee during the training period?

You do. We help offset the training costs for the employee you've hired through a 50 % reimbursement of wages paid during specified training period.

What's the process?

- Call your local Finger Lakes Works Office to have your business prescreened.
- Allow us to connect with your potential employee to determine eligibility. A BSR will complete all the paperwork for the employee's enrollment. This must happen prior to the first day of the new position.
- Submit your invoice for payment.

Who may qualify?

- Employee must be making less than \$25/hour
- Is there a skills gap or will they require training for the new position?



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Need More Information? Contact:

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