



WAGE SUBSIDY PROGRAM

Workforce Investment Board of Herkimer, Madison, and Oneida counties

The **Wage Subsidy Program (WSP)**, funded through the New York State Office of Disabilities and Temporary Assistance, assists low-income individuals and public assistance recipients find and retain employment.

Employer Benefits

WSP helps cover some of the costs involved in training new employees. Employers are reimbursed up to 90% of wages and basic fringes (FICA, Unemployment Insurance and Worker's Compensation) for an eligible new hire, for a training period of up to 3 months. In some cases, federal tax credits may also be available.

Employers benefit from having employees trained on company equipment, to company standards. This results in better quality products, better efficiency, better safety records and, of course, better employee performance, loyalty and satisfaction.

What Employers and Positions Qualify?

Any company, regardless of size, may qualify for **WSP** if it can provide the following:

- ✓ A permanent position, preferably full-time, with working hours equal to a minimum of thirty hours per pay week for eligible individuals, 18 and over.
- ✓ A pay rate meeting federal, state or union standards, as applicable.
- ✓ Opportunities for advancement.

Trainee Selection

WSP staff will provide pre-screened, eligible candidates to complete the employer's interview process. The employer decides who will be hired. Most importantly, the employer retains all employer rights. However, at any time the employer also has the benefit of trainee counseling assistance provided by our experienced **WSP** staff.

NOTE: *In order for the employer to be eligible for **WSP** subsidies, contact must be made with **WSP** staff prior to eligible employee's start date.*

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Length of Training for Each Occupation

The length of subsidized training time cannot exceed 3 months or 90 days. Training time may be less depending on the skill level of the job to be performed, the needs of the employer and the needs of the trainee.

A WSP Training Specialist will help the employer outline a training schedule and prepare a written job description for each occupation where training will be provided.

How is the Employer Reimbursed?

The employer will be reimbursed for up to 90% of the participant's wages/fringes during training.

Employers are encouraged to invest in and retain successful WSP employees after the subsidized training period. Therefore, 25% of the wages subject to subsidy is withheld until the WSP employee is retained for at least 90 days following the subsidy period (ie. WSP participant maintains employment for a minimum of 6 months). WSP staff will provide on-going support and assistance to the employer and the employee to help reach this milestone.

Employers are reimbursed 65% of training wages at the end of the training period with the additional 25% reimbursed once the 90-day retention milestone has been reached.

Limited Paperwork

The employer is required to maintain normal payroll and training records. Paperwork is kept to a minimum.

Contact Information

For more information contact:

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