



Eastern CT Workforce Investment Board  
Step Up Program Fact Sheet



## Step Up Program Gives Small Employers an Incentive for Hiring

The new **Step Up Program**, designed to spur job creation and business expansion, offers attractive hiring incentives to Connecticut-based small businesses and small manufacturers with less than 50 full-time employees. Overseen by the Department of Labor and Office of Workforce Competitiveness, the program is being administered locally by the Eastern CT Workforce Investment Board (EWIB), headquartered in Franklin. The State has authorized a total of \$20 million for the program over the next two years.

### Subsidized Employment & Training Program

Small businesses or manufacturers with less than 50 full-time employees that hire individuals who qualify for the **Subsidized Employment & Training Program** can receive a **wage reimbursement of up to \$12,000** of the new employee's salary during the first six months. The amount of the reimbursement cannot exceed the new hire's wages.

The wage reimbursement ranges from 100% in the 1st month, 75% in months 2 and 3, 50% in months 4 and 5, and 25% in the 6th month.

Individuals who qualify must:

- 1.) be unemployed, AND
- 2.) reside in one of the following 13 towns in Eastern Connecticut:  
Brooklyn, Griswold, Groton, Killingly, New London, Norwich, Plainfield, Putnam, Sprague, Sterling, Thompson, Voluntown, or Windham, AND
- 3.) have household income that is less than 250% of the federal poverty level.

### Small Manufacturer Training Grant Program

Small manufacturers with less than 50 full-time employees can take advantage of the **Small Manufacturer Training Grant Program**. When they hire someone who is unemployed and agree to provide training for them at their business site, they can receive a **training grant of up to \$12,500** during the initial six months of the new hire's salary.

The training grants, which can be used to reimburse wages, can be as high as \$2,500 in the 1st month, \$2,400 in month 2, \$2,200 in month 3, \$2,000 in month 4, \$1,800 in month 5 and \$1,600 in the 6<sup>th</sup> month. The amount of the reimbursement cannot exceed the new hire's wages.

#### For more information contact:

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Or visit [www.ewib.org](http://www.ewib.org)

**The Fine Print:** Most retailers are not eligible. Companies must be CT-Based businesses with operations in CT doing business in CT for not less than 12 months and be in good standing with state/local taxes. Wages up to \$20 per hour are reimbursable. Benefits are excluded. Town eligibility is based on higher unemployment rates than state average as of 9/1/11. Examples of Qualifying Household Incomes: Family of 1 = \$27,925; Family of 2 = \$37,825; Family of 3 = \$47,725; Family of 4 = \$57,625. Cannot use both programs for any one hire.

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