

Incentives for Jobs Program Guidelines

Incentives for Jobs Program

Purpose: Provide direct, job-tied incentives for employers in the *Employer Champions Program*.

Eligibility:

- New or Expanding business located in the IEMD
- Engaged in Employer Champions Program, or has demonstrated capacity to partner with a CWF
- Be in good standing (no wage theft claims, compliance with labor law, not on debarment lists, etc.)
- **Priority Industries:** Preference is given to companies operating within an Opportunity or Target Industry, where upward mobility and middle-wage jobs are most prominent such as Manufacturing, Health Care, Construction, Real Estate, Wholesale, Professional Services
- **Ineligible Businesses:** Private or commercial golf courses, country clubs, hot tub or suntan facilities, racetracks or other gambling facilities, liquor stores, and direct or indirect marijuana businesses.

Incentive:

- Wage reimbursement for new hires sourced from a CWF training program: up to 6 months of subsidized wages, capped at \$24/hr.
- 25-75% of the wage is subsidized. Exact subsidy is determined by application: amount of additional training committed by the employer, profile of employee hired, commitment to wage increase after training or retention, etc.
- \$500 sign-on bonus to support employee transition needs (transportation, childcare, etc).

Administration and Reporting:

- Employer must submit a complete application to participate in the program
- When a CWF candidate is hired, the Employer must notify the CWF.
- **Reimbursement:** Funds flow directly from the CWF to the businesses on a monthly basis after submitting 1) payroll reports for the payroll period(s) and 2) reimbursement request outlining the eligible employee and associated wages for the reporting period.
 - If donor restrictions prevent reimbursement to businesses, CWFs may be able to serve as the fiscal agent and make payments direct to the employees.
- To reduce reporting requirements, payroll reports should be accepted in a variety of formats depending on the employer's payroll system. The reimbursement request should be a simple document requesting key information about each eligible employee such as:
 - Employee Name
 - Employee Hire Date
 - Employee ID
 - Current Title

- Payroll Period (Date Range)
- Hours Worked
- Current Hourly Rate
- Overtime Hours Worked
- Overtime Hourly Rate
- Total Reimbursement Request Value

2. Leveraging the Inclusivity Plan

Purpose: Create a structured pathway for employers receiving City incentives (Tax Abatements and TIF Training Grants) to support workforce development in partnership with Centers for Working Families (CWFs).

Mechanism: Expand the *Training* category of existing Inclusivity Plans (currently a requirement of Tax Abatements and TIF Training Grants to contribute 5% of tax savings to transit, training, or childcare programs). Formalized through an MOU with Indy Economic Development, who would negotiate the Inclusivity Plan with the Company.

Employer Options:

- **Option A: Direct Fund Contribution**
 - Contribute 5% to the CWF Workforce Development Fund as flexible implementation or capacity funding.
 - Best for small employers or those without strong alignment to CWF clients.
 - Existing Precedent: Donation to Employ Indy via Indy Achieves, Talent Bound, etc.
- **Option B: Employer Champions Participation**
 - Commit to local hiring, guaranteed interviews, structured mentorship, hosting paid training, or other programmatic components of the Employer Champions Program.
 - Existing Precedent: Participation in Talent Bound (Employ Indy) as an Inclusivity Plan option
 - Local Hiring: Wages for employees hired through a CWF (retained 6+ months) count toward the 5% requirement (wage caps consistent with Incentives for Jobs program)
 - If Company hires beyond their 5% requirement and would like to continue participation, they may be eligible for direct funding via Incentives for Jobs.
 - Local Training: Training investments for district residents also count toward requirement.
 - Best suited for companies that are hiring 5+ new jobs and are aligned with priority industries or CWF-supported careers.

Compliance:

- Managed by the City of Indianapolis (existing reporting infrastructure in place).
- Companies report annually on activity within Inclusivity Plan; documentation aligned with City incentive compliance.
- Company contributions (payroll or donation) are considered leveraged.

Ideal Outcomes:

- Raises employer awareness and participation with CWFs.
- Pilots best practices using existing countywide mechanisms.