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Customized Training



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Georgetown Career Center
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Lexington Career Center
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Business Solutions for the Bluegrass

Serving: Anderson, Bourbon, Boyle, Clark, Estill, Fayette, Franklin, Garrard, Harrison, Jessamine, Lincoln, Madison, Mercer, Nicholas, Powell, Scott and Woodford Counties

Customized Training

An option to help Bluegrass Area businesses increase workers' skills is Customized Training. A Business Services Specialist will assist you in determining whether your existing workers are eligible for Customized Training.

A training plan is developed with you, tailored to your business.

We pay up to half the costs and you get a skilled, productive workforce trained your way.



Customized Training Eligibility

Companies interested in participating in a Customized Training contract should contact their Business Service Specialist to discuss establishing a contract.

An active contract must be in place prior to the company being eligible for Customized Training.

The number of current employees will determine the maximum number of participants on an Customized Training annual contract with the company.

Each contract will be monitored quarterly.

It is the company's responsibility to notify the Business Service Specialist with any change in the Customized Training participant's employment.



Customized Training Guidelines

1. Customized Training Reimbursement: BGADD will pay up to 50% of all customized training costs. A contract budget will be developed listing just which costs BGADD will pay. Customized Training reimbursement requests must be submitted within thirty (30) calendar days after the end of the customized training period. Late payment requests may void payment rights. Our staff will assist with invoice preparation.
2. Addresses and Notices: All notices and checks shall be sent by U.S. Mail or hand-delivered to the persons listed in the Customized Training agreement.
3. Modification, Termination, and Assignments: Customized Training agreements may be modified at any time by written, signed BGADD and Employer agreement. Agreements may be terminated early by giving written notice. Assignments shall not be valid absent the written permission of both parties.
4. Displacement: No regular employee shall be laid-off, terminated, denied a promotional opportunity, otherwise displaced, or denied a promotional opportunity by the Customized Training agreement trainee.
5. Insurance, Licenses and Safety: All required licenses and insurance are in and shall remain in effect during training periods covered by the agreement. The worksite is and shall remain safe and there are no known outstanding health or safety violations.
6. Disallowed Costs: If any payment is made to the Employer which is later found to have violated the terms of the Customized Training agreement, the Employer shall repay to BGADD the total amount related to the violation.
7. Monitoring: BGADD or its agents shall have the right to visit the worksite during the training period for the purpose of ascertaining trainee progress and agreement compliance. Worksite visits shall be conducted in a manner reasonably designed to avoid interference with work and business activities.
8. Record Retention: Payroll and other records necessary to support payments made by BGADD to the Employer shall be retained for at least two years after the agreement's end date and, if any disputes have arisen, until those disputes are fully resolved.
9. Disputes: All disputes shall be settled informally to the extent possible. Remaining disputes shall be resolved using BGADD's Grievance Procedure. Final Determinations resulting from the Grievance Procedure are binding and enforceable in the appropriate Kentucky court of law.
10. Wages and Fringe Benefits: Trainees shall receive wages and fringe benefits equal to similarly situated employees with equivalent tenure, skills, and job descriptions. No trainee shall be paid less than the minimum wage under section 6(a)(1) of the Fair Labor Standards Act, or the minimum wage under State law.
11. Assurances:
 - No funds received under an agreement may be used to assist, promote, or deter union organizing;
 - No funds received under an agreement may be used to promote political activities;
 - Trainees may not perform religious or anti-religious tasks during training;
 - Training positions covered by Customized Training agreements have not been created by relocating the business and displacing former employees within the last six months;
 - The Employer has not been debarred, suspended, declared ineligible or voluntarily excluded from Federal contracting; and,
 - No trainee shall be illegally discriminated against on the grounds of race, color, religion, sex, national origin, age, disability, political affiliation or belief, citizenship, or his or her status as a trainee.



BGWIB

BLUEGRASS WORKFORCE INVESTMENT BOARD
"Connecting employers with employees"

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