

# Mass Workforce Issuance

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**Workforce Issuance No. 10-06**

Policy  Information

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**To:** Chief Elected Officials  
Workforce Investment Board Chairs  
Workforce Investment Board Directors  
Title I Administrators  
Career Center Directors  
Title I Fiscal Officers  
DCS Regional Managers

**cc:** WIA State Partners

**From:** Michael Taylor, Director  
Department of Workforce Development

**Date:** February 2, 2010

**Subject:** **Hiring Incentive Training Grant (HITG) Program Reactivated**

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**Purpose:** To notify Local Workforce Investment Boards (LWIBs), One-Stop Career Center Operators and other local workforce investment partners of the reactivation of the Hiring Incentive Training Grant Program (HITG).

**Background:** The Hiring Incentive Training Grant Program (HITG) has been reactivated through June 30, 2010. HITG, part of the state-funded Workforce Training Fund, is open to all employers that pay into the fund and assists an employer to cover the cost of training when hiring a Massachusetts resident who, prior to being hired, had been unemployed for 1 year or longer. Awards are made in the amount of a flat fee grant of \$2,000 per individual up to a maximum annual total of \$20,000 per employer.

Employers can use an external training provider of their choice or they may use qualified employees of the company to conduct internal training of new hires. Funding is limited and grants will be awarded on a first come-first served basis.

In order to access HITG funds, employers must submit an online application within 30 days following the individual's date of hire. The application may be accessed through the following link:

<http://web.detma.org/wtf/hitg/hp1.asp>

For all HITG applications submitted through June 30, 2010, the planned training must be completed no later than December 31, 2010. Interested employers can access additional information about HITG grants through the following link:

<http://www.mass.gov/hiringgrant>

Should the Hiring Incentive Training Grant Program be authorized beyond June 30, 2010, notice will be provided in a separate issuance.

**Action**

**Required:** Please assure that all appropriate staff, particularly those working directly with local businesses, are aware of the contents of this issuance.

**Effective:** Immediately

**Inquiries:** All inquiries should be directed to Vincent Lopes, Director, Workforce Training Fund at [VLopes@detma.org](mailto:VLopes@detma.org).