

**Job Training Incentive Program (JTIP)**  
**Policy items under consideration for amendment in FY2023**

**1. Audit Fee Increases**

Employers are required to have an Agreed Upon Procedure conducted by an independent accounting firm completed before the final claim for reimbursement is processed and paid. The JTIP board approves the request for funding that includes funds to offset the audit fees. Discussion to increase the audit funds.

<b>JTIP Audit Schedule</b>		
	Current	Proposed
Up to \$100,000	\$1,000	\$1,250
\$100,000 to \$250,000	\$1,250	\$1,500
\$250,000 to \$500,000	\$1,500	\$1,750
\$500,000 to \$750,000	\$1,750	\$2,000
\$750,000 to \$1,000,000	\$2,000	\$2,250
\$1,000,000 to \$1,250,000	\$2,250	\$2,500
\$1,250,000 to \$1,750,000	\$2,500	\$2,750
\$1,750,000 to \$2,000,000	\$2,750	\$3,000
\$2,000,000 +	\$3,000	\$3,250
	\$3,250	\$3,500

**2. Additional Wage Reimbursement**

Positions filled by trainees who meet any of the following three criteria may be eligible for an additional 5% wage reimbursement above the standard rates if the approved entry wage is at least the minimum rate for the Job Zone as outlined in the JTIP wage chart in the “Reimbursable Expenses” section of this policy manual for Zones 1, 2, 3 and 4:

- Trainee has graduated within the past twelve months from a post-secondary training or academic program at a New Mexico higher education institution
- Trainee is a U.S. Veteran
- Trainee has graduated out of the NM Foster Care System.
  - a. This provision is effective for fiscal years 2021 and 2022 and will be reassessed as part of the annual policy amendment process for

**FY2023.** (There has been no utilization of this in FY21 and FY22. Board consideration to remove or extend)

### **3. COVID – Retain and revise language or remove entirely for FY23**

The Economic Development Department and JTIP have taken steps to address setbacks that JTIP companies may encounter due to the COVID-19 health emergency. The board has elected to adopt the following procedural adjustments through FY2022 in order to support companies during this time and into recovery.

1. JTIP companies that are still within the 6-month hiring period and have suspended their hiring plans, may be allowed to extend the hiring period by two months and therefore the project period, by the length of time the Governor's order was in effect. If the company deems it necessary to postpone hiring for a longer period, JTIP staff will work with the company on a re-application at the appropriate time.
2. If a JTIP company has to temporarily reduce hours of operation ~~during the time the Governor's order was in place~~, part-time hours worked by JTIP trainees may be eligible for reimbursement provided the trainees have returned to full-time employment.
3. ~~If a JTIP company allows trainees to telework, the hours worked may be counted toward the JTIP training hours. (Telework-language exists in policy.)~~
4. The company headcount at the time of application must be at least at, or above, the two-year average headcount.