# IWT Project Budget

Use this template as a guide. You may include other items for consideration as required, such as IWT Trainee Log. Show all formulas used to calculate totals, as indicated.

Note: Training funds cannot be used to reimburse any training costs occurring before the application is approved and no partial reimbursements will be made prior to the completion of the total project.

Reimbursement will only occur after the training, once Area or its sub-grantee receives verification of training completion, paid invoices, and costs associated with the employer contribution.

|  |  |  |  |
| --- | --- | --- | --- |
| **Budget Category** | **IWT Assistance** | **Employer Contribution** | **Total** |
| **Instructor Wages** FORMULA: Alchemy: $8850 PAI: 5500Zacmi: 3450KHS: 11,150PE: 12,500Sentry: 7,000Forklift: 1720 | $ | $ | $ |
| **Tuition** (break out costs, including hours)FORMULA: | $ | $ | $ |
| **Curriculum development**FORMULA: | $ | $ | $ |
| **Materials/supplies/textbooks** (itemize)FORMULA: Alchemy: 12,000 | $ | $ | $ |
| **Training equipment/tools** (itemize)FORMULA: | *\*not eligible for reimbursement\** | $*\*must become property of trainee* | $ |
| **Trainee wages**FORMULA: Alchemy: 25,524PAI: 19,880Zacmi: 13,776KHS: 6980PE: 11,480Sentry: 11,480Forklift: 1120 | *\*not eligible for reimbursement\** | $ | $ |
| **Travel (domestic only)**FORMULA: | $ | $ |  |
| **Other costs** (itemize)FORMULA: | $ | $ | $ |
| **TOTALS\*** | $ | $ | $ |

**\*Sample formula:** 20 trainees x 5 hours x $100/hr = $TUITION

\*\*Employer match cannot be less than 50% of the total cost of allowable training costs (unless the project is customized training and Ohio’s employer match waiver is being utilized; see ODJFS WIOATL #40).

# IWT Trainee Log

**Company Name:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **#** | **Participant (PART) Name** | **Date of Hire (6 months for eligibility)** | **Part. SSN (preferred)** | **Wage prior to training** | **Employee completed training program** | **Part. maintained employment** | **Part. Promoted** | **Part. received a Vocational skill certificate** | **Another Certificate** | **Still employed** | **Part. Received pay increase upon****completion** | **Part. other Positive outcome** |
| Ex | John Doe | 12/1/16 | 777777777 | $8.25 | Y | Y | N | Yes | No | Yes | No | yes |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |  |  |  |  |  |
| 12 |  |  |  |  |  |  |  |  |  |  |  |  |
| 13 |  |  |  |  |  |  |  |  |  |  |  |  |
| 14 |  |  |  |  |  |  |  |  |  |  |  |  |
| 15 |  |  |  |  |  |  |  |  |  |  |  |  |
| 16 |  |  |  |  |  |  |  |  |  |  |  |  |
| 17 |  |  |  |  |  |  |  |  |  |  |  |  |
| 18 |  |  |  |  |  |  |  |  |  |  |  |  |
| 19 |  |  |  |  |  |  |  |  |  |  |  |  |
| 20 |  |  |  |  |  |  |  |  |  |  |  |  |
| 21 |  |  |  |  |  |  |  |  |  |  |  |  |
| 22 |  |  |  |  |  |  |  |  |  |  |  |  |
| 23 |  |  |  |  |  |  |  |  |  |  |  |  |
| 24 |  |  |  |  |  |  |  |  |  |  |  |  |
| 25 |  |  |  |  |  |  |  |  |  |  |  |  |