**On-The-Job Training (OJT)**

The CCEP On-the-Job Training (OJT) Program assists eligible offenders to obtain permanent employment by providing wage subsidies to employers while the participants are in training.

The OJT contract is an agreement between the employer and CCEP. The employer agrees to hire the participant in a permanent position at the prevailing wage set by the employer for the position. In exchange for this commitment, CCEP agrees to reimburse the employer for part of the costs of training.

The employer is reimbursed 50% of the individual's wages during the first 120 days, up to a maximum contract amount. The maximum contract amounts are based on the hourly wage, and range from $1,000 to $3,000.

Reimbursement is made upon completion of the agreement.

**Training Opportunities for Placement Program (TOPP)**

TOPP provides financial vouchers for individuals enrolled in accredited post-secondary education or certified vocational training programs. Vouchers may be used for tuition, fees, books, supplies and other required material.

**Educational Voucher**

Participants may be approved for educational vouchers up to $800 for each qualifying semester, for a maximum of 4 semesters, not to exceed $3,200. However, if requestee is eligible to receive FAFSA full coverage for costs, CCEP funding will be denied.

Participants must achieve a "C" grade point average or better, each semester, to retain eligibility.

**Training Voucher**

TOPP will provide vouchers for up to $1,600 to enroll individuals in certified vocational training programs. Additional training opportunities may be offered through partnerships with community agencies and intergovernmental agreements.

**Work Experience (WE)**

The CCEP Work Experience Program provides real-world experience in a job setting to prepare participants to move into permanent employment. Work sites are limited to public agencies and non-profit organizations having tax exempt status 501(c)(3).

The program offers participants an opportunity to obtain hands-on job experience, create a work history, generate positive work references, and receive an immediate, basic income.

Eligible individuals are placed at worksites for 20-40 hours per week for 12 weeks at minimum wage, up to 480 hours. They are paid directly by the Department of Corrections.

Work Experience Program participants work with their Employment Coordinators on a weekly to bi-weekly basis while continuing to seek other unsubsidized employment during the course of their work experience.