

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 requester 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.



CCEP Assistance Provided

- ✓ Work Experience Program
- ✓ On-the-Job Training
- ✓ TOPP Education and Training Vouchers
- ✓ Fidelity Bonding Insurance
- ✓ Transportation and financial assistance for required work supplies
- ✓ Work Opportunity Tax Credit (WOTC) information
- ✓ Referrals to local resources for job readiness skills if available

Referral Criteria

- Medium to High Risk (per Compas)
- Probable to Highly Probable Employment Need (per Compas)
- On Parole or Extended Supervision (ES) unless otherwise authorized by Regional Office
- Priority within 90 days post release from Institution
- Minimum of 6 months remaining on Community Supervision
- Not already receiving similar services from another agency
- Willing to fully participate
- No legal or other barriers that would preclude participation in competitive full time employment
- No unresolved criminogenic needs that would preclude participation in competitive full time employment

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STATE OF WISCONSIN Department of Corrections



Community Corrections Employment Program (CCEP)

The Community Corrections Employment Program (CCEP) is a statewide program designed to assist offenders in obtaining the skills necessary to obtain and maintain employment in a competitive work environment. CCEP has three main components; work experience, on-the-job training, and educational and training assistance. Participants are assessed and placed into services based on their level of skill and work readiness. CCEP Coordinators work closely with employers and other community agencies to provide employment opportunities and additional employment related assistance as needed.

CCEP Coordinator coverage areas are aligned with the DCC Regions. Please contact the Regional CCEP Coordinator for your area for more information.