

**Employers receive  
up to \$2700 or  
more for hiring  
new workers.**



***It pays to become  
an EIP Employer!***

**For more information about  
the Employer Incentive  
Program, visit the Division of  
Family Assistance website:**

[http://www.wvdhhr.org/bcf/  
family\\_assistance/](http://www.wvdhhr.org/bcf/family_assistance/)



**BUREAU FOR CHILDREN AND  
FAMILIES**

350 Capitol Street  
Room 730  
Charleston, WV 25301

**West Virginia Department of  
Health and Human Resources**

**Bureau for Children and Families  
Division of Family Assistance**



**Employer  
Incentive  
Program**

## What's the bottom line?

Employer Incentive Program (EIP) will pay you up to 50% of the starting wage for any current WV WORKS recipient that you hire up to the first 600 hours of their employment. Monthly payments will be made to the employer by the West Virginia Department of Health and Human Resources (DHHR).

## Who may be an EIP Employer?

Any employer, including public agencies, not-for-profit organizations, and private businesses, licensed and in good standing to conduct business in West Virginia is eligible to become an EIP employer.



## Where's the small print stuff?

### The EIP Employer must

- prior to the job placement, make a commitment to retain the employee after completion of the contract;
- pay wages (not commissions) and guarantee work for at least 30 hours per week;
- offer the same working conditions and fringe benefits available for any other employee in the same job class;
- maintain appropriate workplace standards of employment;
- guarantee that no displacement or replacement of other staff will occur; and
- keep daily attendance records for each person hired.

### EIP placements

- must not provide more than 50% of the employer's labor force; and
- are limited to private businesses for work sites outside of West Virginia.

## How much red tape does the employer have to go through to qualify?

Simply contact your local DHHR office and let the WV WORKS staff know that you have openings and would like to become an EIP employer. You may also contact the DHHR Family Support Policy Unit at **304-356-4619**.

## Is the employer under any obligation to hire referrals?

No, the employer is under no obligation to hire any person referred.

## How do employers receive payment?

At the end of each month the employer will send a copy of the employee's time sheet, which will be provided, to the local DHHR office. Up to 50% of the wages that have been paid will be reimbursed to the employer for up to 600 hours of work (see table below for rates).

Beginning Hourly Wage	EIP Hours
\$7.25 to \$7.99	400
\$8.00 to \$8.99	500
\$9.00 or more	600