



## Employer Retention Bonus Requirements

All services are based on eligibility and availability of funding

1. Retention bonuses shall be awarded to employers who meet all of the following criteria:
  - The employer signs the Workforce Solutions for Tarrant County Back-To-Work Initiative Employer Retention Bonus Agreement or other agreement promulgated by Workforce Solutions for Tarrant County and submits all records and documents required for reporting;
  - The hiree is a first-time unemployment insurance claimant with an active claim filing status on or after September 1, 2009, previously earning less than \$15/hour and referred to the employer for consideration by the Workforce Solutions Center;
  - No employee is displaced in order to hire an eligible individual with the intention of receiving a retention bonus;
  - No employees are currently in lay-off status for the position;
  - The hiree successfully completes a minimum of 120 days of full-time employment (the definition of full-time employment is unsubsidized, paid employment for 30 hours or more per week);
  
2. An employer shall be paid a bonus of \$2,000, in monthly increments beginning with the first month of employment. Workforce Center Operator must ensure that employment will be verified on a monthly basis. Government and Non-Profit Agencies are not eligible to receive Retention bonuses. Employers who successfully hire a participant may use the program for up to five (5) times. Any future bonuses requested after the five (5) allowable times will be reviewed on a case by basis within the State fiscal year of September 1 – August 31.

The following will be required for payment processing:

- Request for retention bonus
- Signed Agreement
- Most recent pay stub

**For more employer information** please contact Amber Gosser, Business Services Unit Director at 817-804-4255

**For Job seeker information** please contact Brenda Harrist, Workforce Program Manager at 817-413-4452