

Response to Incumbent Worker Training Grant Announcements:

Fall 2026 and Spring 2027

Posted: 08.17.2026

- **Q1. What are the allowable training dates for the Fall 2026 funding cycle?**
 - Fall 2026 training must occur between August 31, 2026, and December 31, 2026. Training programs may range from one day to 16 weeks and must be new and not yet started.
- **Q2. What NAICS code should an employer use on the application?**
 - Employers should provide the six-digit NAICS code that accurately reflects their business's primary activity. Employers are responsible for identifying and submitting the appropriate NAICS code for their organization.
- **Q3. When are applications accepted for the Spring 2027 funding cycle? Can an incomplete application be submitted and updated later?**
 - The Spring 2027 application deadline is 12:00 p.m. CST on Friday, December 4, 2026. Training for this cycle must occur between January 1 and June 11, 2027. Applications should be accurate, complete, and include all required supporting documentation at the time of submission. Incomplete applications with missing supporting documents will not be accepted.
- **Q4. What documentation is required when training is conducted in-house?**
 - If training is conducted in-house, the **In-House Training Template** is required. A letter on company letterhead detailing the costs may be submitted as the in-house training invoice. Required application documentation must identify the training and learning objectives, training dates, industry-recognized certificate or credential to be attained, and itemized costs.
- **Q5. Will Forward Careers review an application before the deadline and identify needed corrections?**
 - Employers are responsible for submitting an accurate and complete application, including all required supporting documentation, by the applicable deadline. To ensure a fair and consistent process for all applicants, Forward Careers will not provide individualized pre-reviews or confirm application completeness prior to the deadline.
 - During the formal application review process, Forward Careers may contact an applicant to request clarification or verify information contained in the submitted application. Any request for clarification does not guarantee funding or approval and should not be considered an opportunity to complete or substantially revise an incomplete application.
- **Q6. Can you explain O*NET for a new position?**
 - ONET is a national database that provides standardized information on occupations, including job duties, skills, education, and occupational codes. Please visit the ****ONET OnLine**** website to search for the occupation that most closely aligns with the position and identify the applicable occupational code: <https://www.onetonline.org/>

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