



e-Training Update for ENs

August 2004

MAXIMUS Ticket to Work Program

You are receiving this email update because you are or have been an approved Employment Network through the Ticket to Work Program. Please disseminate to all your staff involved with Ticket to Work.

“Training Resources for the Business of Ticket”

Employment Networks Can Now Refer Ticket-holders to Employers Under the Work Opportunity Tax Credit (WOTC)

On March 2, 2004, President Bush signed into law the Social Security Protection Act, Public Law 108-203, making available the Work Opportunity Tax Credit (WOTC) to employers who hire Ticket beneficiaries referred by any Employment Network (EN) participating in the Ticket to Work Program. Previously the WOTC was only available if the referral came from the state Vocational Rehabilitation (VR) agencies.

The new provision provides Employment Networks with a marketing tool to offer employers an incentive to hire individuals with disabilities who receive employment services, vocational rehabilitation services, and other support services under the Ticket to Work Program. An employer taking advantage of the WOTC can receive up to \$2,400 in federal income tax credits for each WOTC-qualifying Ticket beneficiary hired. There are no restrictions on the number of qualified Ticket beneficiaries an employer can hire.

In order to obtain the tax credits, the employer must file specific federal forms with the appropriate State Employment Security Agency (SESA) within a specified time period from date of hire. SESA certifies which individuals are eligible for WOTC, and notifies the employer in writing for purposes of filing the tax credits. The credits are applied to taxes due to the Internal Revenue Service.

To receive comprehensive information about the WOTC and to obtain a directory of State and Regional WOTC Coordinators, visit the U.S. Department of Labor Employment and Training Administration (ETA) website at www.usesa.doleta.gov/tax.asp

We encourage you to disseminate this information to your staff so they become knowledgeable about the WOTC and use this important tool to help Ticket beneficiaries become employed and achieve self-sufficiency.

Message from the Training Manager:

The Ticket to Work Training team would like to extend to you a personal welcome to the first edition of our e-Training update. Through this and other new EN outreach formats, we will bring to you technical advice, best practices, and news from the Ticket to Work Program Manager. Over the past three years, the Training team has assisted many of you with questions about regulations, procedures, and advice to help you build a successful Employment Network. The Ticket Training team is available to meet your current and future learning needs whether you are a new EN or an old hand at this. Please feel free to give us call.

Terry Martin, Ed.D. Training Manager

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Free EN Capitalization Training Coming to a City Near You!

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<u>Location</u>	<u>Date</u>
Dallas, TX	August 10, 2004
Detroit, MI	September 9, 2004
Providence, RI	TBA
Las Vegas, NV	TBA
Seattle, WA	TBA
New Orleans, LA	TBA
Additional Locations	TBA

Participants will be instructed in the use of the Capitalization Resource Directory as a tool for seeking and securing funding. The seminar will focus on developing strategic fund raising processes. Particular emphasis will be given to accessing funding from foundations, and hands-on exercises to develop skills in fundraising. The seminar will be conducted in **two identical three-hour sessions**. The morning session will be conducted from **9:00 AM until 12:00 PM**, and the afternoon session from **1:00 PM until 4:00 PM**. **Participants may choose the location and session most convenient.** There is **no registration fee**, and Certified Rehabilitation Counselors will be awarded 2.75 contact hours.

Registration Form can be found at www.yourtickettowork.com or by calling MAXIMUS at 1-866-968-7842 ext. 6662

Certified Rehabilitation Counselor Contact Hours Available for Ticket to Work Online Courses

NEW! CRC Contact Hours are now available for successful completion of Ticket to Work Online Courses. If you are interested in receiving CRC Contact Hours, please email andreastapleton@maximus.com for enrollment information. Please put the following information in the subject field of your e-mail: "CRC Enrollment."

Resources Available on the Ticket to Work Web site

www.yourtickettowork.com

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- I. Downloadable Materials**
 - II. Participate in Ticket Training Online**
 - III. Custom Designed Resources**
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I. Ticket Toolkit Downloadable Materials

Training materials are available in PDF, PowerPoint, and Text formats. Should you need the information in a format not listed, please feel free to e-mail your request to the Training department.

- Overview of the Ticket to Work Program
- Understanding SSA Programs
- Understanding Employment Supports and Work Incentives
- Recruitment and Enrollment of ENs and State VR Agencies
- Management of the Ticket Process
- Understanding EN Payment Options
- Dispute Resolution

Ticket Quick Start Resources (Documents & Handouts)

- Employment Network Handbook
- EN Payments at a Glance
- EN Guide to Requesting Payment
- Payment Request Form
- Companion to Payment Request Form
- EN Payment Request Options Summary

II. Participate in Ticket Training Online

Enrollment for Ticket Training Online is now **OPEN!** These classes are conducted via a portal called Blackboard. The classes consist of reading materials, self-directed study, homework assessments, and a final assessment for you to use as a gauge in your learning progress.

Class registration is available online at www.yourtickettowork.com/training or, if you prefer, e-mail your interest to andreastapleton@maximus.com. You will receive via email a registration packet and details on how to enroll.

(Resources continued)

III. Custom Designed Resources

The mission of the Ticket to Work Training Staff is to provide available resources to fit your Employment Network training needs. Therefore, if you need customized materials or training programs to fill a specific need, please give us a call or e-mail us your request. Below is a list of customized materials that we have done in the past. Let us know how we can be of service to you.

- Training materials in alternative formats
- Training materials on CD-ROM
- Custom training courses on Blackboard
- Specialized topics with reference training materials
- Specialized topics with PowerPoint presentations
- Digital video mini-lectures and audio presentations

Join the EN Forum Discussion on EN Payment Request Options August 17, 2004 1:00 - 3:00 p.m. Eastern Time.

The purpose of this forum is to encourage questions, comments, and ideas from approved ENs participating in the Ticket to Work Program. Join us for a chat room discussion available through **Blackboard via the Ticket to Work Web site**. Participants can enter into a chat room discussion with other ENs and the Ticket to Work Training team. You can also follow discussion tracks that will be available throughout the rest of the month.

If you are not currently enrolled in the EN Forum, please send an e-mail request to Andrea Stapleton at andreastapleton@maximus.com. Please put "EN Forum Enrollment" in your subject field. Enrollment information and navigation instructions will be e-mailed back to you.

If you would like to suggest future forum topics for the EN Forum please feel free to e-mail Dan Betts at danbetts@maximus.com. Please put "EN Forum Topics" in the subject field.



And finally, with this edition we are saying good-bye and good luck to Kathy Lopez. Kathy has been a member of our Training Team for almost two years.

Meet the MAXIMUS Training Team:



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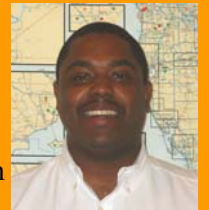
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