

**WOTC FEDERAL
JOBS TAX CREDITS**
DEFINITIONS OF ELIGIBLE TARGET GROUPS
AND
EXAMPLES OF DOCUMENTARY EVIDENCE **REQUIRED**

Applicants MUST:

Be Citizens or permanent residents;
Meet requirements of one of nine target groups listed below.

Applicants Must NOT:

Have prior employment with the same employer;
Be related by blood or marriage to the principal owner;
Be a replacement during a labor dispute

DEFINITIONS OF ELIGIBLE APPLICANTS:

The following are summary definitions of each eligible group. Detail definitions and assistance are available from your Job Service/Job Center. For a staff listing go to:

<http://dwd.wisconsin.gov/dws/bjs/taxcredit/contactlist.htm>

REQUIRED DOCUMENTATION:

Listed below are **examples** of acceptable documentation. Additional items may be included.

Note: If employer provided with a signed Conditional Certification (9062) from a qualified agency - no documentation is required

(Target Group Code #)

(1)

TANF Recipients

- | | |
|--|--|
| <ul style="list-style-type: none"> • Is a member of a family which has been receiving TANF (Temporary Assistance for Needy Families)
AND • Has received TANF payments for at least 9 of the past 18 months. | <p>TANF Benefit History or Case Number
Copies of TANF checks/stubs
Work program letters or screens
Cty Social Services contact person and phone number</p> |
|--|--|

(2)

Veterans

- | | |
|---|--|
| <ul style="list-style-type: none"> • Veterans who have received *Food Share benefits for three or more of the past 15 months | <p>DD-214 or other service/discharge papers
Job Service Veteran's Representative and Phone number
AND
Must also provide *Food Share benefit history</p> |
|---|--|

**Formerly known as Food Stamps*

NOTE: Dishonorably discharged veterans are included as veterans for tax credit purposes.

(3)

Ex-Felon

- | | |
|---|--|
| <ul style="list-style-type: none"> • Has been convicted of a state or federal felony,
AND • The hire date is not more than 1 year after the conviction or release from prison, | <p>Parole Officer's Name and Phone Number
Correctional Institution records
Court records</p> |
|---|--|

NOTE: Work release and deferred adjudication felons are eligible. Persons convicted of a felony while in the military are eligible.

(4)

High Risk Youth, Ages 18 through 24

- Is 18 through 24 years old on the hire date
AND
 - Resides within a federal Renewal Community (RC), or Enterprise Community (EC) and maintains residency
- Birth certificate, I-9,
Driver's license, Official ID
A document showing address
AND
Printout: <http://egis.hud.gov>

(5)

Vocational Rehabilitation

- Has a physical or mental disability that constitutes a barrier to employment,
AND
 - Has a written state rehabilitation plan for employment
 - Hiring date must be within 2 years of services
 - Has a Ticket-to-Work **AND** an Employment Network Plan
- State DVR contact person and phone no.
Social Services agency records
Workers Compensation records
Veterans Administration records
Doctor's references
Special School references

(6)

Summer Youth, Ages 16 and 17

- Is 16 or 17 years old on the hire date
AND
 - Resides within a Federal Renewal Community (RC) or Enterprise Community(EC) and maintains residency
- Birth Certificate
Driver's License, Official ID
Work Permit
Document showing address
AND
Printout: <http://egis.hud.gov>

NOTE: Creditable work must be between May 1 and September 15 (90 days maximum credit period, the youth may start earlier).

(7)

Food Share (FS) Recipient (18 through 39 yrs)

- 18 through 39 yrs of age on hire date.
AND
 - Received FS for at least last 6 mos.
OR
 - Member of family who received FS 3 of the past 5 mos. (if currently ineligible).
- FS Benefit History
FS Receipts
Case Worker's Name and Phone No.
Case Number
Proof of Birthdate Required

(8)

Supplemental Security Income (SSI) Recipient

- Received SSI within 2 months of hire date.
- SSI award letter
SSI Contact Information

(9)

Long-Term Family Assistance (LTFA) Recipients

- Received for 18 or more continuous months prior to job hire date) **OR** People cut off the grant due to law change (within 2 years prior to hire)
- Benefit printout from county DSS
Caseworker's name and phone number.
Case Number