



PRE-AWARD REVIEW FOR
ON-THE-JOB (OJT) TRAINING CONTRACTS

WIOA regulations require that a pre-award review be conducted prior to awarding an OJT contract to any new or expanding business. The purpose of this review is to verify that the establishment is not relocating employment from another area.

Name/Title of Person completing form: _____
 Business Owner(s): _____
 Business Name: _____
 Address: _____

- How long has this business been in operation? _____
- Is this business owned wholly or in part, by another party(ies) other than that listed above? yes no

If yes, give name and address: _____

- Has this business (or a successor in interest) moved any operations from a facility in one labor market area within the U.S. and its territories to a new or expanding facility in another labor market area? yes no
 - If yes, have any job losses occurred due to the relocation or expansion? yes no

I understand that WIOA regulations strictly prohibit any WIOA funds being used, or proposed for use, to encourage or to induce the relocation of an establishment, or part thereof, that results in the loss of employment for any employee of such establishment at the original location.

I certify that the information given on this form is true and accurate to the best of my knowledge and belief. I understand that such information is subject to verification, and I further realize that falsified or fraudulent information may result in the rejection of contracts entered into using WIOA funds, subsequent termination from WIOA participation, or prosecution under the law.

Signature Company Official/Title		Date	
Signature Agency Representative		Date	
Administrative Agency Representative Signature		Date	
Administrative Entity Response For Office Use Only			
Corroborating Support Required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If yes, when and how verified?			
Award decision?	<input type="checkbox"/> Award Approved	<input type="checkbox"/> Award Denied	
Comments			

Administrative Entity Representative

Date
ATTACHMENT I