



Annual Report Worksheet

Your Annual Report must be submitted via the [Online Portal](#) by March 1.

PLEASE NOTE: This document is not a substitute for online submission!

You will be asked to provide the following information when you submit the Annual Report online:

Total Jobs and Payroll	
Number of Full-Time Equivalent (FTE) employees at the Project Street Address(es)* in the previous calendar year. <ul style="list-style-type: none">To calculate FTE, divide the total number of hours worked by 2,080.	
Total W-2 payroll wages (from Box 18) for all FTE employees at the Project Street Address(es) in the previous calendar year.	

Ohio Jobs and Payroll	
Number of Ohio-based Full-Time Equivalent (FTE) employees at the Project Street Address(es)* in the previous calendar year. <ul style="list-style-type: none">To calculate FTE, divide the total number of hours worked by 2,080.	
Total W-2 payroll wages (from Box 18) for all Ohio-based FTE employees at the Project Street Address(es) in the previous calendar year.	

Training and Training Investment	
Total W-2 employees at the Project Street Address(es) trained. This is cumulative from the Agreement Effective Date* through December 31 of the most recent year's end.	
Total training investment for W-2 employees at the Project Street Address(es). This is cumulative from the Agreement Effective Date* through December 31 of the most recent year's end.	

Fixed Asset Investment	
Total Fixed Asset Investment at the Project Street Address(es). This is cumulative from the Agreement Effective Date* through December 31 of the most recent year's end.	

Attaining Metric Commitments	
Do you expect to meet your Metric Commitments* by the Metric EVALUATION DATE on your Agreement? If you select "No," you must provide a brief narrative in the text box explaining your situation.	

OPTIONAL: Diversity, Equality, and Inclusion (DEI)
You will be asked to select from a list of DEI initiatives and provide information about other DEI-related measures your company has in place.

***Please refer to Page 1 of your specific JobsOhio Agreement and any Amendments, if applicable, for these items.**

- All Agreements will contain one or more Project Street Address(es) and an Effective Date.
- Not all Agreements will contain Jobs and Payroll, Training and Investment, or Fixed Asset Investment Commitments. If a field does not pertain to your Agreement, please enter zero (0).

PLEASE NOTE: This document is not a substitute for online submission!