

WORKFORCE INNOVATION NOTICE: 18-07

TO: WORKFORCE DEVELOPMENT AREAS

FROM: Governor's Workforce Board

SUBJECT: Adult and Dislocated Worker Allocation Transfer Policy

DATE: Effective: June 5, 2018

- 1. PURPOSE:** To issue the terms under which local Workforce Innovation and Opportunity Act (WIOA) formula funds may be transferred between Adult and Dislocated Worker Programs.
- 2. REFERENCES:** Title I of the Workforce Innovation and Opportunity Act (WIOA) of 2014; WIOA Final Rule at 20 CFR 683.130
- 3. BACKGROUND:** In accordance with WIOA Section 133(b)(4), Local Workforce Development Boards may transfer up to 100% of a Program Year (PY) allocation for Adult employment and training activities and up to 100% of a Program Year allocation for Dislocated Worker employment and training activities between the two programs. The Governor's Workforce Board is required to track, manage, and report Adult and Dislocated Worker expenditures by fund and by Program Year of each allotment at the State level. Since local fund transfers impact original state allotments, as well as local fund availability, the GWB has established procedures to manage transfers to facilitate accurate reporting to the US Department of Labor.
- 4. INQUIRIES:** Questions concerning this issuance may be directed by phone or by email at:

Rhode Island Department of Labor and Training
Governor's Workforce Board RI
1511 Pontiac Avenue, Building 72-3
Cranston, Rhode Island 02920
(401) 462-8860 Phone (401) 462-8865 Fax
www.dlt.ri.gov | www.qwb.ri.gov

- 5. Transfer of Adult and Dislocated Worker Allocations:** While up to 100% transfer is allowable, Local Workforce Development Areas are reminded that appropriate service levels to both Dislocated Workers and Adult customers must be maintained. Requests for transfers may be made through the last working day of May of the current Program Year's funds.

Local Workforce Development Boards may transfer up to 100% of the base Adult and Dislocated Worker allocations of the current year allocation. Youth funds may not be transferred. Transfer requests are to be signed by the Local Board Chair and Executive Director, submitted to the GWB Executive Director and must include the following information: (1) The reason for the transfer request, including current service level information, (2) Assurances that services for Adults and Dislocated Workers will be maintained, and (3) a listing of other Local Area funding available to serve Adulthood and Dislocated Worker populations (for example: NDWG, other federal or state funding, other special grant funding). Once the request has been received by the Board, it will be reviewed within five business days to determine approval or denial of the request.

6. Authority of State WIOA Liaison to Act on Governor's Behalf: At the beginning of each program year, the State WIOA Liaison shall request, in writing, authority from the Governor to serve as his or her designee and act on his or her behalf for the purposes of this policy. If such authority is not granted, transfer requests shall be submitted to the Governor directly and must include the required information. A Governor may request additional information from Local Boards before rendering a decision.