



Department of Labor and Training

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WORKFORCE INVESTMENT NOTICE: 12 - 03

TO: WORKFORCE INVESTMENT AREAS

FROM: David Tremblay, Administrator-Workforce Investment Office

SUBJECT: Workforce Innovation Fund Grant Allocations; oversight and reporting requirements

DATE: January 02, 2013

- 1. PURPOSE.** This issuance will provide Local Areas with Workforce Innovation Fund Grant allocations. This policy also details oversight and reporting requirements.

Be advised that the State of Rhode Island requires that each Local Workforce Area establish such fiscal control and fund accounting procedures as may be necessary to assure the proper disbursement of, and accounting for Workforce Innovation Funds allocated to local areas. Such procedures shall ensure that all financial transactions are carried out in compliance with the requirements of paragraph 4. In addition, all transactions shall be conducted and records maintained in accordance with Generally Accepted Accounting Principles and applicable Federal and State Policy Issuances.

- 2. REFERENCE.** United States Department of Labor's (USDOL) Workforce Innovation Fund Grant Funding Opportunity Number: SGA/DFA PY - 11 - 05
- 3. BACKGROUND.** The Rhode Island Department of Labor and Training was recently awarded \$2,782,122.00 as part of the USDOL's Workforce Innovation Fund Grant authorized by the Full-Year Continuing Appropriations Act, 2011 (P.L. 112-10). The period of performance for the Grant is 07/01/2012 – 06/30/2015. These funds are to support innovative approaches to the design and delivery of employment and training services that generate long-term improvements in the performance of the public workforce system, both in terms of outcomes for job seeker and employer customers and cost-

effectiveness. The allocation of funds to the locals is broken out over the Grants three year period as follows:

	PY12	PY13	PY14	TOTAL
WPGRI	\$28,181.86	\$57,615.68	\$58,650.86	\$144,448.40
WSPC	\$23,520.00	\$47,040.00	\$47,040.00	\$117,600.00

4. **REPORTING.** Each Local Workforce Area must submit fiscal and programmatic reports monthly to the State Workforce Investment Office (SWIO). The reports will be due no later than the 15th day of the following month.
5. **POLICY.** Each Local Workforce Investment Area receiving Workforce Innovation Fund monies shall comply with the applicable Circulars and Regulations of the Office of Management and Budget for the type of entity receiving Federal funds and all applicable State and Local Laws.

Nothing in this policy shall preclude the entity that is receiving these grant funds from adopting new policies and procedures or utilizing existing policies and procedures provided they are at least as restrictive as the Federal Circulars and Regulations. The State Workforce Investment Office therefore prescribes, at a minimum, the following regulations and cost principles:

Uniform Administrative Requirements:

29 CFR Part 97, for State/Local Governments and Indian Tribes; OR
 29 CFR Part 95, for Institutions of Higher Education, Hospitals and other Non-Profit Organizations and Commercial Organizations

Cost Principles:

2 CFR 225, for State/Local Governments and Indian Tribes;
 2 CFR 220, for Institutions of Higher Education; OR
 2 CFR 230, for Non-Profit Organizations.
 48 CFR Part 31

Other Requirements (As Applicable):

29 CFR Part 96 and 99, Single Audit Act
 29 CFR Part 93, Lobbying Certification
 29 CFR Part 37, Nondiscrimination and Equal Opportunity Requirements
 29 CFR Part 98, Debarment and Suspension; Drug Free Workplace
 20 CFR Part 652 et al., Workforce Investment Act
 Wagner Peyser Act

6. **INQUIRES.** Questions regarding this WIN may be directed to the State Workforce Investment Administrator at 462-8812.