



**Department of Labor and Training**

Center General Complex  
1511 Pontiac Avenue  
Cranston, RI 02920-4407

Telephone: (401) 462-8000  
TDD: (401) 462-8006

Lincoln D. Chafee  
Governor  
Charles J. Fogarty  
Director

## **WORKFORCE INVESTMENT NOTICE: 13-09**

---

**TO:** WORKFORCE INVESTMENT AREAS

**FROM:** David Tremblay, Administrator-State Workforce Investment Office

**SUBJECT:** Dislocated Worker Training National Emergency Grant Policies

**DATE:** May 15, 2014

### **1. Purpose.**

To provide ongoing information and guidance to Local Workforce Investment Areas (LWIA) regarding National Emergency Grant (NEG) #RI-12 policies. Initial policies were articulated in the Project Operator Plans. This Workforce Information Notice provides additional policy development and clarity, in part based on questions submitted by LWIAs.

### **2. References.**

- Workforce Investment Act (WIA) of 1998;
- WIA Final Rules 20 CFR Part 652 et al., dated August 11, 2000 (§671 specifically refers to NEG funding)
- Training and Employment Notice (TEN) 38-09, "Dislocated Worker Training National Emergency Grants" dated May 28, 2013
- Training and Employment Guidance Letter (TEGL) 4-10 "On-the-Job Training National Emergency Grants (OJT NEGs) Funded with American Recovery and Reinvestment Act of 2009 Resources" dated August 6, 2010
- TEGL 16-12 "On-the-Job Training and National Emergency Grants Funded with WIA Dislocated Worker Reserve Funds, dated March 7, 2013
- Project Operator Plans executed between Local Workforce Areas and the RI Department of Labor and Training

### **3. Background.**

NEGs are discretionary grants awarded by the Secretary of Labor (the Secretary) to provide employment related services for dislocated workers, primarily to temporarily

to significant dislocation events, such as plant closures and mass layoffs. However, considering the fact that many states continue to experience smaller, staggered dislocation events, TEN 38-12 announced the availability of funds for Dislocated Worker Training National Emergency Grants (DWT NEG). Rhode Island was determined to be a qualifying state, submitted an application and on June 26, 2013 was awarded grant totaling \$1,058,814 to provide training services to dislocated workers.

#### **4. Additional Information Regarding Policies.**

- The terms of the DWT NEG require that a priority be given to dislocated workers who are long term unemployed and to those who have been profiled as likely to exhaust UI benefits.
  - For the purposes of this grant, a long-term unemployed dislocated worker is one who has been unemployed for a minimum of 27 weeks.
  - UI claimants who have been profiled as likely to exhaust their benefits will be provided information of their potential eligibility for the training programs when meeting with their profiling case manager.
- To satisfy the requirement that a priority is given to these cohorts, the State has established a goal that at least 51% of the participants served by each local area with funding from this grant must be from these populations. Any local area who does not achieve this goal must provide the State Workforce Investment Office with a rationale as to why it was not met and a description of the recruitment activities utilized to identify the participants. All profiled customers selected for an in person orientation at netWORKri will be informed of all training opportunities.
- Workforce Solutions of Providence Cranston, one of the State's two Local Workforce Areas issued a Request for Proposals to procure training providers to provide group training to eligible dislocated workers. The RFP was issued with the understanding that the services were to be delivered on a state-wide basis, not limited to vendors or participants in the Providence Cranston workforce area. Therefore, because the RFP was issued in this manner, the Department of Labor and Training has determined that participants served by funds from the Workforce Partnership of Greater Rhode Island, the State's other Local Workforce Area, may be enrolled in the training procured through the RFP. The billing process is described below.
- The group training providers selected through the procurement process must be included on the Eligible Training Provider List. Workforce Solutions of Providence Cranston must submit to the State Workforce Investment Office a listing of the training providers selected and include descriptions of the training to be delivered and the type of credential to be awarded. TEG 38-12 states that training providers are limited to those listed in the Eligible Training Provider List as proposed training programs must have demonstrated success in serving the targeted population. When submitting the list of training programs, please include a description of how past success was taken into consideration in the selection process.
- The total allocation for the Dislocated Worker Training National Emergency Grant is \$1,058,814 with the funds being distributed as follows:

Workforce Solutions of Providence/Cranston	\$ 868,228
Workforce Partnership of Greater Rhode Island	\$ 169,410
State Workforce Investment Office	\$ 21,176
Total	\$1,058,814

This distribution was based on the estimated costs of training and is subject to change.

Workforce Solutions of Providence/Cranston has procured the services of several vendors to conduct group training. Because the Workforce Partnership of Greater Rhode Island will be using the services of these vendors they will be billed on a monthly basis by the Workforce Solutions of Providence/Cranston on a cost per participant basis. Both Local Workforce Areas are required to submit a fiscal report to the State Workforce Investment Office on a quarterly basis using Federal Form 9130.

- The request for funds was submitted and approved based on a proposed amount of funds allocated to each type of training service (OJT, classroom, ITA). Local areas should make an effort to reach the agreed upon goals. The State will allow a variance of 10% in each training type. Discrepancies in excess of 10% may be subject to approval by the Regional Office. The approval process may include the submission of grant modification request. Since this process is at times lengthy, local areas are advised to closely monitor spending trends and request approval well in advance.
- When entering participant data in EmployRI, please ensure that the following WIASRD items are entered accurately as they will be used to determine if the priority population goal is being met:
  - + WIASRD data item 401: (UC Eligible Status at Participation: found on the Employment Information tab. If the participant has been profiled as likely to exhaust UI benefits, select: "Eligible claimant referred by WPRS");
  - + WIASRD data item 706 (Date of Actual Qualifying Dislocation);
  - + WIASRD data item 900 (Date of Program Participation)

Local areas are required to ensure the accuracy of all data (programmatic and fiscal) that is submitted to the State for reporting purposes.

**5. Action Required.** Local areas are requested to widely distribute copies of this issuance to partners within your local area.

**6. Inquiries.** Questions regarding this WIN may be directed to the Administrator of the State Workforce Investment Office at 462-8812 or [dtremblay@dlt.ri.gov](mailto:dtremblay@dlt.ri.gov)