

Document No.: PL-15-001.4

Title: WIOA Eligible Training Provider Policy



Owner: Diane Head, Executive Director

Status: Under Review

Original Issue Date: 6/22/16

Expiration Date: Until further notice

Last Revision Date: 11/16/23

To: CareerSource North Florida Staff

Purpose: This policy provides guidance related to the approval of training providers and programs that may be funded under the Workforce Innovation and Opportunity Act and other workforce programs as determined by funders' criteria.

Reference:

- Workforce Innovation and Opportunity Act (WIOA), Sections 122, 133
- WIOA Regulations, 20 CFR 680.400 et seq., Subpart D.
- U.S. Department of Labor, Employment and Training Advisory System, Training and Employment Guidance Letter No. 41-14
- Florida Statutes, Chapter 445 – Workforce Innovation FS Chapter 1005
- Florida Statutes, Chapter 1008 – Florida Education and Training Placement Information Program
- Nonpublic Postsecondary Education FAC6E – Commission for Independent Education FS Chapter 1008
- CareerSource Florida Administrative Policy No. 90, revised 09/19/2023
- PC-15-002 WIOA Eligible Training Provider Procedure

Background

CareerSource Florida (CSF) issued final Administrative Policy No. 90 based on United States Department of Labor Training and Employment Guidance Letter (TEGL) No. 41-14. Based on this information, the North Florida Workforce Development Board (NFWDB) is required to set a local policy for the maintenance of a local Eligible Training Provider List.

Florida requires all training providers to be either public institutions or private sector providers appropriately licensed to offer in-demand training. Based on CSF's revised Administrative Policy (2023), all training providers must first apply to and be approved by FloridaCommerce, then the local board through local policy may establish further criteria and require further information for Local Area program eligibility. This may include setting required levels of performance as criteria for training providers and their programs to become or remain eligible to provide training services programs in the local area. This policy provides guidelines for the initial and subsequent determination of eligibility of training providers; the federal and state requirements for training providers; performance standards and the reporting of data; and the removal provisions for training providers.

Content

DEFINITIONS

Eligible Training Providers List (ETPL)—The ETPL contains those providers eligible to receive WIOA Title I-B funds for Adult and Dislocated Worker participants who enroll in training services through Individual Training Accounts (ITAs).

Eligible Program (EP)—An Occupational Skills Training (OST) program in a Targeted or In-Demand Occupation offered by a provider, leading to a post-secondary credential.

DESCRIPTION

Eligible Training Provider Requirements

Eligible training providers (ETP) are those eligible to receive WIOA Title I-B funds for Adult and Dislocated Worker participants who enroll in training services programs through Individual Training Accounts (ITA). To be eligible to receive funds under Section 133(b), WIOA, the training provider shall be:

1. A Post-secondary educational institution which awards postsecondary credentials,
2. Registered Apprenticeship programs,
3. Other public/private providers, which may include joint labor management organizations, and eligible providers of adult education if provided in conjunction with occupational skills training, and
4. Except for registered apprenticeships, offer training programs for occupations on the Targeted Occupations List (in LWDA 6, this includes the state-issued Demand Occupations list) in order to receive training funds under Section 133(b)WIOA.

Provider Requirements

To be eligible for placement on the local ETPL under WIOA, training providers must fall into one of these categories:

1. Training Providers previously determined eligible for the ETPL under WIOA. These “Continued Eligibility” providers are current with all data and other information (as referenced in the Performance/Existing Program Evaluation section of this policy) due to CSNF and in compliance with performance goals.
2. Registered Apprenticeship programs are to be included and maintained on the ETPL as long as the corresponding program remains registered and will remain on the ETPL until it is deregistered, or the registered apprenticeship program has notified ~~Department of Economic Opportunity (DEO)~~ FloridaCommerce they no longer want to be included on the ETPL.
3. Providers not previously eligible under WIOA. New applicants, non-current, non-exempt providers that do not fall into the above categories must apply through the “Initial Eligibility” application procedure. Those seeking “Initial Eligibility” may apply at any time.

Additionally, except for registered apprenticeships, providers must be accredited by a recognized accreditation entity (for example, SACS or COE). Providers must be active partners with local industry employers and be able to certify such activity. Providers must have at least one active, approved program with CSNF in order to remain on the list.

Once an application has been submitted and is determined to be complete and meeting all minimum requirements, it will be submitted for Board approval.

Provider and Program Eligibility Requirements

CSNF will follow procedures listed in AP090 (revised). All provider and program applications must be submitted into the ETPL Portal inside Employ Florida. CSNF tentatively approves all statewide approved providers and programs, however CSNF will prioritize providers on the following tiered structure:

- A. Located in the LWDA,
- B. Located within a 60-mile radius of the LWDA or within the designated planning region, and
- C. All other providers.

CSNF will only support those programs which relate directly to its Targeted Occupational List (and noted as HSHW) and/or Demand Occupations List. CSNF will not pay a higher tuition rate for an out-of-area program than the highest in-area program tuition rate. Additionally, CSNF will not cover the cost of out-of-state tuition differential.

CSNF-supported programs must meet 85% of the prior Program Year's negotiated goal for credential attainment rate for all program students (not just WIOA-enrolled students).

Providers will be considered as customer ITA requests are made.

Application Review and Appeal

Appeals to decisions may be made to the CSNF Executive Director if the provider met all minimum criteria stated above for local eligibility determination. Appeals must be made within five working days of the Provider's receipt of the initial decision and should indicate why the information used to make the decision was incorrect. The Executive Director shall approve or deny the appeal.

If an appeal is denied, the training provider can request full consideration by the full Board of Directors providing such an appeal is made in writing within five working days of the decision to deny by the CSNF Executive Director. If this further appeal is made, information provided to the Executive Director shall be provided to the full Board of Directors. A decision of the Board is not subject to appeal.

Action

For immediate implementation. The NFWDB and CSNF staff should adhere to this policy when making ETPL approvals and decisions, including following the associated guidance and procedures outlined for implementation (PC-15-002 WIOA Eligible Training Provider Procedure), including any future updates.

Timeline

This policy is effective until further notice. It should be reviewed following three years of issuance or a change in referred guidance.

Signature

Daniel Collins, LWDB Chair

Date

Diane Head, Executive Director

Date

CareerSource North Florida is an Equal Opportunity Program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this website may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.