

Mass Workforce Issuance

Workforce Issuance No. 08-26

Policy **Information**

To: Chief Elected Officials
Workforce Investment Board Chairs
Workforce Investment Board Directors
Title I Administrators
Career Center Directors
Title I Fiscal Officers
DCS Regional Directors

cc: WIA State Partners

From: David W. Mackley, Director
Department of Workforce Development

Date: July 1, 2008

Subject: **WIA Funds Transfer Authority**

Purpose: To transmit notification of the extension of the Commonwealth's policy regarding the transfer of WIA funds between Adult and Dislocated Worker programs under an approved waiver by the U.S. Department of Labor Employment and Training Administration (ETA). This policy replaces WIA Communication No. 05-70 (9/15/05).

Background: The Workforce Investment Act of 1998 (WIA) allows for the transfer of funds between the Adult and Dislocated Worker Programs (§133(b)(4)). The provision to allow transfer of funds between the two programs provides local areas with a significant level of flexibility to meet local service needs. WIA originally limited the transfer amount to 20 percent of the program year allocation between the adult and dislocated worker programs. On April 1, 2003, ETA issued Training and Employment Guidance Letter (TEGL) 23-02 which increased the limit on transfer authority to 30 percent.

The Commonwealth, as part of its strategic State Plan for Title I of the Workforce Investment Act and the Wagner-Peyser Act for the two-year period, July 1, 2005 through June 30, 2007 requested and was granted approval to increase transfer authority from the current 30% to 50% for Adult and Dislocated Worker funds.

ETA has now approved the continuation of the waiver through June 30, 2009.

Policy: Through June 30, 2009, a Local Workforce Investment Board may transfer up to 50 percent of its program year allocation for either adult or dislocated worker employment and training activities between the two programs. Transfer of funds between any other programs covered by the Workforce Investment Act is not allowed.

To transfer any amount of funds between the adult and dislocated worker programs for a program year, a local board must first obtain approval by forwarding a formal request, in writing to:

The Division of Career Services
Charles F. Hurley Building
19 Staniford Street
Boston, MA 02114
Attn: Lisa Caissie

Transfer requests received subsequent to the end of the third quarter of the fiscal year will be considered for approval only in extreme circumstances.

Please complete and submit the attached justification form and revised Title I Program Summary modification with the transfer request. Upon approval of the transfer request, a modification to the Annual Business Plan budget reflecting the transfer must be submitted within 10 days from receipt of the transfer approval. The approved transfer documents will be incorporated as a modification to the Annual Business Plan.

Action

Required: Please assure that all appropriate individuals in your workforce investment area are notified of this revised policy, and take necessary steps to ensure compliance with its content.

Effective: Immediately

References: The Workforce Investment Act of 1998; Training and Employment Guidance Letter No. 23-02 (4/1/03); WIA Communication 05-70 (9/15/05);

Inquiries: Please email all questions to PolicyQA@detma.org. Also, indicate Issuance number and description.