

# Mass Workforce Issuance

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**Workforce Issuance No. 09-88**

☒ **Policy**   ☐ **Information**

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

**cc:** WIA State Partners

**From:** Michael Taylor, Director  
Department of Workforce Development

**Date:** December 21, 2009

**Subject:** **Supplemental Rapid Response Funds (ARRA)**

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**Purpose:** To provide policy guidance to Local Workforce Investment Boards, One-Stop Career Center Operators and other local workforce investment partners with regard to the process to access and local use of Supplemental Rapid Response ARRA Funds.

**Background:** In the continuing effort to increase the capacity of the workforce development system to respond to local training demands, the Commonwealth will make \$2.8 million in Rapid Response ARRA funding available to local areas. The supplemental ARRA funds are being provided to expand training opportunities to a greater number of dislocated workers including UI claimants, RES participants and Veterans. Each of the Commonwealth's sixteen workforce investment areas is potentially eligible for a specified amount listed in Attachment A. Access to the supplemental funding requires that local areas meet the criterion described in this issuance.

**Policy:** Supplemental Rapid Response funding will be made available to local areas for the sole purpose of providing:

- direct training services for dislocated workers, either through Individual Training Accounts (ITAs), On-the Job Training (OJT), or contracted group training; and/or

- support services and/or needs-related payments to dislocated workers.

Supplemental Rapid Response funds *may not* be used for the following:

- intensive services, including covering any staff support costs
- administrative costs
- participants who are eligible under Trade or NEG, or for participants being served with regular Rapid Response Set-Aside funds
- incumbent worker training

At mid-point in the individual award period the Division of Career Services will evaluate the expenditure/obligation of awarded funds. Collaborative decisions regarding the recapture and redirection of funds may be made at this time.

Supplemental Rapid Response ARRA funds must be fully expended by June 30, 2011.

**Action**

**Required:** In order to access its available amount of Supplemental Rapid Response ARRA funds, each local area must meet the following criterion:

- ✓ 100% of the required budgeted training portion threshold (60% of the ARRA Adult and Dislocated Worker program allocation) minus the amount budgeted for support services (a maximum of 10%)) has been either expended or obligated.

A request for the supplemental funds may be submitted electronically and must include a current Fiscal Status Report (FSR) that demonstrates that the above criterion has been met.

Please submit the supplemental funds request and accompanying FSR to Donna Gambon at [Dgambon@detma.org](mailto:Dgambon@detma.org).

DCS will review the local area submission to determine that the criterion has been met. Those areas that meet the criterion will be required to provide DCS with a fiscal and participant implementation schedule (Attachment B) that includes the number of ITAs, OJTs and/or group training seats to be contracted with the supplemental funds and a brief description of anticipated training types.

A contract package will be forwarded for signature.

Any area for which it is determined that the criterion has not been met will be notified to submit revised information for reconsideration, as appropriate.

**Note:**

Requests for Supplemental Rapid Response funds must be submitted by June 30, 2010. After this date, remaining available funds may be subject to redistribution.

In order to track use of this funding, activity will be reported through a career center-specific program set up in MOSES. Participants are to be co-enrolled in

the Title I Dislocated Worker program, either ARRA or formula, as determined by the local area.

**Effective:** Immediately

**Inquiries:** Please email all questions to [PolicyQA@detma.org](mailto:PolicyQA@detma.org); indicate Issuance number and description.