



MASSACHUSETTS

Workforce Investment Act

WIA Communication No. 03-27

☒ **Policy** ☐ **Information**

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

cc: WIA State Partners

From: Jane Edmonds, Director
Department of Workforce Development

Date: November 13, 2003

Subject: WIA Funds Transfer Authority

Purpose: To transmit the Commonwealth's policy regarding the parameters for transferring WIA funds between Adult and Dislocated Worker programs (**this policy replaces WIA Communication issuance No. 03-16**).

Background: The Workforce Investment Act of 1998 (WIA) allowed 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 provided local areas with a significant level of flexibility to meet local service needs. JTPA Issuance No. 00-20 (issued by the Commonwealth Corporation on May 31, 2000) described the parameters for transferring funds. Under the policy, local areas were allowed to transfer a maximum of 20 percent of its program year allocation for either the adult or dislocated worker activities between the two programs.

On April 1, 2003, the U.S. Department of Labor Employment and Training Administration issued Training and Employment Guidance Letter (TEGL) 23-02 which increased the limit on transfer authority to 30 percent.

Policy: A Local Workforce Investment Board may transfer up to 30 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 either the adult and dislocated worker programs for a program year, a local board must first obtain the Governor's approval. The request to transfer funds must be submitted in writing and include a brief justification for the transfer.

All requests to transfer funds should be mailed to:

The Division of Employment and Training
Employment Service Policy and Systems
Charles F. Hurley Building
Boston, MA 02114

Attn: Alice Sweeney

Effective: Immediately

References: The Workforce Investment Act of 1998; Training and Employment Guidance Letter No. 23-02 (4/1/03); JTPA Policy No. 00-02 (5/31/00); WIA Communication Policy No. 03-16 (6/24/03).

Inquiries: Questions related to this policy issuance should be directed to Dave Manning at 617-626-5684 or dmanning@detma.org.

Filing: Please file this in your notebook of previously issued WIA Communication Series Issuances as #03-27.