



WORKFORCE SOLUTIONS of the Coastal Bend

POLICY

| | | |
|----------------------|---|----------------|
| CATEGORY: | Workforce Programs-WIOA | No: 4.1.106.00 |
| TITLE: | National Dislocated Worker Grants(NDWG) | |
| SUPERSEDES: | N/A | |
| EFFECTIVE: | May 21, 2021 | |
| BOARD APPROVAL: | May 20, 2021 | |
| DATE OF LAST REVIEW: | May 6, 2021 | |

I. PURPOSE:

To set forth a directive to service providers, contractors, partners when funds for WIOA National Dislocated Worker Grants(NDWG) are awarded to Workforce Solutions of the Coastal Bend(WFSCB); Service delivery procedures/protocols must be created by service providers. Board Policy will provide guidance on service delivery points requiring a procedure/protocol to exist, effective and implementation dates, and resources on governing rules from Department of Labor(DOL) and Texas Workforce Commission(TWC).

II. DEFINITIONS:

National Dislocated Worker Grant(NDWG)- there are two types of grants under NDWG: Disaster Recovery grants and Employment Recovery grants. NDWG funds may be used to provide employment and training services to dislocated workers and other eligible individuals. NDWG funds may also be used to provide disaster-relief and humanitarian-assistance employment in disaster-declared areas, as well as employment and training services for such employment as appropriate.

III. POLICY STATEMENT:

The Board shall ensure that contracted service provider creates and implements NDWG procedures/protocols for following service delivery points:

1. Customer Contact Requirement- in accordance with TWC WD Letter 06-13; Documenting Services and participant contact in The Workforce Information System of Texas(TWIST) Counselor Notes.

2. Outreach- plan to include targeted population in designated and declared disaster. Declaration must exist.

3. Eligibility- to include eligibility guidelines set forth by DOL Guidance(TEGLs) and TWC Guidance (WD Letters). It is important to note: DOL has indicated self-attestation is acceptable for an initial temporary eligibility for affected individuals.

4. Assessment- to document the immediate needs, plans for barriers in order to enter training or employment services. Employment Plans to include immediate and long-term goals.

5. Support Services- Must follow the Workforce Innovation and Opportunity Act Guidelines for Adults, Dislocated Workers, and Youth; Section II, Services for Adults and Dislocated Workers, and Section V, WIOA Youth, program Elements. Board Support Service Policy further outlines the local Support Services Guidelines to be implemented. Board Policy allows for Board President/CEO to adjust support services categories, amounts, frequency of payments for NDWG and when a disaster is declared; this allows for immediate services to impacted communities and customers. If no adjustments are made, service provider must adhere to guidelines as written in active board policy.

6. Allowable Activities -under NDWG- Must include activities intended to provide a fully, integrated, demand-driven response to the employment needs of individuals impacted. Allowable activities include all employment and training activities normally available to dislocated workers through career centers. Board will provide all service providers with specifics on which activities to be carried out as per local board plan/deliverables submitted to TWC. Some examples of allowable activities may include: Disaster Relief Employment, Career Center Services, Training Services, Support Services, Needs Related Payments.

IV. TWIST DATA:

Service Provider must create procedures for data entry in order to capture all service delivery points. TWC may implement enhancements to TWIST to allow for tracking and reporting of NDWG Participation. Specific Fund and sub-fund codes will be made available to service providers as soon as guidance is received from TWC.

V. PROCEDURES:

The Board will continue to monitor federal, state, and local government actions and make revisions as needed to help service providers deliver services to impacted communities & customers in local areas during declared crisis.

Service Provider Procedures/protocols must be created within 10 business days of receipt of guidelines from board; the creation of these must not delay services to eligible customers. It is critical for Service Provider(s) to pivot according to direction being provided, inform career center staff of changes, and provide implementation dates within their procedures/protocols.

VI. RELATED POLICY INFORMATION:

- TEGL 12-19, issued March 18, 2020; providing revised guidance to states about NDWG. This TEGL rescinds TEGL 02-15 titled Operational Guidance for National Dislocated Worker Grants/pursuant to the Workforce Innovation and Opportunity Act(WIOA or Opportunity Act).
- TWC- COVID-19 Pandemic: Operational Response Guide(s); Last update version dated: February 2, 2021.
- TEGL 14-18, "Aligning Performance Accountability Reporting, Definitions, and Policies Across Workforce Employment and Training Programs Administered by the U.S. Department of

- Labor(DOL); published March 25, 2019.
- TEGL 19-16, Guidance on Services provided through the Adult and Dislocated Worker Programs under the Workforce Innovation and Opportunity Act(WIOA) and the Wagner-Peyser Act Employment Services(ES), as amended by Title III of WIOA, and for Implementation of the WIOA Final Rules, dated March 1, 2017.
- TEGL 10-09, Implementing Priority of Services for Veterans and Eligible Spouses in all qualified Job Training Programs funded in whole or part by the US DOL, dated November 10, 2009.
- TEGL- 28-10, Federal Financial Management and Reporting Definitions, dated May 27, 2011.
- TWC WD 27-07, issued August 1, 2007, and entitled "Integrated Data Collection and Performance Management

VII. RESPONSIBILITIES:

Board Staff shall ensure that all relevant staff and service provider(s) are informed of and comply with this policy. The Contracted Service Provider(s) shall ensure that appropriate procedures are implemented, and that relevant staff receive training regarding the requirements of this policy.

VIII. FORMS AND INSTRUCTIONS:

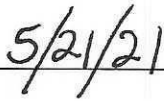
IX. DISTRIBUTION:

Board of Directors Board Staff Contracted Service Provider Staff

X. SIGNATURES:



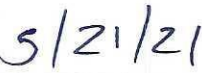
 Reviewed by EO Officer



 Date



 President/CEO



 Date