

**Attachment II:
Summary of Changes to the Eligible Training Provider Policies and Procedures:**

Page	Subject	Change	Notes
1	Table of Contents	Adjusted to reflect page number changes	
8	III. Application Policy and Procedures, A. 2	Added citations	To reference federal requirements to respond to public comments
8	III. Application Policy and Procedures, A. 4,	Added that timelines will be issued at a later date	Clarifying that reporting times have not yet been determined
9	III. Application Policy and Procedures, B. 1(a)	Added that timelines will be issued at a later date	Clarifying that reporting times have not yet been determined
	III. Application Policy and Procedures, B. 3	Corrected to Section II. "E"	
	III. Application Policy and Procedures, B. 4.,5,6	Added citations	To reference federal requirements to respond to public comments
	III. Application Policy and Procedures, B. 7	Added: "have them available for monitoring"	Response to public comment
	III. Application Policy and Procedures, B. 8	Added citation	To reference federal requirements to respond to public comments
	III. Application Policy and Procedures, B. 9	Added citation	To reference federal requirements to respond to public comments
10	III. Application Policy and Procedures, C.1 (b)	Added citation	To reference federal requirements to respond to public comments
	III. Application Policy and Procedures, D.1	Added citation	To reference federal requirements to respond to public comments
12	IV. Criteria to become ETP under WIOA, B. 2	Added reference and link to Hawaii Administrative Rules Title 8 Chapter 101	Response to public comment
13	IV. Criteria to become ETP under WIOA, C. 4 & 5	Corrected "less" to "fewer" and added "time"	
14	IV. Criteria to become ETP under WIOA, D. 4	Amended the requested language to: "The State of Hawaii and its four counties, the City and County of Honolulu, the County of Maui, the County of Hawaii, and the County of Kauai, including all of their departments and attached agencies, their officers, employees and agents are named as additional insured, as respects the named insured's activities on their behalf."	Creates a single statement to resolve discrepancy between previous WIA policy and the WIA Application. <i>Current providers, who have the required insurance and the original language should not be affected by this change.</i>
14	IV. Criteria to become ETP under WIOA, D	Eliminated the previous item #7, which required a data-exchange agreement	At this time, we do not believe agreements with each service provider are necessary to fulfill

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			the performance data requirements.
15	IV. Criteria to become ETP under WIOA, D. 12. (g)	Added reference to the Bureau of Labor Statistics definitions	Response to public comment
16	IV. Criteria to become ETP under WIOA, E	Eliminated the previous item #2, which requested vetting from the Director of Workforce Development, UHCC	Response to public comment
24	Previous item X. Billing and Payment Procedures	Eliminated the Billing and Payment Procedures Section	Response to public comment <i>Explanation: Since not all service providers require the same payment procedures, WDC determined that it would be more appropriate for the local boards or the service providers to issue their own billing and payment procedures.</i>
25	X. Roles and Responsibilities, B.3	Added "and training providers"	Response to public comment
	X. Roles and Responsibilities, B.10	Added "coordinating with the State Board to ensure the"	Response to public comment
26	XI. Roles and Responsibilities, C. (previous #2 & 3)	Eliminated the requirement that training providers submit Assurances to the State ETPL Coordinator; and eliminated the requirement that supplemental documents must be sent to the State ETPL Coordinator	Response to public comment <i>Explanation: The documents will be kept by the local boards and will be made available for monitoring.</i>
26	XI. Roles and Responsibilities, C. (previous # 4 & #5)	Changed item #2 to read: "Submitting performance information as instructed;" to combine #4 and #5.	This change eliminates redundant requirements.
33	Appendix A, Eligible Training Provider Initial Application	Amended the requested language to "The State of Hawaii and its four counties, the City and County of Honolulu, the County of Maui, the County of Hawaii, and the County of Kauai, including all of their departments and attached agencies, their officers, employees and agents are named as additional insured, as respects the named insured's activities on their behalf."	Creates a single statement to resolve discrepancy between previous WIA policy and the WIA Application. <i>Current providers, who have the required insurance and the original language should not be affected by this change.</i>
34	Appendix A, Eligible Training Provider Initial Application	Items 4, 5, 6: added "Do you certify that you will comply", to create a question rather than a statement	Response to public comment
35	Appendix A, Eligible Training Provider Initial Application	Item #4, eliminated the restriction that courses cannot be for more than "40 hours per week of class time, including mandatory activities such as lab time, excursions, and the like."	Response to public comment. WDC could not find any limitation on class time under WIOA.

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35	Appendix A, Eligible Training Provider Initial Application	Items 6 & 7, correcting the Appendix citation	
36	Appendix A, Eligible Training Provider Initial Application	Eliminated requirements for purchase order and P-Cards	Response to public comment <i>Explanation: Since not all service providers require the same payment procedures, WDC determined that it would be more appropriate for the local boards or the service providers to issue their own billing and payment procedures.</i>
36	Appendix A, Eligible Training Provider Initial Application	Correcting the phone number for Oahu	Response to public comment