

**SUMMARY OF PROPOSED CHANGES TO WIOA BULLETIN 10-16  
ELIGIBLE TRAINING PROVIDER POLICY AND PROCEDURES**

December 2017

**Please submit comments by January 15, 2018 to [dlir.workforce.council@hawaii.gov](mailto:dlir.workforce.council@hawaii.gov)**

Entire document: formatting and heading changes, eliminates title page and table of contents, and changes attachments and their numbering.

Policies and procedures eliminate all references to Eligible Training Providers (ETP) and programs that were eligible under the Workforce Investment Act (WIA); and the procedures for those providers, since their eligibility ended June 30, 2016.

Purpose: Clarifies that Local Workforce Development Boards (LWDB) must establish Eligible Training Provider List (ETPL) policies and procedures for their respective local areas and that each LWDB must establish the in-demand industries and in-demand jobs that qualify for the ETPL in their local area policy.

Background: Changes the location of the official Hawaii ETPL to <http://labor.hawaii.gov/wdc/> and eliminates the use of the Kumuaao website. Providers will no longer input information into that site.

I.B. ETPs and Youth: corrects the out of school youth age to “16 to 24.”

II.B. Apprenticeship Programs: Adds information and references about registered apprenticeships in Hawaii; adds an apprenticeship application form; and clarifies procedures to add registered apprenticeship programs to the ETPL.

II.C. University of Hawaii System: Creates a new provider application for the UH system campuses and a new program application.

III. D.1. Clarifies that providers must meet the requirements of the Hawaii Post Secondary Education Authorization Program (HPEAP).

III.D.4. Clarifies the insurance requirement.

III. D.10. Adds payment policies and procedures as required by LWDBs.

III.D.12. Clarifies that providers must comply with Section 188 of the Workforce Innovation and Opportunity Act of 2014.

III. D.13. Adds the requirement that providers must provide the information and documentation on the “Eligible Provider List Application Form.”

III.F. Other Eligibility Factors: Adds ETPL performance data as an eligibility factor.

III.G. ETPL Performance Standards: Eliminates the completion rate of 35% as a standard. Standards for providers will be set at a later date.

IV. Required Program Information: Adds two new program information requirements— Classification of Instructional Programs (CIP) Code and CIP name, which are required in WIOA reports.

VI. Removal of Training Providers: Adds enforcement provisions of WIOA Section 122(f) and WIOA regulations.

VII.A.2.b. Corrects “formal” appeals process to “further” appeals process.

VIII. Roles and Responsibilities: The role of WDC is explained in the Background and other sections; clarifies the responsibilities of the LWDBs. For the provider, eliminates the Kumuaio site and adds complying with the provisions of Title I of WIOA and WIOA regulations, including 29 CFR Part 38 as a provider responsibility.

Appendix A: Eliminates provider information (Federal and State Tax ID) and consolidates the certifications and assurances by eliminating redundancies. Conforms the certification statement to WIOA requirements by changing the termination period from 12 months to 24 months, as noted in the body of the proposed policy, WIOA section 122(f) and WIOA regulations. Provides the new format for submitting the program information.

Appendix B: Adds the requirement that LWDBs must check the System of Awards Management (SAM) website to check for suspensions or debarments.

Appendix E: New form for UH System campuses; includes only the fields required of governmental agencies.

Appendix F: New form for LWDBs, which provides a checklist to request WDC approval.

The entire proposed policy is posted at this link: