

DAVID Y. IGE  
GOVERNOR

JOSH GREEN  
LIEUTENANT GOVERNOR



LESLIE WILKINS  
CHAIRPERSON

ALLICYN C.H. TASAKA  
EXECUTIVE DIRECTOR

STATE OF HAWAII  
WORKFORCE DEVELOPMENT COUNCIL  
830 Punchbowl Street, Suite 417, Honolulu, Hawaii 96813  
Phone: (808) 586-8630 Web: <http://labor.hawaii.gov/wdc/>

December 16, 2020

(SN 41)

**WIOA BULLETIN NO. 41-20**

TO: WIOA Partners

SUBJECT: HireNet Hawaii National Dislocated Worker Grant Attachment

**PURPOSE**

The purpose of this bulletin is to provide guidance for the attachment of the National Dislocated Worker Grant (NDWG) to an individual's application in HireNet Hawaii.

**POLICY**

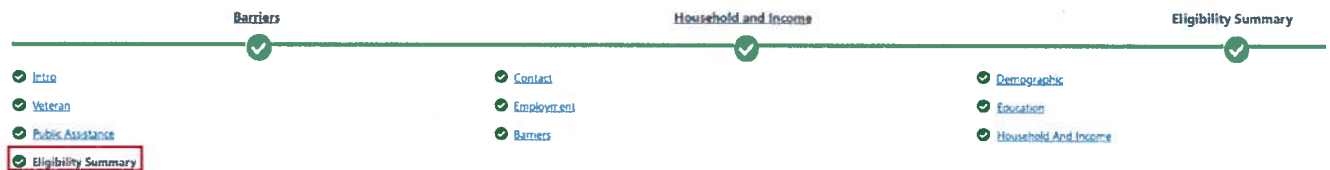
When enrolling a NDWG participant into HireNet Hawaii, it is required for the case manager to attach the appropriate NDWG grant to the participant. This is to ensure the proper tracking of performance and funds for NDWG participants.

**ACTION REQUIRED**

The steps below outline how to attach the appropriate NDWG grant to an individual's application in HireNet Hawaii:

To attach the appropriate NDWG grant for an individual, go to the Eligibility Summary tab in their WIOA application.

Title I - Workforce Development (WIOA)



First, in order to attach the NDWG grant to a participant, the participant must be eligible for the WIOA Dislocated Worker program. To verify, on the Eligibility Summary tab, under the Applicant Eligibility section, there must be a green highlight visible across on the Dislocated Worker line.

Program	Eligible	Priority Calculated Exception/Limitation	Reason(s) Not Eligible	Action
Adult	Undetermined		No Adult Eligibility Date.	Inactive
Dislocated Worker	Yes			<input type="checkbox"/> Inactive
Youth	Undetermined		No Youth Eligibility Date.	Inactive

VET = Veteran, BSD = Basic Skills Deficient, PA = Public Assistance, LI = Low Income, SLP = Additional Priorities

After verifying the Dislocated Worker eligibility for the individual, under the WIOA Grant Eligibility section directly below, select “Yes’ for National Dislocated Worker Grant.

### WIOA Grant Eligibility

*Changes in this section will create immediate updates to the record.*

**Incumbent Worker Eligibility:**  Yes  No  Not Applicable  Inactive

Applicant does not meet the requirements for Incumbent Worker eligibility.

**National Dislocated Worker Grant NDWG:**  Yes  No  Not Applicable

After selecting “Yes,” directly below in the Grants section, there will be available grants to select from to attach to the individual’s application.

### Grants

Grant Type	Grant ID	Grant Name	Local Grant Code	Date Added	Action
National DW Grant (NDWG)	14	HI-Disaster--Hawaii County Volcano Eruption	Not Defined	08/30/2019	<a href="#">Remove</a>
Select from the list of available grants					
Grant Type	Grant ID	Grant Name	Local Grant Code	Date Added	Action
National DW Grant (NDWG)	15	COVID-19 HI Disaster Recovery	NA		<a href="#">Add</a>
National DW Grant (NDWG)	16	COVID-19 HI Employment Recovery	NA		<a href="#">Add</a>

Under the “Action” column, case managers have the ability to attach or remove NDWG grants for an individual. Once you add the specific NDWG grant for the individual, the attachment of the NDWG grant for the individual is completed.

Additionally, please remember to select the appropriate NDWG grant when adding activities for the participant. When adding an activity, under the General Information tab, please remember to select the appropriate NDWG grant for the participant.

### Enrollment Information

**Grant:**

**WIOA or Non-WIOA Partner Program:**  Yes service is a WIOA or Non-WIOA Partner Program.

**Activity Code:** 101 - Orientation  
Activity code cannot be modified.

**INQUIRIES**

Inquiries regarding this Bulletin may be directed to Jayson Muraki at (808) 586-8674.



---

Allicyn C.H. Tasaka  
Executive Director

C: ASO – WIOA Fiscal