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April 9, 2025

SN (7)

QUEST BULLETIN NO. 03-23, Change 1

TO: QUEST Partners
FROM: Maricar Pilotin-Freitas, Administrator
Workforce Development Division
SUBJECT: Revised QUEST Allocations

A handwritten signature in blue ink, reading "Maricar Pilotin-Freitas".

PURPOSE

The purpose of this Bulletin is to provide revised allocations for program services and administration under Quality Jobs, Equity, Strategy, and Training (QUEST) Disaster Recovery, National Dislocated Worker Grant (DWG).

BACKGROUND

The U.S. Department of Labor awarded a QUEST grant of \$10,595,171 to State Department of Labor and Industrial Relations (DLIR) for a two-year period beginning September 26, 2022, and ending September 30, 2024. DLIR subsequently applied for a no-cost extension of an additional 12 months to the grant to end September 30, 2025. The no-cost extension was approved by U.S. Department of Labor, providing more time for QUEST funds to be used in Hawaii.

To maximize use of remaining funds, allocations issued in QUEST Bulletin No 03-23 were revised based on an analysis of recent monthly expenditure reports and discussions with subrecipients.

The number of QUEST participants to be enrolled is based on the cost per participant applied in the original Bulletin.

After QUEST Bulletin No. 03-23 was issued, The Kalaimoku Group was selected as the outreach vendor and met with subrecipients and their service providers to discuss and coordinate outreach campaigns. Their allocation was increased to support additional media outreach efforts.

POLICY

The revised allocations by entities with revised number of QUEST participants to be served are below.

Subrecipients & Grantee	No. of Participants	Sub-allocation	Allocation
DLIR (State Grantee)			\$ 585,327.00
City and County of Honolulu	115		\$ 3,166,000.00
County of Hawaii	26		\$ 722,557.00
County of Maui	36		\$ 1,006,400.00
DLIR Workforce Development Division Branches	123		\$ 3,658,758.00
Oahu	35	\$ 1,022,025.00	
Hawaii	31	\$ 934,073.00	
Maui	45	\$ 1,373,446.00	
Kauai	12	\$ 329,214.00	
Chamber of Commerce of Hawaii			\$ 808,119.00
The Kalaimoku Group			\$ 648,010.00
TOTAL	300		\$ 10,595,171.00

As QUEST subrecipients, the Counties, including costs of their service providers, are subject to a maximum of 10% limit on administrative costs.

Administrative costs are defined in 20 CFR § 683.215 of federal regulations.

The Workforce Development Division Branches have lower costs limits for administration because a portion of their administrative functions are assumed by the State grantee. Their detailed budgets will be provided to them separately.

For counties, the allocations are broken out by the maximum administrative cost and minimum program cost.

Subrecipients	Allocation	Maximum 10% Admin Budget	Minimum 90% Program Budget
City and County of Honolulu	\$3,166,000.00	\$316,600.00	\$2,849,400.00
County of Hawaii	\$ 722,557.00	\$ 72,256.00	\$ 650,301.00
County of Maui	\$1,006,400.00	\$100,640.00	\$ 905,760.00
TOTAL	\$4,894,957.00	\$489,496.00	\$4,405,461.00

If a county has not submitted budgets reflecting the revised allocation, please prepare budgets using the Workforce Innovation and Opportunity Act (WIOA) DW budget forms found at <http://labor.hawaii.gov/wdc/wia-docs/> and submit them by **April 30, 2025.**

INQUIRIES

Inquiries regarding this bulletin may be directed to Ms. Carol Kanayama by email at Carol.H.Kanayama@hawaii.gov or Ms. Leila Shar at Leila.N.Shar@hawaii.gov.

REFERENCES

- Training and Employment Guidance Letter (TEGL) No.2-22 QUEST Disaster Recovery National DWG
- TEGL No. 09-24 (Superseded TEGL No. 16-21, Updated National Dislocated Worker Grant Program Guidance)
- TEGL No.19-16, Guidance on Services provided through the Adult and Dislocated Worker Programs under the WIOA and the Wagner-Peyser Act Employment Service, as amended by Title III of WIOA, and for Implementation of WIOA Final Rules
- TEGL No. 07-22, Increasing Employer and Workforce System Customer Access to Good Jobs