



Administrative Policy

POLICY NUMBER
90

Title:	WIOA Eligible Training Provider List
Program:	Division of Workforce Services
Adopted:	March 1, 2016
Effective:	March 1, 2016

I. PURPOSE AND SCOPE

The purpose is to provide guidance to Local Workforce Development Boards (“Local Board(s)”), as well as post-secondary training providers of training services programs funded under the Workforce Innovation and Opportunity Act (WIOA), regarding the Eligible Training Provider (“ETP”) requirements. The document provides guidelines for: the initial and subsequent determination of eligibility of training providers; the federal and state requirements for training providers; performance standards, the reporting of data and the removal provisions for training providers.

II. BACKGROUND (if applicable, include revision history)

The Workforce Innovation and Opportunity Act, at Section 122, WIOA, requires the Governor, through CareerSource Florida, to establish criteria, information requirements and procedures regarding the eligibility of providers of training services to receive funds provided under section 133(b), WIOA, for the provision of training services in local areas in the State.

This policy describes the process for determining eligible training providers for WIOA Title I-B adult and dislocated worker training participants and for publicly disseminating the list of these providers with relevant information about their programs. The workforce development system established under WIOA emphasizes informed consumer choices, job-driven training, provider performance, and continuous improvement. The quality and selection of providers and training

services programs is vital to achieving these core principles. The State and Local Boards' Eligible Training Provider Lists ("ETPL") and the related eligibility procedures ensure the accountability, quality and labor-market relevance of training services programs that receive funds through WIOA title I-B. The State and Local Boards' ETPLs are also a means for ensuring informed customer choice for individuals eligible for training. In administering the eligible training provider process, the State and Local Boards must work to ensure that qualified providers, offering a wide variety of job-driven training programs, are available. The State and Local Boards' ETPLs are made publicly available online through Web sites and searchable databases as well as any other means the State and Local Boards use to disseminate information to customers. The ETPLs, easily available in an electronic format, are accompanied by relevant performance and cost information and are presented in a way that is easily understood, in order to maximize informed customer choice and serve all significant populations groups.

III. AUTHORITY

Workforce Innovation and Opportunity Act (WIOA), Sections 122, 133

WIOA Regulations, 20 CFR 680.400 et seq., Subpart D – Eligible Training Providers

Florida Statutes, Chapter 445 – Workforce Innovation FS Chapter 1005

Florida Statutes, Chapter 1008 – Florida Education and Training Placement Information Program

Nonpublic Postsecondary Education FAC6E – Commission for Independent Education FS Chapter 1008

NOTE: Consistent with TEGl 41-14, this Administrative Policy requires all Local Boards to revise their policies for the selection and retention of Eligible Training Providers and Programs to be consistent with WIOA and this Policy no later than June 30, 2016.

IV. POLICIES AND PROCEDURES

A. TRAINING PROVIDERS AND PROGRAMS SUBJECT TO ETP REQUIREMENTS

Eligible providers of training services programs ("ETP") are entities that are eligible to receive WIOA title I-B funds for adult and dislocated worker participants who enroll in training services programs through "Individual Training Accounts" ("ITA"). ITAs may also be used for WIOA Title I Youth funds to provide training to older, out-of-school youth, ages 18 to 24. To be eligible to receive training funds under Section 133(b), WIOA, the ETP shall be:

1. Higher Education

An institution of higher education that provides a program that leads to a recognized postsecondary credential, or;

2. Apprenticeship programs

An entity that carries out programs registered under the Act of August 16, 1937 (commonly known as National Apprenticeship Act (NAA) (50 Stat. 664, chapter 663; 29 U.S.C. 50 et seq.), or;

3. Other public/private providers

Other public or private providers of training services programs, which may include joint labor-management organizations, pre-apprenticeship programs and occupational/technical training, or;

4. Adult education and literacy activities

Providers of adult education and literacy activities under title II if such activities are provided in combination with occupational skills training.

5. Targeted Occupation List (TOL) Compliance

With the exception of V(B)(2) training providers, all other training providers' programs shall be for training for occupations on the applicable Local Board TOL, current at the time of training, to be eligible to receive training funds under Section 133(b), WIOA.

Note: A public or private school district that maintains AdvancED/SACS accreditation and provides occupational skills training in combination with a high school diploma may be an eligible training provider.

B. ELIGIBILITY UNDER WIOA

Of those eligible training providers limited in section V(A)(1-4), training providers fall into three categories: those already eligible; those that are exempt, and; non-exempt providers not previously eligible under WIA.

1. Training Providers Already Eligible Before The Transition Period:

Training providers eligible to provide training services programs under chapter 5 of subtitle B of title I of the Workforce Investment Act of 1998 (WIA) before the effective starting date of this Policy may continue to provide services up to and during the transition period, but are required to apply for "Continued Eligibility" and be approved before the end of the transition period (June 30, 2016). (See Sections V(E&L)). (Caveat: Those institutions, such as state universities and state colleges, which were "exempt" under WIA are no longer exempt under WIOA except as defined below.) The eligibility of the providers will be determined under the application procedure for

“Continued Eligibility” established by CSF—on behalf of the Governor—as described below in section V(E).

2. Exempt Eligible Training Providers:

Entities that carry out apprenticeship programs registered under the National Apprenticeship Act (NAA) (50 Stat. 664, chapter 663; 29 U.S.C. 50 et seq.) are exempt from “Initial” and “Continued Eligibility” application procedures under V(C) and V(E). Registered apprenticeship programs are to be included and maintained on the Eligible Training Providers List (ETPL) as long as the corresponding program remains registered and will remain on the ETPL until it is deregistered or until the registered apprenticeship program notifies DEO in writing that it no longer wants to be included on the ETPL. Exempt eligible training providers shall not be subject to section V(J).

3. Non-exempt Providers Not Previously Eligible Under WIA.:

Entities that do not fall under the above two categories must apply through the “Initial Eligibility” application procedure (see below) for listing on the ETPL through the appropriate Local Board(s).

Note: when a postsecondary educational institution or an entity providing apprenticeships offers training services programs that do not meet the requirements under the criteria listed above (as examples; not degree or certificate-based, or not a registered apprenticeship), they must also apply through the “Initial Eligibility” application procedure in section V(C)(3).

C. INFORMATION REQUIREMENTS TO ESTABLISH “INITIAL ELIGIBILITY”

1. Initial Eligibility Pursuant To WIA

Providers of training services programs who are not currently eligible may seek eligibility pursuant to the Workforce Investment Act of 1998 (“WIA”) eligibility requirements (as set forth in the Local Plans of the Local Boards to which the provider is applying) before the effective starting date of this Policy.

2. Initial Eligibility Pursuant To WIOA Starting January 1, 2016

Providers of training services programs who are not eligible on the effective starting date of this Policy shall seek eligibility pursuant to the Workforce Innovation and Opportunity Act (“WIOA”) “Initial Eligibility” requirements (as well as the criteria of the Local Boards to which the provider is applying). Providers of training services programs seeking “Initial Eligibility” receive “Initial Eligibility” for only one (1) full year, after which they may seek “Continued Eligibility”. The provider shall supply verifiable program-specific performance information pursuant to criteria established by the Local Board for the Local Area in which the provider applies to provide training

services programs. Such information shall support the provider's ability to serve participants under section 122, WIOA. Such information shall include as a minimum, but is not limited to:

a. Verification the provider is licensed, certified, or otherwise authorized under Florida law to provide training services programs. (This applies to in-state and out-of-state providers.)

b. A detailed description of each training services program the applicant intends to provide.

c. Information on the cost of attendance, including, but not limited to, tuition and fees.

d. Whether the training program leads to an industry-recognized credential, including recognized postsecondary credential, identifying that credential.

e. Whether the credential can be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder.

f. Whether the provider has developed the training in partnership or collaboration with a business or industry (identifying the business or industry).

g. Identify the in-demand industry sectors and occupations which best fit with the training program.

h. A description of the prerequisites or skills and knowledge required prior to the commencement of training.

i. Verification the training program is for an occupation on the Local Area TOL.

3. Application:

a. Except for V(B)(2) training providers (registered apprenticeships), all applications for WIOA "Initial Eligibility" must be submitted to each of the Local Boards for which the training provider wants to provide training services. The training provider must specifically identify the program(s) it intends to provide for each Local Area. The training provider shall provide the information described in subparagraph V(C)(2)(a through i) above to the Local Board in a manner that will permit the Local Board to make a decision on inclusion of the training provider on the Local ETPL.

b. A provider that receives "Initial Eligibility" under this paragraph for any program shall be subject to all the requirements for that program even after such "Initial Eligibility" expires.

c. Registered apprenticeship programs are not subject to the "Initial Eligibility" criteria or application requirements. While registered apprenticeships are automatically eligible, not all registered apprenticeship programs may want to be included on the list. Registered apprenticeship programs shall automatically be included on the State ETPL until such time as the

program: 1) loses its registration; or 2) notifies DEO in writing that it wants to be removed from the ETPL.

4. Future Online Applications

It is DEO and CSF's intent to create a single online resource for training providers to submit their applications to one or more Local Boards. When the online system is created, this Policy shall be amended accordingly. Until then, each Local Board shall establish its own local application procedures for Initial Eligibility and Continued Eligibility training providers (similar to how training providers' applications were processed under WIA.)

D. ADDITIONAL ELIGIBILITY INFORMATION AND CRITERIA FOR LOCAL AREAS

1. Additional Eligibility Information And Criteria

Pursuant to section 122(b)(3), WIOA, a Local Board, through local policy, may establish additional criteria and required information for program eligibility within its Local Area. This may include setting required levels of performance as criteria for training providers (and their programs) to become or remain eligible to provide training services programs in that Local Board's particular Local Area. Training providers are advised that the same program(s) approved for some Local Areas may be denied for other Local Areas based on local criteria and/or need. Only the training providers and training provider programs approved by the Local Boards will be listed as part of the ETPL.

2. Local Board ETPL Policy and Procedures

Local Boards must establish a local ETPL Policy and Procedures for the approval of providers and programs that includes (but is not limited to):

- a. The method for public notification of the local approval process for the approval of eligible training providers, and'
- b. Any local criteria which is in addition to the WIOA-required criteria for Initial Eligibility and Continuing Eligibility training providers, and;
- c. The process for adding and deleting training providers and training provider programs to or from the local ETPL, and;
- d. The process for posting local policies pertaining to the approval or disapproval of training providers and training provider programs on the local websites, and;

e. The process for listing of approved training providers and training provider programs, the listing of the local ETPL and the listing of the State ETPL on the One-Stop website, and;

f. The process for the Local Board listing, solely at the Local Board's discretion, on its local ETPL, training providers and training provider programs approved elsewhere in Florida when the training provider has not applied in that Local Area provided they meet the Local Board's needs and criteria.

E. INFORMATION REQUIREMENTS TO ESTABLISH "CONTINUED ELIGIBILITY"

1. Two-Year Renewals

After a training provider has: 1. completed the "Initial Eligibility" period of at least one (1) full year, or; 2. successfully applied under the initial implementation of this Policy as a training provider eligible under V(B)(1), all eligible training providers must submit applications for "Continued Eligibility" every two years to maintain their eligibility. Applications for "Continued Eligibility" must be submitted three (3) months before eligibility expires (except for the initial implementation of this Policy). Once on the ETPL, the "Continued Eligibility" application is required. Removal from the ETPL for a period of time does not return the training program to an "Initial Eligibility" status unless, pursuant to section V(I) ("Enforcement"), the training provider's "Continued Eligibility" status was removed.

2. Information

Each "Continued Eligibility" applicant shall supply the following information:

a. Verification the provider is licensed, certified, or otherwise authorized under Florida law (if applicable) to provide training services programs. This applies to in-state and out-of-state providers. If an out-of-state provider, Attachment 2 also applies. A section V(B)(1) training provider is exempt from providing verification unless its license, certification or authorization status has changed since its last application.

b. The total number of persons enrolled in the program.

c. The total number of participants enrolled in the program.

d. The total number of persons completing in the program.

e. The total number of participants completing the program.

f. The total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable),

- g. The total number of participants awarded a Recognized Postsecondary Credential (or other credential, if applicable.)
- h. The total number of persons employed after completing in the program.
- i. The total number of participants employed after completing the program.
- j. Information on cost of attendance, including costs of tuition and fees, for participants completing the program.
- k. Information on Recognized Postsecondary Credentials (or other credential, if applicable) received by such participants.
- l. Whether the credential can be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder.
- m. Description of how the provider will ensure access to training services programs throughout the State, including in rural areas, and through the use of technology (if applicable).
- n. Description of how the training services programs serve individuals who are employed and individuals with barriers to employment.
- o. Information reported to State agencies with respect to Federal and State training services programs (other than the program carried out under this subtitle), including one-stop partner programs.
- p. Such other factors as a Local Board determines are appropriate to ensure:
 - i) the accountability of the providers;
 - ii) that the one-stop centers in the State will ensure that such providers meet the needs of local employers and participants;
 - iii) the informed choice of participants among training services providers; and
 - iv) see section V(D) above

3. Florida Education And Training Placement Information Program (“FETPIP”) Information

Those training providers who have reported any of the above information to FETPIP may utilize FETPIP information in their applications.

4. Application

a. Except for V(B)(2) training providers (registered apprenticeships), all applications for WIOA “Continued Eligibility” must be submitted to each of the Local Boards for which the training provider wants to provide training services. The training provider must specifically identify the program(s) it intends to provide for each Local Area. The training provider shall provide the information described in subparagraph V(E)(2)(a through p) above to the Local Board in a manner

that will permit the Local Board to make a decision on inclusion of the training provider on the Local ETPL. A provider that receives “Continued Eligibility” under this paragraph for any program shall be subject to all the requirements for that program even after such “Continued Eligibility” expires.

b. Registered apprenticeship programs who chose to remain on the ETPL are not subject to the “Continued Eligibility” application process.

F. MINIMUM PERFORMANCE TARGETS

During program year 2016, while the ETPL Policy will not impose state-wide minimum performance targets as eligibility criteria for training programs to remain on either the State or Local ETPL, a Local Board, at its discretion, may continue (or commence) to apply Local Area performance standards (or “targets”) as part of its local ETP criteria. Performance information for each program will be posted on the ETPL to help consumers make an informed decision. Once the transition from WIA to WIOA is complete, this Policy may be revised to establish minimum performance targets, by the State for statewide application or by Local Boards for Local Area application, in order for training providers and their programs to remain on the State or Local Area ETPL.

G. EXCEPTIONS TO THE ETPL POLICY REQUIREMENTS

There are exceptions to the required use of the ETPL for ITA funded training. In situations covered by these exceptions, a contract for services may be used to provide for training instead of the ETPL.

1. Work-Based Training On-the-job (“OJT”) training, customized training, incumbent worker training, internships, paid or unpaid work experience and transitional employment are not included in the ETPL and therefore are not subject to the eligibility requirements. Local Boards are required to identify their criteria for selecting such contractors in local policy in their Local Plans and any performance information required by the State will be specified in the specific policies for those types of training.

2. Insufficient Number of Providers

Where a Local Board determines there are an insufficient number of eligible providers in the Local Area to accomplish the purpose of an ITA, the Local Board may use providers not on the ETPL only if the Local Board uses a process for training provider selection previously approved in its Local

Plan. The Local Plan must describe how this determination is to be made and the process for contracting training service providers.

H. ELIGIBLE TRAINING PROVIDER LIST AND INFORMATION TO ASSIST PARTICIPANTS IN CHOOSING PROVIDERS

1. Eligible Training Provider List

DEO shall annually prepare on or before January 31 of each year a Florida statewide Eligible Training Provider List from the information received from the Local Boards' selection of ETPs. The ETPL may be updated during the year at DEO's discretion. In order to facilitate and assist participants in choosing employment and training activities and in choosing providers of training services programs, the Local Board shall ensure there is an appropriate number of ETPs offering program(s) in the Local Area. Each participant shall be given access to "accompanying information" identifying the recognized postsecondary credential offered by the provider and other appropriate accompanying information as described in section V(H)(2). The ETPL shall be provided to all the Local Boards in the State, and made available to such participants and to members of the public through the one-stop delivery system in the State.

2. Accompanying Information.

The accompanying information shall include, but is not limited to:

a.) with respect to eligible training providers described in subparagraphs V(E)(1), ["Continued Eligibility"], information listed in section V(E)(2)(a-l) and Attachment 1 supplied by such providers, disaggregated by local areas served;

b.) with respect to training providers described in subsection V(C)(2), ["Initial Eligibility"], information listed in section V(C)(2)(a-i) supplied by such providers, disaggregated by local areas served.

c.) such other information as the Local Board determines to be appropriate.

3. Availability And Limitation.

The ETPL and the accompanying information shall be made available to such participants and to members of the public through the one-stop delivery system in the State. In carrying out the requirements of this subsection, no personally identifiable information regarding a student, including a Social Security number, student identification number, or other identifier, may be disclosed without the prior written consent of the parent or student in compliance with section 444 of the General Education Provisions Act (20 U.S.C. 1232g).

4. Public Opportunity To Comment

In establishing criteria, information requirements, procedures, and the list of eligible providers, both the State for the state policy/statewide ETP list and the Local Boards for the Local Area policy/Local Area ETP list shall provide an opportunity for interested members of the public to make recommendations and submit comments regarding such criteria, information requirements, procedures, and list.

I. ENFORCEMENT

1. Supplying Inaccurate Information

Upon a determination that a provider of training services programs, or an individual providing information on behalf of the provider, violated this Policy or WIOA (or title I of the Workforce Investment Act of 1998, as in effect on the day before such date of enactment of WIOA) by supplying inaccurate information, the eligibility of such provider to receive funds under chapter 3 shall be terminated for a period of time that is not less than 2 years and the provider's program shall be removed from the ETPL for the same length of time. The provider may be excused if the supplying of inaccurate information was unintentional but the burden of proof of that defense is upon the provider.

2. Substantial Violation

Upon a determination that a provider of training services programs substantially violated a requirement or requirements under this Policy or under WIOA (or title I of the Workforce Investment Act of 1998, as in effect on the day before such date of enactment of WIOA), the eligibility of such provider to receive funds under chapter 3 (as stated in section 122(f)(1)(B), WIOA) for the program involved shall be terminated for a period of not less than 2 years and the provider's program shall be removed from the ETPL for the same length of time. "Substantial Violation" may be construed to be one or more egregious violations in a short period of time or numerous minor violations over a longer period of time.

3. Removal

A training provider or its programs may be removed for failing to comply with this Policy, WIOA, State of Florida and/or Local Area requirements, or when the training program is no longer needed or desired, or for cause. "For cause" shall include, but not be limited to, engaging in fraud or other criminal acts, incapacity, unfitness, neglect, incompetence, irresponsibility, misfeasance, malfeasance, nonfeasance or lack of performance.

4. Unlawful Remuneration

An ETP's offer of unlawful remuneration to attract participants shall result in the eligibility of such provider to receive funds under chapter 3 (as stated in section 122(f)(1)(B), WIOA) for the program involved to be terminated for a period of not less than 2 years and the provider's program shall be removed from the ETPL for the same length of time.

5. Repayment

A provider of training services programs whose eligibility is terminated under paragraph (1), (2) or (3) shall be liable for the repayment of funds received under chapter 5 of subtitle B of title I of the Workforce Investment Act of 1998, as in effect on the day before such date of enactment, or "chapter 3 of this subtitle" (as stated in section 122(f)(1)(C), WIOA) during a period of violation described in such subparagraph.

5. "Continued Eligibility" Status May Be Removed

A "Continued Eligibility" provider of training services programs whose eligibility is terminated under paragraph (1), (2) (3) or (4) may, at DEO's discretion, lose its status as a "Continued Eligibility" training provider (see section V(E)(1)) and may be required to reapply as an "Initial Eligibility" training provider before being allowed to provide services.

6. Construction

The above subsections V(I)(1-5) shall be construed to provide remedies and penalties that supplement, but shall not supplant, civil and criminal remedies and penalties specified in other provisions of law.

J. COLLECTION AND DISSEMINATION OF INFORMATION

1. ETP Reports To FETPIP and EFM

ETPs must report participants' data for each approved program to the Florida Education & Training Placement Information Program (FETPIP) pursuant to section 445.004(9)(e) and the Employ Florida Marketplace (EFM) once accommodations have been completed for reporting. Florida law requires that educational and workforce training providers report student/participant performance data for each of their training programs to FETPIP. Florida school districts, community colleges, state colleges and state universities report their data directly to FETPIP. Other institutions that wish to be approved as a WIOA ETP must become licensed with the Commission for Independent Education (CIE), when applicable, which coordinates the gathering and analysis of student performance data with FETPIP. Institutions providing secondary training,

education or skills that wish to be approved as a WIOA ETP must maintain regional AdvancED/SACS accreditation as a secondary public or private school district.

K. APPEALS

For an appeal from any decision made by a Local Board, the appellant shall follow the appeals procedure established in its Local Plan by the Local Board making the decision. For an appeal from any decision made at the State level, the appellant shall follow the appeals procedure established by DEO.

L. TRANSITION PERIOD FOR IMPLEMENTATION

CareerSource Florida, DEO and the Local Boards shall implement the requirements of this Policy in a timely manner after the date of enactment of WIOA on July 22, 2014. Pursuant to TEGL 41-14, Change 1, providers eligible on July 22, 2014 to provide training services programs under chapter 5 of subtitle B of title I of the Workforce Investment Act of 1998, (WIA) may continue to be eligible to provide such services until June 30, 2016. Providers seeking eligibility after July 22, 2014 up to the effective starting date of this Policy shall continue to use the application and approval process used under WIA. Pursuant to TEGL 41-14, Change 1, there shall be a transition period starting on the effective starting date of this Policy and ending June 30, 2016 in which all Section V(E) training providers (“Continued Eligibility” training providers) shall submit and have their applications approved under this Policy. “Continued Eligibility” training providers whose applications has not been approved by close of business June 30, 2016 must cease providing training services until such time as their applications are approved under this Policy. Those training providers seeking “Initial Eligibility” are not affected by this transition period and may apply for “Initial Eligibility” at any time starting on the effective starting date of this Policy.

V. DEFINITIONS

A. CareerSource Florida (“CSF”): CareerSource Florida is the principal workforce policy organization for the State of Florida. When mentioned in this policy, it is understood that CSF is acting on behalf of the Governor as provided in Section 101(d), WIOA.

B. Credential: a formalized recognition (such as a certificate or certification) of an individual’s attainment of measurable technical or occupational skills necessary to obtain employment or advance within an occupation., the technical or occupational skills being generally based on standards developed and/or endorsed by employers. A credential can be stacked with other

credentials as part of a sequence to move an individual along a career pathway or up a career ladder. (A “work readiness” certificate is not included in this definition because it does not document “measurable technical or occupational skills necessary to gain employment or advance within an occupation.”)

C. Department of Economic Opportunity (“DEO”): The Department of Economic Opportunity is Florida’s state workforce executive agency and is CSF administrative entity for this policy. When mentioned in this policy, it is understood that DEO is acting on behalf of the Governor as provided in Section 101(d), WIOA.

D. Eligible Training Provider (“ETP”): A provider of training services programs who has met the eligibility requirements to receive WIOA Title I Adult and Dislocated Worker funds for providing training services programs to eligible individuals. Eligible training providers may also receive Title I Youth funds through ITAs under certain conditions, see Section B. An ETP is an ETP only for the LWDBs which have approved the ETP for their Local Areas and only for the program(s) which each LWDB has approved the ETP to provide in that LWDB’s Local Area. An ETP approved by one LWDB does not necessarily mean the ETP will be approved by other LWDBs as each LWDB’s ETP criteria and need may differ. An ETP’s program(s) approved by one LWDB does not necessarily mean the program(s) will be approved for other Local Areas as the other LWDBs’ criteria and need for the program(s) may differ. An ETP will be listed on the LWDB’s Local ETPL only if the ETP has its program(s) currently approved by the LWDB compiling the Local ETPL.

E. Participant: A person who is eligible under, and receiving training services under, Title I-B in an approved program from an approved training provider.

F. Program completer: A program participant who has met all the requirements of a training program.

G. Program of Training Services: A training services program is one or more courses or classes, or a structured regimen that leads to one or more of the following:

- 1) A recognized post-secondary credential, secondary school diploma or its equivalent, or;
- 2) Employment, or;
- 3) Measurable skill gains toward such a credential or employment.

H. Recognized Postsecondary Credential: A formalized recognition consisting of an industry-recognized certificate or certification, a certificate of completion of an apprenticeship, a license recognized by the State or Federal Government, or an associate or baccalaureate degree.

I. Targeted Occupation Lists (TOL): These are the lists, compiled locally as well as statewide, which define demand occupations based on short and long term growth forecasts with a focus on occupations requiring high skills and provide high wages. Local TOLs are compiled and approved by Local Boards in consultation with DEO's Labor Market Statistics Center, based on data provided by the Workforce Estimating Conference as well as additional data provided by the Local Boards themselves. The state list is a compilation of the local TOLS from the 24 Local Boards. Unless excepted, training services programs for adults and dislocated workers must be directly linked to demand occupations on the local and/or state lists. Pursuant to TOL policy, Local Boards may add or remove occupations based on local needs or requirements.

VI. ATTACHMENTS (if applicable)

Attachment 1 – Performance Reporting

Attachment 2 – Out of State Training Institutions

ATTACHMENT 1

PERFORMANCE REPORTING

Training providers' performances in respect to the performance accountability measures and other matters for which information is required under section 122(b)(2), WIOA include:

- I. Information on the performance of the provider with respect to the following performance accountability measures described in section 116(i)(I-IV), WIOA, for such participants (taking into consideration the characteristics of the population served and relevant economic conditions), and information specifying the percentage of such participants who entered unsubsidized employment in an occupation related to the program, to the extent practicable;
- II. The percentage of program participants who are in unsubsidized employment during the second quarter after exit from the program;
- III. The percentage of program participants who are in unsubsidized employment during the fourth quarter after exit from the program;
- IV. The median earnings of program participants who are in unsubsidized employment during the second quarter after exit from the program;
- V. The percentage of program participants who obtain a recognized postsecondary credential, or a secondary school diploma or its recognized equivalent during participation in or within 1 year after exit from the program. (For the purposes of this clause, program participants who obtain a secondary diploma or its recognized equivalent shall be included in the percentage counted only if such participants, in addition to obtaining such diploma or its recognized equivalent, have obtained or retained employment or are in an education or training program leading to a recognized postsecondary credential within one (1) year after exit from the program.)

ATTACHMENT 2**OUT-OF-STATE TRAINING INSTITUTIONS**

Out-of-state postsecondary training institutions that are not operating within the State of Florida and are not required to be licensed by the Florida Commission for Independent Education (CIE) must provide the following information to each Local Board with which it wishes to do business:

1. Information listed in V(C) if applying for “Initial Eligibility” or V(E) if applying for “Continuing Eligibility” and Attachment I if applicable for each program for which it seeks approval, and;
2. Evidence that the institution (and applicable programs) is accredited by an accreditation agency approved by the United states Department of Education, and;
3. Evidence that the institution meets the licensing requirements of its home state, and;
4. Evidence that the institution is on its state’s Eligible Training Provider List.

In order to provide performance information for its programs, out-of-state providers are required to report their student completer data to FETPIP to the extent feasible under established reporting mechanisms.