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TALENT INVESTMENT AGENCY
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OFFICIAL
Policy Issuance (PI): 16-19 Change 3

Date: February 23, 2018

To: Michigan Works! Agency (MWA) Directors

From: Stephanie Beckhorn **SIGNED**
Senior Deputy Director

Subject: Work-Based Training for Special Populations

Programs Affected: Reemployment Services and Eligibility Assessment (RESEA) Program
Reemployment and Eligibility Assessment (REA) Pilot Program

References: PI: 14-16 Change 1, REA Pilot Program, issued October 15, 2015
PI: 16-08, RESEA Program, issued June 24, 2016
PI: 10-29 Change 2, Fidelity Bonding Program of Michigan, issued December 8, 2015
Unemployment Insurance Program Letter No. 10-14, issued April 7, 2014
Unemployment Insurance Program Letter No. 13-14, Change 1, issued July 22, 2014
Unemployment Insurance Program Letter No. 13-15, issued March 27, 2015
Unemployment Insurance Program Letter No. 7-16, issued January 7, 2016
The Workforce Innovation and Opportunity Act (WIOA) of 2014, Public Law 113-128 (29 United States Code Section 3101, *et. seq.*)
Michigan Employment Security Act
Wagner-Peyser Act of 1933, as amended by the WIOA of 2014

Background: The REA Pilot Program and the RESEA Program provide customized services to the Unemployment Insurance claimants deemed most likely to exhaust their unemployment benefits. These two programs offer an orientation to the Michigan Works! Service Centers, an eligibility assessment, a work search plan, labor market information, career guidance and reemployment services to the claimants. Previously, there was not a paid training component attached to these two programs.

MWAs were previously allocated funds totaling \$750,000 of Unemployment Insurance Penalty and Interest funds to provide career services and work-based learning opportunities, such as apprenticeships and On-the-Job Training, to allow claimants at risk of exhausting their unemployment benefits an opportunity to “earn and learn.”

Policy: This policy change details the One-Stop Management Information System changes in order for Work-Based Training participants to be excluded from performance measures.

Transitional jobs are no longer considered training. Internships, work experience and transitional jobs are all considered career services.

This policy change also extends the expiration date of these funds to September 30, 2018.

All other requirements from PI 16-19, dated October 24, 2016 and PI 16-19 Change 2, dated February 24, 2017, which rescinded PI 16-19, Change 1 remain unchanged and in effect.

Individuals who are referred to the REA or RESEA programs, or who are long-term unemployed individuals, or who are returning citizens, or are Partnership.Accountability.Training.Hope (PATH) participants, or are Food Assistance Employment and Training participants are eligible for work-based training services, which are employer-driven with the goal of employment after participation. Appropriate career services, as defined in Section 134(c)(2) of the WIOA, may be provided to claimants as well. These services may include job search and placement assistance; career counseling; information on in-demand industry sectors and occupations, labor market information, referrals to employment activities, transitional jobs and other programs and services; plus, short-term vocational services, classroom training, etc.

Reporting Requirements

Instructions for entering claimants are outlined below.

On the “*Update Wagner-Peyser Participation*” screen, click on the “Special” tab in the upper right-hand corner.

Update Wagner-Peyser Participation

Participant Name	Customer ID	First Participation Date	Current Registration Date	Status	Common Measures
ZEB, 12108TEST S.	ZEB500817	07/01/2006	07/01/2006	Active	See Details

Contact	Personal	Disability	Veteran	Barriers	Education	Economic Status	Special
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* Last Name: * First Name: MI:

* Address:

* City: * State: * Zip:

* County: * Residence MWA: 17 - Capital Area Michigan Works!

Home Phone: Alt. Phone:

E-mail:

Service Information	First Reg Date	Current Reg Date	Staff	Location
Registration	07/01/2006	07/01/2006	CENTRAL STAFF DCD	ACSET Admin Office

Status	MWA	Record Created By	Timestamp	Record Last Updated By	Timestamp
Active	33	CENTRAL STAFF DCD	04/09/2012 @ 08:15:04 AM	PAULA EKLUND	09/15/2016 @ 10:23:16 AM

- | | | | | |
|--|--|---|--|---|
| Wagner-Peyser Registration | Enter New Services | View Service History | Enter Tickler | View Wagner-Peyser |
| Wagner-Peyser Status | Wagner-Peyser Credentials | Enter Membership Codes | View Membership Codes | UI Elig. Issues |
| Case Notes | ISS Client Characteristics | TAA Participant History | WIOA Participant History | Welfare Participant History |

Locate the "Work-Based Training" indicator and select "Yes" in the drop-down menu. Click "Update."

New Wagner-Peyser Participation

Participant Name	Customer ID	Program	Registration Date	Status	Common Measures
BILLIG, BILL	BILBI0301		01/04/2016	Pending	

Contact	Personal	Disability	Veteran	Assistance	Barriers	Education	Economic Status	Special
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Special Initiatives

Recovery Funds - Reemployment Service:

EUC - Reemployment Service:

EUC - Reemployment Date:

Skilled Trades Training Fund Participant:

Industry Cluster:

Work Based Training:

GED to School:

Senior Community Service Employment Program Grant #:

Reintegration of ER-Offenders Grant #:

National Farmworker Jobs Program Grant #:

Indian And Native American Programs Grant #:

YouthBuild Grant #:

H-1B Grant #:

Flint Emergency:

Select "Enrolled in Training." Click "Continue."

Basic Career - Self Service | Basic Career - Staff Assisted | Individualized - Staff Assisted

Program Information / Basic Assessment

- Eligibility Determination
- Outreach, Intake, Orientation

General Information

- Availability of supportive services or assistance
- In-demand sectors, occupations, or nontraditional employment
- Job skills necessary to fill vacancies
- Job vacancies
- Local demand occupations, with earnings, skill requirements, and opportunities for advancement for those jobs
- Local performance
- Performance and program cost info for providers of education and training
- Workforce and labor market employment statistics information

Referrals

- Referrals and associated coordination of activities with other programs and services
- Referral to supportive services
- Referred to Department of Veteran Affairs
- Enrolled in Training
- Referred to Veterans Career Advisor

Job Search

- Job Search Assistance (self-directed)

* Service Date: 12/26/2017 | * Location: Arbor Circle

Continue **Cancel**

On the "Insert Enrolled in Training Activity" page:

Type in the "Training Type." The type of training must be one of the following:

- On-the-Job Training.
- Customized Training.
- Pre/Registered Apprenticeship.

Enter the "Training Begin Date."

The "Training End Date" should remain blank until Work-Based Training services are concluded.

Enter the "Training Institution."

Click "Insert."

Insert Enrolled in Training Activity

Participant Name	Customer ID	Program	Registration Date	Status	Common Measures
EMMONS, APRIL M.	EMMAP0424		08/16/2017	Active	See Details

Details | Comments

Training Type: OJT

* Training Begin Date: 08/17/2017

Training End Date:

Training Institution: ABC College

Federal Training: No

Service Information

* Service Date: 08/17/2017 | * Service Location: Arbor Circle

Begin Date is a minimum of the W-P registration date and a maximum of today's date

The training End Date should remain blank until Work-Based Training services are concluded.

MWA	Record Created By	Timestamp	Record Last Updated By	Timestamp
33	BARBARA EMMONS	08/17/2017 @ 09:22:44 AM	-	-

Insert **Reset Form** **Cancel**

Action: The MWAs with unexpended funds as of September 30, 2017, must submit a revised Budget Information Summary (BIS) showing the date extension of September 30, 2018. The BIS template is attached.

Please submit a revised BIS to Ms. Teresa Keyton at keytont@michigan.gov within 30 days of the issuance of this policy.

Inquiries: Questions regarding this policy should be directed to your Adult Services state coordinator.

In accordance with the American with Disabilities Act, the information contained in this policy will be made available in an alternative format (large type, audiotape, etc.) upon request to Ms. Teresa Keyton at keytont@michigan.gov or via phone at 517-335-7418.

Expiration

Date: September 30, 2018

SB:BE:tk
Attachment

Work-Based Training for Special Populations Budget Information Summary (BIS) Instructions

Section I - Identification Information

Michigan Works! Agency (MWA) Name: Enter the name of the MWA.

Policy Issuance Number: Enter the Policy Issuance number applicable to the BIS. "16-19 Change 3" has been pre-printed.

Grant Name: Enter the name of the grant associated with the funding being awarded. "FY17 Work-Based Training for Special Populations" has been pre-printed.

Project Name: Enter the name of the project associated with the funding being awarded. "Work-Based Training for Special Populations" has been pre-printed.

Plan Period: Enter the start and end dates of the plan period. "10/01/16 - 09/30/18" has been pre-printed.

CFDA Number: Enter the Catalog of Federal Domestic Assistance (CFDA) number associated with this grant. "N/A" has been pre-printed.

Section II - Total Funds Available

Beginning Allocation: Enter the original allocation amount.

Additional Allocation: Enter the amount of any additional funding being allocated.

Deobligation: Enter the amount of funding being deobligated, if applicable.

Grand Total Funds Available: This field will automatically calculate.

Section III - Current FY Planned Expenditures by Cost Category

Administration: Enter the amount of allocation planned for administration. MWAs may not expend more than 10% of the total award on administrative activities.

Career Services: Enter the amount of allocation planned for career services.

Training Services: Enter the amount of allocation planned for training services. MWAs must spend at least 60% of the total award on training services.

Grand Total Expenditures: This field will automatically calculate.

Section IV - Limitation Percentages

The Excel spreadsheet will automatically calculate these fields.

The Program Operations Budget Information Summary form, titled "16-19, Change 3 Work-Based Training for Special Populations BIS.xls" is attached to this policy email.

**Work-Based Training for Special Populations
Fiscal Year 2017 Allocation Table**

Michigan Works! Agency	Total Allocation
Berrien/Cass/Van Buren	\$33,504
Capital Area	\$15,000
Detroit Employment Solution	\$116,680
GST Michigan Works	\$77,873
Great Lakes Bay	\$33,115
Macomb/St. Clair	\$97,664
Northeast	\$58,728
Northwest	\$17,463
Oakland County	\$53,036
Region 7B	\$28,329
SE Michigan Consortium	\$20,956
SEMCA	\$101,804
Southwest	\$18,239
UPWARD Talent Council	\$28,200
West Central	\$15,000
West Michigan Works	\$34,409
TOTAL	\$750,000

*Distribution of funds based on the number of RESEA activities from 10-1-15 thru 03-31-16.