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OFFICIAL

Policy Issuance (PI): 17-10 Change 1

Date: February 8, 2018

To: Michigan Works! Agency (MWA) Directors

From: Wanda M. Stokes **SIGNED**
Director

Subject: Refugee Navigator Pilot Program

Programs Affected: All Michigan Talent Investment Agency (TIA) programs administered by select MWAs

References: The Workforce Innovation and Opportunity Act (WIOA) of 2014, Public Law 113-128 (29 United States Code Section 3101, *et. seq.*)

Refugee Settlement Program, Federal Register 45 Code of Federal Regulations, Part 400 and 401

Background: The TIA previously identified \$340,000 in Appropriation Year 2016 WIOA Statewide Activities funds and \$200,000 in General Fund/General Purpose (GF/GP) funds, for total funding of \$540,000, to support the placement of four Refugee Navigators within Michigan Works! One-Stop Service Centers in Kent, Macomb, Oakland, and Wayne counties on a pilot basis. These four counties were chosen as they are currently experiencing the largest influx of refugees. The intent of this pilot is to assist all work-authorized immigrants, with overcoming language barriers, lack of a documented educational and employment history, and other barriers to employment and their successful integration into Michigan's economy.

Policy: The State GF/GP funds previously awarded by PI 17-10, issued on May 30, 2017, are available for expenditure through March 31, 2018; after that date unexpended GF/GP funds are subject to recapture by the TIA. The WIOA funds previously awarded by PI 17-10 are not affected by this change.

Action: The participating MWAs must submit a revised Budget Information Summary (BIS) electronically to the TIA within 30 days of the issue date of this policy. The BIS should be submitted to WDA-WR-WP@michigan.gov with a copy to Mr. Lloyd Conway at ConwayL21@michigan.gov. The revised BIS templates showing the new end date of the GF/GP funds is attached to this policy for MWA use. Those MWAs that have expended all GF/GP funds need not submit a revised BIS.

Inquiries: Questions regarding this policy should be directed to Mr. Conway by telephone at 517-241-3248 or via email at ConwayL21@michigan.gov. The information contained in this policy will be made available in alternative formats (large type, audio tape, etc.) upon special request to this office. Please contact Ms. Pam Vance at 517-373-6234 or by email at VanceP1@michigan.gov for details.

**Expiration
Date:** June 30, 2018

WMS:LC:pv
Attachment

**Refugee Navigator Pilot Project
Budget Information Summaries (BIS) Instructions
AY 2016 WIOA Statewide Activities Funds and GF/GP Funds**

Section I - Identification Information

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

Policy Issuance: Enter the Policy Issuance number applicable to the BIS.

Grant Name: Enter the name of the grant associated with the funding being awarded.

Project Name: Enter the name of the project associated with the funding being awarded.

Plan Period: Enter the start and end dates of the plan period.

Catalog of Federal Domestic Assistance (CFDA) Number: Enter the CFDA number associated with this grant.

Section II - Total Funds Available

Allocation: The total amount of funds being awarded via this policy. *This amount \$50,000 for GF/GP funds) has been pre-printed.*

Section III - Current AY Planned Expenditures by Cost Category

Administration: Enter the amount of the allocation planned for administration. The MWAs may not expend more than ten (10) percent of the total award on administration.

Program: Enter the amount of the allocation planned for program costs.