

## **WIA Title I-B and Related Activities Manual**

### **Chapter 8: Adult Training Programs**

#### **Section 8.15: WIA Fund Transfer between Dislocated Worker and Adult funding Streams**

**Issue Date:** July 1, 2005

**Effective Date:** July 1, 2005

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### **Required Action**

**Action:**

This policy provides the mechanism for transferring up to 100 percent of formula allocated WIA Title I-B Adult funds to WIA Title I-B formula allocated WIA Title I-B Dislocated Worker funds and vice versa.

**Who:**

WIA Title I-B Adult Program Providers

WIA Title I-B Dislocated Worker program providers

Other Appropriate WorkForce Center System Staff

**Background:**

In accordance with WIA Law, Section 121(c) and associated WIA Final Rules and Regulations – 20 CFR, Section 662.270, local workforce councils shall ensure the formula-based WIA Dislocated Worker program, like all partners, contributes proportionally to one-stop core services' costs. Some workforce councils have expressed a wish to use WIA Law, Section 133(4) and associated WIA Final Rules and Regulations – 20 CFR, Section 667.140 to transfer funds between Dislocated Worker and Title I-B Adult to accomplish this. Pursuant to a waiver received from the U.S. Department of Labor for Program Year 2005, the 20 percent limitation (WIA Final Rules and Regulations – 20 CFR, Section 667.140) is lifted and all funds can be transferred between the WIA formula allocated Adult funds and the WIA formula allocated Dislocated Worker funds.

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### **Policy and Procedures**

In accordance with WIA Law, Section 133(b)(4) the associated WIA Final Rules and Regulations – 20 CFR, Section 667.140, and the waiver received from the U. S. Department of Labor, a local workforce council can, with state approval, transfer all or a part of a program year allocation for Adult employment and training activities, and all or part of a program year allocation for Dislocated Worker employment and training activities, between the two programs. A local workforce council cannot transfer funds to or from a WIA Title I-B Youth Program.

In order for DEED to approve the request, the local workforce council will need to provide a rationale for the transfer in accordance with the request form given below.

A requesting local council must submit the following three documents:

1. a completed and signed form (Request to Transfer Funds: Adult/ Dislocated Worker – attached);
2. a revised Dislocated Worker program budget and participant information forms (found in the Planning Guidelines); and
3. a revised Adult program budget and participant information forms (found in the Planning Guidelines)

Forms should be sent to:

Shelley Landgraf  
Workforce Development Division – 5<sup>th</sup> Floor  
Minnesota Department of Employment and Economic Development  
332 Minnesota Street, Suite E200  
St. Paul, MN 55101-1351

Local councils using this option may request a transfer anytime during the program year. The transfer can be requested as one lump sum or in parts as long as the total request for the year does not exceed a program's annual formula allocation. Local councils can also request a return of funds to the contributing program. Upon approval of the request, the state will send a revised Notice of Funds Available to the local council transferring the funds from one program to the other.

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## Reference Section

### Cites/ References:

WIA Law:

Section 121(c)

Section 133(b)(4)

<http://www.doleta.gov/usworkforce/wia/wialaw.pdf>

WIA Final Rules and Regulations – 20 CFR:

Section 662.270

Section 667.140

<http://www.doleta.gov/dinap/pdf/wiafinalregsall.pdf>

United States Department of Labor waiver

**Attachments:**

Request to Transfer Funds: Adult/ Dislocated Worker at:

[http://www.deed.state.mn.us/wpd/policy/titleB/8.0\\_adult\\_training/request\\_to\\_transfer\\_funds\\_adult\\_dw.doc](http://www.deed.state.mn.us/wpd/policy/titleB/8.0_adult_training/request_to_transfer_funds_adult_dw.doc)

**Contact for Information:**

Shelley Landgraf

Voice: 651-282-6923

Fax: 651-215-3842

TTY: 651-296-3900

E-mail: [Shelley.Landgraf@state.mn.us](mailto:Shelley.Landgraf@state.mn.us)